



PEOPLE FOCUSED. PERFORMANCE DRIVEN.

# ANNUAL BUDGET & CAPITAL IMPROVEMENT PROGRAM

## FISCAL YEAR 2016/2017



LEON COUNTY, FLORIDA

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

LEON COUNTY BOARD OF COUNTY COMMISSIONERS



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

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

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

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## Introduction

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



Commissioner Proctor was elected to the Leon County Board of County Commissioners in 1996 and represents the citizens of Leon County in District 1. Commissioner Proctor's professional political career began as a Staff Assistant to United States Senator Bob Graham of Florida. He served as a Special Assistant to Governor Lawton Chiles before winning a special election to the Leon County Board of County Commissioners in 1996. He has previously served as Chairman of the Board in 2006. His priorities as the District 1 Commissioner include quality healthcare, affordable housing, and education. Commissioner Proctor has engaged in a number of diverse activities providing leadership, creativity, and vision for the community. The breadth of his service includes church, community, higher education, federal, state, and local government. He has served on several community advisory boards and has received numerous awards and recognitions for public service.

### **John Dailey, Vice Chairman, District 3**



Commissioner Dailey was elected to the Board in 2006 and serves the citizens of District 3. He began his professional career in 1996 at the Florida League of Cities where he worked on legislative and regulatory issues involving local governance. He has worked for the National League of Cities in Washington, DC, where he gained a comprehensive understanding of the issues facing local governments; issues as diverse as economic development and community redevelopment to criminal justice and public safety. Commissioner Dailey is President of JDA Strategies, LLC, a local public policy research and development firm. His priorities are sustainable growth, environmental protection, and economic development. John and his wife, Ginny, will celebrate their 19th wedding anniversary in December. They have two sons, Tommy and Henry.

### **Jane G. Sauls, District 2**



Commissioner Sauls is a sixth generation Leon County resident, and represents the citizens in District 2, which include the West and Southwest areas of Leon County. She was first elected in 1996, re-elected to the Board in 2000, 2004, 2008, and 2012. She has served as the Board's Chairman numerous times during her tenure as a Commissioner - in 1999/2000, 2003/2004, and 2007/2008. Commissioner Sauls has been in public service her entire professional career, working for the Clerk of the Circuit Court's Office for 32 years, including Clerk of the Fourth Statewide Grand Jury, and several years in the State Attorney's Office. Commissioner Sauls is the first Leon County Commissioner to complete the Florida Association of Counties' certification course and their advanced leadership program. With her retirement November 22, 2016, she leaves District 2 meeting the goals set for herself when she was first elected. Ft. Braden is a unique rural community, which is the way the majority of her constituents want it kept. While keeping their wishes, a much used Community Center was upgraded and surrounding grounds were developed for family use. The beautiful Ft.

Braden Branch Library was built, and improvements were made to boat landings and campgrounds around Lake Talquin. Commissioner Sauls oversaw the establishment of a citizen-county partnership to assist people who live on private dirt roads to help maintain them, as well as the installation of much need traffic lights along Geddie Rd. She has lead efforts to improve Lake Munson through the Lake Henrietta project and provided housing for Volunteer Fire Departments. The Woodville area saw improved recreational areas, expanded businesses, the opening of the Woodville Branch Library-Community Center and reduced flooding impact on developed home sites with the buyout of property and the establishment of a large holding pond with a surrounding passive area.

### **Bryan Desloge, District 4**



Commissioner Desloge was elected to the Board of County Commissioners in November 2006 and was reelected, unopposed in 2008, 2012, and 2016. As a former business owner, Commissioner Desloge knows the importance of the economic viability of an organization and, as a Tallahassee native, he is highly knowledgeable of the issues facing Leon County. He has worked to improve relations with the City and State to cooperatively identify funding sources and options to address the ongoing issues facing our community. His priorities include, but are not limited to: enhancing economic development; diversifying the workforce; increasing the job base; decreasing the long-standing reliance on state government; and continuing to work in partnership with the City and Leon Schools to functionally consolidate common services and operations to enhance efficiencies and reduce costs for both governments. As past President of the Florida Association of Counties, he's positioned to monitor on both the State and National levels legislative

actions that could negatively impact Leon County. He also lobbies to secure funds and services for our county. Commissioner Desloge will serve as President for the National Association of Counties during FY 2017, where he will represent over 3,000 counties across the nation. He pledges to focus his 1-year term on "advancing civility in political dialogue."

**Kristin Dozier, District 5**



Commissioner Dozier was elected to the Board in 2010 and re-elected in June 2014. In 2013, her fellow Commissioners elected her to serve as Chairman of the Board of County Commissioners for 2013-2014. Since taking office, Kristin has taken on numerous board and committee assignments and currently serves as Chairman of the Big Bend Homelessness Continuum of Care Board and the Community Human Services Partnership Joint Planning Board (JPD). She is the immediate Past Chair and current member of the Board of Governors of the Leon County Research & Development Authority (LCRDA) and the Capital Region Transportation Planning Agency (CRTPA). Prior to her election, Kristin spent 12 years at Mad Dog Construction, holding several positions including Green Building Advisor and Vice President.

**Mary Ann Lindley, At-Large**



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

a great shelter dog, Gentry.

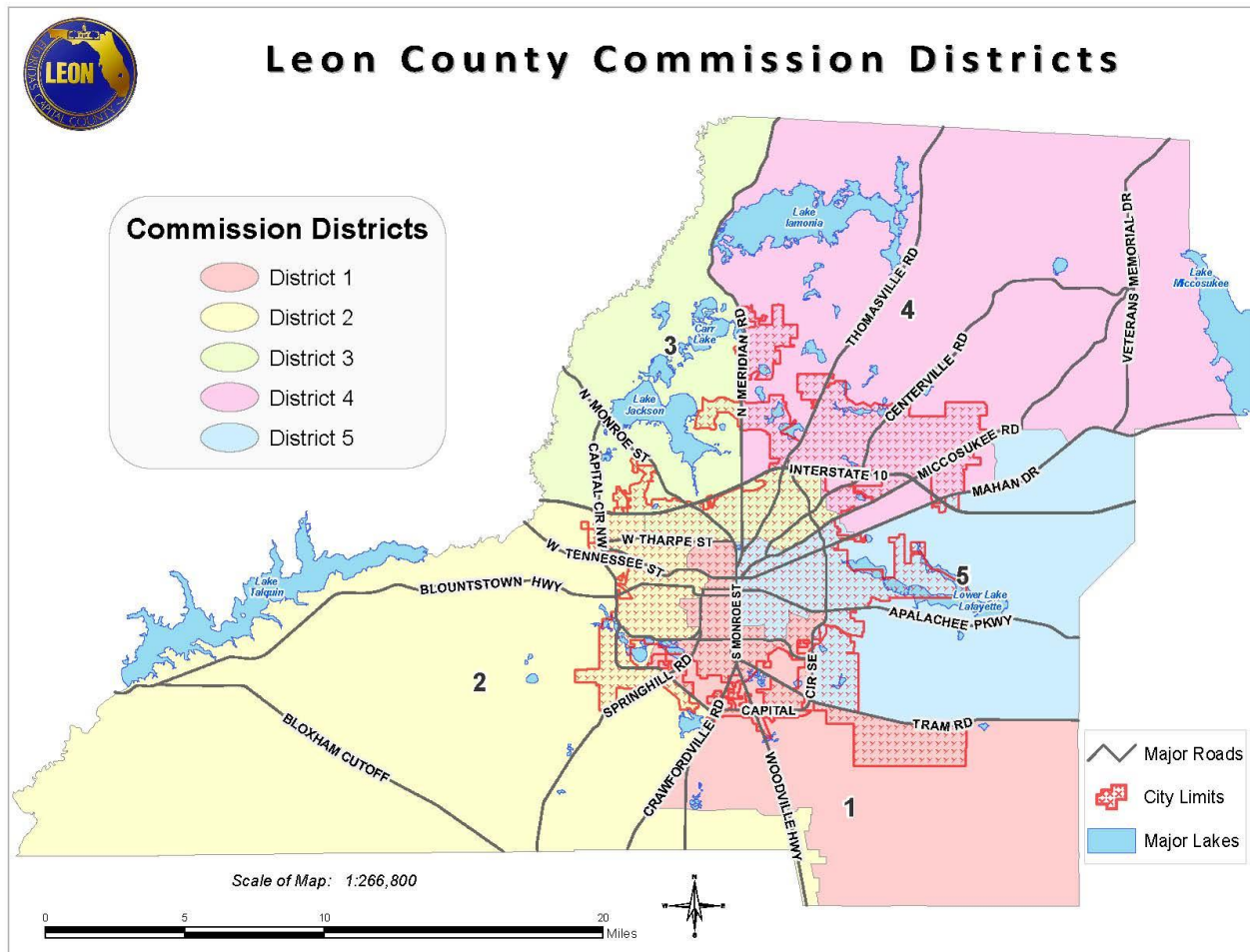
**Nick Maddox, At-Large**



Commissioner Maddox was elected to serve the citizens of Leon County in 2010 with the goal of bringing diversity, increased transparency, and a competitive edge to a county he has grown to love. Recruited to play football in 1999 for Florida State University (FSU), Nick left North Carolina for Tallahassee and found the place he would call home. As a running back with FSU, Nick was part of the 1999 National Championship Team and left in 2001 to play at the highest level, the National Football League. After spending three years in the NFL playing with the Browns, Chargers, and Panthers, Nick returned home to Tallahassee and the Florida State Seminoles graduating with dual degrees in business and real estate while working with the Seminole Boosters. Nick's passion for football and winning has translated quickly to success for Leon County. He has committed his time in office to focusing on building up Tallahassee's youth, bringing in new businesses to Tallahassee, and growing local businesses. In 2005, Nick met his wife, Tina, and knew that Leon County would

be the best place to raise a family. Commissioner Maddox is committed to providing support for redevelopment areas, quality of life, and environmental preservation, ensuring it remains that way for years to come.





**LEON COUNTY, FLORIDA**

Leon County is approximately 702 square miles. It has a population of approximately 284,443 people, with 96,711 living in the unincorporated area of the County and 188,107 living within the city limits.

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

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

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

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

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



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **Leon County, Florida** for its annual budget for the fiscal year beginning **October 1, 2015**.

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 26<sup>th</sup> 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  
Principal Management & Budget Analyst

Felisa Barnes  
Principal Management & Budget Analyst

Ryan Aamodt  
Management & Budget Analyst

Jennifer Donald  
Management & Budget Analyst

Joshua Pascua  
Management & Budget Analyst

Brent Rau  
Management Analyst

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

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

# Leon County Government Organization Chart

People Focused. Performance Driven.



- Voter Elected**
- Judicial
  - Clerk of the Court Circuit and Comptroller
  - Property Appraiser
  - Supervisor of Elections
  - Tax Collector
  - Sheriff
  - Emergency Management

## Board of County Commissioners



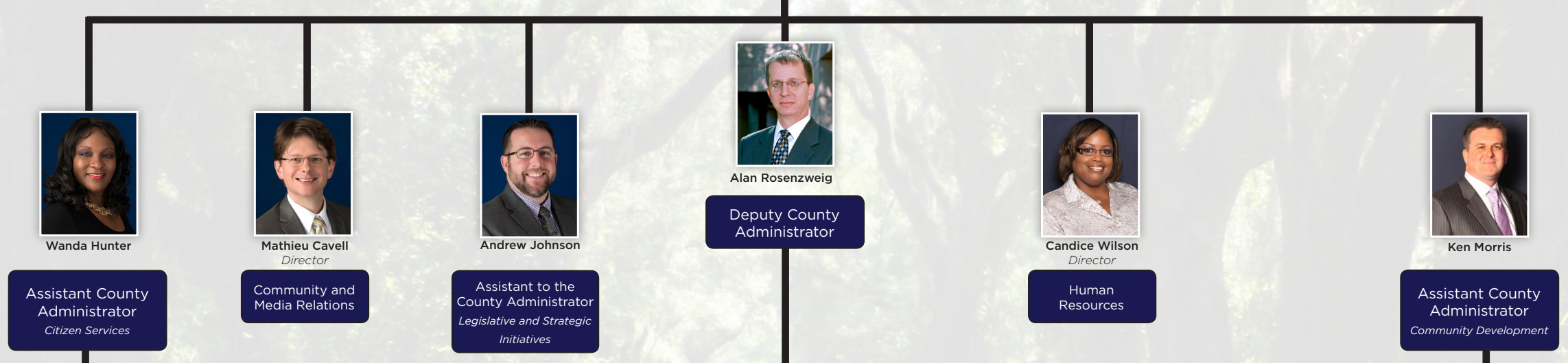
Herbert W. A. Thiele

County Attorney



Vincent S. Long

County Administrator



Wanda Hunter

Assistant County Administrator  
Citizen Services



Mathieu Cavell

Director

Community and Media Relations



Andrew Johnson

Assistant to the County Administrator  
Legislative and Strategic Initiatives



Alan Rosenzweig

Deputy County Administrator



Candice Wilson

Director

Human Resources



Ken Morris

Assistant County Administrator  
Community Development



Cay Hohmeister

Director

**Office of 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 & 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



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 Mngmt



Maggie Theriot

Director

**Office of Resource Stewardship**

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



David McDevitt

Director

**Department of Development Support & Environmental Management**

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



Ben Pingree

Director

**Department of PLACE\***

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

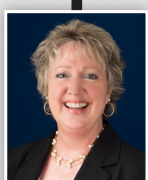


Tony Park

Director

**Department of Public Works**

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



Kerri Post

Director

**Tourism Development**

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

\* PLACE = Planning, Land Management & Community Enhancement





*“PEOPLE FOCUSED. PERFORMANCE DRIVEN.”*



# Leon County

## Board of County Commissioners

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

Commissioners

BILL PROCTOR  
District 1

JANE G. SAULS  
District 2

JOHN DAILEY  
District 3

BRYAN DESLOGE  
District 4

KRISTIN DOZIER  
District 5

MARY ANN LINDLEY  
At-Large

NICK MADDOX  
At-Large

VINCENT S. LONG  
County Administrator

HERBERT W.A. THIELE  
County Attorney

October 11, 2016

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

Honorable Members of the Board of County Commissioners:

Top performing organizations never become complacent. Over the past five years, Leon County Government has been repeatedly recognized as a national leader in innovation, fiscal stewardship and citizen engagement. As an organization, resting on our laurels is never an option. We must continue to evolve by challenging ourselves and collaborating with our citizens in addressing our most pressing problems. And through **LEADS**, our organization has and will continue to: **L**isten for changing needs, **E**ngage citizens and employees, **A**lign key strategic processes, **D**eliver results and relevance, and **S**trive for continuous improvement. This is how we live our *"People Focused. Performance Driven."* culture and ensures our continued operational excellence and strengthens our commitment to serve.

Everyday **LEADS** informs how we govern. In preparation of the FY 2017 budget, staff held 30 **listening** sessions through-out our organization, involving more than 350 participants. We asked "What are we doing right" and "What can we do better." From customers to businesses to non-profits to our Constitutional Offices these sessions generated 124 proposed ideas for improved service delivery.

We continue to actively **engage** and work side by side with citizens through our award winning citizen engagement series. From our hands on immersive budget simulation to a community conversation on race and by leveraging our partnerships with the Knight Creative Communities Institute and Village Square, we engage our citizens as co-creators of our community.

At your annual retreat, the Board updated the Strategic Plan with the addition of 19 initiatives, each advancing the big goals and bold aspirations of the County for our community. The implementation and **alignment** of the organization's resources of new and continuing initiatives range from "Leon Works" which focuses on the unmet local market need for middle-skill job opportunities to protecting the rural character of this designated land use to coordinating partners in the creation of the North Monroe Street Task Force to revitalize and enhance this vital business and traffic corridor.

Through these efforts we've **delivered** results. This year we opened the new Fred George Park to provide additional recreational opportunities in the northwest portion of the County, achieved reaccreditation of our award winning Emergency Medical Services program, leveraged our partnerships with our local non-profit

*"People Focused. Performance Driven."*

community by providing additional funding for the Community Human Service Partnership, and created the joint County/City Office of Economic Vitality (OEV). OEV establishes the hub to bring together all of the economic development assets of our community to work together to grow and diversify our economy, expand economic opportunity and enhance the quality of life for our citizens.

Through LEADS we **strive** for and deliver continuous improvement. Our Innovation and Inspirator (I<sup>2</sup>) program empowers employees every day to improve our community and organization. Beginning last fiscal year, the innovation of our employees has saved the County almost \$1.0 million dollars to date.

The adopted budget continues to provide the resources necessary to deliver the level of services our citizens expect and deserve. I am confident that through this fiscal plan and LEADS, our organization will continue to be a leader in innovation, fiscal stewardship and citizen engagement.

With this introduction, I am pleased to formally present the Board the FY 2016/2017 adopted budget. The adopted budget of \$246,129,886 represents a 3.18 percent increase from last fiscal year. It reflects the strong and consistent fiscal leadership of the Board of County Commissioners in balancing our community's needs with the resources of our citizens; as well as, the fiduciary stewardship and innovation of Leon County employees in maximizing efficiency, driving performance and delivering results for our community. As a point of comparison, the State of Florida's budget increased by 4.8 percent.

Though the County adopts a budget annually, the historic context of prior budget development is important and informative for subsequent budget cycles. Each budget is interdependent on prior actions and influences the future financial condition of the County. Fiscal decisions made during an individual fiscal year have impacts beyond the current budget cycle. Over the past several budget cycles, previous financial leadership by the Board has positioned the County for long-term fiscal stability.

During the hard economic times of the Great Recession, and subsequent slow economic recovery that we are still experiencing, the Board maintained fees and passed on significant property tax savings and eliminated 83 positions. Coming out of the recession, the Board tackled significant long-term chronic fiscal issues (such as stormwater and transportation funding) by aligning fees with direct services.

The County's actions have provided the necessary resources to continue maintaining the County as a financially viable organization. These efforts were specifically recognized by the international ratings agency Fitch during the County's last bond rating review which increased the County's rate from a "-AA" with an unstable outlook, to an "AA" with a stable outlook; Fitch stated,

*"The county's financial profile is characterized by prudent, forward-looking budgeting, high reserve levels, and strong liquidity supported by a demonstrated willingness to raise recurring revenues."*

#### *FY2017 Budget Policy Guidance*

Our budget process ensures that the allocation of our limited resources aligns with the top priorities of the Board. Beginning with the annual retreat and through-out the spring, the Board

provides specific policy guidance as we develop the adopted budget. Our approach begins early, which allows time for policy changes to not become “surprises” later in the process. In March, the Board refined the County’s commitment to CHSP by establishing the funding level early and correspondingly increased the commitment by \$200,000 to \$1.2 million.

Also, at the March 8, 2016 meeting, the Board provided initial policy direction regarding the FY 2017 budget development through the establishment of the maximum discretionary funding levels for outside agency contracts. On April 26, 2016, the Board held a budget policy workshop for the opportunity to discuss policy items affecting the development and preparation of the FY 2017 budget. The Board provided policy guidance on many issues, including:

- A complete review of outside agency contract funding
- Consolidating of the City and County M/WSBE programs within the Office of Economic Vitality
- Approving of a long-term plan to provide match dollars for spring restoration grant funding
- Establishing a \$1.0 Economic Development Incentive Fund for the City/Leon County Office of Economic Vitality and providing \$500,000 to be matched by the City of Tallahassee
- Streamlining the code enforcement nuisance abatement process
- Approving the creation of a policy and providing funding alternatives for street lighting in the unincorporated area of the County
- Jointly funding a mobility study with the City of Tallahassee
- Including funding for boat landing improvements and renovations
- Providing funding to construct trails at the Northeast Park; and
- Instructing staff to prepare the FY 2017 adopted budget with no increase in the millage rate

The Board held its final budget workshop on June 14, 2016, and ratified the actions it took at the workshop on July 12, 2016. This important workshop addressed:

- Primary Health Care funding
- A status report on the Community Paramedic Program
- A more detailed analysis of outside agency funding for the Tallahassee Memorial Health Care Trauma Center, the United Partners for Human Services, and the St. Francis Wildlife Association
- Approval to use Tree Bank funds to Support Canopy Roads
- Approving the acceptance of a grant to host the Leon County Works Expo and the Leon Works Junior Apprenticeship Program
- Funding the Leon County Lecture Series
- Accepting the status report on North Monroe Street Task Force
- Accepting the annual status update of the sidewalk construction program
- Approving the new “Livable Infrastructure For Everyone (LIFE) Program” policy that will be funded from the 2020 sale tax extension; and

- Deferring the discussion of providing additional funds to the Kearney Center until next fiscal year, after the joint County/City Workshop on affordable housing scheduled for October 27, 2016

#### The FY 2017 Adopted Budget Highlights

The adopted FY 2017 budget was developed in an improving economic environment, where growth in property tax revenues and state sales tax revenues are beginning to cover the inflationary cost of governmental expenses without having to reduce program services. However, revenues are still lower than prior to the recession, and County staff remains diligent in evaluating the budget for opportunities to work more efficiently within our existing resources.

The FY 2017 adopted budget includes the budget year and four planned years. Pursuant to Florida Statute, the Board adopts only the upcoming budget year and not the planned years. The out years are provided for information and planning purposes only and are adjusted accordingly during the actual year of implementation.

Major highlights of the adopted budget include:

- Maintaining the millage rate at 8.3144 mills;
- Reducing the use of general revenue fund balance to balance the operating budget by \$1.5 million (from \$4.0 million to \$2.5 million);
- Providing \$2.2 million to continue the implementation of the Board's sidewalk priorities;
- Restoring a stormwater maintenance crew eliminated during the recession to focus on preventive maintenance rather than reactive maintenance at a cost of \$201,000;
- Supplying the Sheriff with resources to implement the second year of a step pay plan needed to remain competitive in the retention of deputies and correction officers;
- Increasing the recurring revenue transfer to support capital projects by \$1.0 million from \$2.0 million to \$3.0 million;
- Increasing funding for social service agencies by allocating an additional \$200,000 to the Community Human Service Partnership;
- Providing \$1.7 million in funding to begin construction of a permanent facility for the Medical Examiner through the re-use of the former animal/mosquito control garage; and
- Funding bus stop construction on North Monroe Street, north of I-10, to enhance transportation along the corridor in the amount of \$75,000.

#### *Revenues*

Ad valorem receipts are predicated on maintaining the current 8.3144 millage rate. As presented in the July 12, 2016 budget workshop ratification item, certified property values provided by the Property Appraiser on July 1, showed property values increasing by 3.12 percent. Maintaining the current millage rate provides \$3,552,625 in additional ad valorem revenue, which under the Florida Statute definitions will be considered a property tax increase.

Maintaining the millage rate with the modest increase in property values is consistent with the County's deliberate long-term financial planning efforts. During the "Great Recession", the Board maintained the millage rate, and passed property tax savings to the community. Post-recession, long-term planning by the Board, showed the millage rate being maintained in order to increase the ad valorem revenue needed to counter balance inflationary expenditure increases.

While the market values of homes are increasing, the “Save Our Homes” cap for this fiscal year is 0.8 percent, which is holding down the taxable value of homesteaded homes in the County. For example, a home valued at \$150,000 last year with the \$50,000 homestead exemption had a taxable value of \$100,000. Using the current millage rate of 8.3144, the County portion of the tax bill would have been \$831.44. With “Save Our Homes” that home’s FY 2017 taxable value is capped at 0.8% or \$151,200. The taxable value with the \$50,000 homestead exemption would be \$101,200. With the same tax rate the tax bill would be \$841.42, for an increase of \$9.98 or less than \$1.0 a month.

While the increase in county-wide property valuation over the previous year indicates an improved real estate economy, the current property valuation of \$14.8 billion is still \$1.0 billion below the property values at the beginning of the recession in 2008 (\$15.8 billion). While today’s property values have increased over the last two years from \$13.4 billion in FY 2012 (the lowest point of the recession), they are still 6% below pre-recession levels.

Increases in State Shared and ½ Cent Sales Tax revenue are anticipated to generate additional revenue of approximately \$823,650. Total projections for these funds are slightly above the FY 2006 pre-recession collections, a further indication of a significantly improved economy. This increase is offset by an estimated decline in the Communication Service Tax (CST) by \$316,350. Statewide, the CST has been in decline the past four years. Initially, Leon County was not following this trend; however, the current fiscal year revenues are not meeting the projected forecast and the decline is anticipated to continue in FY 2017.

Similar to sales tax projections, gasoline consumption is also projected to increase modestly; gas taxes are expected to increase by \$549,100. This would suggest that motorists are taking advantage of the lower gas prices and automobile use is continuing to increase. However, as gas taxes are consumption based (taxes are per gallon, not a percentage of cost), and with the continued increase in fuel efficiency, future revenue increases are projected to be modest and could actually decline over time.

The Public Services Tax (PST) is anticipated to generate an additional \$2.25 million in FY 2017. The increase is due to two reasons: 1) the end of a three year repayment schedule to the City of Tallahassee of \$2.1 million for over payment of the PST to the County from FY 2010 – FY 2013; and 2) a correction to the calculation of the tax on Talquin electric billings, which is anticipated to generate an additional \$1.0 million annually.

### *Expenses*

The largest operating expense in the budget is associated with personnel costs. Leon County general revenue related expenses for personnel will increase \$941,000. This includes funding for performance raises (0-5%, with an average of 3%), health insurance (currently estimated at 7%) and retirement.

The Sheriff’s Law Enforcement and Correction budget is proposed to increase by \$2.33 million or 3.4 percent. In addition to increases in salary and benefits (including health insurance), the budget recommends: the second year of the Board approved pay plan increase, four deputies, and four non-sworn positions for the jail. In support of the position requests, the Sheriff’s Office reports that over the past two years there have seen a 9.5% increase in calls for service from uniform patrol deputies. Correspondingly, the current uniform patrol levels are lower than 2001 levels, with 68 deputies compared to 73 deputies in 2001. The addition

of the non-sworn positions for the jail will allow existing correction officer staff to focus on managing prisoners, and avoids the need to hire more correctional officers.

Payments to the other Constitutional Offices, excluding the Supervisor of Elections will increase by \$610,960. The Property Appraiser's requested an increase of \$354,285 over last fiscal year, including funds to payout leave balances for individuals retiring from the office and technology enhancements. Tax Collector commission costs associated with property tax collections are estimated to increase by \$180,580 due to the increase in property tax collections for the Board and the School Board. The Clerk of Courts and Comptroller's budget reflects an increase of \$76,095. Of this increase, \$61,844 was budgeted to fully fund the Clerk Audit function. During the recession, the Clerk did not fill one of the audit positions, and has now filled the position.

Significant budget savings are shown in the planned decline in the Supervisor of Elections budget. Following the fiscal year of a presidential preference primary and the local primary elections in August, the Supervisor's budget will return to a normal funding level. The reduction will save \$790,780.

In order to return to pre-recession service levels, the budget contemplates the restoration of a stormwater maintenance crew at a cost of \$200,695. In FY 2009 as part of planned budget reductions, Public Works reorganized the stormwater maintenance program for a savings of \$201,000. This reorganization essentially eliminated one crew, reducing the County's capacity to perform any preventive maintenance on the stormwater system. Currently, the stormwater maintenance program is reactive and generally can only respond to calls and complaints when a problem occurs, such as blocked culverts. The restoration of the crew will allow the County to again focus on preventive maintenance and possibly avoid costly repairs as portions of the system fail due to lack of maintenance.

Also, in order to meet the Florida Department of Transportation safety standard requirements for road crew maintenance, a Safety Flagger position is included in the adopted budget at a cost of \$30,842.

Other maintenance increases include the additional cost of the right-of-way maintenance for Capital Circle Northwest/Southwest in the amount of \$281,871. When Blueprint 2000 completes the project in 2016, Leon County will assume the maintenance of the right-of-way and landscaping. As noted in previous budget discussion items before the Board, as large capital infrastructure projects are completed, the cost of maintenance becomes a budget issue. Maintenance needs associated with these projects are on-going and need to be addressed annually in the budget process.

The budget also contemplates increases in annual payments that the County is obligated to make. These payment increases include: \$286,320 to the Community Redevelopment Agency due to property value increases in the Frenchtown and Downtown CRAs; \$128,504 for the County's share of the 800 MHz radio communication services; and \$181,989 in Medicaid Payments.

As recommended by the North Monroe Street Task Force, \$75,000 is included in the adopted budget for transit stop improvements. Specifically, this funding will provide for enhanced bus stops on the north and southbound bus stops at the Lake Jackson Walmart area.

The adopted budget also includes \$50,000 to fund the nuisance abatement process. This funding will allow for a streamlined nuisance abatement process and allow the County to more efficiently abate property structures determined to be unsafe. Concurrent with this funding, a public hearing is planned for October to modify the Land Development Code to streamline the nuisance abatement process.

As previously mentioned, the Board directed staff, to increase funding for the Community Human Services Partnership (CHSP) program by \$200,000 for a total of \$1.2 million. In conjunction with increasing the funding, the Board also authorized the entire \$1.2 million to be distributed as part of the 2017 CHSP cycle. This allows the increase in funding to blend with the current application cycle, avoiding the need for a mini grant distribution, which occurred after the \$175,000 increase in FY 2016.

In concert with Board actions in FY 2016, staff is recommending increasing the recurring transfer to the County capital program in the amount of \$1.0 million. 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. As documented last year, ideally \$4.0 to \$5.0 million in recurring funds should be transferred annually to cover capital expenses. The FY 2016 adopted budget increased the total transfer to \$2.0 million. For FY 2017, the total recommended recurring transfer is \$3.0 million, or an increase of 50% over the current year \$2.0 million. Staff anticipates revisiting the level of capital transfer during the FY 2018 budget cycle, with the intention of continuing to increase the funding level.

As part of the FY 2016 legislative session, the Department of Juvenile Justice cost sharing disagreement between the state and counties was resolved. With the new cost sharing formula regarding detention days for juveniles, the Leon County FY 2017 payment will be reduced by \$162,160.

Fuel savings estimated at \$107,000, associated with lower crude oil prices, will also off-set increased expenses.

#### *Cost Avoidance and Savings*

Coming out of the recession, the County has been deliberate in continuing to evaluate all expenditures with the same approach as when revenues were declining. Prior to developing the adopted budget, County staff continually looks at efficiencies and cost avoidance throughout the year to avoid unnecessary increases in the budget and correspondingly award and recognize employee innovation. Through the County's Employee Awards program - I<sup>2</sup> (I-squared), to date, the program has saved the County \$879,297 in recurring costs and \$74,801 in one-time costs. Examples of some savings include:

- Adjusting the works hours for Animal Control from five days to seven days with no overtime: savings \$54,353 annually. In an effort to align current resources with citizen service demands, the Animal Control Division adopted a new weekly work



schedule that expands coverage to two officers working Saturdays and Sundays. Previously, all five ACOs worked Monday through Friday and weekend coverage was provided through an on-call officer. This modification to the work schedule eliminated the need to add a position. The new hours also increased customer service since officers were now regularly available on the weekends.

- Printer consolidation and copier management: savings \$130,586 annually. Through the leadership of MIS, the copier contract was consolidated to one vendor, and the number of copiers reduced in work areas by centrally locating printers.
- Kinhega Road roundabout: savings \$3,000 annually. The construction of the roundabout eliminated the need to signalize the intersection. This eliminated the need for the planned annual signal maintenance.

Two other large cost avoidance efforts identified through the development of the FY 2017 adopted budget were in the information technology area:

- County financial system replacement avoidance: saving a minimum of \$4.0 - \$6.0 million in capital costs. A cross departmental/agency team of County and Clerk staff was formed to conduct research and assess solutions for the replacement of the Banner accounting and HR system. Clerk accounting, MIS, Purchasing, OMB and HR staff identified a number of areas in which the current system was not adequately addressing the current organizational requirements. Given the age of the existing legacy system (20 plus years) the original intention was to develop an RFP and request funding through the budget process to support the acquisition of an entirely new system (estimated cost \$4.0 to \$6.0 million).

Through a detailed six month assessment of the Leon County financial system requirements, it was determined that the majority of the unmet requirements can be supported within the existing system (Banner). When the system was originally implemented, many of currently needed functions were either not available or not optimized for use by the County. Through the cross departmental assessment, the team also evaluated the newly announced upgrade of Banner, which enhances and modernizes the system to make it more user friendly, more mobile accessible, and provide better reporting. After this analysis, the team recommended a fresh install of Banner using the latest software upgrade and using consulting services to conduct process reviews within HR and Finance to develop improved configurations and workflows.

- Homeland cyber security program: saving \$75,000. MIS typically contracts for a security audit on its network every three years and was scheduled and funded for an audit in FY 2016. Leon County MIS applied for the Homeland Security program in December 2015, and was recently selected for the free service in 2016. The program provides four areas of review of the County's computer network infrastructure, applications, and Internet interfaces. The final outcome of the review will be a report that highlights security vulnerabilities and risks and recommends strategies and priorities for remediation/resolution. This service is valued at a minimum of \$200,000. Additionally, this opportunity provides a far

more comprehensive and higher level of review than the previously planned audit. This will allow MIS to use the \$75,000 originally budgeted for the audit to cover remediation/resolutions costs.

### Fund Balance Usage

#### *General Fund*

In the County's continued deliberate efforts at reducing the budget's reliance on using fund balance, the adopted budget contemplates appropriating \$1.5 million less in general fund reserves than appropriated in FY 2016. The use of fund balance will decline from \$4.0 million to \$2.5 million. Since FY 2015, the use of fund balance has been reduced by 50 percent.

Fund Balance is typically accumulated to support cash flow, emergency needs, unforeseen revenue downturns and one-time capital projects. For the County's general fund, the 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 and Branch Libraries) has been reduced. Alternatively, without the fund balance accumulation, the County would need to consider the issuance of debt to support future capital project needs.

The Board needs to be mindful that when the use of fund balance grows annually, the practice becomes unsustainable. If the Board grew the use of fund balance by only \$2 million a year (i.e., \$6 million FY 2016, \$8 million FY 2017, etc.), it would only take four or five years to deplete the entire fund balance. This would happen because the use would be occurring at a much higher rate than the replenishment. In addition, this would further diminish the Board's ability to provide fund balances for future capital projects. By the continued reduction in the use of fund balance, more resources will be available in the future to allocate to capital projects.

#### *Emergency Medical Services*

During the development of the FY 2015 budget, the Board approved using the EMS fund balance as the funding mechanism for the costs associated with the implementation of the EMS Professional Development Career Path and the addition of an ambulance crew until such time that the drawdown of fund balance approaches a level acceptable to the Board. At the time the fund balance was \$9.3 million, and the EMS policy minimum for fund balance was \$2.3 million.

The previous analysis indicated that fund balance could be used to support the addition of the ambulance and crew in FY 2015 and another ambulance and crew in FY 2018, and stay above the fund balance minimum policy until FY 2019 or FY 2020. An updated analysis indicates that these parameters are still holding true, and that the fund balance will stay within policy limits until FY 2020.

The estimated year end EMS fund balance for FY 2016 is \$8.3 million. The current policy minimum is \$2.9 million. In order to balance the EMS fund for FY 2017, \$2.4 million will need to be appropriated; however, due to the over collection of revenues based on the

requirement to budget at 95% of anticipated revenues, and the under expenditure of budgets, actual fund balance use will be approximately \$1.3 million. Staff will prepare another update on the EMS fund balance as part of the FY 2018 budget process.

#### *Fire Services*

As approved by the Board, \$1,224,459 in unincorporated area general revenue fund balances was appropriated to cover 15% of the costs of providing fire rescue services to the unincorporated area for FY 2016. This fund balance use covers the 15% discount applied to the newly adopted fire rescue charge rates. When establishing the fire service rates, the Board also approved this discount for FY 2017, which again requires the appropriation of \$1,224,479 in unincorporated area general revenue fund balances in FY 2017. The discount will expire at the end of FY 2017, and the original fire service fee study rates will apply in FY 2018.

#### *Tourist Development*

After another record year, the Office of Tourism Development's budget, as recommended by the Tourist Development Council, contemplates the use of \$491,300 from its unallocated fund balance for capital and operating expenses in FY 2017, while leaving the projected unallocated fund balance within the County's adopted fiscal policy guidelines. These funds will be utilized to enhance the County's Signature Event Grant Program (\$175,000) for multi-day festivals and events that draw visitors to the area; increase the sports bid pool (\$68,000) as a result of the numerous cross country events scheduled at Apalachee Regional Park; a small increase in the tourism marketing and advertising budget (\$57,000), and capital improvements related to the meeting space on the second floor of the tourism building, and a portion of the construction costs for permanent restrooms and office space at Apalachee Regional Park (\$191,000).

#### *Solid Waste*

Consistent with the projected five-year capital budget requirements for Solid Waste, \$1,218,649 in fund balance is recommended to fund the replacement of heavy equipment for: the transfer station, rural waste collection centers, and the handling of yard waste at the Solid Waste Facility. Solid Waste fund balances are accumulated over time to support capital projects and heavy equipment replacement.

#### *Development Support and Environmental Services*

Permitting activity has continued to increase, which has correspondingly contributed to an increase in DSEM's special revenue fund balance. To maintain the general revenue transfer to DSEM at a level consistent with previous years, the budget contemplates the use of \$358,274 in dedicated fund balance. This use of this fund balance is consistent with FY 2016 budget levels (\$309,642). For FY 2017, the majority of the fund balance supports the one-time capital cost associated with the replacement of the current electronic permitting system (PETS) and for the replacement of inspection vehicles. Projections for future years show a continued increase in permitting revenues and a corresponding reduction in the use of fund balance.

#### *Other Special Revenue and Debt Service Fund Balances*

Special revenue fund balances (i.e. Judicial Programs) are used to support programs with dedicated revenues and to correspondingly avoid the transfer of general revenues. For FY

2017, a total of \$540,992 in special revenue fund balance is recommended for appropriation. In the grants fund, previously accumulated grant matching fund balances (\$262,146) are recommended to support specific dedicated grants (i.e., Storage Tanks, Emergency Management) as well as allocating \$90,000 for possible for grant matches. \$98,417 in savings from last year's debt refinancing has been appropriated to support related debt service payments. The remaining fund balances are appropriated for use in Teen Court (\$31,548), the Housing Finance Authority (\$63,605), the Courthouse Annex (\$52,652), the Motor Pool (\$18,151), Drug Court (\$11,719) and Judicial Programs (\$3,302).

#### Building and Maintaining a Community

The FY 2017 adopted capital improvement program (CIP) budget totals \$19,562,623 and ensures the County's basic infrastructure is maintained and that the useful life is maximized. This amount is a 4.9% increase from FY 2016.

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

In order to adequately fund the capital infrastructure needs of the community, the County used reserves to fund capital projects 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.

As mentioned previously, in order to fund the capital program adequately, ideally \$4.0 - \$5.0 million in recurring revenue should be provided to the capital program. In FY 2015, the budget included an increase in the recurring revenue transfer of \$1.0 million. The transfer was increased to \$2.0 million in FY 2016. For FY 2017, a transfer of \$3.0 million is contemplated. With continued growth in property values and other sales tax collection, the County may be in a position to increase the transfer to \$5.0 million in FY 2018.

While the increase in the recurring transfer better positions the County financially, the adopted budget also anticipates a general revenue fund balance sweep to adequately address the capital maintenance infrastructure needs of the County for the next several years.

To provide sufficient resources for the capital program, the Board approved a \$13.5 million general revenue fund sweep and a \$3.5 million fund sweep of stormwater and transportation fund balances to fund stormwater and transportation capital projects during the June 14, 2016 budget workshop. This action was ratified at the July 12, 2016 Board meeting.

The general revenue fund balances will be used to support the long-term capital needs associated with maintaining the County infrastructure including:

- Preventive Maintenance
- The County Jail and Sheriff's Complex
- Courthouse
- Main and Branch Libraries; and
- Parks and Greenways

The fund sweep for the restricted revenue funds will be used for stormwater and transportation projects. The stormwater funds will be used to purchase heavy equipment, and to continue improvements to the County drainage network. Likewise the transportation fund balance will be used to fund the purchase of heavy equipment and to complete improvements to Old Bainbridge Road.

As part of the fund sweep, the Board approved funding certain capital projects in the current fiscal year, instead of including these projects as part of the FY2017 budget. Providing \$6.7 million in funding during the current fiscal year allows projects to continue or begin without having to wait for appropriations in October 2016. For example, funding the heavy equipment in the current fiscal year for the stormwater crew will allow the equipment to be purchased prior to the end of the fiscal year. The equipment will be available for use by the time crew personnel are hired. Other FY 2016 projects approved as part of the FY 2017 budget process include:

- Parks Capital Maintenance including Chaires Park Ball Field
- Jail Complex Repairs including window replacements
- New Stormwater Vehicles for Restored Maintenance Crew
- Preventive Stormwater Maintenance including the complete replacement of the Tram Road culverts
- Main Library Improvements including completion of new front landscaping
- Northeast Park Trail Improvements
- Boat Landing Improvements
- Street Lighting Improvements in the Unincorporated Area
- Stormwater and Transportation Improvements
- Springhill Road Bridge Rehabilitation
- Old Bainbridge Road Safety Improvements

#### Positioning for the Future

Although the national, state and local economies continue to improve, Leon County Government continues to approach its annual budget process by identifying opportunities to constrain budgetary growth, while ensuring the County's limited resources continue to be aligned with the highest priorities of the Board. In developing the adopted FY 2017 budget, staff continues to build upon this effort by reviewing positions to ensure the organization is optimizing the use of all resources.

During FY 2016 several events occurred that affected County funded positions.

- With the planned closure of the landfill, five positions were eliminated at the Solid Waste Facility with no layoffs. Personnel in the eliminated positions were transferred to vacant positions within Public Works. Since it was unknown when the vacant positions in Public Works would be available, these positions were funded in the FY 2016 budget, and will be officially eliminated as part of the FY 2017 budget process.

- As part of a result of a review of the Citizen Canopy Road Advisory Committee, the Urban Forester position previously assigned to the Cooperative Extension Office was assigned to the Planning Department. This position will assist in staffing the advisory committee and in developing and implementing a Canopy Road Management Plan.
- During the April 26, 2016 Budget Workshop, the Board approved the addition of a Permit Technician at the Department of Development Support and Environmental Services. This position was added to ensure adequate staff was available to accept and issue permit applications. The position does not have a general revenue impact as it is funded from permitting revenue.
- Due to the increase in building inspection activity, the Board also approved funding for an additional Building Inspector at the July 12, 2016 meeting. This position is entirely funded with building permit revenue.
- Leon County entered into a new contract with the University of Florida for Cooperative Extension Services. The new arrangement moved all staff to the University of Florida employment system. The County now funds the Extension Services Office through a service contract. These positions have been deleted in the FY 2017 budget.
- The County and City agreed to merge their Economic Development and Minority-Women-Small Enterprise offices under the Department of PLACE in the new Office of Economic Vitality (OEV). Through these efforts, the funding and positions associated with the newly created department will be adopted by the County and City Commissions sitting as the Blueprint Intergovernmental Agency. Therefore, the Director of MWSBE's position and the three planning department positions realigned to the newly created OEV are reflected as deleted in the County budget.

Prior to considering adding any newly funded positions, the County ensures that all existing positions are necessary to continue to support the highest priorities of County government. After a thorough review and analysis, very limited position requests are being recommended in FY 2017, and only in order to address basic public safety needs and infrastructure maintenance in Public Works, and provide more efficient service in EMS billing.

- As discussed in the preceding expenditure sections, the restoration of a six person stormwater crew in Public Works operations is being recommended.
- The addition of a Safety Flagger for the Spot Repair Shoulder Crew. The addition of this position would bring the manning of this crew within the parameters of Florida Department of Transportation Safety Standards. Currently, the crew operates with one flagger, and to meet the required safety standards there should be two.
- The addition of an Emergency Medical Services Claim Agent. With the implementation of the Affordable Health Care act, the requirements for filing Medicaid claims for ambulance services have increased. Due to circumstances

surrounding the transporting of patients during emergencies, it is difficult to obtain the required patient information in order to file a timely claim. This can cause a delay in payment and in some cases no payment at all if the patient information cannot be obtained. The addition of a claim agent will allow for quicker follow-up to obtain the necessary information and signatures from the transported patients, and allow for faster Medicaid reimbursements and fewer unpaid claims. It is anticipated that this additional resource will pay for itself through an increase in billing revenue.

- To support the County’s Mobile Technology efforts, a Senior Information Technology Mobility Specialist position is being recommended. This addition is being offset by the deletion of a Geographic Information Specialist II position. The GIS position is no longer needed due to the robust expansion of the on-line map environment, requiring less production of physical maps.

Table 1 shows a summary of the FY 2017 recommended position changes.

**Table 1: FY 2017 Recommended Position Changes**

<b>County Government</b>	<b>Position Delete/Add</b>
<i>General Revenue Positions</i>	
Maintenance Technician (Safety Flagger)	1.0
Stormwater Maintenance Crew	6.0
GIS Technician II	-1.0
MIS Mobility Specialist	1.0
Cooperative Extension Office*	-12.0
Realigned to Office of Economic Vitality**	-4.0
<b><i>Total General Revenue Positions</i></b>	<b>-9.0</b>
<i>Non-General Revenue Positions</i>	
EMS Billing & Collection Technician	1.0
Landfill Closure:	-5.0
<b><i>Non-General Revenue Position</i></b>	<b>-4.0</b>
<b><i>Net County Government</i></b>	<b>-13.0</b>

\*Positions were transferred to the University of Florida. The County now pays for Cooperative Extension Services through a contract.

\*\* Positions were transferred to the PLACE – Office of Economic Vitality and are funded pursuant to an interlocal agreement with the City of Tallahassee.

In addition, as noted previously, funding is recommended for eight positions requested by the Sheriff to provide enhanced public safety.

**In Conclusion**

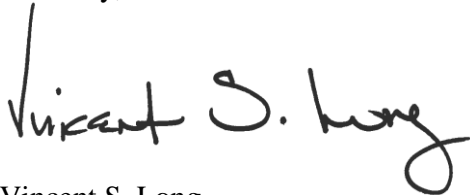
The world in which we live and the community we serve are ever changing, and Leon County government is committed to staying ahead of the curve. While modest, I believe the annual budget and five-year capital plan will provide the resources necessary for Leon County employees to continue to thrive and for the Board of County Commissioners to continue to fulfill your ambitious vision for our community. Detailed fiscal analysis of County funds and information

regarding County departments, Constitutional and Judicial offices are provided in the following pages. In reviewing the details, one will see the specificity with regard to the actions taken by the Board at meetings, workshops and retreats.

While the economy does continue to improve both nationally and locally, county government will continue to seek opportunities to reduce or constrain our costs in providing the highest quality services our community expects and deserves. With the continued leadership of the Board, the dedication of our talented employees and the active engagement of citizens and partners, I believe Leon County government is as well positioned as any organization to continue to achieve great things for Leon County.

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

Sincerely,

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

Vincent S. Long  
County Administrator



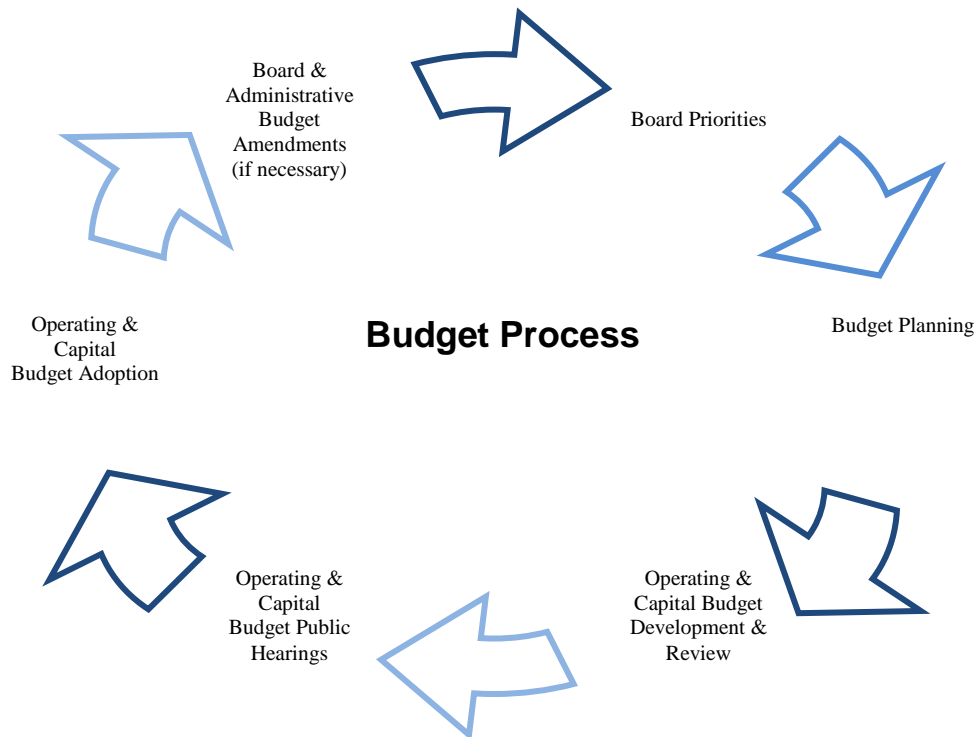


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**Figure 1: Budget Process:** The budget process is a formalized effort that involves collaboration and coordination among the respective County departments, the Office of Management and Budget, the County Administrator, the Constitutional and Judicial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

*OPERATING AND CAPITAL BUDGET PLANNING*

**Board Priorities**

Annually, the Board conducts a retreat facilitated by the County Administrator to establish the County’s priorities for the upcoming year. The 2015 Board Retreat served as the last update year in a 5-year cycle in guiding the FY 2012 – 2016 Strategic Plan. The December 2016 Board Retreat will be the renewal year and will feature a format to facilitate the development of the FY 2017 -2021 Strategic Plan. At this year’s retreat, the Board added 19 new Strategic Initiatives to the FY 2012 through FY 2016 Strategic Plan for a total of 155 initiatives.

**Budget Planning**

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

At the January 26, 2016 Board meeting, the Board ratified the actions from the December 2015 Board Retreat and approved the revised Strategic Plan for FY 2012 through FY 2016. The Board also formally approved a budget calendar. In March 2016, 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 May and June, all budgetary requests are analyzed, revenue estimates are updated, and policy guidance workshops are held to enable staff to complete the Adopted budget. While the capital improvement budget is also developed and reviewed during this time, it has a separate process.

**Capital Improvement Program**

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

**Budget Adoption**

The County Administrator presented the proposed budget to the Board at the June 14, 2016 budget workshop. The Board ratified the proposed budget and established the millage rate at the July 12, 2016 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 adopted budget prior to final adoption. At the final public hearing, the Board adopts the millage rates and budget by resolution.

**Budgetary Structure**

Chapter 129, Florida Statute requires local county government to adopt balanced budgets. The FY 2016/2017 Adopted Budget for Leon County is balanced with the use of a variety of revenue sources and fund balances.

**Amendment Request (BAR)**

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

**December 2015**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Monday, December 7, 2015	Board Retreat	Board of County Commissioners (BOCC) Executive Staff

<i>December 2015</i>						
SU	M	T	W	T	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**January 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, January 8, 2016	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 29, 2016	Departments/Constitutional/Judicial Officers submit Internal Service Requests	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)

<i>January 2016</i>						
SU	M	T	W	T	FR	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**February 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Tuesday, February 9, 2016	Establish maximum funding levels for outside agencies at Regular Meeting	Board of County Commissioners (BOCC)
Wednesday, February 17, 2016 Thursday, February 18, 2016	GOVMAX Budget Training	OMB/ All Departments
Thursday, February 18, 2016	Deadline for New Capital Project Requests	OMB/All Departments

<i>February 2016</i>						
SU	M	T	W	T	F	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

**March 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, March 18, 2016	Deadline for Departments to notify OMB for budget issues and submit requested Operating and Capital budgets	OMB/ All Departments

<i>March 2016</i>						
SU	M	T	W	T	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



**April 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Tuesday , April 5, 2016 Wednesday, April 6, 2016	Executive Administrative Hearings with Departments	County Administrator/OMB/ All Departments
Tuesday, April 26, 2016 9:00 am — 3:00 pm	Budget Policy Workshop	BOCC/County Administrator/ OMB/All Departments

<i>April 2016</i>						
SU	M	T	W	T	F	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**May 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Tuesday, May 10, 2016	Presentation of Mid-Year Financial Report	BOCC/County Administrator/ OMB/All Departments

<i>May 2016</i>						
SU	M	T	W	T	FR	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**June 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Monday, June 1, 2016	Receive Tentative Certified Values from Property Appraiser	Property Appraiser
Monday, June 1, 2016	Notice to Property Appraisers regarding possible Non-Ad Valorem assessments for TRIM notice	Public Works/OMB/ Property Appraiser
Tuesday, June 14, 2016	Budget Workshop	BOCC/County Administrator/ OMB/All Departments

<i>June 2016</i>						
SU	M	T	W	T	F	SA
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**July 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday , July 1, 2016	Certified Taxable Values provided by Property Appraiser	Property Appraiser
Friday, July 1, 2016	Non-Ad Valorem assessments to be included on TRIM due to Property Appraiser	BOCC/ County Administrator/ OMB/ Property Appraiser
Tuesday, July 12, 2016 9:00 am — 3:00 pm (if necessary)	FY16 Budget Workshops	BOCC/ County Administrator/ OMB/All Departments
Tuesday, July 12, 2016	Ratification of Budget Workshops and establishing the maximum millage rate for TRIM	County Administrator/ OMB

<i>July 2016</i>						
SU	M	T	W	T	FR	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						31

**August 2016**

Tuesday, August 4, 2016	TRIM Maximum Millage Notice due to Property Appraiser and Department of Revenue	County Administrator/OMB/ Property Appraiser
Monday, August 24, 2016	Last day for Property Appraiser to mail TRIM notices	Property Appraiser

August 2016						
SU	M	T	W	T	F	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**September 2016**

Tuesday, September 13, 2016	BOCC– 1st Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2016/2017	BOCC/ County Administrator/ OMB/ Departments/ Citizens
Tuesday , September 15, 2016	Certification of Non-Ad Valorem assessment roll due to Tax Collector	GIS
Tuesday, September 20, 2016	BOCC 2nd Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2016/2017	BOCC/ County Administrator/ OMB/ Departments/ Citizens
Friday, September 23, 2016	Submit Adopted Budget Resolutions to Property Appraiser and Tax Collector	County Administrator/OMB

September 2016						
SU	M	T	W	T	FR	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**October 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Thursday, October 1, 2016	Beginning of New Fiscal Year	OMB
Thursday, October 20, 2016	30 day deadline to publish the adopted budget online	OMB
Thursday, October 20, 2016	Final Day to Submit TRIM Compliance Certification to Department of Revenue (DOR)	County Administrator/ OMB

October 2016						
SU	M	T	W	T	FR	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

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

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

**BUDGET MESSAGE**

This section includes the County Administrator's Message, which summarizes the recommendations made to the Board during the budget process and provides an overview for the implementation of Board policy. Additionally, the message provides an explanation of future budget considerations based on revenue sources, relevant legislation, the economy, current fund balances, debt services and transfers.

**LEADS/Strategic Plan**

This section includes the Leon County Board of County Commissioners' revised strategic plan for FY 2012 through FY 2016.

**BUDGET SUMMARY & ANALYSIS**

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

**BUDGET BY FUND**

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

**BOARD OF COUNTY COMMISSIONERS**

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

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

**ELECTED OFFICIALS**

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

**NON-OPERATING OR OTHER BUDGETS**

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

**DEBT PROFILE**

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

**CAPITAL IMPROVEMENT PROGRAM**

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

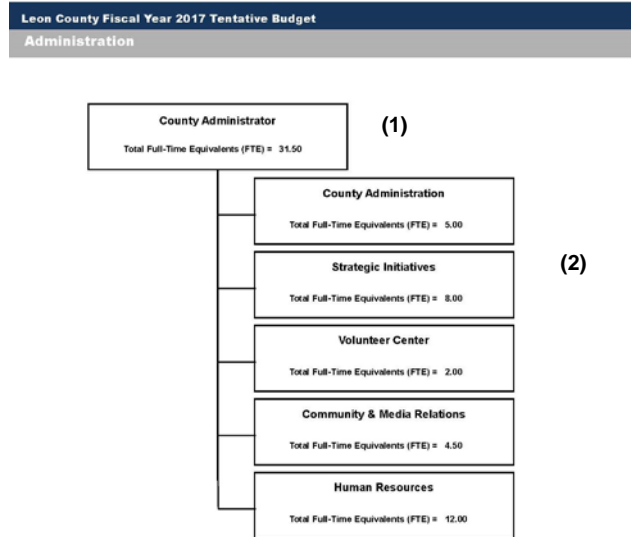
**APPENDIX**

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

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 - 29
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 - 34
Where can I find Discretionary Line Item Funding Agencies?	Non-Operating / Department Budgets	23 - 2
Where can I find Leon County's population?	Budget Summary/Analysis: Community Economic Profile Appendix	5 - 12 26 - 56
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 - 37 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** - County staff is divided between four major service areas: County Administration, Strategic Initiatives, Human Resources, and Management Information Services.

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

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

Leon County Fiscal Year 2017X  
Administration

**(3) Executive Summary**

The Administrative section of the Leon County FY 2017X Annual Budget is comprised of County Administration, Strategic Initiatives, Human Resources and Management Information Services.

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

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

**(4) HIGHLIGHTS**

During FY 2017X, Administration finalized agreements with the City of Tallahassee and the Leon County Sheriff necessary for the joint management and use of the recently opened Public Safety Complex (PSC), facility and technology support for the PSC, and consolidation of Public Safety Dispatch Communications. Administration guided the County through: the establishment of a Domestic Partnership Registry, revisions to the County's Solid Waste and Stormwater Management System ordinances, and revisions to supporting enterprise fund fee structures. Additionally, Administration guided staff through the Leon County Sales Tax Committee process, continued its Citizens Engagement series, and hosted Operation Thank You - Welcome Home Vietnam Veterans. As this was the second year of a two-year Strategic Plan, the Board updated its plan and adopted 25 additional Strategic Initiatives. Strategic Initiatives tracked and reported on the progress made in support of 109 Strategic Initiatives (84 - FY 2017X and 25 - FY 2018X). During FY 2017X, Administration and Strategic Initiatives will continue to provide leadership and direction to County employees, in a manner consistent with the County's policies and Core Practices.

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

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

**Figure 1.3 - Department Business Plans** - Serves as a summary of Department Business Plans. These plans developed as a part of the FY 2012 through FY 2016 LEADS strategic planning process will summarize how the department/division is demonstrating its commitment to the County's core practices, and identify performance metrics. The components of the business plans consist of the mission statement, strategic priorities, strategic initiative, actions and performance measures.

Leon County Fiscal Year 201X	
Community and Media Relations Business Plan	
<b>Mission Statement</b>	(5) The mission of the Leon County Community & Media Relations Division is to proactively facilitate the accurate, effective, timely and consistent flow of public information to internal and external parties of interest, provide community outreach, and serve as the County's liaison with media partners.
<b>Strategic Priorities</b>	(6) <b>Governance</b> Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1) Rev. 2013 Sustain a culture that respects, engages and empowers citizens in important decisions facing the community. (G3) 2012 Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5) 2012
<b>Strategic Initiatives</b>	(7) <b>Implement strategies which promote access, transparency, and accountability, including:</b> 1. Implement strategies to further engage citizens, including: develop and provide Virtual Town Hall meetings (G3) Ongoing 2. Implement strategies to further engage citizens, including: develop and provide Virtual Town Hall meetings (G3) Ongoing 3. Expand opportunities for increased media and citizen outreach to promote Leon County. (G1,G3) Ongoing 4. Prepare and broadly distribute Annual Reports (G5) Ongoing
<b>Actions</b>	(8) <b>Promote the services and accessibility of County government through the website, new technology/social media tools, mobile applications, news releases, public notices, legal advertisements, articles, County Link, television channel, broadcast radio, fleet vehicles, and community engagement, such as special events and presence at community partners' activities. (G1, G3) CMR</b> 2. Continue public education, promotion, and community outreach through Citizen Engagement Series, future virtual town hall meetings, and special events. (G3) CMR 3. Continue to expand opportunities to promote Leon County through WFSB radio contract, Capital Outlook full-page advertisement, Expanded Video Production and Programming and social media liaison maintaining and managing a consistent voice throughout all social media platforms. CMR 4. Research and identify additional mediums for the distribution of the Annual Report outside of making the reports available in County facilities, by direct mail to Florida County governments and local organizations, and posting to the website. (G5) CMR
<b>Performance Measures</b>	(9) # of news releases, public notices, Gov delivery alerts # of public education special events (or attendance) G5 Increase Annual Report distribution by 10% through alternate mediums

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

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

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

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

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

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

Leon County Fiscal Year 201X	
Administration	
<b>Budgetary Costs (10)</b>	
	FY 201X Actual    FY 201X Adopted    FY 201X Continuation    FY 201X Issues    FY 201X Budget    FY 201X Budget
Personnel Services	8,835,392    7,052,104    7,471,304    8,2176    7,267,290    7,430,428
Operating	2,963,944    2,765,340    2,823,471    210,319    3,033,790    3,045,540
Transportation	7,005    10,768    9,805    -    9,805    9,805
Capital Outlay	7,962    -    -    -    -    -
<b>Total Budgetary Costs</b>	<b>9,234,629    9,835,212    10,306,870    204,105    10,310,775    10,305,961</b>
<b>Appropriations (11)</b>	
	FY 201X Actual    FY 201X Adopted    FY 201X Continuation    FY 201X Issues    FY 201X Budget    FY 201X Budget
County Administration	921,483    933,160    959,528    -    959,528    987,139
Strategic Initiatives	750,494    820,719    921,963    36,170    987,233    958,418
Human Resources	1,055,442    1,150,518    1,179,590    85,207    1,228,808    1,226,074
Management Information Services	6,927,210    7,330,815    7,846,482    108,728    7,765,210    7,794,270
<b>Total Budget</b>	<b>9,234,629    9,835,212    10,306,870    204,105    10,310,775    10,305,901</b>
<b>Funding Sources (12)</b>	
	FY 201X Actual    FY 201X Adopted    FY 201X Continuation    FY 201X Issues    FY 201X Budget    FY 201X Budget
001 General Fund	9,234,629    9,835,212    10,306,870    204,105    10,310,775    10,305,901
<b>Total Revenues</b>	<b>9,234,629    9,835,212    10,306,870    204,105    10,310,775    10,305,901</b>
<b>Staffing Summary (13)</b>	
	FY 201X Actual    FY 201X Adopted    FY 201X Continuation    FY 201X Issues    FY 201X Budget    FY 201X Budget
County Administration	3.00    3.00    3.00    -    3.00    3.00
Human Resources	13.00    12.00    12.00    -    12.00    12.00
Management Information Services	59.00    61.00    61.00    (1.00)    60.00    60.00
Strategic Initiatives	8.00    9.00    10.00    -    10.00    10.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>83.00    85.00    86.00    (1.00)    85.00    85.00</b>

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

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

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

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

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

Leon County Fiscal Year 201X						
Administration						
County Administration (001-110-512)						
<b>Budgetary Costs (14)</b>	FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget
Personnel Services	507,426	515,703	517,784	-	541,794	539,407
Operating	14,094	17,397	17,732	-	17,732	17,732
<b>Total Budgetary Costs</b>	<b>521,483</b>	<b>533,190</b>	<b>535,522</b>	<b>-</b>	<b>559,526</b>	<b>557,139</b>
<b>Funding Sources (15)</b>	FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget
001 General Fund	521,483	533,190	535,522	-	559,526	557,139
<b>Total Revenues</b>	<b>521,483</b>	<b>533,190</b>	<b>535,522</b>	<b>-</b>	<b>559,526</b>	<b>557,139</b>
<b>Staffing Summary (16)</b>	FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget
County Administrator	1.00	1.00	1.00	-	1.00	1.00
Sr. Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Deputy County Administrator	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

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

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

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

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

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

Leon County Fiscal Year 201X						
Administration						
Human Resources (001-160-513)						
<b>Goal (17)</b>	The goal of the Office of Human Resources is to provide program leadership, personnel policy administration and strategic support in the implementation of Leon LEADS by demonstrating the relevance of the County's Core Values and Core Practices in the delivery of Human Resources programs and services to managers, employees, community partners and the public.					
<b>Core Objectives (18)</b>	The core objectives of the Office of Human Resources is to provide technical and consultation services in the areas of: Recruitment, Selection, Employment, Orientation, Retention, Separation, Employee Relations, Performance Management, Job Classification, Compensation & Benefits Design/Administrators, Legal/Regulatory Compliance, Policy Development, Employee Communications, Training, Attendance/Leave Management, Human Resources Information Systems/Record Management and Employee Well-Being.					
<b>Statutory Responsibilities (19)</b>	Title VII of the Civil Rights Act of 1964; Title I of the Americans with Disabilities Act; Veterans Reemployment Rights, Veterans Preference, Uniformed Services Employment and Reemployment Rights Act of 1994; Age Discrimination in Employment Act of 1967; Consumer Credit Protection Act of 1968; Fair Credit Reporting Act of 1969; Family and Medical Leave Act of 1993; Fair Labor Standards Act; Drug Free Workplace Act of 1988; Equal Pay Act of 1963; Immigration and Nationality Act; Internal Revenue Code and Regulations; Health Insurance Portability and Accountability Act of 1996; Consolidated Omnibus Budget Reconciliation Act of 1986; Lily Ledbetter Fair Pay Act of 2009; Florida Statute, Chapter 110.227 "Suspensions, Dismissals, Reductions in Pay, Demotions, Transfers, and Layoffs"; Florida Statute, Chapter 112.313; Code of Ethics; Florida Statute, Florida Retirement System; Leon County Personnel Policies and Procedures, and the Affordable Care Act of 2010 (National Health Care Reform).					
<b>Advisory Board (20)</b>	Wellness Works! Team, HR Policy Review and Development Team, Board/Constitutional Office Employee Health Insurance Committee, Award of Excellence Committee, Employee Grievance Review Committee and Sick Leave Pool Committee.					
<b>Benchmarking (21)</b>	Priorities	Benchmark Data	Leon County	Benchmark		
	G1	HR Operating Costs Per Capita	4.13	9.67		
Florida Benchmarking Consortium						
<b>Performance Measures (22)</b>	Priorities	Performance Measures	FY 201X Actuals	FY 201X Actuals	FY 201X Estimate	FY 201X Estimate
	G4	Number of requisitions created, and/or recruited for vacant positions	94	74	70	70
	G4	Number of qualified applicants per requisition	43	56	43	57
	G4	Number of positions filled internally	24	18	24	24
	G4	Number of positions filled from outside sources	32	38	32	32
	G4	Average days to fill vacant positions	65	74	65	65
	G4	Average Turnover Rate	11%	8%	10%	10%

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

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

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

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

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

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

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

Leon County Fiscal Year 201X						
Administration						
Strategic Initiatives (001-115-513)						
	FY 201X Actual	FY 201X Adopted	FY 201X Continuation	FY 201X Issues	FY 201X Budget	FY 201X Budget
<b>Budgetary Costs (23)</b>						
Personal Services	803,105	703,283	803,582	16,770	820,352	821,537
Operating	127,349	117,456	117,481	19,400	136,881	136,881
<b>Total Budgetary Costs</b>	<b>930,454</b>	<b>820,739</b>	<b>921,063</b>	<b>36,170</b>	<b>957,233</b>	<b>958,418</b>
<b>Funding Sources (24)</b>						
001 General Fund	730,494	820,719	921,063	36,170	957,233	958,418
<b>Total Revenues</b>	<b>730,494</b>	<b>820,719</b>	<b>921,063</b>	<b>36,170</b>	<b>957,233</b>	<b>958,418</b>
<b>Staffing Summary (25)</b>						
Agenda Coordinator	1.00	1.00	1.00	-	1.00	1.00
Assistant to the County Administrator	1.00	1.00	1.00	-	1.00	1.00
Citizen Services Liaison	1.00	1.00	1.00	-	1.00	1.00
Director of Community & Media Relations	1.00	1.00	1.00	-	1.00	1.00
Public Information Specialist	2.00	3.00	3.00	-	3.00	3.00
Special Projects Coordinator	-	-	1.00	-	1.00	1.00
Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Sr. Asst. to the County Administrator	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>8.00</b>	<b>9.00</b>	<b>10.00</b>	<b>-</b>	<b>10.00</b>	<b>10.00</b>

The major variances for the FY 201X Strategic Initiatives budget are as follows: **(26)**

Increases to Program Funding:  
 1. Costs associated with an increase in the County's portion of funding for the Florida Retirement System investment plan, workers' compensation rates, health insurance premium rates, and a modified 3% cost of living adjustment, 1.0% effective October 1, 201X and an additional 1.5% effective April 1, 201X. Additional increases reflect the reassignment and reclassification of a Budget Analyst position from the Office of Management and Budget to Special Projects Coordinator as well as the increase for one Social Media Liaison 25-hour OPS employee in the amount of \$16,770.  
 2. Contracts or other obligations for continuity of services in the amount of \$18,400 including:  
 - County Link advertising \$4,000  
 - WFSU Radio \$10,400  
 - Social Media Marketing \$5,000

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

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

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

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

**Figure 1.8 - Capital Project Service Type-** Provides a brief overview of all projects within the service type. The overview includes the following: managing departments, summary of the funding sources that support these services, and all major FY17 projects.

Leon County Fiscal Year 201X - 201X Capital Improvement Program																																																											
Culture & Recreation																																																											
<b>Overview</b>	<b>Managing Departments (27)</b>																																																										
The Culture and Recreation section contains capital improvement projects designed to facilitate the provision, maintenance, and operation of culture and recreation facilities and activities. Major culture and recreation capital projects funded in FY1X include: Greenways and Parks Capital Maintenance, and the Northeast Community park property acquisition.	Table 24.7 shows that Parks & Recreation will manage 78% of the FY1X culture and recreation capital improvement projects. Facilities Management will manage three projects and Management Information Systems will manage one, accounting for 22% of the Culture and Recreation capital improvement projects.																																																										
<b>Funding Sources (28)</b>	<b>Table 24.7 FY14 Culture &amp; Recreation Projects By Managing Department</b>																																																										
Figure 24.4 shows that 100% (\$1.19 million) of culture and recreation projects are funded in FY1X by general revenue or the Capital Improvements Fund (Fund 305).	<table border="1"> <thead> <tr> <th>Managing Department</th> <th># of Projects</th> <th>FY14 Budget</th> </tr> </thead> <tbody> <tr> <td>Management Information Services</td> <td>1</td> <td>\$20,000</td> </tr> <tr> <td>Parks and Recreation</td> <td>14</td> <td>\$1,171,000</td> </tr> <tr> <td><b>Total</b></td> <td><b>15</b></td> <td><b>\$1,191,000</b></td> </tr> </tbody> </table>			Managing Department	# of Projects	FY14 Budget	Management Information Services	1	\$20,000	Parks and Recreation	14	\$1,171,000	<b>Total</b>	<b>15</b>	<b>\$1,191,000</b>																																												
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<b>Operating Budget Impacts (29)</b>	<b>Table 24.8 Culture &amp; Recreation Operating Budget Impacts</b>																																																										
Table 24.8 shows the estimated impacts that some Culture and Recreation projects have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and are subject to change.	<table border="1"> <thead> <tr> <th>Project</th> <th>Project #</th> <th>FY1X Estimate</th> <th>FY1X Estimate</th> <th>FY1X Estimate</th> <th>FY1X Estimate</th> <th>FY1X Estimate</th> </tr> </thead> <tbody> <tr> <td>Athletic Field Lighting</td> <td>046008</td> <td>10,000</td> <td>10,000</td> <td>10,000</td> <td>10,000</td> <td>10,000</td> </tr> <tr> <td>East George Park</td> <td>043007</td> <td>9,803</td> <td>19,580</td> <td>19,580</td> <td>19,580</td> <td>19,580</td> </tr> <tr> <td>Micosaukee Greenway</td> <td>044003</td> <td>-</td> <td>1,000</td> <td>1,000</td> <td>1,000</td> <td>1,000</td> </tr> <tr> <td>Micosaukee Park</td> <td>044002</td> <td>11,160</td> <td>11,160</td> <td>11,160</td> <td>11,160</td> <td>11,160</td> </tr> <tr> <td>St. Marks Headwaters Greenway</td> <td>047001</td> <td>-</td> <td>40,700</td> <td>40,700</td> <td>40,700</td> <td>40,700</td> </tr> <tr> <td>Woodville Community Park</td> <td>041002</td> <td>-</td> <td>-</td> <td>6,000</td> <td>6,000</td> <td>6,000</td> </tr> <tr> <td><b>Total</b></td> <td></td> <td><b>\$30,963</b></td> <td><b>\$82,440</b></td> <td><b>\$88,440</b></td> <td><b>\$88,440</b></td> <td><b>\$88,440</b></td> </tr> </tbody> </table>			Project	Project #	FY1X Estimate	FY1X Estimate	FY1X Estimate	FY1X Estimate	FY1X Estimate	Athletic Field Lighting	046008	10,000	10,000	10,000	10,000	10,000	East George Park	043007	9,803	19,580	19,580	19,580	19,580	Micosaukee Greenway	044003	-	1,000	1,000	1,000	1,000	Micosaukee Park	044002	11,160	11,160	11,160	11,160	11,160	St. Marks Headwaters Greenway	047001	-	40,700	40,700	40,700	40,700	Woodville Community Park	041002	-	-	6,000	6,000	6,000	<b>Total</b>		<b>\$30,963</b>	<b>\$82,440</b>	<b>\$88,440</b>	<b>\$88,440</b>	<b>\$88,440</b>
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**(27) Managing Departments** - This section highlights the departments that manage the capital projects within the service type. It describes the number of projects managed, the overall dollar amount of the managing department, and the percentage of the total budget managed for that service type.

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

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



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

Leon County Fiscal Year 201X - 201X Capital Improvement Program										
Financial Hardware and Software										
Dept/Div:	Management Information Services		Comp Plan CIE Project:	N/A						
Project #:	076004		Capital Improvement:	N/A						
Service Type:	General Government		Level of Service Standard:	N/A						
Status:	Existing Project		Current Level of Service:	N/A						
<b>(30)</b>										
<b>Project Description/Justification (31)</b>										
This project is for the purchase of financial hardware and software technology. The FY1X request is for the purchase of a fiscal point-of-sale accounting system for Probation, Supervised Probation Release, and Drug and Alcohol Testing for tracking daily collections. This system will be interfaced with Banner.										
<b>Financial Summary (32)</b>										
Funding Source	Life To Date FY 201X	Adjusted Budget FY 201X	Year To Date FY 201X	FY 201X Budget	FY 201X Planned	FY 201X Planned	FY 201X Planned	FY 201X Planned	5 Year Total	Total Project Cost
300 Capital Improvements	293,128	29,119	4,159	30,000	0	0	0	0	30,000	312,247
	293,128	29,119	4,159	30,000	0	0	0	0	30,000	312,247
<b>Policy/Comprehensive Plan Information (33)</b>										
Leon County Policy No. 92-4: Accounting and Reporting Leon County Policy No. 93-4: Fiscal Planning										
<b>Operating Budget Impact (34)</b>										
Funding Source	FY 201X Budget	FY 201X Planned	FY 201X Planned	FY 201X Planned	FY 201X Planned					
001 General Fund	3,000	3,000	3,000	3,000	3,000					
	3,000	3,000	3,000	3,000	3,000					
This project has an annual impact on Management Information Services operating budget. The following are the estimated impacts anticipated to begin in FY 201X: \$3,000 Annual Support fee for the Probation accounting system										

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

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

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

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

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



## LEON COUNTY BOARD OF COUNTY COMMISSIONERS

# STRATEGIC PLAN

FY 2012 - FY 2016

### Vision

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

### Core Values

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

**SERVICE**

**RELEVANCE**

**INTEGRITY**

**ACCOUNTABILITY**

**RESPECT**

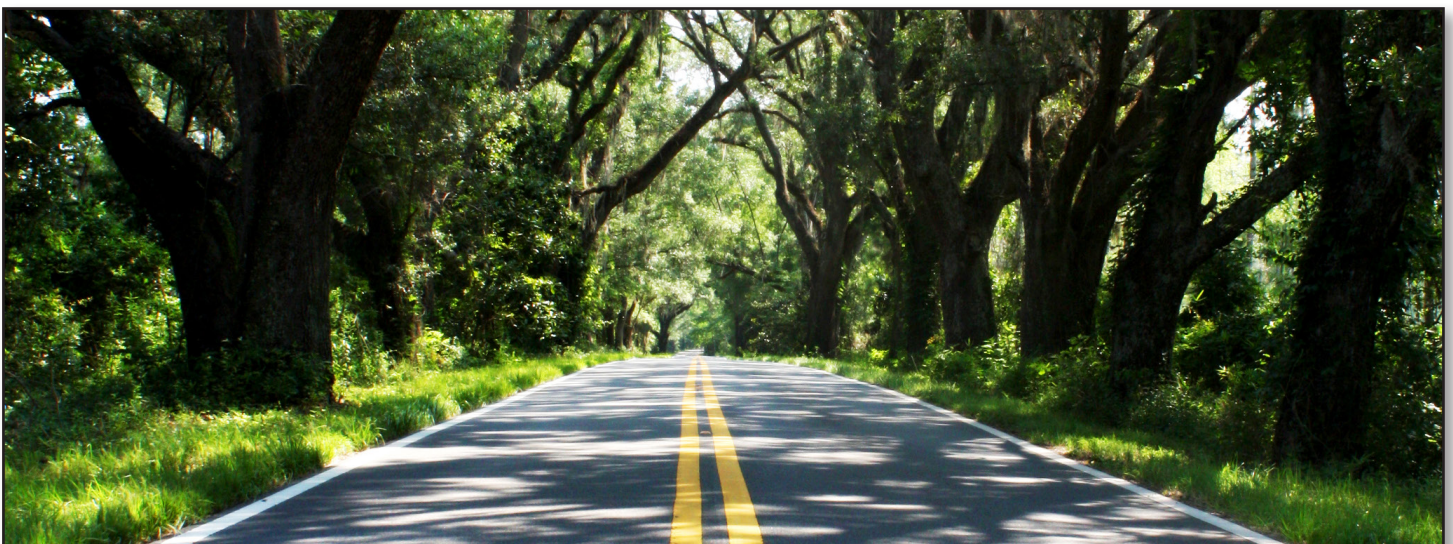
**COLLABORATION**

**STEWARDSHIP**

**PERFORMANCE**

**TRANSPARENCY**

**VISION**



## **Strategic Priority - Economy**

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

- ▶ (EC1) - Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (2012)
- ▶ (EC2) - Support business expansion and job creation, including: the implementation of the Leon County 2012 Job Creation Action Plan, to include evaluating the small business credit program. (2012)
- ▶ (EC3) - Strengthen our partnerships with our institutions of higher learning to encourage entrepreneurship and increase technology transfer and commercialization opportunities, including: the Leon County Research and Development Authority at Innovation Park. (2012) (rev. 2015)
- ▶ (EC4) - Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (2012)
- ▶ (EC5) - Focus resources to assist local veterans, especially those returning from tours of duty, in employment and job training opportunities through the efforts of County government and local partners. (2012)
- ▶ (EC6) - Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (2012)
- ▶ (EC7) - Promote the local economy by protecting jobs and identifying local purchasing, contracting and hiring opportunities. (2013)



*Cascades Park*

## **Strategic Initiatives - Economy**

- (EC1, G3, G5) - Evaluate sales tax extension and associated community infrastructure needs through staff support of the Leon County Sales Tax Committee (2012)
- (EC1, G3, G5) - Develop a proposed economic development component for the Sales Tax extension being considered (2013)
- (EC1, G5) - Ensure projects being considered for funding associated with the infrastructure Sales Tax extension represent geographic diversity throughout the County (2014)
- (EC1, G5) - Ensure projects being considered for funding associated with the infrastructure Sales Tax extension address core infrastructure deficiencies in rural areas (2014)
- (EC1, G5) - Work with the City of Tallahassee and Blueprint to implement the Sales Tax extension, including the Economic Development portion (2015)
- (EC1, G5) - Identify projects that may be advance-funded as part of the Sales Tax extension (2015)
- Implement strategies that encourage highest quality sustainable development, business expansion and redevelopment opportunities, including:
  - (E2) - Identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity (rev. 2013);
  - (EC2) - Consider policy to encourage redevelopment of vacant commercial properties (2012); and
  - (EC2) - Consider policy to continue suspension of fees for environmental permit extensions (2012)



*Leon County Apalachee Regional Park Trail Cross Country Event*

- Implement strategies that support business expansion and job creation, including:
  - (EC2) - Evaluate start-up of small business lending guarantee program (2012);
  - (EC2) - Identify local regulations that may be modified to enhance business development;
  - (EC2) - Implement Leon County 2012 Job Creation Plan (2012);
  - (EC2) - Engage with local economic development partners to build and expand upon the success of Entrepreneur Month and community connectors (2014);
  - (EC2, EC6) - Evaluate and identify the projected unmet local market for middle-skill job opportunities (2015); and
  - (EC2, EC6) - Based upon the projected unmet local market for middle-skill jobs, and with Board approval, collaborate with community and regional partners to host a new “Leon Works” exposition to educate high school students (15-18 years old) on the diverse and exciting middle-skill career and jobs anticipated locally, while raising awareness regarding a wide range of career opportunities (2015)
  - (EC2, EC6) - Create a proposed structure for an apprenticeship-like program for the Board’s consideration during the budget process in support of local existing academic programs in skilled career fields such as fleet management, building maintenance/ construction, computer technology, graphic design, public safety, and other fields that require more than a high school diploma but less than a four-year degree. (2016)
  - (EC2, EC3, EC6) - Engage community partners, such as Leon County Schools and CareerSource, to host the Leon Works Expo in 2016. (2016)
  - (EC2, EC7, G2) - Formalize the Leon Investment For Thriving Startups (LIFTS) program. Continue to engage with local entrepreneurs and the startup community to identify ways to provide assistance by giving these businesses a lift. (2016)
- (EC2, EC3) - Implement strategies to support the Leon County Research and Development Authority at Innovation Park and promote commercialization and technology transfer, including being a catalyst for a stakeholder’s forum (2012) (rev. 2015)
- (EC3) - Coordinate efforts, with institutions of higher learning and other partners, to support local entrepreneurs (2015)
- Implement strategies that promote the region as a year round destination, including:
  - (EC4, Q1, Q4) - Evaluate competitive sports complex with the engagement of partners such as KCCI (2012);
  - (EC4) - Support VIVA FLORIDA 500 (2012);
  - (EC4) - Support Choose Tallahassee initiative (2012); and
  - (EC4, Q1) - Continue to work with FSU to bid and host NCAA cross country national and regional championships at Apalachee Regional Park (2014)
- Implement strategies that assist local veterans, including:
  - (EC5) - Hold “Operation Thank You!” celebration annually for veterans and service members (rev. 2013);
  - (EC5, EC6) - Develop job search kiosk for veterans (2012);
  - (EC5, EC6, Q3) - Consider policy to allocate a portion of Direct Emergency Assistance funds to veterans (2012); and
  - (EC5, EC6, Q3) - Consider policy to waive EMS fees for uninsured or underinsured veterans (2012)
- (E6, Q2) - Implement strategies to promote work readiness and employment, including: provide job search assistance for County Probation and Supervised Pretrial Release clients through private sector partners (2012)
- (EC7) - Extend the term of Leon County’s Local Preference Ordinance (2013)
- (EC1, EC4) - 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



*Leon Works*



*Operation Thank You*

programming roles and participation for future Board consideration (2014)

- (EC1, Q6, Q7) – Support sector planning for the area surrounding Veterans Affairs’ outpatient clinic (2014)
- (EC1, Q6, Q7) – Engage in a needs assessment for the Bradfordville Study Area (2014)
- (EC3, EC4, EC7) – 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)

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

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

## **Strategic Priority - Environment**

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

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



Lake Jackson

## **Strategic Initiatives - Environment**

- Implement strategies that protect the environment and promote orderly growth, including:
  - (EN1, EN2) - Develop Countywide Minimum Environmental Standards (2012);
  - (EN1, EN2) - Develop minimum natural area and habitat management plan guidelines (2012);
  - (EN1, EN2, Q9) - Integrate low impact development practices into the development review process (2012);
  - (EN1, EN2) - Consider mobility fee to replace the concurrency management system (2012);
  - (EN1, EN2, G2) - Develop examples of acceptable standard solutions to expedite environmental permitting for additions to existing single-family homes (2012) ;
  - (EN1, EN2, G2) - Develop examples of acceptable standard solutions to expedite environmental permitting for new construction (2013); and

- (EN1, EN2, G2) - Develop solutions to promote sustainable growth inside the Lake Protection Zone (2013)
- (EN1, EN2) - Implement strategies to protect natural beauty and the environment, including: update 100-year floodplain data in GIS based on site-specific analysis received during the development review process (2012)
- Implement strategies which plan for environmentally sound growth in the Woodville Rural Community, including:
  - (EN1, Q5) - Bring central sewer to Woodville consistent with the Water and Sewer Master Plan, including consideration for funding through Sales Tax Extension (2012); and
  - (EN1, EN2, Q5) - Promote concentrated commercial development in Woodville (2012)
- Continue to work with regional partners to develop strategies to further reduce nitrogen load to Wakulla Springs, including:
  - (EN1, EC4) - Conduct workshop regarding Onsite Sewage Treatment and Disposal and Management Options report (2012); and
  - (EN1) - Extend central sewer or other effective wastewater treatment solutions to the Primary Springs Protection Zone area within Leon County (2013)
- Implement strategies to promote renewable energy and sustainable practices, including:
  - (EN4) - Complete construction of Leon County Cooperative Extension net-zero energy building (2012);
  - (EN2, EN3, EN4) - Pursue opportunities to fully implement a commercial and residential PACE program (2012);
  - (EN2, EN3, EN4) - Reevaluate current market conditions for the opportunity for the County to institute a residential PACE program. (2016)
  - (EN3, Q5, EC6) - Consider policy for supporting new and existing community gardens on County property and throughout the County (2012);
  - (EN3, Q5, EC6) - Expand the community gardens program (2013);
  - (EN4, G5) - Develop energy reduction master plan (2012); and
  - (EN4) - Further develop clean - green fleet initiatives, including compressed natural gas (rev. 2013)
- Develop and implement strategies for 75% recycling goal by 2020, including:
  - (EN4) - Evaluate Waste Composition Study (2012);
  - (EN4) - Identify alternative disposal options (2012);
  - (EN4) - Explore renewable energy opportunities at Solid Waste Management Facility (rev. 2013); and
  - (EN4) - Seek competitive solicitations for single stream curbside recycling and comprehensively reassess solid waste fees with goals of reducing costs and increasing recycling (2013)



*Kate Sullivan Garden Dedication*



*Leon County Net-Zero Facility*

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

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



*Micosukee Community Park*

## **Strategic Priority - Quality of Life**

*To be a provider of essential services in our continuous efforts to make Leon County a place where people are healthy, safe, and connected to their community. (Q)*

- ▶ (Q1) - Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (rev. 2013)
- ▶ (Q2) - Provide essential public safety infrastructure and services which ensure the safety of the entire community. (2012)
- ▶ (Q3) - Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (rev. 2013)
- ▶ (Q4) - Enhance and support amenities that provide social offerings for residents and visitors of all ages. (rev. 2013)
- ▶ (Q5) - Create senses of place in our rural areas through programs, planning and infrastructure, phasing in appropriate areas to encourage connectedness. (2012)
- ▶ (Q6) - Support the preservation of strong neighborhoods through appropriate community planning, land use regulations, and high quality provision of services. (2012)
- ▶ (Q7) - Further create connectedness and livability through supporting human scale infrastructure and development, including: enhancing our multimodal districts. (2012)
- ▶ (Q8) - Maintain and enhance our educational and recreational offerings associated with our library system, inspiring a love of reading and lives of learning. (2013)
- ▶ (Q9) - Support the development of stormwater retention ponds that are aesthetically pleasing to the public and located in a manner that protects strong neighborhoods. (2013)

## **Strategic Initiatives - Quality of Life**

- Implement strategies through the library system which enhance education and address the general public's information needs, including:
  - (Q8, EC1, EC6) - Complete construction of the expanded Lake Jackson Branch Library and new community center (2012); and
  - (Q8, EC1, EC6) - Relocate services into the expanded facility (2012)



*Storytime at Leon County's Lake Jackson Branch Library*

- Implement strategies which advance parks, greenways, recreational offerings, including:

- (Q1, EC1, EC4) - Explore extension of parks and greenways to incorporate 200 acres of Upper Lake Lafayette (2012);
- (Q1, EC1, EC4) - Update Greenways Master Plan (2012);
- (Q1, EC1, EC4) - Develop Miccosukee Greenway Management Plan (2012); and
- (Q1, EC1, EC4) - Develop Alford Greenway Management Plan (2012)



*Leon County Public Safety Complex*

- Expand recreational amenities, including:

- (Q1, Q5, EC1, EC4) - Complete construction of Miccosukee ball fields (2012);
- (Q1, EC1, EC4) - Continue to plan acquisition and development of a North East Park (2012);
- (Q1, EC1, EC4) - Develop Apalachee Facility master plan to accommodate year-round events (rev. 2013);
- (Q1, Q5, EC1, EC4) - Continue to develop parks and greenways consistent with management plans including Okeehoopkee Prairie Park, Fred George Park and St. Marks Headwater Greenway (2012);
- (Q1, EC1) - In partnership with the City of Tallahassee and community partners, conduct a community-wide conversation on upper league competition with the goal of a higher degree of competition and more efficient utilization of limited fields (2013); and
- (Q1, G2) - Work with the federal Bureau of Prisons to utilize a portion of the federal prison land for the expansion of Tom Brown Park ballfields. (2016)

- (Q4) - Further establish community partnerships for youth sports development programs (2014)

- (Q1, EC1, Q9) - Redevelop Huntington Oaks Plaza, which will house the expanded Lake Jackson Branch Library and new community center, through a sense of place initiative (2012)

- Provide essential public safety infrastructure and services, including:

- (Q2, EC2) - Complete construction of Public Safety Complex (2012);
- (Q2) - Consolidate dispatch functions (2012);
- (Q2) - Successfully open the Public Safety Complex (2013); and
- (Q2) - Develop a Leon County “Crisis Management Communication Plan” (2015)

- Implement strategies to improve medical outcomes and survival rates, including:

- (Q2, Q3) - Continue to pursue funding for community paramedic telemedicine (2012) (rev. 2014); and
- (Q2, Q3) - Engage vested community partners in the development of a Community Paramedic Program that includes program parameters designed to meet local needs and a sustainable economic model to be presented for consideration during the FY17 budget process (2016)



*Capital City Amphitheater*

- Implement strategies to maintain and develop programs and partnerships to ensure community safety and health, including:

- (Q2, Q3) - Participate in American Society for the Prevention of Cruelty to Animals (ASPCA) Partnership, and in ASPCA ID ME Grant (2012);



- (Q3) - Implement procedures for residents to take full advantage of the NACO Dental Card program (2013);
- (Q3) - Consider establishing a Domestic Partnership Registry (2013); and
- (Q3, G2) - Provide an early budget discussion item regarding primary health care, including mental health care services, and options to maximize resources to meet the healthcare needs of the community including those individuals served through the local criminal justice system (2015)
- Implement strategies that support amenities which provide social offerings, including:
  - (Q4, EC1, EC4) - Consider constructing Cascade Park amphitheatre, in partnership with KCCI (2012);
  - (Q4, EC4) - Consider programming Cascade Park amphitheatre (2012);
  - (Q4, EC4) Through utilization of \$160,000 in BP settlement funds pursue programming for the Capital City Amphitheater at Cascades Park to include subsidies for two to four concerts over the next two years in order to put on marque events featuring well known headlining artists and events that would otherwise be viewed as cost prohibitive. (2016);
  - (Q4) - Work with the city to celebrate the opening of Cascades Park (2014);
  - (Q4, EC4) Identify design concepts and cost estimates for weatherization of the stage and shade for the permanent seating area with the funding priority being the stage utilizing \$586,692 from the BP settlement. Request the CRA to fund any shortfall related to the weatherization project from the existing \$5.0 million in Tourism Development Tax allocation. These design concepts should also contemplate sound mitigation elements to further alleviate neighborhood concerns. (2016)
  - (Q4) - Develop unified special event permit process (2012); and
  - (Q4, EC4, G5) - Evaluate opportunities to maximize utilization of Tourism Development taxes and to enhance effectiveness of County support of cultural activities, including management review of COCA (2012)
- (Q6) - Implement strategies to promote homeownership and safe housing, including: consider property registration for abandoned real property (2012)
- Implement strategies that preserve neighborhoods and create connectedness and livability, including:
  - (Q6, 7) - Implement design studio (2012);
  - (Q6, Q7) - Implement visioning team (2012);
  - (Q6, Q7) - Develop performance level design standards for Activity Centers (2012);
  - (Q6) - Revise Historic Preservation District Designation Ordinance (2012);
  - (Q6, Q7) - Develop design standards requiring interconnectivity for pedestrians and non-vehicular access (2012);
  - (Q7) - Develop bike route system (2012);
  - (Q7) - Establish Bicycle & Pedestrian Advisory Committee (2012);
  - (Q6, Q7) - Conduct a workshop that includes a comprehensive review of sidewalk development and appropriate funding (2013);
  - (Q1, Q5, EC1, EC4) - Expand, connect and promote “Trailhassee” and the regional trail system (2013);
  - (Q7, EC1) - Promote communication and coordination among local public sector agencies involved in multi-modal transportation, connectivity, walkability, and related matters (2013);
  - (Q1, EC4) - Focus on improving Leon County’s ranking as a bicycle friendly community (2014);
  - (Q2, Q7, EN3) - Develop a public education campaign on bicycle and pedestrian safety with community partners. (2016)
  - (Q6, Q7) - Initiate a comprehensive review and revision to the Land Use Element of the Comprehensive Plan (2015);
  - (Q6, EN2) - As part of the inclusionary housing review being conducted with the Land Use Element rewrite, evaluate potential impediments or opportunities to infill housing development, particularly within the Southern Strategy Area. (2016)



*Leon County Seed Library Program*

- (Q6, Q7) - Protect the rural character of our Rural Land use category. (2015)
- (Q2, Q5, G1) - Develop a selection and implementation policy for the LIFE sales tax category funding for consideration during the FY2017 budget process. (2016)
- (Q4) - Seek community involvement with the VIVA FLORIDA 500 Time Capsule (2013)
- (Q4, EC1, EC4) - Institute a Sense of Place initiative for the fairgrounds (2014)
- (Q5, EC1) - Perform a Sense of Place study for the Miccosukee community. (2016)
- (Q7, EN2, EC1) - Coordinate partners in the creation of a North Monroe Corridor Task Force for the purposes of revitalization. (2016)

## **Ongoing Support (Highlights) - Quality of Life**

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



*The Club of Honest Citizens: Created Equal*



*Citizen Engagement Series*

- (Q3) - Provide targeted programs for Seniors (2012)
- (Q6) - Provide foreclosure prevention counseling and assistance (2012)
- (Q6) - Provide first time homebuyer assistance (2012)

### **Strategic Priority - Governance**

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

- ▶ (G1) - Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (rev. 2013)
- ▶ (G2) - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (2012)
- ▶ (G3) - Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community. (2012)
- ▶ (G4) - Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. (2012)
- ▶ (G5) - Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (2012)



*LEADS Listening Session*

### **Strategic Initiatives - Governance**

- Implement strategies which promote access, transparency, and accountability, including:
  - (G1) - Explore providing On Demand - Get Local videos (2012);
  - (G1) - Explore posting URL on County vehicles (2012);
  - (G1) - Instill Core Practices through: providing Customer Engagement training for all County employees, revising employee orientation, and revising employee evaluation processes (2012);
  - (G1) - Reformat the existing on-line Comprehensive Plan to modernize its appearance and increase usability (2015); and
  - (G1) - Evaluate the existing Comprehensive Plan amendment process, and identify opportunities for further streamlining (2015)
- Implement strategies to gain efficiencies or enhance services, including:
  - (G2) - Conduct LEADS Reviews (2012);
  - (G2) - Develop and update Strategic Plans (2012); and
  - (G5) - Convene periodic Chairman's meetings with Constitutional Officers regarding their budgets and opportunities to gain efficiencies (2013)
  - (G5) - Develop a unified contract detailing the role of the EDC in administering, staffing needs, and adequate funding, for the implementation of the Blueprint 2020 Economic Development of the sales tax. (2016)



*I<sup>2</sup> Employee Recognition Breakfast*

- Implement strategies to further utilize electronic processes which gain efficiencies or enhance services, including:
  - (G2) - Develop process by which the public may electronically file legal documents related to development review and permitting (2012);
  - (G2) - Expand electronic Human Resources business processes including applicant tracking, timesheets, e-Learning, employee self-service (2012);
  - (G2, EN4) - Investigate expanding internet-based building permitting services to allow additional classifications of contractors to apply for and receive County permits via the internet (2012);
  - (G2, EN4) - Institute financial self-service module, document management, and expanded web-based capabilities in Banner system (2012);
  - (G5) - Consider options to gain continuity of Commissioners' representation on committees, such as multi-year appointments (2013); and
  - (G5) - Periodically convene community leadership meetings to discuss opportunities for improvement (2013)



*The Club of Honest Citizens*

- (G2) - Investigate feasibility of providing after hours and weekend building inspections for certain types of construction projects (2012)
- Implement strategies to further engage citizens, including:
  - (G3) - Develop and offer Citizens Engagement Series (2012);
  - (G3) - Identify the next version of "Citizens Engagement" to include consideration of an "Our Town" Village Square concept (2013);
  - (G3) - Develop a proposed partnership for the next iteration of Citizen Engagement, possibly with the Village Square, which would be renewable after one year (2014); and
  - (G1, G3) - Expand opportunities for increased media and citizen outreach to promote Leon County (2013).

- (G4) - Implement healthy workplace initiatives, including: evaluate options for value-based benefit design (2012)
- Implement strategies to retain and attract a highly skilled, diverse and innovative workforce, which exemplifies the County's Core Practices, including:
  - (G4) - Revise employee awards and recognition program (2012);
  - (G4) - Utilize new learning technology to help design and deliver Leadership and Advanced Supervisory Training for employees (2012); and
- (G4, G1) - Pursue Public Works' American Public Works Association (APWA) accreditation (2012)
- Implement strategies which ensure responsible stewardship of County resources, including:



*Avondale Subdivision culvert work*

- (G5) - Revise program performance evaluation and benchmarking (2012);
- (G5) - Identify opportunities whereby vacant, unutilized County-owned property, such as flooded-property acquisitions, can be made more productive through efforts that include community gardens (2013);
- (G5) - Develop financial strategies to eliminate general revenue subsidies for business operations (i.e., Stormwater, Solid Waste and Transportation programs) (2013);
- (G5, EC1) - Create a capital projects priority list for the fifth-cent gas tax (program) (2014);
- (G5) - Engage with the private sector to develop property at the corner of Miccosukee and Blair Stone, to include the construction of a Medical Examiner facility (2014);
- (G1) - Pursue expansion for whistleblower notification (2013); and

- (G5, Q1, EN4) - Evaluate the long-term policy implications of the following options, taking into consideration the potential fiscal, environmental, operational and neighborhood impacts: a complete closure of the landfill; re-direct all Class I Solid Waste from the Transfer Station to the landfill; and a hybrid solution that includes both Class I Solid Waste disposal at the landfill and through the Transfer Station (2015)
- Implement strategies to maximize grant funding opportunities, including:
  - (G5) - Institute Grants Team (2012); and
  - (G5) - Develop and institute an integrated grant application structure (2012)
- (G5) - Consider approval of the local option to increase the Senior Homestead Exemption to \$50,000 for qualified seniors (2013)
- (G2) - Pursue Sister County relationships with Prince George's County, Maryland and Montgomery County, Maryland (2013)
- Examine opportunities to enhance the Community Human Services Partnership, including:
  - (G5, Q3) - Engage the City and United Way to expand the eligibility for CHSP and to establish a new funding category for non-direct human service providers. (2016)
  - (G5) - Establish the annual County CHSP funding commitment early in the budget process as a set amount (not as a maximum funding level). (2016)
  - (G1, Q3) - Establish a formalized approach to utilize the CHSP Executive Committee, as the lead entity for the on-going implementation of the CHSP process by: Eliminating the existing JPB and associated Leadership Team committee and; Working with the City and United Way, prepare the appropriate documents for Board consideration that establishes the committee's and governing partners' responsibilities, including, but not limited to: meeting schedule to provide certainty for continuous agency input; process for making changes to CHSP policies and procedures; establish a technical review committee to evaluate trends and community data for possible recommendations to the Executive Committee. (2016)
- (G2) - Support Commissioner Desloge during his term as NACo President. (2016)



*Citizens Connect Application*

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

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



*Leon County's Mobile Website*



# CORE PRACTICES

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

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

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

- **Connecting with Citizens**

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

- **Demonstrating Highest Standards of Public Service**

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

- **Accepting Accountability**

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

- **Exhibiting Respect**

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

- **Employing Team Approach**

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

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

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

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

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

Adopted: February 28, 2012

Revised: January 29, 2013

Revised: January 21, 2014

Revised: January 27, 2015

Revised: January 26, 2016





**L**ISTENS FOR CHANGING NEEDS

**E**NGAGES CITIZENS AND EMPLOYEES

**A**LIGNS KEY STRATEGIC PROCESSES

**D**ELIVERS RESULTS & RELEVANCE

**S**TRIVES FOR CONTINUOUS IMPROVEMENT





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

## Return on Investment (ROI)

Tourism Development <i>(Fiscal Year)</i>			
	2013	2014	2015 <sup>1</sup>
<b>Total Direct Economic Impact</b>	\$720 Million	\$741 Million	\$840 Million
<b>Tourism Tax Investment</b>	\$3,362,832	\$3,663,456	\$4,306,103
<b>Tourism Tax ROI</b>	\$214	\$202	\$195

Healthcare			
	2013	2014	2015 <sup>2</sup>
<b>Total Funding</b>	\$1,943,543	\$1,943,543	\$1,939,582
<b>Value of Services Reported</b>	\$8,921,255	\$10,139,339	\$8,013,126
<b>Healthcare ROI</b>	\$4.59	\$5.22	\$4.13

Veteran Services			
	2013	2014	2015
<b>Total Clients Served</b>	4,980	4,501	4,371
<b>Client Benefit Payments</b>	\$9,329,877	\$8,837,309	\$8,461,551
<b>Veteran Services ROI</b>	\$33	\$29	\$27

## Benchmarks

Solid Waste <i>(Calendar Year)</i>			
	2013	2014	2016 State Goal
<b>Recycling Rate</b>	47%	51%	60%

EMS Cardiac Survival Rate			
	2013	2014	2015
<b>Leon County</b>	33%	35%	33%
<b>National</b>	7%	7%	7%

Library Services Benchmark		
	Leon County	Benchmark
<b># of Individual Registered Users (% of population)<sup>3</sup></b>	60%	46%

## Indicators

Parks and Recreation			
	2013	2014	2015
Active Youth Participation <sup>4</sup>	2,051	1,929	1,824
Active and Passive Acreage	898	898	898
Greenway Acreage	2,675	2,675	2,852

Intervention and Detention			
	2013	2014	2015
Jail Operating Costs Savings (Probation/ Pretrial Release)	\$12.6 Million	\$11.3 Million	\$11.7 Million

Development			
	2013	2014	2015
Commercial Permit Values	\$23.1 Million	\$60.9 Million	\$51.1 Million

Financial Stewardship			
	2013	2014	2015
Bond Rating	AA	AA	AA

Library Services			
	2013	2014	2015 <sup>5</sup>
# of Library Uses	2,918,546	2,762,686	2,659,250

## Return on Investment (ROI)

### Tourism Development

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

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

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

1. Collection methodology for Total Direct Economic Impact has been updated by new research firm Downs & St. Germain, providing a more accurate figure of Leon County's economic impact in recent years. Additionally, the penny that was going towards the Performing Arts Center has been shifted to the Council on Culture & Arts, increasing Tourism Tax Investment and lowering Tourism Tax ROI.

### Healthcare

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

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

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

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

2. The decrease in the Value of Services Reported was due to a reduction in funds awarded to the CareNet providers for low income pool services.

### Veteran Services

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

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

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

## **Benchmarks**

### Solid Waste

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

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

**2016 State Recycling Goal** - statewide recycling goal of 75% to be achieved by year 2020: 40% by 12/31/12, 50% by 12/31/14, 60% by 12/31/16, 70% by 12/31/18 and 75% by 12/31/20, established by The Energy, Climate Change, and Economic Security Act of 2008).

### Emergency Medical Services

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

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

### Library Services

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

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

## **Indicators**

### Parks and Recreation

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

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

**Active Acreage** – formal designated sports fields and outdoor courts, e.g., basketball, volleyball, tennis, boat landings, etc. (does not include community centers).

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

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

4. FY 2015 number reflects continual decreased participation in active youth sports. This decrease is a combination of a nationwide, downward trend in football participation due to parental concerns of injuries; and organizational issues with the licensed soccer provider. This is offset by the rebuilding of league baseball by adding ballfields.

### Intervention and Detention

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

**Development**

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

**Commercial Permit Value** – value commercial permits issues for new construction.

**Financial Stewardship**

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

**Library Services**

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

5. The decrease is related to a nation-wide shift in people accessing books and other media from sources other than the library such as personal computers and smart phones.



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### Budget Overview

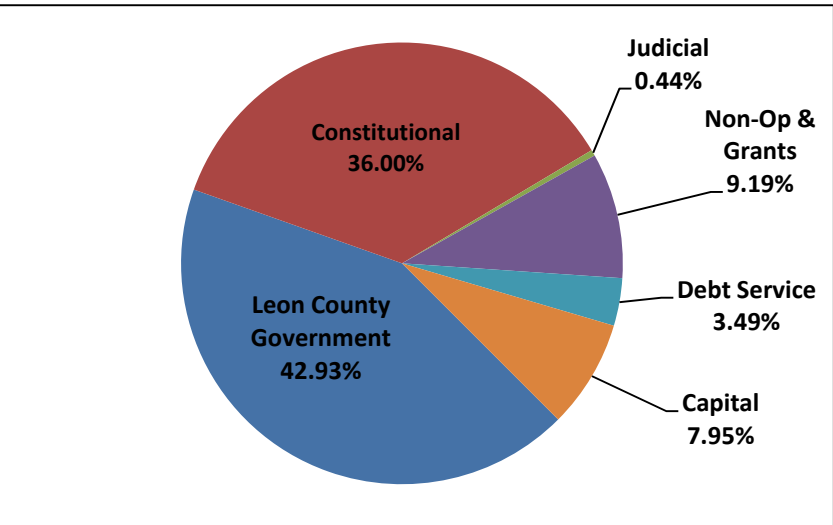
The total budget for FY 2016/2017 is \$246,129,886, a 3.18% increase over last fiscal year. The **operating budget** of \$226,567,263 represents an increase of 3.03% from last year's adopted budget. The **capital budget** of \$19,562,623 represents a 4.9% increase from last year.

### Funding

The FY 2017 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 3.1% from FY 2016. The FY 2017 budget is \$246 million, a 3.18% increase over the previous year's budget, with the millage rate remaining the same as last year at 8.3144. This budget focuses on maintaining service levels and increasing funding for capital infrastructure needs.

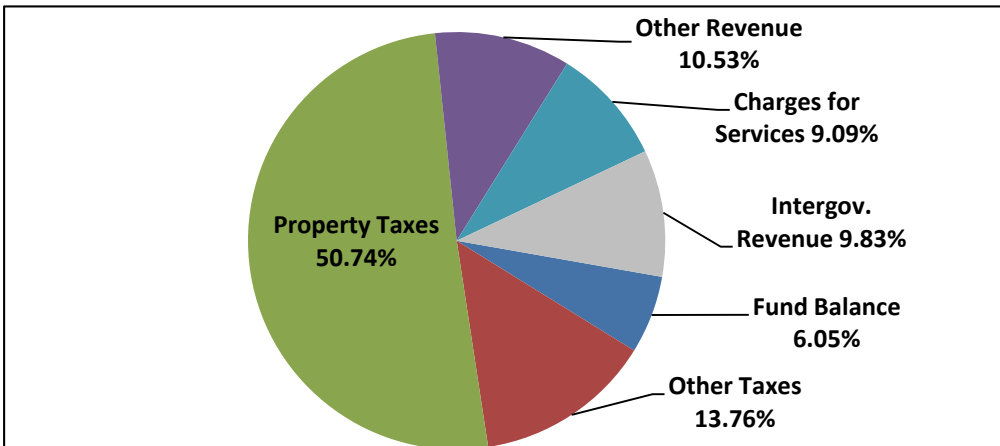
As part of the budget process, Leon County continues to address the implementation of a pay plan adjustment for the Sheriff's office as well as significant budget savings in the Supervisor of Elections budget. In addition, the County approved increasing the general revenue transfer to the CIP by \$1 million. This brings the total transfer to \$3 million this year to address the County's five-year capital improvement needs. The County also realized \$879,000 in recurring savings through the employee innovations program (I<sup>2</sup>) in Animal Control Officer scheduling and printer consolidation and copier management.

**Figure One: FY 2016/2017 Expenditures**



**Figure One** depicts the budget as it is reflected organizationally. The FY 2016/2017 budget shows a slight increase in most of the service levels to maintain and improve quality services in high priority, mandatory and essential programs such as public safety and transportation.

**Figure Two: FY 2016/2017 Revenues**



The Florida Statutes require that all local government budgets be balanced. Leon County's FY 2016/2017 budget of \$246,129,886 is balanced with the use of a variety of revenue sources, and fund balances, and retained earnings from previous fiscal years. The majority 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 2016/2017 adopted budget. In the Budget Summary/Analysis section - Revenue v. Expenditures, the major individual revenue sources are presented and summarized in more detail.



### Culture & Recreation

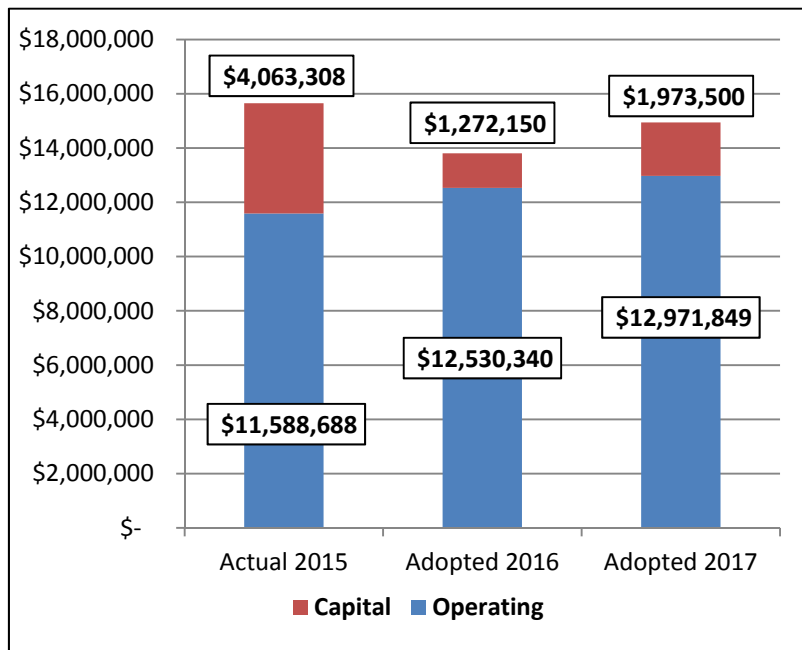


Culture and recreation operations and capital projects funded for Fiscal Year 2016/2017 represent a broad range of services provided by Leon County designed to enhance the quality of life for both residents and visitors. This includes services provided by Parks and Recreation and Library Services. The Board showed its commitment to the community by allocating funding for general park improvements and library services.

#### Culture & Recreation Funding FY 2015 thru FY 2017

#### Funding

In Fiscal Year 2016/2017, Leon County, in support of culture and recreation operations and capital projects, will allocate a total of \$14,945,349. This is an increase of 8.3% from the previous year and represents approximately 6.1% of the total allocation for the Fiscal Year 2016/2017 budget. Funding is provided to maintain the high quality of existing services while continuing to support the capital maintenance of existing facilities.



#### County Fact:

Leon County library cardholders checked out 1.7 million books and other materials and downloaded 65,000 ebooks and eaudiobooks from the library website.

### 2017 Culture & Recreation Highlights

Key highlights of the Fiscal Year 2016/2017 operating and capital budgets, with respect to culture and recreational services, include:

- Funding for renovation of restrooms at Apalachee Parkway Regional Park in the amount of \$600,000.
- Library services technology funding for Leon County branch libraries in the amount of \$79,000.
- Funding for J. Lee Vause Park Improvements in the amount of \$60,700.
- Allocating \$53,200 for new vehicle and equipment for the parks and greenways.
- Funding for boat landing improvements and renovations in the amount of \$125,000.
- Funding for the Okeeheepkee Prairie Park in the amount of \$133,000.
- Funding for concrete masonry restrooms for buildings located at the Kate Ireland Park, Ben Stoutamire, and Lake Munson in the amount of \$62,600.

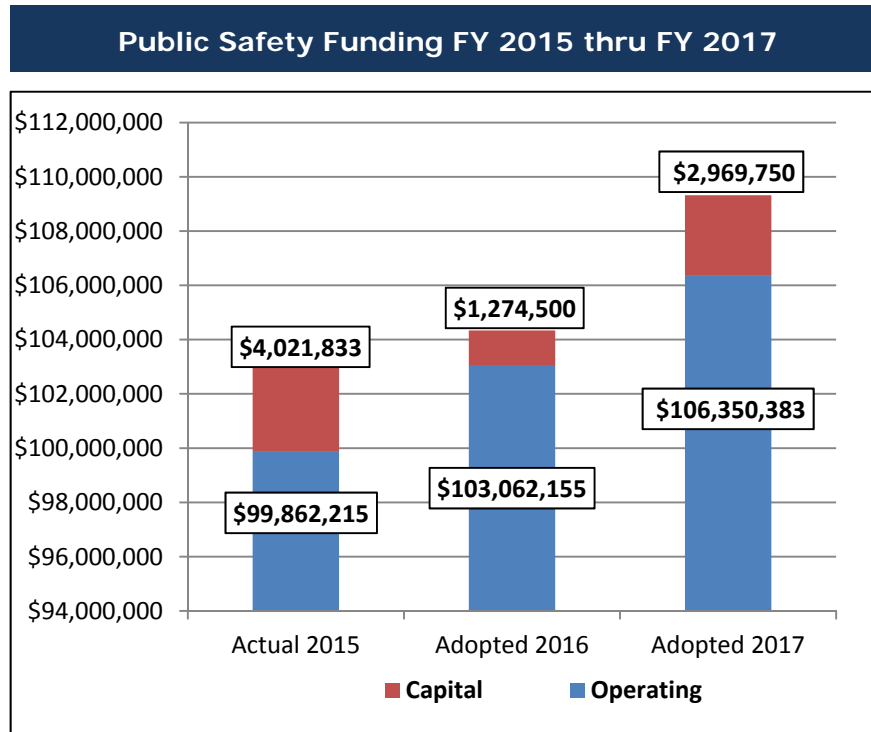
## Public Safety



Public Safety operations and capital projects funded for Fiscal Year 2016/2017 represent a broad range of services provided by Leon County that are designed to enhance the quality of life by ensuring the security of both persons and property. This includes services provided by Emergency Medical Services (EMS), the Leon County Sheriff's Office, the Medical Examiner, Building Inspection, Pollutant Storage Tank Program, Probation Services, and Leon County Volunteer Fire Departments.

## Funding

In Fiscal Year 2016/2017, Leon County, in support of public safety operations and capital projects will allocate a total of \$109,320,133. This represents a 4.8% increase of the prior fiscal year and represents approximately 44.4% of the total Fiscal Year 2016/2017 budget.



**County Fact:**  
 The Leon County Enhanced 9-1-1 System received 180,846 calls during this past year.

## 2017 Public Safety Highlights

Key highlights of the Fiscal Year 2016/2017 operating and capital budgets, with respect to public safety services include:

- 87% of the total Public Safety budget is allocated to the Law Enforcement (\$37,612,190), Jail/Corrections (\$37,902,510), Emergency Management (\$128,155), and Emergency Medical Services (\$19,141,194).
- Appropriated funding in the amount of \$41,963 for a new Emergency Medical Services Billing Technician which will be offset by increased billing revenue.
- Continued funding for the second year of the three year Salary Step Pay Plan for Law Enforcement and Corrections.
- The addition of four deputies for Law Enforcement and four non-sworn positions at the jail.
- Budgeting \$1,681,750 for the construction of the new Medical Examiner Facility.
- Increase in funding of \$37,000 to DISC Village for a total amount of \$222,759.
- Providing \$100,000 to begin facility improvements at the Health Department.

## Transportation

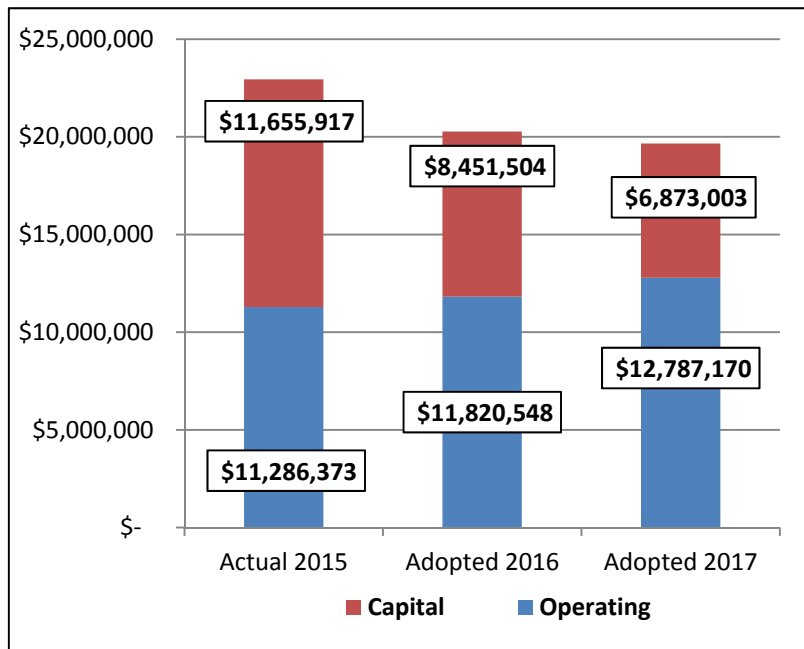


Transportation operations and capital projects funded for Fiscal Year 2016/2017 represent a broad range of services provided by Leon County designed to enhance the safe and adequate flow of vehicles, travelers, and pedestrians. This includes services provided by Engineering Services and the Operations Division of the Public Works Department. Leon County is required to maintain the existing transportation network and deems it essential to conduct maintenance on a regular basis to avoid costly repairs due to neglect. In FY 2014, the Board approved implementation of the additional available Five Cent Gas Tax, to be split 50/50 with the City, which generated an additional \$2.0 million in FY 2014. For FY 2017, this revenue is estimated to generate \$2.5 million. 50% of this revenue will continue to be used for sidewalk funding.

## Funding

In Fiscal Year 2016/2017, Leon County, in support of transportation operations and capital projects, will allocate a total of \$19,660,173. This is a 3.0% decrease from the previous fiscal year and represents 8% of the total Fiscal Year 2016/2017 budget. The decrease represents a decrease in intersection and safety improvements.

Transportation Funding FY 2015 thru FY 2017



**County Fact:**

Public Works provides roadside maintenance on over 660 miles of county roadways.

## 2017 Transportation Highlights

Key highlights of the Fiscal Year 2016/2017 operating and capital budgets, with respect to transportation services, include:

- Allocating \$3.22 million to resurface a part of the County’s arterial/collector and local roads system.
- Funding \$285,876 for landscaping and maintenance of Capital Circle NW/SW.
- Funding in the amount of \$2.2 million for the Sidewalk Construction and Community Safety and Mobility projects.
- Funding in the amount of \$75,000 for the construction of two bus stops on North Monroe Street as recommended by the N. Monroe Street Corridor Task Force.
- Funding for a new Safety Flagger position for the Spot Repair Shoulder Crew to maintain compliance with Florida Department of Transportation Safety Standards.

## Human Services

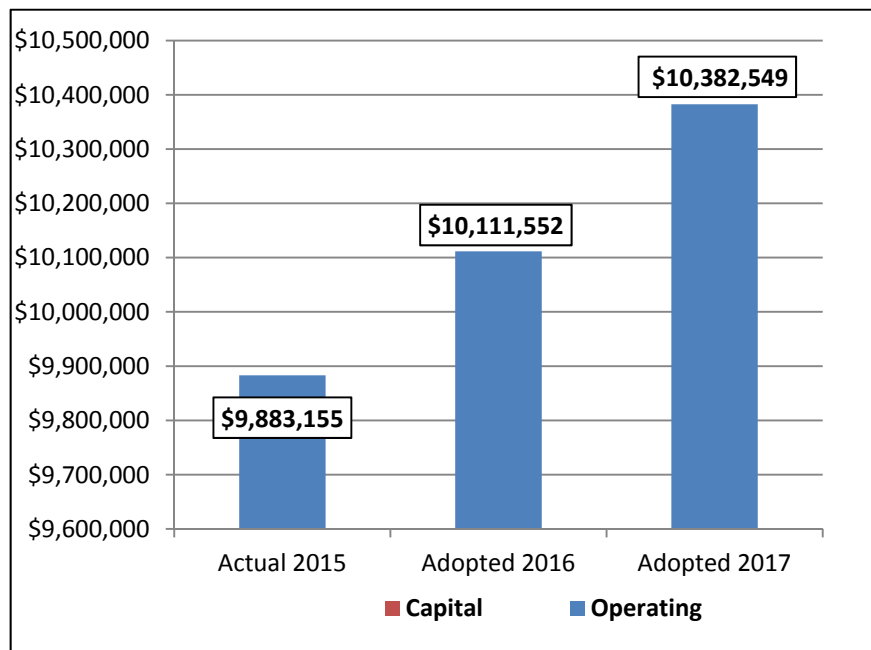


Human Services operations funded for Fiscal Year 2016/2017 represent a broad range of services provided by Leon County for the welfare of the community as a whole and its individuals. This includes services primarily provided by Health and Human Services, Mosquito Control, and Primary Health Care.

### Funding

In Fiscal Year 2016/2017, a total of \$10,382,549 is allocated by Leon County in support of human services operations. This is a 2.7% increase from the prior fiscal year and represents approximately 4.2% of the total Fiscal Year 2016/2017 budget.

Human Services Funding FY 2015 thru FY 2017



#### County Fact:

Leon County residents used Leon County's free Prescription Card to fill out more than 1,900 prescription medications not covered by insurance.

### 2017 Human Services Highlights

Key highlights of the Fiscal Year 2016/2017 operating budget, with respect to human services include:

- Continued funding to support Primary Health Care in the amount of \$1,739,582.
- Increased funding support for the Community Human Service Partnership (CHSP) grant program by \$200,000 for a total of \$1.2 million.
- Continuing support for the Tallahassee Memorial Healthcare Trauma Center in the amount of \$200,000.
- Appropriating \$25,000 for the Domestic Violence Coordinating Council.
- Allocated \$38,000 towards 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.

### Physical Environment

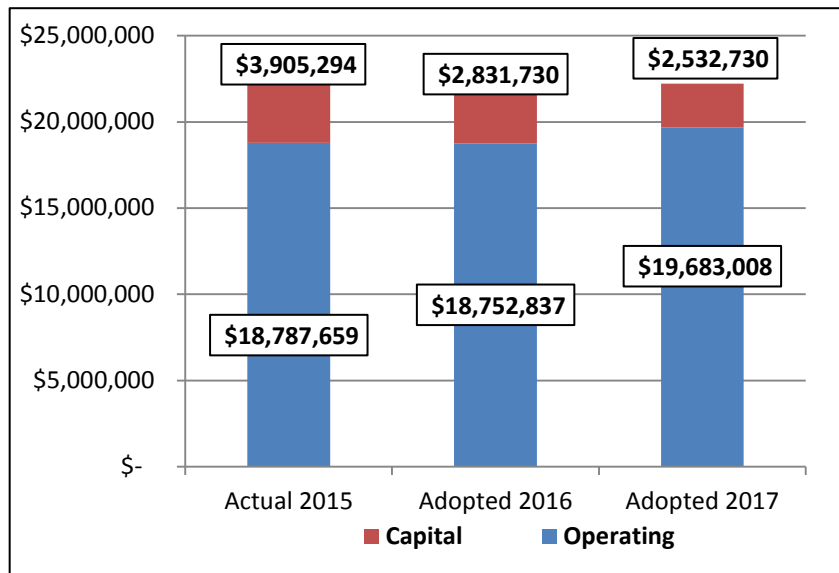


Physical environment operations and capital projects funded for Fiscal Year 2016/2017 represent a broad range of services provided by Leon County for the primary purpose of achieving a satisfactory living environment by controlling and utilizing elements of the environment. This includes services provided by Solid Waste, Stormwater Engineering, Stormwater Maintenance, Geographic Information Services, Cooperative Extension, Environmental Compliance and the Development Services divisions of the Development Support and Environmental Services.

### Funding

In Fiscal Year 2016/2017, Leon County, in support of physical environment operations and capital projects, will allocate a total of \$22,215,738. This is a 3% increase from the prior fiscal year and represents about 9% of the total Fiscal Year 2016/2017 budget.

#### Physical Environment Funding FY 2015 thru FY 2017



#### County Fact:

In 2015, Leon County processed 394 tons of potentially hazardous material from 10,102 residents.

### 2017 Physical Environment Highlights

Key highlights of the Fiscal Year 2016/2017 operating and capital budgets, with respect to physical environment services include:

- Funding for Rural Waste Vehicle and Equipment Replacement in the amount of \$282,000.
- Restoration of the Lake Henrietta Stormwater facility in the amount of \$150,000.
- Restoration of six person Stormwater crew in the amount of \$200,595.
- Elimination of five vacant positions as part of Solid Waste Landfill Project closure. Personnel moved to other positions in Public Works with no layoffs.
- Stormwater Vehicle and Equipment replacement in the amount of \$121,000.
- \$146,000 in funding to replace the current Permit Tracking System (PETS).
- \$50,000 to fund the nuisance abatement of dilapidated structures.

## Economic Development

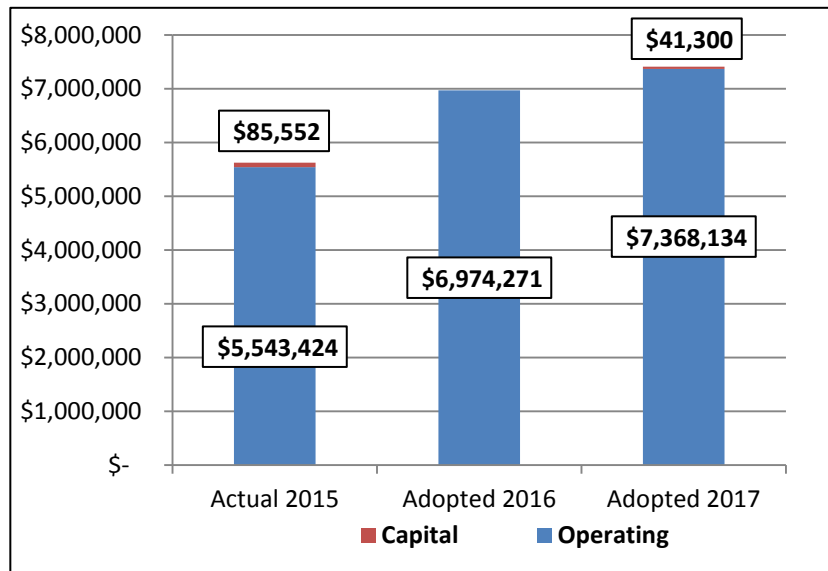


Development operations funded for Fiscal Year 2016/2017 represent a broad range of services provided by Leon County designed to develop and improve the economic condition of the community and its citizens. This includes services provided by the Tourist Development Council, PLACE, Office of Economic Vitality, Veteran Services, and Housing Services. Leon County is also the primary contributor to the Community Redevelopment Areas (Frenchtown and Downtown).

### Economic Development Funding FY 2015 thru FY 2017

## Funding

In Fiscal Year 2016/2017, the Board of County Commissioners, in support of economic development operations, will allocate a total of \$7,409,434. This is a 6.2% increase to the prior year funding and represents 3% of the total fiscal year 2016/2017 budget. The increase in funding is primarily due to the approval of funding for tourism related events and projects designed to increase tourism to Leon County and the support of business expansion.



**County Fact:**  
Tourism related jobs now exceed 15,000 in Leon County.

## 2017 Economic Development Highlights

Key highlights of the Fiscal Year 2016/2017 operating and capital budgets, with respect to economic development services include:

- Allocating \$175,000 to enhance the County's Signature Event Grant Program for multi-day festivals and events drawing visitors to the area.
- Increased funding the Community Redevelopment Agency (CRA) in the amount of \$286,320.
- Funding to assist in the construction of permanent restrooms at Apalachee Regional Park in the amount of \$191,000.
- Continued funding for the Council of Culture and Arts(COCA) with \$981,520 for developing arts and culture in the Capital Region, \$245,380 to support COCA's Capital Improvement Matching Grant Program and \$150,000 in administrative support for a total amount of \$1,376,900.
- Providing \$474,710 in funding for the new joint County/City Office of Economic Vitality.
- Continued funding for the Veteran's program in the amount of \$327,763.

### Court Related Services



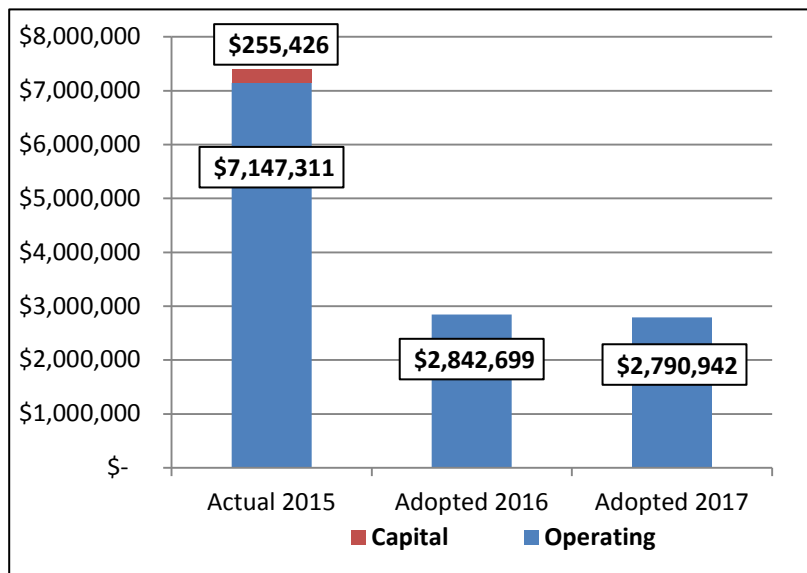
Court operations funded for Fiscal Year 2016/2017 represent a broad range of services provided by the Judicial Branch of Leon County government. This includes services provided by the Second Judicial Circuit of the State of Florida, the State Attorney and the Public Defender. The County Constitutional Office of the Clerk of the Court also provides services in support of the Judicial Branch of government. Beginning July 1, 2004, the County's role in support of the Courts changed significantly with the implementation of Revision 7 to Article V of the state constitution. This constitutional amendment is enacted through F.S. 29.008. Through this legislation, the County is obligated to fund a number of items, including facilities, technology and court security.

### Funding

In Fiscal Year 2016/2017, Leon County, in support of the Judicial Branch allocates a total of \$2,790,942 for court related operations. This is a 1.8% decrease from the previous fiscal year and represents about 1.1% of the total Fiscal Year 2016/2017 budget.

**NOTE:** Capital funding for Court related expenses are contemplated in the General Government Section. At year end in compliance with Article V reporting requirements expenses related to security, management information, communication, facilities management capital construction and other required expenditures are realigned to judicial cost centers. These costs are then reflected in the FY 2015 actual column.

**Court Services Funding FY 2015 thru FY 2017**



**County Fact:**

*In 2015, Leon County administered more than 25,000 court-ordered drug and alcohol tests, and collected more than \$230,000 for testing services.*

### 2017 Court Services Highlights

Key highlights of the Fiscal Year 2016/2017 operating and capital budgets, with respect to court related services include:

- Funding for technology for the State Attorney and Public Defender in the amount of \$132,000.
- Funding of Courthouse renovations for the jury assembly room in the amount \$300,000.
- Allocation of \$182,000 for courtroom minor renovations and courtroom technology.
- Continued funding of Teen Court, Law Library, Legal Aid, and the Guardian Ad Litem (GAL) program.
- Appropriated \$20,000 for the repair and replacement of the security system throughout the Courthouse.
- Continued funding for the LIFT (Leveraging Interventions for Transition) programs now serving over 233 people released from jail of which 84% are gainfully employed, enrolled in school or both.
- \$162,000 reduction in the payment to the Department of Juvenile Justice due to the legislature and counties agreeing on a new funding split during the last legislative session.

### General Government Services

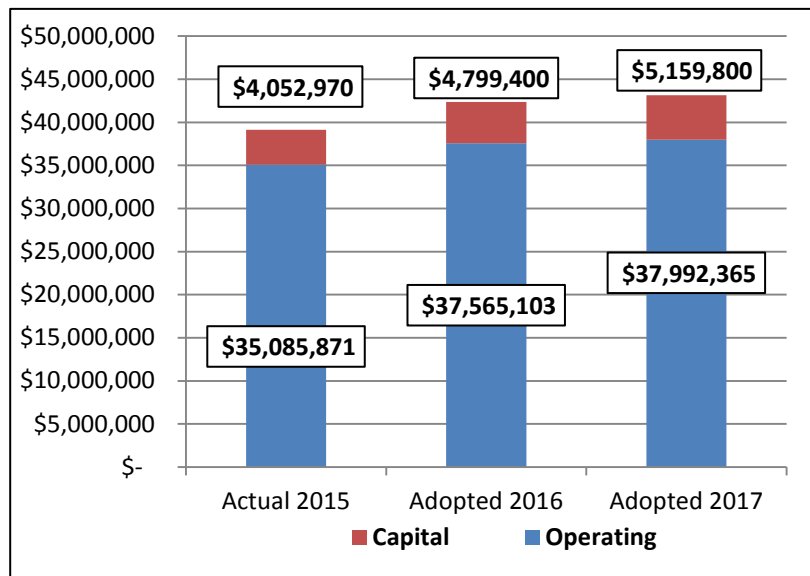


General government operations and capital projects funded for Fiscal Year 2016/2017 represent a broad range of general services provided by Leon County. This includes services provided by the legislative and administrative branches of County government like the County Commission and the County Administrator. Additionally, general government funding is allocated in support of services provided by the Property Appraiser, the Tax Collector, the Supervisor of Elections, and the County Attorney.

### Funding

In Fiscal Year 2016/2017, Leon County, in support of the general government services, will allocate a total of \$43,152,165 for general government operations. This is a 1.9% increase from the previous fiscal year and represents 17.5% of the total Fiscal Year 2016/2017 budget.

### General Government Funding FY 2015 thru FY 2017



**County Fact:**  
  
For FY 2017, Leon County will maintain a millage rate of 8.3144.

### 2017 General Government Highlights

Key highlights of the Fiscal Year 2016/2017 operating and capital budgets, with respect to general government services include:

- \$162,000 for the jointly funded Mobility Fee study with the City of Tallahassee.
- Management Information Services (MIS) Network Upgrade in the amount of \$250,000.
- Reduction in funding for Supervisor of Elections in the amount of \$790,780 due to the non-presidential election cycle.
- Continued support of the Lake Jackson Town Center renovations in the amount of \$25,000.
- Allocated \$10,000 for Leon County Lecture Series.
- Leon County Government Annex renovations in the amount of \$523,600.
- Funding for general vehicle and equipment replacement in the amount of \$439,000, and general county maintenance and renovations in the amount of \$190,000.
- \$20,000 increase in the State lobbying contract.



### Other Expenses & Debt Services

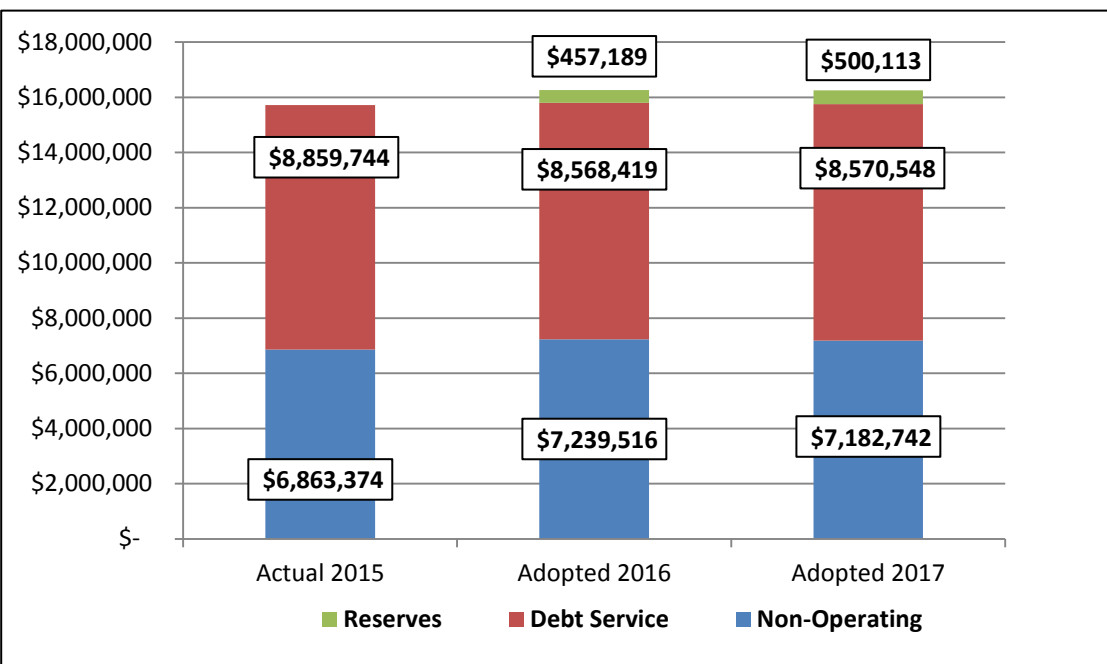


Non-operating funding is provided by Leon County for those activities for which costs do not apply solely to any specific County department's function, but are either applicable to the operation of County government as a whole, or are provided for the public good. The County employees responsible for the administration of these programs are presented in specific County Administrator department budgets.

In Fiscal Year 2016/2017, Leon County will allocate \$16,253,403 for non-operating expenses, including reserves, and reflects a .07% decrease from the previous fiscal year.

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

### Non-Operating & Debt Service Funding FY 2015 thru FY 2017



**County Fact:**  
*Leon County has a ratio of six employees for every thousand residents, tied with Lake County for second compared with similar Florida counties.*

### 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 2016/2017, Leon County budgeted \$8,570,548 for debt service. This allocation represents approximately 3.6% of the total Fiscal Year 2016/2017 budget. Budgeted reserves increased by 10% from the prior fiscal year.

## Median Value Single Family Home in Leon County

The following table shows the monthly costs for County Government services paid for with property tax revenue. The example depicts the FY 2017 median taxable value<sup>1</sup> (\$82,905) of a median assessed<sup>2</sup> home (\$132,905) with a \$50,000 homestead exemption as specified in the January 2008 voter approved property tax reform referendum.

Services	FY 2017 Ad Valorem Tax Bill \$731	FY 2017 Monthly Cost	FY 2017 Percent of Ad Valorem Taxes
Sheriff - Law Enforcement	184.13	15.34	25.19%
Sheriff - Corrections	175.66	14.64	24.03%
Emergency Medical Services	41.47	3.46	5.67%
Health & Human Services	40.80	3.40	5.58%
Facilities Management	39.38	3.28	5.39%
Library Services	34.91	2.91	4.78%
Property Appraiser	26.23	2.19	3.59%
Management Information Services	25.26	2.11	3.46%
Tax Collector	23.99	2.00	3.28%
Supervisor of Elections	21.44	1.79	2.93%
Administrative Services <sup>3</sup>	17.56	1.46	2.40%
Other Criminal Justice (Probation, DJJ, Diversion)	17.47	1.46	2.39%
Community Redevelopment - Payment	12.18	1.02	1.67%
Veterans, Volunteer, Planning, Economic Development	10.46	0.87	1.43%
Board of County Commissioners	8.27	0.69	1.13%
Capital Improvement	8.26	0.69	1.13%
Geographic Information Systems	8.05	0.67	1.10%
Other Non-Operating/Communications	7.04	0.59	0.96%
Court Administration and Other Court Programs <sup>4</sup>	5.89	0.49	0.81%
Clerk of Circuit Court	5.78	0.48	0.79%
800 MHz Radio Communication System	5.55	0.46	0.76%
Risk Allocations	3.91	0.33	0.53%
Mosquito Control	3.47	0.29	0.47%
Sustainability/Cooperative Extension	1.54	0.13	0.21%
Budgeted Reserves	1.27	0.11	0.17%
Financial Stewardship <sup>5</sup>	0.51	0.04	0.07%
Line Item Agency Funding	0.51	0.04	0.07%
<b>Total</b>	<b>\$ 731.00</b>	<b>\$ 60.92</b>	<b>100.00%</b>

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 2017 is 0.80%.

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

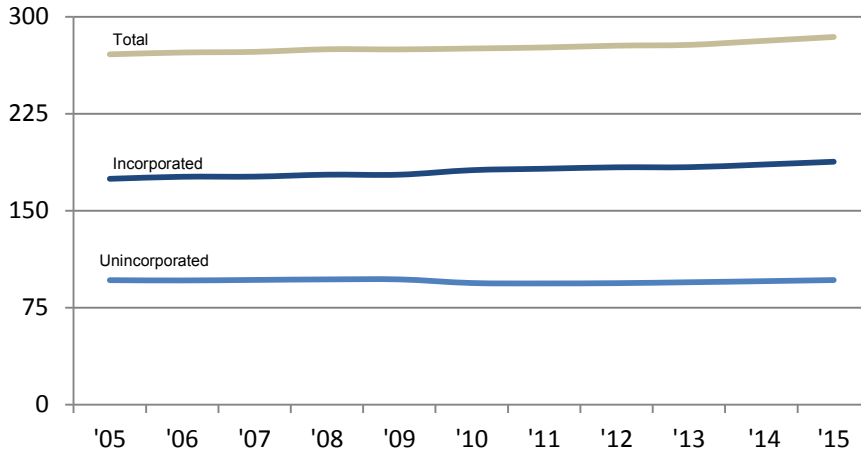
4. Other Court Programs included the State Attorney, the Public Defender, and funding for the Jail Detention/Mental Health Coordinator positions and diversionary programs.

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



**Population**

Thousands



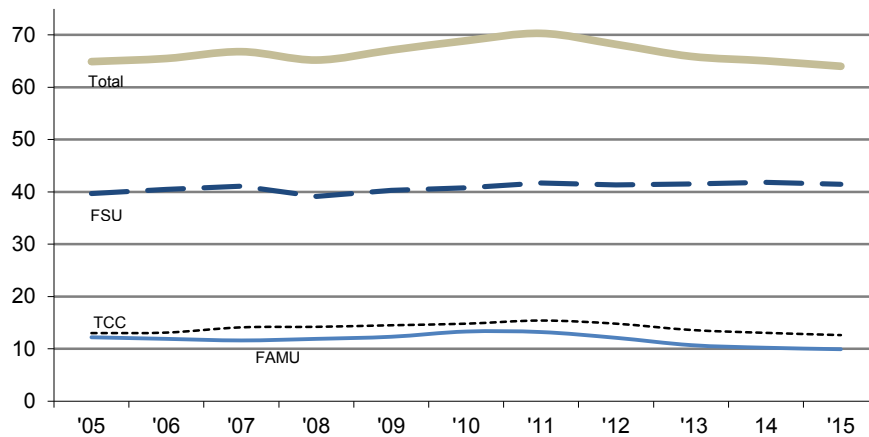
Sources:  
 - 2015 Population Estimates and Projections from Tallahassee/Leon County Planning Department.  
 - 2015, University of Florida BEBR, Florida Estimates of Population 2015.  
 - 2010 United States Census

According to the 2015 estimates from the Florida Bureau of Economic and Business Research, [Florida Statistical Abstract](#), the current Leon County population is 284,443 where 66% represents the incorporated area and 34% represents the unincorporated area. Total county population estimates grew by 1.12% from 2014. In 2009, there was a minimal decline in population estimates. According to 2015 estimates, the total population has seen a 3.25% increase since the 2010 Census. This is in spite of a decline in higher education enrollment over the same period.

Leon County had the second highest growth rate of neighboring counties since the 2010 Census behind only Gadsden County: Gadsden (4.15%), Leon (3.25%), Wakulla (1.65%), and Jefferson (-1.64%).

**Higher Education Enrollment**

Thousands

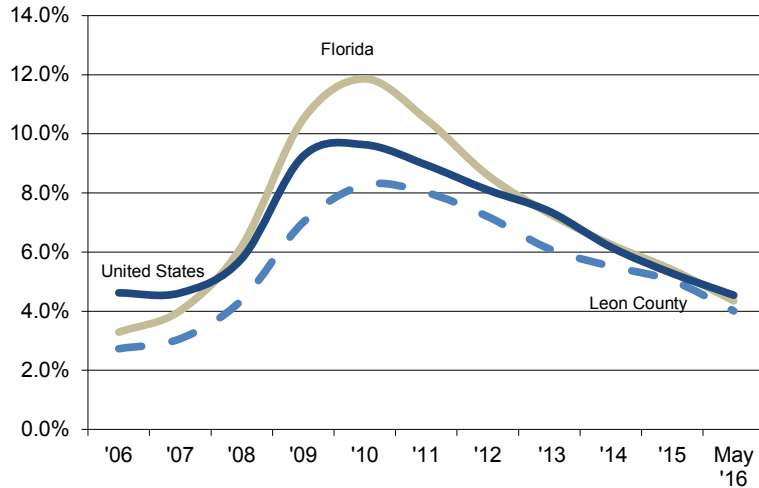


Source: 2015 Fall Enrollment Statistics from the Office of the Registrar for FSU/FAMU/TCC

Three institutions of higher learning are located in Tallahassee: Florida State University (FSU), Florida Agricultural & Mechanical University (FAMU), and Tallahassee Community College (TCC). Total enrollment for Fall 2015 was 64,026, a decrease of 1.57% from 65,047 in 2014.

In the last decade, FSU has had an average annual increase in enrollment of .47%, while TCC and FAMU have seen average decreases of .23% and 1.86%, respectively, over the same period.

**Unemployment Statistics**



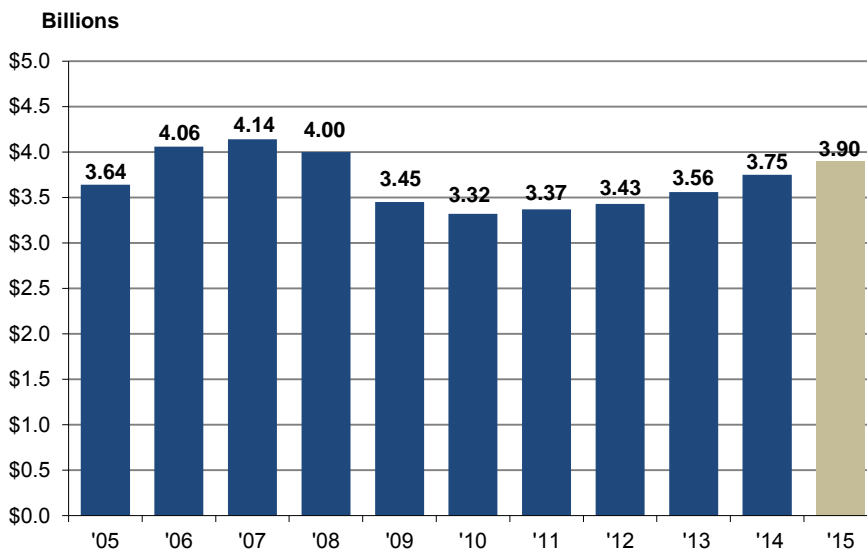
\*Source: Florida Department of Economic Opportunity, Labor Market Statistics; US Department of Labor, Bureau of Labor Statistics

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

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

Leon County's unemployment rate continues to be lower than both statewide and national levels. The current unemployment rate for the County stands at 4.01%.

**Taxable Sales**

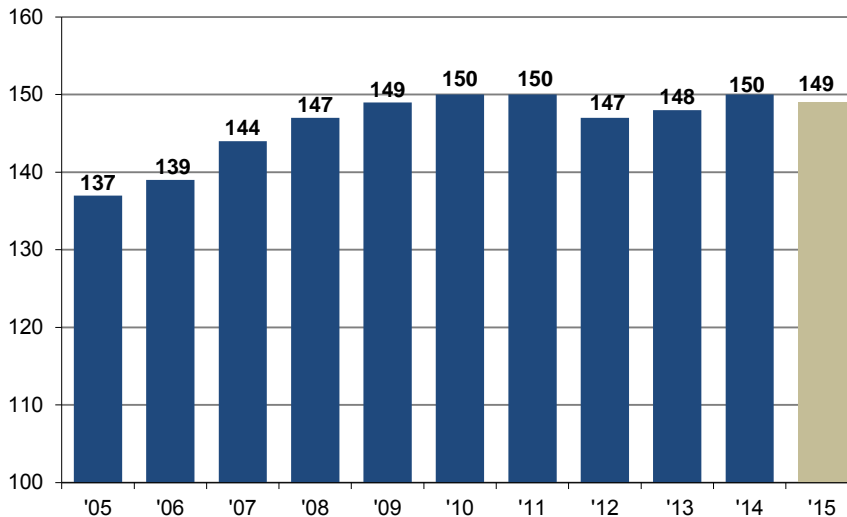


Source: The Florida Legislature - Office of Economic and Demographic Research Tallahassee Metropolitan Statistical Area which includes Gadsden, Jefferson, Leon & Wakulla counties (November 2015)

Taxable sales data is popularly used as one indicator of regional economic activity. The data is derived from sales tax returns filed monthly by retail establishments with the Florida Department of Revenue. Taxable sales experienced a steady increase beginning in 2003 and peaked in 2007 before the beginning of the economic downturn. In 2009, taxable sales decreased 13.91% from the 2008 figure, a substantial drop. In 2010, taxable sales further decreased by 3.75%. In 2011, however, taxable sales increased by roughly \$51 million, or approximately 1.5%, and continued improving with a \$60.3 million increase in 2012. This upward trend has continued through 2015, when taxable sales saw an increase of 4.02% from the 2014 figure of roughly \$3.75 billion. 2015 taxable sales amounted for \$3.9 billion.

### Total County Labor Force

Thousands



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

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

From 2004 to 2010, Leon County's labor force increased at an average of 1.6% annually. This growing trend slowed in 2010 and actually saw a decrease in 2012. The total county labor force for 2015 was 149,256, down 1.14% from the 2014 figure (150,980).

### Employment by Industry – 2005 vs. 2015

Industry	Employees 2005	% Labor Force	Employees 2015	% Labor Force	% Change
Government	63,600	31.8%	61,600	30.9%	-.9%
Education and Health Services	17,700	8.8%	21,400	10.7%	1.9%
Professional and Business Services	18,600	9.3%	19,400	9.7%	.4%
Retail Trade	20,500	10.2%	19,400	9.7%	-.5%
Leisure and Hospitality	16,200	8.1%	19,700	9.9%	1.8%
Other Services	7,300	3.7%	8,900	4.5%	.8%
Financial Activities	8,300	4.2%	7,000	3.5%	-.7%
Construction	9,700	4.9%	7,000	3.5%	-1.4%
Manufacturing	4,400	2.2%	3,000	1.5%	-.7%
Information	3,600	1.8%	3,400	1.7%	-.1%
Wholesale	3,600	1.8%	3,600	1.8%	0%
Trade, Transportation, and Utilities	26,400	13.2%	25,100	12.6%	-.6%
<b>Total</b>	<b>199,900</b>	<b>100.00%</b>	<b>199,500</b>	<b>100.0%</b>	<b>0%</b>

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

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

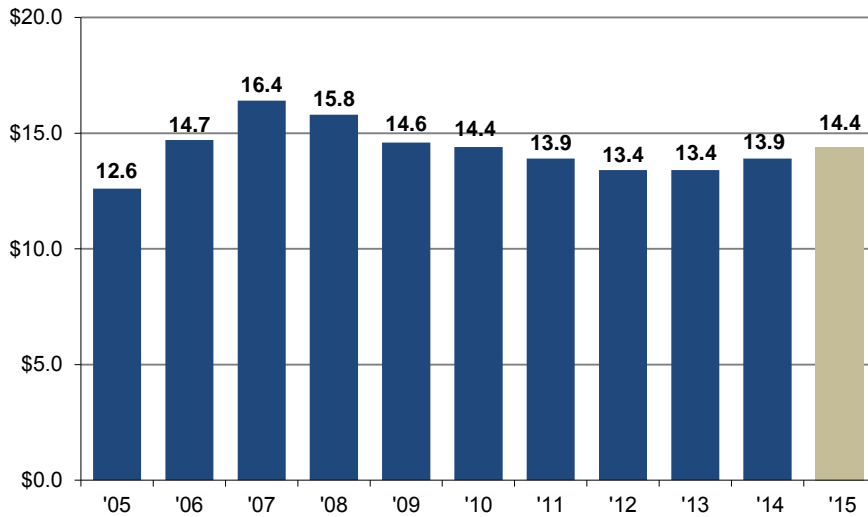
The percentage of the labor force in Government has decreased since 2005, while Professional and Business Services, Education and Health Services, and Leisure and Hospitality have increased, which reflects a more diverse economy. Retail Trade and Transportation and Utility Services both decreased over the ten year period.

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

Total labor force in these major industries for 2015 is almost identical to the numbers observed in 2005.

**Taxable Value**

Billions

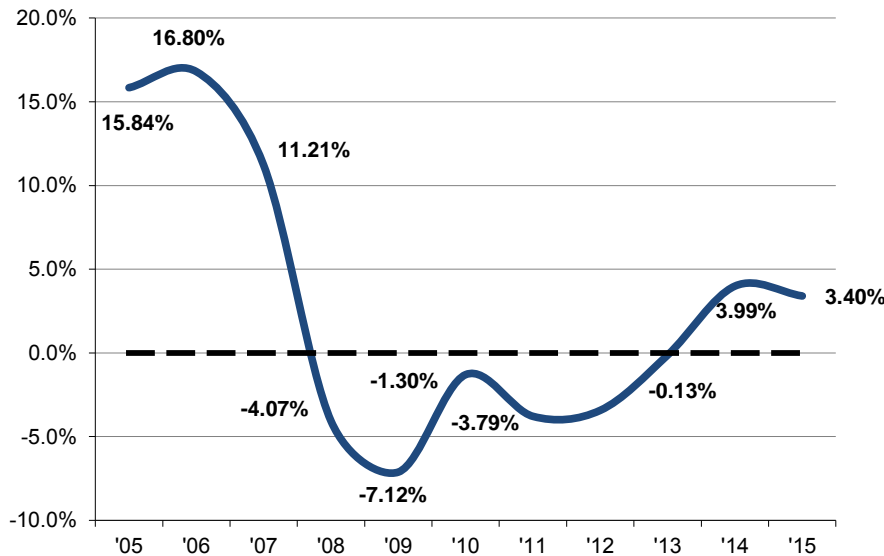


Source: Certification of Final Taxable Value, Forms DR-403v

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 \$15.8 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 in 2014 and 2015.

Valuations from the prior year ending December 31 are used to develop the next year budget (i.e. 2015 valuations are used to develop the FY 2016/2017 budget).

**Annual Percentage Change in Taxable Value**



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

Property tax reform in 2007 and 2008 contributed to the first declines in taxable value percentage in over a decade. In 2007, values increased by 11.21%, but this was followed by six consecutive years of fluctuating decreases, caused by the recession.

In 2014, taxable value finally saw an increase over the preceding year. This was followed by a further 3.40% increase in 2015, indicating an improving property market.

**Principal Taxpayers**

2014			2015		
Name	Total Taxable Value	Total Taxes	Name	Total Taxable Value	Total Taxes
CenturyLink	\$128,567,620	\$2,520,361	Smith Interest General Partnership	\$137,185,018	\$2,698,203
Smith Interest General Partnership	\$124,943,218	\$2,447,371	CenturyLink	\$120,306,347	\$2,389,967
Tallahassee Medical Center, Inc. (1)	\$67,950,150	\$1,354,749	Tallahassee Medical Center, Inc.	\$68,069,784	\$1,378,359
Florida Gas Transmission Company	\$75,854,505	\$1,239,511	Florida Gas Transmission Company	\$78,195,038	\$1,264,137
DRA CRT Tallahassee Center, LLC (2)	\$56,732,905	\$1,131,107	DRA CRT Tallahassee, LLC	\$56,315,787	\$1,140,350
Talquin Electric Coop, Inc.	\$62,670,922	\$1,020,796	Talquin Electric Coop, Inc.	\$62,550,547	\$1,007,156
Wal-Mart Stores, Inc	\$50,046,760	\$959,712	Wal-Mart Stores, Inc.	\$48,473,931	\$944,646
St. Joe Company	\$44,364,969	\$875,768	Comcast Cablevision	\$47,993,760	\$877,807
Comcast Cablevision	\$43,473,285	\$796,080	Bainbridge Campus Circle Apartments, LLC	\$40,592,293	\$773,986
Bainbridge Campus Circle Apartments, LLC	\$41,161,480	\$726,362	St. Joe Company	\$38,732,050	\$754,072
<b>Total</b>	<b>\$695,765,814</b>	<b>\$13,071,817</b>		<b>\$698,414,555</b>	<b>\$13,228,683</b>

Notes:

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

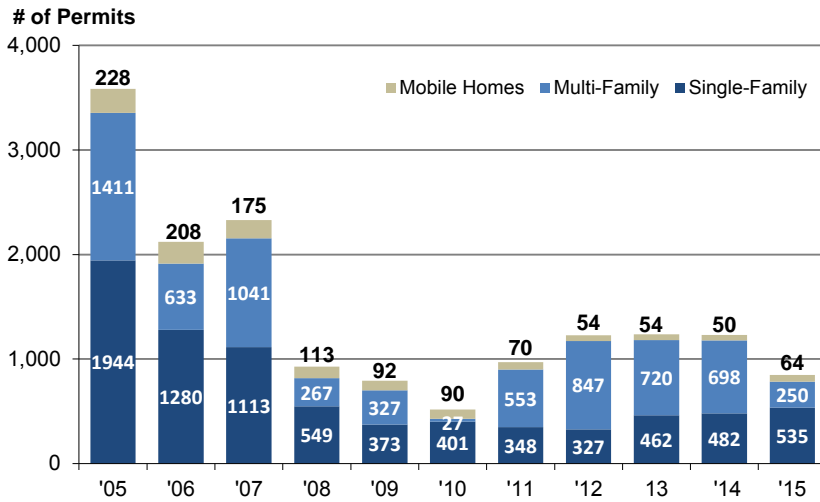
The taxable value of Leon County's Top Ten Taxpayers increased by \$2.65 million from 2014 to 2015; this increase in value led to a corresponding increase in total taxes paid based on total taxable value.

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

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



**Residential Building Permits**

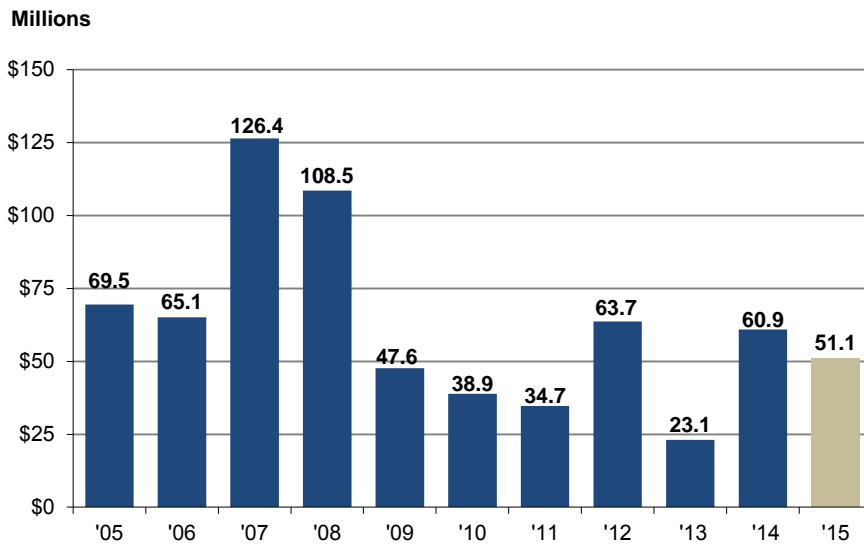


Source: Leon County Growth & Environmental Management, City of Tallahassee Building Inspection Division, and Tallahassee-Leon County Planning Department, 2015 Statistical Digest.

Total countywide residential building permits grew relatively steadily and peaked in 2005. Signaling the beginning of a housing crisis, 2006 experienced a dramatic decrease in overall permits. By 2010, total Residential Building Permits had decreased by 85% from peak 2005 levels. An increase in 2013 Single-Family permits over 2012 numbers compensated for the decrease in Multi-Family permits. Single-Family permits have continued to grow through 2015 while Multi-Family permits have seen declining numbers.

Residential building permits have decreased for the past two years as increases in Single-Family permits have been more than offset by reductions in Multi-Family permits.

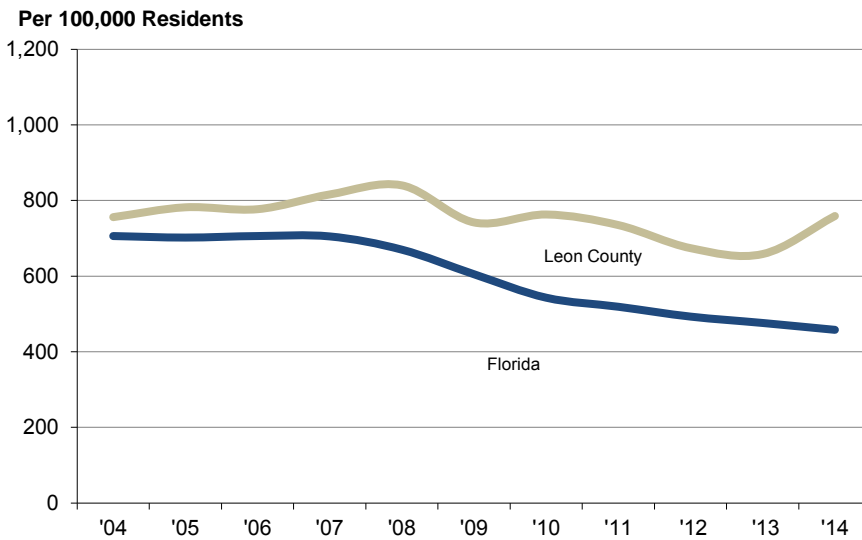
**Value of Commercial Permits**



Source: Leon County Growth & Environmental Management, City of Tallahassee Building Inspection Division, and Tallahassee-Leon County Planning Department, 2015 Statistical Digest

Over the past 10 years, the number of commercial permits and value of these permits have been volatile. Spikes in 2007 and 2012 were both followed by significant reductions the following years. The 2012 spike can be attributed to three large apartment buildings receiving new construction permits at the same time. Since their peak in 2007, the value of commercial permits has decreased by almost 60%. The number of permits issued in 2015 (40) was also 64% lower than the peak value seen in 2006 (111).

### Violent Crime Rate

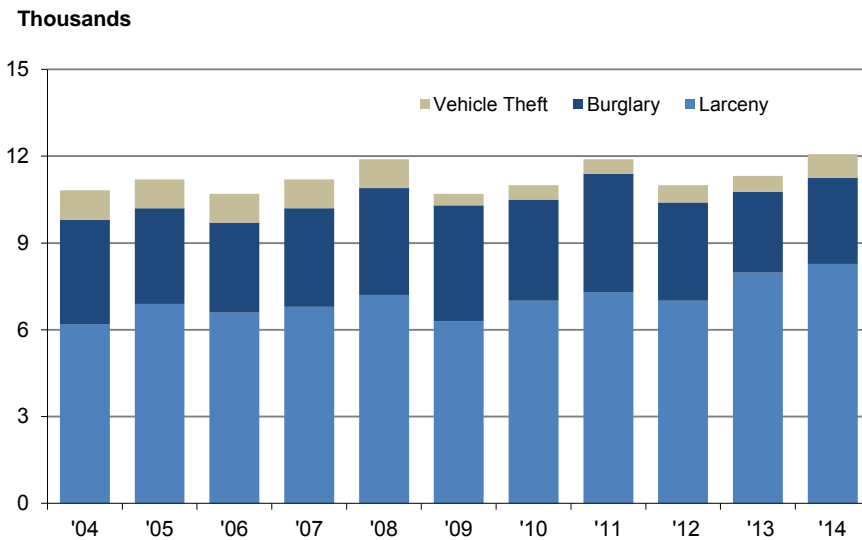


Source: Florida Statistical Analysis Center, FDLE

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

Over the past ten years, Leon County has experienced a decrease in violent crimes at an average rate of .85% per year, though 2014 saw a 15.2% increase over the 2013 index. The 2014 figure stands at 758.64 Violent Crimes per 100,000 residents.

### Crimes Against Property in Leon County



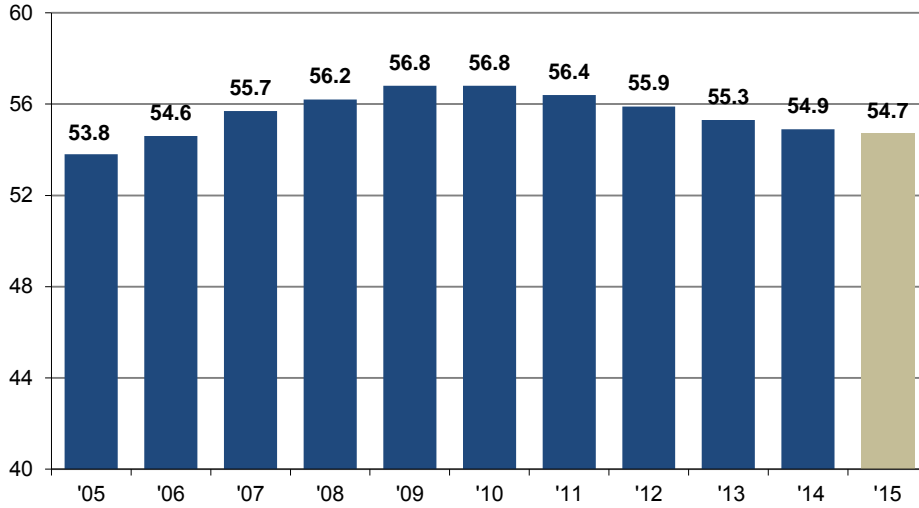
Source: Florida Department of Law Enforcement. Crime in Florida, Florida uniform crime report, 1995-2014. FDLE. Florida Statistical Analysis Center.

Generally, property crime in Leon County has fluctuated since 2004. Over a ten-year period, there has been an average .58% increase for Leon County property crimes. The greatest decline occurred from 2003 to 2004 at 15.6%, while 2011 saw a 7.5% increase from the 2010 index.

Leon County saw a 5.6% increase in Property Crimes between 2013 and 2014, while the State of Florida saw a 7.2% decrease.

### Homestead Parcels

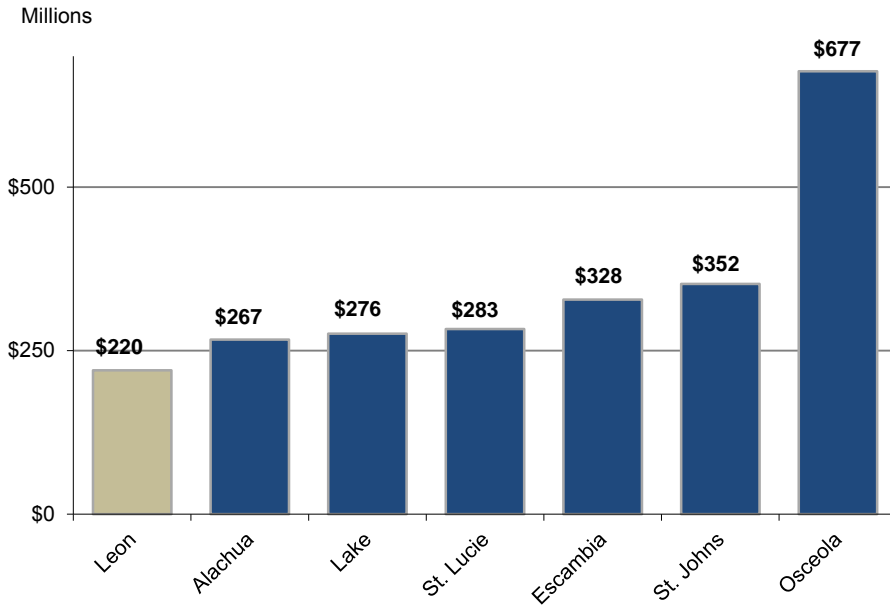
Hundreds



Source: Property Appraiser, Official Tax Roll Certification, DR-403EB R, 1/7/15

Homestead parcels showed consistent growth between 2002 and 2010, with parcels peaking at 56,829. Since that time, however, the number of parcels has decreased by 2,084, or 3.67%.

**Total Net Budget (FY16)**

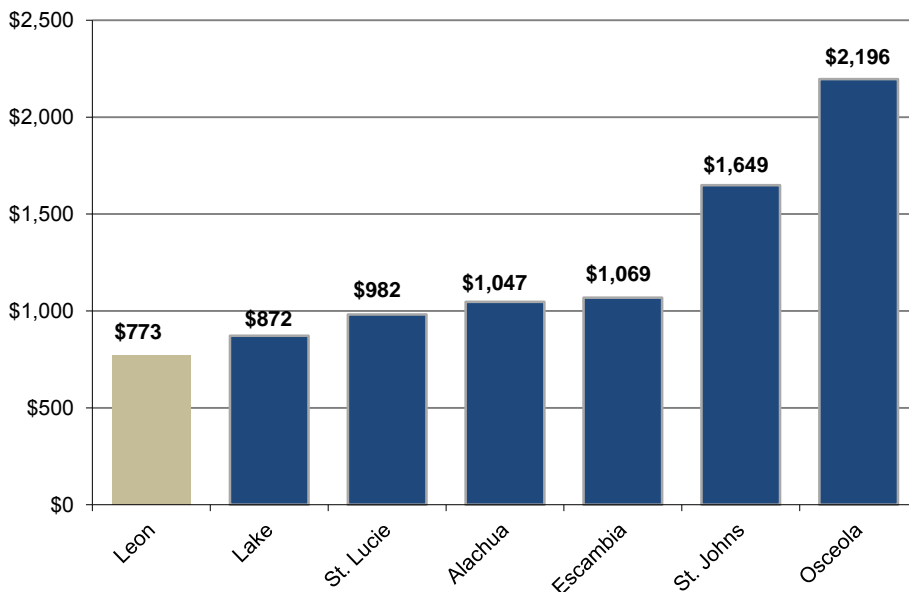


Leon County ranks lowest in operating budget among like-sized counties, with a net budget of \$220 million. Alachua County's net budget is 11.7% higher than Leon County's.

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

Source: FY16 Leon County Office of Management and Budget Survey

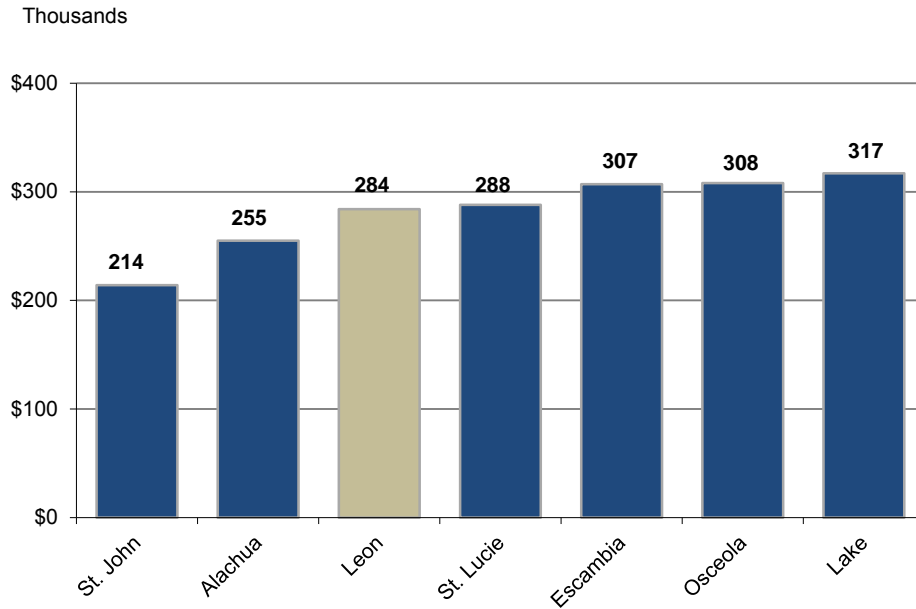
**Net Budget Per Countywide Resident (FY16)**



Leon County is the lowest for dollars spent per county resident—second to Lake County. Osceola County spends more than two times the amount per resident than Leon County. The next closest County's net budget per capita is 13% higher than Leon County's (Lake County).

Source: University of Florida, Bureau of Economic and Business Research, 4/1/2015 & FY16 Leon County Office of Management and Budget Survey

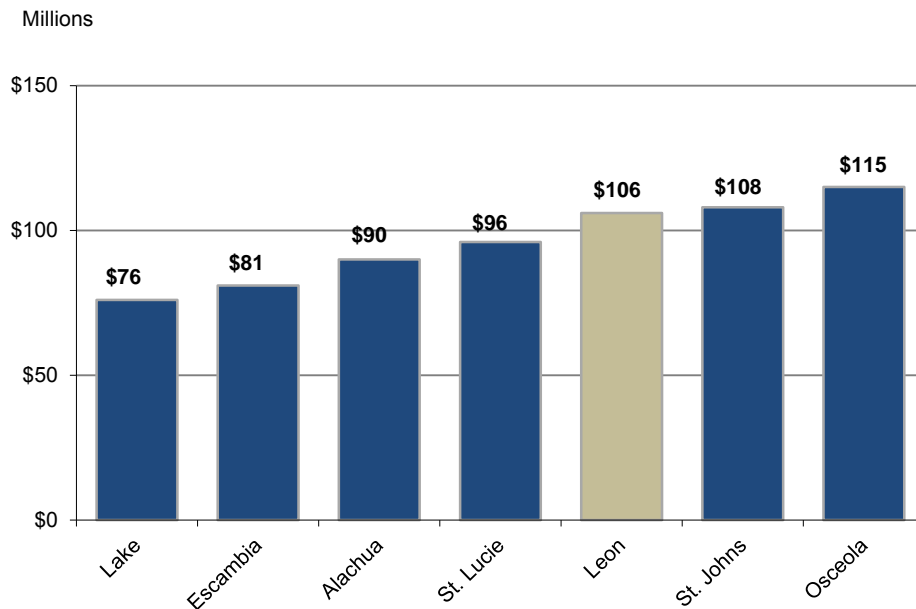
**Countywide Population (2015)**



The Florida Bureau of Economic and Business Research estimated the Leon County 2015 population at 284,443 residents. The selection of comparative counties is largely based on population served.

Source: University of Florida, Bureau of Economic and Business Research, 4/1/2015

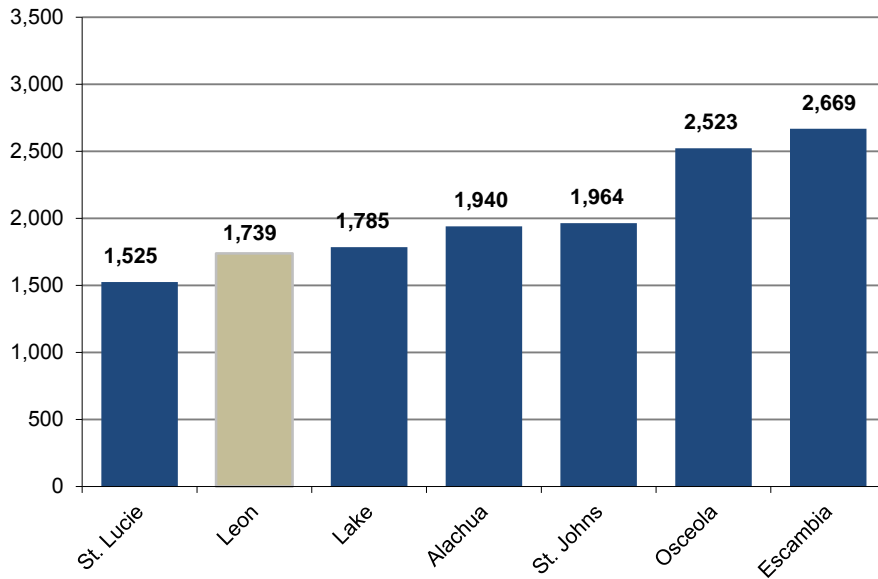
**Anticipated Ad Valorem Tax Collections (FY16)**



Among the like-sized counties, Leon County collects \$106 million in ad valorem taxes. Leon County collects \$10 million more than the median collection (\$96 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 2015 Taxable Value by County

**Total Number of County Employees (FY16)**

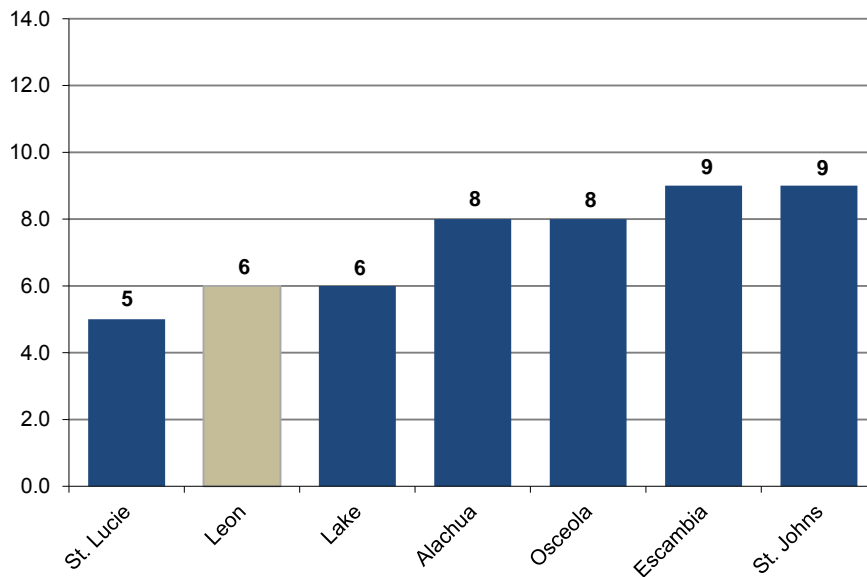


County employees consist of Board, Constitutional, and Judicial Offices. Leon County continues to rank the second lowest number of county employees among like-size counties.

All of the comparable counties surveyed reported a higher number of employees than reported in FY15.

Source: FY16 Leon County Office of Management and Budget Survey

**County Employees per 1,000 Residents (FY16)**



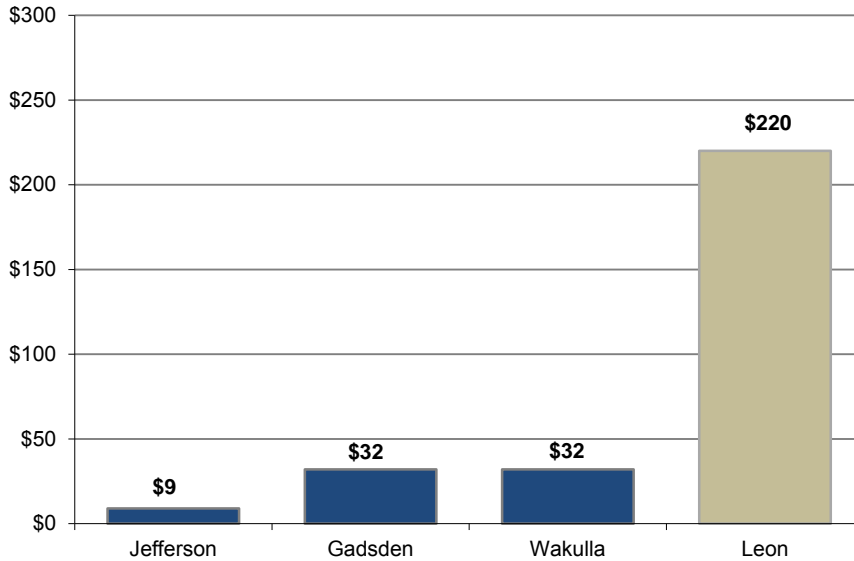
Leon County ranks second, tied with Lake County with a ratio of 6 employees for every thousand County residents.

Source: University of Florida, Bureau of Economic and Business Research, 4/1/2015 & FY16 Leon County Office of Management and Budget Survey

\* Comparative Counties updated based on 2015 population estimates.  
Source: University of Florida, Bureau of Economic and Business Research, 4/1/2015.

**Total Net Budget (FY16)**

Millions

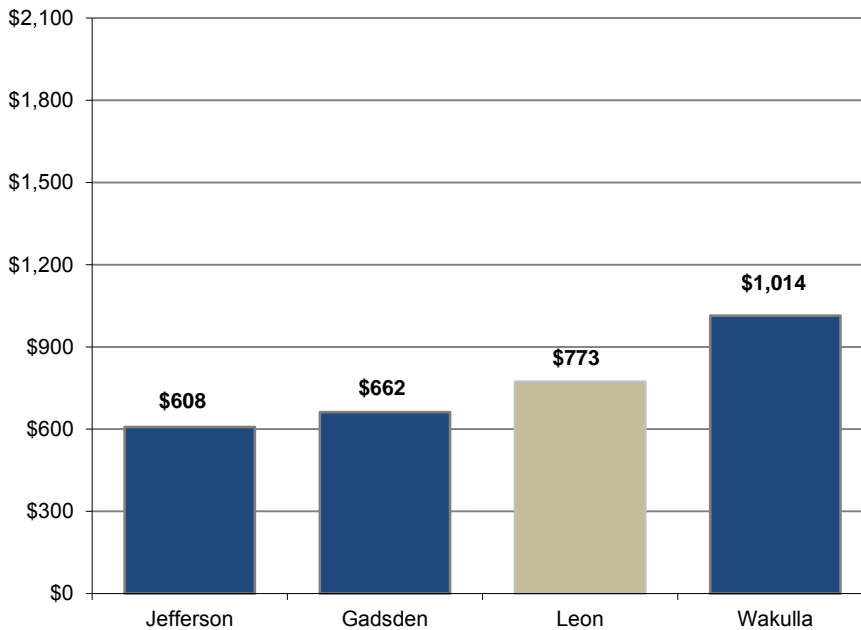


Leon County ranks highest in operating budget among surrounding counties, with a net budget of \$220 million. Jefferson County ranks lowest with a net budget of \$8.8 million.

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

Source: FY16 Leon County Office of Management and Budget Survey

**Net Budget Per Countywide Resident (FY16)**

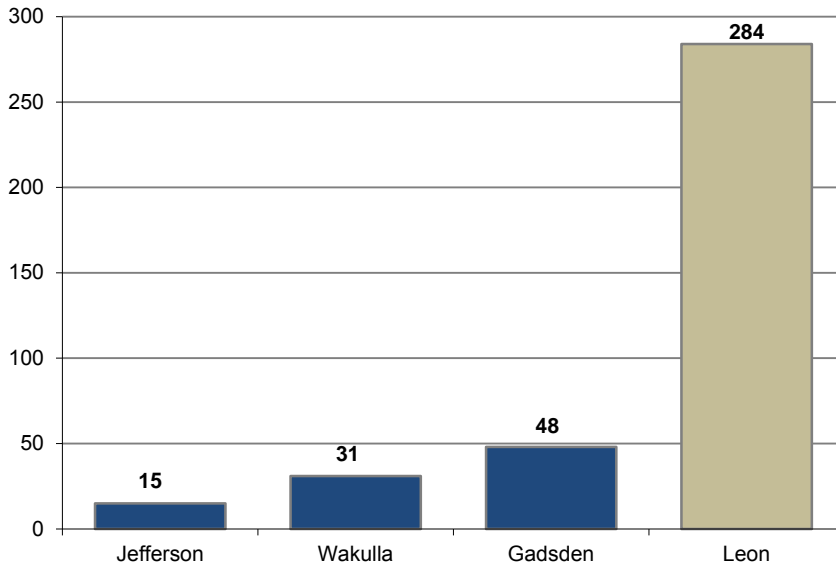


Leon County is the third lowest for dollars spent per county resident. Gadsden County spends 14% less, while Jefferson County spends 21% less per county resident.

Source: University of Florida, Bureau of Economic and Business Research, 4/1/2015 & FY16 Leon County Office of Management and Budget Survey

**Countywide Population (2015)**

Thousands

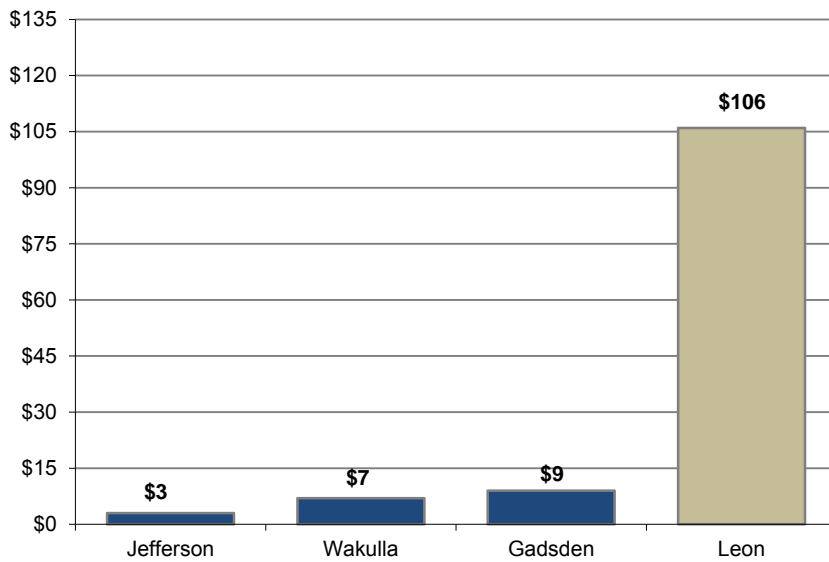


The Florida Bureau of Economic and Business Research estimated the 2015 Leon County population at 283,185. Leon County has approximately 238,000 more residents than neighboring Gadsden County which has the next highest population. Of the surrounding counties, Gadsden has the highest projected population growth rate since the 2010 census at 4.2% compared to Leon (3.3%), Wakulla (1.6%), and Jefferson (-1.6%).

Source: University of Florida, Bureau of Economic and Business Research, 4/1/2015

**Anticipated Ad Valorem Tax Collections (FY16)**

Millions

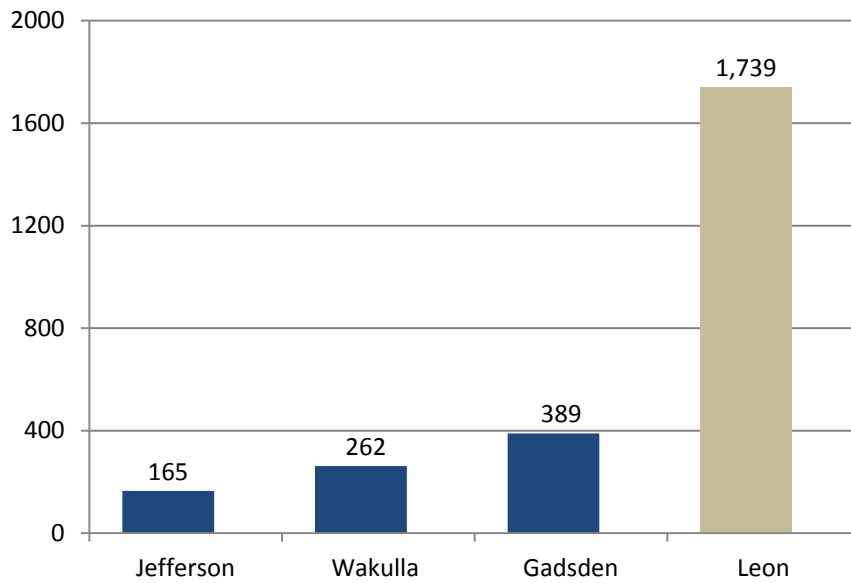


Among the surrounding counties, Leon County collects the highest amount of ad valorem taxes.

Source: Florida Department of Revenue 2015 Taxable Value by County



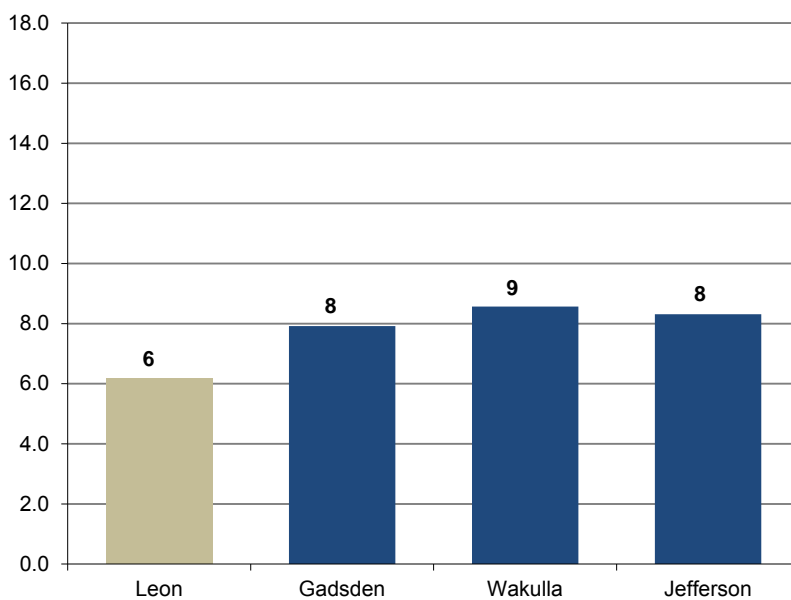
**Total Number of County Employees (FY15)**



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

Source: FY16 Leon County Office of Management and Budget Survey

**Total County Employees per 1,000 Residents (FY15)**



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, 4/1/2015 & FY16 Leon County Office of Management and Budget Survey

**Net Budget per Countywide Resident**

County	Net Budget Per Capita	Staff Per 1,000	%Exempt
Liberty County	\$293	14.5	66%
Columbia County	\$444	7.9	35%
Lafayette County	\$586	9.3	41%
Baker County	\$607	8.1	42%
Jefferson County	\$608	11.4	35%
Santa Rosa County	\$616	5.4	31%
Gadsden County	\$662	8.1	41%
Flagler County	\$739	6.6	26%
<b>Leon County</b>	<b>\$773</b>	<b>6.1</b>	<b>38%</b>
Holmes County	\$856	7.3	42%
Lake County	\$872	5.6	27%
Clay County	\$877	6.8	30%
Union County	\$884	8.2	51%
Citrus County	\$913	7.1	28%
Seminole County	\$925	6.6	20%
Suwannee County	\$925	7.9	28%
Marion County	\$941	7.3	29%
Highlands County	\$953	8.7	30%
Madison County	\$965	11.4	30%
Volusia County	\$968	6.5	27%
Taylor County	\$971	10.4	25%
Jackson County	\$981	7.6	38%
Saint Lucie County	\$982	5.3	26%
Lee County	\$989	7.2	16%
Wakulla County	\$1,014	8.4	38%
Polk County	\$1,015	6.5	26%
Sumter County	\$1,038	5.5	21%
Alachua County	\$1,048	7.6	47%
Putnam County	\$1,061	9.2	31%
Pasco County	\$1,065	8.0	29%
Escambia County	\$1,069	8.7	39%
Okeechobee County	\$1,071	9.9	30%
Pinellas County	\$1,084	5.4	24%

County	Net Budget Per Capita	Staff Per 1,000	%Exempt
Brevard County	\$1,093	6.6	38%
Hernando County	\$1,135	8.0	35%
Levy County	\$1,153	12.3	33%
Bay County	\$1,155	7.2	25%
Bradford County	\$1,157	8.3	32%
Glades County	\$1,197	14.9	60%
Nassau County	\$1,210	8.5	21%
DeSoto County	\$1,231	9.4	29%
Washington County	\$1,374	8.3	30%
Hendry County	\$1,392	9.2	44%
Hamilton County	\$1,448	12.8	23%
Hillsborough County	\$1,461	7.6	25%
Hardee County	\$1,471	11.8	22%
Palm Beach County	\$1,517	8.0	16%
Okaloosa County	\$1,519	7.0	23%
Manatee County	\$1,529	9.1	17%
Orange County	\$1,533	8.0	22%
Gilchrist County	\$1,542	10.5	33%
Indian River County	\$1,588	9.3	19%
Saint Johns County	\$1,649	9.2	20%
Martin County	\$1,672	10.8	18%
Miami-Dade County	\$1,775	9.9	19%
Broward County	\$1,847	6.4	21%
Sarasota County	\$1,922	9.0	18%
Walton County	\$1,956	15.4	12%
Calhoun County	\$2,097	8.7	31%
Gulf County	\$2,113	11.1	33%
Osceola County	\$2,196	8.2	23%
Duval County	\$2,252	7.9	34%
Franklin County	\$2,316	13.9	30%
Collier County	\$2,392	10.3	12%
Monroe County	\$3,477	17.2	21%
Charlotte County	\$3,930	6.6	23%

1. 2015 population date source: University of Florida, Bureau of Economic and Business Research, 4/1/2015.
2. Operating budget.
3. Preliminary data from Table 4 Just Values - Real, Personal and Centrally Assessed Property Tax Roll and the Reconciliation of Preliminary and Final Tax Roll from Florida Property Valuations & Tax Data book (December 2015).
4. Dixie County was non-responsive to survey request, therefore is not included in the above list.

## Percent of Exempt Property

County	%Exempt	Net Budget Per Capita	Staff Per 1,000
Collier County	12%	\$2,392	10.3
Walton County	12%	\$1,956	15.4
Palm Beach County	16%	\$1,517	8.0
Lee County	16%	\$989	7.2
Manatee County	17%	\$1,529	9.1
Sarasota County	18%	\$1,922	9.0
Martin County	18%	\$1,672	10.8
Miami-Dade County	19%	\$1,775	9.9
Indian River County	19%	\$1,588	9.3
Saint Johns County	20%	\$1,649	9.2
Seminole County	20%	\$925	6.6
Sumter County	21%	\$1,038	5.5
Broward County	21%	\$1,847	6.4
Nassau County	21%	\$1,210	8.5
Monroe County	21%	\$3,477	17.2
Orange County	22%	\$1,533	8.0
Hardee County	22%	\$1,471	11.8
Okaloosa County	23%	\$1,519	7.0
Charlotte County	23%	\$3,930	6.6
Hamilton County	23%	\$1,448	12.8
Osceola County	23%	\$2,196	8.2
Pinellas County	24%	\$1,084	5.4
Hillsborough County	25%	\$1,461	7.6
Bay County	25%	\$1,155	7.2
Taylor County	25%	\$971	10.4
Polk County	26%	\$1,015	6.5
Flagler County	26%	\$739	6.6
Saint Lucie County	26%	\$982	5.3
Lake County	27%	\$872	5.6
Volusia County	27%	\$968	6.5
Suwannee County	28%	\$925	7.9
Citrus County	28%	\$913	7.1
Pasco County	29%	\$1,065	8.0

County	%Exempt	Net Budget Per Capita	Staff Per 1,000
DeSoto County	29%	\$1,231	9.4
Marion County	29%	\$941	7.3
Franklin County	30%	\$2,316	13.9
Okeechobee County	30%	\$1,071	9.9
Washington County	30%	\$1,374	8.3
Madison County	30%	\$965	11.4
Clay County	30%	\$877	6.8
Highlands County	30%	\$953	8.7
Putnam County	31%	\$1,061	9.2
Calhoun County	31%	\$2,097	8.7
Santa Rosa County	31%	\$616	5.4
Bradford County	32%	\$1,157	8.3
Gilchrist County	33%	\$1,542	10.5
Gulf County	33%	\$2,113	11.1
Levy County	33%	\$1,153	12.3
Duval County	34%	\$2,252	7.9
Jefferson County	35%	\$608	11.4
Columbia County	35%	\$444	7.9
Hernando County	35%	\$1,135	8.0
Brevard County	38%	\$1,093	6.6
Wakulla County	38%	\$1,014	8.4
<b>Leon County</b>	<b>38%</b>	<b>\$773</b>	<b>6.1</b>
Jackson County	38%	\$981	7.6
Escambia County	39%	\$1,069	8.7
Gadsden County	41%	\$662	8.1
Lafayette County	41%	\$586	9.3
Holmes County	42%	\$856	7.3
Baker County	42%	\$607	8.1
Hendry County	44%	\$1,392	9.2
Alachua County	47%	\$1,048	7.6
Union County	51%	\$884	8.2
Glades County	60%	\$1,197	14.9
Liberty County	66%	\$620	14.5

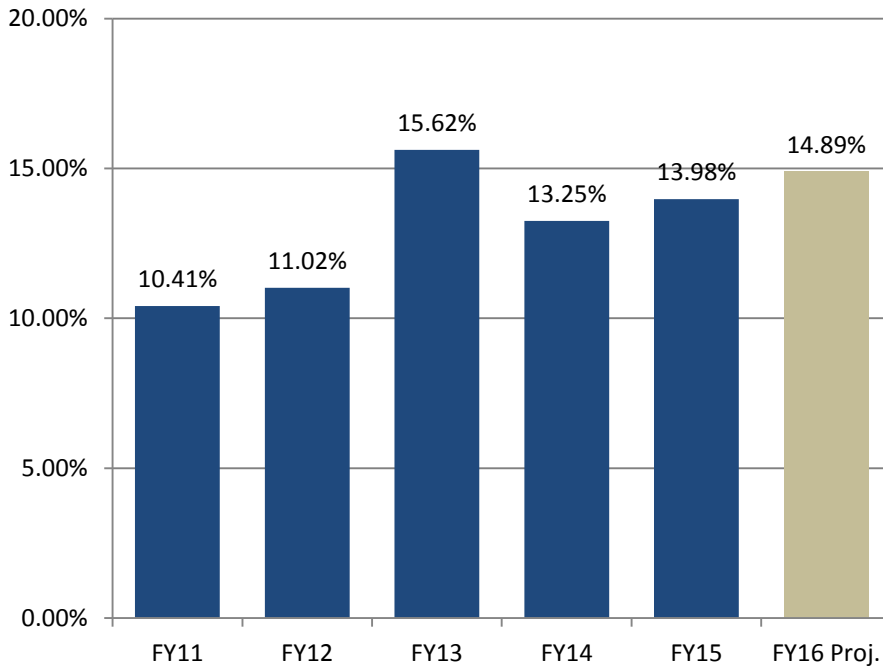
**Total County Employees per 1,000 Residents**

County	Staff Per 1,000	# of Employees	%Exempt	County	Staff Per 1,000	# of Employees	%Exempt
Saint Lucie County	5.3	1,525.24	26%	Osceola County	8.2	2,522.60	23%
Santa Rosa County	5.4	877.00	31%	Bradford County	8.3	226	32%
Pinellas County	5.4	5,098.00	24%	Washington County	8.3	208	30%
Sumter County	5.5	631	21%	Wakulla County	8.4	262	38%
Lake County	5.6	1,785.00	27%	Nassau County	8.5	649.83	21%
<b>Leon County</b>	<b>6.1</b>	<b>1739</b>	<b>38%</b>	Highlands County	8.7	875	30%
Broward County	6.4	11,654.00	21%	Escambia County	8.7	2,668.63	39%
Volusia County	6.5	3,342.46	27%	Calhoun County	8.7	127	31%
Polk County	6.5	4,146.00	26%	Sarasota County	9.0	\$3,531.00	18%
Seminole County	6.6	2904	20%	Manatee County	9.1	3,173.00	17%
Flagler County	6.6	670	26%	Putnam County	9.2	665.72	31%
Charlotte County	6.6	1105	23%	Hendry County	9.2	350	44%
Brevard County	6.6	3,721.50	38%	Saint Johns County	9.2	1,964.47	20%
Clay County	6.8	1,368.53	30%	Indian River County	9.3	1,328.00	19%
Okaloosa County	7.0	1,344.00	23%	Lafayette County	9.3	81	41%
Citrus County	7.1	1,008.00	28%	DeSoto County	9.4	327	29%
Lee County	7.2	4,771.00	16%	Miami-Dade County	9.9	26,185.00	19%
Bay County	7.2	1,255.00	25%	Okeechobee County	9.9	397	30%
Holmes County	7.3	145	42%	Collier County	10.3	3,526.87	12%
Marion County	7.3	2,488.82	29%	Taylor County	10.4	238	25%
Hillsborough County	7.6	10,032.00	25%	Gilchrist County	10.5	177	33%
Alachua County	7.6	1,939.65	47%	Martin County	10.8	1,618.50	18%
Jackson County	7.6	386	38%	Gulf County	11.1	182.15	33%
Duval County	7.9	7,110.00	34%	Madison County	11.4	218	30%
Columbia County	7.9	540	35%	Jefferson County	11.4	165	35%
Suwannee County	7.9	353	28%	Hardee County	11.8	326	22%
Hernando County	8.0	1,408.00	35%	Levy County	12.3	499	33%
Pasco County	8.0	3,899.00	29%	Hamilton County	12.8	187	23%
Palm Beach County	8.0	11,029.00	16%	Franklin County	13.9	165	30%
Orange County	8.0	10,057.00	22%	Liberty County	14.5	126	66%
Gadsden County	8.1	389	41%	Glades County	14.9	191	60%
Baker County	8.1	220	42%	Walton County	15.4	933.25	12%
Union County	8.2	130	51%	Monroe County	17.2	1,276.10	21%



**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.

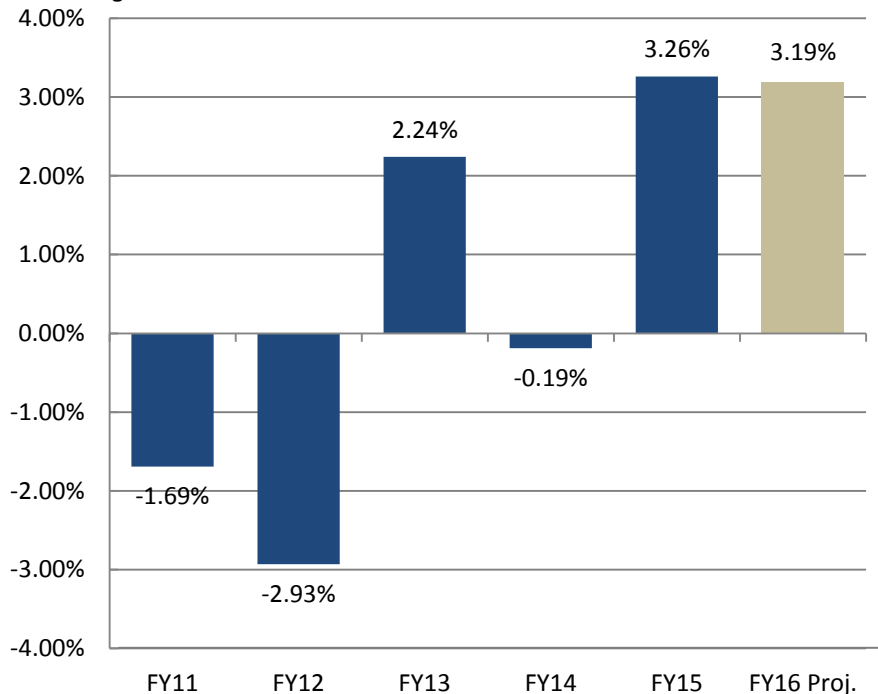
Grants are not generally included in intergovernmental revenue projections; however, grants are included in this projection and account for a significant portion of actual intergovernmental revenue. A decrease in grant funding in 2013 saw a 2.37% decline in the 2014 revenue, though the figure has since risen back up to almost 15%.

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

Source: FY 2015 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 FY16. Property tax revenue is projected to increase by roughly \$3 million over the FY15 actual property tax collections due to a projected increase in property values.

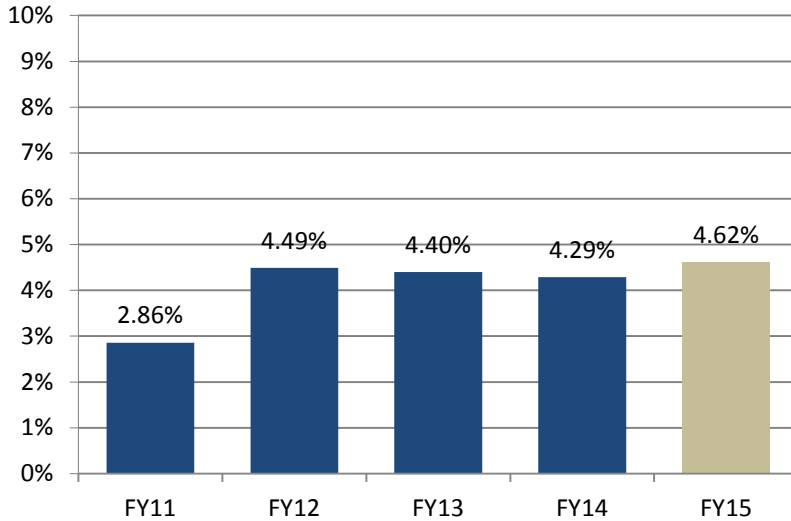
**Formula:** Current Year minus Prior Year divided by Prior Year.

Source: 2015 Certification of Final Taxable Value and Statistical Digest.

Financial Indicators

Revenue Projections

Budgeted v. Actual Revenues



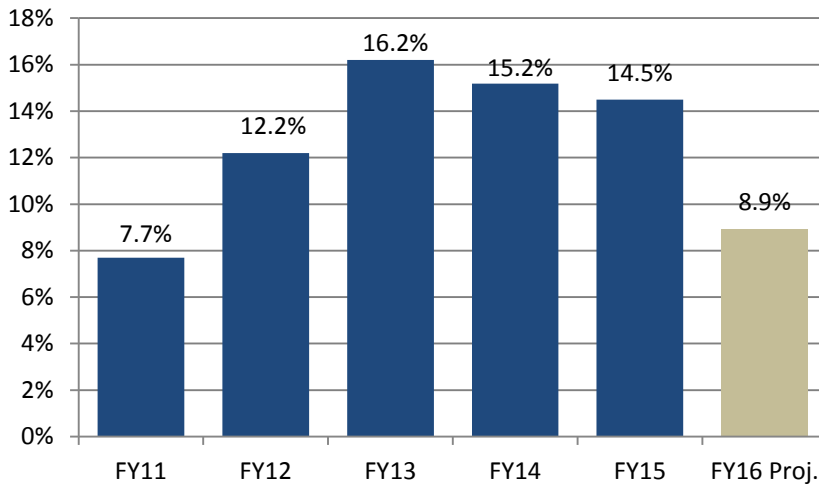
**Analysis:** This indicator examines the differences between actual revenues received versus budgeted revenues during the past fiscal year. Typically, actual revenues versus budgeted revenues fall in the range of plus or minus five percent.

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

Source: FY 2015 Revenue Summary Report and FY 2015 Budget Summary.

Capital Outlay

Percentage of Total Expenditures



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

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

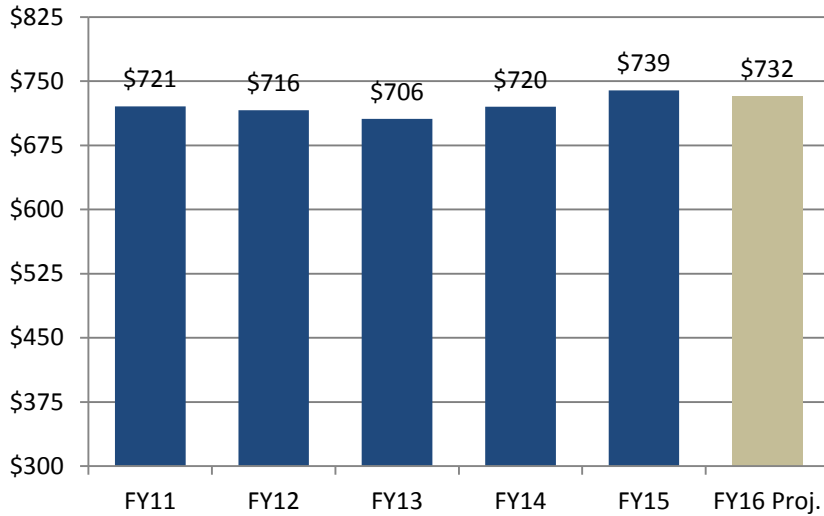
The FY16 projection is based upon what has been budgeted for the current fiscal year and does not include carry forward projects from the previous fiscal year.

**Formula:** Capital Outlay Divided by Total Operating Expenditures.

Source: FY 2015 Expenditure Summary Report and FY 2015 Budget Summary.

Financial Indicators

Revenue Per Capita



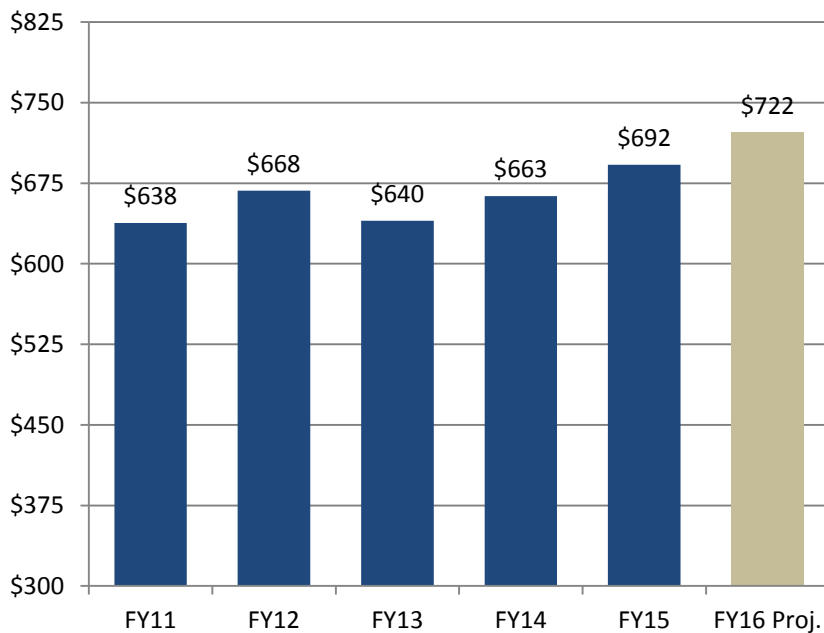
**Analysis:** Examining per capita revenue indicates changes in revenue relative to changes in population size. If the County's population increases, revenue will need to increase to meet the needs for services of the population. As per capita revenue decreases, it becomes difficult to maintain the existing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

As Leon County's population grows, so too does the revenue, evidenced by a relatively consistent revenue per capita amount from FY11 to projections for FY16.

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

Source: FY 2015 Revenue Summary Report and the FY 2015 Budget Summary.

Expenditures Per Capita



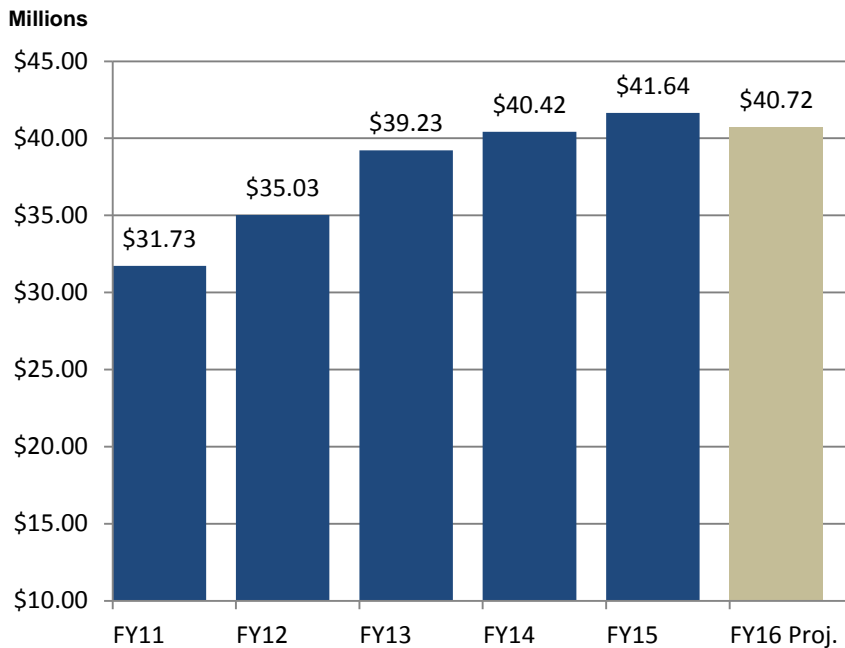
**Analysis:** Changes in per capita expenditures reflect changes in expenditures relative to changes in population.

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

Source: FY 2015 Expenditure Summary Report, the 2015 Statistical Digest, and the FY 2015 Budget Summary.



### General/Fine & Forfeiture Fund Balance



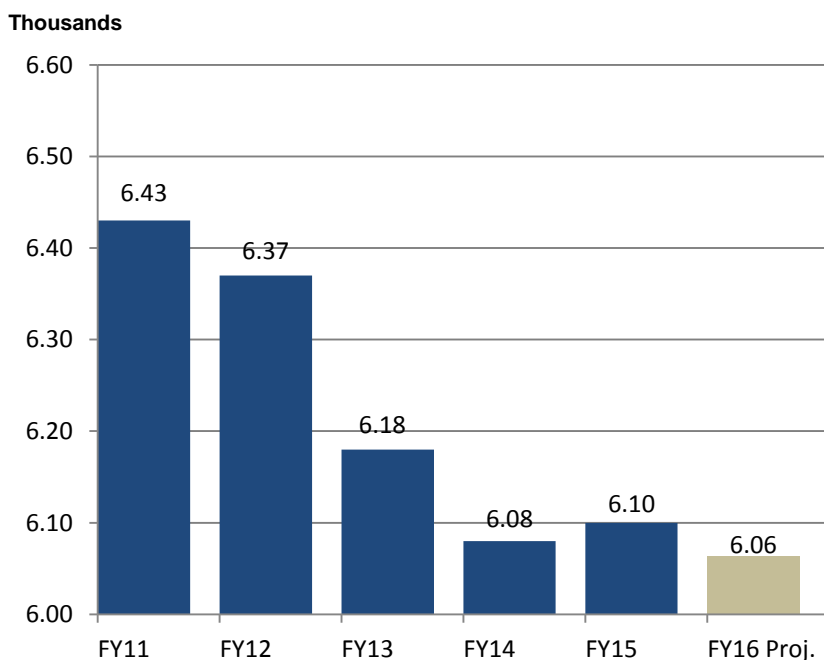
**Analysis:** Positive fund balances can be thought of as reserves, although the “fund balance” entries on the annual report will not always be synonymous with the funds “available for appropriation.” The County’s reserve policy requires fund balances to be between a minimum of 15% and a maximum of 30% of operating expenditures. The FY13 increase is attributable to higher than anticipated excess fee returns and sales tax collections. FY15 increase is attributable to higher than anticipated property values and return on excess fees.

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

Source: Summary of Fund Balance and Retained Earnings, FY15 Annual Performance & Financial Report.

### Employees Per Capita

Employees per 1,000 Leon County Residents



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

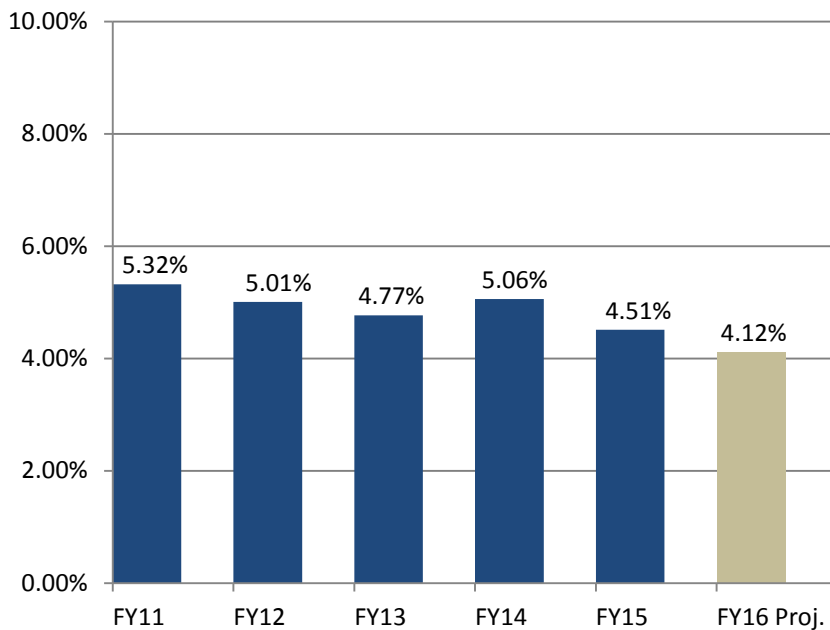
FY13 saw a large decrease in employees per capita as The Sheriff’s Office realigned 39 positions, and EMS had 4 positions realigned to the Public Safety Complex. Leon County’s population has continued to grow at a rate faster than that of County employees, hence the further decrease in employees per capita through 2016.

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

Source: FY15-16 Annual Budget Document and Tallahassee/Leon County Planning Department 2015 Statistical Digest.

### Debt Service

Percentage of Total Operating Expenditures



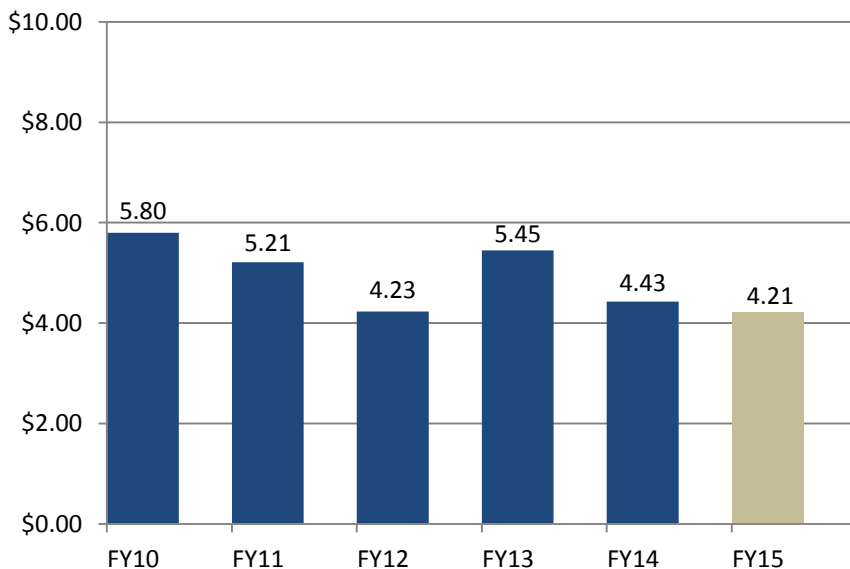
**Analysis:** Debt service is defined as the amount of principal and interest that a local government pays each year on net direct bonded long-term debt, plus the interest on direct short-term debt. Increasing debt service reduces expenditure flexibility by adding to the County's financial obligations. 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 2015 Expenditure Summary and the FY 2015 Budget Summary.

### Liquidity

Ratio of Current Assets to Current Liabilities



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

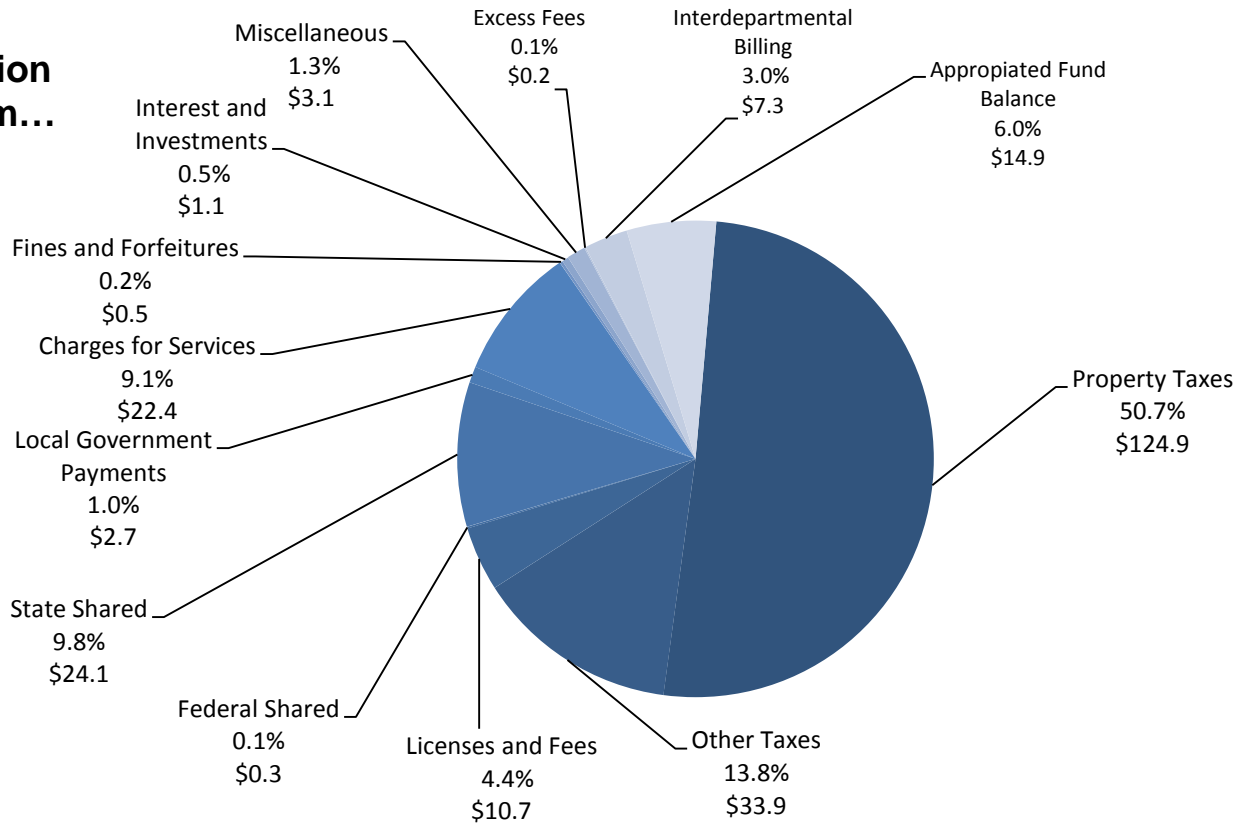
The International City / County Management Association (ICMA) states ratios that fall below 1:1 for more than three consecutive years is a decidedly negative indicator. The ICMA further recommends keeping this ratio above 1:1. Leon County continues to maintain a liquidity ratio above this level.

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

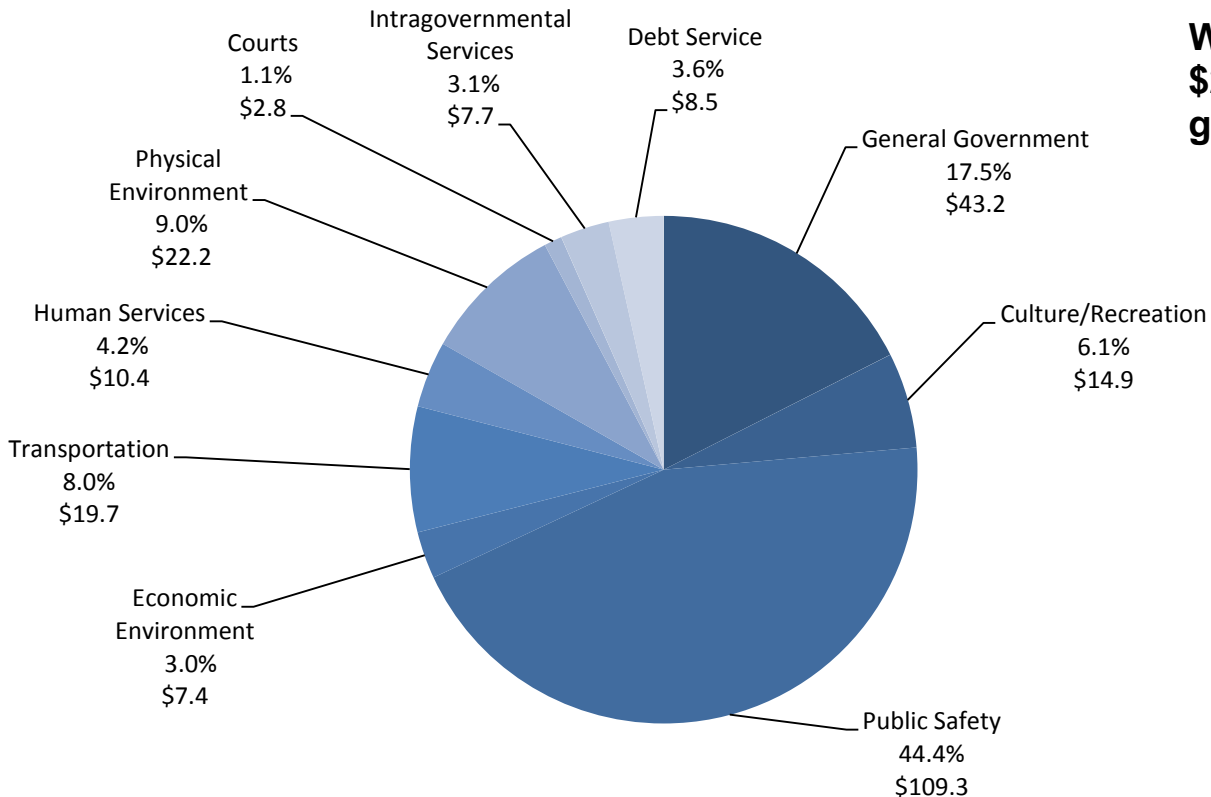
Source: FY 2015 Comprehensive Annual Financial Report



**Where the \$246.1 million comes from...**



**Where the \$246.1 million goes...**



Leon County Government Fiscal Year 2017 Adopted Budget

Total Revenue By Source

	FY 2015 Actual	%	FY 2016 Adopted	%	FY 2017 Budget	%
<b>General Property Taxes</b>						
Ad Valorem - General Fund	42,854,677		44,186,016		45,512,806	
Ad Valorem - Fine/Fore.	67,860,491		69,698,407		71,924,242	
MSTU Ad Valorem	6,587,655		6,848,625		7,062,268	
Delinquent Taxes	1,051,370		483,550		418,950	
<b>Subtotal</b>	<b>118,354,193</b>	<b>52.3%</b>	<b>121,216,598</b>	<b>50.8%</b>	<b>124,918,266</b>	<b>50.8%</b>
<b>Other Taxes</b>						
Local Option Tourist Development Tax	5,038,595		4,655,000		4,961,750	
Local Option Gas tax	7,846,438		7,739,650		7,933,165	
1 Cent Sales Tax	4,164,470		4,054,600		4,376,650	
Franchise Fee	207,902		236,930		199,482	
Public Service Taxes	5,909,755		6,068,401		8,315,350	
Local Communication Svcs Tax	3,499,854		3,580,550		3,264,200	
Non Ad-Valorem Assessments	4,662,085		4,843,870		4,826,475	
Delinquent Assessments	189,846		0		0	
<b>Subtotal</b>	<b>31,518,945</b>	<b>13.9%</b>	<b>31,179,001</b>	<b>13.1%</b>	<b>33,877,072</b>	<b>13.8%</b>
<b>Licenses and Fees</b>						
Business Licenses						
Building Permits	1,375,942		1,496,250		1,877,200	
Fire Services Fees	7,161,671		6,808,662		7,094,946	
Growth Fees	921,866		1,319,075		1,762,440	
<b>Subtotal</b>	<b>9,459,479</b>	<b>4.2%</b>	<b>9,623,987</b>	<b>4.0%</b>	<b>10,734,586</b>	<b>4.4%</b>
<b>Federal Shared</b>						
Federal Grants	1,448,344		135,799		55,500	
Federal Payments in Lieu of Taxes	264,512		202,350		243,010	
<b>Subtotal</b>	<b>1,712,856</b>	<b>0.8%</b>	<b>338,149</b>	<b>0.1%</b>	<b>298,510</b>	<b>0.1%</b>
<b>State Shared</b>						
State Grants	581,539		368,362		518,189	
State Revenue Sharing	5,202,414		5,054,000		5,461,550	
Other State Revenues	1,829,339		1,678,038		1,763,888	
Local 1/2 Cent Sales Tax	11,863,075		11,857,900		12,274,000	
State Shared Gas & Transportation Tax	4,155,865		3,977,650		4,159,955	
<b>Subtotal</b>	<b>23,632,232</b>	<b>10.5%</b>	<b>22,935,950</b>	<b>9.6%</b>	<b>24,177,582</b>	<b>9.8%</b>
<b>Local Government Payments</b>						
<b>Subtotal</b>	<b>4,037,422</b>	<b>1.8%</b>	<b>2,804,372</b>	<b>1.2%</b>	<b>2,677,842</b>	<b>1.0%</b>
<b>Charges for Service</b>						
General Government	810,273		916,085		843,110	
Public Safety	10,439,839		10,138,590		10,097,470	
Tipping Fees	6,779,889		6,144,907		6,885,487	
Other Physical	781,945		2,707,183		842,453	
Transportation	390,129		485,601		526,876	
Economic Environmental	368,549		909,106		665,780	
Cultural and Recreational	191,658		205,960		211,850	
Other Charges for Services	2,249,275		2,277,679		2,274,150	
<b>Subtotal</b>	<b>22,011,557</b>	<b>9.7%</b>	<b>23,785,111</b>	<b>10.0%</b>	<b>22,347,176</b>	<b>9.1%</b>
<b>Fines and Forfeitures</b>						
<b>Subtotal</b>	<b>552,208</b>	<b>0.2%</b>	<b>540,170</b>	<b>0.2%</b>	<b>480,401</b>	<b>0.2%</b>
<b>Interest and Investments</b>						
<b>Subtotal</b>	<b>2,131,870</b>	<b>0.9%</b>	<b>1,140,900</b>	<b>0.5%</b>	<b>1,111,425</b>	<b>0.5%</b>
<b>Miscellaneous</b>						
<b>Subtotal</b>	<b>4,320,612</b>	<b>1.9%</b>	<b>3,011,883</b>	<b>1.3%</b>	<b>3,102,894</b>	<b>1.3%</b>
<b>Excess Fees</b>						
Clerk Excess Fees	155,153		0		0	
Sheriff Excess Fees	874,868		0		0	
Property Appraiser	62,816		0		0	
Tax Collector	34,414		200,000		200,000	
Supervisor Of Elections	589,871		0		0	
<b>Subtotal</b>	<b>1,717,122</b>	<b>0.8%</b>	<b>200,000</b>	<b>0.1%</b>	<b>200,000</b>	<b>0.1%</b>
<b>Interdepartmental Billing</b>						
<b>Subtotal</b>	<b>6,670,231</b>	<b>3.0%</b>	<b>7,385,130</b>	<b>3.1%</b>	<b>7,323,686</b>	<b>3.0%</b>
<b>Appropriated Fund Balance</b>						
<b>Subtotal</b>	<b>0</b>	<b>0.0%</b>	<b>14,392,662</b>	<b>6.0%</b>	<b>14,880,446</b>	<b>6.0%</b>
<b>TOTAL:</b>	<b>226,118,727</b>	<b>100%</b>	<b>238,553,913</b>	<b>100%</b>	<b>246,129,886</b>	<b>100%</b>

# Leon County Fiscal Year 2017 Adopted Budget

## Total Expenditures by Function

	FY 2015 Actual	%	FY 2016 Adopted	%	FY 2017 Budget	%
<b>General Government Services</b>						
Legislative	1,542,350		1,583,301		1,626,968	
Executive	1,406,782		1,169,963		1,318,744	
Property Appraiser	4,732,020		4,805,388		5,159,673	
Tax Collector	4,715,198		4,818,729		5,010,257	
Clerk Finance	1,520,544		1,518,474		1,609,217	
Financial & Administrative	10,524,729		11,263,305		11,379,074	
Legal Counsel	1,822,212		1,951,307		2,008,617	
Comprehensive Planning	1,139,175		1,241,786		1,507,296	
Other General Governmental Services	7,746,407		9,020,071		9,344,962	
Supervisor of Elections	3,989,424		4,992,180		4,187,358	
<b>Subtotal</b>	<b>39,138,841</b>	<b>16%</b>	<b>42,364,503</b>	<b>18%</b>	<b>43,152,165</b>	<b>17.5%</b>
<b>Public Safety</b>						
Law Enforcement	37,209,109		36,902,991		37,612,190	
Fire Control	6,891,328		7,999,426		8,280,315	
Detention and Correction	37,000,032		36,279,852		37,902,510	
Protective Inspections	1,465,203		1,889,189		2,048,999	
Emergency & Disaster Relief	126,158		127,155		128,155	
Ambulance & Rescue	18,956,075		18,504,732		19,141,194	
Medical Examiner	498,698		501,760		2,193,545	
Other Public Safety	1,658,002		2,131,550		2,013,225	
<b>Subtotal</b>	<b>103,804,606</b>	<b>44%</b>	<b>104,336,655</b>	<b>44%</b>	<b>109,320,133</b>	<b>44.4%</b>
<b>Physical Environment</b>						
Garbage/Solid Waste Control	9,896,849		10,209,864		10,942,080	
Sewer/Wastewater Services	319,190		232,500		232,500	
Conservation & Resource Management	4,003,250		4,302,577		4,523,253	
Flood Control	6,254,888		4,351,640		4,057,280	
Other Physical Environment	2,218,777		2,487,986		2,460,625	
<b>Subtotal</b>	<b>22,692,954</b>	<b>10%</b>	<b>21,584,567</b>	<b>9%</b>	<b>22,215,738</b>	<b>9.0%</b>
<b>Transportation</b>						
	<b>22,942,290</b>	<b>10%</b>	<b>20,272,052</b>	<b>8%</b>	<b>19,660,173</b>	<b>8.0%</b>
<b>Economic Environment</b>						
Employment Opportunity (Summer Youth)	49,040		80,425		80,425	
Tourist Development/Econ. Dev.	3,279,233		3,500,779		3,875,770	
Community Redevelopment/Housing	2,300,703		3,393,067		3,453,239	
<b>Subtotal</b>	<b>5,628,976</b>	<b>2%</b>	<b>6,974,271</b>	<b>3%</b>	<b>7,409,434</b>	<b>3.0%</b>
<b>Human Services</b>						
	<b>9,883,155</b>	<b>4%</b>	<b>10,111,552</b>	<b>4%</b>	<b>10,382,549</b>	<b>4.2%</b>
<b>Culture/Recreation</b>						
Libraries	6,451,840		6,998,499		6,960,639	
Parks & Recreation	8,145,656		5,502,116		6,607,810	
Cultural Services	1,054,500		1,301,875		1,376,900	
Special Events	-		-		-	
<b>Subtotal</b>	<b>15,651,996</b>	<b>7%</b>	<b>13,802,490</b>	<b>6%</b>	<b>14,945,349</b>	<b>6.1%</b>
<b>Debt Service</b>						
	<b>8,859,744</b>	<b>4%</b>	<b>8,568,419</b>	<b>4%</b>	<b>8,570,548</b>	<b>3.6%</b>
<b>Intragovernmental Services</b>						
Intragovernmental Services	457,362		837,708		953,689	
Motor Pool	2,623,516		2,898,376		2,816,649	
Grants Program	1,834		91,710		91,690	
Insurance Program	3,780,662		3,411,722		3,320,714	
Budgeted Contingency	-		457,189		500,113	
<b>Subtotal</b>	<b>6,863,374</b>	<b>2%</b>	<b>7,696,705</b>	<b>3%</b>	<b>7,682,855</b>	<b>3.1%</b>
<b>Court Related Services</b>						
Court Administration	236,314		202,747		337,830	
State Attorney	86,058		112,740		123,666	
Public Defender	124,610		140,045		161,728	
Clerk of Circuit Court	413,828		422,105		407,457	
Guardian Ad Litem	13,200		25,942		19,942	
Article V Expenses	-		64,290		42,505	
Other Court Related Programs	1,650,134		1,874,830		1,697,814	
<b>Subtotal</b>	<b>2,524,144</b>	<b>1%</b>	<b>2,842,699</b>	<b>1%</b>	<b>2,790,942</b>	<b>1.1%</b>
<b>TOTAL</b>	<b>237,990,080</b>	<b>100%</b>	<b>238,553,913</b>	<b>100%</b>	<b>246,129,886</b>	<b>100%</b>

Fiscal Year 2017

Budget Summary/Analysis

# Leon County Fiscal Year 2017 Adopted Budget

## Total Operating and Capital Expenditures by Function

	FY 2015 Actual				FY 2016 Adopted				FY 2017 Budget			
	Operating	Capital	Total	%	Operating	Capital	Total	%	Operating	Capital	Total	%
<b>General Government Services</b>												
Legislative	1,542,350	-	1,542,350		1,583,301	-	1,583,301		1,626,968	-	1,626,968	
Executive	1,406,782	-	1,406,782		1,169,963	-	1,169,963		1,318,744	-	1,318,744	
Property Appraiser	4,732,020	-	4,732,020		4,805,388	-	4,805,388		5,159,673	-	5,159,673	
Tax Collector	4,715,198	-	4,715,198		4,818,728	-	4,818,728		5,010,257	-	5,010,257	
Clerk Finance	1,520,544	-	1,520,544		1,468,474	50,000	1,518,474		1,559,217	50,000	1,609,217	
Financial & Administrative	9,762,993	761,735	10,524,729		11,263,304	-	11,263,304		11,379,074	-	11,379,074	
Legal Counsel	1,822,212	-	1,822,212		1,951,307	-	1,951,307		2,008,617	-	2,008,617	
Comprehensive Planning	1,139,175	-	1,139,175		1,241,786	-	1,241,786		1,507,296	-	1,507,296	
Other General Governmental Services	4,455,173	3,291,234	7,746,407		4,270,672	4,749,400	9,020,072		4,235,162	5,109,800	9,344,962	
Supervisor of Elections	3,989,424	-	3,989,424		4,992,180	-	4,992,180		4,187,358	-	4,187,358	
<b>Subtotal</b>	<b>35,085,871</b>	<b>4,052,970</b>	<b>39,138,841</b>	<b>17%</b>	<b>37,565,103</b>	<b>4,799,400</b>	<b>42,364,503</b>	<b>17%</b>	<b>37,992,365</b>	<b>5,159,800</b>	<b>43,152,165</b>	<b>17.5%</b>
<b>Public Safety</b>												
Law Enforcement	37,209,109	-	37,209,109		36,902,991	-	36,902,991		37,612,190	-	37,612,190	
Fire Control	6,891,328	-	6,891,328		7,999,426	-	7,999,426		8,280,315	-	8,280,315	
Detention and Correction	35,147,656	1,852,376	37,000,032		36,279,852	-	36,279,852		37,902,510	-	37,902,510	
Protective Inspections	1,465,203	-	1,465,203		1,843,689	45,500	1,889,189		2,048,999	-	2,048,999	
Emergency & Disaster Relief	126,158	-	126,158		127,155	-	127,155		128,155	-	128,155	
Ambulance & Rescue	16,872,146	2,083,929	18,956,075		17,575,732	929,000	18,504,732		18,003,194	1,138,000	19,141,194	
Medical Examiner	493,698	5,000	498,698		501,760	-	501,760		511,795	1,681,750	2,193,545	
Other Public Safety	1,577,474	80,528	1,658,002		1,831,550	300,000	2,131,550		1,863,225	150,000	2,013,225	
<b>Subtotal</b>	<b>99,782,773</b>	<b>4,021,833</b>	<b>103,804,606</b>	<b>47%</b>	<b>103,062,155</b>	<b>1,274,500</b>	<b>104,336,655</b>	<b>47%</b>	<b>106,350,383</b>	<b>2,969,750</b>	<b>109,320,133</b>	<b>44.4%</b>
<b>Physical Environment</b>												
Garbage/Solid Waste Control	8,652,405	1,244,444	9,896,849		9,105,914	1,103,950	10,209,864		9,607,130	1,334,950	10,942,080	
Sewer/Wastewater Services	319,190	-	319,190		232,500	-	232,500		232,500	-	232,500	
Conservation & Resource Management	3,938,545	64,705	4,003,250		4,252,577	50,000	4,302,577		4,383,253	140,000	4,523,253	
Flood Control	4,102,475	2,152,413	6,254,888		3,210,640	1,141,000	4,351,640		3,536,280	521,000	4,057,280	
Other Physical Environment	1,775,044	443,733	2,218,777		1,951,206	536,780	2,487,986		1,923,845	536,780	2,460,625	
<b>Subtotal</b>	<b>18,787,659</b>	<b>3,905,294</b>	<b>22,692,954</b>	<b>9%</b>	<b>18,752,837</b>	<b>2,831,730</b>	<b>21,584,567</b>	<b>9%</b>	<b>19,683,008</b>	<b>2,532,730</b>	<b>22,215,738</b>	<b>9.0%</b>
<b>Transportation</b>												
Road & Street Facilities	11,286,373	11,655,917	22,942,290		11,820,548	8,451,504	20,272,052		12,787,170	6,873,003	19,660,173	
<b>Subtotal</b>	<b>11,286,373</b>	<b>11,655,917</b>	<b>22,942,290</b>	<b>5%</b>	<b>11,820,548</b>	<b>8,451,504</b>	<b>20,272,052</b>	<b>5%</b>	<b>12,787,170</b>	<b>6,873,003</b>	<b>19,660,173</b>	<b>8.0%</b>
<b>Economic Environment</b>												
Employment Opportunity (Summer Youth)	49,040	-	49,040		80,425	-	80,425		80,425	-	80,425	
Tourist Development/Econ. Dev.	3,193,681	85,552	3,279,233		3,500,779	-	3,500,779		3,834,470	41,300	3,875,770	
Community Redevelopment/Housing	2,300,703	-	2,300,703		3,393,067	-	3,393,067		3,453,239	-	3,453,239	
<b>Subtotal</b>	<b>5,543,424</b>	<b>85,552</b>	<b>5,628,976</b>	<b>3%</b>	<b>6,974,271</b>	<b>-</b>	<b>6,974,271</b>	<b>3%</b>	<b>7,368,134</b>	<b>41,300</b>	<b>7,409,434</b>	<b>3.0%</b>
<b>Human Services</b>												
<b>Subtotal</b>	<b>9,883,155</b>	<b>-</b>	<b>9,883,155</b>	<b>5%</b>	<b>10,111,552</b>	<b>-</b>	<b>10,111,552</b>	<b>5%</b>	<b>10,382,549</b>	<b>-</b>	<b>10,382,549</b>	<b>4.2%</b>
<b>Culture/Recreation</b>												
Libraries	6,272,511	179,330	6,451,841		6,629,299	369,200	6,998,499		6,881,639	79,000	6,960,639	
Parks & Recreation	4,261,678	3,883,978	8,145,656		4,599,166	902,950	5,502,116		4,713,310	1,894,500	6,607,810	
Cultural Services	1,054,500	-	1,054,500		1,301,875	-	1,301,875		1,376,900	-	1,376,900	
Special Events	-	-	-		-	-	-		-	-	-	
<b>Subtotal</b>	<b>11,588,689</b>	<b>4,063,308</b>	<b>15,651,997</b>	<b>6%</b>	<b>12,530,340</b>	<b>1,272,150</b>	<b>13,802,490</b>	<b>6%</b>	<b>12,971,849</b>	<b>1,973,500</b>	<b>14,945,349</b>	<b>6.1%</b>
<b>Debt Service</b>												
<b>Subtotal</b>	<b>8,859,744</b>	<b>-</b>	<b>8,859,744</b>	<b>4%</b>	<b>8,568,419</b>	<b>-</b>	<b>8,568,419</b>	<b>4%</b>	<b>8,570,548</b>	<b>-</b>	<b>8,570,548</b>	<b>3.6%</b>
<b>Intragovernmental Services</b>												
Intragovernmental Services	457,362	-	457,362		837,708	-	837,708		953,689	-	953,689	
Motor Pool	2,623,516	-	2,623,516		2,898,376	-	2,898,376		2,816,649	-	2,816,649	
Grants Program	1,834	-	1,834		91,710	-	91,710		91,690	-	91,690	
Insurance Program	3,780,662	-	3,780,662		3,411,722	-	3,411,722		3,320,714	-	3,320,714	
Budgeted Contingency	-	-	-		444,649	12,540	457,189		487,573	12,540	500,113	
<b>Subtotal</b>	<b>6,863,374</b>	<b>-</b>	<b>6,863,374</b>	<b>3%</b>	<b>7,684,165</b>	<b>12,540</b>	<b>7,696,705</b>	<b>3%</b>	<b>7,670,315</b>	<b>12,540</b>	<b>7,682,855</b>	<b>3.1%</b>
<b>Court Related Services</b>												
Court Administration	236,314	-	236,314		202,747	-	202,747		337,830	-	337,830	
State Attorney	86,058	-	86,058		112,740	-	112,740		123,666	-	123,666	
Public Defender	124,610	-	124,610		140,045	-	140,045		161,728	-	161,728	
Clerk of Circuit Court	413,828	-	413,828		422,105	-	422,105		407,457	-	407,457	
Guardian Ad Litem	13,200	-	13,200		25,942	-	25,942		19,942	-	19,942	
Article V Expenses	18,698	-	18,698		64,290	-	64,290		42,505	-	42,505	
Other Court Related Programs	1,631,436	-	1,631,436		1,874,830	-	1,874,830		1,697,814	-	1,697,814	
<b>Subtotal</b>	<b>2,524,144</b>	<b>-</b>	<b>2,524,144</b>	<b>1%</b>	<b>2,842,699</b>	<b>-</b>	<b>2,842,699</b>	<b>1%</b>	<b>2,790,942</b>	<b>-</b>	<b>2,790,942</b>	<b>1.1%</b>
<b>TOTAL</b>	<b>210,205,206</b>	<b>27,784,874</b>	<b>237,990,080</b>	<b>100%</b>	<b>219,912,089</b>	<b>18,641,824</b>	<b>238,553,913</b>	<b>100%</b>	<b>226,567,263</b>	<b>19,562,623</b>	<b>246,129,886</b>	<b>100%</b>

# Leon County Fiscal Year 2017 Adopted Budget

## Department Funding Source Guide

Department	Funding Source
County Commission	001 - General Fund*
Administration	001 - General Fund*
Office of Information and Technology	001 - General Fund*
County Attorney	001 - General Fund*
Public Works	001 - General Fund*
	106 - Transportation Trust*
	123 - Stormwater Utility*
	401 - Solid Waste Fee*
	505 - Motor Pool
Development Support & Environmental Management (DSEM)	120 - Building Inspection Fund
	121 - DSEM Fund*
	125 - Grants
Planning, Land Management and Community Enhancement (PLACE)	001 - General Fund*
Financial Stewardship	001 - General Fund*
	501 - Insurance Service Fund
Tourism Development	160 - Tourism Development Fund
Public Safety	135 - Emergency Medical Services MSTU
	140 - Municipal Service Fund*
Library Services	001 - General Fund*
Intervention & Detention Alternatives	001 - General Fund*
	110 - Fine and Forfeiture Fund
	111 - Probation Services Fund
	125 - Grants
Human Services & Community Partnerships	001 - General Fund*
	124 - SHIP Trust Fund
	161 - Housing Finance Authority
Resource Stewardship	001 - General Fund*
	Transfer from 106 - Transportation Trust
	140 - Municipal Service Fund*
	Transfer from 160 - Tourism Development Fund
	Transfer from 162 - County Accepted Roadways & Drainage Systems
	165 - Bank of America Building Operations
	166 - Huntington Oaks Operations
	Transfer from 401 - Solid Waste Fee
Transfer from 505 - Motor Pool	

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

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



Leon County Fiscal Year 2017 Adopted Budget

Department Funding Source Guide

Department		Funding Source
Constitutional	Clerk of the Circuit Court	001 - General Fund*
		110 - Fine and Forfeiture Fund
	Property Appraiser	001 - General Fund*
	Sheriff	110 - Fine and Forfeiture Fund
		130 - 911 Emergency Communications Trust
	Supervisor of Elections	060 - Supervisor of Elections**
	Tax Collector	001 - General Fund*
		123 - Stormwater Utility*
		135 - Emergency Medical Services MSTU
		145 - Fire Services Fee
162 - County Accepted Roadways & Drainage Systems		
164 - Special Assessment: Killlearn Lakes Sewer		
	401 - Solid Waste Fee*	
Judicial	Court Administration	001 - General Fund*
	Other Court-Related Programs	110 - Fine and Forfeiture Fund
		114 - Family Law Legal Services
		117 - Judicial Programs
	State Attorney	110 - Fine and Forfeiture Fund
	Public Defender	110 - Fine and Forfeiture Fund
Guardian ad Litem	001 - General Fund*	
Non-Operating	Fire Control	145 - Fire Services Fee
		Transfer from 140 - Municipal Service Fund
	Line Item Funding	001 - General Fund*
	Communications	001 - General Fund*
		106 - Transportation Trust*
		110 - Fine and Forfeiture Fund
		111 - Probation Services Fund
		120 - Building Inspection Fund
		121 - DSEM Fund*
		123 - Stormwater Utility*
		135 - Emergency Medical Services MSTU
		140 - Municipal Service Fund*
		160 - Tourism Development Fund
		401 - Solid Waste Fee*
502 - Communications Trust		
505 - Motor Pool		

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

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

Leon County Fiscal Year 2017 Adopted Budget

Department Funding Source Guide

Department		Funding Source
Non-Operating	Cost Allocation	001 - General Fund*
		106 - Transportation Trust*
		111 - Probation Services Fund
		114 - Teen Court
		117 - Judicial Programs
		120 - Building Inspection Fund
		121 - DSEM Fund*
		123 - Stormwater Utility*
		130 - Emergency 911
		131 - Radio Communications
		135 - Emergency Medical Services MSTU
		140 - Municipal Service Fund*
		145 - Fire Services
		160 - Tourism Development Fund
		165 - Bank of America Building Operations
		166 - Huntington Oaks Operations
		401 - Solid Waste Fee*
		505 - Motor Pool
		Risk Allocations
	060 - Supervisor of Elections**	
	106 - Transportation Trust*	
	110 - Fine and Forfeiture Fund	
	111 - Probation Services Fund	
	114 - Teen Court	
	117 - Judicial Programs	
	120 - Building Inspection Fund	
	121 - DSEM Fund*	
	123 - Stormwater Utility*	
	125 - Grants	
	135 - Emergency Medical Services MSTU	
	140 - Municipal Service Fund*	
	145 - Fire Services	
	160 - Tourism Development Fund	
165 - Bank of America Building Operations		
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 2017 Adopted Budget

Department Funding Source Guide

Department		Funding Source
Non-Operating	Budgeted Reserves	001 - General Fund*
		106 - Transportation Trust*
		110 - Fine and Forfeiture Fund
		116 - Drug Abuse Trust
		120 - Building Inspection Fund
		123 - Stormwater Utility*
		140 - Municipal Service Fund*
		160 - Tourism Development Fund
	Other Non-Operating	001 - General Fund*
		106 - Transportation Trust*
		110 - Fine and Forfeiture Fund
		116 - Drug Abuse Trust
		125 - Grants
		131 - Radio Communication System
		140 - Municipal Service Fund*
		164 - Special Assessment: Killlearn Lakes Sewer
Debt Service	Transfer from 001 - General Fund	
	Transfer from 140 - Municipal Service Fund	
	Transfer from 160 - Tourism Development Fund	
	Transfer from 165 - Bank of America Building Operations	
	211 - Bond Series 2012*	
	220 - Bond Series 2005*	
	221 - ESCO Lease*	
	222 - Debt Series 2014*	
Capital Improvement Program	120 - Building Inspection Fund	
	Transfer from 121 - DSEM Fund	
	135 - Emergency Medical Services MSTU	
	Transfer from 140 - Municipal Service Fund	
	160 - Tourism Development Fund	
	165 - Bank of America Building Operations	
	166 - Huntington Oaks Operations	
	305 - Capital Improvements Fund	
	306 - Transportation Improvements	
	309 - Sales Tax Extension Fund	
	321 - ESCO Capital Project Fund	
	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 2017 Adopted Budget

Total Expenditures by Division

**Board of County Commissioners**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
1) County Commission*	1,542,350	1,583,301	1,626,968	2.76%	1,655,286	1,684,933	1,715,978	1,748,493
<b>Total:</b>	<b>1,542,350</b>	<b>1,583,301</b>	<b>1,626,968</b>	<b>2.76%</b>	<b>1,655,286</b>	<b>1,684,933</b>	<b>1,715,978</b>	<b>1,748,493</b>

1) Increase reflects County Commission costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0%- 5% based on a 3% average; offset by decreases in workers compensation rates. The performance raises pertain to the Commission staff only. By ordinance Commissioner salaries are set according to a formula established by the State of Florida.

**Administration**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
2) County Administration*	741,084	785,394	1,013,761	29.08%	1,043,445	1,074,163	1,105,953	1,138,321
3) Human Resources*	1,094,632	1,389,092	1,455,403	4.77%	1,492,290	1,532,210	1,573,732	1,616,929
4) Strategic Initiatives*	1,294,083	1,505,885	1,503,225	-0.18%	1,537,850	1,573,862	1,608,007	1,647,029
<b>Total:</b>	<b>3,129,799</b>	<b>3,680,371</b>	<b>3,972,389</b>	<b>7.93%</b>	<b>4,073,585</b>	<b>4,180,235</b>	<b>4,287,692</b>	<b>4,402,279</b>

2) Increase reflects reclassification of the Economic Vitality Director to an Assistant County Administrator position established as part of the County Administrator's organizational realignment presented to the Board at the April 26, 2016 Budget Workshop.

3) Increase reflects \$11,000 for compensation analytical software and \$14,000 for the combined Wellness & Benefits fair.

4) Decrease reflects the realignment of a Management Analyst position from the previous County Office of Economic Vitality, offset by an increase of \$20,000 for the State Lobbying Contract and \$10,000 for the Leon County Lecture Series.

**Office of Information and Technology**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
22) Geographic Information Systems (GIS)*	1,775,044	1,951,206	1,923,845	-1.40%	1,968,709	2,015,263	2,063,583	2,113,663
23) Management Information Services (MIS)*	5,493,007	5,925,146	6,374,130	7.58%	6,512,218	6,655,657	6,803,833	6,957,302
<b>Total:</b>	<b>7,268,051</b>	<b>7,876,352</b>	<b>8,297,975</b>	<b>5.35%</b>	<b>8,480,927</b>	<b>8,670,920</b>	<b>8,867,416</b>	<b>9,070,965</b>

22) Decrease reflects the elimination of a GIS Technician II position no longer needed due to the decline in physical map production.

23) Increase reflects the addition of a MIS Mobility Specialist position. Additionally, \$135,800 for an increase in contractual obligations associated with software updates and licensing.

**County Attorney's Office**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
5) County Attorney*	1,822,212	1,951,307	2,008,617	2.94%	2,053,868	2,100,762	2,149,360	2,199,180
<b>Total:</b>	<b>1,822,212</b>	<b>1,951,307</b>	<b>2,008,617</b>	<b>2.94%</b>	<b>2,053,868</b>	<b>2,100,762</b>	<b>2,149,360</b>	<b>2,199,180</b>

5) Increase reflects \$10,000 for Westlaw legal research services subscription.

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

Total Expenditures by Division

		<b>Department of Public Works</b>							
		FY 2015	FY 2016	FY 2017	Adopted	FY 2018	FY 2019	FY 2020	FY 2021
		Actual	Adopted	Adopted	Change	Projected	Projected	Projected	Projected
6)	Engineering Services*	2,682,035	3,176,625	3,693,490	16.27%	3,796,601	3,903,746	4,015,153	4,130,722
7)	Fleet Management*	2,613,551	2,888,493	2,807,477	-2.80%	2,837,746	2,862,211	2,887,773	2,914,488
8)	Operations*	8,848,549	10,145,181	10,710,857	5.58%	10,959,107	11,273,372	11,544,127	11,831,026
9)	PW Support Services*	576,002	576,230	633,112	9.87%	639,513	656,239	673,623	691,424
10)	Solid Waste*	8,147,021	8,541,678	9,037,749	5.81%	8,990,408	8,959,075	9,017,833	9,080,096
<b>Total:</b>		<b>22,867,157</b>	<b>25,328,207</b>	<b>26,882,685</b>	<b>6.14%</b>	<b>27,223,375</b>	<b>27,654,643</b>	<b>28,138,509</b>	<b>28,647,756</b>

- 6) Increase reflects the realignment of a Facilities Planner, Construction Manager II, and Senior Design Engineer from Facilities Management as part of the County Administrator's organizational realignment. These increases are offset by decreases to the Facilities Management personnel budget.
- 7) Decrease reflects \$107,235 in fuel cost savings due to a decline in the price of fuel prices per gallon offset by an increase in personnel costs associated with the County Administrator's organizational realignment establishing the Assistant Public Works Director position where 25% of the salary will be charged to Fleet Maintenance.
- 8) Increase reflects creation of a Safety Flagger position and restoration of a six person Stormwater Crew positions (\$231,537), \$10,000 for utility payments related to the Board's new Street-Lighting Policy for unincorporated area intersection lighting enhancements, and \$281,871 for 60 acres of right of way maintenance of Capital Circle NW/SW.
- 9) Increase reflects the County Administrator's organizational realignment to establish the Assistant Public Works Director position, as presented to the Board at the April 26, 2016 Budget Workshop. This position is funded with 50% of the salary coming from Support Service and 25% from Solid Waste (Transfer Station) and 25% from Fleet Maintenance.
- 10) Increase reflects adjustments to personnel costs associated with the County Administrator's organizational realignment which established the Assistant Public Works Director position of which 25% of the salary will be funded from Solid Waste. Additional increases included \$223,263 for hauling and disposal service and \$65,000 for an updated waste composition study. This is offset by a decrease of six positions associated with the closing of the landfill including: a Contract Compliance Technician; two Solid Waste Operators; a Weighmaster; and a Maintenance Technician.

		<b>Department of Development Support &amp; Environmental Management</b>							
		FY 2015	FY 2016	FY 2017	Adopted	FY 2018	FY 2019	FY 2020	FY 2021
		Actual	Adopted	Adopted	Change	Projected	Projected	Projected	Projected
11)	Building Plans Review & Inspection *	1,091,743	1,441,057	1,629,003	13.04%	1,680,312	1,733,714	1,789,320	1,847,177
12)	Development Services*	657,859	790,500	800,051	1.21%	825,708	852,446	880,319	909,378
13)	DS Support Services*	347,736	347,277	330,592	-4.80%	340,606	351,004	361,811	372,837
14)	Environmental Services*	1,500,292	1,615,715	1,677,192	3.80%	1,730,490	1,785,847	1,843,346	1,902,819
15)	Permit and Code Services*	445,909	435,251	481,525	10.63%	495,748	510,577	526,035	542,172
<b>Total:</b>		<b>4,043,540</b>	<b>4,629,800</b>	<b>4,918,363</b>	<b>6.23%</b>	<b>5,072,864</b>	<b>5,233,588</b>	<b>5,400,831</b>	<b>5,574,383</b>

- 11) Increase related to personnel costs associated with the new Permit Technician position approved in FY16 with a salary split of 75% with Building Plan Review & Inspection Division and 25% from Permit and Code Services Division. Additionally personnel increases reflect adjustments in personnel budget funding splits between the Building Plans Review and Inspection and the DS Support Services divisions based on an annual re-evaluation of workload activity.
- 12) \*See personnel note below.
- 13) Decrease related to a change in personnel budget funding splits between the Building Plans Review and Inspection and the DS Support Services divisions, based on an annual re-evaluation of workload activity.
- 14) Increase related to reclassification of a Environmental Review Specialist position to a Senior Environmental Engineer approved in FY16.
- 15) Increase related to new Permit Technician position approved in FY16 (split 25% with Building Plans Review and Inspection Division) and \$50,000 for the nuisance abatement program.

		<b>Department of PLACE</b>							
		FY 2015	FY 2016	FY 2017	Adopted	FY 2018	FY 2019	FY 2020	FY 2021
		Actual	Adopted	Adopted	Change	Projected	Projected	Projected	Projected
16)	Planning Department*	847,247	935,040	1,055,927	12.93%	899,663	906,149	912,894	919,779
<b>Total:</b>		<b>847,247</b>	<b>935,040</b>	<b>1,055,927</b>	<b>12.93%</b>	<b>899,663</b>	<b>906,149</b>	<b>912,894</b>	<b>919,779</b>

- 16) Increase reflects the inclusion of \$162,500 for a joint-Mobility Fee study in FY 2017 with the City of Tallahassee, as tentatively approved by the Board at the April 26, 2016 Budget Workshop. Additionally, an Urban Forester II position was realigned from Cooperative Extension to the Planning Department for canopy road management. This is offset by the realignment of three Planning positions (two Planner II positions and one Planning Research Supervisor) to the new Office of Economic Vitality in the Department of PLACE. Funds for the Office of Economic Vitality are budgeted as a direct payment to Blueprint 2000 pursuant to the pending interlocal agreement.

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

Leon County Fiscal Year 2017 Adopted Budget

Total Expenditures by Division

**Office of Financial Stewardship**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
17) Office of Management and Budget*	755,383	829,170	721,574	-12.98%	742,018	763,229	783,903	805,387
18) Purchasing*	404,008	496,018	610,599	23.10%	629,022	648,106	667,181	687,684
19) Real Estate Management*	341,942	405,368	340,085	-16.10%	345,474	326,104	331,978	338,116
20) Risk Management*	186,433	240,195	240,442	0.10%	244,073	247,848	251,777	255,866
<b>Total:</b>	<b>1,687,766</b>	<b>1,970,751</b>	<b>1,912,700</b>	<b>-2.95%</b>	<b>1,960,587</b>	<b>1,985,287</b>	<b>2,034,839</b>	<b>2,087,053</b>

- 17) Decrease associated with personnel changes in the amount of \$106,700.
- 18) Increase associated with position realignments including two existing positions previously split funded with the MWSBE program that was merged with the new Office of Economic Vitality in the Department of PLACE.
- 19) Decrease in the amount of \$97,700 due to the Real Estate Manager position being held vacant as the County contracts with a private real estate broker firm to perform this function. During FY 2017 and evaluation will be made to determine the need for this position during the initial contract period. This is offset by an increase of \$40,000 for leasing commission fees and the realignment of \$25,000 to support high speed internet for the Domi Station previously budgeted in the Office of Economic Vitality.
- 20) \*See personnel note below.

**Office of Tourist Development**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
21) Tourism Development*	3,824,379	4,598,074	4,957,047	7.81%	5,023,171	5,091,070	5,160,798	5,232,164
<b>Total:</b>	<b>3,824,379</b>	<b>4,598,074</b>	<b>4,957,047</b>	<b>7.81%</b>	<b>5,023,171</b>	<b>5,091,070</b>	<b>5,160,798</b>	<b>5,232,164</b>

- 21) Increase reflects the use of fund balance, as recommended by the Tourist Development Council, to fund following: \$175,000 for the County Signature Event Grant Program to attract and maintain multi-day festival events such as the Word of the South and the Jazz and Blues Festival, \$68,000 for the sports bid pool and \$57,687 for marketing and advertising. Additionally, \$191,000 is being allocated for capital improvements including \$150,000 to assist in paying for larger permanent restrooms at Apalachee Regional Park and \$41,000 for Welcome Center conference room renovations.

**Office of Public Safety**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
25) Animal Control*	1,297,343	1,570,911	1,526,763	-2.81%	1,578,889	1,633,546	1,690,857	1,707,714
26) Emergency Medical Services*	15,599,725	16,083,506	16,473,669	2.43%	17,459,831	17,740,865	18,758,154	19,084,588
<b>Total:</b>	<b>16,897,068</b>	<b>17,654,417</b>	<b>18,000,432</b>	<b>1.96%</b>	<b>19,038,720</b>	<b>19,374,411</b>	<b>20,449,011</b>	<b>20,792,302</b>

- 25) Decrease is due to the lower final payment to the City of Tallahassee for the completion of the HVAC capital project at the Animal Shelter in FY 2017.
- 26) Increase in the amount of \$41,963 associated with the new Billing & Collection Technician position to assist with recovering EMS fees. The costs of this position are projected to be offset by an increase in fee revenue. Additional increases are related to ALS Agreement with City Fire Department.

**Office of Library Services**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
24) Library Services*	6,210,601	6,614,299	6,866,639	3.82%	7,060,007	7,258,288	7,467,952	7,686,397
<b>Total:</b>	<b>6,210,601</b>	<b>6,614,299</b>	<b>6,866,639</b>	<b>3.82%</b>	<b>7,060,007</b>	<b>7,258,288</b>	<b>7,467,952</b>	<b>7,686,397</b>

- 24) \*See personnel note below.

**Office of Intervention & Detention Alternatives (IDA)**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
27) County Probation*	1,493,233	1,594,489	1,475,318	-7.47%	1,489,222	1,529,762	1,572,029	1,616,105
28) Drug & Alcohol Testing*	164,342	170,876	168,734	-1.25%	172,924	177,277	181,798	186,499
29) Supervised Pretrial Release*	1,110,105	1,255,112	1,183,133	-5.73%	1,212,700	1,243,485	1,275,566	1,308,986
<b>Total:</b>	<b>2,767,680</b>	<b>3,020,477</b>	<b>2,827,185</b>	<b>-6.40%</b>	<b>2,874,846</b>	<b>2,950,524</b>	<b>3,029,393</b>	<b>3,111,590</b>

- 27) Decrease is related to personnel changes offset by increases of \$37,000 for DISC Village and funding for the Domestic Violence Coordinating Council (\$25,000) realigned from Non-Operating.
- 28) Decrease related to personnel changes offset by the increase in personnel costs noted below.
- 29) Decrease reflects personnel and operating costs reductions associated with departmental consolidation. This is offset by an increase for the Secured Continuous Random Alcohol Monitoring (SCRAM) program (\$99,857), which will be partially offset by the \$25,000 in SCRAM user fees.

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

Total Expenditures by Division

**Office of Human Services & Community Partnerships**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
30) Housing Services*	661,469	1,429,968	1,197,822	-16.23%	576,550	592,338	608,786	625,927
31) Human Services*	7,559,661	7,457,430	7,756,708	4.01%	7,791,457	7,827,059	7,853,099	7,879,833
32) Veteran Services*	233,396	314,500	327,763	4.22%	333,186	338,804	344,633	350,681
<b>Total:</b>	<b>8,454,526</b>	<b>9,201,898</b>	<b>9,282,293</b>	<b>0.87%</b>	<b>8,701,193</b>	<b>8,758,201</b>	<b>8,806,518</b>	<b>8,856,441</b>

- 30) Decrease related to a decrease in the amount of SHIP funds received from the State.
- 31) Increases reflects \$200,000 in additional Community Human Services Partnership (CSHP) funding, \$181,689 for Medicaid payments, and \$10,035 for the Medical Examiner contract.
- 32) \*See personnel note below.

**Office of Resource Stewardship**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
33) Cooperative Extension*	524,526	540,260	470,954	-12.83%	482,863	495,130	507,765	520,779
34) Facilities Management*	8,679,830	9,233,807	9,405,509	1.86%	9,540,874	9,680,018	9,821,070	9,960,663
35) Office of Sustainability*	160,771	212,274	303,010	42.74%	307,909	312,999	318,294	323,800
36) Parks and Recreation*	2,576,898	2,794,911	2,884,890	3.22%	2,982,234	3,041,025	3,102,463	3,166,695
<b>Total:</b>	<b>11,942,025</b>	<b>12,781,252</b>	<b>13,064,363</b>	<b>2.22%</b>	<b>13,313,880</b>	<b>13,529,172</b>	<b>13,749,592</b>	<b>13,971,937</b>

- 33) Decrease related to the Urban Forester II position being realigned to the Planning Department for Canopy Road Management and the transfer of utility costs to Facilities Management.
- 34) Increase in the amount of \$608,124 for utilities related to the County's utility bill consolidation project. Funds were transferred from other divisions to pay for this increase. This utilities consolidation will allow for more efficient tracking of utility consumption at County buildings and identify opportunities for energy efficiency upgrades. Additionally, the Director of Resource Stewardship realigned to the Facilities Management budget. This is offset by a decrease in three positions realigned to Public Works Engineering Service, the reclass of the Director of Facilities Management to a Senior Design Engineer, a Construction Manager II position and a Facilities Planner position.
- 35) Increase related to personnel costs associated with the County Administrator's organizational realignment which moved the Solid Waste division to the Public Works Department while the Recycling and Services Education program is consolidated into the Office of Sustainability. A Communication and Outreach Coordinator Position, a Recycle and Sustainability Manager and a Digital Community Engagement Specialist were realigned from Recycling and Services Education program.
- 36) Increase in the amount of \$117,570 related to contractual services such as increased mowing expenses, port-a-let rental fees, trail maintenance, turf management, invasive plant species control, uniforms, fencing projects, and sidewalk repairs. This is offset by a decrease in the amount of \$103,122 for utilities related to the County's utility bill consolidation project, which realigned these costs to the Facilities Management Budget.

**Constitutional**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
37) Clerk of the Circuit Court	1,934,372	1,940,579	2,016,674	3.92%	2,057,007	2,098,147	2,131,632	2,165,787
38) Property Appraiser	4,732,020	4,805,388	5,159,673	7.37%	5,314,463	5,473,897	5,638,114	5,807,257
39) Sheriff	69,358,982	69,834,623	72,242,557	3.45%	74,117,485	75,975,229	77,901,599	79,902,510
40) Supervisor of Elections	3,989,424	4,992,180	4,187,358	-16.12%	4,126,522	4,123,354	5,377,027	4,389,070
41) Tax Collector	4,715,198	4,818,729	5,010,257	3.97%	5,211,560	5,415,293	5,626,122	5,838,873
<b>Total:</b>	<b>84,729,996</b>	<b>86,391,499</b>	<b>88,616,519</b>	<b>2.58%</b>	<b>90,827,037</b>	<b>93,085,920</b>	<b>96,674,494</b>	<b>98,103,497</b>

- 37) Increase related to an adjustment based on the County's cost allocation plan which determined the County's costs share for the audit function increased in the amount of \$61,844. This is consistent with the Clerk's office previously maintaining a vacancy in the audit function but now has both positions filled.
- 38) Increase reflects funding for payout of leave balances for individuals retiring from the office and technology improvements.
- 39) Increase reflects personnel costs for year two of Step Pay Plan adjustments, in addition to a total of eight new positions; four new road patrol deputy positions in Law Enforcement and two Correction Technicians, one Maintenance II, and one Property Manager in Corrections.
- 40) Decrease in overall budget related to FY2017 being a non-presidential-primary election year.
- 41) Increase reflect estimated commission payments associated with increase collection due to the July 1, 2016 certified values increasing by 2.8%. Additionally increases are related to commission payments for the MSTU, solid waste, fire, stormwater and other special assessments.

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

Leon County Fiscal Year 2017 Adopted Budget

Total Expenditures by Division

		<b>Judicial</b>							
		FY 2015	FY 2016	FY 2017	Adopted	FY 2018	FY 2019	FY 2020	FY 2021
		Actual	Adopted	Adopted	Change	Projected	Projected	Projected	Projected
42)	Court Administration*	243,824	211,707	225,425	6.48%	232,099	239,063	246,335	253,927
43)	Guardian Ad Litem	13,972	29,662	21,627	-27.09%	21,627	21,627	21,627	21,627
44)	Other Court-Related Programs*	372,707	597,100	597,013	-0.01%	604,036	486,197	493,301	500,998
45)	Public Defender	114,095	148,950	133,195	-10.58%	133,195	133,195	133,195	133,195
46)	State Attorney	78,117	117,685	109,955	-6.57%	109,955	109,955	109,955	109,955
<b>Total:</b>		<b>822,715</b>	<b>1,105,104</b>	<b>1,087,215</b>	<b>-1.62%</b>	<b>1,100,912</b>	<b>990,037</b>	<b>1,004,413</b>	<b>1,019,702</b>

42) \*See personnel note below.

43) Decrease related to a decrease in one-time capital outlay funding (\$6,000) from FY16 and \$2,035 a reduction in phone system costs.

44) \*See personnel note below.

45) Decrease related to \$15,755 in reduced communications costs related to budgeting this expense at the fund level instead of individual operational organizations.

46) Decrease related to \$7,730 in reduced communications costs related to budgeting this expense at the fund level instead of individual operational organizations.

		<b>Non-Operating</b>							
		FY 2015	FY 2016	FY 2017	Adopted	FY 2018	FY 2019	FY 2020	FY 2021
		Actual	Adopted	Adopted	Change	Projected	Projected	Projected	Projected
47)	Budgeted Reserves	0	444,649	487,573	9.65%	541,605	518,084	562,618	609,842
48)	Communications	681,825	1,103,438	1,392,807	26.22%	1,392,807	1,392,807	1,392,807	1,392,807
49)	Fire Control	6,841,328	7,946,149	8,230,385	3.58%	8,320,601	8,397,481	8,477,150	8,556,617
50)	Line Item Funding	379,000	125,000	100,000	-20.00%	100,000	100,000	0	0
51)	Other Non-Operating	7,087,186	7,703,266	7,713,989	0.14%	8,011,162	8,411,840	8,821,194	9,181,468
52)	Risk Allocations	1,095,694	1,143,993	1,113,517	-2.66%	1,113,517	1,113,517	1,113,517	1,113,517
53)	Risk Financing & Workers Comp	3,760,662	3,392,722	3,296,292	-2.84%	3,296,292	3,296,292	3,296,292	3,296,292
<b>Total:</b>		<b>19,845,695</b>	<b>21,859,217</b>	<b>22,334,563</b>	<b>2.17%</b>	<b>22,775,984</b>	<b>23,230,021</b>	<b>23,663,578</b>	<b>24,150,543</b>

47) Reflects increase in the Building Fund reserves offset by a decrease in Insurance Fund contingencies.

48) Increase reflects the shifting of repair and maintenance cost from the organizational department level to the fund level, and an upgrade to the phone system in the amount of \$75,000.

49) Increased costs associated with payments to the City of Tallahassee for fire services. Additionally, the budget includes \$1.224 million in unincorporated fund balance to apply a 15% discount for two years to keep fire service fee rates level for FY16 & FY17. This was approved by the Board on May 12, 2015.

50) Decrease reflects shift of Domestic Violence Coordinating Council funding to Probation.

51) Increase reflects a \$410,974 increase in payment to the Community Development Agency (CRA) due to the higher property tax values. There is a \$75,000 allocation for the construction of two bus stops (northbound and southbound) on N. Monroe Street near Walmart. Additionally, there is an increase related to the realignment of Blueprint 2000 to the other non-operating contract account. Economic Vitality and MWSBE have also been realigned part of the establishment of new Office of Economic Vitality (OEV) in the Department of PLACE. These budgets are included in the Other Non-operating budget and will be payments to Blueprint 2000 for cost incurred for these programs.

52) Decrease reflects estimated lower insurance premiums associated with property and general liability.

53) Decrease reflects lower than expected costs related to workers' compensation claims.

		<b>Debt Service</b>							
		FY 2015	FY 2016	FY 2017	Adopted	FY 2018	FY 2019	FY 2020	FY 2021
		Actual	Adopted	Adopted	Change	Projected	Projected	Projected	Projected
54)	Debt Service	8,859,744	8,568,419	8,570,548	0.02%	8,121,345	7,640,225	7,638,595	3,335,756
<b>Total:</b>		<b>8,859,744</b>	<b>8,568,419</b>	<b>8,570,548</b>	<b>0.02%</b>	<b>8,121,345</b>	<b>7,640,225</b>	<b>7,638,595</b>	<b>3,335,756</b>

54) Debt service payments remain relatively level for FY 2017 with minor adjustments to principle and interest payments.

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



Total Expenditures by Division

**Capital Improvement Program**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Budgeted Capital Reserves	0	12,540	12,540	0.00%	12,540	12,540	12,540	6,174,050
Engineering Services	12,913,939	8,322,304	5,633,203	-32.31%	7,327,785	9,361,510	10,639,228	11,835,688
Facilities Management	3,878,473	3,345,100	4,851,350	45.03%	3,780,590	3,538,479	3,155,515	1,781,418
Fleet Management	3,687,924	2,355,000	3,637,300	54.45%	2,645,750	2,600,550	2,953,050	3,313,950
55) Management Information Services	1,322,457	1,750,880	2,671,580	52.58%	2,171,780	2,038,780	2,038,780	2,038,780
Miscellaneous	761,735	50,000	50,000	0.00%	50,000	50,000	50,000	50,000
Parks & Recreation	3,757,477	826,850	1,583,000	91.45%	1,930,000	1,000,000	1,801,000	1,895,000
Public Works - Operations	218,425	875,200	835,200	-4.57%	835,200	835,200	835,200	835,200
Solid Waste	1,244,444	1,103,950	288,450	-73.87%	250,000	250,000	250,000	250,000
<b>Total:</b>	<b>27,784,874</b>	<b>18,641,824</b>	<b>19,562,623</b>	<b>4.94%</b>	<b>19,003,645</b>	<b>19,687,059</b>	<b>21,735,313</b>	<b>28,174,086</b>

55) Significant projects include: \$3.22 million for Arterial/Collector/Local Road resurfacing, \$1.68 million for the construction of the Medical Examiner Facility, \$1.458 million for the Sidewalk Program, \$1.11 million for EMS vehicles and Equipment Replacement \$711,600 for Public Works Vehicles and Equipment, and \$750,000 for Apalachee Regional Park and Alford Greenway Improvements, including bathrooms, \$150,000 for the Financial System Upgrade, and \$407,000 for Solid Waste Vehicles and Equipment.

**Grants Administration**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Grants Adult Drug Court	22,860	0	0	0.00%	0	0	0	0
56) Grants Court Admin	0	0	125,000	0.00%	125,000	125,000	125,000	125,000
Grants EMS	90,670	60,000	60,000	0.00%	60,000	60,000	60,000	60,000
Grants Housing	156,103	0	0	0.00%	0	0	0	0
Grants Human Services	95,058	0	0	0.00%	0	0	0	0
57) Grants IDA	104,500	87,305	84,835	-2.83%	84,835	84,835	84,835	84,835
58) Grants Library	61,910	15,000	15,000	0.00%	15,000	15,000	15,000	15,000
Grants OMB	16,500	0	0	0.00%	0	0	0	0
Grants Parks	705,447	0	0	0.00%	0	0	0	0
Grants Public Works	1,298,274	0	0	0.00%	0	0	0	0
Grants Stormwater	66,332	0	0	0.00%	0	0	0	0
Grants Sustainability	25,000	0	0	0.00%	0	0	0	0
<b>Total:</b>	<b>2,642,654</b>	<b>162,305</b>	<b>284,835</b>	<b>75.49%</b>	<b>284,835</b>	<b>284,835</b>	<b>284,835</b>	<b>284,835</b>

56) Reflects expenditures associated with the Veteran's Court. This is a legislative allocation to Court Administration for operation of a Veteran's Court that is reimbursed to the County.

57) Decrease reflects the anticipation of reduced funds collected for driver's education through the collection of traffic fines in the Slosberg Drivers' Education Fund.

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

**Transfers**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
59) Transfers	37,105,237	38,708,843	40,208,828	3.88%	41,339,530	43,192,814	44,236,034	50,195,104
<b>Total:</b>	<b>37,105,237</b>	<b>38,708,843</b>	<b>40,208,828</b>	<b>3.88%</b>	<b>41,339,530</b>	<b>43,192,814</b>	<b>44,236,034</b>	<b>50,195,104</b>

59) Reflects an increase in transfers to General, Probation Services, Radio Communications System(800 MHz), Municipal Services, and Capital Improvement funds offset by a reduction in the transfers to the Developmental Support and Environmental Services, Transportation Trust, Transportation Improvement, Stormwater, Solid Waste, and the Supervisor of Elections funds.

**Summary Totals**

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	Adopted Change	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Leon County Government	93,304,402	101,825,546	105,673,583	3.78%	107,431,972	109,378,183	112,170,783	114,300,719
Constitutional Officers	84,729,996	86,391,499	88,616,519	2.58%	90,827,037	93,085,920	96,674,494	98,103,497
Judicial	822,715	1,105,104	1,087,215	-1.62%	1,100,912	990,037	1,004,413	1,019,702
Non-Operating	19,845,695	21,859,217	22,334,563	2.17%	22,775,984	23,230,021	23,663,578	24,150,543
Capital	27,784,874	18,641,824	19,562,623	4.94%	19,003,645	19,687,059	21,735,313	28,174,086
Debt Service	8,859,744	8,568,419	8,570,548	0.02%	8,121,345	7,640,225	7,638,595	3,335,756
Grants	2,642,654	162,305	284,835	75.49%	284,835	284,835	284,835	284,835
<b>Total Budget Net Transfers</b>	<b>237,990,080</b>	<b>238,553,913</b>	<b>246,129,886</b>	<b>3.18%</b>	<b>249,545,730</b>	<b>254,296,280</b>	<b>263,172,011</b>	<b>269,369,138</b>
Total Operating Budget	210,205,206	219,912,089	226,567,263	3.03%	230,542,085	234,609,221	241,436,698	241,195,052
Total Capital Budget	27,784,874	18,641,824	19,562,623	4.94%	19,003,645	19,687,059	21,735,313	28,174,086

# Leon County Fiscal Year 2017 Adopted Budget

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

Expenditure Summary by Category	FY15 Adopted	FY16 Adopted	% Change	FY17 Budget	% Change	Reference
<b>MANDATORY</b>						
<b><u>Constitutional Officers</u></b>						
Supervisor of Elections	3,902,637	4,992,180		4,187,358		FS 129.202, FS 97-107
Tax Collector	4,646,401	4,818,729		5,010,257		FL Constitution: Article VIII Section 1(d), FS 192.091(2), FS 197
Property Appraiser	4,734,406	4,805,388		5,159,673		FL Const: Article VIII Section 1(d), FS 192.091(1), FS 193.023, FS 193-194, 196, 200
Sheriff	66,298,622	68,436,968		70,766,102		FL Constitution: Article VIII Section 1(d), FS 30.49 and 30.50
Clerk of Court	1,934,372	1,940,579		2,016,674		FL Constitution: Article VIII Section 1(d), FL Constitution: Article V Section 16
	81,516,438	84,993,844	4.27%	87,140,064	2.53%	
<b><u>Judiciary (Article V)</u></b>						
State Attorney	108,255	117,685		109,955		FL Const: Article V Sec. 14 & 17, FS 29.008
Public Defender	131,245	148,950		133,195		FL Const: Article V Sec. 14 & 18, FS 29.008
Guardian Ad Litem	21,282	29,662		21,627		FS 29.008, FS 39.8296
Court Administration	187,028	161,048		175,578		FL Constitution: Article V, FS 29.008
Legal Aid	182,559	313,090		315,394		FS 939.185(2)
subtotal	630,369	770,435	22.22%	755,749	-1.91%	
<b><u>Charter</u></b>						
County Commission	1,506,017	1,583,301		1,626,968		FL Constitution: Article VIII Section 1(e), FS 125.01, Leon County Charter
County Attorney	1,903,465	1,951,307		2,008,617		Leon County Charter, LCL: Ch 2-Article X Section 2-503, FS 127.01
County Administrator's Office	611,693	785,394		1,013,761		Leon County Charter, LCL: Ch 2-Article X Section 2-501, F.S. 125.7
subtotal	4,021,175	4,320,002	7.43%	4,649,346	7.62%	
<b><u>Payments</u></b>						
CRA-Payment	1,681,225	2,109,741		2,396,091		FS 163.506
Debt Service	8,871,724	8,568,419		8,570,548		FS 130
Medical Examiner	491,922	501,760		511,795		FS 406.08
Tubercular Care & Child Protection Exams	61,000	61,000		61,000		FS 392.68
Baker and Marchmen Act	692,601	692,601		692,601		FS 394.76(3)b
Medicaid & Indigent Burial	2,607,830	2,694,506		2,876,195		Med: FS 409.915, IB: FS 406.50
Tax Deed Applications	62,500	62,500		45,000		FS 197.502
Juvenile Detention Payment	1,100,000	1,022,660		860,500		FS 985.686
subtotal	15,568,802	15,713,187	0.93%	16,013,730	1.91%	
<b><u>Transportation/Stormwater</u></b>						
Public Works Support Services	589,463	576,230		633,112		
Engineering Services	3,151,459	3,176,625		3,693,490		FS 316.006(3)
Transportation Maintenance	4,205,009	4,270,014		4,262,133		FS 206.47(7), FS 206.60(2), FS 336.02(1)
Right of Way Maintenance	2,361,277	2,376,874		2,655,690		FS 337.401
Capital Project Reimbursements	(500,000)	(450,000)		(350,000)		
Stormwater Maintenance	2,674,429	2,801,105		3,078,652		LCL: Ch 10-Article VII Div. 1 & 2, FS 403.0893
subtotal	12,481,637	12,750,848	2.16%	13,973,077	9.59%	
<b><u>Growth Management</u></b>						
Development Services (not including Bldg Dept)	760,188	790,500		800,051		LCL: Chapter 10, FS 163.3180, FS 163.3202 County Charter, LCL: Ch 10-Article IV Sec. 10, FS 380.021
Environmental Compliance	1,362,273	1,454,182		1,511,145		
Growth - Support Services	598,230	516,743		529,271		Supports functions of Fund 121
subtotal	2,720,691	2,761,425	1.50%	2,840,467	2.86%	
<b><u>Other</u></b>						
Veterans Services	179,520	187,000		185,263		FS 292.11
Planning	852,752	935,040		1,055,927		FS 163.3174, FS 163.3167(2)
Court House Annex (Bank of America Bldg.)	694,707	747,397		427,510		FL Constitution: Article V, FS 29.008
Property/Liability Insurance	1,094,869	1,143,993		1,113,517		
subtotal	2,821,848	3,013,430	6.79%	2,782,217	-7.67%	
<b><u>Solid Waste</u></b>						
Landfill Closure	-	-		-		FS 403.707
Transfer Station	5,190,309	5,539,172		6,580,549		FS 403.706 and Interlocal Agreement
Solid Waste Management Facility	1,747,468	1,551,518		1,140,682		FS 403.706 and Interlocal Agreement
Hazardous Waste	604,095	619,406		661,782		FS 403.7225, FS 403.704
Recycling Services	160,251	220,332		-		FS 403.706(2)
subtotal	7,702,123	7,930,428	2.96%	8,383,013	5.71%	
<b>TOTAL MANDATORY</b>	<b>127,463,083</b>	<b>132,253,599</b>	<b>3.76%</b>	<b>136,537,663</b>	<b>3.24%</b>	

# Leon County Fiscal Year 2017 Adopted Budget

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

Expenditure Summary by Category	FY15 Adopted	FY16 Adopted	% Change	FY17 Budget	% Change	Reference
<b>NON-MANDATORY</b>						
Jail Detention/Mental Health Coordination	53,392	50,659		49,847		FL Const: Article V Section 14(c), FS 29.008
Pre-Trial Release	1,019,628	1,135,112		1,143,133		Provided alternative to incarceration
MWSBE	194,380	431,130		-		FS 255.101-102, County Policy No. 96-1
Code Enforcement	250,558	265,785		282,846		Numerous Leon County Code of Laws
Economic Development	638,996	384,569		304,983		FS 951.26
Public Information Office	513,412	564,022		541,667		FS 125.001
Volunteer Services	187,804	187,318		192,717		FS 125.9503, County Emergency Management Plan
Parks and Recreation	2,715,422	2,794,911		2,884,890		
Cooperative Extension	542,904	540,260		470,954		FS 1004.37
Mosquito Control	626,161	667,188		681,861		FS 388.161-162
Library	6,572,412	6,614,299		6,866,639		
Housing Services	461,325	461,142		468,437		FS 420.9075, FS 420.9079, FS 125.0103(7)
Health Department	237,345	237,345		237,345		FS 154.01
Animal Control	1,273,340	1,570,911		1,526,763		FS 828.03(1), FS 828.27 - Cruelty, FS 828.30 - Rabies, FS 588.16, LCL: Chapter 4, F.A.C 64D-
Probation	1,200,807	1,158,730		1,127,559		Provides an alternative to the County Jail
Rural Waste Service Centers	651,229	611,250		654,736		
Primary Health Care	2,002,533	2,015,360		2,018,956		FS 154.011, LCL: Ch 11-Article XVII Sec. 11
Office of Sustainability	300,884	212,274		303,010		
Strategic Initiatives	452,071	754,545		768,841		
Real Estate	335,120	342,868		295,085		
subtotal	20,229,723	20,999,678	3.81%	20,820,269	-0.85%	
<b>Agreements/Payments</b>						
Fire Department - City Payment	6,312,770	7,463,670		7,747,906		FS 125.01(1)d and Interlocal Agreement
City Payment - Parks Rec/Animal Shelter CIP	1,171,893	1,271,502		1,273,620		Interlocal Agreement with City of Tallahassee
subtotal	7,484,663	8,735,172	16.71%	9,021,526	3.28%	
<b>Line Item Funding</b>						
Cultural Resources Comm. (COCA)	654,500	1,301,875		1,376,900		Ordinance 2006-34
DISC Village/Juvenile Assess. Center	185,759	185,759		222,759		Ordinance 2006-34
Special Event Funding	-	-		-		Ordinance 2006-34
Palmer Monroe Teen Center	150,000	150,000		-		Ordinance 2006-34
Knight Creative Communities Initiative	25,000	-		-		
Domestic Violence Cood Council	25,000	25,000		25,000		
Homeless Shelter Relocation	100,000	100,000		100,000		
subtotal	1,140,259	1,762,634	54.58%	1,724,659	-2.15%	
<b>Miscellaneous</b>						
Human Services CHSP	987,055	1,254,858		1,358,816		County Policy No. 01-04
Military Grant	100,000	100,000		100,000		County Policy No. 03-18
Summer Youth Employment	80,425	80,425		80,425		
Volunteer Fire Department	482,479	482,479		482,479		
Diversiory Funding	100,000	100,000		100,000		
Blueprint 2000	62,897	65,565		331,846		
CRTPA	238,206	241,181		119,523		Ordinance 2006-34
subtotal	2,051,062	2,324,508	13.33%	2,573,089	10.69%	
<b>Event Sponsorships</b>						
North Florida Homeless Veterans Stand Down	-	10,000		10,000		
Friends of Library	3,000	-		-		Ordinance 2006-34
Honor Flight	15,000	15,000		15,000		Ordinance 2006-34
Operation Thank You!	15,000	-		12,500		Ordinance 2006-34
Veterans Day Parade	2,500	2,500		5,000		Ordinance 2006-34
subtotal	35,500	27,500	-22.54%	42,500	54.55%	
<b>TOTAL NON-MANDATORY</b>	<b>30,941,207</b>	<b>33,849,492</b>	<b>9.40%</b>	<b>34,182,043</b>	<b>0.98%</b>	

# Leon County Fiscal Year 2017 Adopted Budget

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

Expenditure Summary by Category	FY15 Adopted	FY16 Adopted	% Change	FY17 Budget	% Change	Reference
<b>SUPPORT FUNCTIONS</b>						
Office of Management & Budget	1,001,516	1,069,365		962,016		FS 129
Facilities Management	8,120,595	8,351,985		8,855,193		FS 29.008 Maintains County Facilities
Human Resources	1,338,865	1,389,092		1,455,403		Implement Federal and State legislation regarding employment practices
Management Information Services	5,940,175	5,925,146		6,374,130		FS 29.008 Maintains all County information systems - emails, hardware, software, etc
Purchasing	401,746	496,018		610,599		FS 274.03, FS 287, LCL: Chapter 2-Article IX Section 2.401
Geographic Information Systems	1,960,963	1,951,206		1,923,845		Interlocal Agreement with the City of Tallahassee
Public Services - Support	-	-		-		LCL:Chapter 2, Article X Section 2-502
Non-Operating (Audit, Bank Charges, etc.)	806,959	959,740		982,280		
<b>TOTAL SUPPORT FUNCTIONS</b>	<b>19,570,819</b>	<b>20,142,552</b>	<b>2.92%</b>	<b>21,163,466</b>	<b>5.07%</b>	
<b>RESERVES</b>						
Budgeted Contingency; all funds	677,002	444,649		546,685		
<b>TOTAL BUDGETED RESERVES</b>	<b>677,002</b>	<b>444,649</b>	<b>-34.32%</b>	<b>546,685</b>	<b>22.95%</b>	
<b>TOTAL GENERAL REVENUE SUPPORTED</b>	<b>178,652,111</b>	<b>186,690,292</b>	<b>4.50%</b>	<b>192,429,857</b>	<b>3.07%</b>	
<b>SELF SUPPORTING AND INTERNAL SERVICES</b>						
Building Inspection	1,332,142	1,441,057		1,569,891		Numerous FS cites - see division page
Fleet Management	3,153,416	2,888,493		2,807,477		
Risk Management - Workers Comp	3,280,985	3,392,722		3,296,292		Workers Compensation, Property, Liability Insurance
Communications Trust Fund	820,245	1,103,438		1,392,807		
Teen Court	155,358	121,908		115,179		FS 938.19, Ordinance 9-18, LCL: Ch 7- Article 2 Section 7-28
Drug Abuse Trust Fund	52,540	52,920		53,395		
Judicial Programs	158,014	162,102		166,440		FS 939.185, LCL: Ch 7-Article II Section 7-24
Other Grant Related Activity	701,253	1,564,459		1,370,983		
9-1-1 Funding	1,283,200	1,276,500		1,355,300		FS 365.171
Emergency Medical Services (EMS)	15,465,226	16,083,506		16,473,669		FS 125.01(1)e, LCL: Ch 8-Article III Section 8
Tourist Development Funding	4,092,486	3,296,199		3,580,147		
Housing Finance Authority	67,925	89,360		92,960		FS 159.601, FS 159.604
Amtrak	-	-		-		
Killearn Lakes Special Assessment	232,500	232,500		232,500		Interlocal Agreement with the City of Tallahassee
800 Mhz Radio Support	1,088,224	1,211,332		1,338,826		
Huntington Oaks Plaza	134,425	134,425		122,806		
Drug & Alcohol Testing	158,884	170,876		168,734		
<b>TOTAL SELF SUPPORTING AND INTERNAL SERVICES</b>	<b>32,176,823</b>	<b>33,221,797</b>	<b>3.25%</b>	<b>34,137,406</b>	<b>2.76%</b>	
<b>TOTAL OPERATING BUDGET</b>	<b>210,828,934</b>	<b>219,912,089</b>	<b>4.31%</b>	<b>226,567,263</b>	<b>3.03%</b>	
<b>TOTAL CAPITAL BUDGET</b>	<b>17,613,555</b>	<b>18,629,284</b>	<b>5.77%</b>	<b>19,550,083</b>	<b>4.94%</b>	
<b>TOTAL CAPITAL RESERVES</b>	<b>12,540</b>	<b>12,540</b>	<b>0.00%</b>	<b>12,540</b>	<b>0.00%</b>	
<b>GRAND TOTAL</b>	<b>228,455,029</b>	<b>238,553,913</b>	<b>4.42%</b>	<b>246,129,886</b>	<b>3.18%</b>	

Notes:

1. Definitions of categories:

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

- Non-Mandatory: Expenditures that are not required.

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

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

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

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

(FY 2017 Revenue Estimates projected in Millions at 95%)

**AD VALOREM PROPERTY TAXES (\$117.44)**

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

**LOCAL OPTION GAS TAX (\$6.53)**

This tax is a locally imposed 6 cents per gallon tax on every net gallon of motor and diesel fuel from 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 effect from October 1, 2015. At the September 10<sup>th</sup> 2013 meeting, the Board approved levying an additional 5 cents to be shared 50/50 between the County and City.

**9TH CENT GAS TAX (\$1.40)**

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.

**STATE SHARED GAS TAX (\$4.05)**

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

**ENVIRONMENTAL PERMITS (\$1.76)**

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

**BUILDING PERMITS (\$2.00)**

Building Permit Fees are derived from developers of residential and commercial property and are intended to offset the cost of inspections to assure that development activity meets local, State and federal building code requirements.

**LOCAL OPTION SALES TAX (\$4.38)**

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 in 2019.

**LOCAL GOVERNMENT 1/2 CENT SALES TAX (\$12.27)**

The Local Government 1/2 Cent Sales Tax is based on 8.814 percent of net sales tax proceeds remitted by all sales tax dealers located within the County. Revenue is shared between County (56.6%) and City (43.4%) based on statutory defined distribution formula.

**TELECOMMUNICATIONS TAX (\$3.26)**

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

Services Tax (Local Option Tax). The County levies the local tax at a rate of 5.22%.

**PUBLIC SERVICE TAX (\$8.32)**

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 (\$5.46)**

The Florida Legislature repealed the intangible tax revenues which comprised the majority of the County's revenue sharing in 2002. The Legislature replaced the lost revenue with a 2.044% of sales tax collections (96.5% of revenue sharing comes from this source and 3.5% comes from cigarette tax collections).

**LOCAL OPTION TOURIST TAX (\$4.91)**

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

**EMERGENCY MEDICAL SERVICES MSTU and AMBULANCE FEES (\$16.47)**

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

**PROBATION FEES (\$0.87)**

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 (\$8.01)**

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

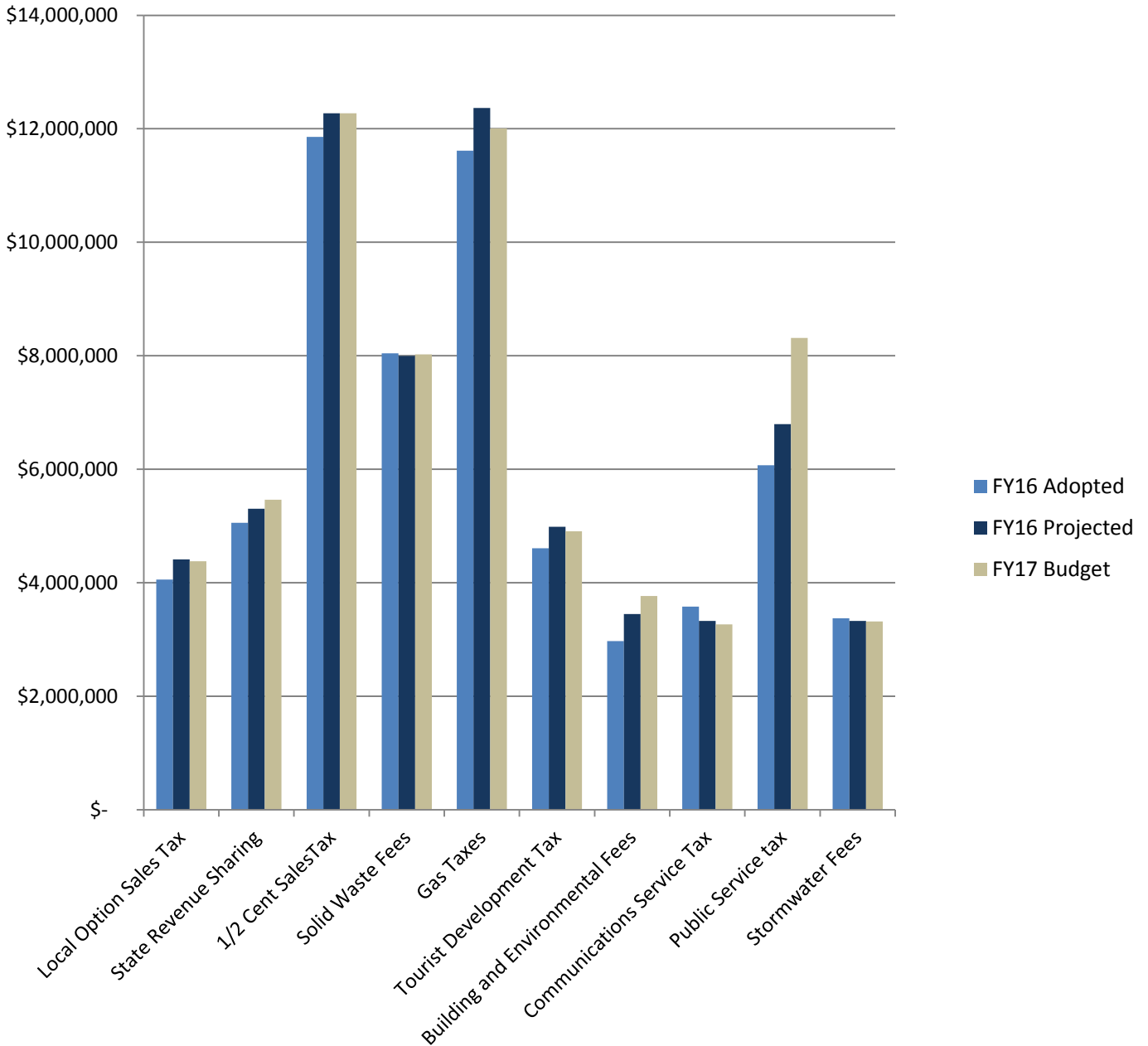
**FIRE SERVICES FEE (\$7.10)**

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 beginning in FY16 (with 15% reduction to the fire rescue service assessment for the first two FY)

**COURT FACILITIES FEE (\$1.00)**

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.

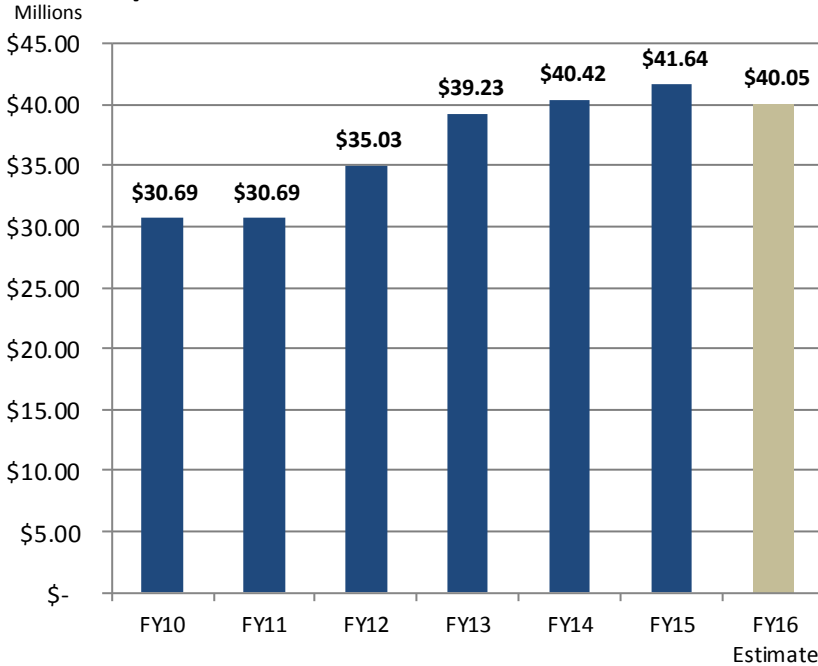
**FY 2016 AND FY 2017 REVENUE PROJECTIONS**



**Adopted Budget FY 2016, Projected Actual Collections FY 2016, and Budget FY 2017:**

This chart illustrates a comparison between the current budget, the projected actual collections for FY 2016, and the FY 2017 budget estimates. The chart depicts FY 2017 revenues forecasted at 95% as required by Florida Statute. Detailed charts of these revenues are shown on the subsequent pages, including ad valorem taxes.

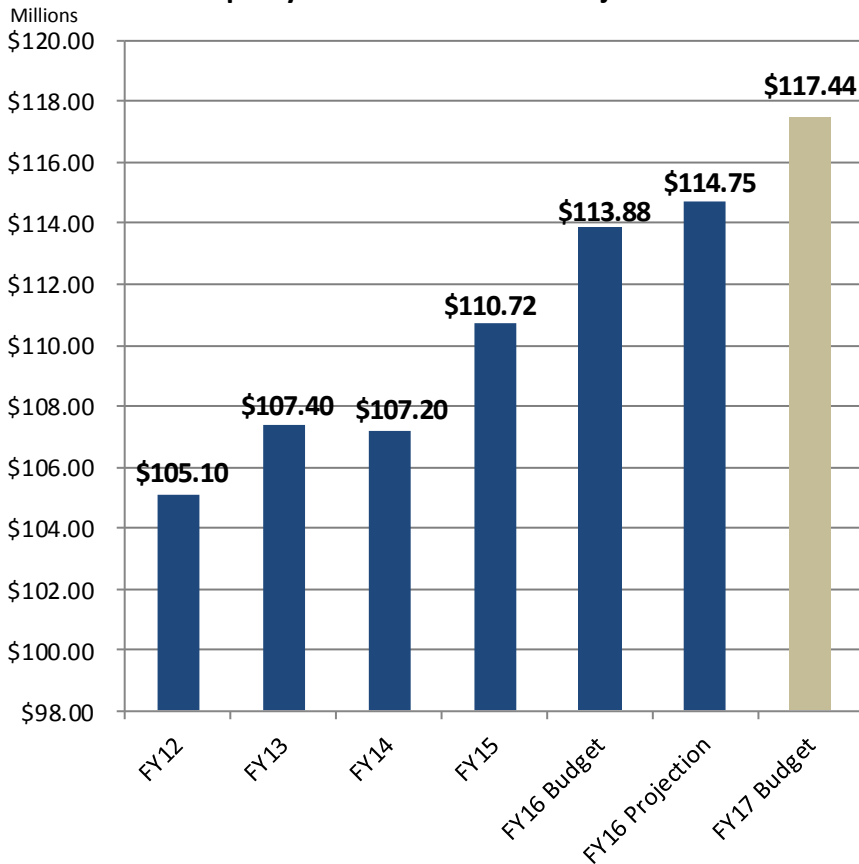
### General/Fine and Forfeiture Fund Balance



#### General Fund – Fund Balance:

Fund Balance is maintained for cash flow purposes, as an emergency reserve and a reserve for one-time capital improvement needs. In addition, the amount of fund balance is used by rating agencies in determining the bond rating for local governments. The Leon County Reserves Policy requires fund balances to be between a minimum of 15% and a maximum of 30% of operating expenditures. The unaudited year ending fund balance estimate for FY16 is \$42.05 million. This reflects 30% of FY16 operating expenditures.

### Ad Valorem Property Taxes: Actuals and Projections

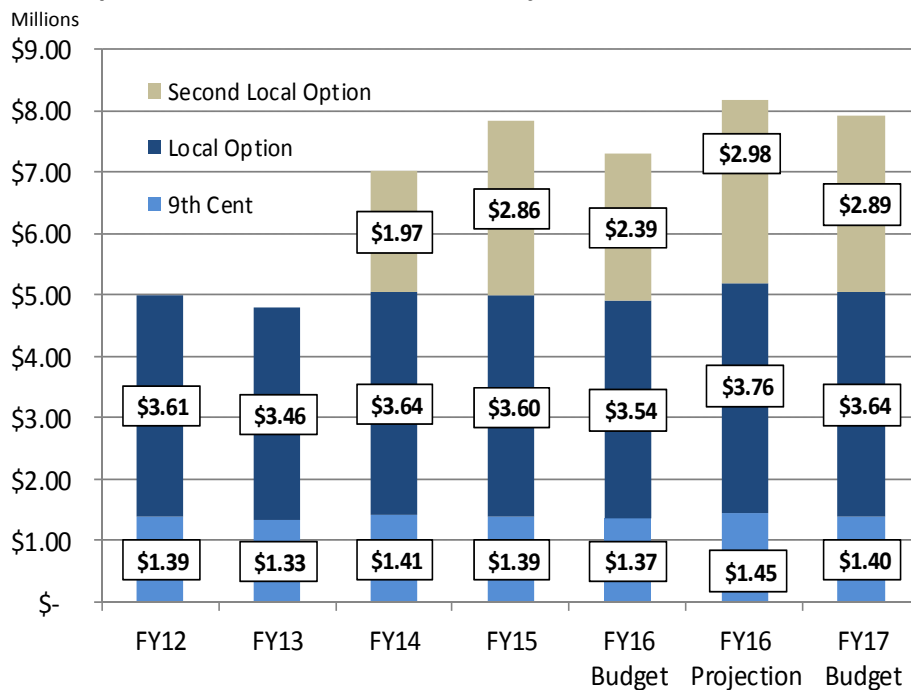


#### Ad Valorem Property Taxes:

The amounts shown are the combined General Fund and Fine and Forfeiture Fund levies. The tentative millage rate for FY17 is 8.3144. The revenues budgeted for FY17 represent 95% of anticipated revenues and do not include Municipal Services Taxing Unit (MSTU) revenues.

In January 2008 a constitutional amendment was passed that established restrictions on property valuations, such as an additional \$25,000 homestead exemption and Save Our Homes tax portability. These restrictions will limit future growth in ad valorem taxes. Trend shows a slow recovery in property values from the low in FY12. Due to an increase in property values, with the millage rate remaining 8.3144, the FY16 projected actual Ad Valorem Taxes will increase from FY15. Fiscal Year 2017 Ad Valorem Tax budget continues an increasing trend according to the preliminary property valuations provided by the Property Appraiser's Office on July 1, 2015, which shows a 3% increase from the previous year.

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

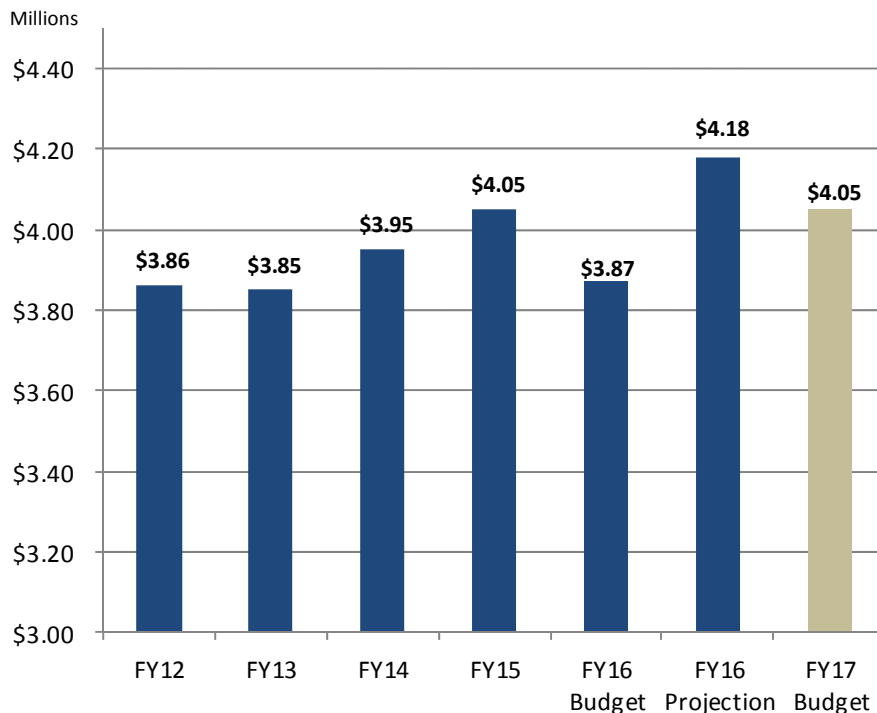


**Local Option Gas Taxes:**

This tax is a locally imposed 6 cents per gallon tax on every net gallon of motor and diesel fuel from 2009. 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, being effect from October 1, 2015. This tax will not sunset until FY 2045. 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 2nd local option 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. Since FY11, revenues have remained moderately flat due to higher gas prices, which led to the moderation on fuel consumption. FY16 anticipated collections are higher than the previous year due to improving economic conditions and low gas prices, which has caused an increase in consumption. FY17 estimated budget is projected at a relatively small growth from FY16.

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



**State Shared Gas Taxes:**

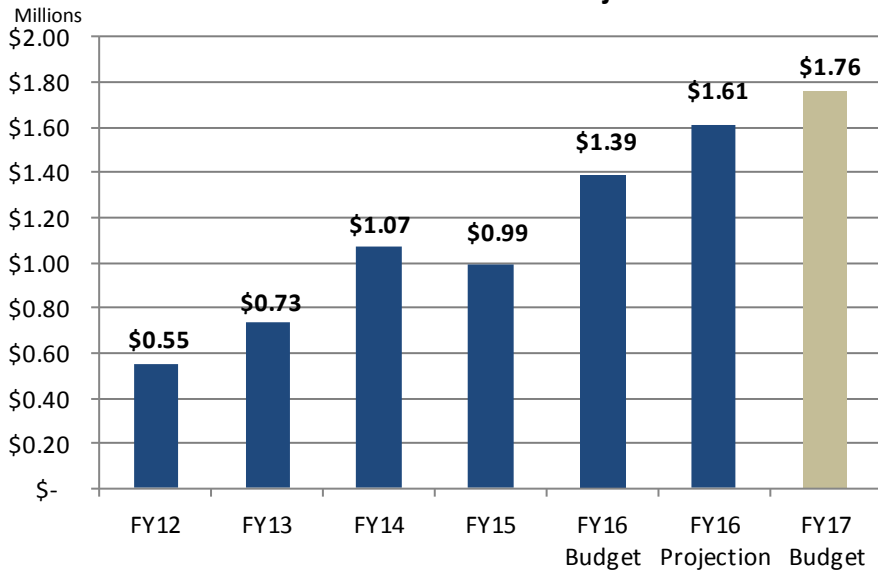
The State Shared Gas Tax consists of two discrete revenue streams: County Fuel Tax and the Constitutional Gas Tax. These revenues are all restricted to transportation related expenditures (Florida Statutes 206). The revenues are disbursed from the State based on a distribution formula consisting of county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

This is a consumption based tax on gallons purchased. Prior to FY11 there was modest growth in this revenue stream. Decreased fuel consumption due to the recession, more fuel efficient vehicles coupled with high fuel costs has caused a leveling trend in gas tax revenue over time.

In FY16, Leon County is anticipating collecting a slightly higher amount of gas tax revenues than originally budgeted based on current revenue collections and highway fuel sales estimates. FY17 projects a moderate incline in this revenue.



**Environmental Permit Fees: Actuals and Projections**



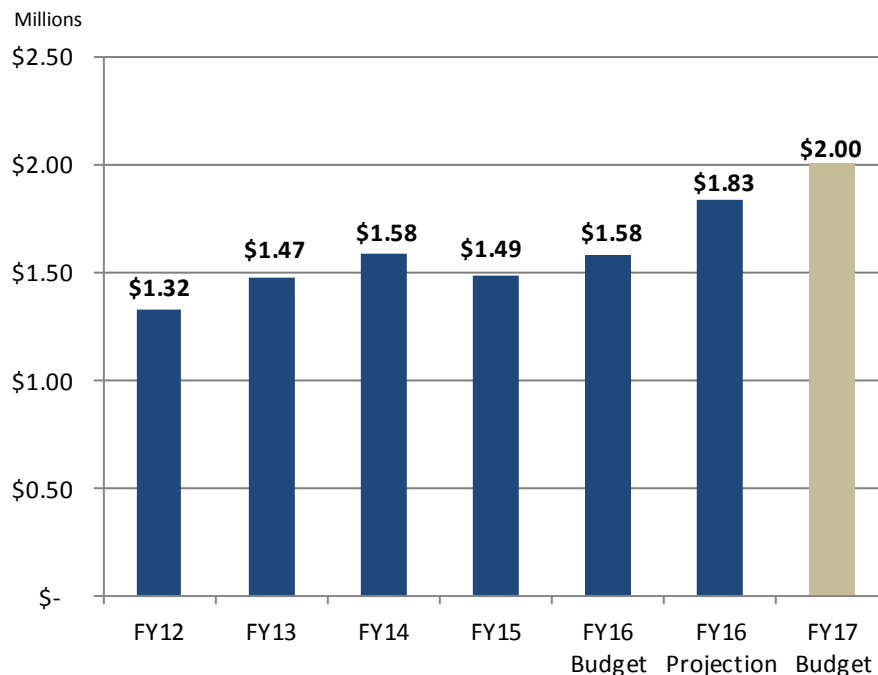
**Environmental Permit Fees:**

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

Environmental Permit Fees experienced a sharp decrease correlating with the start of the economic downturn in FY09 and through FY12. To offset this decline in revenue, eight positions were eliminated in FY10.

Beginning in FY13, an increase in development permitting started. This trend continued into FY14. It is projected that this trend will continue in FY16 and in FY17.

**Building Permit Fees: Actuals and Projections**

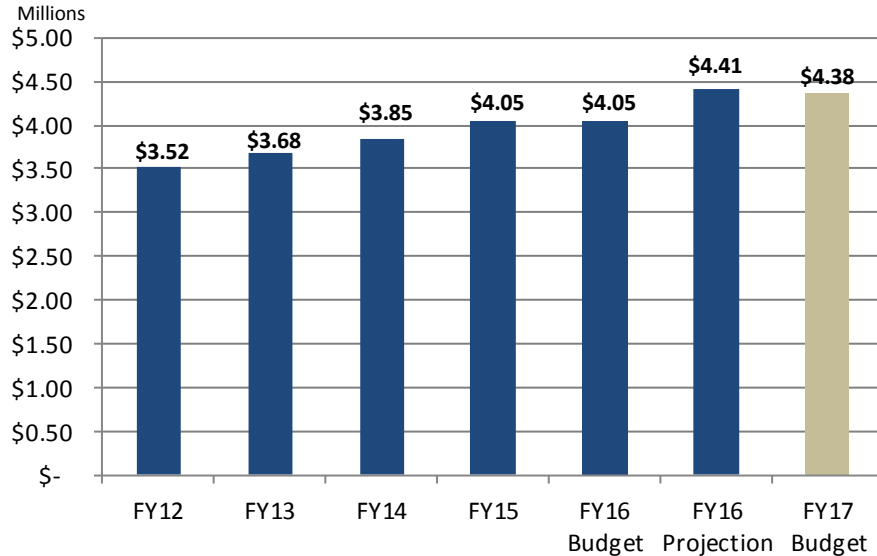


**Building Permit Fees:**

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

Increased commercial and housing construction indicate an improve economy. The revenue projections indicate a return to pre-recession levels. FY16 projected actuals and FY17 estimates show a significant growth from previous years due to the economic recovery.

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

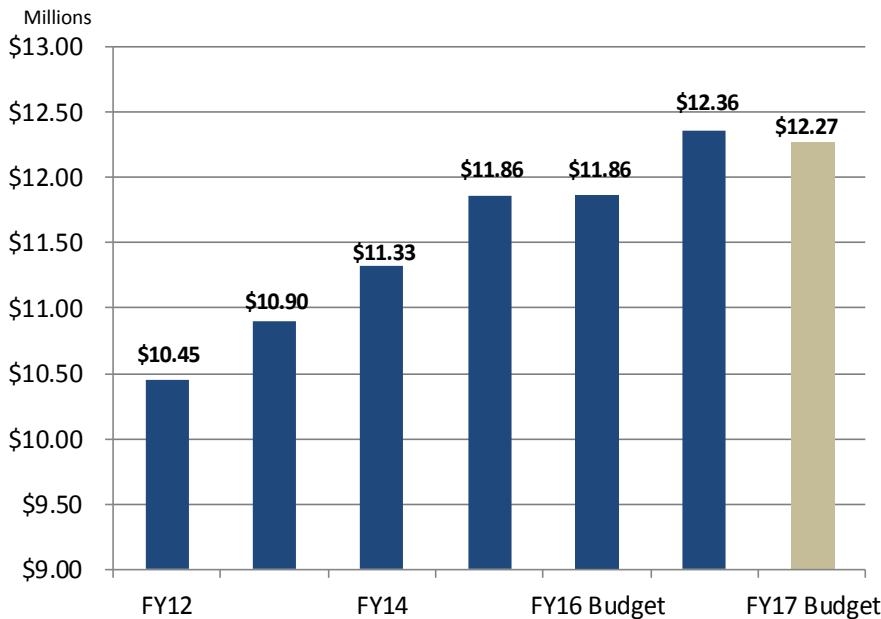


**Local Option Sales Tax:**

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

Leon County anticipates collecting a slightly higher amount of local sales tax than budgeted in FY16. This indicates a recovering economy and an increase in consumer spending. The FY17 estimated budget continues the upward trend in expected consumer spending.

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

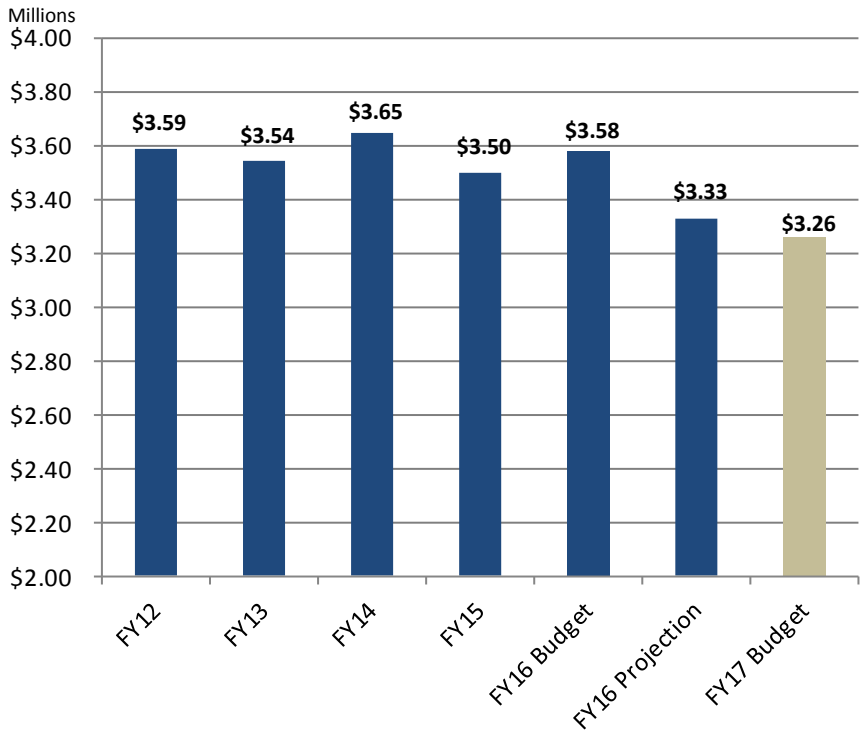


**Local Government 1/2 Cent Sales Tax:**

The Local Government 1/2 Cent Sales Tax is based on 9.653% of net sales tax proceeds remitted by all sales tax dealers located within Leon County. 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).

Sales tax revenue declined from FY09 to FY11, a trend that ended in FY12. Since FY12 this revenue has trended upward. Projected actuals for FY16 and FY17 preliminary budget forecasts indicate an improving economy and a corresponding increase in consumer based economic activity.

**Communication Services Tax: Actuals and Projections**



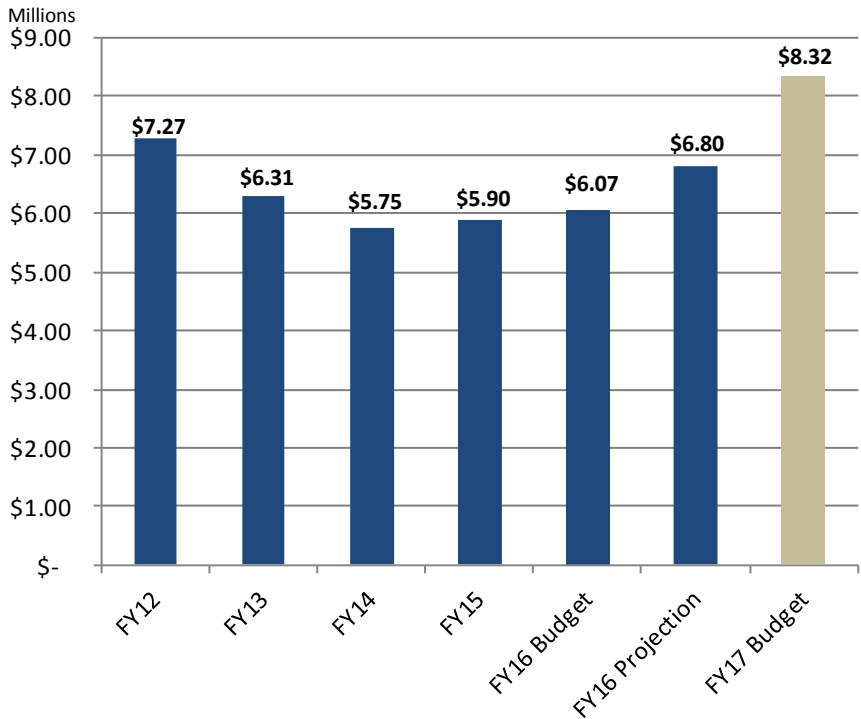
**Communication Services Tax:**

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

In December 2008, the County received a \$2.5 million audit adjustment from the State, distributed in the form of a \$1.3 million lump sum payment in December of FY09 with the remainder prorated in equal monthly payments of \$33,429 from February 2009 until December 2012. These monthly adjustment payments have been contemplated in the budget graphs, accounting for the higher than expected revenue figures in past years.

Statewide the CST has been in decline the past four years. Initially, Leon County was not following the trend: however, the current fiscal year revenues are not meeting the projected forecast and the decline is anticipated to continue in FY 2017.

**Public Service Tax: Actuals and Projections**

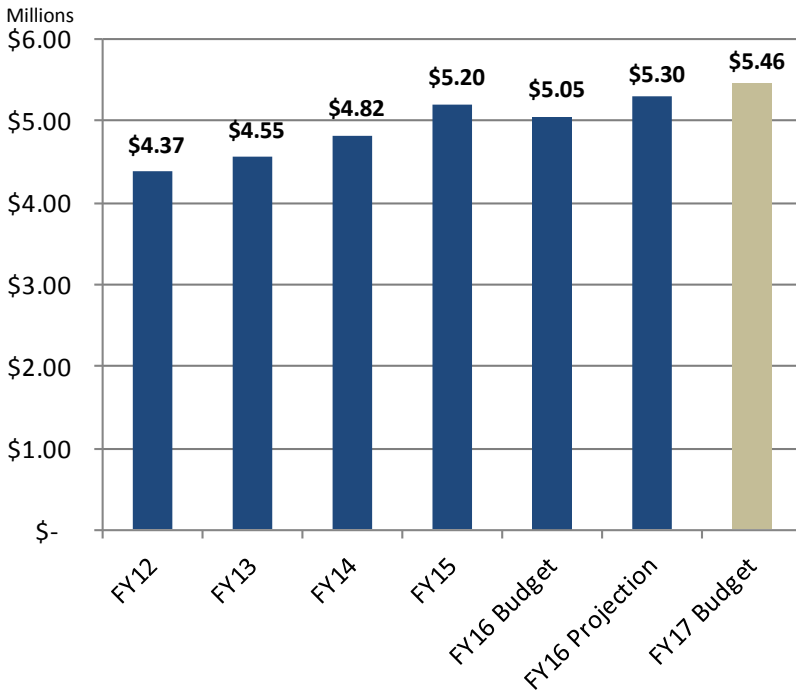


**Public Service Tax:**

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

Due to its consumption basis, this tax is subject to many variables including rates and usage. The Public Services Tax (PST) is anticipated to generate an additional \$2.3 million in FY17 specifically in the electric PST. The increase is due to two reasons: 1) The end of a three year repayment schedule to the City of Tallahassee of \$2.1 million for over payment of the electric PST to the County from FY10 – FY13; and 2) a correction to the calculation of the tax on Talquin electric billings.

**State Revenue Sharing: Actuals and Projections**

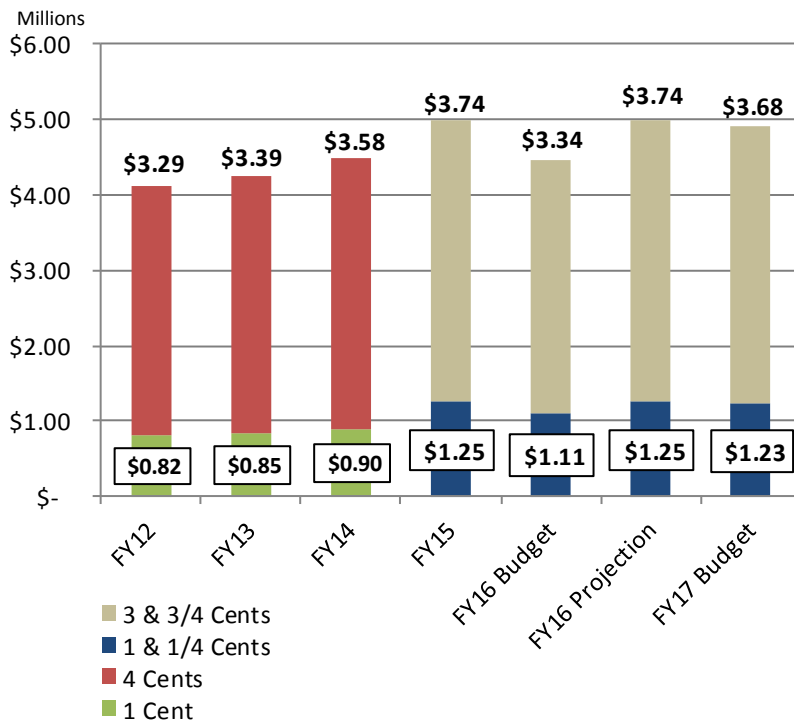


**State Revenue Sharing:**

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

Leon County collected increasing state revenue sharing taxes from the recession, indicating a growing confidence in consumer spending, which has continued through FY16. The State Revenue Estimating Conference has continued to forecast modest positive growth in FY16 and the out-years.

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



**Local Option Tourist Tax:**

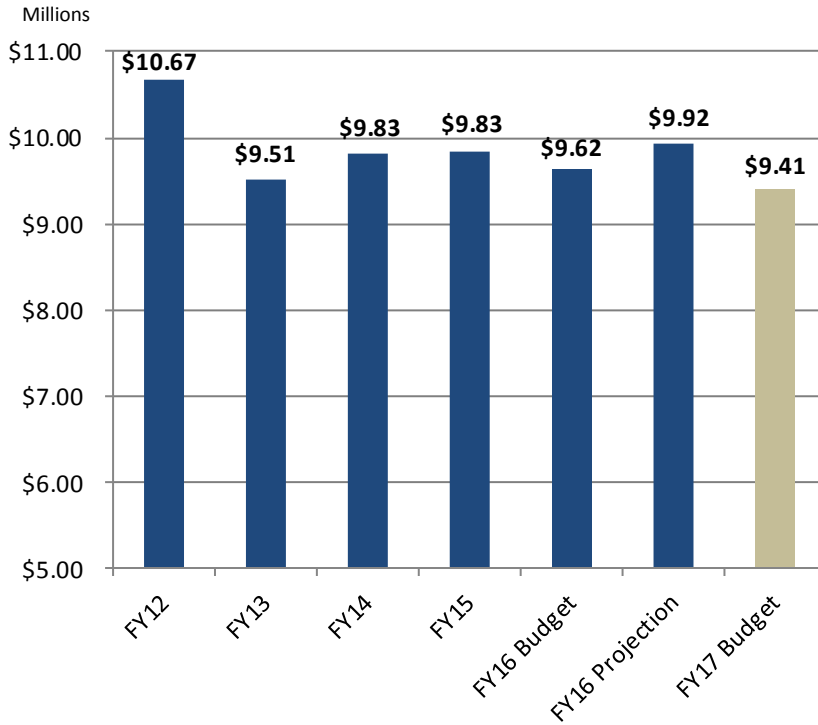
The Local Option Tourist Tax is a locally imposed 5% tax levied on rentals and leases of less than 6-month duration. This tax is administered locally by the Tax Collector. The funds are restricted to advertising, public relations, promotional programs, visitor services and approved special events (Florida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

On December 9, 2014, the Board amended TDC ordinances and restated the Grant Funding Agreement with Council on Culture & Arts (COCA), reallocating the TDT dedicated to the COCA from approximately ½-cent TDT to a total 1¼-cent TDT beginning in FY15. And the ¼-cent portion TDT will be used to support a capital grants program. The rest of 3¾-cent TDT will be distributed to support TDC marketing and promotions, beginning in FY15.

In 2015, Leon County had 2.35 million visitors which produced an \$863 million economic impact. Additionally, tourism in Leon County accounted for 13,659 jobs.

Improved economic conditions allowed for an increase in tourist tax from FY12 to FY15. The additional one cent levied in May 2009, along with an increase in available rooms, increased rates, and an increase in the business travelers sector of the market contributed to the modest growth. The FY16 estimate is being held flat to FY15 due to an anticipated slow fall tourist season caused by unfavorable football schedules. FY17 is projected with modest growth.

**Ambulance Fees: Actuals and Projections**



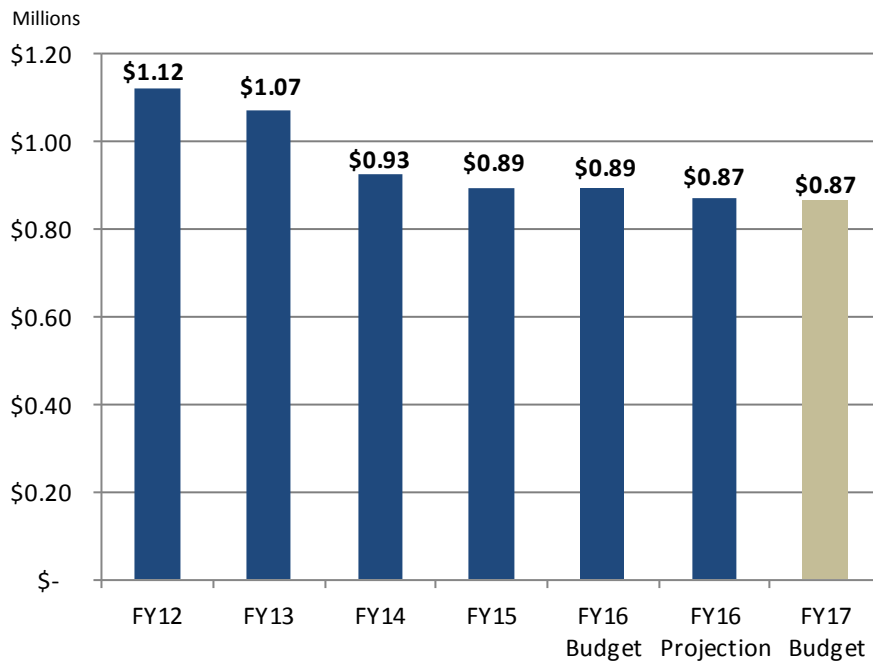
**Ambulance Fees:**

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

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

In FY08, the County established a collection policy to pursue uncollected bills, and to allow the write-off of billings determined uncollectible. The decline in revenue in FY13 corresponds to a decline in the booking of receivables (outstanding billings) from 41% to 36%. The moderation in the FY17 estimated budget and FY16 projected actuals corresponds to a decline in the booking of receivables (outstanding billings) from 36% to 31%, offset by an increase in total billings in FY16. This trend indicates a leveling of ambulance fee revenue in FY17.

**Probation Fees: Actuals and Projections**

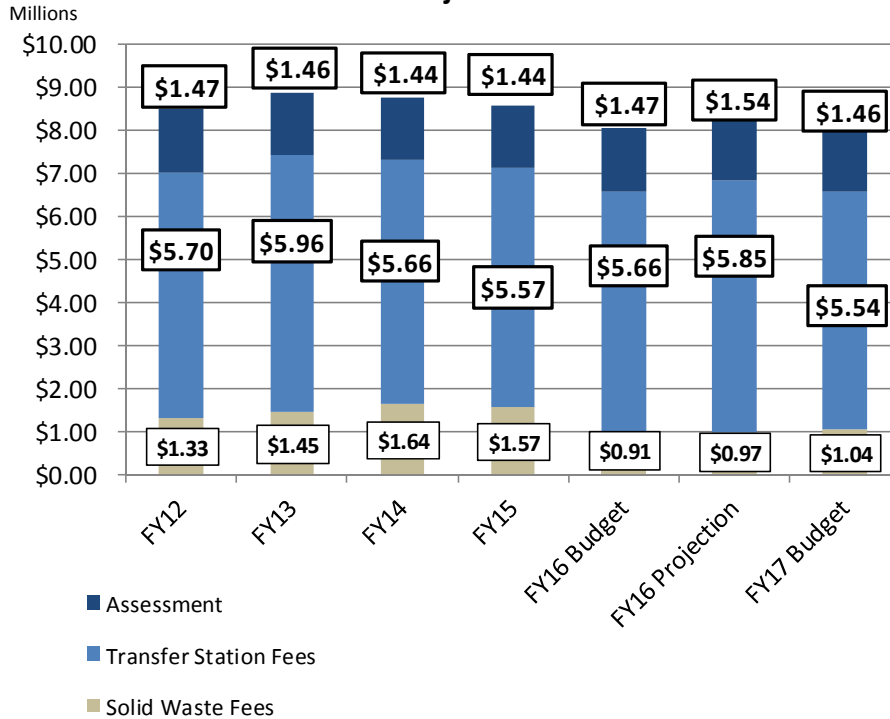


**Probation Fees:**

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

Revenues collected through Probation and Pre-Trial fees have steadily declined since FY11. 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 pre-trial tracking. FY16 and FY17 anticipated revenue is expected to decrease as the amount of fees that go uncollected continues to remain at a high level. With the creation of two alcohol testing alternatives, a decrease in the number of alcohol testing fees is expected. In summary, FY17 estimated budget shows a continued decline in revenue collection.

**Solid Waste Fees: Actuals and Projections**



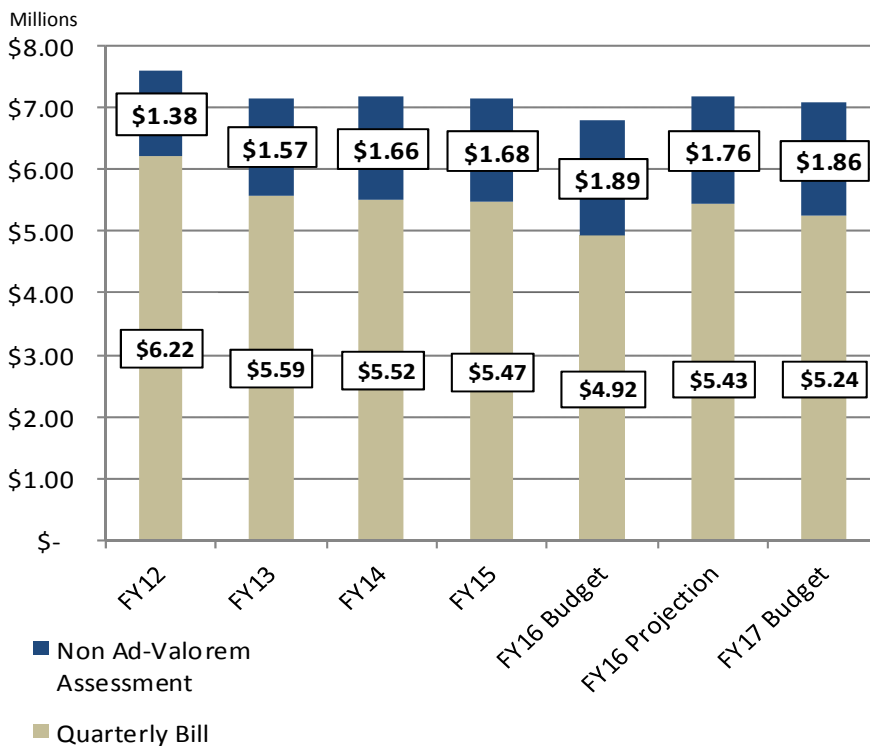
**Solid Waste Fees:**

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

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

Leon County established a reduced tipping fee in FY13 due to a reduction in hauling rates. FY16 projected actuals indicate a moderate increase over the FY16 budget. On April 28, 2015 Budget Workshop, the Board decided to close the landfill, caused a decline in revenue due to Marpan will no longer use the facility.

**Fire Service Fee: Actuals and Projections**



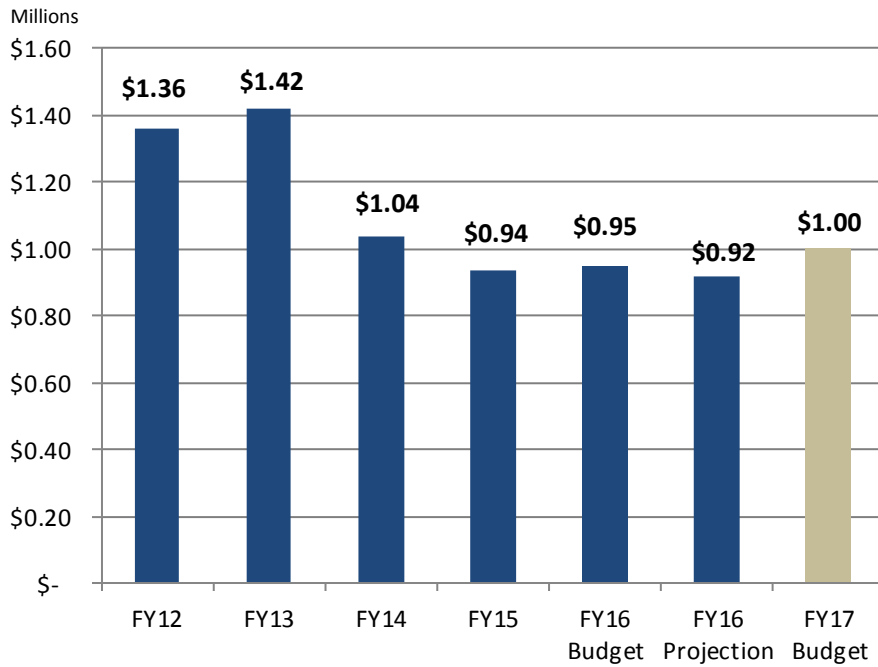
**Fire Services Fee:**

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

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

The quarterly billing collections were lower than expected due to property owners opting to defer the payment of their fire services quarterly bills in order to have the fee incorporated as a non-ad valorem assessment on their property tax bill. Since FY13 collections show a consistent trend in billing collections. FY17 is anticipated to follow that same trend.

**Court Facilities Fee: Actuals & Projections**



**Court Facilities Fee:**

Court Facilities Fees are established to fund “state court facilities” as defined in Chapter 29, Florida Statutes (2009). On June 19, 2009, legislation approved permitting counties to change the surcharge placed on non-criminal traffic infractions from \$15 to \$30. In FY14 the County collected \$1.8 million but expended more than \$7.2 million on behalf of the State Court system.

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

In FY09 Court Facilities Fees were in a continued decline from previous fiscal years. By the first quarter in FY10, revenues began to show improvement from the approved fee increase. The first two years with the approved fee increase, FY11 and FY12 showed moderate revenue increases. Due to a decline in the issuance of moving traffic violations, FY14 experienced a sharp decrease. FY16 and FY17 estimates indicate a leveling of this trend.

Leon County Fiscal Year 2017 Adopted Budget

Recommended Position Changes

Leon County Government	FTE	Impact	Judicial and Constitutionals	FTE	Impact
<b>Office of Information and Technology</b>			<b>Constitutionals</b>		
<b>Management Information Systems</b>			<b>Sheriff - Law Enforcement</b>		
MIS Mobility Specialist	1.00	76,222	Uniform Patrol Deputies	4.00	295,252
<b>Geographic Information Systems</b>			<b>Sheriff - Corrections</b>		
GIS Technician II	-1.00	(73,013)	Correction Technician	2.00	
<b>Total IT</b>	<b>0.00</b>	<b>3,209</b>	Property Manager	1.00	204,093
<b>Department of Public Works</b>			Maintenance Worker II	1.00	
<b>Operations - Stormwater Maintenance</b>			<b>Total Sheriff</b>	<b>8.00</b>	<b>499,345</b>
Crew Chief II	1.00	39,525	<hr/>		
Equipment Operators	3.00	101,358	<b>Total Constitutionals</b>	<b>8.00</b>	<b>499,345</b>
Maintenance Technician	2.00	62,620	<hr/>		
<b>Operations - Right of Way Management</b>			<b>Total County, Judicial and Constitutionals</b>	<b>-5.00</b>	<b>63,040</b>
Maintenance Technician (Safety Flagger)	1.00	31,310	<hr/>		
<b>Solid Waste</b>					
Solid Waste Contract Compliance Technician	-1.00	(64,011)			
Solid Waste Operator	-1.00	(46,672)			
Solid Waste Operator	-1.00	(50,499)			
Solid Waste Weigh Master	-1.00	(39,532)			
Solid Waste Technician	-1.00	(40,977)			
<b>Total Public Works</b>	<b>2.00</b>	<b>(6,878)</b>			
<b>P.L.A.C.E</b>					
<b>Planning*</b>					
Planning Research Supervisor	-1.00	-			
Planner II	-1.00	-			
Planner II	-1.00	-			
<b>Total P.L.A.C.E.</b>	<b>-3.00</b>	<b>-</b>			
<b>Department of Tourist Development</b>					
<b>Minority/Women/Small Business Enterprise</b>					
MWSBE Director	-1.00	(81,680)			
<b>Total Tourist Development</b>	<b>-1.00</b>	<b>(81,680)</b>			
<b>Department of Public Safety</b>					
<b>Emergency Medical Services</b>					
EMS Billing & Collection Technician	1.00	41,963			
<b>Total Public Safety</b>	<b>1.00</b>	<b>41,963</b>			
<b>Office of Resource Stewardship</b>					
<b>Cooperative Extension**</b>					
Director of County Extension	-1.00	(29,514)			
Administrative Associate III	-1.00	(52,378)			
Extension Agent II - Natural Resource	-1.00	(30,287)			
Extension Agent - Horticulture	-1.00	(17,020)			
Administrative Associate IV	-1.00	(46,313)			
Cooperative Extension Program Assistant	-1.00	(58,565)			
Extension Agent - Agriculture	-1.00	(16,234)			
Extension Agent - Home Economics	-1.00	(21,769)			
Extension Agent - Family & Consumer Services	-1.00	(21,160)			
Administrative Associated IV	-1.00	(59,256)			
Extension Agent - 4-H Youth	-1.00	(17,425)			
Extension Agent - 4H Youth	-1.00	(22,998)			
<b>Total Resource Stewardship</b>	<b>(12.00)</b>	<b>(392,919)</b>			
<b>Total Leon County Government</b>					
	<b>-13.00</b>	<b>(436,305)</b>			

\* The majority of the Planning Department staff are on the City of Tallahassee's payroll; this personnel reduction will be reflected as a reduction in the County's contractual payment to the City for the operational costs of the joint Planning Department.

\*\* Leon County entered into a contract with the University of Florida for Cooperative Extension Services. The new arrangement moved all Cooperative Extension staff to the University of Florida employment system. These positions have been deleted in the FY 2017 budget, but the personnel cost reduction is offset by the County's service contract that funds the Cooperative Extension Services Office.



# Leon County Fiscal Year 2017 Adopted Budget

## Authorized Position Summary

### Board of County Commissioners

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 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 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
County Administration	3.00	4.00	5.00	0.00	5.00	5.00	5.00	5.00	5.00
Strategic Initiatives	11.00	13.50	14.50	0.00	14.50	14.50	14.50	14.50	14.50
Human Resources	12.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00
	26.00	29.50	31.50	0.00	31.50	31.50	31.50	31.50	31.50

### Office of Information and Technology

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Management Information Services	44.84	43.17	43.34	1.00	44.34	44.34	44.34	44.34	44.34
Geographic Information Systems	16.16	15.83	15.66	(1.00)	14.66	14.66	14.66	14.66	14.66
	61.00	59.00	59.00	0.00	59.00	59.00	59.00	59.00	59.00

### County Attorney's Office

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 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	31.50	12.00	12.00

### Department of Public Works

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
PW Support Services	4.00	4.00	4.50	0.00	4.50	4.50	4.50	4.50	4.50
Operations	130.00	130.00	130.00	7.00	137.00	137.00	137.00	137.00	137.00
Engineering Services	32.00	32.00	35.00	0.00	35.00	35.00	35.00	35.00	35.00
Fleet Management	9.00	9.00	9.25	0.00	9.25	9.25	9.25	9.25	9.25
Solid Waste	35.00	34.45	32.40	(5.00)	27.40	27.40	27.40	27.40	27.40
	210.00	209.45	211.15	2.00	213.15	213.15	213.15	213.15	213.15

### Department of Development Support & Environmental Management

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
DS Support Services	3.92	3.81	3.36	0.00	3.36	3.36	3.36	3.36	3.36
Permit and Code Services	7.88	6.47	6.25	0.00	6.25	6.25	6.25	6.25	6.25
Building Plans Review & Inspection	16.20	18.72	21.39	0.00	21.39	21.39	21.39	21.39	21.39
Environmental Services	16.00	17.00	17.00	0.00	17.00	17.00	17.00	17.00	17.00
Development Services	10.00	10.00	10.00	0.00	10.00	10.00	10.00	10.00	10.00
	54.00	56.00	58.00	0.00	58.00	58.00	58.00	58.00	58.00

# Leon County Fiscal Year 2017 Adopted Budget

## Authorized Position Summary

### Department of PLACE

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Planning Department	26.00	26.00	23.50	0.00	23.50	23.50	23.50	23.50	23.50
	26.00	26.00	23.50	0.00	23.50	23.50	23.50	23.50	23.50

### Office of Financial Stewardship

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 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	6.00	7.25	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
	17.00	18.25	19.00	0.00	19.00	19.00	19.00	19.00	19.00

### Office of Tourist Development

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Economic Vitality	4.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
M/W Small Business Enterprise	2.00	1.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tourist Development	11.00	12.00	12.00	0.00	12.00	12.00	12.00	12.00	12.00
	17.00	15.75	12.00	0.00	12.00	12.00	12.00	12.00	12.00

### Office of Public Safety

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Emergency Medical Services	111.20	121.20	121.20	1.00	122.20	122.20	122.20	122.20	122.20
Animal Control	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00
	118.20	128.20	128.20	1.00	129.20	129.20	129.20	129.20	129.20

### Office of Library Services

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 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 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
County Probation	17.00	16.00	16.00	0.00	16.00	16.00	16.00	16.00	16.00
Supervised Pretrial Release	15.00	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
	34.00	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 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 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
	11.00	11.00	11.00	0.00	11.00	11.00	11.00	11.00	11.00

### Office of Resource Stewardship

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Office of Sustainability	2.00	1.20	2.50	0.00	2.50	2.50	2.50	2.50	2.50
Cooperative Extension	13.00	13.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Parks and Recreation	28.00	29.00	29.00	0.00	29.00	29.00	29.00	29.00	29.00
Facilities Management	40.00	39.00	37.00	0.00	37.00	37.00	37.00	37.00	37.00
	83.00	82.20	68.50	0.00	68.50	68.50	68.50	68.50	68.50

# Leon County Fiscal Year 2017 Adopted Budget

## Authorized Position Summary

### Constitutional

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 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	606.00	608.00	608.00	8.00	616.00	616.00	616.00	616.00	616.00
Supervisor of Elections	18.00	19.00	19.00	0.00	19.00	19.00	19.00	19.00	19.00
Tax Collector	86.00	86.00	86.00	0.00	86.00	86.00	86.00	86.00	86.00
	<b>930.00</b>	<b>933.00</b>	<b>933.00</b>	<b>8.00</b>	<b>941.00</b>	<b>941.00</b>	<b>941.00</b>	<b>941.00</b>	<b>941.00</b>

### Judicial

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Court Administration	2.90	2.72	2.72	0.00	2.72	2.72	2.72	2.72	2.72
Other Court-Related Programs	5.61	5.78	5.78	0.00	5.78	5.78	5.78	5.78	5.78
	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	<b>0.00</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>

### Non-Operating

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Other Non-Operating <sup>1</sup>	3.00	3.00	4.50	0.00	4.50	4.50	4.50	4.50	4.50

### Grants Administration

Authorized Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Grants Court Admin	0.00	0.00	2.00	0.00	2.00	2.00	2.00	2.00	2.00

### Summary

<b>Total Full-Time Equivalents (FTE)</b>	<b>1,726.40</b>	<b>1,739.55</b>	<b>1,729.55</b>	<b>11.00</b>	<b>1,740.55</b>	<b>1,740.55</b>	<b>1,760.05</b>	<b>1,740.55</b>	<b>1,740.55</b>
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1. The Capital Regional Transportation Planning Agency reimburses the County for two positions.

Authorized OPS Position Summary

**Department of Public Works**

OPS Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Operations	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

**Department of Development Support & Environmental Management**

OPS Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 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

**Office of Public Safety**

OPS Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 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 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 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

**Constitutional**

OPS Positions	FY 2015 Actual	FY 2016 Adopted	FY 2017 Continuation	FY 2017 Issues	FY 2017 Adopted	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected
Supervisor of Elections	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	0.00	1.00	1.00	1.00	1.00	1.00
Total OPS FTE	7.00	7.00	7.00	0.00	7.00	7.00	7.00	7.00	7.00

Leon County Fiscal Year 2017 Adopted Budget

Total OPS Position Salary Funding

OPS Positions	FY 2016 Adopted	FY 2017 Budget	FY 2018 Budget	FY 2019 Budget	FY 2020 Budget	FY 2021 Budget
<b><u>Public Works</u></b>						
Operations - Mosquito Control	100,969	103,436	106,539	109,735	113,027	116,418
Solid Waste - Hazardous Waste	20,086	19,905	20,501	21,116	21,750	22,400
Solid Waste - Rural Waste	12,406	12,294	12,662	13,043	13,435	13,837
Subtotal	<u>133,461</u>	<u>135,635</u>	<u>139,702</u>	<u>143,894</u>	<u>148,212</u>	<u>152,655</u>
<b><u>Development Support &amp; Environmental Management</u></b>						
Development Support	0	0	0	0	0	0
Subtotal	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b><u>Public Safety</u></b>						
Emergency Medical Services	475,680	490,280	504,987	520,139	535,746	551,557
Subtotal	<u>475,680</u>	<u>490,280</u>	<u>504,987</u>	<u>520,139</u>	<u>535,746</u>	<u>551,557</u>
<b><u>Library Services</u></b>						
Library Services	28,506	29,401	30,285	31,194	32,129	33,094
Subtotal	<u>28,506</u>	<u>29,401</u>	<u>30,285</u>	<u>31,194</u>	<u>32,129</u>	<u>33,094</u>
<b><u>Constitutional</u></b>						
Supervisor of Elections	552,000	250,000	250,000	205,000	500,000	250,000
Subtotal	<u>552,000</u>	<u>250,000</u>	<u>466,288</u>	<u>466,536</u>	<u>466,791</u>	<u>466,791</u>
<b>Total OPS Funding</b>	<u><b>1,189,647</b></u>	<u><b>905,316</b></u>	<u><b>1,141,262</b></u>	<u><b>1,161,763</b></u>	<u><b>1,182,878</b></u>	<u><b>1,204,097</b></u>

Notes:

1. The amounts represented in this table include benefit costs.

# Leon County Fiscal Year 2017 Adopted Budget

## Summary of Fund Balance & Retained Earnings (unaudited)

Org	Fund Title	FY14	FY15	FY 16 Estimate			% Change(+/-)
		Actual	Actual	Rev	Exp.	Year End (A)	
<b>General &amp; Fine and Forfeiture Funds * (A)</b>							
001	General Fund	37,233,665	39,800,756	98,932,192	60,569,663	38,362,529	-3.61%
110	Fine and Forfeiture Fund	3,183,317	1,840,601	72,784,288	71,093,916	1,690,372	-8.16%
	<b>Subtotal:</b>	<b>40,416,982</b>	<b>41,641,357</b>	<b>171,716,480</b>	<b>131,663,579</b>	<b>40,052,901</b>	<b>-3.81%</b>
* The combined fund balances for the general and fine and forfeiture funds fall within the allowable range of the County Reserve Policy, which requires a minimum of 15% and a maximum of 30% reserve.							
<b>Special Revenue Funds</b>							
106	County Transportation Trust Fund	4,060,185	5,994,258	21,149,165	16,403,245	4,745,920	-20.83%
111	Probation Services Fund	834,994	1,017,467	3,998,979	2,846,711	1,152,268	13.25%
114	Teen Court Fund	95,411	37,020	142,284	110,901	31,382	-15.23%
116	Drug Abuse Trust Fund (B)	11,003	936	63,446	62,510	936	0.00%
117	Judicial Programs Fund	112,804	232,576	232,576	196,391	250,906	7.88%
120	Building Inspection Fund (C)	1,533,639	1,723,885	3,534,668	1,591,854	1,942,814	12.70%
121	Development Support Fund (C)	1,288,426	885,124	5,354,157	3,462,988	1,891,169	113.66%
123	Stormwater Utility Fund	1,505,345	1,991,776	6,341,310	5,302,731	1,038,579	-47.86%
124	Ship Trust Fund	180	180	1,361,412	1,303,621	57,791	N/A
125	Grants	1,337,469	1,328,914	19,692,011	18,515,203	1,176,808	-11.45%
126	Non-Countywide General Revenue Fund (D)	2,530,138	3,612,218	24,913,508	21,787,058	3,126,451	-13.45%
127	Grants (E)	180,442	190,574	984,767	804,109	180,657	-5.20%
130	911 Emergency Communications Fund	1,166,317	1,555,151	2,502,474	1,282,500	1,219,974	-21.55%
131	Radio Communications Systems Fund (F)	8,240	0	1,214,520	1,214,332	188	N/A
135	Emergency Medical Services Fund	11,621,657	9,420,586	25,901,964	17,588,633	8,313,332	-11.75%
140	Municipal Service Fund	2,573,757	3,128,975	12,817,950	10,058,392	2,759,558	-11.81%
145	Fire Services Fund	861,254	1,128,724	9,285,345	8,033,121	1,252,224	10.94%
160	Tourist Development Fund (1st-5th Cents) (H)	1,265,723	2,044,057	7,091,472	5,123,496	1,967,976	-3.72%
160	Tourist Develop. Cultural, Visual Arts, Heritage (H)	5,042,522	5,042,522	5,042,522	0	5,042,522	0.00%
161	Housing Finance Authority Fund (I)	650,420	671,455	718,662	287,493	431,170	-35.79%
162	Special Assessment Paving Fund	262,426	264,056	549,524	285,468	264,056	0.00%
164	Killearn Lakes Units I and II Sewer	-265	2,477	240,264	237,500	2,764	11.59%
165	Bank of America Building Operating Fund	3,435,362	1,698,517	3,305,455	2,946,059	359,396	-78.84%
166	Huntington Oaks Plaza Fund	103,909	188,044	401,249	293,679	107,570	-42.80%
	<b>Subtotal:</b>	<b>40,481,358</b>	<b>42,159,492</b>	<b>156,839,683</b>	<b>119,737,994</b>	<b>37,316,410</b>	<b>-11.49%</b>
<b>Debt Service Funds</b>							
211	Debt Service - Series 2003 A&B	314,793	1,286	582,769	581,483	1,286	0.00%
220	Debt Service - Series 2004	127,098	224,712	7,040,164	6,941,750	98,414	-56.20%
222	Debt Service - Series 2014	0	0	484,516	484,514	2	N/A
	<b>Subtotal:</b>	<b>441,891</b>	<b>225,998</b>	<b>8,107,449</b>	<b>8,007,747</b>	<b>99,702</b>	<b>-55.88%</b>

# Leon County Fiscal Year 2017 Adopted Budget

## Summary of Fund Balance & Retained Earnings (unaudited)

Org	Fund Title	FY14	FY15	FY 16 Estimate			% Change(+/-)
		Actual	Actual	Rev	Exp.	Year End (A)	
<b>Capital Projects Funds</b>							
305	Capital Improvements Fund (J)	25,925,968	19,940,027	36,926,720	23,406,137	13,520,583	-32.19%
306	Gas Tax Transportation Fund	2,783,015	3,728,625	8,624,884	7,402,453	1,222,431	-67.21%
308	Local Option Sales Tax Fund (J)	11,644,100	8,599,509	8,613,261	8,451,756	161,505	-98.12%
309	Local Option Sales Tax Extension Fund	11,280,842	7,422,380	23,160,531	21,142,820	2,017,711	-72.82%
311	Construction Series 2003 A&B Fund (L)	159,475	6,906	6,916	0	6,916	N/A
318	1999 Bond Construction Fund (L)	454,506	134,416	134,490	103,070	31,420	-76.62%
320	Construction Series 2005 (L)	21,830	0	0	0	0	N/A
321	Energy Savings Contract ESCO Capital Fund (L)	20,266	20,472	20,503	20,296	207	-98.99%
330	911 Capital Projects Fund	1,974,388	1,997,757	2,007,613	12,540	1,995,073	-0.13%
341	Countywide Road District Fund - Impact Fee	1,994,956	746,460	745,928	604,903	141,025	-81.11%
343	NW Urban Collector Fund - Impact Fee	402,955	364,341	364,881	296,950	67,931	-81.36%
344	SE Urban Collector Fund - Impact Fee	96,983	97,961	98,108	0	98,108	0.15%
	<b>Subtotal:</b>	<b>56,759,284</b>	<b>43,058,854</b>	<b>80,703,835</b>	<b>61,440,925</b>	<b>19,262,910</b>	<b>-55.26%</b>
<b>Enterprise Funds</b>							
401	Solid Waste Fund (M)	6,116,122	5,320,453	16,101,708	10,890,584	5,211,124	-2.05%
	<b>Subtotal:</b>	<b>6,116,122</b>	<b>5,320,453</b>	<b>16,101,708</b>	<b>10,890,584</b>	<b>5,211,124</b>	<b>-2.05%</b>
<b>Internal Service Funds</b>							
501	Insurance Service Fund	1,775,161	1,610,635	5,306,031	3,642,236	1,663,795	3.30%
502	Communications Trust Fund	128,087	128,086	882,023	795,823	86,201	N/A
505	Motor Pool Fund	45,673	45,677	2,778,878	2,751,203	27,675	N/A
	<b>Subtotal:</b>	<b>1,948,921</b>	<b>1,784,398</b>	<b>8,966,933</b>	<b>7,189,261</b>	<b>1,777,671</b>	<b>-0.38%</b>
<b>TOTAL:</b>		<b>146,164,558</b>	<b>134,190,552</b>	<b>442,436,087</b>	<b>338,930,090</b>	<b>103,720,717</b>	<b>-22.71%</b>

**Notes:**

Balances are estimated as year ending for FY 2016 and may be changed pending final audit adjustments.

A. The Board approved the use of \$2.5 million of General revenue fund balance to balance the FY 2017 budget at the June 2016 Budget Workshop. The FY 2016 estimated year end General/Fine & Forfeiture fund balance figure does not reflect the drawdown of the fund balance.

B. The reduction in fund balance is due to the decline in revenue from this program associated with fee waivers. The Court Administration is reviewing the program to see how it can be funded within the existing revenue stream.

C. The increase in the Building fund balance and the Development Support fund balance is reflective of an increase in building and development permitting due to an improved economy.

D. 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.

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

F. The Radio Communications Systems Fund is used to account for the new radio system for Joint Dispatch.

H. The Tourist Development Tax is reflected in two separate fund balances. Currently five cents supports 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 local agreement with the County, the City and the Community Redevelopment Agency approved at the December 9, 2014 Board Meeting.

I. The fund balance reflects a gain from investments through previous bond issues.

J. The fund balance reflects the remaining capital reserves budgeted during FY 2016 as a "sinking fund" for maintaining existing County infrastructure for the next five years.

K. Reflects the remaining fund balance from the original sales tax.

L. Bond construction funds will be closed at the end of FY 2016.

M. Amount reflected is unrestricted retained earnings. The decline was anticipated due to the budgeting of \$1.0 million in fund balance to cover operating expenditures in FY 2016.

Leon County Fiscal Year 2017 Adopted Budget

Summary of Fund Balance and County Reserves Policy

Fund	Fund Title	FY16 Yr Ending Est. Bal. (B)	FY17 Adopted Budget	Policy (A) Minimum 15% Budget	Policy (A) Maximum 30% Budget	FY17: Fund Balance Allocation (B)		
						Budgeted For Spending	Emergency Contingency & Cash Flow	Available for Future Allocation
<b>General &amp; Fine and Forfeiture Funds</b>								
001	General Fund	38,362,529	64,708,645	9,706,297	19,412,594	2,537,322	35,825,207	
110	Fine and Forfeiture Fund	1,690,372	73,040,591	10,956,089	21,912,177	0	1,690,372	
	<b>Subtotal:</b>	<b>40,052,901</b>	<b>137,749,236</b>	<b>20,662,385</b>	<b>41,324,771</b>	<b>2,537,322</b>	<b>37,515,579</b>	<b>0</b>
<b>Special Revenue Funds (C)</b>								
106	County Transportation Trust Fund	4,745,920	15,875,769	2,381,365	4,762,731	0	4,745,920	0
111	Probation Services Fund	1,152,268	3,105,539	465,831	931,662	0	931,662	220,606
114	Teen Court Fund	31,382	125,761	18,864	37,728	31,000	382	0
116	Drug Abuse Trust Fund	936	61,370	9,206	18,411	0	936	0
117	Judicial Programs Fund	250,906	225,222	33,783	67,567	3,302	67,567	0
120	Building Inspection Fund	1,942,814	2,022,550	303,383	606,765		606,765	1,336,049
121	Growth Management Fund	1,891,169	4,103,299	615,495	1,230,990	358,274	1,230,990	301,905
123	Stormwater Utility Fund	1,038,579	4,764,519	714,678	1,429,356	0	1,038,579	0
124	Ship Trust Fund	57,791	636,425	95,464	190,928	0	57,791	0
125	Grants	1,176,808	676,248	101,437	202,874	262,146	202,874	711,788
126	Non-Countywide General Revenue Fund	3,126,451	21,401,338	3,210,201	6,420,401	0	3,126,451	0
127	Grants	180,657	60,000	9,000	18,000	0	18,000	162,657
130	911 Emergency Communications Fund	1,219,974	1,362,300	204,345	408,690	0	408,690	811,284
131	Radio Communications Systems Fund	188	1,342,826	201,424	402,848	0	188	0
135	Emergency Medical Services Fund	8,313,332	19,225,563	2,883,834	5,767,669	2,436,270	5,767,669	109,393
140	Municipal Service Fund	2,759,558	9,642,684	1,446,403	2,892,805	1,224,459	1,535,099	0
145	Fire Services Fund	1,252,224	8,319,405	1,247,911	2,495,822	0	1,252,224	0
160	Tourist Development Fund (1st-5th Cents)	1,967,976	5,454,065	818,110	1,636,220	491,300	1,476,676	0
160	Tourist Development: Cultural, Visual Arts,	5,042,522	5,042,522	756,378	1,512,757	0	1,512,757	3,529,765
161	Housing Finance Authority Fund	431,170	92,960	13,944	27,888	63,605	27,888	339,677
162	Special Assessment Paving Fund	264,056	178,315	26,747	53,495	0	53,495	210,562
164	Killearn Lakes Units I & II Sewer	2,764	237,500	35,625	71,250	0	2,764	0
165	Bank of America Building Operating Fund	359,396	1,791,024	268,654	537,307	52,652	306,744	0
166	Huntington Oaks Plaza Fund	107,570	151,196	22,679	45,359	11,719	45,359	50,492
	<b>Subtotal:</b>	<b>37,316,410</b>	<b>105,898,400</b>	<b>15,884,760</b>	<b>31,769,520</b>	<b>4,934,727</b>	<b>24,417,467</b>	<b>7,784,179</b>
<b>Debt Service Funds</b>								
211	Debt Service - Series 2003 A&B	1,286				0	0	1,286
220	Debt Service - Series 2005	98,414				98,417	0	n/a
222	Debt Service - Series 2014	2				0	0	2
	<b>Subtotal:</b>	<b>99,702</b>				<b>98,417</b>	<b>0</b>	<b>1,288</b>
<b>Capital Projects Funds (D)</b>								
305	Capital Improvements Fund	13,520,583				5,468,030	n/a	8,052,553
306	Gas Tax Transportation Fund	1,222,431				331,500	n/a	890,931
308	Local Option Sales Tax Fund	161,505				0	n/a	161,505
309	Local Option Sales Tax Ext. Fund	2,017,711				273,650	n/a	1,744,061
311	Construction Series 2003 A&B Fund	6,916				0	n/a	6,916
318	1999 Bond Construction Fund	31,420				0	n/a	31,420
320	Construction Series 2005	0				0	n/a	0
321	Energy Savings Contract ESCO Capital Fund	207				0	n/a	207
330	911 Capital Projects Fund	1,995,073				0	n/a	1,995,073
341	Countywide Road District Fund	141,025				0	n/a	165,533
343	NW Urban Collector Fund - Impact Fee	67,931				0	n/a	55,077
344	SE Urban Collector Fund - Impact Fee	98,108				0	n/a	100,175
	<b>Subtotal:</b>	<b>19,262,910</b>				<b>6,073,180</b>	<b>0</b>	<b>13,203,450</b>
<b>Enterprise Funds (D)</b>								
401	Solid Waste Fund (E)	5,211,124	11,061,618	1,659,243	3,318,485	1,218,649	3,318,485	673,989
	<b>Subtotal:</b>	<b>5,211,124</b>	<b>11,061,618</b>	<b>1,659,243</b>	<b>3,318,485</b>	<b>1,218,649</b>	<b>3,318,485</b>	<b>673,989</b>
<b>Internal Service Funds (D)</b>								
501	Insurance Service Fund	1,663,795	3,586,511	537,977	1,075,953	0	1,663,795	0
502	Communications Trust Fund	86,201	953,689	143,053	286,107	0	0	0
505	Motor Pool Fund	27,675	2,818,519	422,778	845,556	18,151	0	0
	<b>Subtotal:</b>	<b>1,777,671</b>	<b>7,358,719</b>	<b>1,103,808</b>	<b>2,207,616</b>	<b>18,151</b>	<b>1,663,795</b>	<b>0</b>
	<b>TOTAL:</b>	<b>103,720,717</b>	<b>262,067,973</b>	<b>39,310,196</b>	<b>78,620,392</b>	<b>14,880,446</b>	<b>66,915,327</b>	<b>21,662,906</b>



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.

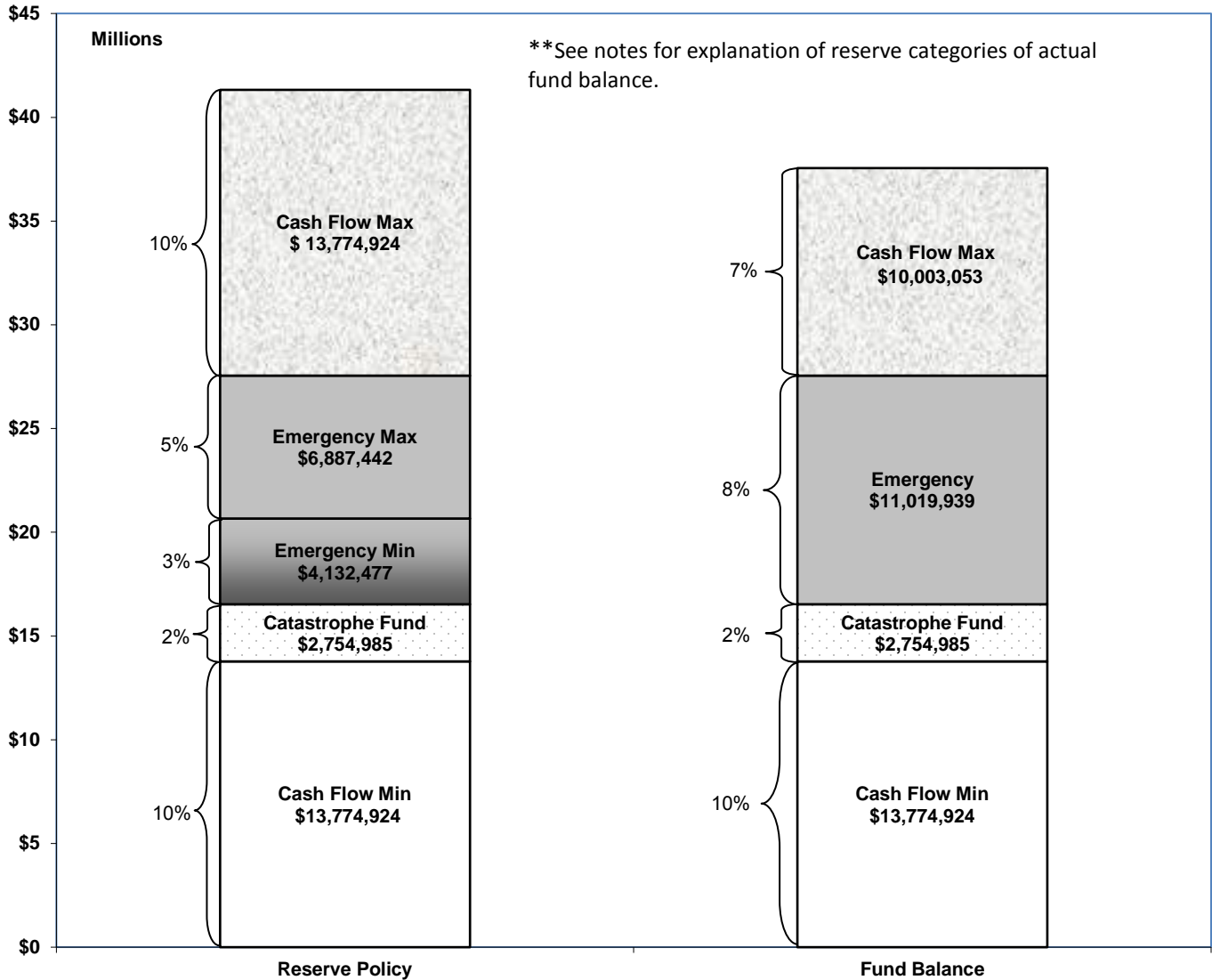
3. Utilization of Fund Balance

- 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 2017 Budget.
- B. The "Fund Balance Allocation" reflects three categories. The "Budgeted for Spending" indicates fund balance being utilized in the FY 2017 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 2016 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 2016 estimated balance is based on current Solid Waste proforma projections.

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



**\*\*Notes:**

- 1) The base of the reserves is the minimum required for cash flow purposes. Without these minimums, funds would likely have to be borrowed to meet beginning of the year expenditure obligations.
- 2) Policy column reflects the minimum and maximum reserves under the existing reserve policy. Total reserves without exceeding policy maximum is \$41.3 million.
- 3)The Policy shows the catastrophe reserve and the emergency reserve minimums and maximums of 3% and 8%, respectively.
- 4) The ending FY 2016 fund balance is estimated at \$40.0 million. The fund balance column shows the current distribution of reserves with the projected beginning FY 2017 fund balance of \$37.5 million. The beginning fund balance contemplates the budgeting of \$2.5 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 2017 Fund Balance

**Leon County Fiscal Year 2017 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	FY16/17 Principal Payment	FY16/17 Interest Payment	Remaining Principal	Final Maturity Date
<b>Series 2012A:</b> Tax Exempt & <b>Series 2012B:</b> Taxable	These bonds were issued to fund the acquisition of the Bank of America (BOA) building and for major repairs and renovations to the existing County Courthouse facility.	The pledged revenues for these bonds include guaranteed entitlement revenue, Local Government Half Cent Sales Tax, State Revenue Sharing, Race Track funds and other non-ad valorem revenue sources.	\$21,223,000	\$20,618,000	\$1,191,133	\$169,000	\$410,598	\$20,449,000	2020
<b>Series 2014</b>	In FY 2014, financing, in the form of a bank loan, was obtained to refund the non-taxable portion of Bond Series 2005.		\$16,200,000	\$15,951,000	\$2,960,775	\$130,000	\$429,082	\$15,821,000	2025
<b>Series 2005</b>	In FY 2015, a bank loan was obtained to refund outstanding non-advance refundable Series 2005 Capital Improvement Revenue Refunding Bonds. The Bond was originally issued to fully refund the Parks and Recreation Bond Series 1998A and to refund a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. This Bond was also issued to fund the relocation of the Development Services and Environmental Management facility, the construction of a public library and renovations to the County Courthouse building.		\$20,040,000	\$6,886,000	\$57,154	\$6,886,000	\$57,154	\$0	2017
<b>ESCO Lease</b>	This lease was entered into to fund the acquisition of various facility improvement measures including lighting upgrades, HVAC systems, an energy management system and water/sewer improvements.	The energy efficiency improvements will offset the cost of the lease.	\$4,466,238	\$925,316	\$43,712	\$454,077	\$30,437	\$471,239	2018
<b>TOTAL</b>			<b>\$61,929,238</b>	<b>\$44,380,316</b>	<b>\$4,252,774</b>	<b>\$7,639,077</b>	<b>\$927,271</b>	<b>\$36,741,239</b>	

**Summary of Transfers**

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

**General Fund**

General Fund (001) **from** Transportation Trust Fund (106) **\$72,096**: 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) **\$9,634,464**: Funds accumulated in the Non-Countywide General Revenue fund are partially available to support unincorporated area only programs, as well as countywide activities. The funds transferred support a portion of the countywide activities in the General Fund and supplement property tax collections.

General Fund (001) **from** Municipal Services (140) **\$103,122**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

General Fund (001) **from** Tourism Development (160) **\$14,500**: 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) **\$172,815**: FY 2017 fund transfer, normally for general capital expenditures, was transferred to the General Fund as part of the budget balancing strategy.

General Fund (001) **from** County Government Annex (165) **\$341,488**: 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) **\$86,918**: This transfer provides funds for the utility consolidation effort as well as the Waste Pro Recycling Education Fund.

General Fund (001) **from** Insurance Service (501) **\$25,000**: As part of the County's utility bill consolidation effort, funds are being transferred to the Division of Facilities Management.

Supervisor of Elections (060) **from** General Fund (001) **\$4,217,942**: 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) **\$1,142,319**: 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) **\$2,131,838**: 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) **\$2,128,404**: 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) **\$1,950,000**: The County's growth management fees do not provide 100% support for services provided by the Department. The transfer is necessary to fund non-fee related activity and any additional difference. Prior to FY

**Summary of Transfers**

2012, the general revenue support for this fund was approximately 50% of expenses. The subsidy for FY 2017 is 48%.

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

Stormwater Utility (123) **from** Non-Countywide General Revenue (126) **\$574,463**: 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.

**Special Revenue Funds Continued**

Radio Communication Systems (131) **from** General Fund (001) **\$1,090,696**: 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.

Fire Rescue Services (145) **from** Municipal Services (140) **\$1,224,459**: The transfer provides the necessary revenue to support the operation for Fire Rescue Services in the County.

**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. On June 23, 2015, the Board approved a bank loan to refund the remaining Capital Improvement Revenue Refunding Bonds, Series 2005 for an estimated \$595,000 in net present value of the life of the loan. The bonds will mature October 1, 2017.

**Capital Projects Funds**

Capital Improvements (305) **from** General Fund (001) **\$1,625,284**: This transfer uses regular general revenue fund transfers to support capital projects.

Capital Improvements (305) **from** Building Inspection (120) **\$70,000**: This transfer is to fund vehicles for Building Plans Review and Inspection.

Capital Improvements (305) **from** Development Services & Environmental Management (121) **\$191,000**: Funds from this transfer will be used to purchase replacement vehicles and to support the Permit Enforcement Tracking Systems Portal.

Capital Improvements (305) **from** Municipal Services (140) **\$1,374,716**: This transfer will fund vehicles and equipment for Parks and Recreation.

Capital Improvements (305) **from** Tourism Development (160) **\$150,000**: This transfer provides funds for permanent restrooms at Apalachee Regional Park.

Gas Tax Transportation (306) **from** Transportation Trust (106) **\$2,166,503**: 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) **\$448,670**: The transfer is necessary as the tipping fees and non-ad valorem assessment currently supporting the Solid Waste Fund are not sufficient to fund the entire cost of the program.

# Leon County Fiscal Year 2017 Adopted Budget

## Schedule of Transfers

<u>Fund #</u>	<u>Transfer To</u>	<u>Fund #</u>	<u>Transfer From</u>	<u>Transfer Amount</u>
<b>General Funds</b>				
001	General Fund	106	Transportation Trust Fund	72,096
001	General Fund	126	Non-Countywide General Revenue	9,634,464
001	General Fund	140	Municipal Services	103,122
001	General Fund	160	Tourism Development	14,500
001	General Fund	162	Co. Accepted Roadways & Drainage System	172,815
001	General Fund	165	County Government Annex	341,488
001	General Fund	401	Solid Waste	86,918
001	General Fund	501	Insurance Service	25,000
060	Supervisor of Elections	001	General Fund	4,217,942
			<b>Subtotal</b>	<b>14,668,345</b>
<b>Special Revenue Funds</b>				
106	Transportation Trust	123	Stormwater Utility	1,142,319
106	Transportation Trust	126	Non-Countywide General Revenue	2,131,838
111	Probation Services	001	General Fund	2,128,404
121	Dvpm. Svcs. & Environ. Mgmt.	126	Non-Countywide General Revenue	1,950,000
123	Stormwater Utility	106	Transportation Trust	800,000
123	Stormwater Utility	126	Non-Countywide General Revenue	574,463
131	Radio Communications Systems	001	General Fund	1,090,696
145	Fire Rescue Services	140	Municipal Services	1,224,459
			<b>Subtotal</b>	<b>11,042,179</b>
<b>Debt Service Funds</b>				
211	Bond Series 2012A & 2012B	126	Non-Countywide General Revenue	144,900
211	Bond Series 2012A & 2012B	165	Bank of America Building Operations	435,898
220	Bond Series 2014 (2005)	001	General Fund	410,684
220	Bond Series 2014 (2005)	126	Non-Countywide General Revenue	5,955,721
220	Bond Series 2014 (2005)	140	Municipal Services	342,237
220	Bond Series 2014 (2005)	160	Tourism Development	136,895
221	ESCO Lease	001	General Fund	484,514
222	Debt Series 2014	126	Non-Countywide General Revenue	561,282
			<b>Subtotal</b>	<b>8,472,131</b>
<b>Capital Projects Funds</b>				
305	Capital Improvements	001	General Fund	1,625,284
305	Capital Improvements	120	Building Inspection	70,000
305	Capital Improvements	121	Dvpm. Svcs. & Environ. Mgmt.	191,000
305	Capital Improvements	140	Municipal Services	1,374,716
305	Capital Improvements	160	Tourism Development	150,000
306	Gas Tax Transportation	106	Transportation Trust	2,166,503
			<b>Subtotal</b>	<b>5,577,503</b>
<b>Enterprise Funds</b>				
401	Solid Waste	126	Non-Countywide General Revenue	448,670
			<b>Subtotal</b>	<b>448,670</b>
<b>TOTAL</b>				<b>\$40,208,828</b>



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**Basis of Budget**

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

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

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

The budgets of the proprietary funds(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 2017 Adopted Budget

## Fund Revenue By Source

Fund	Property Tax MSTU or Assmt	State Gas Tax	Local Gas Tax	State Revenue Sharing	1/2 Cent Sales Tax	Local Sales Tax	PST and CST (1)	Fund Balance (2)	Fines	Fees & Licenses (3)	Transfers	Other Revenue (4)	Total Budgeted Revenue
001 General Fund	45,512,806							2,537,322		2,107,035	10,450,403	4,101,079	64,708,645
060 Supervisor of Elections											4,217,942		4,217,942
106 Transportation Trust		4,052,985	7,933,165							143,958	3,274,157	471,504	15,875,769
110 Fine and Forfeiture	71,924,242								118,500	927,010		70,839	73,040,591
111 Probation Services										865,545	2,128,404	111,590	3,105,539
114 Teen Court								31,000		94,761			125,761
116 Drug Abuse Trust										61,370			61,370
117 Judicial Programs								3,302		221,920			225,222
120 Building Inspection										2,004,310		18,240	2,022,550
121 Dvlpmt Svcs & Envrmt Mgmt								358,274	15,010	1,761,110	1,950,000	18,905	4,103,299
123 Stormwater Utility	3,362,221										1,374,463	27,835	4,764,519
124 SHIP Trust												636,425	636,425
125 Grants								262,146				414,102	676,248
126 Non-Countywide Gen Rev				5,461,550	12,274,000		3,264,200			401,588			21,401,338
127 Grants - Interest Bearing												60,000	60,000
130 9-1-1 Emergency Comm				1,362,300									1,362,300
131 Radio Comm Systems									252,130		1,090,696		1,342,826
135 Emergency Medical Svcs	7,062,268							2,436,270		9,408,357		318,668	19,225,563
140 Municipal Services							8,315,350	1,224,459		45,600		57,275	9,642,684
145 Fire Rescue Service										7,094,946	1,224,459		8,319,405
160 Tourist Development						4,907,600		491,300				55,165	5,454,065
161 Housing Fin. Authority								63,605		29,355			92,960
162 Special Assess. 2/3 Paving												178,315	178,315
164 Special Assess. - Killlearn												237,500	237,500
165 Bank of America Building								52,652		160,727		1,577,645	1,791,024
166 Huntington Oaks Plaza								11,719				139,477	151,196
211 Bond Series 2012A & 2012B											580,798		580,798
220 Bond Series 2005								98,417			6,845,537		6,943,954
221 ESCO Lease											484,514		484,514
222 Bond Series 2014											561,282		561,282
305 Capital Improvements								5,468,030			3,411,000	110,200	8,989,230
306 Transportation								331,500			2,166,503		2,498,003
309 Sales Tax - Extension						4,376,650		273,650				374,700	5,025,000
321 ESCO Capital Projects													0
330 9-1-1 Capital Projects												12,540	12,540
401 Solid Waste	1,474,704							1,218,649		6,582,226	448,670	1,337,369	11,061,618
501 Insurance Service												3,586,511	3,586,511
502 Communications Trust												953,689	953,689
505 Motor Pool								18,151				2,800,368	2,818,519
<b>Total</b>	<b>129,336,241</b>	<b>4,052,985</b>	<b>7,933,165</b>	<b>6,823,850</b>	<b>12,274,000</b>	<b>9,284,250</b>	<b>11,579,550</b>	<b>14,880,446</b>	<b>385,640</b>	<b>31,909,818</b>	<b>40,208,828</b>	<b>17,669,941</b>	<b>246,129,886</b>

**Notes:**

The \$246,129,886 total budgeted revenue is net of interfund Transfers.

1. The Public Services Taxes (PST) on utilities is estimated to provide \$8.3 million in funding for Fund 140 Municipal Services, and Communications Services Taxes (CST) is estimated to provide \$3.2 million in funding for Fund 126 Non-Countywide General Revenue.

2. Appropriated Fund Balance amount for FY 2017.

3. Fees and Assessments account for \$27.9 million of the \$31.9 million in revenue, licenses account for \$4.1 million (\$2.0 million to Fund 120 Building Inspection, \$1.7 million to Fund 121 Development Services & Environ. Mgmt., and \$0.4 million to Fund 126 Non-Countywide General Revenue). \$6.8 million is for Fire Services.

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

# Leon County Fiscal Year 2017 Adopted Budget

## Summary of All Funds

		FY 2015 Actual	FY 2016 Adopted	FY 2017 Requested	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned
<b>Millage Rates</b>									
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
<b>General Fund</b>	001	<b>58,458,158</b>	<b>63,069,289</b>	<b>65,593,563</b>	<b>64,708,645</b>	<b>66,513,215</b>	<b>66,987,055</b>	<b>70,634,327</b>	<b>77,821,791</b>
<b>Special Revenue Funds</b>									
Supervisor of Elections	060	4,005,910	5,008,722	4,533,682	4,217,942	4,157,106	4,153,938	5,407,611	4,419,654
Transportation Trust	106	13,977,126	15,366,198	15,905,601	15,875,769	16,979,253	19,513,045	17,710,419	17,876,983
Fine and Forfeiture	110	72,713,461	70,893,916	73,957,212	73,040,591	74,921,355	76,660,015	78,585,340	80,583,614
Probation Services	111	2,698,735	3,013,616	3,254,830	3,105,539	3,197,200	3,292,878	3,391,747	3,494,944
Teen Court	114	151,595	131,542	125,761	125,761	129,816	135,061	139,507	144,160
Drug Abuse Trust	116	71,648	62,510	61,370	61,370	62,561	63,679	64,915	66,174
Judicial Programs	117	106,435	218,851	226,175	225,222	227,763	230,679	233,337	236,381
Building Inspection	120	1,318,664	1,818,656	2,022,550	2,022,550	2,119,545	2,222,620	2,330,635	2,443,590
Dvlpmt Svcs & Environ. Mgmt.	121	3,414,019	3,712,317	4,125,682	4,103,299	4,103,517	4,260,676	4,390,960	4,494,097
Stormwater Utility	123	4,294,287	4,439,422	4,768,265	4,764,519	4,859,880	5,003,384	5,093,216	5,201,646
SHIP Trust	124	287,587	879,466	1,101,045	636,425	-	-	-	-
Grants	125	3,970,557	626,703	756,248	676,248	681,222	686,385	691,738	697,296
Non-Cntywide Gen. Rev.	126	20,023,345	20,887,988	21,401,338	21,401,338	22,169,253	22,975,259	23,818,408	24,701,550
Grants	127	194,774	60,000	60,000	60,000	60,000	60,000	60,000	60,000
9-1-1 Emergency Communication	130	1,288,200	1,282,500	1,362,300	1,362,300	1,382,250	1,402,200	1,422,150	1,443,050
Radio Communication Systems	131	1,312,036	1,214,332	1,342,826	1,342,826	1,382,991	1,424,361	1,445,047	1,446,047
EMS MSTU	135	18,991,907	18,583,548	19,225,563	19,225,563	20,466,750	20,547,839	21,719,924	22,342,358
Municipal Services	140	5,959,234	8,304,902	9,824,859	9,642,684	8,739,094	8,913,748	9,111,324	9,212,413
Fire Rescue Services	145	6,925,121	8,033,121	8,319,405	8,319,405	8,417,439	8,496,788	8,576,931	8,657,876
Tourist Development	160	4,311,301	4,859,230	5,468,565	5,454,065	5,548,994	5,223,893	5,301,621	5,380,987
Housing Finance Authority	161	78,291	89,360	92,960	92,960	92,960	92,960	92,960	92,960
Special Assessment. Paving	162	313,907	285,468	178,315	178,315	136,515	130,815	116,565	106,115
Killearn Lakes Units I and II Sewer	164	297,078	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Bank of America Building	165	1,601,848	2,174,033	2,341,029	1,791,024	1,764,839	1,792,762	1,754,740	1,347,117
Huntington Oaks Plaza	166	109,869	251,660	251,196	151,196	151,196	151,196	151,196	152,196
<b>Subtotal</b>		<b>168,416,935</b>	<b>172,435,561</b>	<b>180,944,277</b>	<b>178,114,411</b>	<b>181,988,999</b>	<b>187,671,681</b>	<b>191,847,791</b>	<b>194,838,708</b>
<b>Debt Service Funds</b>									
Series 2003A & 2003B	211	579,831	581,483	580,798	580,798	7,076,046	7,079,017	7,078,073	-
Series 2005	220	7,236,620	6,941,750	6,943,954	6,943,954	-	-	-	-
ESCO Lease	221	484,514	484,514	484,514	484,514	484,514	-	-	-
Series 2014	222	567,830	560,672	561,282	561,282	560,785	561,208	560,522	3,335,756
<b>Subtotal</b>		<b>8,868,795</b>	<b>8,568,419</b>	<b>8,570,548</b>	<b>8,570,548</b>	<b>8,121,345</b>	<b>7,640,225</b>	<b>7,638,595</b>	<b>3,335,756</b>
<b>Capital Projects Fund</b>									
Capital Improvements	305	7,338,730	6,499,034	15,649,730	8,989,230	8,292,130	7,363,880	7,249,062	11,921,290
Transportation Improvements	306	1,796,425	2,695,650	4,071,403	2,498,003	2,930,985	5,090,210	2,895,578	2,666,588
Sales Tax	308	3,158,800	-	-	-	-	-	-	-
Sales Tax - Extension	309	8,424,241	6,305,854	5,700,000	5,025,000	5,425,000	5,125,000	1,445,000	-
Series 1999 Construction	318	323,714	-	-	-	-	-	-	-
ESCO Capital Projects	321	-	20,296	-	-	-	-	-	-
9-1-1 Capital Projects	330	-	12,540	12,540	12,540	12,540	12,540	12,540	12,540
Impact Fee - Countywide Rd.	341	1,264,206	-	-	-	-	-	-	-
Impact Fee - NW Urban Coll.	343	42,396	-	-	-	-	-	-	-
Sales Tax - Extension 2020	351	-	-	-	-	-	-	3,745,850	5,219,300
Sales Tax - Extension 2020 JPA Agreement	352	-	-	-	-	-	-	3,992,000	5,369,000
<b>Subtotal</b>		<b>22,348,512</b>	<b>15,533,374</b>	<b>25,433,673</b>	<b>16,524,773</b>	<b>16,660,655</b>	<b>17,591,630</b>	<b>19,340,030</b>	<b>25,188,718</b>
<b>Enterprise Funds</b>									
Solid Waste	401	9,954,527	10,242,484	11,691,493	11,061,618	10,207,427	10,176,644	10,494,952	10,895,115
<b>Subtotal</b>		<b>9,954,527</b>	<b>10,242,484</b>	<b>11,691,493</b>	<b>11,061,618</b>	<b>10,207,427</b>	<b>10,176,644</b>	<b>10,494,952</b>	<b>10,895,115</b>
<b>Internal Service Funds</b>									
Insurance Service	501	3,967,095	3,676,976	3,561,511	3,586,511	3,591,142	3,594,917	3,599,846	3,604,935
Communications Trust	502	457,361	837,708	953,689	953,689	953,689	953,689	953,689	953,689
Motor Pool	505	2,623,931	2,898,946	2,825,368	2,818,519	2,848,788	2,873,253	2,898,815	2,925,530
<b>Subtotal</b>		<b>7,048,387</b>	<b>7,413,630</b>	<b>7,340,568</b>	<b>7,358,719</b>	<b>7,393,619</b>	<b>7,421,859</b>	<b>7,452,350</b>	<b>7,484,154</b>
<b>TOTAL:</b>		<b>275,095,314</b>	<b>277,262,757</b>	<b>299,574,122</b>	<b>286,338,714</b>	<b>290,885,260</b>	<b>297,489,094</b>	<b>307,408,045</b>	<b>319,564,242</b>
<i>Less Interfund Transfers</i>		<i>37,105,237</i>	<i>38,708,843</i>	<i>38,708,843</i>	<i>40,208,828</i>	<i>41,339,530</i>	<i>43,192,814</i>	<i>44,236,034</i>	<i>50,195,104</i>
<b>TOTAL NET OF TRANS:</b>		<b>237,990,080</b>	<b>238,553,913</b>	<b>260,865,279</b>	<b>246,129,886</b>	<b>249,545,730</b>	<b>254,296,280</b>	<b>263,172,011</b>	<b>269,369,138</b>

# Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Ad Valorem - General Fund	311110	42,854,677	44,186,016	47,908,217	45,512,806	48,357,539	50,922,416	53,451,082	56,062,511
Delinquent Taxes	311200	-	475,000	430,000	408,500	408,500	408,500	408,500	408,500
Delinquent Taxes 2004	311204	-	-	-	-	-	-	-	-
Delinquent Taxes 2006	311206	53	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	1,910	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	3,488	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	35	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	4,061	-	-	-	-	-	-	-
Delequent Taxes 2011	311211	14,683	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	46,792	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	853,929	-	-	-	-	-	-	-
Tourist Development (3-3/4 Cents)	312100	41,135	38,000	43,000	40,850	42,750	43,700	45,600	47,500
Tourist Development (1-1/4 Cents)	312110	10,279	9,500	14,000	13,300	14,250	14,250	15,200	16,150
Process Server Fees	329300	-	9,500	-	-	-	-	-	-
Federal Payments in Lieu of Taxes	333000	207,352	185,250	55,400	52,630	52,630	52,630	52,630	52,630
State Library Aid	334710	219,736	156,562	193,602	183,922	183,922	183,922	183,922	183,922
COT Reimbursement for PSC	337220	695,403	1,026,355	878,163	878,163	878,163	878,163	878,163	878,163
GIS	337300	1,256,882	1,348,028	1,403,037	1,403,037	1,417,434	1,431,975	1,446,661	1,461,494
CRTPA Reimbursement	337401	228,919	239,979	119,523	119,523	119,523	119,523	119,523	119,523
Blueprint 2000 Reimbursement	337402	63,063	65,010	162,119	162,119	162,119	162,119	162,119	162,119
\$2.00 IT Added Court Cost FS 28.24(12)	341160	356,523	356,725	425,000	403,750	423,978	445,178	467,436	490,855
Zoning Fees	341200	1,360	-	-	-	-	-	-	-
CJIS User Fees	341920	12,450	-	-	-	-	-	-	-
Hand Fogging Fees	342950	250	-	-	-	-	-	-	-
Parking Facilities	344500	136,482	146,300	147,000	139,650	139,650	139,650	139,650	139,650
Library Parking	344510	53,955	43,225	60,000	57,000	57,570	58,146	58,727	59,314
Library Fees	347100	141,011	121,410	150,000	142,500	141,075	139,664	138,268	136,886
Library Printing	347101	-	20,330	25,000	23,750	23,750	23,750	23,750	23,750
Other Counties-Circuitwide Reimbursement	348820	-	38,000	-	-	-	-	-	-
FS 29.0085 Court Facilities	348930	936,585	950,000	1,056,507	1,003,682	1,054,368	1,106,981	1,162,551	1,197,312
Process Server Fee	348991	9,300	-	9,500	9,500	9,500	9,500	9,500	9,500
Civil Fee - Circuit Court	349200	64	-	-	-	-	-	-	-
Crt Admin/ Circuit-wide Reimbursement	349500	-	10,000	-	-	-	-	-	-
GAL / Circuit-wide Reimbursement	349501	-	23,494	28,635	27,203	27,748	28,302	28,869	29,445
Fees	349600	3,136	-	-	-	-	-	-	-
Interest Income - Investment	361110	42,497	-	-	-	-	-	-	-
Pool Interest Allocation	361111	508,060	415,625	473,125	449,469	449,469	449,469	449,469	449,469
Net Incr(decr) In Fmv Of Investment	361300	44,033	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	5,201	-	-	-	-	-	-	-
Other Interest Earnings	361390	1,847	-	-	-	-	-	-	-
Rents And Royalties	362000	3,968	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	37,078	190,950	240,000	228,000	230,280	232,583	234,908	237,258
Tax Deed Surplus (Chapter 19)	369200	(6,719)	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	38,697	-	-	-	-	-	-	-
Lawsuit Settlements	369350	759,303	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	106,233	95,000	120,000	114,000	114,000	114,000	114,000	114,000
Volunteer Certificate Training Fees	369930	1,902	903	1,000	950	950	950	950	950
Transfer From Fund 106	381106	-	-	72,096	72,096	72,096	72,096	72,096	72,096
Transfer From Fund 110	381110	2,400,000	-	-	-	-	-	-	-

Leon County Fiscal Year 2017 Adopted Budget

General Fund (001)

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfer From Fund 126	381126	7,286,083	8,166,544	9,634,464	9,634,464	8,583,292	6,906,629	9,642,044	14,450,535
Transfer From Fund 140	381140	-	-	103,122	103,122	103,122	103,122	103,122	103,122
Transfer From Fund 160	381160	-	-	14,500	14,500	14,500	14,500	14,500	14,500
Transfer From Fund 162	381162	308,407	279,968	172,815	172,815	131,015	125,315	111,065	100,615
Transfer From Fund 165	381165	-	-	341,488	341,488	341,488	341,488	341,488	341,488
Transfer From Fund 401	381401	28,640	-	86,918	86,918	86,918	86,918	86,918	86,918
Transfer From Fund 505	381505	-	-	25,000	25,000	25,000	25,000	25,000	25,000
Pensacola Care Lease	383001	146,616	146,615	146,616	146,616	146,616	146,616	146,616	146,616
Clerk Excess Fees	386100	155,153	-	-	-	-	-	-	-
Property Appraiser	386600	62,816	-	-	-	-	-	-	-
Tax Collector	386700	34,414	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Supervisor Of Elections	386800	589,871	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	4,125,000	2,537,322	2,537,322	2,500,000	2,000,000	300,000	-
<b>Total Revenues</b>		<b>60,707,613</b>	<b>63,069,289</b>	<b>67,277,169</b>	<b>64,708,645</b>	<b>66,513,215</b>	<b>66,987,055</b>	<b>70,634,327</b>	<b>77,821,791</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
County Commission	100-511	1,473,278	1,491,406	1,535,073	1,535,073	1,563,391	1,593,038	1,624,083	1,656,598
Commission District 1	101-511	8,416	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 2	102-511	2,861	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 3	103-511	6,750	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 4	104-511	5,408	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 5	105-511	9,221	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission At-Large (Group 1)	106-511	8,920	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission At-Large (Group 2)	107-511	9,208	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commissioners' Account	108-511	18,288	25,395	25,575	25,395	25,395	25,395	25,395	25,395
County Administration	110-512	741,084	785,394	1,013,761	1,013,761	1,043,445	1,074,163	1,105,953	1,138,321
Minority/Women Small Business Enterprise	112-513	177,296	431,130	184,739	-	-	-	-	-
Volunteer Center	113-513	183,962	187,318	192,717	192,717	198,569	204,662	207,663	214,268
PLACE - Economic Development	114-512	665,698	384,569	357,866	304,983	310,366	315,857	321,457	327,169
Strategic Initiatives	115-513	1,110,121	754,545	768,841	768,841	787,031	805,953	825,657	846,173
Community and Media Relations	116-513	-	564,022	541,667	541,667	552,250	563,247	574,687	586,588
County Attorney	120-514	1,822,212	1,951,307	2,008,617	2,008,617	2,053,868	2,100,762	2,149,360	2,199,180
Office of Sustainability	127-513	160,771	212,274	303,010	303,010	307,909	312,999	318,294	323,800
Office of Management & Budget	130-513	755,383	829,170	721,574	721,574	742,018	763,229	783,903	805,387
Clerk - Finance Administration	132-586	1,520,544	1,518,474	1,609,217	1,609,217	1,641,401	1,674,229	1,707,714	1,741,869
Procurement	140-513	296,860	388,087	501,991	501,991	516,900	532,329	547,601	564,141
Warehouse	141-513	107,148	107,931	108,608	108,608	112,122	115,777	119,580	123,543
Facilities Management	150-519	6,740,210	6,845,256	7,315,418	7,315,418	7,428,381	7,544,338	7,664,572	7,783,964
Real Estate Management	156-519	305,716	342,868	348,869	295,085	300,474	281,104	286,978	293,116
Human Resources	160-513	1,094,632	1,389,092	1,455,403	1,455,403	1,492,290	1,532,210	1,573,732	1,616,929
Management Information Services	171-513	5,331,961	5,687,630	6,123,796	6,123,796	6,257,447	6,396,229	6,539,570	6,688,012
Health Department	190-562	243,345	237,345	237,345	237,345	237,345	237,345	237,345	237,345
Mosquito Control	216-562	525,002	667,188	681,861	681,861	695,277	709,218	723,715	738,796
Lib - Policy, Planning, & Operations	240-571	771,066	853,475	854,120	847,469	861,018	872,067	886,646	901,781
Library Public Services	241-571	2,321,111	4,258,316	4,550,532	4,493,362	4,642,901	4,798,524	4,960,610	5,129,462
Library Collection Services	242-571	841,275	1,502,508	1,527,718	1,525,808	1,556,088	1,587,697	1,620,696	1,655,154
Library Extension Services	243-571	2,277,148	-	-	-	-	-	-	-
Summer Youth Employment	278-551	49,040	80,425	80,425	80,425	80,425	80,425	80,425	80,425
Cooperative Extension	361-537	524,526	540,260	470,954	470,954	482,863	495,130	507,765	520,779
Medical Examiner	370-527	493,698	501,760	511,795	511,795	522,031	532,472	532,681	532,894
Tubercular Care & Child Protection Exams	370-562	59,000	61,000	61,000	61,000	61,590	62,186	62,788	63,396
Baker Act & Marchman Act	370-563	692,601	692,601	692,601	692,601	706,453	720,582	734,994	749,693
Medicaid & Indigent Burials	370-564	2,630,398	2,694,506	2,876,195	2,876,195	2,881,646	2,887,260	2,893,043	2,898,999

Leon County Fiscal Year 2017 Adopted Budget

General Fund (001)

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
CHSP & Emergency Assistance	370-569	965,036	1,254,858	1,458,816	1,358,816	1,360,717	1,362,693	1,364,748	1,366,885
Housing Services	371-569	414,150	461,142	468,437	468,437	483,590	499,378	515,826	532,967
Veteran Services	390-553	233,396	314,500	331,713	327,763	333,186	338,804	344,633	350,681
Capital Regional Transportation Planning Agency	402-515	228,784	241,181	119,523	119,523	123,259	127,155	131,215	135,448
Blueprint 2000	403-515	63,143	65,565	331,846	331,846	342,719	353,998	365,696	377,709
Public Safety Complex Facilities	410-529	1,295,428	1,506,729	1,528,056	1,528,056	1,539,684	1,551,787	1,564,381	1,577,491
Public Safety Complex Technology	411-529	161,046	237,516	250,334	250,334	254,771	259,428	264,263	269,290
Geographic Info. Systems	421-539	1,775,044	1,951,206	1,997,172	1,923,845	1,968,709	2,015,263	2,063,583	2,113,663
MIS Automation - General Fund	470-519	136,675	160,540	252,850	252,850	252,850	252,850	252,850	252,850
General Fund - Risk	495-519	415,999	469,752	482,884	482,884	482,884	482,884	482,884	482,884
Indirect Costs - General Fund	499-519	(5,791,000)	(6,339,100)	(6,784,200)	(6,784,200)	(6,987,200)	(7,196,200)	(7,412,200)	(7,636,200)
Property Appraiser	512-586	4,732,020	4,805,388	5,159,673	5,159,673	5,314,463	5,473,897	5,638,114	5,807,257
Tax Collector	513-586	4,474,544	4,537,178	4,717,758	4,717,758	4,906,468	5,102,727	5,306,836	5,519,109
Court Administration	540-601	236,314	200,647	235,253	210,630	217,304	224,268	231,540	239,132
Court Information Systems	540-713	7,510	11,060	14,795	14,795	14,795	14,795	14,795	14,795
Guardian Ad Litem	547-685	13,200	25,942	19,942	19,942	19,942	19,942	19,942	19,942
GAL Information Systems	547-713	771	3,720	1,685	1,685	1,685	1,685	1,685	1,685
Planning Department	817-515	847,247	935,040	1,164,128	1,055,927	899,663	906,149	912,894	919,779
Non-Operating General Fund	820-519	920,660	959,741	982,280	982,280	907,280	907,280	906,820	906,820
Tax Deed Applications	831-513	36,226	62,500	62,500	45,000	45,000	45,000	45,000	45,000
Line Item - Detention/Correction	888-523	335,759	335,759	247,759	247,759	222,759	222,759	222,759	222,759
Line Item - Economic Development	888-552	25,000	-	-	-	-	-	-	-
Line Item - Human Service Agencies	888-569	125,000	125,000	100,000	100,000	100,000	100,000	-	-
Line Item - COCA Contract	888-573	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Transfers	950-581	8,535,798	10,216,572	9,957,524	9,957,524	10,773,918	9,961,795	12,345,959	18,103,430
Primary Health Care	971-562	2,475,581	2,015,360	2,018,956	1,818,956	1,821,675	1,824,521	1,827,500	1,830,621
CRA-Payment	972-559	1,660,665	2,109,741	2,396,091	2,396,091	2,635,700	2,899,270	3,189,197	3,508,117
Budgeted Reserves - General Fund	990-599	-	200,000	200,000	200,000	200,000	200,000	200,000	200,000
<b>Total Appropriations</b>		<b>58,458,158</b>	<b>63,069,289</b>	<b>65,593,563</b>	<b>64,708,645</b>	<b>66,513,215</b>	<b>66,987,055</b>	<b>70,634,327</b>	<b>77,821,791</b>
<b>Revenues Less Appropriations</b>		<b>2,249,455</b>	<b>-</b>	<b>1,683,606</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Leon County's budget is balanced without increasing the current 8.3144 millage rate (The total estimated tax collections for FY 2017 will be \$3.5 million or a 3.1% increase over 2016).

For FY 2017, property values increased by 3.1%, providing an additional \$3.5 million in property tax revenue. This and the additional \$2.0 million in Public Service Tax Revenue (See Fund 140) allowed the County to balance the budget with no reduction in service delivery. In addition, the Board appropriated \$2.5 million in fund balance to fund recurring operating expenditures. This is a \$1.6 million reduction in the use of fund balance over FY 2016. The use of this fund balance still leaves the general fund reserves within policy limits.

The general revenue transfer to capital projects (Fund 305) increased by \$1.0 million over FY 2016 for a total amount of \$3 million. Out years reflect the transfer of recurring general revenue to fund capital projects increasing to \$9.8 million by FY 2021. This increase in capital funding is the result of the 2005 Debt Service Bond Series(Fund 220) being paid off in FY 2017 and the remaining 2012A and 2012B Debt Service Bond Series being paid in FY 2020.

Out years from FY 2017 to FY 2021 show the use of fund balance declining from the current \$2.5 million per year to eliminating fund balance use by FY 2021. Using fund balance through FY 2020 will allow the County to maintain the millage rate 8.3144 in the remaining out years to maintain current service levels. This millage rate assumes property values will continue to increase as the economy continues to recover and grow. FY 2017 to FY 2021 reflects property valuations increasing by an average 3.0% each year and a steady millage rate of 8.3144.

# Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Voter Education Funds	331100	47,905	-	-	-	-	-	-	-
ADA-HHS Vote Program Grant	331120	23,062	-	-	-	-	-	-	-
Supervisor Of Elections	341550	15,820	-	-	-	-	-	-	-
Transfer From Fund 001	381001	3,919,123	5,008,722	4,217,942	4,217,942	4,157,106	4,153,938	5,407,611	4,419,654
<b>Total Revenues</b>		<b>4,005,910</b>	<b>5,008,722</b>	<b>4,217,942</b>	<b>4,217,942</b>	<b>4,157,106</b>	<b>4,153,938</b>	<b>5,407,611</b>	<b>4,419,654</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
MIS Automation-SOE	470-513	-	-	14,480	14,480	14,480	14,480	14,480	14,480
Supervisor of Elections - Risk	495-513	16,486	16,542	16,104	16,104	16,104	16,104	16,104	16,104
Voter Registration	520-513	2,011,147	2,129,045	2,607,135	2,607,135	2,510,461	2,599,550	2,681,872	2,757,564
Elections	520-586	182,122	-	-	-	-	-	-	-
Elections	521-513	1,333,315	2,863,135	1,895,963	1,580,223	1,616,061	1,523,804	2,695,155	1,631,506
Elections	521-586	407,749	-	-	-	-	-	-	-
SOE Grants	525-513	55,091	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>4,005,910</b>	<b>5,008,722</b>	<b>4,533,682</b>	<b>4,217,942</b>	<b>4,157,106</b>	<b>4,153,938</b>	<b>5,407,611</b>	<b>4,419,654</b>
<b>Revenues Less Appropriations</b>		<b>-</b>	<b>-</b>	<b>(315,740)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Due to decreased costs associated with the non presidential preference election cycle, the Supervisor of Election's budget decreased by 19% (\$790,780) from the FY 2016 budget.

# Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
County Ninth-Cent Voted Fuel Tax	312300	1,387,332	1,366,100	1,476,700	1,402,865	1,430,890	1,459,485	1,488,650	1,518,385
Local Option Gas Tax	312410	3,597,865	3,540,650	3,832,500	3,640,875	3,713,645	3,787,935	3,863,745	3,940,980
2nd Local Option Gas Tax	312420	2,861,241	2,832,900	3,041,500	2,889,425	2,947,214	3,006,158	3,066,282	3,127,607
Federal Payments in Lieu of Taxes	333000	57,160	17,100	200,400	190,380	190,380	190,380	190,380	190,380
20% Surplus Gas Tax	335420	562,989	538,650	592,300	562,685	573,939	585,418	597,126	609,069
5th & 6th Cent Gas Tax	335430	2,251,957	2,152,700	2,371,000	2,252,450	2,297,499	2,344,368	2,372,501	2,438,930
Gas Tax Pour-Over Trust	335440	1,234,023	1,181,800	1,303,000	1,237,850	1,262,550	1,288,200	1,313,850	1,340,450
Other Transportation	335490	106,896	104,500	112,600	106,970	106,970	106,970	106,970	106,970
Service Area App Fees	343651	2,288	1,354	1,053	1,000	1,000	1,000	1,000	1,000
DOT Reimbursement-Landscape	343917	-	-	38,173	38,173	38,173	38,173	38,173	38,173
Grading Fee Public Works	343920	40,990	36,575	38,600	36,670	36,670	36,670	36,670	36,670
Traffic Signs	344910	325	950	1,000	950	950	950	950	950
Subdivision Fees	344911	4,844	4,180	3,000	2,850	2,850	2,850	2,850	2,850
R-O-W Placement Fees	344913	37,455	47,500	67,700	64,315	64,315	64,315	64,315	64,315
Signal Maintenance - State Reimb	344914	78,606	138,186	106,720	101,384	101,384	101,384	101,384	101,384
Pool Interest Allocation	361111	50,281	53,580	66,600	63,270	63,270	63,270	63,270	63,270
Interest Income - Other	361120	(30)	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	9,807	-	-	-	-	-	-	-
Other Interest Earnings	361390	3	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	65,350	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	69,115	4,750	10,000	9,500	9,500	9,500	9,500	9,500
Transfer From Fund 123	381123	1,268,941	1,142,862	1,142,319	1,142,319	1,165,336	1,189,212	1,214,001	1,239,797
Transfer From Fund 126	381126	2,223,757	2,201,861	2,131,838	2,131,838	2,972,718	5,236,807	3,178,802	3,046,303
<b>Total Revenues</b>		<b>15,911,195</b>	<b>15,366,198</b>	<b>16,537,003</b>	<b>15,875,769</b>	<b>16,979,253</b>	<b>19,513,045</b>	<b>17,710,419</b>	<b>17,876,983</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Support Services	400-541	576,002	576,230	633,112	633,112	639,513	656,239	673,623	691,424
Engineering Services	414-541	2,682,035	3,176,625	3,693,490	3,693,490	3,796,601	3,903,746	4,015,153	4,130,722
Transportation Maintenance	431-541	3,827,109	4,270,014	4,291,965	4,262,133	4,357,521	4,467,058	4,581,551	4,701,240
Right-Of-Way Management	432-541	1,957,498	2,376,874	2,655,690	2,655,690	2,735,792	2,820,951	2,911,673	2,995,168
MIS Automation - Transportation Trust	470-541	9,600	12,530	15,790	15,790	15,790	15,790	15,790	15,790
Transportation Trust - Risk	495-541	72,320	67,275	66,955	66,955	66,955	66,955	66,955	66,955
Indirect Costs - Transportation Trust	499-541	1,770,000	1,791,000	1,810,000	1,810,000	1,864,000	1,920,000	1,978,000	2,037,000
Transfers	950-581	3,499,825	3,495,650	3,038,599	3,038,599	3,803,081	5,962,306	3,767,674	3,538,684
Public Works Admin Chargebacks	978-541	(417,263)	(450,000)	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)
Budgeted Reserves - Transport. Trust	990-599	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
<b>Total Appropriations</b>		<b>13,977,126</b>	<b>15,366,198</b>	<b>15,905,601</b>	<b>15,875,769</b>	<b>16,979,253</b>	<b>19,513,045</b>	<b>17,710,419</b>	<b>17,876,983</b>
<b>Revenues Less Appropriations</b>		<b>1,934,069</b>	<b>-</b>	<b>631,402</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

With the imposition of the 5 cents gas tax in FY 2014, the collections increased to \$2.7 million. The County determined that this additional revenue would be split 50/50 to be used for sidewalk projects and to reduce the general revenue transfer to the Transportation Trust Fund. Gas taxes are consumption based and can fluctuate with the price of gasoline and diesel. Recently, lower gas prices have seen consumption increase modestly. For FY 2017, revenue for this fund is estimated to increase by \$549,000.



# Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Ad Valorem - Fine/Fore. Fund	311120	67,860,491	69,698,407	75,709,728	71,924,242	73,776,991	75,486,823	77,382,480	79,350,226
Child Support Enforcement	331240	15,748	15,799	16,316	15,500	15,810	16,126	16,449	16,778
Title IV - Child Support Enforcement	331691	3,443	-	-	-	-	-	-	-
Sheriff Fees-Warrants, Fingerprints, Records	341520	357,572	427,500	360,000	342,000	352,260	362,828	373,713	384,924
Sheriff Wrecker Services	341525	60,968	70,110	73,684	70,000	72,100	74,263	76,491	78,786
Room And Board - Prisoners	342300	475,841	429,400	496,842	472,000	486,160	500,744	515,766	531,239
Origination/builders Fees	345120	1,963	-	-	-	-	-	-	-
Court Fines	351120	25,925	32,300	28,000	26,600	26,866	27,135	27,407	27,680
Crime Prevention (fs 775.083(2))	351150	91,347	82,650	96,737	91,900	92,819	93,747	94,685	95,632
Sheriff Unclaimed Monies	359520	72,184	-	-	-	-	-	-	-
Pool Interest Allocation	361111	157,004	137,750	103,525	98,349	98,349	98,349	98,349	98,349
Net Incr(decr) In Fmv Of Investment	361300	1,995	-	-	-	-	-	-	-
Sheriff F.S. 125.315	361330	29,569	-	-	-	-	-	-	-
Sheriff Excess Fees	386400	539,817	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>69,693,866</b>	<b>70,893,916</b>	<b>76,884,833</b>	<b>73,040,591</b>	<b>74,921,355</b>	<b>76,660,015</b>	<b>78,585,340</b>	<b>80,583,614</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
MIS Automation - State Attorney	470-602	12,480	14,140	25,066	25,066	25,066	25,066	25,066	25,066
MIS Automation - Public Defender	470-603	16,393	21,520	43,203	43,203	43,203	43,203	43,203	43,203
Fine & Forfeiture - Risk	495-689	292,139	300,378	285,199	285,199	285,199	285,199	285,199	285,199
Diversionary Programs	508-569	100,330	100,000	125,000	100,000	100,000	100,000	100,000	100,000
Law Enforcement	510-586	35,841,464	35,506,491	36,925,693	36,216,890	37,241,643	38,258,875	39,314,340	40,409,648
Corrections	511-586	32,113,163	32,930,477	34,549,212	34,549,212	35,379,437	36,199,999	37,051,954	37,936,657
State Attorney	532-602	73,578	98,600	98,600	98,600	98,600	98,600	98,600	98,600
State Attorney	532-713	4,539	19,085	11,355	11,355	11,355	11,355	11,355	11,355
Public Defender	533-603	108,217	118,525	118,525	118,525	118,525	118,525	118,525	118,525
Public Defender	533-713	5,878	30,425	14,670	14,670	14,670	14,670	14,670	14,670
Clerk - Article V Expenses	537-614	413,828	422,105	407,457	407,457	415,606	423,918	423,918	423,918
Legal Aid	555-715	125,000	259,510	259,914	259,914	260,341	135,341	135,341	135,341
Juvenile Detention Payment - State	620-689	985,639	1,022,660	1,043,318	860,500	877,710	895,264	913,169	931,432
Transfers	950-581	2,620,813	-	-	-	-	-	-	-
Budgeted Reserves - Fine and Forfeiture	990-599	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
<b>Total Appropriations</b>		<b>72,713,461</b>	<b>70,893,916</b>	<b>73,957,212</b>	<b>73,040,591</b>	<b>74,921,355</b>	<b>76,660,015</b>	<b>78,585,340</b>	<b>80,583,614</b>
<b>Revenues Less Appropriations</b>		<b>(3,019,595)</b>	<b>-</b>	<b>2,927,621</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The County implemented and maintained the countywide millage rate of 8.3144 for FY 2017. Additional information regarding this levy is located on the general fund page. In addition, increases in the Sheriff's budget reflect the second year of a step pay plan adjustment. The second year impact is approximately \$700,000 as well as other personnel cost increases related to retirement and health insurance. Additionally, the Sheriff's budget reflects eight new positions; four new deputies in Law Enforcement and four non sworn positions in Corrections.

Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Sheriff GPS Program	337281	-	100,000	100,000	100,000	100,000	100,000	-	-
City Of Tallahassee - GPS Tracking	337285	36,645	-	-	-	-	-	-	-
County Court Probation Fees	349120	422,439	428,450	341,000	323,950	321,100	317,300	314,450	310,650
Community Service Fees	349122	10,520	-	86,000	81,700	82,650	83,600	84,550	85,500
Probation-no Show Fees	349125	21,130	21,470	23,100	21,945	21,660	21,470	21,280	21,090
Pre-trial Fees	349130	87,026	88,825	78,600	74,670	75,430	76,190	76,950	77,710
SCRAM Unit User Fees	349135	63,095	63,745	96,900	92,055	92,720	93,385	94,050	94,810
Alternative Community Service Fees	349140	50,535	45,315	51,100	48,545	48,070	47,595	47,120	46,645
UA Testing Fees	349147	176,620	177,650	160,000	152,000	155,040	158,141	161,303	164,530
Alcohol Testing Fees	349148	73,569	66,500	74,400	70,680	71,345	72,010	72,770	73,530
Pool Interest Allocation	361111	11,545	9,880	12,200	11,590	11,590	11,590	11,590	11,590
Net Incr(decr) In Fmv Of Investment	361300	1,966	-	-	-	-	-	-	-
Transfer From Fund 001	381001	1,926,118	2,011,781	2,128,404	2,128,404	2,217,595	2,311,597	2,507,684	2,608,889
<b>Total Revenues</b>		<b>2,881,207</b>	<b>3,013,616</b>	<b>3,151,704</b>	<b>3,105,539</b>	<b>3,197,200</b>	<b>3,292,878</b>	<b>3,391,747</b>	<b>3,494,944</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
MIS Automation - Probation Services	470-523	3,860	6,590	12,110	12,110	12,110	12,110	12,110	12,110
Probation Services - Risk	495-523	31,729	32,308	16,003	16,003	16,003	16,003	16,003	16,003
Indirect Costs - Probation Services	499-523	416,000	510,000	638,000	638,000	657,000	677,000	697,000	718,000
County Probation	542-523	1,057,144	1,158,730	1,196,850	1,127,559	1,166,463	1,207,003	1,249,270	1,293,346
Pretrial Release	544-523	1,025,660	1,135,112	1,223,133	1,143,133	1,172,700	1,203,485	1,235,566	1,268,986
Drug & Alcohol Testing	599-523	164,342	170,876	168,734	168,734	172,924	177,277	181,798	186,499
<b>Total Appropriations</b>		<b>2,698,735</b>	<b>3,013,616</b>	<b>3,254,830</b>	<b>3,105,539</b>	<b>3,197,200</b>	<b>3,292,878</b>	<b>3,391,747</b>	<b>3,494,944</b>
<b>Revenues Less Appropriations</b>		<b>182,472</b>	<b>-</b>	<b>(103,126)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

For FY 2017, the budget includes a \$2.1 million general revenue subsidy to the Probation Services fund. Due to a decline in program revenues due to fee waivers, this subsidy is anticipated to grow to \$2.6 million in F 20Y21. The revenue for the fund also reflects additional resources provided by the Sheriff in the amount of \$100,000. The funding is available from the Inmate Trust Fund and is budgeted over the next three years. This funding will assist in offsetting the cost of the GPS Monitoring Program.

# Leon County Fiscal Year 2017 Adopted Budget

## Teen Court (114)

Fund Type: Special Revenue

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

<b>Revenue Sources</b>	<b>Acct #</b>	<b>Actual FY 2015</b>	<b>Adopted FY 2016</b>	<b>Requested FY 2017</b>	<b>Budget FY 2017</b>	<b>Planned FY 2018</b>	<b>Planned FY 2019</b>	<b>Planned FY 2020</b>	<b>Planned FY 2021</b>
Prisoner Petition Assessment	349160	98	-	-	-	-	-	-	-
Mediation Fees	349310	11	-	-	-	-	-	-	-
Teen Court Fees	351500	92,592	104,785	99,748	94,761	98,551	102,494	106,594	110,857
Pool Interest Allocation	361111	502	475	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	26,282	31,000	31,000	-	-	-	-
<b>Total Revenues</b>		<b>93,203</b>	<b>131,542</b>	<b>130,748</b>	<b>125,761</b>	<b>98,551</b>	<b>102,494</b>	<b>106,594</b>	<b>110,857</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	<b>Actual FY 2015</b>	<b>Adopted FY 2016</b>	<b>Requested FY 2017</b>	<b>Budget FY 2017</b>	<b>Planned FY 2018</b>	<b>Planned FY 2019</b>	<b>Planned FY 2020</b>	<b>Planned FY 2021</b>
Teen Court - Risk	495-662	1,714	1,634	1,582	1,582	1,582	1,582	1,582	1,582
Indirect Costs - Teen Court	499-662	8,000	8,000	9,000	9,000	9,000	10,000	10,000	10,000
Court Administration - Teen Court	586-662	141,881	121,908	115,179	115,179	119,234	123,479	127,925	132,578
<b>Total Appropriations</b>		<b>151,595</b>	<b>131,542</b>	<b>125,761</b>	<b>125,761</b>	<b>129,816</b>	<b>135,061</b>	<b>139,507</b>	<b>144,160</b>
<b>Revenues Less Appropriations</b>		<b>(58,392)</b>	<b>-</b>	<b>4,987</b>	<b>-</b>	<b>(31,265)</b>	<b>(32,567)</b>	<b>(32,913)</b>	<b>(33,303)</b>

Notes:

The decrease in expenditures coincides with a decrease in the \$3.00 fee revenue collected from traffic citations. As a result, the school education portion of the program was eliminated in FY 2016. The position for this program will remain vacant until revenues can support the return of this portion of the program. The fund balance will be depleted after FY 2017, which will require additional costs reductions or shifting of the costs to other sources of court funding in future years.

Leon County Fiscal Year 2017 Adopted Budget

Drug Abuse Trust (116)

Fund Type: Special Revenue

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

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
County Alcohol Tf (fs 938.13)	348125	6,555	5,985	6,555	6,555	6,650	6,650	6,745	6,840
Felony Drug Intervention	348241	55,025	56,525	57,700	54,815	55,911	57,029	58,170	59,334
Pool Interest Allocation	361111	1	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>61,581</b>	<b>62,510</b>	<b>64,255</b>	<b>61,370</b>	<b>62,561</b>	<b>63,679</b>	<b>64,915</b>	<b>66,174</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Drug Abuse	800-562	71,648	52,920	53,395	53,395	54,463	55,552	56,663	57,796
Budgeted Reserves - Drug Court	990-599	-	9,590	7,975	7,975	8,098	8,127	8,252	8,378
<b>Total Appropriations</b>		<b>71,648</b>	<b>62,510</b>	<b>61,370</b>	<b>61,370</b>	<b>62,561</b>	<b>63,679</b>	<b>64,915</b>	<b>66,174</b>
<b>Revenues Less Appropriations</b>		<b>(10,067)</b>	<b>-</b>	<b>2,885</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Court Innovations Local Requirement	348921	56,076	53,580	58,400	55,480	55,765	56,145	56,430	56,810
Legal Aid Local Ordinance	348922	56,077	53,580	58,400	55,480	55,765	56,145	56,430	56,810
Law Library Local Ordinance	348923	56,077	53,580	58,400	55,480	55,765	56,145	56,430	56,810
Juvenile Alternative Local Ordinance	348924	56,077	53,580	58,400	55,480	55,765	56,145	56,430	56,810
Leon County	349510	100	-	-	-	-	-	-	-
Fees	349600	15	-	-	-	-	-	-	-
Pool Interest Allocation	361111	1,783	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	4,531	3,302	3,302	4,703	6,099	7,617	9,141
<b>Total Revenues</b>		<b>226,203</b>	<b>218,851</b>	<b>236,902</b>	<b>225,222</b>	<b>227,763</b>	<b>230,679</b>	<b>233,337</b>	<b>236,381</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Judicial Programs - Risk	495-569	609	1,069	1,102	1,102	1,102	1,102	1,102	1,102
Indirect Costs - Judicial Programs	499-601	-	2,100	2,200	2,200	2,200	2,200	2,200	2,200
Alternative Juvenile Programs	509-569	51,623	54,942	53,225	55,480	55,765	56,145	56,430	56,810
Law Library	546-714	-	53,580	55,480	55,480	55,765	56,145	56,430	56,810
Judicial Programs/Article V	548-662	2,703	53,580	58,688	55,480	57,166	58,942	60,745	62,649
Legal Aid - Court	555-715	51,500	53,580	55,480	55,480	55,765	56,145	56,430	56,810
<b>Total Appropriations</b>		<b>106,435</b>	<b>218,851</b>	<b>226,175</b>	<b>225,222</b>	<b>227,763</b>	<b>230,679</b>	<b>233,337</b>	<b>236,381</b>
<b>Revenues Less Appropriations</b>		<b>119,769</b>	<b>-</b>	<b>10,727</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The increase in expenditures is related to the increase in anticipate revenues in this fund. For the out years, an increased use of fund balance will be required.

# Leon County Fiscal Year 2017 Adopted Budget

## Building Inspection (120)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Building Permits	322000	1,375,942	1,496,250	1,976,000	1,877,200	1,970,300	2,069,100	2,172,650	2,280,950
Manufactured Homes	322005	30,807	24,605	51,300	48,735	49,685	50,635	51,680	52,725
Building/Environmental Inspections	329114	49,464	41,895	59,100	56,145	58,900	61,845	64,980	68,210
Contractor's Licenses	329140	8,557	8,075	8,800	8,360	8,455	8,645	8,835	9,025
Proj Status - Bldg Set Backs	329241	30	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	7,253	-	-	-	-	-	-	-
State Surcharge Retention	335291	4,471	-	-	-	-	-	-	-
Driveway Permit Fees	343930	11,558	8,170	14,500	13,775	13,870	14,060	14,155	14,345
Reinspection Fees	349100	190	95	100	95	95	95	95	95
Violations of Local Ordinances	354150	74	-	-	-	-	-	-	-
Pool Interest Allocation	361111	17,319	15,960	19,200	18,240	18,240	18,240	18,240	18,240
Net Incr(decr) In Fmv Of Investment	361300	3,243	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	223,606	-	-	-	-	-	-
<b>Total Revenues</b>		<b>1,508,907</b>	<b>1,818,656</b>	<b>2,129,000</b>	<b>2,022,550</b>	<b>2,119,545</b>	<b>2,222,620</b>	<b>2,330,635</b>	<b>2,443,590</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
New General Vehicle & Equipment	026018-524	-	45,500	-	-	-	-	-	-
Building Plans Review and Inspection	220-524	1,091,743	1,441,057	1,629,003	1,629,003	1,680,312	1,733,714	1,789,320	1,847,177
MIS Automation - Building Inspection	470-524	1,800	1,900	2,900	2,900	2,900	2,900	2,900	2,900
Building Inspection	495-524	6,121	6,199	7,049	7,049	7,049	7,049	7,049	7,049
Indirect Costs - Building Inspections	499-524	219,000	233,000	244,000	244,000	251,000	259,000	267,000	275,000
Transfers	950-581	-	91,000	70,000	70,000	70,000	70,000	70,000	70,000
Budgeted Reserves - Building Inspection	990-599	-	-	69,598	69,598	108,284	149,957	194,366	241,464
<b>Total Appropriations</b>		<b>1,318,664</b>	<b>1,818,656</b>	<b>2,022,550</b>	<b>2,022,550</b>	<b>2,119,545</b>	<b>2,222,620</b>	<b>2,330,635</b>	<b>2,443,590</b>
<b>Revenues Less Appropriations</b>		<b>190,243</b>	<b>-</b>	<b>106,450</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Increased funds are related to a rebound in commercial and housing construction permitting. Likewise, expenses increased due to the necessity of adding positions to handle the increased permitting intake and inspection demands. At its April 26, 2016 meeting, the Board approved adding a Permitting Technician position in FY 2016, and at the July 12, 2016 meeting, the Board approved the addition of a Combination Building Inspector position to meet the increased demands for service in building and permitting. The increase in personnel costs is reflected in the FY 2017 budget. In FY 2017, fee revenue is anticipated to increase because of the continued recovery of the construction market resulting in the elimination of the use of fund balance to fund expenses.

Leon County Fiscal Year 2017 Adopted Budget

Development Services & Environ. Mgmt. Fund (121)

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

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Licenses And Permits	322100	-	1,235,000	1,736,000	1,649,200	1,731,850	1,818,300	1,909,500	1,990,869
Stormwater - Standard Form	329100	218,688	-	-	-	-	-	-	-
Stormwater - Short Form B-High	329110	19,663	-	-	-	-	-	-	-
Stormwater - Short Form B-Low	329111	23,769	-	-	-	-	-	-	-
Stormwater - Short Form A	329112	136,344	-	-	-	-	-	-	-
New Address Assignments	329113	40,800	-	-	-	-	-	-	-
Tree Permits	329120	2,752	-	-	-	-	-	-	-
Vegetative Management Plans	329121	2,520	-	-	-	-	-	-	-
Landscape Permit Fees	329130	27,304	-	-	-	-	-	-	-
Amend/Resubmittal/Extensions	329150	2,394	-	-	-	-	-	-	-
General Utility Permit	329160	28,380	-	-	-	-	-	-	-
Operating Permit	329170	64,724	-	-	-	-	-	-	-
Communications Tower Bonds	329171	14,772	-	-	-	-	-	-	-
Subdivision Exemptions	329200	33,098	-	-	-	-	-	-	-
Certificate Of Concurrence	329210	11,796	-	-	-	-	-	-	-
Parking Standards	329220	3,600	-	-	-	-	-	-	-
Project Status	329240	63,000	-	-	-	-	-	-	-
PUV - Permitted Use Verification	329250	25,782	-	-	-	-	-	-	-
Site Plan Review	329260	62,155	-	-	-	-	-	-	-
Other Development Review Fees	329270	43,284	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	930	-	-	-	-	-	-	-
Code or Lien Cost Recovery Fee	341300	5,580	61,750	28,800	27,360	27,645	27,930	28,215	28,500
Driveway Permit Fees	343930	-	-	14,500	13,775	13,870	14,060	14,155	14,345
Environmental Analysis	343941	81,191	-	-	-	-	-	-	-
Boaa Variance Requests	343950	1,500	-	-	-	-	-	-	-
Reinspection Fees	349100	4,456	-	-	-	-	-	-	-
Code Enforcement Board Fines	354100	23,509	10,450	15,800	15,010	15,295	15,580	15,960	16,245
Pool Interest Allocation	361111	13,035	11,115	19,800	18,810	18,810	18,810	18,810	18,810
Net Incr(decr) In Fmv Of Investment	361300	1,497	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	289	950	100	95	95	95	95	95
Conservation Easements	369901	52	-	-	-	-	-	-	-
Abandon Property Registration Fee	369905	53,850	83,410	74,500	70,775	73,625	75,050	77,330	78,185
Transfer From Fund 126	381126	2,000,000	2,000,000	1,950,000	1,950,000	2,151,758	2,230,338	2,295,480	2,347,048
Appropriated Fund Balance	399900	-	309,642	358,274	358,274	70,569	60,513	31,415	-
<b>Total Revenues</b>		<b>3,010,713</b>	<b>3,712,317</b>	<b>4,197,774</b>	<b>4,103,299</b>	<b>4,103,517</b>	<b>4,260,676</b>	<b>4,390,960</b>	<b>4,494,097</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Environmental Services	420-537	1,353,753	1,454,182	1,511,145	1,511,145	1,559,469	1,609,663	1,661,809	1,715,724
Development Services	422-537	657,859	790,500	822,434	800,051	825,708	852,446	880,319	909,378
Permit & Code Services	423-537	445,909	435,251	481,525	481,525	495,748	510,577	526,035	542,172
DS Support Services	424-537	347,736	347,277	330,592	330,592	340,606	351,004	361,811	372,837
MIS Automation - Growth Management	470-537	6,300	7,150	15,625	15,625	15,625	15,625	15,625	15,625
Growth Management - Risk	495-537	17,461	15,957	16,361	16,361	16,361	16,361	16,361	16,361
Indirect Costs - Growth Management	499-537	585,000	662,000	757,000	757,000	780,000	803,000	827,000	852,000
Transfer	950-581	-	-	191,000	191,000	70,000	102,000	102,000	70,000
<b>Total Appropriations</b>		<b>3,414,019</b>	<b>3,712,317</b>	<b>4,125,682</b>	<b>4,103,299</b>	<b>4,103,517</b>	<b>4,260,676</b>	<b>4,390,960</b>	<b>4,494,097</b>
<b>Revenues Less Appropriations</b>		<b>(403,306)</b>	<b>-</b>	<b>72,092</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Development Services & Environ. Mgmt. Fund (121)

Notes:

Anticipated increases in revenue in this fund are associated with the increased activity in development and permitting fee revenue related to the steady rebound in the construction economy. The increase in expenditures is related to funding the needs of an Environmental Review Specialist, a Senior Environmental Engineer, and a new Permit Technician approved in FY 2016. These position changes were approved to meet the increased workload demands of Environmental Services as a result of increased permitting activity. Due to increases in revenue, out years also show the use of fund balance declining and the general revenue support increasing \$2.3 million in FY 2021.



Leon County Fiscal Year 2017 Adopted Budget

Stormwater Utility (123)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Non Ad-valorem Assessment	319100	3,224,018	3,372,130	3,539,180	3,362,221	3,395,843	3,429,802	3,464,100	3,498,741
Delinquent Assessments 2007	319207	93	-	-	-	-	-	-	-
Delinquent Taxes 2008	319208	236	-	-	-	-	-	-	-
Delinquent Assessment - 2009	319209	304	-	-	-	-	-	-	-
Delinquent Assessments-2010	319210	160	-	-	-	-	-	-	-
Delinquent Assessments-2011	319211	1,196	-	-	-	-	-	-	-
Delinquent Assessments 2012	319212	3,127	-	-	-	-	-	-	-
Delinquent Assessments 2013	319213	113,252	-	-	-	-	-	-	-
Pool Interest Allocation	361111	28,219	18,715	29,300	27,835	27,835	27,835	27,835	27,835
Net Incr(decr) In Fmv Of Investment	361300	3,719	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	182,000	-	-	-	-	-	-	-
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	424,391	248,577	574,463	574,463	636,202	745,747	801,281	875,070
<b>Total Revenues</b>		<b>4,780,716</b>	<b>4,439,422</b>	<b>4,942,943</b>	<b>4,764,519</b>	<b>4,859,880</b>	<b>5,003,384</b>	<b>5,093,216</b>	<b>5,201,646</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Stormwater Maintenance	433-538	2,515,001	2,801,105	3,082,398	3,078,652	3,137,996	3,243,624	3,294,667	3,363,301
Stormwater Utility - Risk	495-538	16,964	17,535	15,628	15,628	15,628	15,628	15,628	15,628
Indirect Costs - Stormwater Utility	499-538	353,000	392,000	442,000	442,000	455,000	469,000	483,000	497,000
Tax Collector	513-586	66,047	65,920	65,920	65,920	65,920	65,920	65,920	65,920
Transfers	950-581	1,343,275	1,142,862	1,142,319	1,142,319	1,165,336	1,189,212	1,214,001	1,239,797
Budgeted Reserves - Stormwater Utility	990-599	-	20,000	20,000	20,000	20,000	20,000	20,000	20,000
<b>Total Appropriations</b>		<b>4,294,287</b>	<b>4,439,422</b>	<b>4,768,265</b>	<b>4,764,519</b>	<b>4,859,880</b>	<b>5,003,384</b>	<b>5,093,216</b>	<b>5,201,646</b>
<b>Revenues Less Appropriations</b>		<b>486,429</b>	<b>-</b>	<b>174,678</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

In FY 2014, the County implemented the first increase in 23 years of the stormwater non ad valorem assessment from \$20 to \$85. This allowed for the general revenue subsidy will be decreased by \$2.5 million dollars. The current general revenue subsidy covers the cost of the modest fee discount for low income seniors and disabled veterans and properties that receive a stormwater credit discount, as specified in the related ordinance. The increase in general revenue support is primarily due to the addition of a six person stormwater maintenance crew in FY 2017. This crew was previously eliminated during the recession and is being restored to focus on preventative stormwater system maintenance. The transfer of \$800,000 from transportation covers the costs of stormwater maintenance activity related to roadways.

# Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
SHIP - Doc Stamp Revenue	345100	218,333	879,466	636,425	636,425	-	-	-	-
SHIP Recaptured Revenue	345150	64,292	-	-	-	-	-	-	-
Pool Interest Allocation	361111	4,962	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>287,587</b>	<b>879,466</b>	<b>636,425</b>	<b>636,425</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
SHIP 2013 - 2016	932045-554	118,559	-	-	-	-	-	-	-
SHIP 2014-2017	932047-554	169,028	879,466	-	-	-	-	-	-
SHIP 2015-2018	932048-554	-	-	464,620	-	-	-	-	-
SHIP 2016-2019	932049-554	-	-	636,425	636,425	-	-	-	-
<b>Total Appropriations</b>		<b>287,587</b>	<b>879,466</b>	<b>1,101,045</b>	<b>636,425</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>-</b>	<b>-</b>	<b>(464,620)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The State appropriated funding for SHIP during the FY16 legislative session. The amount of SHIP funding allocated for Leon County is \$636,425, a 38% decrease over previous year funding.

# Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Law Enforcement Block Grant	331280	84,445	120,000	40,000	40,000	40,000	40,000	40,000	40,000
Big Bend Scenic Byway Grant	331494	16,500	-	-	-	-	-	-	-
CDBG Disaster Recovery Initiative	331530	1,233,291	-	-	-	-	-	-	-
Disaster Recovery Enhancement Grant	331531	23,950	-	-	-	-	-	-	-
DCF Drug Court	334240	22,860	-	-	-	-	-	-	-
Septic to Sewer Grant	334352	26,590	-	-	-	-	-	-	-
Robertson Road Flood Relief	334367	73,518	-	-	-	-	-	-	-
Dep Storage Tank Program	334392	99,931	116,800	116,800	116,800	116,800	116,800	116,800	116,800
Florida Hardest Hit Program	334512	13,643	-	-	-	-	-	-	-
Mosquito Control	334610	23,940	35,000	32,467	32,467	32,467	32,467	32,467	32,467
Sustainable Communities Tag Grant	334613	25,000	-	-	-	-	-	-	-
Miccosukee Canopy Road Greenways	334785	335	-	-	-	-	-	-	-
Boating Improvement	334792	1,347	-	-	-	-	-	-	-
Veteran's Court Funds	334891	-	-	125,000	125,000	125,000	125,000	125,000	125,000
COT Reimb. Bannerman Rd Project	337404	940,375	-	-	-	-	-	-	-
BP 2000 Fred George Park	337701	646,661	-	-	-	-	-	-	-
BP 2000 St. Marks Greenway	337702	62,981	-	-	-	-	-	-	-
Friends Of The Library	337714	12,319	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Slosberg \$3 Driver Education	348531	89,314	87,305	89,300	84,835	84,835	84,835	84,835	84,835
Slosberg Driver Ed-cfwd	348532	15,186	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	5,932	-	-	-	-	-	-	-
Capacity Fee	363244	379,802	-	-	-	-	-	-	-
Contributions And Donations	366000	2,925	-	-	-	-	-	-	-
Transfer From Fund 126	381126	121,155	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	252,598	262,146	262,146	267,120	272,283	277,636	283,194
<b>Total Revenues</b>		<b>3,922,001</b>	<b>626,703</b>	<b>680,713</b>	<b>676,248</b>	<b>681,222</b>	<b>686,385</b>	<b>691,738</b>	<b>697,296</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Significant Benefit District 1 - Northeast Quadrant	009010-541	99,579	-	-	-	-	-	-	-
Fred George Park	043007-541	646,661	-	-	-	-	-	-	-
Miccosukee Greenways	044003-572	670	-	-	-	-	-	-	-
St. Marks Headwaters Greenways	047001-572	62,981	-	-	-	-	-	-	-
Bannerman Road	054003-541	940,375	-	-	-	-	-	-	-
Beech Ridge Trail Extension	054010-541	195,267	-	-	-	-	-	-	-
Magnolia Drive Multi-Use Trail	055010-541	8,397	-	-	-	-	-	-	-
Intersection and Safety Improvements	057001-541	76,559	-	-	-	-	-	-	-
Mosquito Control Grant	214-562	23,940	30,000	32,521	32,521	32,521	32,521	32,521	32,521
Grants - Risk	495-595	1,834	1,710	1,690	1,690	1,690	1,690	1,690	1,690
Emergency Management- Base Grant	864-586	121,155	121,155	121,155	121,155	121,155	121,155	121,155	121,155
DEP Storage Tank	866-524	146,539	161,533	166,047	166,047	171,021	176,184	181,537	187,095
Patron Donations- Library	913023-571	786	-	-	-	-	-	-	-
Capeloute Donation	913024-571	2,140	-	-	-	-	-	-	-
Friends Literacy Contract 2005	913045-571	12,319	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Slosberg Drivers Education Grant	915013-529	104,500	87,305	84,835	84,835	84,835	84,835	84,835	84,835
DOT - Big Bend Scenic Byway	916016-529	16,500	-	-	-	-	-	-	-

Leon County Fiscal Year 2017 Adopted Budget

Grants (125)

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
SUSTAINABLE COMMUNITIES TAG GRANT	917015-559	25,000	-	-	-	-	-	-	-
Boating Improvement	921043-572	1,347	-	-	-	-	-	-	-
ROBINSON ROAD FLOOD RELIEF	926105-538	73,518	-	-	-	-	-	-	-
WOODVILLE HEIGHTS SEWER PROJECT	926155-535	26,590	-	-	-	-	-	-	-
Florida Hardest Hit Program	932016-554	15,764	-	-	-	-	-	-	-
CDBG Disaster Recovery - Admin	932060-569	21,780	-	-	-	-	-	-	-
DREF Oakridge Flood Property Acq	932069-538	23,950	-	-	-	-	-	-	-
CDBG Disaster Rec Hope Community	932072-538	42,382	-	-	-	-	-	-	-
CDBG Disaster Rec Roof Replacement Prog	932074-569	95,058	-	-	-	-	-	-	-
Autumn Woods Flood Mitigation	932075-538	1,077,661	-	-	-	-	-	-	-
DCF Drug Court Grant	943085-622	22,860	-	-	-	-	-	-	-
Veteran's Court	944010-601	-	-	125,000	125,000	125,000	125,000	125,000	125,000
FDLE JAG Grant	982060-521	84,445	-	-	-	-	-	-	-
FDLE JAG Grant	982061-521	-	120,000	120,000	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
<b>Total Appropriations</b>		<b>3,970,557</b>	<b>626,703</b>	<b>756,248</b>	<b>676,248</b>	<b>681,222</b>	<b>686,385</b>	<b>691,738</b>	<b>697,296</b>
<b>Revenues Less Appropriations</b>		<b>(48,556)</b>	<b>-</b>	<b>(75,535)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Note:

Due to accumulation of fund balance from prior year transfers of general revenue, a general revenue transfer was not required for grant match funding in FY 2017.

Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Local Communication Svcs Tax	315000	3,499,854	3,580,550	3,436,000	3,264,200	3,231,900	3,199,600	3,168,250	3,136,900
State Revenue Sharing	335120	5,202,414	5,054,000	5,749,000	5,461,550	5,706,650	5,964,100	6,232,000	6,513,200
Insurance Agents County	335130	68,208	59,850	68,000	64,600	64,600	64,600	64,600	64,600
Mobile Home Licenses	335140	31,222	30,500	30,526	29,000	29,289	29,582	29,878	30,177
Alcoholic Beverage Licenses	335150	171,390	93,100	100,947	95,900	98,776	101,739	104,792	107,935
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	11,863,075	11,857,900	12,920,000	12,274,000	12,825,950	13,403,550	14,006,800	14,636,650
Pool Interest Allocation	361111	41,640	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	4,372	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>21,105,425</b>	<b>20,887,988</b>	<b>22,527,724</b>	<b>21,401,338</b>	<b>22,169,253</b>	<b>22,975,259</b>	<b>23,818,408</b>	<b>24,701,550</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfers	950-581	19,943,900	20,887,988	21,401,338	21,401,338	22,169,253	22,975,259	23,818,408	24,701,550
Transfer to Fund 131	950-586	79,445	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>20,023,345</b>	<b>20,887,988</b>	<b>21,401,338</b>	<b>21,401,338</b>	<b>22,169,253</b>	<b>22,975,259</b>	<b>23,818,408</b>	<b>24,701,550</b>
<b>Revenues Less Appropriations</b>		<b>1,082,080</b>	<b>-</b>	<b>1,126,386</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Note:

Increases in 1/2 Cent Sales Tax and State Shared revenue reflect an improving economy and consumer spending. Revenues from the Local Communications Services Tax decreased and are expected to decline in the out years. This coincides with the declining statewide trend in this revenue due technological changes and consumer preferences that continue to undermine the Communications Services Tax base by shifting consumer purchases to services not subject to the tax.

# Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
DOH-Emergency Medical Services	334201	26,545	60,000	-	-	-	-	-	-
DOH-State EMS Matching Grant	334202	48,094	-	63,158	60,000	60,000	60,000	60,000	60,000
Tree Bank Donations	337410	41,544	-	-	-	-	-	-	-
Friends Endowment	337716	8,660	-	-	-	-	-	-	-
Van Brunt Library Trust	337725	35,296	-	-	-	-	-	-	-
Parks And Recreation	347200	14,727	-	-	-	-	-	-	-
Pool Interest Allocation	361111	3,877	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	1,458	-	-	-	-	-	-	-
Transfer From Fund 135	381135	24,704	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>204,905</b>	<b>60,000</b>	<b>63,158</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Friends Endowment 2005	913115-571	9,977	-	-	-	-	-	-	-
Van Brunt Library Trust	913200-571	36,688	-	-	-	-	-	-	-
Tree Bank	921053-541	41,906	-	-	-	-	-	-	-
Miccosukee Community Center	921116-572	6,947	-	-	-	-	-	-	-
Miccosukee Community Center	921126-572	5,071	-	-	-	-	-	-	-
Ft. Braden Community Center	921146-572	3,516	-	-	-	-	-	-	-
EMS/DOH - EMS Equipment	961045-526	26,545	60,000	-	-	-	-	-	-
EMS/DOH- MATCHING GRANT M3099	961047-526	41,500	-	-	-	-	-	-	-
EMS/DOH- MATCHING GRANT M3100	961048-526	22,625	-	-	-	-	-	-	-
EMS/DOH Matching Grant M4081	961051-526	-	-	60,000	60,000	60,000	60,000	60,000	60,000
<b>Total Appropriations</b>		<b>194,774</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
<b>Revenues Less Appropriations</b>		<b>10,131</b>	<b>-</b>	<b>3,158</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
State Revenue Sharing Enhanced 911 Fee	335220	809,294	581,400	638,000	606,100	618,450	630,800	643,150	655,500
State Revenue Sharing Enhanced 911 DMS	335221	521,504	701,100	796,000	756,200	763,800	771,400	779,000	787,550
Pool Interest Allocation	361111	8,803	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	2,382	-	-	-	-	-	-	-
Sheriff Excess Fees	386400	335,051	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>1,677,034</b>	<b>1,282,500</b>	<b>1,434,000</b>	<b>1,362,300</b>	<b>1,382,250</b>	<b>1,402,200</b>	<b>1,422,150</b>	<b>1,443,050</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Enhanced 9-1-1	180-586	1,283,200	1,276,500	1,355,300	1,355,300	1,375,250	1,395,200	1,414,150	1,435,050
Indirect Costs - Emergency 911	499-525	5,000	6,000	7,000	7,000	7,000	7,000	8,000	8,000
<b>Total Appropriations</b>		<b>1,288,200</b>	<b>1,282,500</b>	<b>1,362,300</b>	<b>1,362,300</b>	<b>1,382,250</b>	<b>1,402,200</b>	<b>1,422,150</b>	<b>1,443,050</b>
<b>Revenues Less Appropriations</b>		<b>388,834</b>	<b>-</b>	<b>71,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Leon County Fiscal Year 2017 Adopted Budget

Radio Communication Systems (131)

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

<b>Revenue Sources</b>	<b>Acct #</b>	<b>Actual FY 2015</b>	<b>Adopted FY 2016</b>	<b>Requested FY 2017</b>	<b>Budget FY 2017</b>	<b>Planned FY 2018</b>	<b>Planned FY 2019</b>	<b>Planned FY 2020</b>	<b>Planned FY 2021</b>
Radio Communications Program	351600	246,277	309,985	265,400	252,130	249,660	247,190	244,720	242,250
Pool Interest Allocation	361111	722	-	-	-	-	-	-	-
Transfer From Fund 001	381001	756,539	904,347	1,090,696	1,090,696	1,133,331	1,177,171	1,200,327	1,203,797
Transfer From Fund 110	381110	220,813	-	-	-	-	-	-	-
Transfer From Fund 126	381126	79,445	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>1,303,796</b>	<b>1,214,332</b>	<b>1,356,096</b>	<b>1,342,826</b>	<b>1,382,991</b>	<b>1,424,361</b>	<b>1,445,047</b>	<b>1,446,047</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	<b>Actual FY 2015</b>	<b>Adopted FY 2016</b>	<b>Requested FY 2017</b>	<b>Budget FY 2017</b>	<b>Planned FY 2018</b>	<b>Planned FY 2019</b>	<b>Planned FY 2020</b>	<b>Planned FY 2021</b>
Indirect Costs - Radio Communications	499-519	3,000	3,000	4,000	4,000	4,000	4,000	4,000	5,000
800 Mhz System Maintenance	529-519	1,309,036	1,211,332	1,338,826	1,338,826	1,378,991	1,420,361	1,441,047	1,441,047
<b>Total Appropriations</b>		<b>1,312,036</b>	<b>1,214,332</b>	<b>1,342,826</b>	<b>1,342,826</b>	<b>1,382,991</b>	<b>1,424,361</b>	<b>1,445,047</b>	<b>1,446,047</b>
<b>Revenues Less Appropriations</b>		<b>(8,240)</b>	<b>-</b>	<b>13,270</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Note:

Declining revenue in the 800 MHZ program is due in part to fewer traffic citations being issued by the Tallahassee Police Department. This revenue decline will require \$1.0 million in general revenue support for FY 2017. The general revenue support is anticipated to increase to \$1.2 million in FY 2021.



Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
MSTU Ad Valorem	311130	6,587,655	6,848,625	7,433,966	7,062,268	7,323,617	7,616,561	7,845,058	8,080,410
Delinquent Taxes 2004	311204	-	-	-	-	-	-	-	-
Delinquent Taxes 2006	311206	4	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	131	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	222	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	2	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	259	-	-	-	-	-	-	-
Delequent Taxes 2011	311211	935	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	2,852	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	122,015	-	-	-	-	-	-	-
Ambulance Fees	342600	9,833,735	9,621,600	9,903,534	9,408,357	9,522,973	9,618,203	9,714,385	9,811,529
Special Events	342604	119,647	81,605	218,700	207,765	213,998	220,418	227,031	233,842
Patient Transports	342605	10,366	5,985	9,840	9,348	9,348	9,348	9,348	9,348
Pool Interest Allocation	361111	91,897	103,835	106,900	101,555	101,555	101,555	101,555	101,555
Net Incr(decr) In Fmv Of Investment	361300	9,412	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	11,700	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	1,921,898	2,436,270	2,436,270	3,295,259	2,981,754	3,822,547	4,105,674
<b>Total Revenues</b>		<b>16,790,831</b>	<b>18,583,548</b>	<b>20,109,210</b>	<b>19,225,563</b>	<b>20,466,750</b>	<b>20,547,839</b>	<b>21,719,924</b>	<b>22,342,358</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Emergency Medical Services Vehicle & Equipment Replacement	026014-526	2,043,793	879,000	1,113,000	1,113,000	1,020,250	1,071,300	1,174,850	1,124,850
New Emergency Medical Services Vehicle & Equipment	026021-526	-	-	-	-	300,000	-	-	300,000
Emergency Medical Services Technology	076058-526	40,136	50,000	25,000	25,000	25,000	25,000	25,000	25,000
Emergency Medical Services	185-526	15,599,725	16,083,506	16,473,669	16,473,669	17,459,831	17,740,865	18,758,154	19,084,588
MIS Automation - EMS Fund	470-526	8,595	8,920	13,800	13,800	13,800	13,800	13,800	13,800
EMS - Risk	495-526	59,157	56,306	55,725	55,725	55,725	55,725	55,725	55,725
Indirect Costs - EMS	499-526	1,114,000	1,367,000	1,400,000	1,400,000	1,442,000	1,485,000	1,530,000	1,576,000
Tax Collector	513-586	101,797	138,816	144,369	144,369	150,144	156,149	162,395	162,395
Transfers	950-581	24,704	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>18,991,907</b>	<b>18,583,548</b>	<b>19,225,563</b>	<b>19,225,563</b>	<b>20,466,750</b>	<b>20,547,839</b>	<b>21,719,924</b>	<b>22,342,358</b>
<b>Revenues Less Appropriations</b>		<b>(2,201,076)</b>	<b>-</b>	<b>883,647</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

An increase in property valuations generated increased ad valorem revenue for this fund while Ambulance fee revenue is anticipated to decrease in FY 2017. Additionally, the increase in expenditures will require an increase in the use of fund balance for FY 2017. Out year expenditures also include funding for new ambulances in FY 2018 and FY 2021. Projections show that the EMS fund balance levels will begin to be reduced in out-years and reach the lowest acceptable level per county policy of 15% between FY 2019 and FY 2020. Without an increase in revenues, the fund balance will be depleted in FY 2021. As part of the budget process, the Board is apprised annually regarding the status of the EMS Fund to determine the feasibility of adding ambulances when necessary.

Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Public Service Tax - Electric	314100	4,310,428	4,617,950	7,220,000	6,859,000	6,995,800	7,135,450	7,278,900	7,424,250
Public Service Tax - Water	314300	892,272	899,650	969,000	920,550	930,124	939,705	949,289	958,877
Public Service Tax - Gas	314400	734,009	577,401	591,000	561,450	572,679	584,132	595,815	607,731
Public Service Tax - Fuel Oil	314700	2,123	2,850	3,000	2,850	2,850	2,850	2,850	2,850
Public Service Tax - 2% Discount	314999	(29,077)	(29,450)	(30,000)	(28,500)	(28,500)	(28,500)	(28,500)	(28,500)
DOT-Reimbursement Route 27	343913	7,112	-	5,690	5,690	5,690	5,690	5,690	5,690
Library Fees	347100	196	-	-	-	-	-	-	-
Parks And Recreation	347200	7,301	5,985	6,100	5,795	5,853	5,912	5,971	6,031
Coe's Landing Park	347201	28,422	58,235	41,900	39,805	40,999	42,229	43,497	44,802
Animal Control Education	351310	300	-	-	-	-	-	-	-
Pool Interest Allocation	361111	31,028	35,262	50,300	47,785	47,785	47,785	47,785	47,785
Net Incr(decr) In Fmv Of Investment	361300	5,328	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	62	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	64,250	-	-	-	-	-	-	-
Contributions And Donations	366000	200	3,800	4,000	3,800	3,800	3,800	3,800	3,800
Other Miscellaneous Revenue	369900	4,869	-	-	-	-	-	-	-
Transfer From Fund 126	381126	455,629	908,760	-	-	162,014	174,695	206,227	139,097
Appropriated Fund Balance	399900	-	1,224,459	1,224,459	1,224,459	-	-	-	-
<b>Total Revenues</b>		<b>6,514,453</b>	<b>8,304,902</b>	<b>10,085,449</b>	<b>9,642,684</b>	<b>8,739,094</b>	<b>8,913,748</b>	<b>9,111,324</b>	<b>9,212,413</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Animal Control	201-562	1,297,343	1,570,911	1,526,763	1,526,763	1,578,889	1,633,546	1,690,857	1,707,714
Parks and Recreation Services	436-572	2,576,898	2,794,911	3,015,143	2,884,890	2,982,234	3,041,025	3,102,463	3,166,695
MIS Automation - Animal Control	470-562	710	710	3,077	3,077	3,077	3,077	3,077	3,077
MIS Automation - Parks and Recreation	470-572	335	2,940	3,207	3,207	3,207	3,207	3,207	3,207
Municipal Services - Risk	495-572	67,325	32,813	31,593	31,593	31,593	31,593	31,593	31,593
Indirect Costs - Municipal Services (Animal Control)	499-562	90,000	92,000	115,000	115,000	118,000	122,000	126,000	129,000
Indirect Costs - Municipal Services (Parks & Recreation)	499-572	520,000	497,000	520,000	520,000	536,000	552,000	568,000	585,000
Payment to City- Parks & Recreation	838-572	1,080,239	1,271,502	1,325,542	1,273,620	1,327,749	1,384,178	1,443,005	1,443,005
Transfers	950-581	326,384	2,002,115	3,044,534	3,044,534	1,903,122	1,903,122	1,903,122	1,903,122
Primary Health Care-Trauma Center	971-562	-	-	200,000	200,000	200,000	200,000	200,000	200,000
Budgeted Reserves - Municipal Service	990-599	-	40,000	40,000	40,000	55,223	40,000	40,000	40,000
<b>Total Appropriations</b>		<b>5,959,234</b>	<b>8,304,902</b>	<b>9,824,859</b>	<b>9,642,684</b>	<b>8,739,094</b>	<b>8,913,748</b>	<b>9,111,324</b>	<b>9,212,413</b>
<b>Revenues Less Appropriations</b>		<b>555,219</b>	<b>-</b>	<b>260,590</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

In FY 2014, this fund began to see reduced revenue when the City of Tallahassee overpaid the County \$2.1 million in electric Public Service Tax (PST) due to an over remittance error. The utility revenue repayment ended in FY 2016. Additionally, in FY 2016, the utility provider Talquin Electric Cooperative, informed the County of an error in the calculation of this tax resulting in the underbilling of utility customers for the PST. The combination of the repayment to the City of Tallahassee ending and the Talquin billing correction will result in an increase of \$2.0 million in this revenue for FY 2017. \$1.4 million of this additional revenue will be transferred for Capital Projects in FY 2017.

Leon County Fiscal Year 2017 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. By interlocal agreement with the City of Tallahassee, emergency medical and fire rescue services have been functionally consolidated with both Department Chiefs reporting to the County Administrator and City Manager. In addition, the County provides support to the Volunteer Fire Departments.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Fire Service Fee	325201	5,473,049	4,916,863	5,513,873	5,238,179	6,189,319	6,246,387	6,304,026	6,362,242
Fire Service Fee	325202	1,676,322	1,891,799	1,954,492	1,856,767	2,228,120	2,250,401	2,272,905	2,295,634
Delinquent Fees	325203	12,300	-	-	-	-	-	-	-
Pool Interest Allocation	361111	26,020	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	4,899	-	-	-	-	-	-	-
Transfer From Fund 140	381140	-	1,224,459	1,224,459	1,224,459	-	-	-	-
<b>Total Revenues</b>		<b>7,192,590</b>	<b>8,033,121</b>	<b>8,692,823</b>	<b>8,319,405</b>	<b>8,417,439</b>	<b>8,496,788</b>	<b>8,576,931</b>	<b>8,657,876</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
VFD Fire Services - Risk	495-552	-	33,277	24,930	24,930	24,930	24,930	24,930	24,930
Indirect Costs - Fire Services	499-522	50,000	20,000	25,000	25,000	26,000	27,000	27,000	28,000
Tax Collector	513-586	33,793	33,695	39,090	39,090	45,908	47,377	47,851	48,329
Fire Services Payment	838-522	6,626,631	7,463,670	7,747,906	7,747,906	7,838,122	7,915,002	7,994,671	8,074,138
Volunteer Fire Department	843-522	214,697	482,479	482,479	482,479	482,479	482,479	482,479	482,479
<b>Total Appropriations</b>		<b>6,925,121</b>	<b>8,033,121</b>	<b>8,319,405</b>	<b>8,319,405</b>	<b>8,417,439</b>	<b>8,496,788</b>	<b>8,576,931</b>	<b>8,657,876</b>
<b>Revenues Less Appropriations</b>		<b>267,470</b>	<b>-</b>	<b>373,418</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

In FY 2010, the Board approved placing this assessment on the tax bill for property owners who did not pay the fee via the established billing system; however, direct billing by the City of Tallahassee is the primary source for the collection of this fee. At the May 12, 2015 meeting, the Board approved implementing the new fire fee rates as recommended in the new fire study. The Board then reduced the fees for the unincorporated area by 15% for FY 2016 & FY 2017. The full rate will become effective October 1, 2017 (FY 2018). In order to pay the City of Tallahassee the reduced rate provided to the unincorporated area, the Board appropriated \$1.224 million in FY 2016 from appropriate unincorporated general revenue fund balances. The Board appropriated this same amount in FY 2017.

# Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Tourist Development (3-3/4 Cents)	312100	3,845,638	3,455,625	3,874,421	3,680,700	3,754,314	3,829,400	3,905,988	3,984,107
Tourist Development (1-1/4 Cents)	312110	1,141,543	1,151,875	1,291,474	1,226,900	1,251,438	1,276,467	1,301,996	1,328,035
Pool Interest Allocation	361111	69,877	56,715	19,600	18,620	18,620	18,620	18,620	18,620
Interest Income - Other	361120	56	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	13,198	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	12	-	-	-	-	-	-	-
Rents And Royalties	362000	10,200	10,200	10,200	10,200	10,200	10,200	10,200	10,200
Merchandise Sales	365000	2,812	4,000	3,000	3,000	3,000	3,000	3,000	3,000
Other Contributions	366930	1,100	3,000	2,400	2,400	2,400	2,400	2,400	2,400
Other Miscellaneous Revenue	369900	-	-	22,047	20,945	20,945	20,945	20,945	20,945
Appropriated Fund Balance	399900	-	177,815	491,300	491,300	488,077	62,861	38,472	13,680
<b>Total Revenues</b>		<b>5,084,436</b>	<b>4,859,230</b>	<b>5,714,442</b>	<b>5,454,065</b>	<b>5,548,994</b>	<b>5,223,893</b>	<b>5,301,621</b>	<b>5,380,987</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Welcome Center Improvements	086065-552	74,670	-	41,300	41,300	-	-	-	-
Administration	301-552	498,129	533,944	540,030	525,530	536,714	548,355	560,474	572,830
Advertising	302-552	856,097	1,083,786	1,141,473	1,141,473	1,152,311	1,163,257	1,174,313	1,185,479
Marketing	303-552	1,165,869	1,338,469	1,398,144	1,398,144	1,417,708	1,437,991	1,459,015	1,480,819
Special Projects	304-552	249,784	340,000	515,000	515,000	515,000	515,000	515,000	515,000
MIS Automation - Tourism Development	470-552	8,815	8,820	11,465	11,465	11,465	11,465	11,465	11,465
Tourism Development - Risk	495-552	6,987	6,760	6,858	6,858	6,858	6,858	6,858	6,858
Indirect Costs - Tourism Development	499-552	154,000	189,000	236,000	236,000	243,000	250,000	258,000	266,000
Goodwood Conference Center	888-552	229,000	-	-	-	-	-	-	-
Council on Culture & Arts (COCA)	888-573	904,500	1,151,875	1,226,900	1,226,900	1,251,438	1,276,467	1,301,996	1,328,036
Transfers	950-581	163,451	156,576	301,395	301,395	364,500	14,500	14,500	14,500
Budgeted Reserves - Tourism Development	990-599	-	50,000	50,000	50,000	50,000	-	-	-
<b>Total Appropriations</b>		<b>4,311,301</b>	<b>4,859,230</b>	<b>5,468,565</b>	<b>5,454,065</b>	<b>5,548,994</b>	<b>5,223,893</b>	<b>5,301,621</b>	<b>5,380,987</b>
<b>Revenues Less Appropriations</b>		<b>773,135</b>	<b>-</b>	<b>245,877</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

For FY 2017, estimated revenue per penny is anticipated to increase from \$921,500 per penny in FY 2016 to \$981,520. Funding reflects the new distribution of the five pennies subsequent to the elimination of the one cent funding for the Performing Arts Center. Under the new funding arrangement, one cent is allocated to Council on Cultural Arts (COCA) for the regranting to cultural organizations. In addition, over the next 5 years ¼ cent will support the COCA capital grant program. Increase in expenditures reflects the use of fund balance for funding of the County Signature Event Grant Program as well as capital improvements including building larger permanent bathrooms at Apalachee Regional Park.

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Housing Finance Authority (161)

Fund Type: Special Revenue

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

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Marketing Installment Fee	337500	8,674	10,000	-	-	-	-	-	-
Project Fees	345125	71,276	29,640	30,900	29,355	29,355	29,355	29,355	29,355
SHIP Recaptured Revenue	345150	12,685	-	-	-	-	-	-	-
Pool Interest Allocation	361111	6,691	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	49,720	63,605	63,605	63,605	63,605	63,605	63,605
<b>Total Revenues</b>		<b>99,325</b>	<b>89,360</b>	<b>94,505</b>	<b>92,960</b>	<b>92,960</b>	<b>92,960</b>	<b>92,960</b>	<b>92,960</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Housing Finance Authority	808-554	78,291	89,360	92,960	92,960	92,960	92,960	92,960	92,960
<b>Total Appropriations</b>		<b>78,291</b>	<b>89,360</b>	<b>92,960</b>	<b>92,960</b>	<b>92,960</b>	<b>92,960</b>	<b>92,960</b>	<b>92,960</b>
<b>Revenues Less Appropriations</b>		<b>21,034</b>	<b>-</b>	<b>1,545</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

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County Accepted Roadways and Drainage Systems Program (162)

Fund Type: Special Revenue

The County Accepted Roadways and Drainage Systems Program (CARDS) Fund is a special revenue fund established to account for the repayment of special assessments associated with the County's CARDS program (formerly the 2/3 2/3's paving program). The revenue received into this fund is collected as a non ad valorem special assessment on the annual tax bill. These revenues are repaying the County for loans utilized to construct special assessment paving projects. The revenues are annually transferred to the Capital Projects Fund (305). Prior to FY 2002, each road project had a discrete fund for the repayments to be accounted. The County's Finance Department is currently tracking each individual parcel's obligation through the financial system as a discrete account negating the need for individual funds.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	2,790	6,270	4,700	4,465	4,465	4,465	4,465	4,465
Other Interest Earnings	361390	42,522	49,903	30,000	28,500	21,850	18,050	15,200	12,350
Special Assessments	363000	272,225	229,295	153,000	145,350	110,200	108,300	96,900	89,300
<b>Total Revenues</b>		<b>317,537</b>	<b>285,468</b>	<b>187,700</b>	<b>178,315</b>	<b>136,515</b>	<b>130,815</b>	<b>116,565</b>	<b>106,115</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Tax Collector	513-586	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Transfers	950-581	308,407	279,968	172,815	172,815	131,015	125,315	111,065	100,615
<b>Total Appropriations</b>		<b>313,907</b>	<b>285,468</b>	<b>178,315</b>	<b>178,315</b>	<b>136,515</b>	<b>130,815</b>	<b>116,565</b>	<b>106,115</b>
<b>Revenues Less Appropriations</b>		<b>3,630</b>	<b>-</b>	<b>9,385</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

FY 2017 fund transfers previously transferred to the general capital expenditures was transferred to the General Fund as part of the budget balancing strategy.

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

Fund Type: Special Revenue

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

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	2,742	-	-	-	-	-	-	-
Special Assessment - Killlearn Lakes Sewer	363230	297,078	237,500	250,000	237,500	237,500	237,500	237,500	237,500
<b>Total Revenues</b>		<b>299,820</b>	<b>237,500</b>	<b>250,000</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Tax Collector	513-586	4,478	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Sewer Services Killlearn Lakes Units I and II	838-535	292,600	232,500	232,500	232,500	232,500	232,500	232,500	232,500
<b>Total Appropriations</b>		<b>297,078</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>	<b>237,500</b>
<b>Revenues Less Appropriations</b>		<b>2,741</b>	<b>-</b>	<b>12,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Leon County Fiscal Year 2017 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. In FY 2004 and for a predetermined future period, revenues associated with this fund will primarily be generated by the remaining leases associated with the current tenants of the building. Expenses associated with this fund are comprised of necessities required in the upkeep, maintenance, and management of the facility. A portion of the revenue from this fund is transferred to the associated debt service fund to pay the existing debt service for the bonds issued to purchase the building.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Parking Facilities	344500	78,461	105,260	169,186	160,727	160,790	160,917	154,055	118,372
Pool Interest Allocation	361111	12,441	11,590	5,400	5,130	5,130	5,130	5,130	5,130
Net Incr(decr) In Fmv Of Investment	361300	1,928	-	-	-	-	-	-	-
Rents And Royalties	362000	1,463,718	1,491,800	1,572,515	1,572,515	1,598,919	1,626,715	1,595,555	1,223,615
Appropriated Fund Balance	399900	-	565,383	52,652	52,652	-	-	-	-
<b>Total Revenues</b>		<b>1,556,549</b>	<b>2,174,033</b>	<b>1,799,753</b>	<b>1,791,024</b>	<b>1,764,839</b>	<b>1,792,762</b>	<b>1,754,740</b>	<b>1,347,117</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
County Government Annex	086025-519	791,582	930,000	1,073,605	523,600	485,640	502,479	455,233	475,418
County Government Annex	154-519	550,339	747,397	768,998	427,510	438,284	449,368	457,592	464,683
County Government Annex - Risk	495-519	38,213	38,524	38,528	38,528	38,528	38,528	38,528	38,528
Indirect Costs - County Government Annex	499-519	22,000	22,000	24,000	24,000	25,000	25,000	26,000	27,000
Transfers	950-581	199,715	436,112	435,898	777,386	777,387	777,387	777,387	341,488
<b>Total Appropriations</b>		<b>1,601,848</b>	<b>2,174,033</b>	<b>2,341,029</b>	<b>1,791,024</b>	<b>1,764,839</b>	<b>1,792,762</b>	<b>1,754,740</b>	<b>1,347,117</b>
<b>Revenues Less Appropriations</b>		<b>(45,300)</b>	<b>-</b>	<b>(541,276)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Funding is allocated for renovations, mechanical and electrical upgrades and safety improvements at the Leon County Courthouse Annex. Improvements include replacing air handlers and remodeling bathrooms, converting fifth floor office space and a sprinkler system for the parking garage. Specific project details are located in the Capital Improvements Project Section. In FY 2016, BluePrint 2000 relocated their offices to the County Government Annex in space formally occupied by the Clerk of Court. BluePrint 2000 will pay for the cost of the renovation of the lease over the life of their lease.



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Huntington Oaks Plaza (166)

Fund Type: Special Revenue

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

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	1,811	-	-	-	-	-	-	-
Rents And Royalties	362000	192,193	212,800	139,477	139,477	151,196	151,196	151,196	152,196
Appropriated Fund Balance	399900	-	38,860	11,719	11,719	-	-	-	-
<b>Total Revenues</b>		<b>194,004</b>	<b>251,660</b>	<b>151,196</b>	<b>151,196</b>	<b>151,196</b>	<b>151,196</b>	<b>151,196</b>	<b>152,196</b>
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Huntington Oaks Plaza Bldg Improvement	083002-519	244	100,000	100,000	-	-	-	-	-
Huntington Oaks Plaza Operating	155-519	93,853	134,425	134,525	134,525	134,525	134,525	134,525	134,525
Huntington Oaks - Risk	495-519	13,772	14,235	12,671	12,671	12,671	12,671	12,671	12,671
Indirect Costs - Huntington Oaks Plaza	499-519	2,000	3,000	4,000	4,000	4,000	4,000	4,000	5,000
<b>Total Appropriations</b>		<b>109,869</b>	<b>251,660</b>	<b>251,196</b>	<b>151,196</b>	<b>151,196</b>	<b>151,196</b>	<b>151,196</b>	<b>152,196</b>
<b>Revenues Less Appropriations</b>		<b>84,135</b>	<b>-</b>	<b>(100,000)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfer From Fund 126	381126	66,572	145,371	144,900	144,900	6,640,147	6,643,118	6,642,174	-
Transfer From Fund 165	381165	199,715	436,112	435,898	435,898	435,899	435,899	435,899	-
<b>Total Revenues</b>		<b>266,287</b>	<b>581,483</b>	<b>580,798</b>	<b>580,798</b>	<b>7,076,046</b>	<b>7,079,017</b>	<b>7,078,073</b>	<b>-</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Bond Series 2012A (Tax Exempt)	975-582	136,406	136,706	136,706	136,706	136,706	1,441,706	7,078,073	-
Bond Series 2012B (Taxable)	976-582	443,425	444,777	444,092	444,092	6,939,340	5,637,311	-	-
<b>Total Appropriations</b>		<b>579,831</b>	<b>581,483</b>	<b>580,798</b>	<b>580,798</b>	<b>7,076,046</b>	<b>7,079,017</b>	<b>7,078,073</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>(313,544)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Savings associated with the FY 2013 refinancing saved the County a total of \$2.6 million for the refinancing period.

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## Bond Series 2005 (220)

Fund Type: Debt Service

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

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfer From Fund 001	381001	416,004	272,208	410,684	410,684	-	-	-	-
Transfer From Fund 126	381126	6,340,711	6,074,012	5,955,721	5,955,721	-	-	-	-
Transfer From Fund 140	381140	326,384	312,656	342,237	342,237	-	-	-	-
Transfer From Fund 160	381160	163,451	156,576	136,895	136,895	-	-	-	-
Appropriated Fund Balance	399900	-	126,298	98,417	98,417	-	-	-	-
<b>Total Revenues</b>		<b>7,246,550</b>	<b>6,941,750</b>	<b>6,943,954</b>	<b>6,943,954</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfers	950-581	9,050	-	-	-	-	-	-	-
Bond Series 2005	958-582	7,227,570	6,941,750	6,943,954	6,943,954	-	-	-	-
<b>Total Appropriations</b>		<b>7,236,620</b>	<b>6,941,750</b>	<b>6,943,954</b>	<b>6,943,954</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>9,930</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

The refinancing of the remaining taxable portion of the loan in FY 2015 will save the County \$585,711 over the two year life of the refinancing.

Leon County Fiscal Year 2017 Adopted Budget

ESCO Lease (221)

Fund Type: Debt Service

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

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfer From Fund 001	381001	484,514	484,514	484,514	484,514	484,514	-	-	-
<b>Total Revenues</b>		484,514	484,514	484,514	484,514	484,514	-	-	-
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
ESCO Lease	977-582	484,514	484,514	484,514	484,514	484,514	-	-	-
<b>Total Appropriations</b>		484,514	484,514	484,514	484,514	484,514	-	-	-
<b>Revenues Less Appropriations</b>		1	-	-	-	-	-	-	-

# Leon County Fiscal Year 2017 Adopted Budget

## Debt Series 2014 (222)

Fund Type: Debt Service

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

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfer From Fund 126	381126	558,780	560,672	561,282	561,282	560,785	561,208	560,522	3,335,756
Transfer from Fund 220	381220	9,050	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>567,830</b>	<b>560,672</b>	<b>561,282</b>	<b>561,282</b>	<b>560,785</b>	<b>561,208</b>	<b>560,522</b>	<b>3,335,756</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
2014 Debt Series	976-582	567,830	-	-	-	-	-	-	-
2014 Debt Series	979-582	-	560,672	561,282	561,282	560,785	561,208	560,522	3,335,756
<b>Total Appropriations</b>		<b>567,830</b>	<b>560,672</b>	<b>561,282</b>	<b>561,282</b>	<b>560,785</b>	<b>561,208</b>	<b>560,522</b>	<b>3,335,756</b>
<b>Revenues Less Appropriations</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

This fund was 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 (Fund 220) with a bank loan. This financing will save \$170,000 per year or \$1.8 million over the life of the loan.

Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	219,540	105,545	116,000	110,200	110,200	110,200	110,200	110,200
Net Incr(decr) In Fmv Of Investment	361300	25,415	-	-	-	-	-	-	-
Transfer From Fund 001	381001	1,033,500	1,535,000	1,625,284	1,625,284	2,781,372	2,319,089	3,230,337	9,871,090
Transfer From Fund 120	381120	-	91,000	70,000	70,000	70,000	70,000	70,000	70,000
Transfer From Fund 121	381121	-	-	191,000	191,000	70,000	102,000	102,000	70,000
Transfer From Fund 123	381123	74,334	-	-	-	-	-	-	-
Transfer From Fund 140	381140	-	465,000	1,374,716	1,374,716	1,800,000	1,800,000	1,800,000	1,800,000
Transfer From Fund 160	381160	-	-	150,000	150,000	350,000	-	-	-
Appropriated Fund Balance	399900	-	4,302,489	5,468,030	5,468,030	3,110,558	2,962,591	1,936,525	-
<b>Total Revenues</b>		<b>1,352,789</b>	<b>6,499,034</b>	<b>8,995,030</b>	<b>8,989,230</b>	<b>8,292,130</b>	<b>7,363,880</b>	<b>7,249,062</b>	<b>11,921,290</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
General Vehicle & Equipment Replacement	026003-519	477,472	550,000	439,000	439,000	200,000	259,000	275,000	180,000
Stormwater Vehicle & Equipment Replacement	026004-538	697,218	391,000	481,300	121,000	184,100	180,100	305,000	435,000
Fleet Management Shop Equipment	026010-519	14,478	50,000	50,000	50,000	50,000	50,000	50,000	50,000
General Government New Vehicle Requests	026018-519	-	20,500	-	-	-	-	-	-
New Stormwater Vehicle & Equipment	026020-538	-	-	914,300	-	-	-	-	-
Woodville Community Park	041002-572	75,508	-	-	-	-	-	-	-
J. Lee Vause Park	043001-572	-	61,850	60,700	60,700	141,800	-	-	-
Fred George Park	043007-572	9,263	110,000	-	-	-	-	-	-
Okeeheepkee Prairie Park	043008-572	107,403	-	133,000	133,000	-	-	-	-
Miccosukee Park	044002-572	142,109	-	-	-	-	-	-	-
Miccosukee Greenway	044003-572	-	50,000	-	-	-	-	-	-
Miccosukee Community Center	044005-572	-	15,000	-	-	-	-	-	-
Apalachee Parkway Regional Park	045001-572	78,074	-	600,000	600,000	500,000	200,000	200,000	200,000
J.R. Alford Greenway	045004-572	-	15,000	125,000	125,000	-	-	-	-
Pedrick Road Pond Walking Trail	045007-572	106,436	-	-	-	-	-	-	-
Parks Capital Maintenance	046001-572	425,379	-	1,710,000	-	325,000	325,000	325,000	325,000
Playground Equipment Replacement	046006-572	84,889	130,000	-	-	130,000	-	130,000	-
New Vehicles and Equipment for Parks/Greenways	046007-572	-	222,000	63,200	63,200	111,300	50,000	-	-
Athletic Field Lighting	046008-572	211,825	-	-	-	-	-	-	-
Greenways Capital Maintenance	046009-572	203,408	238,000	350,000	350,000	350,000	350,000	350,000	350,000
St. Marks Headwaters Greenways	047001-572	23,805	-	-	-	-	-	-	-
Boat Landing Improvements and Renovations	047002-572	-	-	125,000	-	125,000	125,000	125,000	125,000
Stormwater and Transportation Improvements	056010-541	848,504	-	-	-	-	-	-	-
Street Lights Placement in Unincorporated Areas	057013-541	-	-	-	-	125,000	125,000	125,000	125,000
Killearn Lake Plantation Stormwater	064006-538	1,146	-	-	-	-	-	-	-
Stormwater Structure Inventory and Mapping	066003-538	124,725	-	-	-	-	-	-	-
TMDL Compliance Activities	066004-538	-	100,000	150,000	150,000	100,000	-	-	-
Stormwater Maintenance Filter Replacement	066026-538	83,822	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Stormwater Infrastructure Preventative Maintenance	067006-538	-	-	550,000	-	500,000	500,000	500,000	500,000
Financial Hardware and Software	076001-519	36,120	100,000	150,000	150,000	100,000	25,000	25,000	25,000
Data Wiring	076003-519	21,280	25,000	25,000	25,000	25,000	25,000	25,000	25,000

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Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Digital Phone System	076004-519	69,907	76,000	200,000	200,000	25,000	25,000	25,000	25,000
Supervisor of Elections Technology	076005-519	76,000	70,800	75,500	75,500	25,000	25,000	25,000	25,000
File Server Maintenance	076008-519	369,779	375,000	505,000	505,000	375,000	375,000	375,000	375,000
Geographic Information Systems	076009-539	145,233	238,280	238,280	238,280	238,280	238,280	238,280	238,280
Library Services Technology	076011-571	36,528	80,000	79,000	79,000	25,000	25,000	25,000	25,000
Permit & Enforcement Tracking System	076015-537	64,705	50,000	140,000	140,000	140,000	140,000	140,000	140,000
Network Backbone Upgrade	076018-519	79,286	180,000	150,000	150,000	150,000	150,000	150,000	150,000
Technology In Chambers	076022-519	-	-	48,300	48,300	58,000	-	-	-
Courtroom Technology	076023-519	51,837	100,000	132,000	132,000	132,000	132,000	132,000	132,000
User Computer Upgrades	076024-519	299,158	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Work Order Management	076042-519	17,244	20,000	20,000	20,000	20,000	20,000	20,000	20,000
State Attorney Technology	076047-519	31,805	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Public Defender Technology	076051-519	45,079	82,300	80,000	80,000	30,000	30,000	30,000	30,000
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	9,639	50,000	50,000	50,000	50,000	50,000	50,000	50,000
E-Filing System for Court Documents	076063-519	-	-	125,000	125,000	125,000	125,000	125,000	125,000
MIS Data Center and Elevator Room Halon System	076064-519	-	-	250,000	250,000	-	-	-	-
Fort Braden Renovations	082003-572	20,065	-	-	-	-	-	-	-
Huntington Oaks Plaza Renovations	083002-519	-	50,000	100,000	25,000	25,000	25,000	25,000	25,000
Courtroom Minor Renovations	086007-519	63,318	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Architectural & Engineering Services	086011-519	55,044	80,000	80,000	60,000	60,000	60,000	60,000	60,000
Courthouse Security	086016-519	23,370	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Common Area Furnishings	086017-519	21,335	30,000	40,000	30,000	30,000	30,000	30,000	30,000
Courthouse Repairs	086024-519	172,509	511,000	1,090,400	490,400	400,000	400,000	400,000	400,000
County Government Annex	086025-519	1,654	-	-	-	-	-	-	-
Courthouse Renovations	086027-519	24,198	205,800	300,000	300,000	40,000	40,000	40,000	40,000
Agriculture Center Renovations	086030-519	9,562	-	210,000	120,000	-	-	-	-
Jail Complex Maintenance	086031-523	28,000	-	1,665,900	-	1,000,000	1,700,000	1,444,282	-
Parking Lot Maintenance	086033-519	13,735	112,000	86,000	86,000	16,000	16,000	16,000	16,000
Elevator Generator Upgrades	086037-519	43,032	-	250,000	250,000	350,000	300,000	250,000	300,000
Health Department Improvements	086052-519	-	-	225,000	100,000	100,000	100,000	100,000	100,000
Main Library Improvements	086053-571	142,802	269,200	395,000	-	470,000	-	-	-
Centralized Storage Facility	086054-519	42,307	50,000	150,000	150,000	150,000	50,000	50,000	50,000
Branch Library Expansions	086055-571	-	20,000	20,000	-	-	-	-	-
General County Maintenance and Minor Renovations	086057-519	43,132	165,000	190,000	190,000	115,000	25,000	25,000	25,000
Community Services Building Roof Replacement	086062-519	304,461	-	-	-	-	-	-	-
Air Conditioning Unit Replacements	086064-519	9,315	65,704	30,000	30,000	30,000	30,000	30,000	30,000
Pre-Fabricated Buildings	086066-572	-	61,100	62,600	62,600	55,300	-	-	-
Medical Examiner Facility	086067-527	5,000	-	1,681,750	1,681,750	31,850	-	-	-
Lake Jackson Town Center Sense of Place	086068-519	13,607	-	-	-	-	-	-	-
Business Incubator Facility	086069-552	10,882	-	-	-	-	-	-	-
Fairground Sense of Place Initiative	086070-519	47,995	-	-	-	-	-	-	-
Fleet Management Shop Improvements	086071-519	11,750	-	-	-	-	-	-	-
Amtrak Building Renovations	086073-519	-	280,000	45,000	45,000	50,000	30,000	-	-
Election Equipment	096015-513	761,735	-	-	-	-	-	-	-
Public Safety Complex	096016-529	80,528	300,000	150,000	150,000	150,000	150,000	150,000	150,000
Voting Equipment Replacement	096028-513	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Orange Avenue Fence Replacement	096029-519	-	40,000	-	-	-	-	-	-
Transfers	950-581	21,830	-	-	-	-	-	-	-
Capital Improvements	990-599	-	-	-	-	-	-	-	6,161,510

Leon County Fiscal Year 2017 Adopted Budget

Capital Improvements (305)

<b>Total Appropriations</b>	7,338,730	6,499,034	15,649,730	8,989,230	8,292,130	7,363,880	7,249,062	11,921,290
<b>Revenues Less Appropriations</b>	(5,985,942)	-	(6,654,700)	-	-	-	-	-

Notes:

The majority of FY 2017 Capital Improvement Plan is related to the maintenance of existing infrastructure, purchase of replacement vehicles and equipment, information technology upgrades, and limited resources committed to new construction or facility improvements including the Medical Examiner Facility. In FY 2013 and FY 2014, to assist with balancing the budgets, the County did not transfer recurring general revenue dollars to support the capital program. In FY 2015, for the first time in two year, the County transferred recurring revenue to the capital program. For FY 2016, the County double the amount transferred to \$2 million and for the FY 2017 the County increased the transfer to \$3.0 million. Also for FY 2017, the County approved the transfer of additional general revenue in the amount of \$1.4 million from the increase in Public Services Tax revenue. The total general revenue transfer for FY 2017 is \$3.0 million. Additionally, the Board approved a “fund sweep” of general revenue reserves (\$13.5 million) and restricted revenue reserves (\$3.5 million) for a total amount of \$17 million. The \$13.5 million in general revenue reserves will be used for long term capital needs associated with maintaining the County infrastructure while the \$3.5 million in restricted revenue will be used for stormwater and transportation projects. The out year budgets show additional general revenue support of \$4.5 million for FY 2018, \$4.1 million for FY 2019, \$5.0 million for FY 2020, and \$11.6 million in FY 2021. This increase in capital funding in FY 2021 is the result of the 2012A and 2012B Debt Service Bond Series being paid off in FY 2020.



Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	35,195	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	7,014	-	-	-	-	-	-	-
Transfer From Fund 106	381106	2,699,825	2,695,650	2,166,503	2,166,503	2,930,985	5,090,210	2,895,578	2,666,588
Appropriated Fund Balance	399900	-	-	331,500	331,500	-	-	-	-
<b>Total Revenues</b>		<b>2,742,034</b>	<b>2,695,650</b>	<b>2,498,003</b>	<b>2,498,003</b>	<b>2,930,985</b>	<b>5,090,210</b>	<b>2,895,578</b>	<b>2,666,588</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Public Works Vehicle & Equipment Replacement	026005-541	454,964	419,000	1,116,500	711,600	518,000	743,500	658,000	414,000
Arterial & Collector Roads Pavement Markings	026015-541	134,602	135,200	135,200	135,200	135,200	135,200	135,200	135,200
New Public Works Vehicles & Equipment	026022-541	-	-	93,000	93,000	-	-	-	-
Springhill Road Bridge Rehabilitation	051008-541	-	-	350,500	-	-	-	-	-
Old Bainbridge Road Safety Improvements	053007-541	-	-	168,000	-	50,000	1,374,000	-	-
Baum Road Drainage Improvement	054011-541	-	-	-	-	155,000	750,000	-	-
Florida Department of Transportation Permitting Fees	056007-541	49,375	50,000	-	-	-	-	-	-
Stormwater and Transportation Improvements	056010-541	129,733	600,000	650,000	-	500,000	500,000	500,000	500,000
Public Works Design and Engineering Services	056011-541	60,000	75,000	100,000	100,000	100,000	100,000	100,000	100,000
Sidewalk Program	056013-541	917,751	1,416,450	1,458,203	1,458,203	1,472,785	1,487,510	1,502,378	1,517,388
Bradfordville Pond 4 Outfall Stabilization	064005-538	50,000	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>1,796,425</b>	<b>2,695,650</b>	<b>4,071,403</b>	<b>2,498,003</b>	<b>2,930,985</b>	<b>5,090,210</b>	<b>2,895,578</b>	<b>2,666,588</b>
<b>Revenues Less Appropriations</b>		<b>945,609</b>	<b>-</b>	<b>(1,573,400)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

With the imposition of the 5 cent s gas tax in FY 2014, available revenue for transfer revenue increased to \$2.7 million. The County determined that this additional revenue would be split 50/50 to be used for sidewalk projects and to reduce the general revenue transfer to the Transportation Trust Fund. For FY 2017 thru FY 2021, \$1.4 million the Sidewalk Program will use this additional funding. Additionally, in FY 2016, as part of a fund balance sweep, \$2.2 million in fund balance was appropriated for transportation projects including Springhill Road Bridge Rehabilitation, Old Bainbridge Safety Improvements and other Transportation and Stormwater Improvements.

# Leon County Fiscal Year 2017 Adopted Budget

## Sales Tax (308)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	99,264	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	14,945	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>114,209</b>	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Bannerman Road	054003-541	26,426	-	-	-	-	-	-	-
Beech Ridge Trail Extension	054010-541	652,948	-	-	-	-	-	-	-
Arterial/Collector Resurfacing	056001-541	503,257	-	-	-	-	-	-	-
Intersection & Safety Improvements	057001-541	151,794	-	-	-	-	-	-	-
Jail Roof Replacement	086031-523	1,824,376	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>3,158,800</b>	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		<b>(3,044,591)</b>	-	-	-	-	-	-	-

Notes:

Depending on project carry-forward funding, this fund will be closed in either FY 2017 or FY 2018.

# Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
1 Cent Sales Tax	312600	4,164,470	4,054,600	4,607,000	4,376,650	4,573,300	4,779,450	1,248,300	-
BP2000 JPA Revenue	343916	294,769	2,236,244	350,000	350,000	350,000	-	-	-
Pool Interest Allocation	361111	94,657	15,010	26,000	24,700	24,700	24,700	24,700	-
Net Incr(decr) In Fmv Of Investment	361300	11,883	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	-	273,650	273,650	477,000	320,850	172,000	-
<b>Total Revenues</b>		<b>4,565,778</b>	<b>6,305,854</b>	<b>5,256,650</b>	<b>5,025,000</b>	<b>5,425,000</b>	<b>5,125,000</b>	<b>1,445,000</b>	<b>-</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Open Graded Cold Mix Stabilization	026006-541	-	600,000	600,000	600,000	600,000	600,000	600,000	-
Fred George Park	043007-572	2,008,449	-	500,000	500,000	500,000	-	-	-
Northeast Community Park	044001-572	-	-	250,000	-	-	-	-	-
Natural Bridge Road	051006-541	19,335	-	-	-	-	-	-	-
Magnolia Drive Multi-Use Trail	055010-541	12,529	-	-	-	-	-	-	-
Arterial/Collector Resurfacing	056001-541	4,050,358	4,050,000	3,450,000	3,225,000	3,375,000	3,000,000	200,000	-
Community Safety & Mobility	056005-541	965,355	750,000	750,000	550,000	600,000	425,000	195,000	-
Intersection & Safety Improvements	057001-541	172,713	355,854	-	-	-	750,000	250,000	-
Lake Henrietta Renovation	061001-538	21,304	350,000	150,000	150,000	350,000	350,000	200,000	-
Lake Munson Restoration	062001-538	1,252	-	-	-	-	-	-	-
Lakeview Bridge	062002-538	25,324	-	-	-	-	-	-	-
Gum Road Target Planning Area	062005-538	2,504	-	-	-	-	-	-	-
Lexington Pond Retrofit	063005-538	112,927	-	-	-	-	-	-	-
Killearn Acres Flood Mitigation	064001-538	2,504	200,000	-	-	-	-	-	-
Killearn Lakes Plantation Stormwater	064006-538	226,730	-	-	-	-	-	-	-
Lafayette Street Stormwater	065001-538	610,844	-	-	-	-	-	-	-
Blue Print 2000 Water Quality Enhancements	067002-538	192,113	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>8,424,241</b>	<b>6,305,854</b>	<b>5,700,000</b>	<b>5,025,000</b>	<b>5,425,000</b>	<b>5,125,000</b>	<b>1,445,000</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>(3,858,463)</b>	<b>-</b>	<b>(443,350)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Beginning in FY 2014, with the depletion of capital reserves in the original sales tax fund (Fund 308), the sales tax extension will begin to assist in funding the Arterial Road Resurfacing, Community Safety and Mobility, Local Road Resurfacing, Lake Herietta Renovation and Fred George Park projects. This fund will be the sole source of funding for these projects in FY 2017. Additionally, the current 1 Cent Local Option Sales Tax expires in 2019. In November 4, 2014, Leon County residents approved a ballot initiative to extend the sales tax for another 20 years until 2039. Two new funds, 351 & 352 have been established for the new sales tax revenue beginning in FY 2020 to account for the projects that are programmed for the sales tax extension.

# Leon County Fiscal Year 2017 Adopted Budget

## Bond Series 2003A & 2003B Construction (311)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	69	-	-	-	-	-	-	-
<b>Total Revenues</b>		69	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		-	-	-	-	-	-	-	-

Note:

Fund closed in FY 2015.

Leon County Fiscal Year 2017 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.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	3,623	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>3,623</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Okeeheepkee Prairie Park	043008-572	323,714	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>323,714</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>(320,091)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Note:

Fund was closed in FY 2015.

# Leon County Fiscal Year 2017 Adopted Budget

## Bond Series 2005 Construction (320)

Fund Type: Capital Projects

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

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfer From Fund 305	381305	21,830	-	-	-	-	-	-	-
<b>Total Revenues</b>		21,830	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		-	-	-	-	-	-	-	-

Notes:

Fund was closed in FY 2015.

# Leon County Fiscal Year 2017 Tentative Budget

## ESCO Capital Projects (321)

Fund Type: Capital Projects

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

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	204	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	20,296	-	-	-	-	-	-
<b>Total Revenues</b>		204	20,296	-	-	-	-	-	-

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Air Conditioning Unit Replacements	086064-519	-	20,296	-	-	-	-	-	-
<b>Total Appropriations</b>		-	20,296	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		204	-	-	-	-	-	-	-

Notes:

Appropriations in FY 2016 reflect the remaining fund balance.

Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	19,901	12,540	13,200	12,540	12,540	12,540	12,540	12,540
Net Incr(decr) In Fmv Of Investment	361300	3,466	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>23,368</b>	<b>12,540</b>	<b>13,200</b>	<b>12,540</b>	<b>12,540</b>	<b>12,540</b>	<b>12,540</b>	<b>12,540</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
911 Capital Projects	990-599	-	12,540	12,540	12,540	12,540	12,540	12,540	12,540
<b>Total Appropriations</b>		<b>-</b>	<b>12,540</b>	<b>12,540</b>	<b>12,540</b>	<b>12,540</b>	<b>12,540</b>	<b>12,540</b>	<b>12,540</b>
<b>Revenues Less Appropriations</b>		<b>23,368</b>	<b>-</b>	<b>660</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

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



Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	14,642	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	1,070	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>15,712</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
North Monroe Turn Lane	053003-541	1,264,206	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>1,264,206</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>(1,248,494)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

This fund will be closed during year-end FY 2016.

Leon County Fiscal Year 2017 Adopted Budget

Impact Fee - Northwest Urban Collector (343)

Fund Type: Capital Projects

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

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	3,783	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>3,783</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pullen Road at Old Bainbridge Road	053002-541	42,396	-	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>42,396</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Revenues Less Appropriations</b>		<b>(38,614)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

This fund will be closed during year-end FY 2016.

# Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	978	-	-	-	-	-	-	-
<b>Total Revenues</b>		978	-	-	-	-	-	-	-
<b>Revenues Less Appropriations</b>		-	-	-	-	-	-	-	-

Notes:

This fund was closed in FY 2015.

# Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
1 Cent Sales Tax	312600	-	-	-	-	-	-	3,745,850	5,219,300
<b>Total Revenues</b>		-	-	-	-	-	-	3,745,850	5,219,300
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Open Graded Cold Mix Main/Resurfacing	026006-541	-	-	-	-	-	-	-	600,000
Arterial/Collect/Local Road Resurfacing	056001-541	-	-	-	-	-	-	3,400,000	3,469,300
Community Safety & Mobility	056005-541	-	-	-	-	-	-	-	650,000
Intersection and Safety Improvement	057001-541	-	-	-	-	-	-	345,850	500,000
<b>Total Appropriations</b>		-	-	-	-	-	-	3,745,850	5,219,300
<b>Revenues Less Appropriations</b>		-	-	-	-	-	-	-	-

Notes:

In November 4, 2014, Leon County residents approved a ballot initiative to extent the current 1 Cent Local Option Sales Tax for another 20 years until 2039. This fund has been established for the new sales tax revenue beginning in FY2020.

Leon County Fiscal Year 2017 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 Economic Development, Greenways Master Plan Implementation, Water Quality and Stormwater, and Liveable Infrastructure For Everyone (L.I.F.E.) projects.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
BP2000 JPA Revenue	343916	-	-	-	-	-	-	3,992,000	5,369,000
<b>Total Revenues</b>		-	-	-	-	-	-	3,992,000	5,369,000
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
BluePrint 2020 Greenways Masterplan Implementation	046011-572	-	-	-	-	-	-	296,000	395,000
Blueprint 2020 Parks Operating Costs	046012-572	-	-	-	-	-	-	375,000	500,000
Sidewalk Program	056013-541	-	-	-	-	-	-	938,000	1,250,000
BluePrint 2020 Water Quality and Stormwater	067003-538	-	-	-	-	-	-	1,594,000	2,125,000
BluePrint 2020 L.I.F.E.	067004-538	-	-	-	-	-	-	789,000	1,099,000
<b>Total Appropriations</b>		-	-	-	-	-	-	3,992,000	5,369,000
<b>Revenues Less Appropriations</b>		-	-	-	-	-	-	-	-

Notes:

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

# Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Delinquent Taxes	311200	-	8,550	11,000	10,450	10,450	10,450	10,450	10,450
Solid Waste	313700	207,902	236,930	209,981	199,482	201,476	203,491	205,526	207,582
Waste Disposal Special Assessment	319150	1,438,067	1,471,740	1,541,320	1,464,254	1,478,896	1,493,685	1,508,622	1,523,708
Delinquent Assessments 2007	319207	186	-	-	-	-	-	-	-
Delinquent Taxes 2008	319208	471	-	-	-	-	-	-	-
Delinquent Assessment - 2009	319209	609	-	-	-	-	-	-	-
Delinquent Assessments-2010	319210	320	-	-	-	-	-	-	-
Delinquent Assessments-2011	319211	2,007	-	-	-	-	-	-	-
Delinquent Assessments 2012	319212	3,879	-	-	-	-	-	-	-
Delinquent Assessments 2013	319213	64,006	-	-	-	-	-	-	-
Operating Income - Class I	343410	661,773	-	-	-	-	-	-	-
Transfer Station Receipts	343411	5,571,810	5,661,357	5,832,286	5,540,672	5,672,764	5,808,054	5,946,620	6,088,544
Marpan Administrative Fee	343412	-	-	8,751	8,313	8,313	8,313	8,313	8,313
Marpan Class III Residuals	343413	-	-	844,550	844,550	863,231	882,326	901,843	921,792
Operating Income - Tires	343415	34,273	39,045	41,329	39,263	39,655	40,052	40,452	40,857
Operating Income - Electronics	343416	4,921	22,895	5,463	5,190	5,242	5,294	5,348	5,401
Operating Income - Yard Trash Clean	343417	23,816	17,480	18,637	17,705	17,918	18,133	18,350	18,571
Operating Income - Yard Trash	343418	30,734	38,190	40,861	38,818	39,439	40,070	40,711	41,363
Operating Income - Landfill Yard Trash Bagged	343420	329,912	264,385	286,653	272,320	280,490	288,905	297,572	306,499
Resource Recovery (metals, etc)	343451	94,644	70,395	94,644	89,912	89,912	89,912	89,912	89,912
Hazardous Waste	343453	28,006	31,160	30,257	28,744	29,031	29,322	29,614	29,911
Recycling Promotional Services	343461	35,000	33,250	35,000	33,250	33,250	33,250	33,250	33,250
Rural Waste Services Center Permit	343462	224,469	261,250	234,377	222,658	224,886	227,136	229,408	231,703
Recyclable Materials	343463	83,068	118,750	121,971	115,872	117,646	119,448	121,278	123,136
Recycable Metals	343464	-	11,590	12,200	11,590	11,590	11,590	11,590	11,590
Interest Income - Investment	361110	115,641	-	-	-	-	-	-	-
Pool Interest Allocation	361111	88,468	52,630	56,300	53,485	53,485	53,485	53,485	53,485
Net Incr(decr) In Fmv Of Investment	361300	(19,347)	-	-	-	-	-	-	-
Rents And Royalties	362000	15,006	12,100	13,566	13,566	13,566	13,566	13,566	13,566
Disposition Of Fixed Assets	364000	-	178,220	402,200	382,090	95,000	95,000	95,000	95,000
Other Scrap Or Surplus	365900	70,000	2,090	2,226	2,115	2,115	2,115	2,115	2,115
Other Miscellaneous Revenue	369900	-	104,500	-	-	-	-	-	-
Transfer From Fund 126	381126	466,822	582,191	448,670	448,670	462,337	476,717	491,878	507,741
Appropriated Fund Balance	399900	-	1,023,786	1,218,649	1,218,649	456,735	226,330	340,049	530,626
<b>Total Revenues</b>		<b>9,576,463</b>	<b>10,242,484</b>	<b>11,510,891</b>	<b>11,061,618</b>	<b>10,207,427</b>	<b>10,176,644</b>	<b>10,494,952</b>	<b>10,895,115</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Landfill Improvements	036002-534	128,041	125,000	100,000	100,000	100,000	100,000	100,000	100,000
Solid Waste Facility Heavy Equip. & Vehicle Replacement	036003-534	187,838	406,000	407,000	407,000	80,000	116,000	76,000	450,100
Transfer Station Heavy Equip Replacement	036010-534	90,913	155,000	683,000	341,500	39,600	98,150	414,200	360,000
Scales/Scalehouse	036013-534	25,548	-	-	-	-	-	-	-
HHW Collection Center	036019-534	22,374	47,200	38,450	38,450	-	-	-	-
Transfer Station Improvements	036023-534	520,972	70,000	150,000	150,000	150,000	150,000	150,000	150,000
Rural/Hazardous Waste Vehicle and Equipment Replacement	036033-534	245,203	112,000	282,000	282,000	110,000	-	-	-
Pre-Fabricated Buildings	036041-534	23,555	18,750	-	-	-	-	-	-
Hazardous Waste Vehicle and Equipment Replacement	036042-534	-	170,000	16,000	16,000	32,500	32,500	-	-
Landfill Closure	435-534	13,443	-	-	-	-	-	-	-

Leon County Fiscal Year 2017 Adopted Budget

Solid Waste (401)

<b>Appropriations by Department/Division</b>	<b>Acct #</b>	<b>Actual FY 2015</b>	<b>Adopted FY 2016</b>	<b>Requested FY 2017</b>	<b>Budget FY 2017</b>	<b>Planned FY 2018</b>	<b>Planned FY 2019</b>	<b>Planned FY 2020</b>	<b>Planned FY 2021</b>
Rural Waste Service Centers	437-534	542,530	611,250	654,736	654,736	670,025	686,023	702,797	720,268
Transfer Station Operations	441-534	5,166,926	5,539,172	6,755,368	6,580,549	6,539,198	6,563,819	6,589,480	6,616,222
Solid Waste Management Facility	442-534	1,721,192	1,551,518	1,140,682	1,140,682	1,107,772	1,023,754	1,027,556	1,037,392
Hazardous Waste	443-534	609,832	619,406	669,970	661,782	673,413	685,479	698,000	706,214
MIS Automation - Solid Waste Fund	470-534	18,485	19,400	23,320	23,320	23,320	23,320	23,320	23,320
Recycling Services & Education	471-534	93,099	220,332	192,286	-	-	-	-	-
Solid Waste - Risk	495-534	26,899	21,836	23,061	23,061	23,061	23,061	23,061	23,061
Indirect Costs - Solid Waste	499-534	460,000	523,000	523,000	523,000	539,000	555,000	571,000	589,000
Tax Collector	513-586	29,038	32,620	32,620	32,620	32,620	32,620	32,620	32,620
Transfers	950-581	28,640	-	-	86,918	86,918	86,918	86,918	86,918
<b>Total Appropriations</b>		<b>9,954,527</b>	<b>10,242,484</b>	<b>11,691,493</b>	<b>11,061,618</b>	<b>10,207,427</b>	<b>10,176,644</b>	<b>10,494,952</b>	<b>10,895,115</b>
<b>Revenues Less Appropriations</b>		<b>(378,064)</b>	<b>-</b>	<b>(180,602)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

For FY 2017, the increase is related to the hauling and disposal contract with Marpan Recycling. The agreement allows for residential material to be transported to the Transfer Station for hauling to the Springhill Solid Waste Facility. Revenue from Marpan Recycling will offset the cost of this service.

In FY 2016, as part of the County Administrator's organizational realignment, the Solid Waste Division was realigned from the Office of Resource Stewardship to the Public Works Department. The Recycling Services and Education component remained under the Office of Resource Stewardship.

Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	50,899	28,500	17,771	16,882	16,882	16,882	16,882	16,882
Net Incr(decr) In Fmv Of Investment	361300	9,523	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	71,116	-	-	-	-	-	-	-
Vehicle Insurance	396100	438,530	486,880	523,607	523,607	523,607	523,607	523,607	523,607
General Liability	396200	542,432	533,210	526,487	526,487	526,487	526,487	526,487	526,487
Aviation Insurance	396300	-	50,000	39,142	39,142	39,142	39,142	39,142	39,142
Property Insurance	396400	871,926	904,766	806,943	806,943	806,943	806,943	806,943	806,943
Workers Compensation Insurance	396600	1,818,143	1,673,620	1,673,450	1,673,450	1,678,081	1,681,856	1,686,785	1,691,874
<b>Total Revenues</b>		<b>3,802,570</b>	<b>3,676,976</b>	<b>3,587,400</b>	<b>3,586,511</b>	<b>3,591,142</b>	<b>3,594,917</b>	<b>3,599,846</b>	<b>3,604,935</b>

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Risk Management	132-513	186,433	240,195	240,442	240,442	244,073	247,848	251,777	255,866
MIS Automation-Risk Fund	470-513	-	-	355	355	355	355	355	355
Insurance Service - Risk	495-596	-	-	422	422	422	422	422	422
Indirect Costs - Insurance Service	499-596	20,000	19,000	24,000	24,000	25,000	25,000	26,000	27,000
Workers' Comp Risk Management	821-596	3,760,662	3,392,722	3,296,292	3,296,292	3,296,292	3,296,292	3,296,292	3,296,292
Transfers	950-581	-	-	-	25,000	25,000	25,000	25,000	25,000
Budgeted Reserves - Insurance Service	990-599	-	25,059	-	-	-	-	-	-
<b>Total Appropriations</b>		<b>3,967,095</b>	<b>3,676,976</b>	<b>3,561,511</b>	<b>3,586,511</b>	<b>3,591,142</b>	<b>3,594,917</b>	<b>3,599,846</b>	<b>3,604,935</b>
<b>Revenues Less Appropriations</b>		<b>(164,525)</b>	<b>-</b>	<b>25,889</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

For FY 2017, decrease reflects estimated lower insurance premiums associated with property and general liability and lower than expected costs related to workers compensation claims.



Leon County Fiscal Year 2017 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.

<b>Revenue Sources</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Refund Of Prior Year Expenses	369300	3,683	-	-	-	-	-	-	-
Departmental Billings	394000	103,763	458,988	572,209	572,209	572,209	572,209	572,209	572,209
Departmental Billings - MIS Automation	394200	278,419	378,720	381,480	381,480	381,480	381,480	381,480	381,480
<b>Total Revenues</b>		<b>385,866</b>	<b>837,708</b>	<b>953,689</b>	<b>953,689</b>	<b>953,689</b>	<b>953,689</b>	<b>953,689</b>	<b>953,689</b>
<b>Appropriations by Department/Division</b>	<b>Acct #</b>	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Communications Trust	900-590	457,362	837,708	953,689	953,689	953,689	953,689	953,689	953,689
<b>Total Appropriations</b>		<b>457,362</b>	<b>837,708</b>	<b>953,689</b>	<b>953,689</b>	<b>953,689</b>	<b>953,689</b>	<b>953,689</b>	<b>953,689</b>
<b>Revenues Less Appropriations</b>		<b>(71,496)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Increase cost associated with shifting of repair and maintenance costs from the organizational department level to the fund level and a upgrade to the phone system.

Leon County Fiscal Year 2017 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 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	1,078	-	-	-	-	-	-	-
Departmental Billings - Fleet	394100	1,476,979	1,240,196	1,468,358	1,468,358	1,478,207	1,488,966	1,500,685	1,513,419
Gas And Oil Sales	395100	1,140,039	1,658,750	1,332,010	1,332,010	1,370,581	1,384,287	1,398,130	1,412,111
Appropriated Fund Balance	399900	-	-	18,151	18,151	-	-	-	-
<b>Total Revenues</b>		<b>2,618,096</b>	<b>2,898,946</b>	<b>2,818,519</b>	<b>2,818,519</b>	<b>2,848,788</b>	<b>2,873,253</b>	<b>2,898,815</b>	<b>2,925,530</b>

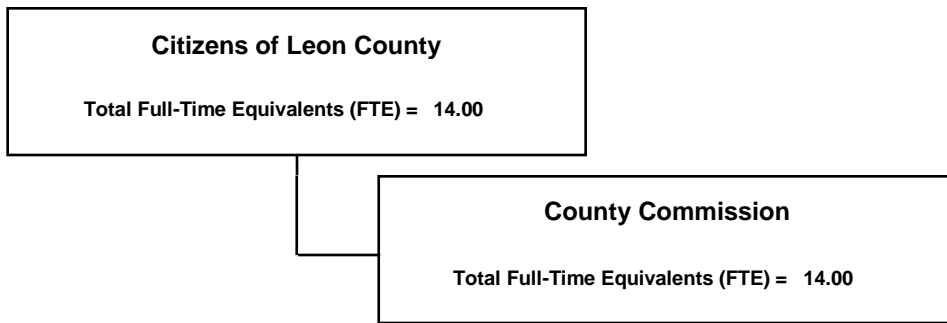
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Fleet Maintenance	425-591	2,613,551	2,888,493	2,814,326	2,807,477	2,837,746	2,862,211	2,887,773	2,914,488
MIS Automation - Motor Pool Fund	470-519	415	570	1,870	1,870	1,870	1,870	1,870	1,870
Fleet Maintenance - Risk	495-591	9,965	9,883	9,172	9,172	9,172	9,172	9,172	9,172
<b>Total Appropriations</b>		<b>2,623,931</b>	<b>2,898,946</b>	<b>2,825,368</b>	<b>2,818,519</b>	<b>2,848,788</b>	<b>2,873,253</b>	<b>2,898,815</b>	<b>2,925,530</b>
<b>Revenues Less Appropriations</b>		<b>(5,835)</b>	<b>-</b>	<b>(6,849)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Notes:

Decrease reflects fuel savings of \$107,000, off-set by increases to personnel costs.



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## **Executive Summary**

The Board of County Commissioners section of the Leon County FY 2017 Adopted Budget is comprised of the Leon County Board of County Commissioners. The Board provides policy guidance and establishes strategic priorities.

### HIGHLIGHTS

During the development of the FY 2017 budget, the Board tackled key budget issues concerning human services, capital improvements, and economic development.

- The Board preliminarily approved a \$246 million operating and capital budget while maintaining the countywide millage rate at 8.3144.
- Approved a \$13.5 million general revenue fund sweep and a \$3.5 million fund sweep of stormwater and transportation fund balances to fund stormwater and transportation capital projects over the next five years.
- Established an economic development incentive fund for the Tallahassee/Leon County Office of Economic Vitality.
- Approved funding to support the abatement of structures declared to be a public nuisance.
- Approved the development of program parameters and approved drafting an ordinance to provide neighborhoods the ability to establish street lighting districts to be supported through a dedicated municipal services tax.
- Increased the funding level for the Community Human Service Partnership by \$200,000.
- Adopted the Livable Infrastructure for Everyone (LIFE) Program.

**Board of County Commissioners (001-100-511)**

Goal	The goal of the County Commission is to serve as elected officers and fiscal representatives of the County as well as to serve as the legislative and governing body of the County government.
Core Objectives	<ol style="list-style-type: none"> <li>1. Provide leadership and direction to County departments and programs in order to facilitate efficient and cost-effective delivery of services.</li> <li>2. Safeguard the citizens' tax dollars through the funding of necessary and effective programs that serve to improve and enhance the quality of life in Leon County.</li> </ol>
Statutory Responsibilities	County Charter and all applicable Florida Laws
Advisory Board	<p>Apalachee Regional Planning Council; Audit Advisory Committee; Canopy Roads Citizen Advisory Committee; Canvassing Board; Capital Region Transportation Planning Agency; Challenger Learning Center Board; Civic Center Authority; Community Health Coordinating Board; Council on Culture and Arts (COCA); Criminal Justice Coordinating Council; Criminal Justice, Mental Health, and Substance Abuse Reinvestment Advisory Council; Downtown Improvement Authority Board; Economic Development Council; Enterprise Zone Development Agency Board of Directors; Geographical Information Systems Executive Committee; Joint County/City/School Board Coordinating Committee on Public School Concurrency and Facility Planning; Joint Planning Board (Community Human Service Partnership); Public Safety Coordinating Council; Research &amp; Development Authority; Science Advisory Committee; Tourist Development Council; Transportation Disadvantaged Coordination Board; and Value Adjustment Board</p>

Leon County Fiscal Year 2017 Adopted Budget

Board of County Commissioners

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,473,278	1,491,406	1,535,073	-	1,535,073	1,563,391
Operating	69,072	91,895	91,895	-	91,895	91,895
<b>Total Budgetary Costs</b>	<b>1,542,350</b>	<b>1,583,301</b>	<b>1,626,968</b>	<b>-</b>	<b>1,626,968</b>	<b>1,655,286</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Commission	1,542,350	1,583,301	1,626,968	-	1,626,968	1,655,286
<b>Total Budget</b>	<b>1,542,350</b>	<b>1,583,301</b>	<b>1,626,968</b>	<b>-</b>	<b>1,626,968</b>	<b>1,655,286</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	1,542,350	1,583,301	1,626,968	-	1,626,968	1,655,286
<b>Total Revenues</b>	<b>1,542,350</b>	<b>1,583,301</b>	<b>1,626,968</b>	<b>-</b>	<b>1,626,968</b>	<b>1,655,286</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Commission	14.00	14.00	14.00	-	14.00	14.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>-</b>	<b>14.00</b>	<b>14.00</b>



**County Commission Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,473,278	1,491,406	1,535,073	-	1,535,073	1,563,391
Operating	69,072	91,895	91,895	-	91,895	91,895
<b>Total Budgetary Costs</b>	<b>1,542,350</b>	<b>1,583,301</b>	<b>1,626,968</b>	<b>-</b>	<b>1,626,968</b>	<b>1,655,286</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Commission At-Large (Group 1) (001-106-511)	8,920	9,500	9,500	-	9,500	9,500
Commission At-Large (Group 2) (001-107-511)	9,208	9,500	9,500	-	9,500	9,500
Commission District 1 (001-101-511)	8,416	9,500	9,500	-	9,500	9,500
Commission District 2 (001-102-511)	2,861	9,500	9,500	-	9,500	9,500
Commission District 3 (001-103-511)	6,750	9,500	9,500	-	9,500	9,500
Commission District 4 (001-104-511)	5,408	9,500	9,500	-	9,500	9,500
Commission District 5 (001-105-511)	9,221	9,500	9,500	-	9,500	9,500
Commissioners' Account (001-108-511)	18,288	25,395	25,395	-	25,395	25,395
County Commission (001-100-511)	1,473,278	1,491,406	1,535,073	-	1,535,073	1,563,391
<b>Total Budget</b>	<b>1,542,350</b>	<b>1,583,301</b>	<b>1,626,968</b>	<b>-</b>	<b>1,626,968</b>	<b>1,655,286</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	1,542,350	1,583,301	1,626,968	-	1,626,968	1,655,286
<b>Total Revenues</b>	<b>1,542,350</b>	<b>1,583,301</b>	<b>1,626,968</b>	<b>-</b>	<b>1,626,968</b>	<b>1,655,286</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Commission	14.00	14.00	14.00	-	14.00	14.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>14.00</b>	<b>14.00</b>	<b>14.00</b>	<b>-</b>	<b>14.00</b>	<b>14.00</b>

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

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,473,278	1,491,406	1,535,073	-	1,535,073	1,563,391
Total Budgetary Costs	<u>1,473,278</u>	<u>1,491,406</u>	<u>1,535,073</u>	<u>-</u>	<u>1,535,073</u>	<u>1,563,391</u>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	1,473,278	1,491,406	1,535,073	-	1,535,073	1,563,391
Total Revenues	<u>1,473,278</u>	<u>1,491,406</u>	<u>1,535,073</u>	<u>-</u>	<u>1,535,073</u>	<u>1,563,391</u>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Commissioner	4.00	4.00	4.00	-	4.00	4.00
Commission Aide	6.00	6.00	6.00	-	6.00	6.00
County Commissioner	3.00	3.00	3.00	-	3.00	3.00
Commission Aide	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalentents (FTE)	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>	<u>-</u>	<u>14.00</u>	<u>14.00</u>

The major variances for the FY 2017 budget are as follows:

**Increases to Program Funding:**

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

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

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	8,416	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	8,416	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	8,416	9,500	9,500	-	9,500	9,500
Total Revenues	8,416	9,500	9,500	-	9,500	9,500

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

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

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	2,861	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	2,861	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	2,861	9,500	9,500	-	9,500	9,500
Total Revenues	2,861	9,500	9,500	-	9,500	9,500

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

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

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	6,750	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	6,750	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	6,750	9,500	9,500	-	9,500	9,500
Total Revenues	6,750	9,500	9,500	-	9,500	9,500

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

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

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	5,408	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	5,408	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	5,408	9,500	9,500	-	9,500	9,500
Total Revenues	5,408	9,500	9,500	-	9,500	9,500

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

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

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	9,221	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	9,221	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	9,221	9,500	9,500	-	9,500	9,500
Total Revenues	9,221	9,500	9,500	-	9,500	9,500

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

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

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	8,920	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	8,920	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	8,920	9,500	9,500	-	9,500	9,500
Total Revenues	8,920	9,500	9,500	-	9,500	9,500

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



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

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	9,208	9,500	9,500	-	9,500	9,500
Total Budgetary Costs	9,208	9,500	9,500	-	9,500	9,500
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	9,208	9,500	9,500	-	9,500	9,500
Total Revenues	9,208	9,500	9,500	-	9,500	9,500

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

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

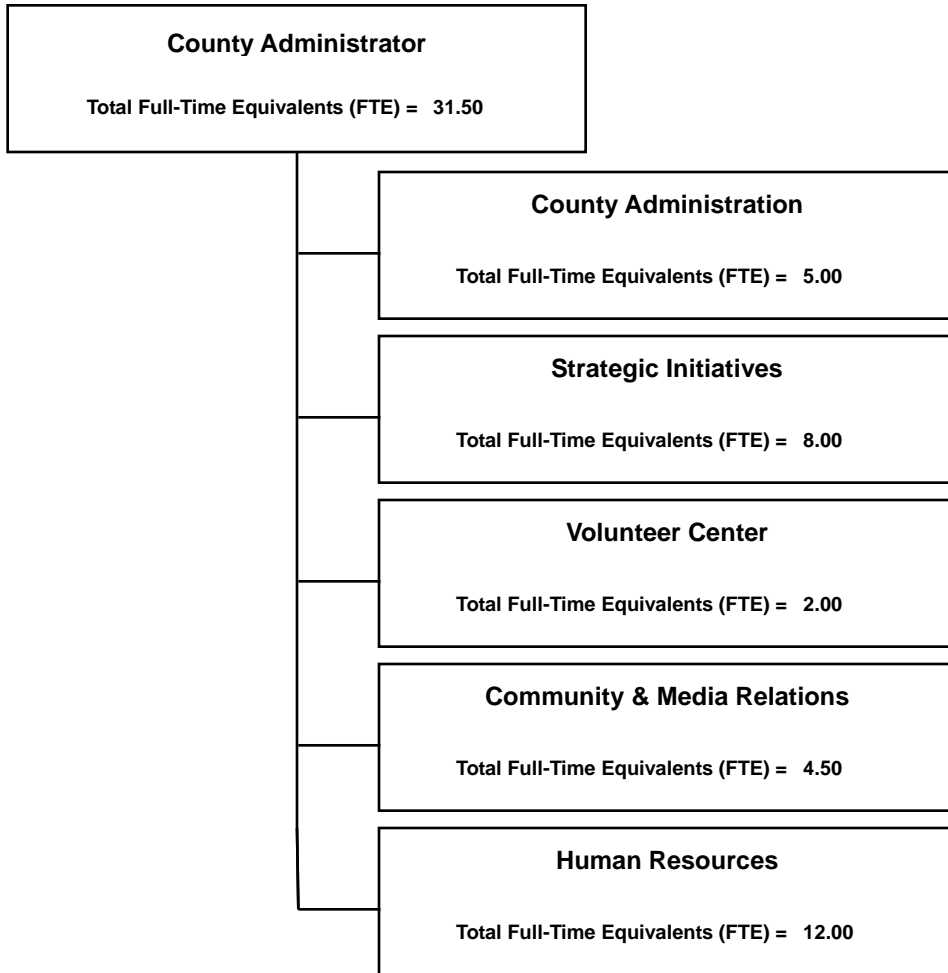
<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	18,288	25,395	25,395	-	25,395	25,395
Total Budgetary Costs	18,288	25,395	25,395	-	25,395	25,395
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	18,288	25,395	25,395	-	25,395	25,395
Total Revenues	18,288	25,395	25,395	-	25,395	25,395

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



Administration

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## **Executive Summary**

The Administrative section of the Leon County FY 2017 Adopted Budget is comprised of County Administration, Strategic Initiatives, Volunteer Center, 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. Leon County encourages residents to become partners in public service by serving as volunteers and interns through the VolunteerLEON program. Human Resources provides employee services in the areas of policy development, employee engagement, compensation and benefits, awards and recognition, and regulatory compliance

On December 9, 2013, the Board approved transitioning its strategic planning to a five-year planning cycle that spans from FY 2012 through FY 2016, 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. Due to each office's diverse responsibilities, separate Business Plans are also included for Community and Media Relations and Human Resources.

### **HIGHLIGHTS**

During FY 2016, Leon County had an organizational realignment. As a result of the merger of County's and City's economic development functions under the Department of Place, the County's Economic Vitality Director position was reclassified to an Assistant County Administrator position.

Administration once again hosted the Spring Concert Series at Cascades Park, which continues to serve as a social center for Leon County by enhancing quality of life and promoting Leon County as a premier tourist destination. Administration guided the County through: the successful execution of the Longest Table Event, which brought several hundred community members to one dinner table to encourage communication among all members of the community; coordination and implementation of the Leon Works initiatives which provided 330 local high school students and 200 members of the public training opportunities and exposure to skilled careers within our community; implementation of the OPEN Program for Kinhega Drive, to help to raise awareness for residents and visitors alike that local businesses were still open for business throughout roadway improvements; continuing to engage citizens with the Club of Honest Citizens; supporting local veterans via the Operation Thank You Initiative; and promoting health awareness to nearly 800 participants with Press the Chest.

2016 was a year in which the County was recognized for its leadership and innovation by the National Association of Counties for 14 programs and initiatives. The recognition established Leon County as a best practice for engaging the community through efforts such as the Summer Youth Training Program, OPEN for Business Program, Refueling Assistance for Disabled Individuals, #IHeartTally Marketing Campaign, and the Seed Library Program.

In FY 2016, VolunteerLEON continued to promote and coordinate volunteerism throughout the community, as well as provide certification training through facilitation of the Florida Volunteer Administration Certificate Training. As a part of Leon County's 2016 Summer Youth Worker Program, 67 students were introduced to the world of volunteerism and civic engagement over an four week period by actively participating in meaningful service projects and opportunities to learn more about how decisions are made in local government. Feedback from students was overwhelming positive.

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.

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

Leon County Fiscal Year 2017 Adopted Budget

Administration

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	2,695,296	2,825,425	3,082,610	-	3,082,610	3,185,306
Operating	433,920	853,548	831,023	57,120	888,143	886,643
Transportation	583	1,398	1,636	-	1,636	1,636
<b>Total Budgetary Costs</b>	<b>3,129,799</b>	<b>3,680,371</b>	<b>3,915,269</b>	<b>57,120</b>	<b>3,972,389</b>	<b>4,073,585</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Administration	741,084	785,394	1,013,761	-	1,013,761	1,043,445
Strategic Initiatives	1,294,083	1,505,885	1,471,105	32,120	1,503,225	1,537,850
Human Resources	1,094,632	1,389,092	1,430,403	25,000	1,455,403	1,492,290
<b>Total Budget</b>	<b>3,129,799</b>	<b>3,680,371</b>	<b>3,915,269</b>	<b>57,120</b>	<b>3,972,389</b>	<b>4,073,585</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	3,129,799	3,680,371	3,915,269	57,120	3,972,389	4,073,585
<b>Total Revenues</b>	<b>3,129,799</b>	<b>3,680,371</b>	<b>3,915,269</b>	<b>57,120</b>	<b>3,972,389</b>	<b>4,073,585</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Administration	3.00	4.00	5.00	-	5.00	5.00
Human Resources	12.00	12.00	12.00	-	12.00	12.00
Strategic Initiatives	11.00	13.50	14.50	-	14.50	14.50
<b>Total Full-Time Equivalents (FTE)</b>	<b>26.00</b>	<b>29.50</b>	<b>31.50</b>	<b>-</b>	<b>31.50</b>	<b>31.50</b>

# County Administration Business Plan

## Mission Statement

The mission of Leon County Administration is to provide leadership and direction to County staff, to facilitate the implementation of Board priorities and policies, and to manage the operation of County functions to ensure the delivery of cost effective, customer responsive public services within the bounds of available resources.

## Strategic Priorities

### Quality of Life

- Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors, and residents. (Q1) rev. 2013
- Provide essential public safety infrastructure and services which ensure the safety of the entire community. (Q2) 2012
- Maintain and further develop programs and partnerships necessary to support and promote a healthier community including: access to health care and community-based human services. (Q3) rev. 2013
- Enhance and support amenities that provide social offerings for residents and visitors of all ages. (Q4) rev. 2013

### Governance

- Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1) rev. 2013
- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2) 2012
- Sustain a culture that respects, engages and empowers citizens in important decisions facing the community. (G3) 2012
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. (G4) 2012
- Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5) 2012

### Economy

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1) 2012
- Strengthen our partnerships with our institutions of higher learning to encourage entrepreneurship and increase technology transfer and commercialization opportunities, including: the Leon County Research and Development Authority at Innovation Park. (EC3) 2015
- Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (EC4) 2012
- Ensure the provision of the most basic services to our citizens most in need so that we have a "ready workforce." (EC6) 2012
- Promote the local economy by protecting jobs and identifying local purchasing, contracting and hiring opportunities. (EC7) 2013

## Strategic Initiatives October 1, 2011– September 30, 2016

- |   |          |
|---|----------|
| 1. Implement strategies which ensure community's safety, including; consolidate dispatch functions (Q2) 2012              | Complete |
| 2. Initiate county resources as part of emergency response activation (Q2) 2012   | Ongoing  |
| 3. Implement strategies to gain efficiencies or enhance services, including; conduct LEADS Reviews (G2) 2012              | Ongoing  |
| 4. Implement strategies to gain efficiencies or enhance services, including; develop and update Strategic Plans (G2) 2012 | Ongoing  |
| 5. Implement strategies to further engage citizens, including; develop and offer Citizen Engagement Series (G3) 2012      | Ongoing  |
| 6. Provide online Board agenda materials (G1) 2012  | Ongoing  |



## County Administration

<b>Strategic Initiatives</b> October 1, 2011 – September 30, 2016	7. Provide Internships (EC6) 2012	Ongoing	
	8. Provide Volunteer LEON Matchmaking (EC6) 2012	Ongoing	
	9. Consider establishing a Domestic Partnership Registry (Q3) rev. 2013	Ongoing	
	10. Organize and support advisory committees (G3) rev. 2013	Complete	
	11. Continue Let's Talk "brown bag" meetings with cross sections of Board employees and County Administrator (G4) 2012	Ongoing	
	12. Seek community involvement with the VIVA Florida 500 Time Capsule (Q4) rev. 2013	Complete	
	13. Convene periodic Chairman's meetings with Constitutional Officers regarding their budgets and opportunities to gain efficiencies (G5) rev. 2013	Complete	
	14. Consider options to gain continuity of Commissioners' representation on committees, such as multi-year appointments (G5) rev. 2013	Complete	
	15. Identify the next version of "Citizens Engagement" to include consideration of an "Our Town" Village Square concept (G3) 2012	Complete	
	16. Pursue expansion for whistleblower notification (G1) rev. 2013	Complete	
	17. Pursue Sister County relationships with Prince George's County Maryland and Montgomery County, Maryland (G2) 2012	Complete	
	18. Periodically convene community leadership meetings to discuss opportunities for improvement (G5) 2012	Complete	
	19. Work with FSU on the Civic Center District Master Plan (EC1, EC4) 2014	Complete	
	20. Develop a proposed partnership for the next iteration of Citizen Engagement, possibly with Village Square, which would be renewable after one year (EC1, EC4) 2014	Complete	
	21. Engage with the private sector to develop property at the corner of Miccosukee and Blair Stone, to include the construction of a Medical Examiner facility (EC1, EC4) 2014	Complete	
	22. Work with the Federal Bureau of Prisons to utilize a portion of the federal prison land for the Expansion of Tom Brown Park ballfields (Q1, G2) 2016	Ongoing	
	23. Support the revision of Sec. 125.0104, Florida Statutes, 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 (EC3, EC4, EC7) rev. 2015	Complete	
	24. Support Commissioner Desloge during his term as NACo President (G2) 2016	Ongoing	
	<b>Actions</b>	1. Consolidated Dispatch Agency became fully operational in September 2013. (Q2)	Administration
		2. Staff continues to mobilize county resources as part of emergency response activations. (Q2)	Administration
		3. Conducted LEADS Listening Sessions in 2012, 2014, and 2016. (G2)	Administration
		4. Facilitated Board Retreats each year to develop and update the Leon County FY 2012 – FY 2016 Strategic Plan. (G2)	Administration
		5. Developed the Citizen Engagement Series program and began offering events in 2012. (G3)	Administration
		6. Board meeting agendas and workshop materials are posted online prior to each meeting. (G1)	Administration
7. Leon County continues to provide internship opportunities in work areas throughout the organization. (EC6)		Volunteer Services	
8. VolunteerLEON continues to promote volunteerism and connect citizens with opportunities throughout the community to serve. (EC6)		Volunteer Services	
9. County Administrator continues to hold "brown bag" meetings with cross sections of Board employees. (G4)		Administration	
10. Domestic Partnership Registry opened in May 2013. (Q3)		Administration	
11. County staff continues to support a variety of citizen advisory committees. (G3)		Administration	

## County Administration

<b>Actions</b>	12.	Time capsule sealing ceremony held at the Leon County Courthouse in October 2013. (Q4)	Administration
	13.	Facilitated a Chairman's meeting regarding Constitutional Officers' budgets and opportunities to gain efficiencies. (G5)	Administration
	14.	Presented revised Policy No. 11-2, "Membership on Boards, Committees, Councils, and Authorities" for Board consideration; adopted in April 2013. (G5)	Administration
	15.	Presented an issue paper during the 2013 Board Retreat regarding the next version of Leon County's citizen engagement efforts. (G3)	Administration
	16.	Added whistleblower notification information to the County's website. (G1)	Administration
	17.	Staff report presented to the Board in February 2013 regarding pursuit of Sister County relationships with Prince George's County Maryland and Montgomery County, Maryland. (G2)	Administration
	18.	Presented an agenda item to the Board in October 2013 regarding the practice of convening citizens to help address specific issues of public interest and opportunities for improvement. (G5)	Administration
	19.	Presented an issue paper to the Board at the December 2015 Board Retreat including status and outlook regarding the Civic Center Master Plan and convention center. (EC1, EC4)	Administration
	20.	Established a partnership with The Village Square to facilitate the Club of Honest Citizens program. (EC1, EC4)	Administration
	21.	Presented agenda items to the Board during 2015 budget workshops regarding the County-owned property at the intersection of Miccosukee Road and North Blair Stone Road and the establishment of the Medical Examiner facility on Municipal Way. (EC1, EC4).	Administration
	22.	Engaged the County's federal legislative delegation and the Federal Bureau of Prisons to utilize a portion of the federal prison land for the expansion of Tom Brown Park ball fields as part of the County's 2016 legislative priorities program. (Q1, G2)	Administration
	23.	Pursued revision of Sec. 125.0104, F.S. regarding High Tourism Impact Tax as part of the Board's 2016 legislative priorities program. (EC3, EC4, EC7)	Administration
	24.	Staff provided support to Commissioner Desloge during the 2016 NACo Annual Conference, where he was sworn in as NACo President. (G2)	Administration
	<b>Performance Measures</b>	G3	of participants in Citizen Engagement Series and Club of Honest Citizens
G4		# of citizen volunteers coordinated	Pg. 8-13
G4		# of county departments utilizing volunteers annually	Pg. 8-13
G1, G3		# of news advisories, releases, and notices detailing County activity	Pg. 8-17

### County Administration (001-110-512)

Goal	The goal of the County Administration is to provide leadership and direction to County employees, to facilitate the implementation of Board priorities and policies and to manage the operation of County functions to ensure the delivery of cost effective, customer-responsive public services within the bounds of available resources.
Core Objectives	<ol style="list-style-type: none"> <li>1. Provide leadership, coordination, and direction to County departments to facilitate the delivery of services consistent with Board priorities and policies.</li> <li>2. Develop Action Plans and implement Annual Board Retreat Priorities.</li> <li>3. Present Agenda Requests to the Board and provide staff recommendations on County issues requiring Board review and approval.</li> <li>4. Engage County staff in discussions on County issues, employee concerns, and improvements in County processes.</li> <li>5. Respond to the needs of County Commissioners in the development and execution of Board policies.</li> </ol>
Statutory Responsibilities	County Administration is responsible for ensuring compliance with all applicable County Laws and Statutes administered by programs under the Board of County Commissioners.
Advisory Board	None

**County Administration - County Administration (001-110-512)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	715,912	755,201	977,663	-	977,663	1,007,347
Operating	25,172	30,193	36,098	-	36,098	36,098
<b>Total Budgetary Costs</b>	<b>741,084</b>	<b>785,394</b>	<b>1,013,761</b>	<b>-</b>	<b>1,013,761</b>	<b>1,043,445</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	741,084	785,394	1,013,761	-	1,013,761	1,043,445
<b>Total Revenues</b>	<b>741,084</b>	<b>785,394</b>	<b>1,013,761</b>	<b>-</b>	<b>1,013,761</b>	<b>1,043,445</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
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	-	1.00	2.00	-	2.00	2.00
Senior Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalent (FTE)</b>	<b>3.00</b>	<b>4.00</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>5.00</b>

The major variances for the FY 2017 County Administration Budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. Increase in personnel costs reflects the County Administrator's organizational realignment. As a result of the merger of County's and City's economic development functions under the Department of PLACE, the County's Economic Vitality Director position was reclassified to an Assistant County Administrator position as presented to the Board at the April 26, 2016 Budget Workshop.
3. Increased Travel & Per Diem costs in the amount of \$5,905. This increase will be utilized for all travel related expenses associated with the new Assistant County Administrator position.

# Strategic Initiatives Business Plan

## Mission Statement

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.

## Strategic Priorities

### Economy

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1) 2012
- Strengthen our partnerships with our institutions of higher learning to encourage entrepreneurship and increase technology transfer and commercialization opportunities, including: the Leon County Research and Development Authority at Innovation Park. (EC3) rev. 2015
- Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (EC4) 2012
- Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (EC6) 2012
- Promote the local economy by protecting jobs and identifying local purchasing, contracting and hiring opportunities. (EC7) 2013

### Quality of Life

- Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (Q1)
- Provide essential public safety infrastructure and services which ensure the safety of the entire community. (Q2)

### Governance

- Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1) Rev. 2013
- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2) 2012
- Sustain a culture that respects, engages and empowers citizens in important decisions facing the community. (G3) 2012

## Strategic Initiatives October 1, 2011 – September 30, 2016

- |  |          |
|--|----------|
| 1. Provide Volunteer LEON Matchmaking (EC6) 2012   | Ongoing  |
| 2. Provide Internships (EC6) 2012  | Ongoing  |
| 3. Implement strategies to further engage citizens, including; develop and offer Citizen Engagement Series (G3) 2012   | Ongoing  |
| 4. Initiate county resources as part of emergency response activation (Q2) 2012  | Ongoing  |
| 5. Provide online Board agenda materials (G1) 2012   | Ongoing  |
| 6. Implement strategies to gain efficiencies or enhance services, including; develop and update Strategic Plans (G2) 2012  | Ongoing  |
| 7. Implement strategies to gain efficiencies or enhance services, including; conduct LEADS Reviews (G2) 2012   | Ongoing  |
| 8. Organize and support advisory committees (G3) 2012  | Ongoing  |
| 9. Identify the next version of "Citizens Engagement" to include consideration of an "Our Town" Village Square concept (G3) 2012   | Complete |
| 10. Develop a proposed partnership for the next iteration of Citizen Engagement, possibly with Village Square, which would be renewable after one year (EC1, EC4) 2014   | Complete |
| 11. Support Commissioner Desloge during his term as NACo President (G2) 2016   | Ongoing  |
| 12. Support the revision of Sec. 125.0104, Florida Statutes, 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 (EC3, EC4, EC7) 2016 | Complete |
| 13. Work with the federal Bureau of Prisons to utilize a portion of the federal prison land for the expansion of Tom Brown Park ball fields (Q1, G2) 2016  | Ongoing  |

## Strategic Initiatives

Actions Actions	1.	VolunteerLEON continues to promote volunteerism and connect citizens with opportunities throughout the community to serve. (EC6)	Strategic Initiatives
	2.	Leon County continues to provide internship opportunities in work areas throughout the organization. (EC6)	Strategic Initiatives
	3.	Developed the Citizen Engagement Series program and began offering events in 2012. (G3)	Strategic Initiatives
	4.	Staff continues to mobilize county resources as part of emergency response activations. (Q2)	Strategic Initiatives
	5.	Board meeting agendas and workshop materials are posted online prior to each meeting. (G1)	Strategic Initiatives
	6.	Facilitated Board Retreats each year to develop and update the Leon County FY 2012 – FY 2016 Strategic Plan. (G2)	Strategic Initiatives
	7.	Conducted LEADS Listening Sessions in 2012, 2014, and 2016. (G2)	Strategic Initiatives
	8.	County staff continues to support a variety of citizen advisory committees. (G3)	Strategic Initiatives
	9.	Presented an issue paper during the 2013 Board Retreat regarding the next version of Leon County's citizen engagement efforts. (G3)	Strategic Initiatives
	10.	Established a partnership with The Village Square to facilitate the Club of Honest Citizens program. (EC1, EC4)	Strategic Initiatives
	11.	Staff provided support to Commissioner Desloge during the 2016 NACo Annual Conference, where he was sworn in as NACo President. (G2)	Strategic Initiatives
	12.	Pursued revision of Sec. 125.0104, F.S. regarding High Tourism Impact Tax as part of the Board's 2016 legislative priorities program. (EC3, EC4, EC7)	Strategic Initiatives
	13.	Engaged the County's federal legislative delegation and the Federal Bureau of Prisons to utilize a portion of the federal prison land for the expansion of Tom Brown Park ball fields as part of the County's 2016 legislative priorities program. (Q1, G2)	Strategic Initiatives
Performance Measures	G1	% of Commission Agenda packets and follow-ups disseminated within scheduled timeframe	Pg. 8-13
	G2	% of Citizen Connect comments and concerns successfully resolved	Pg. 8-13
	G2	# of LEADS Listening Sessions conducted	Pg. 8-13
	G2	# of Cross-Departmental Action Team sessions conducted	Pg. 8-13
	G3	# of participants in Citizen Engagement Series and Club of Honest Citizens	Pg. 8-13
	G3	# of Community Legislative Dialogue meetings coordinated and managed	Pg. 8-13
	G4	# of citizen volunteers coordinated	Pg. 8-13
	G4	# of County departments utilizing volunteers annually	Pg. 8-13

**Strategic Initiatives Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,062,142	1,018,089	995,126	-	995,126	1,029,751
Operating	231,359	486,398	474,343	32,120	506,463	506,463
Transportation	583	1,398	1,636	-	1,636	1,636
<b>Total Budgetary Costs</b>	<b>1,294,083</b>	<b>1,505,885</b>	<b>1,471,105</b>	<b>32,120</b>	<b>1,503,225</b>	<b>1,537,850</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Community and Media Relations (001-116-513)	-	564,022	541,667	-	541,667	552,250
Strategic Initiatives (001-115-513)	1,110,121	754,545	738,841	30,000	768,841	787,031
Volunteer Center (001-113-513)	183,962	187,318	190,597	2,120	192,717	198,569
<b>Total Budget</b>	<b>1,294,083</b>	<b>1,505,885</b>	<b>1,471,105</b>	<b>32,120</b>	<b>1,503,225</b>	<b>1,537,850</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	1,294,083	1,505,885	1,471,105	32,120	1,503,225	1,537,850
<b>Total Revenues</b>	<b>1,294,083</b>	<b>1,505,885</b>	<b>1,471,105</b>	<b>32,120</b>	<b>1,503,225</b>	<b>1,537,850</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Volunteer Center	2.00	2.00	2.00	-	2.00	2.00
Strategic Initiatives	9.00	7.00	8.00	-	8.00	8.00
Community and Media Relations	-	4.50	4.50	-	4.50	4.50
<b>Total Full-Time Equivalent (FTE)</b>	<b>11.00</b>	<b>13.50</b>	<b>14.50</b>	<b>-</b>	<b>14.50</b>	<b>14.50</b>

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

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide for continuous growth of Leon County’s leadership team to ensure the organizational culture is instilled throughout all work areas and services.</li> <li>2. Serve as ombudsman to citizens in need of specialized information and services to ensure interactions remain people focused, performance driven.</li> <li>3. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration.</li> <li>4. Develop and track annual Federal and State legislative priorities and coordinate related lobbying services.</li> <li>5. Coordinate and assemble the Commission meeting agenda.</li> </ol>
<b>Statutory Responsibilities</b>	N/A
<b>Advisory Board</b>	Tallahassee/Leon County Commission on the Status of Women & Girls

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
G1	% of Commission Agenda packets and follow-ups disseminated within scheduled timeframe	95%	95%	95%	95%
G2	% of Citizens Connect comments and concerns successfully resolved <sup>1</sup>	N/A	96%	96%	96%
G2	# of LEADS Listening Sessions conducted <sup>2</sup>	31	N/A	34	N/A
G2	# of Cross-Departmental Action Team sessions conducted <sup>2</sup>	N/A	N/A	N/A	1
G3	# of participants in Citizen Engagement Series and Club of Honest Citizens <sup>3</sup>	180	150	250	250
G3	# of Community Legislative Dialogue meetings coordinated and managed	3	3	3	3
G4	# of citizen volunteers coordinated	5,500	5,200	5,300	5,300
G4	# of county departments utilizing volunteers annually	38	27	30	30

Note(s):

1. This is a new performance measure. FY 14 actuals were not able to be feasibly calculated.
2. LEADS Listening Sessions were held in 2014 and 2016. In future years, Cross-Departmental Action Team sessions (2017) and LEADS Listening Sessions (2018) will be held on a three-year cycle, with the third year (2019) being an “off” year.
3. Increase in participants is due to high turnout associated with the Longest Table and Club of Honest Citizens events held in FY 2016 and planned in FY 2017.



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

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	902,740	525,260	518,299	-	518,299	536,489
Operating	206,799	227,887	220,542	30,000	250,542	250,542
Transportation	583	1,398	-	-	-	-
<b>Total Budgetary Costs</b>	<b>1,110,121</b>	<b>754,545</b>	<b>738,841</b>	<b>30,000</b>	<b>768,841</b>	<b>787,031</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	1,110,121	754,545	738,841	30,000	768,841	787,031
<b>Total Revenues</b>	<b>1,110,121</b>	<b>754,545</b>	<b>738,841</b>	<b>30,000</b>	<b>768,841</b>	<b>787,031</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director of Community & Media Relation	1.00	-	-	-	-	-
Special Projects Coordinator	-	1.00	1.00	-	1.00	1.00
Assistant to the County Administrator	1.00	2.00	2.00	-	2.00	2.00
Public Information Specialist	2.00	-	-	-	-	-
Management Analyst	-	-	1.00	-	1.00	1.00
Management Intern	-	1.00	1.00	-	1.00	1.00
Agenda Coordinator	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
Public Information and Communications Manager	1.00	-	-	-	-	-
Senior Assistant to the County Administrator	1.00	-	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>9.00</b>	<b>7.00</b>	<b>8.00</b>	<b>-</b>	<b>8.00</b>	<b>8.00</b>

The major variances for the FY 2017 Strategic Initiatives budget are as follows:

Increase to Program Funding:

1. Cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in the range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. Realignment of Management Analyst position from Office of Economic Vitality due to the County Administration's reorganizational realignments.
3. Increase in the State Legislative Lobbying contract in the amount of \$20,000 for a total annual contract cost of \$70,000.
4. Increase in the amount of \$10,000 to fund the Leon County Lecture Series.

Decreases to Program Funding:

1. Decrease in communication costs in the amount of \$4,345 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.
2. Travel & Per Diem reduction in the amount of \$3,000.
3. Realignment of transportation expenditures from Strategic Initiatives to Community and Media Relations in the amount of \$1,398.
4. Personnel reduction in the amount of \$6,961 due to personnel changes within Strategic Initiatives.

**Strategic Initiatives - Volunteer Center (001-113-513)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	159,402	165,612	170,101	-	170,101	175,953
Operating	24,560	21,706	20,496	2,120	22,616	22,616
<b>Total Budgetary Costs</b>	<b>183,962</b>	<b>187,318</b>	<b>190,597</b>	<b>2,120</b>	<b>192,717</b>	<b>198,569</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	183,962	187,318	190,597	2,120	192,717	198,569
<b>Total Revenues</b>	<b>183,962</b>	<b>187,318</b>	<b>190,597</b>	<b>2,120</b>	<b>192,717</b>	<b>198,569</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
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
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

The major variances for the FY 2017 Volunteer Center budget are as follows:

**Increases to Program Funding:**

1. Cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. Increase to communication in the amount of \$420 for computer data plan previously paid for by MIS.
3. The Galaxy Digital Disaster Portal subscription was realigned from the MIS budget into the Volunteer Services budget. The cost for this annual subscription is \$500.
4. Increase to Volgistics contract in the amount of \$1,200, for a total contract cost of \$2,292, to provide for a greater number of system operators for this volunteer management software.

**Decreases to Program Funding:**

1. Decrease in communication costs in the amount of \$1,210 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

## Community and Media Relations Business Plan

<b>Mission Statement</b>	The mission of the Leon County Community & Media Relations Division is to proactively facilitate the accurate, effective, timely and consistent flow of public information to internal and external parties of interest, provide community outreach, and serve as the County's liaison with media partners.											
<b>Strategic Priorities</b>	<p><b>Governance</b></p> <ul style="list-style-type: none"> <li>Sustain a culture of transparency, accessibility, accountability, and the highest standards of public service. (G1)</li> <li>Sustain a culture that respects, engages and empowers citizens in important decisions facing the community. (G3)</li> <li>Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5)</li> </ul>											
<b>Strategic Initiatives</b> October 1, 2011 – September 30, 2016	<ol style="list-style-type: none"> <li>Implement strategies which promote access, transparency, and accountability, including: posting the website address (URL) on County vehicles. (G1)</li> <li>Expand opportunities for increased media and citizen outreach to promote Leon County.</li> <li>Prepare and broadly distribute Annual Reports. (G5)</li> <li>Work with the city to celebrate the opening of Cascades Park. (Q4)</li> <li>Develop a Leon County "Crisis Management Communication Plan". (Q2)</li> <li>Develop a public education campaign on bicycle and pedestrian safety with community partners. (Q2)</li> </ol>	<p>FY 2014</p> <p>Ongoing</p> <p>Ongoing</p> <p>Complete</p> <p>Ongoing</p> <p>Ongoing</p>										
<b>Actions</b>	<ol style="list-style-type: none"> <li>Promote the services and accessibility of County government through the website, new technology/social media tools, mobile applications, news releases, public notices, legal advertisements, articles, County Link, television channel, broadcast radio, fleet vehicles, and community engagement, such as special events and presence at community partners' activities. (G1) <span style="float: right;">CMR</span></li> <li>Continue public education, promotion, and community outreach through Citizen Engagement Series, future virtual town hall meetings, and special events. (G3) <span style="float: right;">CMR</span></li> <li>Research and identify additional mediums for the distribution of the Annual Report outside of making the reports available in County facilities, by direct mail to Florida County governments and local organizations, and posting to the website. (G5) <span style="float: right;">CMR</span></li> <li>Successfully held opening ceremonies for Cascades Park in March 2014, and continued to promote Cascades Park as a premiere location for recreation, entertainment, and leisure. (Q4) <span style="float: right;">CMR</span></li> <li>Continue to explore best practices from model local governments throughout Florida and the nation to develop a crisis management communication plan. Outcomes include better internal coordination of responsibilities and task routing, as well as further refining modes of external communication to the public during times of crisis. <span style="float: right;">CMR</span></li> <li>Create a core message and coordinate with community partners to educate motorists on the importance of respecting crosswalks and safely sharing the road with pedestrians and bicyclists. <span style="float: right;">CMR</span></li> </ol>											
<b>Performance Measures</b>	<table border="0"> <tr> <td style="width: 5%;">G1</td> <td style="width: 75%;"># of news releases, public notices, Gov delivery alerts</td> <td style="width: 20%; text-align: right;">Pg. 8 - 17</td> </tr> <tr> <td>G3</td> <td># of community meetings and special events (or attendance)</td> <td style="text-align: right;">Pg. 8 - 17</td> </tr> <tr> <td>G5</td> <td>Increase Annual Report distribution by 10% through mail and other mediums</td> <td style="text-align: right;">Pg. 8 - 17</td> </tr> </table>			G1	# of news releases, public notices, Gov delivery alerts	Pg. 8 - 17	G3	# of community meetings and special events (or attendance)	Pg. 8 - 17	G5	Increase Annual Report distribution by 10% through mail and other mediums	Pg. 8 - 17
G1	# of news releases, public notices, Gov delivery alerts	Pg. 8 - 17										
G3	# of community meetings and special events (or attendance)	Pg. 8 - 17										
G5	Increase Annual Report distribution by 10% through mail and other mediums	Pg. 8 - 17										

**Community & Media Relations (001-116-513)**

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Coordinate special projects, intergovernmental, and interdepartmental activities on behalf of County Administration.</li> <li>2. Manages Leon County Government’s collective information and messaging; fosters proactive and responsive communication with the public; and maintains consistency in messaging, visual presentation and positive representation for the County.</li> <li>3. Maintains routine contact with local news media outlets and manage shifting relationships with their personnel.</li> <li>4. Prepares and 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.</li> <li>5. Organizes and manages news conferences, community meetings and special events.</li> <li>6. Communicates key issues and information to the public and Leon County employees through the County newsletter, electronic publications, advertisements and mass notification alerts via email and texting.</li> <li>7. Coordinates and executes the annual Neighborhood Recognition Program, and maintains partnerships with local, regional, and national associations.</li> <li>8. Trains, prepares, and responds for Emergency Communication/Information within the Incident Command System (ICS) and trains/prepares County staff for interaction with media partners.</li> </ol>
<b>Statutory Responsibilities</b>	In accordance to Florida Statute 125.001, the Public Information Officer posts public meetings to the County’s general calendar and sends public notices to local media in order to appropriately notice all regular and special public meetings.
<b>Advisory Board</b>	N/A

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
G1, G3	1. # of news advisories, releases, and notices detailing County activity	311	350	410	415
G1, G3	2. # of press conferences, community meetings and events	57	50	80	85
G5	3. % increase in Annual Report distribution	11%	15%	15%	15%

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

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	-	327,217	306,726	-	306,726	317,309
Operating	-	236,805	233,305	-	233,305	233,305
Transportation	-	-	1,636	-	1,636	1,636
<b>Total Budgetary Costs</b>	<b>-</b>	<b>564,022</b>	<b>541,667</b>	<b>-</b>	<b>541,667</b>	<b>552,250</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	-	564,022	541,667	-	541,667	552,250
<b>Total Revenues</b>	<b>-</b>	<b>564,022</b>	<b>541,667</b>	<b>-</b>	<b>541,667</b>	<b>552,250</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director of Community & Media Relation	-	1.00	1.00	-	1.00	1.00
Public Information Specialist	-	2.00	2.00	-	2.00	2.00
Public Information and Communications Manager	-	1.00	1.00	-	1.00	1.00
Digital Communications & Engagement Specialist	-	0.50	0.50	-	0.50	0.50
<b>Total Full-Time Equivalents (FTE)</b>	<b>-</b>	<b>4.50</b>	<b>4.50</b>	<b>-</b>	<b>4.50</b>	<b>4.50</b>

The major variances for the FY 2017 Community and Media Relations Budget are as follows:

**Increases to Program Funding:**

1. Cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. Increase in transportation costs in the amount of \$1,636 due to realignment of transportation expenditures from Strategic Initiatives to Community and Media Relations.

**Decreases to Program Funding:**

1. Personnel reduction in the amount of \$22,355 due to personnel changes within Community and Media Relations.
2. Decrease in communication costs in the amount of \$3,500 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

## Division of Human Resources Business Plan

**Mission Statement**

The mission of the Leon County Division of Human Resources is to provide professional, reliable and innovative programs and consultative services to attract, train and retain a high performing and diverse workforce, within a healthy and supportive work-life balanced environment, while insuring compliance with federal, state and local employment regulations.

**Strategic Priorities**

**Economy**

- Focus resources to assist local veterans, especially those returning from tours of duty, in employment and job training opportunities through the efforts of County government and local partners (EC5) 2012
- Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (EC6) 2012

**Governance**

- Sustain a culture of transparency, accessibility, accountability, and the highest standards of public service. (G1) rev. 2013
- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2) 2012
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County’s Core Practices. (G4) 2012

**Strategic Initiatives**

October 1, 2011 – September 30, 2016

- |  |          |
|--|----------|
| 1. Instill Core Practices through providing Customer Engagement training for all County employees (G1) 2012  | Complete |
| 2. Instill Core Practices through revising employee orientation (G1) Rev. 2013   | Complete |
| 3. Instill Core Practices through revising employee evaluation processes (G1) Rev. 2013  | Complete |
| 4. Utilize new learning technology to help design and deliver Leadership and Advanced Supervisory Training for employees (G4) 2012                 | Ongoing  |
| 5. Revise employee awards and recognition program (G4) 2012  | Complete |
| 6. Expand electronic Human Resources business processes including applicant tracking, timesheets, e-Learning, and employee self-service. (G2) 2012 | Complete |
| 7. Implement healthy workplace initiatives, including evaluate options for value-based benefit design. (G4) 2012                                   | Complete |
| 8. Support and expand Wellness Works! Program (G4) 2012  | Complete |
| 9. Provide veterans preference in hiring (EC5) 2012  | Complete |
| 10. Provide Summer Youth Training Program (EC6) 2012   | Complete |

**Actions**

- |   |    |
|---|----|
| 1. The Customer Experience Training has been completed countywide to all county employees between December 2012 – February 2013. Additional sessions are conducted annually in May, September and January. (G1)   | HR |
| 2. New Employees are currently receiving Leon Leads Culture material at the time of hire. Leon LEADS values have been incorporated into the advertising and recruitment process as well as offer letters. A brief overview of the Customer Experience Training has also been incorporated into New Employee Orientation. (G1) | HR |
| 3. The revised employee evaluation has been developed and completed for Career Service and Senior Management employees and incorporates the core values and core practices of Leon LEADS. Employees received training on the new evaluation during the Customer Experience Training. (G1)                                     | HR |
| 4. Staff has researched new learning technologies for supervisory and leadership training and is in the process of purchasing selected programs. (G4)   | HR |
| 5. The Board approved the implementation of the Innovator/Inspirator award program at the June 10, 2014 budget workshop. (G4)   | HR |

Division of Human Resources

<b>Actions</b>	6.	Employees are using the Banner Self-Service program to review pay and benefits information, Halogen e-appraisals and Manager Position Control. WebTime Entry (E-timesheet system) is currently being used by several departments, and will be rolled out for the entire organization by midyear 2016. (G2)	HR
	7.	The value based benefit design was ratified as a part of the FY12/13 budget process. (G4)	HR
	8.	Wellness Works! Program was rebranded and the Value Based Benefit Design (VBD) program which integrates wellness into the employee Health Insurance Program was implemented. (G4)	HR
	9.	HR is committed to identify and provide preference to applicants who are veterans of the armed services.	HR
	10.	Responsible for managing the recruitment process in accordance with Florida Statutes. (EC5)	HR
<b>Performance Measures</b>	G1	# of employees completing customer experience training	Pg. 8-22
	G1	% of new employees completing "on-boarding" within 30 days	Pg. 8-22
	G2	# of Annual Performance Appraisals completed	Pg. 8-22
	G2	% of employees utilizing electronic timesheet system	Pg. 8-22
	G2	# of services and applications added to employee self-service	Pg. 8-22

**Human Resources (001-160-513)**

<b>Goal</b>	The goal of the Office of Human Resources is to provide program leadership, personnel policy administration and strategic support in the implementation of Leon LEADS by demonstrating the relevance of the County's Core Values and Core Practices in the delivery of Human Resources programs and services to managers, employees, community partners and the public.
<b>Core Objectives</b>	The core objectives of the Office of Human Resources 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.
<b>Statutory Responsibilities</b>	Title VII of the Civil Rights Act of 1964; Title I of the Americans with Disabilities Act; Veterans Reemployment Rights, Veterans Preference, Uniformed Services Employment and Reemployment Rights Act of 1994; Age Discrimination in Employment Act of 1967; Consumer Credit Protection Act of 1968; Fair Credit Reporting Act of 1969; Family and Medical Leave Act of 1993; Fair Labor Standards Act; Drug Free Workplace Act of 1988; Equal Pay Act of 1963; Immigration and Nationality Act; Internal Revenue Code and Regulations; Health Insurance Portability and Accountability Act of 1996; Consolidated Omnibus Budget Reconciliation Act of 1986; Lily Ledbetter Fair Pay Act of 2009; Florida Statute, Chapter 110.227 "Suspensions, Dismissals, Reductions in Pay, Demotions, Transfers, and Layoffs"; Florida Statute, Chapter 112.313; Code of Ethics; Florida Statute, Florida Retirement System; Leon County Personnel Policies and Procedures, and the Affordable Care Act of 2010 (National Health Care Reform).
<b>Advisory Board</b>	Wellness Works! Team, HR Policy Review and Development Team, Board/Constitutional Office Employee Health Insurance Committee, Award of Excellence Committee, Employee Grievance Review Committee and Sick Leave Pool Committee.

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G1	HR Operating Costs Per Capita	\$4.13	\$9.67

Florida Benchmarking Consortium

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
G4	Number of requisitions created, and or recruited for vacant positions	100	104	75	75
G4	Number of qualified applicants per requisition	32	37	40	40
G4	Number of positions filled internally	22	32	25	25
G4	Number of positions filled from outside sources	40	41	35	35
G4	Average days to fill vacant positions	65	74	60	74
G4	Average Turnover Rate	11%	10%	10%	10%
G2	Number of Board/Constitutional employees participating in county-sponsored Wellness Program events	2,110	2,619	2,350	2,400



**Human Resources (001-160-513)**

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
G2	Number of Board/Constitutional employees who successfully completed the Value Based Design My Rewards Program	1,099	1,065	1,060	1,055
G4	Number of employees attending county-sponsored Training and Professional Development events	512	1,374 <sup>1</sup>	600	400
G4	Number of positions evaluated for external competitiveness and internal equity	140	150	120	125
G2	Number of employee Annual Performance Appraisals completed	744	762	700	700
G1	Number of employees completing customer experience training	130	108	50	50
G1	Percentage of new employees completing "on-boarding" within 30 days	85%	78%	85%	85
G2	Percentage of employees utilizing electronic timesheet system	60%	70%	100%	100%
G2	Number of services and applications added to employee self-service	0	1	3	1

Note:

1. Increase in FY 2015 due to mandatory Domestic Violence Training for all employees.

**Human Resources (001-160-513)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	917,242	1,052,135	1,109,821	-	1,109,821	1,148,208
Operating	177,389	336,957	320,582	25,000	345,582	344,082
<b>Total Budgetary Costs</b>	<b>1,094,632</b>	<b>1,389,092</b>	<b>1,430,403</b>	<b>25,000</b>	<b>1,455,403</b>	<b>1,492,290</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	1,094,632	1,389,092	1,430,403	25,000	1,455,403	1,492,290
<b>Total Revenues</b>	<b>1,094,632</b>	<b>1,389,092</b>	<b>1,430,403</b>	<b>25,000</b>	<b>1,455,403</b>	<b>1,492,290</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director of Human Resources	1.00	1.00	1.00	-	1.00	1.00
Employee Engagement & Performance Management	1.00	1.00	1.00	-	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00	1.00
Health and Wellness Coordinator	1.00	1.00	1.00	-	1.00	1.00
Employee Development Coordinator	1.00	1.00	1.00	-	1.00	1.00
Compensation Administrator	1.00	1.00	1.00	-	1.00	1.00
HR Records Coordinator	1.00	1.00	1.00	-	1.00	1.00
Human Resources Generalist	2.00	2.00	2.00	-	2.00	2.00
Employee Relations Manager	-	1.00	1.00	-	1.00	1.00
Human Resources Specialist	2.00	1.00	1.00	-	1.00	1.00
HRIS Coordinator	-	1.00	1.00	-	1.00	1.00
Human Resources Information Systems Coordinator	1.00	-	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>12.00</b>

The major variances for the FY 2017 Human Resources budget are as follows:

**Increases to Program Funding:**

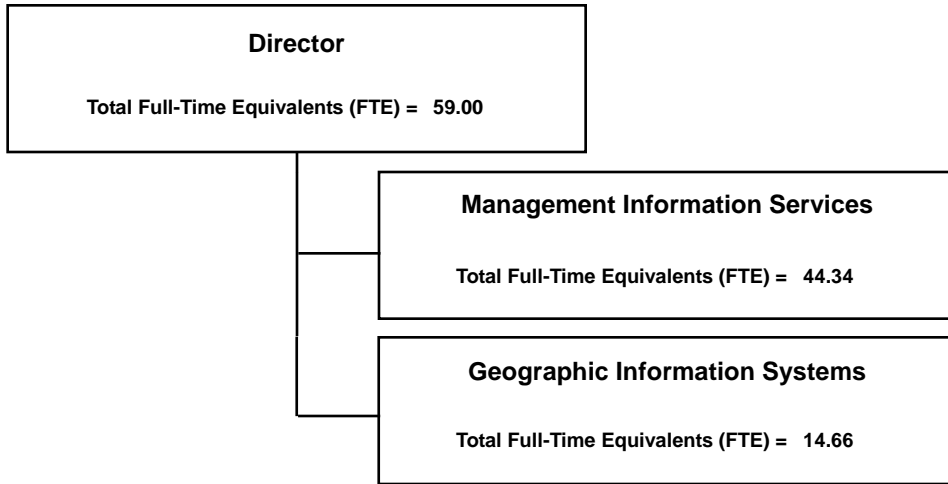
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. Increase in \$11,000 to purchase compensation analytical software to assist in performing compensation analysis.
3. Increase costs associated with the combined Wellness & Benefits fair in the amount of \$14,000.
4. Increase in operating partially offset by a \$15,000 decrease in training materials. In FY 2016, the Board approved a one-time allocation of \$15,000 for educational and training materials. As this was a one-time allocation, the FY 2017 budget does not contemplate a continuation of this funding.

**Decreases in Program Funding:**

1. Decrease in communication costs in the amount of \$1,375 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.



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## **Executive Summary**

The Office of Information and Technology section of the Leon County FY 2017 Adopted Budget is comprised of the Management Information Services (MIS) division and Geographic Information Systems (GIS) division. The MIS and GIS divisions provide technology and telecommunications products and services, which enable County offices to fulfill their respective goals and missions.

### HIGHLIGHTS

The Office of Information and Technology (OIT) continues to provide reliable and effective technology and telecommunications solutions and services to County departments and agencies to enable them to fulfill their missions in serving the citizens of Leon County. Recent solutions include the deployment of a point of sale (POS) system for the Office of Intervention and Detention Alternatives (IDA) to support their office consolidation and process improvement to collect fees at the Appleyard Drive office. The POS not only receipts collections but is integrated into IDA's case management system to provide timely and accurate information about offender fees. Additionally, IDA's case managers migrated to an electronic document management system for their case files to enable them to eliminate paper storage. Automation within Human Resources includes online benefits, expansion of electronic timesheets to Emergency Medical Services (EMS), and e-recruitment. Remote access for field workers has been extended to Facilities staff to allow them access and update work orders in the field as well as have access to emails and documents. EMS field devices were refreshed with the latest technology. Purchasing has been provided with online purchase requisitions and purchase orders which eliminate a large amount of paper processing.

In an effort to continuously ensure OIT remains effective and efficient, it was determined the office no longer needed two GIS Technician II's as a result of increased efficiencies and the reduction in the need to provide physical maps. As such, one of the GIS Technician II positions was reclassified and realigned into the MIS budget as a Senior IT Technical Support for Mobility.

MIS continues to maintain a robust infrastructure to support over 2,000 users and over 8,000 devices in 68 sites. Security is a high priority where employee awareness training has started and encryption of the internal network and many layers of protection from spam, viruses, and malware have been instituted. A security audit has been initiated with Homeland Security to assess best practices and provide direction for future security needs.

MIS continues to maximize its virtualized environment with over 300 servers and storage environment of over 70 TB to provide for the ongoing needs of its customers. Technology services are augmented with cloud computing as incorporated in areas such as the Library's work order management system, the reservation system, and IDA's POS as well as many IT services for MIS.

The Tallahassee/Leon County GIS program is a joint City/County partnership that provides accurate, consistent, accessible, affordable, and comprehensive GIS data, GIS infrastructure, and GIS services to support the business needs of Leon County and the City of Tallahassee as well as their citizens. The program supports nearly 500 data layers and nearly 50 web sites for over 50 business units in the County and City. This includes the Public Works, the Planning Department, Tourism, the Property Appraiser, and Growth Management divisions. An upgraded GIS mapping website was launched recently to provide easy to use maps.

As a testament to the dedicated efforts of both MIS and GIS, Leon County was awarded the 2016 Digital Counties Survey Award from the National Association of Counties (NACo), in partnership with e.Republic's Center for Digital Government. Additionally, in partnership with other County Offices MIS/GIS were recognized with NACo's Achievement Awards for the Leon County Mobile-Friendly website and the newly overhauled GIS website.

# 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**

- Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (Q1) rev. 2013
- Provide essential public safety infrastructure and services which ensures the safety of the entire community. (Q2) 2012

**Governance**

- Sustain a culture of transparency, accessibility, accountability, and the highest standards of public service. (G1) rev. 2013
- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2) 2012
- Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community. (G3) 2012
- Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5) 2012

**Strategic Initiatives**

October 1, 2011 – September 30, 2016

- |   |         |
|---|---------|
| 1. Provide, support and deploy the geographic information system, integrated Justice Information System, Jail Management system, case management and work release management information systems for Probation, Supervised Pretrial Release and the Sheriff's Office, and the pawnshop network system. (Q2) | Ongoing |
| 2. Provide for information systems disaster recovery and business continuity (Q2, G5)   | Ongoing |
| 3. Develop and deploy website enhancements (G1, Q1)   | Ongoing |
| 4. Provide and expand online services, such as Customer Connect, Your Checkbook, and Board agenda materials. (G1)   | Ongoing |
| 5. Provide televised/online Board meetings in partnership with Comcast xfinity and CenturyLink PRISM. (G1)  | Ongoing |
| 6. Provide technology and telecommunications products, services and support necessary for sound management, accessibility, and delivery of effective, efficient services, including maintaining the financial database system with interfaces to other systems (G1, G2, G5)                                 | Ongoing |

**Actions**

- |  |     |
|--|-----|
| 1. A. Continue support of systems for the Justice Community, the Library, HR, Finance/Payroll, OMB, Public Works, and DSEM. (G1, G5)   | MIS |
| B. Provide GIS services and data for public safety needs. (G2)   | GIS |
| C. Completed a new case management system for Human Services & Community Partnerships. (G2)  | MIS |
| D. Expand mobile access of applications in the field. (G1)   | MIS |
| E. Implemented electronic faxing. (G2)   | MIS |
| F. Participate in a team for the Courts paperless courts and e-filing solution. (G2)   |     |
| 2. A. Upgrade the Avaya phone system to add other customers and create a redundant system for business continuity. Completed addition of the Sheriff's Office in December 2013. Completed addition of the Property Appraiser's Office in 2014 and Court Administration in 2015. The Clerk's Office will be added in 2016. (G2, G5) | MIS |
| B. Continue refresh of the server environment with business continuity and Disaster Recovery functionality. (G5)   | MIS |

## Office of Information and Technology

<b>Actions</b>	3. A.	Engage a Countywide team to infuse the intranet with current content and needed services. (G2)	MIS	
	B.	Completed a mobile version of the County's main web site. (G1, G2)		
	C.	Purchased and installed FormsFusion for the creation of web-enabled forms that connect Banner.(G2)	MIS	
	D.	Purchase and install an integrated travel request and expense reporting system through Banner. (G1)	MIS	
	E.	Continue deployment of Halogen and other automated solutions for e-recruitment, e-learning, job descriptions, and JDQs (G2)	MIS	
	5. A.	Continue support of televised/online Board meetings in partnership with Comcast. (G1)	MIS	
	B.	Completed refresh of the Chambers and Control Room with new technology.	MIS	
	6. A.	Implement a project and change management framework for major MIS/GIS projects to provide better control and outcomes of projects. (G2)	MIS	
	B.	Manage the installation and support of the telephone, network, and audio visual infrastructure for the Public Safety Complex. (Q2, G1)	MIS	
	C.	Continue desktop replacement plan for PC desktops, laptops, and printers and using virtualized desktop technology where applicable. (G2)	MIS	
	D.	Completed migration of the fleet to Windows 7 and MS Office Suite 2010. (G2)	MIS	
	E.	Completed deployment of the managed, centralized printing/copiers services solution. (G2, G5)	MIS	
	F.	Continue support of the TLCGIS program and website. (Q2, EN1, EN2)	GIS	
	<b>Performance Measures</b>	G2	# of valid e-mails per month(balance after e-mail spam or viruses trapped in millions)	Pg. 9 - 8
		G2	% increase in average monthly visits to Leon County web site and the TLCGIS Website	Pg. 9 - 8
		G2	% responses to system and software requests within (1) hour 100% of the time	Pg. 9 - 13
G2		# of published GIS web services	Pg. 9 - 13	



Leon County Fiscal Year 2017 Adopted Budget

Office of Information and Technology

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	4,839,627	5,230,615	5,511,427	2,895	5,514,322	5,696,324
Operating	2,420,058	2,636,296	2,626,951	148,016	2,774,967	2,775,917
Transportation	8,365	9,441	8,686	-	8,686	8,686
<b>Total Budgetary Costs</b>	<b>7,268,051</b>	<b>7,876,352</b>	<b>8,147,064</b>	<b>150,911</b>	<b>8,297,975</b>	<b>8,480,927</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Management Information Services	5,493,007	5,925,146	6,149,892	224,238	6,374,130	6,512,218
Geographic Information Systems	1,775,044	1,951,206	1,997,172	(73,327)	1,923,845	1,968,709
<b>Total Budget</b>	<b>7,268,051</b>	<b>7,876,352</b>	<b>8,147,064</b>	<b>150,911</b>	<b>8,297,975</b>	<b>8,480,927</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	7,268,051	7,876,352	8,147,064	150,911	8,297,975	8,480,927
<b>Total Revenues</b>	<b>7,268,051</b>	<b>7,876,352</b>	<b>8,147,064</b>	<b>150,911</b>	<b>8,297,975</b>	<b>8,480,927</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Geographic Information Systems	16.16	15.83	15.66	(1.00)	14.66	14.66
Management Information Services	44.84	43.17	43.34	1.00	44.34	44.34
<b>Total Full-Time Equivalents (FTE)</b>	<b>61.00</b>	<b>59.00</b>	<b>59.00</b>	<b>-</b>	<b>59.00</b>	<b>59.00</b>

**Management Information Services (001-171-513)**

<p>Goal</p>	<p>The goal of Management Information Services (MIS) is to serve end users with continually improved, efficient, cost effective technology and telecommunications products, services, and information so that customers are totally satisfied and able to fulfill their missions.</p>
<p>Core Objectives</p>	<ol style="list-style-type: none"> <li>1. Provide technology infrastructure and support for the Board, the Joint Dispatch Public Safety Complex, other County Constitutional Officers, and Article V agencies (Courts, State Attorney, Public Defender, Clerk, and Guardian Ad Litem).</li> <li>2. Provide and maintain county network connectivity for all buildings and offices of the Board, Constitutional Officers, Article V agencies and the 2nd Judicial Circuit (Gadsden, Wakulla, Jefferson, Franklin, and Liberty counties).</li> <li>3. Provide and maintain Internet access for employees within county facilities, for the public within the library system, and wireless access within the Courthouse, main and branch libraries, park facilities, and for designated community centers.</li> <li>4. Provide for mobile office services to Building Inspection, Public Works Operations, Animal Control, Emergency Medical Services (EMS), Facilities, and other field workers. Also, expand the agenda process with iPads and paperless agendas.</li> <li>5. Maintain network file systems, storage, and provide system security firewalls, SPAM and virus protection.</li> <li>6. Provide telephone and voice mail services for the Board and the Supervisor of Elections, the Public Defender and State Attorney offices, Guardian Ad Litem, Health Department, the Property Appraiser's Office, the Tax Collector's Office, the Sheriff's Office, and Court Administration.</li> <li>7. Provide e-mail services for the Board, Constitutional Officers, and Article V agencies.</li> <li>8. Support and provide connectivity and applications for nearly 500 mobile devices such as smart phones and tablets.</li> <li>9. Operate the central data center and a disaster recovery site, support and maintain over 75 physical servers and over 300 servers within a virtualized infrastructure environment, provide backup and restoration management, disaster recovery and business continuity services.</li> <li>10. Support, maintain, and replace over 3,000 devices such as laptops, tablets, printers, personal computers, and desktop software (Microsoft Office Suite) for the Board, Constitutional Officers, Article V agencies, and the public systems within the library facilities. Provide appropriate security for these systems.</li> <li>11. Develop, maintain and enhance the inter-agency Criminal Justice Information System (JIS) for the justice community. The JIS supports the Courts, State Attorney, Public Defender, Sheriff's Office, Probation and Supervised Pretrial Release.</li> <li>12. Develop and maintain and enhance the Jail Management Information System as well as case management and work release management software applications for Probation, Supervised Pretrial Release, and the Sheriff's Office.</li> <li>13. Maintain the pawnshop network system, an award winning system, which is currently being used by more than 25 Florida and Georgia counties.</li> <li>14. Provide technical support to the Supervisor of Elections at all voting locations for all elections.</li> <li>15. Provide technical solutions for the Courts, such as technology in the courtrooms and teleconferencing for first appearance.</li> <li>16. Develop and maintain web services (including an Intranet for the Board; websites for the Board, Court Admin, Tax Collector, Supervisor of Elections, State Attorney, Blueprint 2000, 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.</li> <li>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 (PETS) (DSEM), E-Pro and Telestaff (EMS) and SIRSI (Library). Continue to collapse single work order management systems into the enterprise Infor system, as appropriate.</li> </ol>

### Management Information Services (001-171-513)

	<p>18. Develop specialized applications for Human Resources (electronic timesheets, e-recruitment, compensation, employee benefits, and the Florida Retirement System) and the Office of Management and Budget (budget modeling support).</p> <p>19. Implement electronic document management through Project Dox and/or AppXtnder for Public Works (Animal Control and Engineering), DSEM Divisions, Veterans Services, Human Resources, HSCP, the County Attorney’s Office, the Office for Intervention and Detention Alternatives, and other divisions or offices as they become ready.</p> <p>20. Support the Public Information Office in the effective and efficient methods of communication to the public and internal customers.</p> <p>21. Plan for and coordinate the delivery of data services in new construction and renovations for computer and communications infrastructure and equipment.</p> <p>22. Coordinate employee desktop software training.</p> <p>23. Provide inventory and asset management of computer and communication assets.</p> <p>24. Provide technology and telecommunications support for the Public Safety Complex.</p> <p>25. Provide point of sale solutions for Tourist Development, Solid Waste, EMS, and the Office for Intervention and Detention Alternatives.</p> <p>26. Support Digital Signage solutions (Courthouse and Public Safety Complex).</p>
Statutory Responsibilities	Florida State Constitution under Article V (Judiciary), Section 14 (Funding) requires provision of communications services, existing radio systems, and existing multi-agency criminal justice information systems for the Trial Courts (Court Administration and the Clerk of the Court), the State Attorney, and the Public Defender within the Second Judicial Circuit.
Advisory Board	The Criminal Justice Coordinating Council is the executive steering committee for the Justice Information System. Internally, the Justice Information Systems Agreement of 2001, re-ratified in January 2007, by the Criminal Justice Coordinating Council, governs the responsibilities and expectations of the multi-agency criminal justice system called JIS.

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G1	Average number of users per MIS Full Time Equivalent (FTE)	1:125	1:41
G1	Average number of Devices per Information Technician (IT Staff)	1:141	1:40
G1	Ratio of Network Systems Administrators to File Servers	1:67	1:50
G1	Number of Network Sites	68	44
G1	IT Spending per Employee in the County Government Sector	\$3,407	\$5,000

Benchmark Sources: 2014/2015 Computer Economics Report on IT Spending and Staffing (an information and technology research/advisory firm)

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimates	FY 2017 Estimates
G1, G3	Average number of e-mails processed each month (millions)	0.6	1.08	1.0	1.0
G1	Approximate amount of valid e-mails (balance after spam/viruses trapped)	44%	42%	50%	50%
Q1, Q2	Average monthly visits to Leon County web site	337,013	354,890	350,000	350,000
G1	% of help calls completed the same day	64%	64%	50%	55%
G1	Number of new applications/services deployed	4	6	2	2

**Management Information Services Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	3,567,363	3,860,218	4,093,859	76,222	4,170,081	4,307,219
Operating	1,917,279	2,055,487	2,047,347	148,016	2,195,363	2,196,313
Transportation	8,365	9,441	8,686	-	8,686	8,686
<b>Total Budgetary Costs</b>	<b>5,493,007</b>	<b>5,925,146</b>	<b>6,149,892</b>	<b>224,238</b>	<b>6,374,130</b>	<b>6,512,218</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Management Information Services (001-171-513)	5,331,961	5,687,630	5,899,558	224,238	6,123,796	6,257,447
Public Safety Complex Technology (001-411-529)	161,046	237,516	250,334	-	250,334	254,771
<b>Total Budget</b>	<b>5,493,007</b>	<b>5,925,146</b>	<b>6,149,892</b>	<b>224,238</b>	<b>6,374,130</b>	<b>6,512,218</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	5,493,007	5,925,146	6,149,892	224,238	6,374,130	6,512,218
<b>Total Revenues</b>	<b>5,493,007</b>	<b>5,925,146</b>	<b>6,149,892</b>	<b>224,238</b>	<b>6,374,130</b>	<b>6,512,218</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Management Information Services	43.34	41.67	41.84	1.00	42.84	42.84
Public Safety Complex Technology	1.50	1.50	1.50	-	1.50	1.50
<b>Total Full-Time Equivalentents (FTE)</b>	<b>44.84</b>	<b>43.17</b>	<b>43.34</b>	<b>1.00</b>	<b>44.34</b>	<b>44.34</b>

**Management Information Services - Management Information Services (001-171-513)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	3,489,280	3,742,880	3,970,808	76,222	4,047,030	4,179,931
Operating	1,834,316	1,935,309	1,920,064	148,016	2,068,080	2,068,830
Transportation	8,365	9,441	8,686	-	8,686	8,686
<b>Total Budgetary Costs</b>	<b>5,331,961</b>	<b>5,687,630</b>	<b>5,899,558</b>	<b>224,238</b>	<b>6,123,796</b>	<b>6,257,447</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	5,331,961	5,687,630	5,899,558	224,238	6,123,796	6,257,447
<b>Total Revenues</b>	<b>5,331,961</b>	<b>5,687,630</b>	<b>5,899,558</b>	<b>224,238</b>	<b>6,123,796</b>	<b>6,257,447</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
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-Administration Services	1.00	1.00	1.00	-	1.00	1.00
Applications & Database Manager	1.00	1.00	1.00	-	1.00	1.00
Public Safety Applications Manager	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Web Development	1.00	1.00	1.00	-	1.00	1.00
Network & Technical Services Manager	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Systems	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Technical Services	1.00	1.00	1.00	-	1.00	1.00
Apps 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 Spec. 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	6.50	6.00	3.50	-	3.50	3.50
Applications Systems Analyst I	6.00	6.00	4.00	-	4.00	4.00
App Systems Analyst II	3.00	3.00	5.00	-	5.00	5.00
Network Systems Analyst II	1.00	1.50	3.00	-	3.00	3.00
Network Systems Analyst III	1.00	1.00	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	2.00	2.00	2.00	1.00	3.00	3.00
IT Coordinator-Network	1.00	1.00	1.00	-	1.00	1.00
Network Systems Analyst	1.00	-	-	-	-	-
Administrative Associate VI	0.50	0.50	0.67	-	0.67	0.67
Administrative Associate III	0.67	-	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>43.34</b>	<b>41.67</b>	<b>41.84</b>	<b>1.00</b>	<b>42.84</b>	<b>42.84</b>

### **Management Information Services - Management Information Services (001-171-513)**

The major variances for the FY 2017 Management Information Services budget are as follows:

**Increases to Program Funding:**

1. Cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. An increase in personnel services by \$76,222 due to reclassification and realignment of the GIS Technician II to a Senior IT Technical Support for mobility within the MIS budget.
3. Increase in Repair & Maintenance in the amount of \$135,800 due to increased contract costs and new software, such as Visual Click, Dropbox, and Smartshield.
4. Increase in copier costs in the amount of \$2,316.

**Decreases to Program Funding:**

1. Decrease in communication costs in the amount of \$5,195 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.
2. Reduced transportation costs in the amount of \$754.

**Management Information Services - Public Safety Complex Technology (001-411-529)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	78,083	117,338	123,051	-	123,051	127,288
Operating	82,963	120,178	127,283	-	127,283	127,483
<b>Total Budgetary Costs</b>	<b>161,046</b>	<b>237,516</b>	<b>250,334</b>	<b>-</b>	<b>250,334</b>	<b>254,771</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	161,046	237,516	250,334	-	250,334	254,771
<b>Total Revenues</b>	<b>161,046</b>	<b>237,516</b>	<b>250,334</b>	<b>-</b>	<b>250,334</b>	<b>254,771</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Network Systems Analyst II	-	0.50	-	-	-	-
Network Systems Analyst I	1.50	1.00	1.50	-	1.50	1.50
<b>Total Full-Time Equivalents (FTE)</b>	<b>1.50</b>	<b>1.50</b>	<b>1.50</b>	<b>-</b>	<b>1.50</b>	<b>1.50</b>

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 2017 Public Safety Complex Technology budget are as follows:

Increases to Program Funding:

1. Cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. Increase in communication costs in the amount of \$6,805.

### Geographic Information Systems (001-421-539)

<b>Goal</b>	The goal of the Tallahassee-Leon County GIS is to work in partnership with county agencies to provide accurate, consistent, accessible, affordable, and comprehensive GIS data, GIS infrastructure, and GIS services to support the unique business needs of Leon County and the citizens we serve.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Development and management of high-accuracy planimetric and topographic basemap data.</li> <li>2. Creation, compilation, access and distribution of derived and thematic GIS data.</li> <li>3. Manage the overall quality and integrity of departmental GIS data.</li> <li>4. Provide access to GIS analytical tools.</li> <li>5. Integrate GIS technology, service and support into the business processes of government.</li> <li>6. Identify additional sources of GIS data to support government activities and services.</li> </ol>
<b>Statutory Responsibilities</b>	<p><u>Florida Statute 7 – County Boundaries</u>: Section 7.37 – Leon County ; <u>Florida Statute 101 – Voting Methods &amp; Procedures</u>: 101.001 - Precincts and polling places, boundaries; <u>Florida Statutes 163 – Intergovernmental Programs</u>: Section 163.2511-163.3248 - Growth Policy; County and Municipal Planning; Land Development Regulation, Section 163.330-163.403 – Community Redevelopment, Section 163.501-163.526 – Neighborhood Improvement Districts, Section 163.565-163.572 – Regional Transportation Authorities; <u>Florida States 166 – Municipalities</u>: Section 166.231 - Public service tax; <u>Florida Statutes 192 – Taxation</u>: General Provisions, Non-ad Valorem; <u>Florida Statutes 193 – Assessments</u>: Section 193.023 - Property Appraiser’s requirement established to provide or pay for other certified aerial imagery at FDOR specifications every three years., Section 195.002 - Property Appraiser and use of Aerial Imagery in Inspections; <u>Florida Statute 202 – Communications Services Tax simplification Law</u>: Section 202.19 Local Communications Tax; <u>Florida Statute 472 - Land Surveying and Mapping</u>: Section 472.027 - Minimum technical standards for surveying and mapping; <u>City of Tallahassee Environmental Ordinance</u>; <u>Leon County Environmental Management Act</u>; <u>Local Comprehensive Plan</u>; <u>Interlocal Agreement for a Geographic information System, May 16, 1990</u>; <u>Senate Bill 360</u></p>
<b>Advisory Board</b>	GIS Executive Committee, GIS Steering Committee, Permit Enforcement & Tracking System (PETS) Steering Committee, GIS Development Team, PETS Development Team, Addressing Steering Committee, Local Mitigation Strategy Committee (LMS)

Benchmarking			
Priorities	Benchmark Data	Leon County 2014	Benchmark
G1, G3	# of Business Units that use GIS (Direct Benefactors, City, County, State)	50	11.5 (Average)
G3, Q2	# of Layers of Data Maintained	499	300
G1, G3, Q1	# of Web Sites and Custom Applications	48	20

Benchmark Source: Aegis Business Technologies provided a benchmarking report for TLC GIS in May 2010.

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimates	FY 2017 Estimates
G1	Provide customer response to system and software requests within (1) hour 100% of the time	95%	95%	95%	95%
G1, Q1	Increase GIS internet applications, services and downloadable files by 20% annually	30%	50%	50%	70%
G1, Q1	Increase internet user sessions by 20% annually	10%	30%	20%	30%
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.)	508	568	505	580
G3	Published web services	n/a	n/a	n/a	220



**Geographic Info. Systems (001-421-539)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,272,264	1,370,397	1,417,568	(73,327)	1,344,241	1,389,105
Operating	502,780	580,809	579,604	-	579,604	579,604
<b>Total Budgetary Costs</b>	<b>1,775,044</b>	<b>1,951,206</b>	<b>1,997,172</b>	<b>(73,327)</b>	<b>1,923,845</b>	<b>1,968,709</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	1,775,044	1,951,206	1,997,172	(73,327)	1,923,845	1,968,709
<b>Total Revenues</b>	<b>1,775,044</b>	<b>1,951,206</b>	<b>1,997,172</b>	<b>(73,327)</b>	<b>1,923,845</b>	<b>1,968,709</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
GIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Director of MIS/GIS	0.33	0.33	0.33	-	0.33	0.33
Unix System Adm.-GIS	1.00	1.00	1.00	-	1.00	1.00
GIS Project Manager	1.00	1.00	1.00	-	1.00	1.00
GIS Oracle Database Administrator	2.00	1.00	1.00	-	1.00	1.00
GIS Network Systems Administrator	1.00	1.00	1.00	-	1.00	1.00
Applications Systems Analyst I	-	1.00	1.00	-	1.00	1.00
Applications Systems Analyst II	1.00	2.00	2.00	-	2.00	2.00
GIS Specialist I	-	1.00	1.00	-	1.00	1.00
GIS Technician II	2.00	2.00	2.00	(1.00)	1.00	1.00
GIS Integration Specialist	1.00	1.00	1.00	-	1.00	1.00
GIS Application Dev. Analyst	1.00	-	-	-	-	-
GIS Database Analyst	1.00	-	-	-	-	-
GIS Specialist III	3.00	3.00	3.00	-	3.00	3.00
Administrative Associate VI	0.50	0.50	0.33	-	0.33	0.33
Administrative Associate III	0.33	-	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>16.16</b>	<b>15.83</b>	<b>15.66</b>	<b>(1.00)</b>	<b>14.66</b>	<b>14.66</b>

The major variances for the FY 2017 Geographic Information Systems budget are as follows:

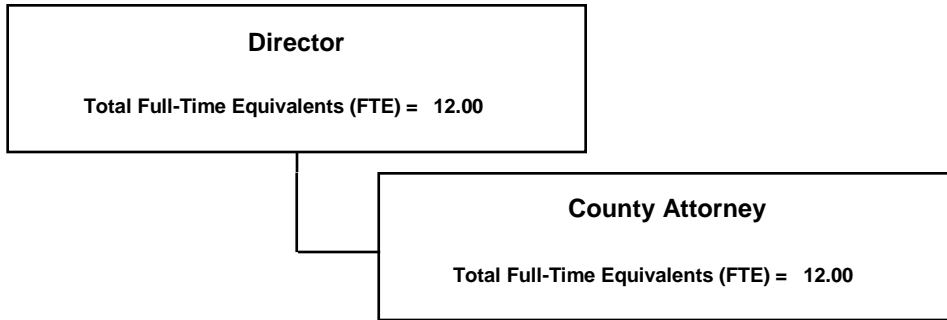
Decreases to Program Funding:

1. Position reduction for 1.0 FTE GIS Technician II in the amount of \$73,327 due to increased efficiencies and the reduction in the need to provide physical maps. This position was reclassified and realigned into the MIS budget as a Senior IT Technical Support for Mobility position.
2. Decrease in communication costs in the amount of \$1,205 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

Increases to Program Funding:

1. Cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.

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**Executive Summary**

The County Attorney's Office section of the Leon County FY 2017 Annual Budget is comprised of the County Attorney's Office.

The County Attorney provides legal services to the Board of County Commissioners, the County Administrator, and County departments, boards and agencies organized under the Board of County Commissioners. The office of the County Attorney also reviews all contracts, bonds, ordinances, resolutions and other written instruments.

**HIGHLIGHTS**

The County Attorney's Office handled a number of high profile matters on behalf of Leon County this past fiscal year. Major litigation regarding the Leon County Energy Improvement District's \$200,000,000 Commercial PACE Program concluded with the Florida Supreme Court affirming the lower court's decision, clearing the way for the District to continue with its program. The County also prevailed in a matter concerning a defendant property owner's refusal to comply with Court-ordered remediation and restoration of environmentally damaged property. The Court confirmed the original judgment in Leon County's favor in the amount of \$314,068, plus interest to date in the amount of \$103,972.43, accruing at the rate of \$41.13 per diem. A complaint alleging civil rights violations against the County was successfully defended with the Court finding no merit to the claims and awarding Leon County costs in the amount of \$3,714.65. A complaint alleging violations of both the State's Whistle-Blower's Act and the Plaintiffs' First Amendment rights was dismissed by the Court. The Clerk taxed costs against this Plaintiff in the amount of \$4,866.25, which the Plaintiff is appealing.

Leon County Fiscal Year 2017 Adopted Budget

County Attorney's Office

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,354,529	1,387,111	1,432,347	-	1,432,347	1,477,598
Operating	467,683	564,196	566,270	10,000	576,270	576,270
<b>Total Budgetary Costs</b>	<b>1,822,212</b>	<b>1,951,307</b>	<b>1,998,617</b>	<b>10,000</b>	<b>2,008,617</b>	<b>2,053,868</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Attorney	1,822,212	1,951,307	1,998,617	10,000	2,008,617	2,053,868
<b>Total Budget</b>	<b>1,822,212</b>	<b>1,951,307</b>	<b>1,998,617</b>	<b>10,000</b>	<b>2,008,617</b>	<b>2,053,868</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	1,822,212	1,951,307	1,998,617	10,000	2,008,617	2,053,868
<b>Total Revenues</b>	<b>1,822,212</b>	<b>1,951,307</b>	<b>1,998,617</b>	<b>10,000</b>	<b>2,008,617</b>	<b>2,053,868</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Attorney	12.00	12.00	12.00	-	12.00	12.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>12.00</b>

**County Attorney's Office (001-120-514)**

Goal	The goal of the County Attorney's Office is to provide high quality legal representation to the Board of County Commissioners, all departments and divisions under the Board, the County Administrator, and certain other boards and officials of Leon County as directed by the Board of County Commissioners.
Core Objectives	<ol style="list-style-type: none"> <li>1. Advising counseling, and providing legal opinions to the Board of County Commissioners and to County Administration</li> <li>2. Representing clients (BOCC, County Departments and employees) in litigation matter before the Courts and before administrative agencies such as the Division of Administrative Hearings, Code Enforcement Board, and Board of Adjustment and Appeals.</li> <li>3. Preparing briefs and making oral arguments before various appellate courts in cases on appeal.</li> <li>4. Representing Leon County in employment related matters before agencies such as the Florida Commission on Human Relations and the Agency for Work Force Innovation.</li> <li>5. Providing legal education seminars to Senior Management staff.</li> <li>6. Preparing materials and presenting workshops to the Board of County Commissioners.</li> <li>7. Researching and drafting for Board consideration legal documents such as contracts, ordinances, resolutions, and Board policies.</li> <li>8. Reviewing documentation relating to subdivision approval, including plats, maintenance agreements, restrictive covenants, and so forth.</li> <li>9. Preparing and reviewing legal advertisements relating to the adoption of ordinances and certain meetings of the Board of County Commissioners.</li> <li>10. Representing the Board of County Commissioners and County Administration in negotiating real estate and eminent domain contracts.</li> <li>11. Commencing eminent domain lawsuits when necessary.</li> <li>12. Participating in committee work dealing with establishment and implementation of various Leon County programs involving real estate transactional matters such as Flood Lands Exchange Program, County Lands Survey Program, Flooded Property Acquisition Program, Private Paved Roads Repair Services Program, and Homestead Loss Prevention Program.</li> <li>13. Representing Leon County, the Board of County Commissioners, and the County's departments and employees, in their capacity as a County employee, in all eminent domain matters, including road widening projects, drainage improvement projects, and County Accepted Road Roadway and Drainage Systems program (CARDS).</li> <li>14. Reviewing and/or preparing legal documents such as purchase and sale agreements, lease agreements, eminent domain acquisition documents.</li> </ol>
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	The County Attorney's Office represents the Board of County Commissioners, the Canvassing Board, the Tourist Development Council, and the Contractors Licensing Board, and represents staff before the Code Enforcement Board and the Board of Adjustment and Appeals.

**County Attorney (001-120-514)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,354,529	1,387,111	1,432,347	-	1,432,347	1,477,598
Operating	467,683	564,196	566,270	10,000	576,270	576,270
<b>Total Budgetary Costs</b>	<b>1,822,212</b>	<b>1,951,307</b>	<b>1,998,617</b>	<b>10,000</b>	<b>2,008,617</b>	<b>2,053,868</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	1,822,212	1,951,307	1,998,617	10,000	2,008,617	2,053,868
<b>Total Revenues</b>	<b>1,822,212</b>	<b>1,951,307</b>	<b>1,998,617</b>	<b>10,000</b>	<b>2,008,617</b>	<b>2,053,868</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Attorney	1.00	1.00	1.00	-	1.00	1.00
Deputy County Attorney	1.00	1.00	1.00	-	1.00	1.00
Asst County Attorney	3.00	3.00	3.00	-	3.00	3.00
Legal Administrator	1.00	1.00	1.00	-	1.00	1.00
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Sr. Paralegal	1.00	1.00	1.00	-	1.00	1.00
Legal Records Specialist	1.00	1.00	1.00	-	1.00	1.00
Legal Assistant	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>12.00</b>	<b>12.00</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>12.00</b>

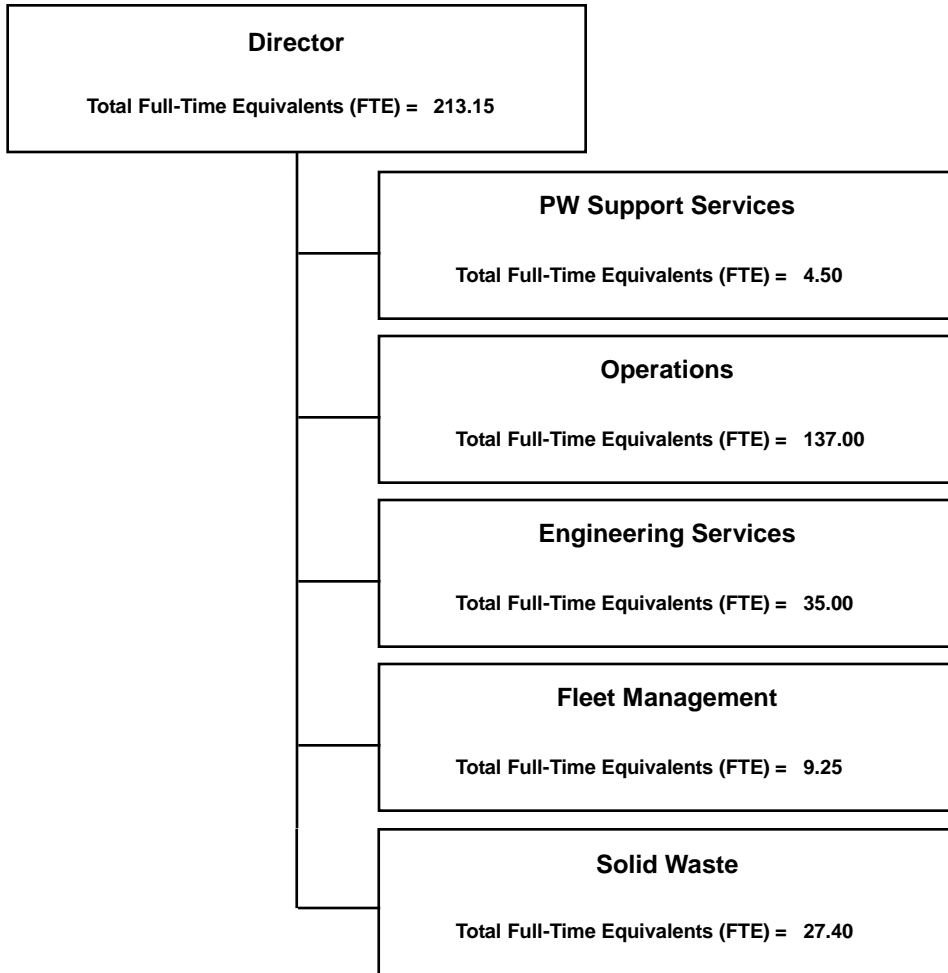
The major variances for the FY 2017 County Attorney budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. Publications, Subscriptions, and Memberships in the amount of \$10,000. This increase is necessary for Westlaw subscription.

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## **Executive Summary**

The Public Works section of the Leon County FY 2017 Annual Budget is comprised of Support Services, Engineering Services, Fleet Management, Operations, and Solid Waste.

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, design of buildings and recreation facilities, and inspection/construction management. Fleet Management provides maintenance and repair of County-owned and operated vehicles. 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.

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**

As part of the County Administrator's organizational realignment, the Divisions of Parks & Recreation and Facilities Management were moved under the Office of Resource Stewardship. The Divisions of Fleet Management and Solid Waste were realigned under Public Works, while Solid Waste's Recycling Services and Education program was consolidated with the Office of Sustainability under the Office of Resource Stewardship.

Due to their diligent efficiency efforts, the Operations Division has been able to preserve existing service levels for road and sidewalk repair and maintenance, using existing staffing levels, as maintenance demands have grown due to the addition of 3.74 miles of new sidewalk construction and 3.65 acres of associated landscape areas. The Operations Division work capacity will grow in FY 2017 with the reimplementation of a six person stormwater crew to proactively address increasing stormwater maintenance needs. Additionally, a new Maintenance Technician position was added to serve as a Safety Flagger for the Spot Repair Shoulder Crew.

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. Personnel costs for Engineering increased over FY 2016 due to the reassignment of a Facilities Planner, Construction Manager II, and Chief of Building Engineering from Facilities Management as part of the County Administrator's organizational realignment. 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 44 fleet vehicles and equipment with alternative fuel replacements. Additionally, Fleet Management anticipates a fuel cost savings in the amount of \$107,235 due to an anticipated decline in the price of fuel compared to FY 2016. On May 12, 2015, the Board approved the closure of the Solid Waste Landfill on Apalachee Parkway and staff continues the long-term closure and planning of the site. As part of this process, five vacant positions were eliminated, significantly reducing personnel costs for FY 2017. Other significant aspects of the Solid Waste budget include funding for a waste composition study and an increase in the contract to haul waste from the Transfer Station to the Springhill Solid Waste Facility. This increase in the hauling budget is directly off-set by \$853,300 in revenue from Marpan Recycling for the County agreeing to haul Marpan's residual recycling material.

# 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, vehicle fleet, and solid waste facilities throughout Leon County that enhance its livability, environment and economic vitality.

**Strategic Priorities**

**Economy**

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1) 2012

**Environment**

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

**Quality of Life**

- Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (Q1) revised 2013
- Provide essential public safety infrastructure and services which ensures the safety of the entire community. (Q2) 2012
- Enhance and support amenities that provide social offerings for residents and visitors of all ages. (Q4) revised 2013
- Create senses of place in our rural areas through programs, planning and infrastructure, phasing in appropriate areas to encourage connectedness. (Q5) 2012

**Governance**

- Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1) revised 2013
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. (G4) 2012
- Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5) 2012
- Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community. (G3) (2012)

**Quality of Life**

- Create senses of place in our rural areas through programs, planning and infrastructure, phasing in appropriate areas to encourage connectedness. (Q5) 2012

**Strategic Initiatives**

October 1, 2011 –  
September 30, 2016

1. Develop and maintain County transportation systems including; roads, bike lanes, sidewalks, trails, and right-of-ways. (EC1, Q2) 2012 Ongoing
2. Implement strategies which plan for environmentally sound growth in the Woodville Rural Community, including: bring central sewer to Woodville consistent with the Water and Sewer Master Plan, including consideration for funding through Sales Tax Extension. (EN1, Q5) 2012 Ongoing
3. Continue to work with regional partners to develop strategies to further reduce nitrogen load to Wakulla Springs, including: conduct workshop regarding onsite sewage treatment and disposal and management options; and extend central sewer or other effective wastewater treatment solutions to the Primary Springs Protection Zone area within Leon County. (EC4, EN1) 2012 Ongoing

## Public Works

<b>Strategic Initiatives</b> October 1, 2011 – September 30, 2016	4. Develop and maintain County stormwater conveyance system, including enclosed systems, major drainage ways, storm water facilities and rights-of-way. (EN1) 2012	Ongoing	
	5. Provide canopy road protections. (EN2) 2012	Ongoing	
	6. Provide Adopt-A-Tree program. (EN1, EN4) 2012	Ongoing	
	7. Provide water testing (EN1) 2012	Ongoing	
	8. Pursue American Public Works Association (APWA) accreditation. (G1, G4) 2012	Ongoing	
	9. Evaluate Waste Composition Study (EN4) 2012	Complete	
	10. Identify alternative disposal options (EN4) 2012	Complete	
	11. Explore bio-gas generation and other renewable energy opportunities at Solid Waste Management Facility (EN4) 2012	Complete	
	12. Provide Hazardous Waste Collection (EN1, EN3) 2012	Ongoing	
	13. Implement strategies to promote reusable energy and sustainable practices, including: further develop clean – green fleet initiatives, including compressed natural gas. (EN4) 2013	Ongoing	
	14. Extend central sewer or other effective wastewater treatment solutions to the Primary Springs Protection Zone area within Leon County. (EN1) 2013	Ongoing	
	15. Conduct a workshop that includes a comprehensive review of sidewalk development and appropriate funding. (Q6, Q7) 2013	Complete	
	16. Conduct a workshop regarding onsite sewage treatment and disposal and management options report. (EN1, EC4) 2013	Complete	
	17. Seek competitive solicitations for single-stream curbside recycling and comprehensively reassess solid waste fees with goals of reducing costs and increasing recycling (EN4) 2013	Complete	
	18. Create a capital projects priority list for the fifth-cent gas tax program. (G5, EC1) 2014	Ongoing	
	19. Evaluate the long-term policy implications of the following options, taking into consideration the potential fiscal, environmental, operational and neighborhood impacts: a complete closure of the landfill; redirect Class I Solid Waste from the Transfer Station to the landfill; and a hybrid solution that includes both Class I Solid Waste disposal at the landfill and through the Transfer Station. (G5, Q1, EN4) 2015	Complete	
	20. Develop a selection and implementation policy for the Livable Infrastructure for Everyone (LIFE) sales tax category funding for consideration during the FY 2017 budget process. (Q2, Q5, G1) 2016	Complete	
	<b>Actions</b>	1. Continue to coordinate with FDOT, City of Tallahassee, CRTPA and other interested parties for a coordinated transportation system. (G1)	Engineering
		2. Comprehensive sewer extension and flood study for Woodville area included as part of the Sales Tax extension. (EC1, EN1, EN2)	Engineering
		3. Continue to work with regional partners to develop strategies to further reduce nitrogen load. (EN1)	Engineering
4. A. Continue maintenance of closed drainage systems. (Q2) B. Provide silt removal from roadside ditches and conveyances. (EN1) C. Re-sodding of excavated ditches. (EN1) D. Continue Stormwater pond mowing. (EN1)		Operations Operations Operations Operations	
5. A. Perform high risk tree pruning and removal along canopy roads. (Q2, EN2) B. Attend Canopy Road Citizen Advisory meetings. (EN2)		Operations Operations	
6. A. Advertise and promote the Adopt-A-Tree program through the County’s web page, the Leon County link and through the Community and Media Relations News Advisory. (EN3, G3) B. Process requests and planting of Adopt-A-Tree. (EN1, EN4)		Operations Operations	

## Public Works

Actions	7.	Continue to sample water quality at 73 separate Leon County locations. (EN1)	Engineering	
	8.	Initiated the self-assessment process for Public Works. (G1, G2)	All Public Works	
	9.	Waste composition study: Used study results when crafted collection and processing system RFPs. (EN2, G5)	Solid Waste	
	10.	Identified alternative disposal options: Used a consultant to evaluate and identify alternative disposal options; presented recommendations to the Board; drafted RFPs or agreements necessary to implement Board alternative disposal options; and educated community as to enhancements. (EN4)	Solid Waste	
	11.	Explored renewable energy: held a workshop to provide staff direction on developing strategies to reach 75% recycling goal and other solid waste issues. (EN2, EN4 G5)	Solid Waste	
	12.	Continue to provide community collection events September through May, and look to leverage the Leon County events with other community collection initiatives such as Cans for Cash. (EN1, EN3)	Solid Waste	
	13.	A. Continue to evaluate alternative materials and/or sustainable practices for CIP's. (EN4) B. Clean-green fleet: Created dashboards for reporting of fuel use. (EN4)	Engineering Fleet	
	14.	A. Conducted a workshop on Sales Tax Extension Projects which include Woodville Rural Community and additional Woodville. (EN1) B. Conducted a workshop regarding on-site septic systems. (EN1) C. Prepared additional sales tax project per Board direction to add Lake Munson area to the County project list for sewerage. (EN1)	Engineering Engineering Engineering	
	15.	Conducted Workshop on Sidewalk Policy, Priorities, and Funding Options. (Q6, Q7)	Engineering	
	16.	Conducted Workshop on Septic System Management Options and BMAP Process. (EN1,EC4)	Engineering	
	17.	Singlestream recycling and Solid Waste fees: issued ITB for new franchise vendor, implemented singlestream recycling and related education, explored privatization of the transfer Station, and explored models for self-sustaining Rural Waste Service Centers. (EN4)	Solid Waste	
	18.	A. Programmed capital projects for the first two years, FY14 & FY15. (G5, EC1) B. Future capital projects to be programmed via the yearly CIP budget process. (G5, EC1)	Engineering	
	19.	Board authorized tip fees to support the Transfer Station operation and approved the closure of the landfill; staff is in the process of developing a long-term master plan for the site. (G5, Q1, EN4)	Solid Waste	
	20.	Prepared LIFE selection and implementation policy for Board approval. (Q2, Q5, G1)	Engineering	
	Performance Measures	Q2	Install and repair 7,000 sign panels annually.	Pg. 11-13
		Q2	Repair 130 miles/year of shoulders.	Pg. 11-13
		Q2	Increase the number of Adopt-a-Road litter control groups by 2% over the prior year.	Pg. 11-17
		Q2	Inspect and remove high risk wood on 58 miles of Canopy Roads every three years with an annual average of 19.3 miles.	Pg. 11-17
		Q2	Mow 519 miles, five times during the mowing season (Goal: 2,595mi).	Pg. 11-17
		Q2,EN1	% of ponds and associated conveyances mowed two times annually per County Operating Permit requirements.	Pg. 11-20
Q2,EN1		% of County conveyance systems, not associated with County Operating Permits, mowed one time annually.	Pg. 11-20	
Q2,G1		% of domestic mosquito requests responded to in three days.	Pg. 11-22	
EN2,Q2		Review, permit, and inspect for completion of all projects assigned to ensure compliance with County standards.	Pg. 11-26	
G1		Maintain number of Leon County water bodies sampled annually.	Pg. 11-26	

Public Works

Performance Measures	G1	# of preventative maintenance services performed.	Pg. 11-29
	EN4	# of average miles per gallon.	Pg. 11-29
	G2	Average customer turnaround time from gate to gate.	Pg. 11-33
	EN1	Tons of rural waste collected.	Pg. 11-33
	G1	% of FDEP quarterly inspections found in compliance.	Pg. 11-35
	EN1	Tons of Class I waste processed.	Pg. 11-35
	G1	% of Florida Department of Environmental quarterly inspections found in compliance.	Pg. 11-38
	EN1	Tons of Class III residuals disposed.	Pg. 11-38
	EN1	# of residents using household hazardous waste disposal service.	Pg. 11-40
	EN1	# of tons of potentially hazardous material reused or recycled.	Pg. 11-40

Leon County Fiscal Year 2017 Adopted Budget

Department of Public Works

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	11,495,755	12,494,361	13,113,097	(6,996)	13,106,101	13,555,039
Operating	9,756,515	11,075,280	11,826,185	306,764	12,132,949	12,034,201
Transportation	1,581,064	1,744,166	1,634,135	-	1,634,135	1,634,135
Capital Outlay	33,824	14,400	-	9,500	9,500	-
<b>Total Budgetary Costs</b>	<b>22,867,157</b>	<b>25,328,207</b>	<b>26,573,417</b>	<b>309,268</b>	<b>26,882,685</b>	<b>27,223,375</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
PW Support Services	576,002	576,230	633,112	-	633,112	639,513
Operations	8,848,549	10,145,181	10,209,710	501,147	10,710,857	10,959,107
Engineering Services	2,682,035	3,176,625	3,693,490	-	3,693,490	3,796,601
Fleet Management	2,613,551	2,888,493	2,939,712	(132,235)	2,807,477	2,837,746
Solid Waste	8,147,021	8,541,678	9,097,393	(59,644)	9,037,749	8,990,408
<b>Total Budget</b>	<b>22,867,157</b>	<b>25,328,207</b>	<b>26,573,417</b>	<b>309,268</b>	<b>26,882,685</b>	<b>27,223,375</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	525,002	667,188	681,861	-	681,861	695,277
106 Transportation Trust	9,042,643	10,399,743	10,963,503	280,922	11,244,425	11,529,427
123 Stormwater Utility	2,515,001	2,801,105	2,858,427	220,225	3,078,652	3,137,996
125 Grants	23,940	30,000	32,521	-	32,521	32,521
401 Solid Waste	8,147,021	8,541,678	9,097,393	(59,644)	9,037,749	8,990,408
505 Motor Pool	2,613,551	2,888,493	2,939,712	(132,235)	2,807,477	2,837,746
<b>Total Revenues</b>	<b>22,867,157</b>	<b>25,328,207</b>	<b>26,573,417</b>	<b>309,268</b>	<b>26,882,685</b>	<b>27,223,375</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Engineering Services	32.00	32.00	35.00	-	35.00	35.00
Fleet Management	9.00	9.00	9.25	-	9.25	9.25
Operations	130.00	130.00	130.00	7.00	137.00	137.00
PW Support Services	4.00	4.00	4.50	-	4.50	4.50
Solid Waste	35.00	34.45	32.40	(5.00)	27.40	27.40
<b>Total Full-Time Equivalents (FTE)</b>	<b>210.00</b>	<b>209.45</b>	<b>211.15</b>	<b>2.00</b>	<b>213.15</b>	<b>213.15</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operations	1.00	1.00	1.00	-	1.00	1.00
Solid Waste	2.00	2.00	2.00	-	2.00	2.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

**Support Services (106-400-541)**

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide oversight, monitoring, policy development and coordination of the nine divisions and multiple budget programs within the Department.</li> <li>2. Coordinate the department-wide submission of the Annual Budget and Capital Improvement Program and manage capital improvement projects.</li> <li>3. Coordinate Board meeting agenda items and other related correspondence.</li> <li>4. Coordinate department travel requests and expense reports.</li> <li>5. Provide quality control relative to approximately 238 employee's annual appraisals, in addition to quarterly purchasing card audits.</li> <li>6. Provide records management for entire department.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 119 "Public Records Law"; *Leon County Code of Laws, Chapter 10 "Comprehensive Plan"; Moving Ahead for Progress in the 21 <sup>st</sup> Century (MAP-21); Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU); Florida Constitution Article 12 (9)(c)(5); Florida Statute 206.47(7); Florida Statute 206.875; Florida Statute 206.60; Florida Statute 336.021; Florida Statute 336.025
<b>Advisory Board</b>	Capital Regional Transportation Planning Agency (CRTPA) Transportation Technical Advisory Committee; Transportation Planning Advisory Committee; Florida Department of Transportation; Blueprint 2000 Technical Coordinating Committee; Development Review Committee



**Leon County Fiscal Year 2017 Adopted Budget**

**Department of Public Works**

**Support Services (106-400-541)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	432,962	422,769	477,766	-	477,766	493,867
Operating	143,040	153,461	155,346	-	155,346	145,646
<b>Total Budgetary Costs</b>	<b>576,002</b>	<b>576,230</b>	<b>633,112</b>	<b>-</b>	<b>633,112</b>	<b>639,513</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
106 Transportation Trust	576,002	576,230	633,112	-	633,112	639,513
<b>Total Revenues</b>	<b>576,002</b>	<b>576,230</b>	<b>633,112</b>	<b>-</b>	<b>633,112</b>	<b>639,513</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director of Public Works	1.00	1.00	1.00	-	1.00	1.00
Assistant Public Works Director	-	-	0.50	-	0.50	0.50
Assistant to the Public Works Director	1.00	1.00	1.00	-	1.00	1.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Senior Administrative Associate I	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>4.00</b>	<b>4.00</b>	<b>4.50</b>	<b>-</b>	<b>4.50</b>	<b>4.50</b>

The major variances for the FY 2017 Support Services Budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, workers' compensation rates, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. The increase in personnel costs reflects the County Administrator's organizational realignment which included the new Assistant Public Works Director position. The Assistant Public Works Director's salary will be split between Support Services, Solid Waste (Transfer Station), and Fleet Maintenance. 50% of this position's salary will come from Support Services.
3. Evaluation costs for the American Public Works Association accreditation process in the amount of \$3,000.

**Decreases to Program Funding:**

1. Decrease in communication costs in the amount of \$1,115 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

**Leon County Fiscal Year 2017 Adopted Budget**

**Department of Public Works**

**Operations Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	6,050,247	6,824,740	6,955,351	231,537	7,186,888	7,437,618
Operating	1,616,541	2,051,403	2,028,353	260,110	2,288,463	2,295,483
Transportation	1,159,431	1,269,038	1,226,006	-	1,226,006	1,226,006
Capital Outlay	22,330	-	-	9,500	9,500	-
<b>Total Budgetary Costs</b>	<b>8,848,549</b>	<b>10,145,181</b>	<b>10,209,710</b>	<b>501,147</b>	<b>10,710,857</b>	<b>10,959,107</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Mosquito Control (001-216-562)	525,002	667,188	681,861	-	681,861	695,277
Mosquito Control Grant (125-214-562)	23,940	30,000	32,521	-	32,521	32,521
Right-Of-Way Management (106-432-541)	1,957,498	2,376,874	2,369,814	285,876	2,655,690	2,735,792
Stormwater Maintenance (123-433-538)	2,515,001	2,801,105	2,858,427	220,225	3,078,652	3,137,996
Transportation Maintenance (106-431-541)	3,827,109	4,270,014	4,267,087	(4,954)	4,262,133	4,357,521
<b>Total Budget</b>	<b>8,848,549</b>	<b>10,145,181</b>	<b>10,209,710</b>	<b>501,147</b>	<b>10,710,857</b>	<b>10,959,107</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	525,002	667,188	681,861	-	681,861	695,277
106 Transportation Trust	5,784,607	6,646,888	6,636,901	280,922	6,917,823	7,093,313
123 Stormwater Utility	2,515,001	2,801,105	2,858,427	220,225	3,078,652	3,137,996
125 Grants	23,940	30,000	32,521	-	32,521	32,521
<b>Total Revenues</b>	<b>8,848,549</b>	<b>10,145,181</b>	<b>10,209,710</b>	<b>501,147</b>	<b>10,710,857</b>	<b>10,959,107</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Mosquito Control	5.00	5.20	5.20	-	5.20	5.20
Transportation Maintenance	53.00	53.00	53.00	1.00	54.00	54.00
Right-Of-Way Management	35.00	35.00	35.00	-	35.00	35.00
Stormwater Maintenance	37.00	36.80	36.80	6.00	42.80	42.80
<b>Total Full-Time Equivalents (FTE)</b>	<b>130.00</b>	<b>130.00</b>	<b>130.00</b>	<b>7.00</b>	<b>137.00</b>	<b>137.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Mosquito Control	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

**Operations – Transportation Maintenance (106-431-541)**

<b>Goal</b>	The goal of the Public Works, Division of Operations Transportation Program is to provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting transportation, roadside beautification, and stormwater maintenance. This is accomplished through cost effective, environmentally sensitive, and aesthetically pleasing products and services.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Responsible for the creation, maintenance, management, and preservation of functional, safe, and effective transportation systems for the citizens of Leon County and its visitors.</li> <li>2. Provide pothole patching and major asphalt repairs.</li> <li>3. Provide dirt road grading, stabilization, and ditch maintenance.</li> <li>4. Provide street sign installation and repair.</li> <li>5. Provide supervision of contract services for various activities on over 660 miles of County roadways.</li> <li>6. Provide repairs on private roads to citizens through Leon County’s Private Road Preventative Maintenance and Repair Program.</li> <li>7. Provide bridge and guardrail maintenance.</li> <li>8. Provide pavement marking installations.</li> <li>9. Provide Open Grade Mix resurfacing.</li> <li>10. Provide Open Grade Mix pothole patching and major repairs.</li> <li>11. Respond to service requests from citizens and internal customers.</li> <li>12. Provide major and minor roadway shoulder repair.</li> <li>13. Provide maintenance, repairs and inventory of sidewalks.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 125.01(1)(m) "Streets and Roads", Chapter 334.03(7), 336.01 "County Road System"; Leon County Code of Laws, Chapter 16 "Streets, Roads, and Public Ways" and Comprehensive Plan; Section II "Transportation", Section III "Utilities", Section IV "Conservation", Section V "Recreation", Section IX "Capital Improvements"
<b>Advisory Board</b>	None

<b>Benchmarking</b>			
Priorities	Benchmark Data	Leon County FY15 Actual Production MH/Unit	Benchmark (FDOT 4 Year Average Production)
Q2	Pavement Symbols (Plastic)	0.056 man hours/sq ft	0.055 man hours/sq ft
Q2	Plant Mix Patching (Manual)	13.085 man hrs/ton	12.17 man hours/ton
Q2	Major Plant Mix Patching (Mechanical) <sup>1</sup>	6.546man hrs/ton	2.928 man hours/ton
Q2	Signs (ground signs 30 sq. ft. or less) <sup>2</sup>	0.483 man hrs/sign	0.880 man hours/sign

Source: Florida Department of Transportation 2015

1. Leon County’s man hours per unit production exceeds FDOT due to additional travel time required to move crews and equipment to multiple small projects, as compared to FDOT’s typical large projects.
2. Leon County’s man 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)**

<b>Performance Measures</b>					
<b>Priorities</b>	<b>Performance Measures</b>	<b>FY 2014 Actuals</b>	<b>FY 2015 Actuals</b>	<b>FY 2016 Estimate</b>	<b>FY 2017 Estimate</b>
Q2	Perform 600 tons/year of major asphalt repairs <sup>1</sup>	495	573	600	600
Q2	Perform 400 tons/year asphalt/pothole patching	270	456	350	400
Q2	Install and repair 7,000 sign panels annually <sup>2</sup>	16,156	6,121	6,000	7,000
Q2	Wash and clean 9,000 sign panels annually <sup>3</sup>	-	13,790	8,000	9,000
Q2	Install and refurbish 90,000 sq. ft. of pavement markings and symbols with plastic <sup>4</sup>	93,224	98,717	90,000	90,000
G1	Respond to 90% of work orders within three weeks	87%	83%	90%	90%
G2	Maintain an 80% satisfactory rating of completed work orders as randomly selected by the INFOR survey program <sup>5</sup>	N/A	N/A	N/A	80%
Q2	Grade County maintained dirt roads on a 14 day cycle	15 Days	17 Days	14 Days	14 Days
Q2	Perform resurfacing on 5 miles of Open-Grade Mix roads annually <sup>6</sup>	5.21	0	5.00	5.00
Q2	Repair 130 miles/year of shoulders	92	136	130	130

- Notes:
1. The FY16 and FY17 estimates has been reduced from 800 tons to 600 tons due to scheduled projects that will require a substantial amount of preparatory work but will not result in increased asphalt tonnage.
  2. The performance measure for sign panel maintenance decreased from 9,000 to 7,000 in FY15. The change was due primarily to maintenance of signs being segmented into separate activities to accurately track maintenance and production.
  3. The increase in sign panel washing and cleaning is due primarily to the activity now being performed by three crews in their respective zones versus one crew working County wide.
  4. The performance measure for pavement markings has been changed from 85,000 sq. ft. to 90,000 sq. ft. due to historical data.
  5. The customer service survey is a new performance measure for FY17. The measure will survey customer satisfaction through an automated random sampling of closed work orders within the INFOR database.
  6. The Division did not resurface Open-Grade Mix roads in FY 2015. Open-Grade projects for FY 2015 were completed during the first quarter of FY 2016. The delay was primarily due to the County's Open-Grade Hot Mixture (OGHM) contractor having logistical issues and being unable to complete the scheduled OGHM projects in FY 2015.

**Leon County Fiscal Year 2017 Adopted Budget**

**Department of Public Works**

**Operations - Transportation Maintenance (106-431-541)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	2,608,113	2,840,495	2,856,253	30,842	2,887,095	2,991,983
Operating	782,235	922,077	939,835	(45,296)	894,539	894,539
Transportation	436,762	507,442	470,999	-	470,999	470,999
Capital Outlay	-	-	-	9,500	9,500	-
<b>Total Budgetary Costs</b>	<b>3,827,109</b>	<b>4,270,014</b>	<b>4,267,087</b>	<b>(4,954)</b>	<b>4,262,133</b>	<b>4,357,521</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
106 Transportation Trust	3,827,109	4,270,014	4,267,087	(4,954)	4,262,133	4,357,521
<b>Total Revenues</b>	<b>3,827,109</b>	<b>4,270,014</b>	<b>4,267,087</b>	<b>(4,954)</b>	<b>4,262,133</b>	<b>4,357,521</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director of Operations	1.00	1.00	1.00	-	1.00	1.00
Transportation Superintendent	1.00	1.00	1.00	-	1.00	1.00
Work Control Coordinator	1.00	1.00	1.00	-	1.00	1.00
Maintenance & Construction Supervisor	2.00	2.00	2.00	-	2.00	2.00
Crew Chief II	2.00	2.00	2.00	-	2.00	2.00
Traffic Sign Technician	6.00	6.00	6.00	-	6.00	6.00
In-Mate Supervisor	1.00	1.00	1.00	-	1.00	1.00
Traffic Services Supervisor	1.00	1.00	1.00	-	1.00	1.00
Traffic Sign Crew Chief	1.00	1.00	1.00	-	1.00	1.00
Equipment Operator	7.00	7.00	7.00	-	7.00	7.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Crew Chief I	4.00	4.00	4.00	-	4.00	4.00
Heavy Equipment Operator	6.00	6.00	6.00	-	6.00	6.00
Service Worker	3.00	3.00	3.00	-	3.00	3.00
Maintenance Technician	7.00	7.00	7.00	1.00	8.00	8.00
Maintenance Repair Technician	7.00	7.00	7.00	-	7.00	7.00
Senior Administrative Associate I	1.00	1.00	1.00	-	1.00	1.00
Crew Chief	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>53.00</b>	<b>53.00</b>	<b>53.00</b>	<b>1.00</b>	<b>54.00</b>	<b>54.00</b>

**Operations - Transportation Maintenance (106-431-541)**

The major variances for the FY 2017 Transportation Maintenance Budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. A new Maintenance Technician position will serve as a Safety Flagger for the Spot Repair Shoulder Crew and increases personnel costs by \$30,842.
3. Contractual services cost in the amount of \$17,821. \$10,500 is associated with toll charges for vehicles to utilize the Orchard Pond Parkway, which will allow crews to cross the northern part of the County more efficiently, making more efficient use of time and resources. An additional \$4,920 is associated with new maintenance for street lights at Bannerman and Kinhega Drive, and new signal maintenance for the Capital Circle/Gum Road intersection. Additionally, there is an increase of \$2,401 related to regular signal maintenance and the fire monitoring system.
4. Utility costs in the amount of \$10,000 associated with the new Street Lighting Policy tentatively approved by the Board at its April 26, 2016 Budget Workshop.
5. Rental costs in the amount of \$897 for copiers.
6. Operating supplies in the amount of \$920 for uniforms associated with new employees.
7. Road materials in the amount of \$10,765 associated with fertilizer for hayfields. Responsibility for the County's hayfields was shifted from the Right of Way Management Division.
8. Capital Outlay (Machinery and Equipment) in the amount of \$9,500 to upgrade equipment in the Sign Shop.

**Decreases to Program Funding:**

1. Transportation cost adjustments related to vehicle insurance, maintenance, and fuel in the amount of \$36,443
2. Decrease in communication costs in the amount of \$1,965 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.
3. Utility cost adjustments in the amount of \$70,716. These funds were transferred to the Division of Facilities Management as part of the County's utility bill consolidation effort. This consolidation will allow for more efficient tracking of utility consumption at County buildings and identify opportunities for energy efficiency upgrades. There is an additional \$1,860 utility decrease associated with the costs to maintain traffic safety signaling devices throughout the County.

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

<b>Goal</b>	The goal of the Public Works, Division of Operations Right-of-Way Management Program is to provide for the safety, comfort, and convenience of the public by managing programs that support transportation, roadside beautification and stormwater maintenance.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide roadside maintenance on over 660 miles of County roadways.</li> <li>2. Meet the objectives and goals set forth in the Canopy Road Management Plan.</li> <li>3. Review tree removal requests and prune or remove high risk trees and noxious plants.</li> <li>4. Management of the Roadside Beautification Program, including the Adopt-A-Tree, Adopt-A-Road, and Tree Bank programs.</li> <li>5. Litter control and roadside mowing to enhance the functionality, safety, and effectiveness of the roadside environment for vehicular and pedestrian traffic.</li> <li>6. Perform Clear Zone maintenance to provide a safe recovery area along roadways.</li> <li>7. Respond to service requests from citizens and internal customers.</li> <li>8. Perform finish cut mowing, edging, mulching, irrigation maintenance, herbiciding, fertilizing, and shrub/tree pruning in landscaped areas of County right-of-ways.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 125.01(1)(m) "General Authority Over Streets, Roads, etc."; Chapter 334.03(7), 336.01 et seq. "County Road System", Comprehensive Plan, Policy 3.3.2 "Implementation of Urban Forest Management Goals" & "Canopy Roads Management Plan Development and Implementation"
<b>Advisory Board</b>	Canopy Roads Citizen Committee; Tree and Wildlife Committee

<b>Benchmarking</b>			
<b>Priorities</b>	<b>Benchmark Data</b>	<b>Leon County FY15 Actual MH/Unit</b>	<b>Benchmark (FDOT 4 Year Average Production)</b>
Q2	Roadside Litter Removal <sup>1</sup>	0.65 man hours/acre	0.780 man hours/acre
Q2	Right-of-Way Mowing <sup>1</sup>	0.54 man hours/acre	0.655 man hours/acre
Q2	Finish Cut Mowing <sup>2</sup>	6.77 man hours/acre	3.211 man hours/acre

Source: Florida Department of Transportation 2015

1. Man-hours per unit ratios are lower than FDOT due to County right-of-ways being narrower and 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)**

<b>Performance Measures</b>					
<b>Priorities</b>	<b>Performance Measures</b>	<b>FY 2014 Actuals</b>	<b>FY 2015 Actuals</b>	<b>FY 2016 Estimate</b>	<b>FY 2017 Estimate</b>
Q2	Increase the number of Adopt-a-Road litter control groups by 2% over the prior year	5%	2%	2%	2%
Q2	Inspect and remove high risk wood on 58 miles of Canopy Roads every three years with an annual average of 19.3 miles	28	12.5	19	19
Q2	Perform clear zone maintenance on 40 shoulder miles <sup>1</sup>	42	18.96	40	40
Q2	Pick up litter on 519 miles of roads four times per year (Goal: 2,076 mi) <sup>2</sup>	1,984	1,556	2,000	2,076
Q2	Maintain 206.89 acres of landscaped area 9 times per year (Goal: 1,862 acres) <sup>3</sup>	560	858	788	1,862
G1	Respond to 90% of work orders within three weeks	95%	99%	90%	90%
G2	Maintain an 80% satisfactory rating of completed work orders as randomly selected by the INFOR survey program <sup>4</sup>	N/A	N/A	N/A	80%
Q2	Mow 519 miles, five times during the mowing season (Goal: 2,595mi)	2,589	2,256	2,500	2,595
Q2	Provide the Adopt-A-Tree Program (Average 220 trees annually)	226	189	220	220

- Notes:
1. The Division performed clear zone maintenance on 18.96 shoulder miles in FY 2015. This decrease compared to 42 miles in FY 2014 was due to crews being diverted to canopy road vine removal to address an increasing problem with tree loss.
  2. The addition of the Orchard Pond Toll Road has increased this measure from 500 miles of roads four times per year to 519 miles of roads four times per year.
  3. The number of acres of landscaped area increased from 87.5 to 206.89 for FY 2017. New sidewalks along existing County roads, the new Orchard Pond Toll Road and the new Capital Circle Northwest/Southwest project contributed to the increase in acreage for this activity. Additional funding was provided during the budget process to address the increase in maintained acreage.
  4. The customer service survey is a new performance measure for FY17. The measure will survey customer satisfaction through an automated random sampling of closed work orders within the INFOR database.



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

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,445,714	1,717,129	1,749,715	-	1,749,715	1,813,127
Operating	251,504	368,263	357,632	285,876	643,508	660,198
Transportation	260,279	291,482	262,467	-	262,467	262,467
<b>Total Budgetary Costs</b>	<b>1,957,498</b>	<b>2,376,874</b>	<b>2,369,814</b>	<b>285,876</b>	<b>2,655,690</b>	<b>2,735,792</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
106 Transportation Trust	1,957,498	2,376,874	2,369,814	285,876	2,655,690	2,735,792
<b>Total Revenues</b>	<b>1,957,498</b>	<b>2,376,874</b>	<b>2,369,814</b>	<b>285,876</b>	<b>2,655,690</b>	<b>2,735,792</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
R-O-W Management Superintendent	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	2.00	2.00	2.00	-	2.00	2.00
R-O-W Management Supervisor	2.00	2.00	2.00	-	2.00	2.00
Equipment Operator	4.00	4.00	4.00	-	4.00	4.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Crew Chief I	5.00	5.00	5.00	-	5.00	5.00
Heavy Equipment Operator	2.00	2.00	2.00	-	2.00	2.00
Service Worker	2.00	2.00	2.00	-	2.00	2.00
Maintenance Technician	12.00	12.00	12.00	-	12.00	12.00
Crew Chief	2.00	2.00	2.00	-	2.00	2.00
Work Program Crew Chief	2.00	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>35.00</b>	<b>35.00</b>	<b>35.00</b>	<b>-</b>	<b>35.00</b>	<b>35.00</b>

The major variances for the FY 2017 Right of Way Management Budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. Operating supplies in the amount of \$575 for uniforms associated with new employees.
3. Contractual maintenance services in the amount of \$285,876, including 60 acres of right-of-way maintenance on Capital Circle NW/SW (\$281,871) and mowing of Leon County owned properties (\$4,005).

**Decreases to Program Funding:**

1. Utility cost reductions in the amount of \$5,748 for eliminating irrigation at a planted median on Buck Lake Road. Leon County uses xeriscaping practices so that newly constructed planted road medians do not require irrigation indefinitely.
2. Road materials reduction in the amount of \$18,803 related to fertilizer for hayfields. Responsibility for the County's hayfields was shifted to the Transportation Maintenance Division.
3. Transportation cost adjustments related to vehicle insurance, maintenance, and fuel in the amount of \$29,015.

**Operations - Stormwater Maintenance (123-433-538)**

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Maintain and retrofit open and enclosed County owned drainage systems providing for water quality and rate control.</li> <li>2. Protect citizens against personal injury and private property loss, as well as Leon County from financial loss associated with stormwater runoff.</li> <li>3. Provide silt removal from open ditches and enclosed stormwater pipe maintenance (mechanically and by hand labor).</li> <li>4. Sod, hydromulch, seed and hay shoulders, front slopes, back slopes and ditches to prevent erosion.</li> <li>5. Respond to service requests from citizens and internal customers.</li> <li>6. Construct and repair concrete structures (i.e. concrete ditch block, concrete ditch pavement, inlets, curbs, and head walls).</li> <li>7. Conduct routine maintenance such as mowing, tree trimming, and fence repair on stormwater ponds and conveyances.</li> <li>8. Remove silt from ponds and replace stormwater pond filter systems to ensure proper treatment of stormwater.</li> <li>9. Repair and stabilize stormwater ponds and conveyances to prevent erosion and future damage to the facility.</li> <li>10. Conduct inspections of stormwater ponds and conveyance systems to ensure compliance with environmental permits.</li> <li>11. Maintain vegetation in all County maintained stormwater facilities.</li> </ol>
<b>Statutory Responsibilities</b>	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
<b>Advisory Board</b>	None

<b>Benchmarking</b>			
<b>Priorities</b>	<b>Benchmark Data</b>	<b>Leon County FY15 Actual Production MH/Unit</b>	<b>Benchmark (FDOT 4 Year Average Production)</b>
Q2,EN1	Cleaning of Drainage Pipes (Mechanical) <sup>1</sup>	0.145 man hrs./linear ft.	0.105 man hrs./linear ft.
Q2,EN1	Cleaning and Reshaping Roadside Ditches	0.086 man hrs./linear ft.	0.087 man hrs./linear ft.

Source: Florida Department of Transportation 2015

1. Leon County man-hour production is slightly higher than FDOT due to FDOT having longer runs of enclosed conveyances resulting in higher production per project.

**Operations - Stormwater Maintenance (123-433-538)**

<b>Performance Measures</b>					
<b>Priorities</b>	<b>Performance Measures</b>	<b>FY 2014 Actuals</b>	<b>FY 2015 Actuals</b>	<b>FY 2016 Estimate</b>	<b>FY 2017 Estimate</b>
G1	Complete 90% of work order requests, excluding major construction projects, within six weeks <sup>1</sup>	74%	77%	90%	90%
G2	Maintain an 80% satisfactory rating of completed work orders as randomly selected by the INFOR survey program <sup>2</sup>	N/A	N/A	N/A	80%
Q2,EN1	Clean and reshape 150,000 feet/year of roadside ditches annually	161,739	131,144	150,000	150,000
Q2,EN1	Clean 9,500 feet of drainage pipes annually (Mechanical) <sup>3</sup>	7,640	8,470	9,500	9,500
Q2,EN1	% of ponds and associated conveyances mowed two times annually per County Operating Permit requirements	86%	98%	90%	90%
Q2,EN1	% of County conveyance systems, not associated with County Operating Permits, mowed one time annually	16%	13%	25%	25%

1. The reimplementation of a new stormwater crew should allow this performance measure to reach the performance measure goal.
2. The customer service survey is a new performance measure for FY17. The measure will survey customer satisfaction through an automated random sampling of closed work orders within the INFOR database.
3. This measure was changed to eliminate the hand labor portion associated with drainage pipe cleaning. The mechanical measure provides a more accurate and verifiable measure and directly correlates with the FDOT benchmark.

**Operations - Stormwater Maintenance (123-433-538)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,678,029	1,885,364	1,949,595	200,695	2,150,290	2,219,304
Operating	414,679	498,018	465,788	19,530	485,318	475,648
Transportation	422,293	417,723	443,044	-	443,044	443,044
<b>Total Budgetary Costs</b>	<b>2,515,001</b>	<b>2,801,105</b>	<b>2,858,427</b>	<b>220,225</b>	<b>3,078,652</b>	<b>3,137,996</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
123 Stormwater Utility	2,515,001	2,801,105	2,858,427	220,225	3,078,652	3,137,996
<b>Total Revenues</b>	<b>2,515,001</b>	<b>2,801,105</b>	<b>2,858,427</b>	<b>220,225</b>	<b>3,078,652</b>	<b>3,137,996</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Stormwater Superintendent	1.00	0.80	0.80	-	0.80	0.80
Senior Construction Inspector	1.00	1.00	-	-	-	-
Work Control Coordinator	-	-	1.00	-	1.00	1.00
Maintenance & Construction Supervisor	2.00	2.00	2.00	-	2.00	2.00
Crew Chief II	5.00	5.00	5.00	1.00	6.00	6.00
In-Mate Supervisor	4.00	4.00	4.00	-	4.00	4.00
Equipment Operator	9.00	9.00	9.00	3.00	12.00	12.00
Crew Chief I	-	-	1.00	-	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	-	1.00	1.00
Maintenance Technician	13.00	13.00	12.00	2.00	14.00	14.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>37.00</b>	<b>36.80</b>	<b>36.80</b>	<b>6.00</b>	<b>42.80</b>	<b>42.80</b>

The major variances for the FY 2017 Stormwater Maintenance Budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. Personnel costs are increased in the amount of \$200,695 due to the restoration of a six person stormwater crew tentatively approved by the Board at its April 26, 2016 Budget Workshop.
3. Contractual service costs in the amount of \$19,530 associated with adjustments to the street sweeping contract with the city (due to improvements on Beech Ridge Trail and Bannerman Road) and videoing stormwater pipes to identify causes of system failures.
4. Transportation cost adjustments related to vehicle insurance, maintenance, and fuel in the amount of \$25,321.

**Decreases to Program Funding:**

1. Reduced permitting expenses by \$24,020. The FY 2016 budget included \$33,690 for Leon County general maintenance and stormwater operating permits, which are budgeted every three years. This \$33,690 cost savings is partially offset by the \$9,670 City of Tallahassee general maintenance permit expenses, which are also budgeted every three years.
2. Reduced operating supplies by \$7,778 because the FY 2016 budget included a one time expense to construct a fence on S. Meridian Street.

**Operations – Mosquito Control (001-216-562/125-214-562)**

<b>Goal</b>	The goal of the Public Works, Division of Operations Mosquito Control Program is to provide Leon County residents and visitors with effective and environmentally sound mosquito control services. Services and educational programs are provided to protect public health and reduce human discomfort associated with large mosquito populations.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Conduct fog truck spraying services during the early evening hours to target active mosquitoes.</li> <li>2. Provide hand-fogging service to control daytime mosquitoes which cannot be controlled using night time truck spraying.</li> <li>3. Provide inspections of citizens’ properties, provide educational literature, and make practical recommendations to the residents.</li> <li>4. Conduct inspections of ponds and pools to determine if they are suitable for introduction of mosquitofish.</li> <li>5. Provide outreach through the Community Education program by conducting educational presentations to schools, civic organizations, homeowner associations, or other groups interested in learning more about mosquitoes and mosquito control.</li> <li>6. Inspect wetlands, ponds, ditches, or other areas that may harbor larval mosquitoes and treat small and medium-sized areas immediately with appropriate control materials. For larger areas, an aerial application is scheduled.</li> <li>7. Conduct aerial larviciding in cooperation with the Leon County Sheriff’s Office Aviation Unit. The Division provides the application and navigation equipment, control materials, and support staff. The Leon County Sheriff’s Office provides the helicopter, pilot, and aviation support services.</li> <li>8. Map all mosquito control surveillance and requests to identify mosquito activity clusters that may require additional efforts.</li> <li>9. Monitor for mosquito-borne diseases using sentinel chicken flocks. Collect blood samples and send to the Florida Department of Health for testing.</li> <li>10. Collect discarded tires from neighborhoods and dispose of through Leon County Solid Waste Management Division.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapter 388 and Florida Administrative Code, Chapter 5E-13; Generic Permit, DEP Document 62-621.300(8)(e), Florida Administrative Code (F.A.C.)
<b>Advisory Board</b>	None

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
Q2,G1	% of mosquito larva requests responded to in three days <sup>1</sup>	86%	92%	75%	75%
Q2,G1	% of adult mosquito spraying requests responded to in three days <sup>1</sup>	85%	77%	75%	75%
Q2,G1	% of domestic mosquito requests responded to in three days <sup>1</sup>	90%	91%	75%	75%
G2	Maintain an 80% satisfactory rating of completed work orders as randomly selected by the INFOR survey program. <sup>2</sup>	N/A	N/A	N/A	80%

1. FY14 performance measures were based on a two day response time. However, for FY16 and FY17 estimates, the response times were changed to three days due to an expansion of citizens ability to request services (i.e., citizens connect internet, e-mail, telephone) that has resulted in an increased number of requests. Staff will continue to look for ways to maximize response times.
2. The customer service survey is a new performance measure for FY17. The measure will survey customer satisfaction through an automated random sampling of closed work orders within the INFOR database.

**Leon County Fiscal Year 2017 Adopted Budget**

**Department of Public Works**

**Operations - Mosquito Control (001-216-562)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	318,391	381,752	399,788	-	399,788	413,204
Operating	166,513	233,045	232,577	-	232,577	232,577
Transportation	40,098	52,391	49,496	-	49,496	49,496
<b>Total Budgetary Costs</b>	<b>525,002</b>	<b>667,188</b>	<b>681,861</b>	<b>-</b>	<b>681,861</b>	<b>695,277</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	525,002	667,188	681,861	-	681,861	695,277
<b>Total Revenues</b>	<b>525,002</b>	<b>667,188</b>	<b>681,861</b>	<b>-</b>	<b>681,861</b>	<b>695,277</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Stormwater Superintendent	-	0.20	0.20	-	0.20	0.20
Mosquito Control Supervisor	1.00	1.00	1.00	-	1.00	1.00
Sr Mosquito Control Technician	1.00	1.00	1.00	-	1.00	1.00
Mosquito Control Technician	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>5.00</b>	<b>5.20</b>	<b>5.20</b>	<b>-</b>	<b>5.20</b>	<b>5.20</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Mosquito Control Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2017 Mosquito Control Budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. Printing costs in the amount of \$500 to provide more informational materials to the public.
3. Promotional costs in the amount of \$3,400 for radio and television public service announcements.

**Decreases to Program Funding:**

1. Transportation cost adjustments related to vehicle insurance, maintenance, and fuel in the amount of \$2,895.
2. Decrease in communication costs in the amount of \$715 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

**Operations - Mosquito Control Grant (125-214-562)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	1,610	30,000	32,521	-	32,521	32,521
Capital Outlay	22,330	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>23,940</b>	<b>30,000</b>	<b>32,521</b>	<b>-</b>	<b>32,521</b>	<b>32,521</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
125 Grants	23,940	30,000	32,521	-	32,521	32,521
<b>Total Revenues</b>	<b>23,940</b>	<b>30,000</b>	<b>32,521</b>	<b>-</b>	<b>32,521</b>	<b>32,521</b>

The major variances for the FY 2017 budget are as follows:

Increases to Program Funding:

1. Increase in program funding is due to a moderate increase in the grant amount received from the State.

**Engineering Services – Engineering Service (106-414-541)**

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. In-house design using County staff and resources to design projects for construction, either for Capital Improvement Projects or for smaller identified projects; engineering support for Operations Division activities such as maintenance of existing facilities and repairs or construction of infrastructure. Also, evaluates, performs design reviews, 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 agenda to present plat and associated agreements to the Board of County Commissioners.</li> <li>2. Representation of the County at meetings of County interests, such as utility coordination, construction coordination, sidewalk and pedestrian infrastructure coordination. Also, responsible for Interagency Coordination including: representing Leon County's Stormwater interests with BluePrint 2000 Program administration and capital project implementation, participating in the annual review of tax deeds, representing Leon County Public Works with citizen committees (Science Advisory &amp; Water Resources Committees), coordinating with state, federal, and local agencies regarding water resource priorities and public health concerns, and providing technical support for permitting and litigation actions.</li> <li>3. Responds to requests from other departments/divisions for delineation of County property and easements, which also includes: preparing and/or reviewing legal descriptions, sketches, and maps for the acquisition or disposition of property; easements, or other real estate interest. In addition, the preparation and/or review of legal descriptions, sketches and maps for the County Attorney's Office and other departments; responding to the Board for information regarding land ownership issues; and, assists with the new County-owned property inventory list.</li> <li>4. Responsible for the administration of the Stormwater Utility Program, the Water Quality Monitoring/Total Maximum Daily Load (TMDL) Program and implementation of the National Pollutant Discharge Elimination Systems (NPDES) standards for public drainage systems. Provide technical support for implementing the management strategies outlined in the Wakulla BMAP.</li> <li>5. Responsible for Infrastructure Operations including: review of drainage complaints with field staff; responding to citizens, administration, and commission staff; developing operational corrections or scope of required capital project to address complaints, and identification of problem areas.</li> <li>6. Provides support to the Development Review Division of Development Support &amp; Environmental Management, including; review of drainage and treatment designs for public subdivisions, recommends plan modifications to comply with maintenance requirements, identification of drainage problem areas potentially affected by design, coordination with Stormwater Maintenance staff when standards cannot be achieved, and representing Leon County Public Works in review of regional development plans.</li> <li>7. Responsible for Capital Project Development which includes: identifying planning needs to define project scope to correct flooding or water quality concerns, preparation of grant applications to support capital projects, and providing technical assistance to design staff regarding wetland and water resource protection or restoration, public outreach and coordination.</li> <li>8. Provides significant public support in response to citizen requests for roadway and traffic issues including, but not limited to; speed studies, stop sign evaluations, stripping, warning or advisory sign placement or safety markings and administering the traffic calming program.</li> <li>9. Provides pavement management evaluation and maintains relative priorities for pavement restoration methodology within the available budget. Significant interaction coordination is provided to assure that underlying infrastructure is repaired prior to resurfacing.</li> </ol>



**Engineering Services – Engineering Service (106-414-541)**

<b>Statutory Responsibilities</b>	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
<b>Advisory Board</b>	Blueprint 2000 Technical Coordinating Committee, Parks & Recreation Advisory Team, Community Traffic Safety Team, Bicycle/Pedestrian Advisory Committee, Capital Region Transportation Planning Agency Technical Coordinating Committee, Capital Region Transportation Planning Agency, Transportation Alternatives subcommittee, FDEP OSTDS committee for the Wakulla BMAP.

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
G1	Manage staff so that not less than 30% of staff time is spent on Capital Improvement Project activities	28%	22%	30%	30%
EN2,Q2	Review, permit, and inspect for completion of all projects assigned to ensure compliance with County standards	100%	100%	100%	100%
G1	Maintain subdivision plat review time to an average of 6 days or less	5	4	5	5
G1	Maintain number of Leon County water bodies sampled annually	42	42	42	42

**Leon County Fiscal Year 2017 Adopted Budget**

**Department of Public Works**

**Engineering Services (106-414-541)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	2,390,999	2,645,861	3,165,952	-	3,165,952	3,269,063
Operating	253,858	489,340	488,455	-	488,455	488,455
Transportation	37,177	41,424	39,083	-	39,083	39,083
<b>Total Budgetary Costs</b>	<b>2,682,035</b>	<b>3,176,625</b>	<b>3,693,490</b>	<b>-</b>	<b>3,693,490</b>	<b>3,796,601</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
106 Transportation Trust	2,682,035	3,176,625	3,693,490	-	3,693,490	3,796,601
<b>Total Revenues</b>	<b>2,682,035</b>	<b>3,176,625</b>	<b>3,693,490</b>	<b>-</b>	<b>3,693,490</b>	<b>3,796,601</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
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
Chief of Engineering Coordination	1.00	1.00	1.00	-	1.00	1.00
Chief of Building Engineering	-	-	1.00	-	1.00	1.00
Chief of Engineering Design	1.00	1.00	1.00	-	1.00	1.00
Stormwater Management Coordinator	1.00	1.00	1.00	-	1.00	1.00
Senior Design Engineer	3.00	3.00	3.00	-	3.00	3.00
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	4.00	4.00	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
Engineer Intern	-	1.00	1.00	-	1.00	1.00
Senior Engineering Design Specialist	2.00	2.00	1.00	-	1.00	1.00
Water Resource Specialist	1.00	1.00	1.00	-	1.00	1.00
Survey Technician I	1.00	1.00	1.00	-	1.00	1.00
Water Resource Limnologist	1.00	1.00	1.00	-	1.00	1.00
Project Engineer	-	-	1.00	-	1.00	1.00
Survey Party Chief	1.00	1.00	1.00	-	1.00	1.00
Construction Inspector	3.00	2.00	2.00	-	2.00	2.00
Administrative Associate VI	1.00	1.00	1.00	-	1.00	1.00
Customer Support Engineer	-	-	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Construction Inspection Aide	2.00	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>32.00</b>	<b>32.00</b>	<b>35.00</b>	<b>-</b>	<b>35.00</b>	<b>35.00</b>

**Engineering Services (106-414-541)**

The major variances for the FY 2017 Engineering Services Budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. An increase in Personnel costs related to the reassignment of a Facilities Planner, Construction Manager II, and Senior Design Engineer from Facilities Management as part of the County Administrator's organizational realignment.
3. An increase of \$780 for uniforms for the Project Engineer and Customer Service Engineer positions.

**Decreases to Program Funding:**

1. Decrease in communication costs in the amount of \$2,265 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.
2. Reduced vehicle costs related to repair, insurance, and fuel in the amount of \$2,343.

**Leon County Fiscal Year 2017 Adopted Budget**

**Department of Resource Stewardship**

**Fleet Maintenance (505-425-591)**

<b>Goal</b>	The goal of the Department of Public Works Fleet Maintenance is to provide the best quality maintenance and repair at the most economical cost to taxpayers of Leon County.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Repair and maintain more than 616 vehicles and equipment for the Board of County Commissioners and all Constitutional Offices excluding the Sheriff's Office.</li> <li>2. Perform preventative maintenance services on light, heavy, and miscellaneous equipment.</li> <li>3. Procure parts and supplies needed for repairs.</li> <li>4. Provide road and field service repairs on stationary equipment and disabled vehicles.</li> <li>5. Repair and maintain computerized Mosquito Control fogging units.</li> <li>6. Coordinate tire repairs for field service vehicles and normal replacement due to wear and/or damage.</li> <li>7. Procure, store and distribute more than 460,000 gallons of fuel and more than 3,900 gallons of motor oil annually for Board, Constitutional Offices, and Florida Department of Law Enforcement vehicles.</li> <li>8. Provide total in house management of fuel reporting system.</li> <li>9. Coordinate collision repairs as well as vandalism, theft and wrecker service.</li> <li>10. Develop, implement, and maintain six annual vehicle/equipment Capital Improvement Programs according to County Green Fleet Policy.</li> <li>11. Implement and maintain total cost concept buying on heavy equipment.</li> <li>12. Coordinate, maintain, and repair Emergency Medical Services fleet including all ambulances.</li> </ol>
<b>Statutory Responsibilities</b>	<p>Code of Federal Regulations (CFR) Chapter 40, Part 279 "Used Oil and Filters"</p> <p>F.S. Chapter 316.2935 "Air Pollution Control Equipment; Tampering Prohibited; Penalty"</p> <p>F.S. Chapter 316.2937 "Motor Vehicle Emission Standards"</p> <p>F.S. Chapter 403.717 "Environmental Control – Waste Tire and Lead-Acid Battery Requirements"</p> <p>F.S. Chapter 403.751 and 403.760 "Environmental Control – Resource Recovery and Management"</p> <p>Florida Department of State Rules 62-710 "Used Oil Management" and 62-711 "Waste Tire Rule"</p>
<b>Advisory Board</b>	None

<b>Benchmarking</b>			
<b>Priorities</b>	<b>Benchmark Data</b>	<b>Leon County</b>	<b>Benchmark</b>
G1	Hourly Shop Rate	\$80.00	\$110.40 <sup>1</sup>
G1	Mechanic productivity (based on 2,080 hrs annually)	75%	66% to 72% <sup>2</sup>

Benchmark Sources:

1. Based on March 2015 survey of local dealerships: Tallahassee Lincoln Ford \$95; Beard Equipment \$95; Ring Power \$102; Dale Earnhardt Chevrolet \$130 and Dale Earnhardt GMC \$130
2. The Mechanic Productivity rate is based on data from Beard Equipment and Ring Power, 2015.

<b>Performance Measures</b>					
<b>Priorities</b>	<b>Performance Measures</b>	<b>FY 2014 Actuals</b>	<b>FY 2015 Actuals</b>	<b>FY 2016 Estimate</b>	<b>FY 2017 Estimate</b>
G1	# of chargeable hours <sup>1</sup>	5,368	5,675	7,000	6600
G1	# of preventative maintenance services performed	966	970	1,000	1000
EN4	# of alternative fuel vehicles purchased	2	4	4	3
EN4	# of average miles per gallon	28.80	28.80	29.50	29.1

- Notes:
1. A series of long-term vacancies caused a significant reduction in chargeable hours in FY13 & 14. Estimates for FY 15 & 16 reflect an increase in repair time dedicated to the ambulance fleet.

**Fleet Maintenance (505-425-591)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	676,561	596,301	648,227	-	648,227	672,398
Operating	1,925,950	2,276,451	2,278,346	(132,235)	2,146,111	2,152,209
Transportation	11,040	15,741	13,139	-	13,139	13,139
<b>Total Budgetary Costs</b>	<b>2,613,551</b>	<b>2,888,493</b>	<b>2,939,712</b>	<b>(132,235)</b>	<b>2,807,477</b>	<b>2,837,746</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
505 Motor Pool	2,613,551	2,888,493	2,939,712	(132,235)	2,807,477	2,837,746
<b>Total Revenues</b>	<b>2,613,551</b>	<b>2,888,493</b>	<b>2,939,712</b>	<b>(132,235)</b>	<b>2,807,477</b>	<b>2,837,746</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Assistant Public Works Director	-	-	0.25	-	0.25	0.25
Director of Fleet Management	1.00	1.00	1.00	-	1.00	1.00
Shop Supervisor	1.00	1.00	1.00	-	1.00	1.00
Equipment Mechanic	2.00	2.00	2.00	-	2.00	2.00
Sr. Equipment Mechanic	3.00	3.00	3.00	-	3.00	3.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Fleet Analyst	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>9.00</b>	<b>9.00</b>	<b>9.25</b>	<b>-</b>	<b>9.25</b>	<b>9.25</b>

The major variances for the FY 2017 Fleet Management Budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. The increase in personnel costs reflects the County Administrator's organizational realignment which includes the Assistant Public Works Director position. The Assistant Public Works Director's salary will be split between Support Services, Solid Waste (Transfer Station), and Fleet Maintenance. 25% of this position's salary will come from Fleet Maintenance.
3. Contractual expenses in the amount of \$2,020 related to increased contract fees for camera security, leak detection device inspection, and uniforms.
4. Rental expenses in the amount of \$2,015 associated with the copier lease contract.
5. Training expenses in the amount of \$800 associated with training for underground storage tank monitoring.

**Decreases to Program Funding:**

1. Fuel cost savings in the amount of \$107,235 due to a decline in the price of fuel.
2. Utility cost adjustments in the amount of \$25,000. These funds were transferred to the Division of Facilities Management as part of the County's utility bill consolidation effort. This consolidation will allow for more efficient tracking of utility consumption at County buildings and identify opportunities for energy efficiency upgrades.
3. Transportation cost adjustments related to vehicle insurance, maintenance, and fuel in the amount of \$2,602.
4. Decrease in communication costs in the amount of \$935 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.
5. Communication cost reductions in the amount of \$1,980 associated with the account being zeroed out due to the account not being utilized.

**Leon County Fiscal Year 2017 Adopted Budget**

**Department of Public Works**

**Solid Waste Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,944,985	2,004,690	1,865,801	(238,533)	1,627,268	1,682,093
Operating	5,817,126	6,104,625	6,875,685	178,889	7,054,574	6,952,408
Transportation	373,416	417,963	355,907	-	355,907	355,907
Capital Outlay	11,494	14,400	-	-	-	-
<b>Total Budgetary Costs</b>	<b>8,147,021</b>	<b>8,541,678</b>	<b>9,097,393</b>	<b>(59,644)</b>	<b>9,037,749</b>	<b>8,990,408</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Hazardous Waste (401-443-534)	609,832	619,406	620,524	41,258	661,782	673,413
Landfill Closure (401-435-534)	13,443	-	-	-	-	-
Recycling Services & Education (401-471-534)	93,099	220,332	-	-	-	-
Rural Waste Service Centers (401-437-534)	542,530	611,250	665,949	(11,213)	654,736	670,025
Solid Waste Management Facility (401-442-534)	1,721,192	1,551,518	1,513,550	(372,868)	1,140,682	1,107,772
Transfer Station Operations (401-441-534)	5,166,926	5,539,172	6,297,370	283,179	6,580,549	6,539,198
<b>Total Budget</b>	<b>8,147,021</b>	<b>8,541,678</b>	<b>9,097,393</b>	<b>(59,644)</b>	<b>9,037,749</b>	<b>8,990,408</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
401 Solid Waste	8,147,021	8,541,678	9,097,393	(59,644)	9,037,749	8,990,408
<b>Total Revenues</b>	<b>8,147,021</b>	<b>8,541,678</b>	<b>9,097,393</b>	<b>(59,644)</b>	<b>9,037,749</b>	<b>8,990,408</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Rural Waste Service Centers	9.15	7.15	8.65	-	8.65	8.65
Transfer Station Operations	10.18	12.45	11.90	-	11.90	11.90
Solid Waste Management Facility	10.97	8.60	8.60	(5.00)	3.60	3.60
Hazardous Waste	3.25	3.25	3.25	-	3.25	3.25
Recycling Services & Education	1.45	3.00	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>35.00</b>	<b>34.45</b>	<b>32.40</b>	<b>(5.00)</b>	<b>27.40</b>	<b>27.40</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Rural Waste Service Centers	1.00	1.00	1.00	-	1.00	1.00
Hazardous Waste	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

**Solid Waste - Landfill Closure (401-435-534)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	13,443	-	-	-	-	-
Total Budgetary Costs	13,443	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
401 Solid Waste	13,443	-	-	-	-	-
Total Revenues	13,443	-	-	-	-	-

The Board approved closing the landfill in FY 2015.

**Solid Waste – Rural Waste Service Centers (401-437-534)**

<b>Goal</b>	The Rural Waste Service Centers serve as part of an integrated solid waste management system dedicated to excellent customer service and responsible fiscal and environmental stewardship.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide solid waste drop-off services for residents in unincorporated Leon County.</li> <li>2. Provide drop-off for garbage, appliances, tires, yard debris, recyclables, electronics, automotive batteries, fluorescent tubes and used motor oil.</li> <li>3. Conduct safe hauling and transportation of collected waste to the appropriate Solid Waste Management Facility.</li> <li>4. Provide waste screening.</li> <li>5. Provide community information kiosks.</li> </ol>
<b>Statutory Responsibilities</b>	Chapter 403.702(2)(c)(i) Florida Statutes requires counties to plan and provide efficient, environmentally acceptable solid waste management; Article V, Section 18-136, Leon County Code of Ordinances (Solid Waste Ordinance) authorizes the county to operate and maintain solid waste collection, removing, transferring, sorting, reclaiming, and disposal systems; Chapter 62-701 Florida Administrative Code regulates solid waste management facilities; and the Leon County Comprehensive Plan, Solid Waste Element.
<b>Advisory Board</b>	None

<b>Performance Measures</b>					
<b>Priorities</b>	<b>Performance Measures</b>	<b>FY 2014 Actuals</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Estimate</b>	<b>FY 2017 Estimate</b>
G1	# of random load inspections per site per month	10	10	10	10
G2	Annual customer satisfaction survey score (1=very poor, 5=excellent)	4.87	4.88	4.5	4.5
G5	# of chargeable accidents for roll-off truck drivers	0	0	0	0
G5	# of traffic violations for roll-off truck drivers	0	0	0	0
G2	Average customer turnaround time from gate to gate <sup>1</sup>	8 minutes	8 minutes	8 minutes	8 minutes
G2	Average truck turnaround time from gate to gate <sup>1</sup>	90 minutes	90 minutes	90 minutes	90 minutes
EN1	Tons of rural waste collected <sup>2</sup>	2,607	2,048	2,587	2,587

Note:

1. Ideal turnaround times during normal operations.
2. The reduced estimates for FY 2016 reflect a change in customer use patterns.



**Solid Waste - Rural Waste Service Centers (401-437-534)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	389,301	335,271	409,519	-	409,519	424,717
Operating	67,789	154,286	153,788	(11,213)	142,575	142,666
Transportation	85,439	114,493	102,642	-	102,642	102,642
Capital Outlay	-	7,200	-	-	-	-
<b>Total Budgetary Costs</b>	<b>542,530</b>	<b>611,250</b>	<b>665,949</b>	<b>(11,213)</b>	<b>654,736</b>	<b>670,025</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
401 Solid Waste	542,530	611,250	665,949	(11,213)	654,736	670,025
<b>Total Revenues</b>	<b>542,530</b>	<b>611,250</b>	<b>665,949</b>	<b>(11,213)</b>	<b>654,736</b>	<b>670,025</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Solid Waste Superintendent	0.10	-	-	-	-	-
Solid Waste Operator	2.80	2.00	3.00	-	3.00	3.00
In-Mate Supervisor	0.25	-	0.50	-	0.50	0.50
Rural Collection Center Supervisor	1.00	1.00	1.00	-	1.00	1.00
Rural Waste Site Attendant	5.00	1.00	1.00	-	1.00	1.00
Rural Waste Service Center Attendant	-	3.15	3.15	-	3.15	3.15
<b>Total Full-Time Equivalents (FTE)</b>	<b>9.15</b>	<b>7.15</b>	<b>8.65</b>	<b>-</b>	<b>8.65</b>	<b>8.65</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Rural Waste Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2017 budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. The increase in personnel costs reflects the County Administrator's organizational realignment. The Solid Waste Division is realigned to the Public Works Department, while the Recycling and Services Education program remains under the Office of Resource Stewardship, as presented to the Board at the April 26, 2016 Budget Workshop. A Solid Waste Operator position and an In Mate Supervisor position (50% split funded) are realigned from Recycling Services and Education to Rural Waste Service Centers.

**Decreases to Program Funding:**

1. Utility costs adjustments in the amount of \$3,713. These funds were transferred to the Division of Facilities Management as part of the County's utility bill consolidation effort. This consolidation will allow for more efficient tracking of utility consumption at County buildings and identify opportunities for energy efficiency upgrades.
2. Preventative maintenance and repair cost reductions in the amount of \$7,500.
3. Transportation cost reductions associated with fuel & oil and vehicle repair in the amount of \$11,851. These offset by increased vehicle insurance costs,
4. One time machinery and equipment Capital Outlay costs in the amount of \$7,200.

**Solid Waste – Transfer Station Operations (401-441-534)**

<b>Goal</b>	The Transfer Station is an essential component of an integrated solid waste management system dedicated to excellent public service and responsible fiscal and environmental stewardship.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide a management facility for residential and commercial Class I solid waste for all Leon County.</li> <li>2. Conduct screening of delivered waste for prohibited materials.</li> <li>3. Provide transportation and disposal of accepted waste to a regional landfill, by agreement with contracted waste disposal company.</li> <li>4. Provide a facility for County's Continuity of Operations Plan (COOP) in case of disaster.</li> <li>5. Provide public weights at the facility scalehouse.</li> <li>6. Provide litter control on Gum Road and portions of Capital Circle NW.</li> </ol>
<b>Statutory Responsibilities</b>	Chapter 403.706(1), Florida Statutes requires counties to provide for the operation of solid waste disposal facilities to meet the needs of all incorporated and unincorporated areas of the county; Chapter 62-701, Florida Administrative Code regulates permitting and operation of solid waste management facilities, including transfer stations; Article V, Section 18-136, Leon County Code of Ordinances authorizes the County to own, operate and maintain solid waste transferring systems and to levy a charge or assessment on the users of such systems; and Leon County Comprehensive Plan, Solid Waste Element.
<b>Advisory Board</b>	None

<b>Benchmarking</b>			
<b>Priorities</b>	<b>Benchmark Data</b>	<b>Leon County</b>	<b>State Average<sup>1</sup></b>
G1	Tipping Fee	\$37.75 <sup>1</sup>	\$43.65 <sup>2</sup>

Note:

1. Effective October 1, 2016, the fee will be \$37.75. The decline from \$38.09 is due to an adjustment in the fuel service charge.
2. Average State of Florida Tipping Fee (Source: Green Power Inc.)

<b>Performance Measures</b>					
<b>Priorities</b>	<b>Performance Measures</b>	<b>FY 2014 Actuals</b>	<b>FY 2015 Actuals</b>	<b>FY 2016 Estimate</b>	<b>FY 2017 Estimate</b>
G2	% of operating days with waste left on the floor overnight	0	0	0	0
G2	Average loading time for transport trailers (minutes)	12	12	12	12
G4	% of employees satisfying FDEP certification requirements	100	100	100	100
G1	% of FDEP quarterly inspections found in compliance	100	100	100	100
EN1	Average net outbound load weight (tons) <sup>1</sup>	23.2	24	26.1	26.27
EN1	Tons of Class I waste processed	176,251	177,891	178,406	180,000

1. Contractor obtained an Agriculture permit from DEP that allow trucks to carry heavier loads.

**Solid Waste - Transfer Station Operations (401-441-534)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	607,641	785,324	703,052	3,158	706,210	729,859
Operating	4,414,095	4,639,524	5,485,654	280,021	5,765,675	5,700,675
Transportation	145,191	114,324	108,664	-	108,664	108,664
<b>Total Budgetary Costs</b>	<b>5,166,926</b>	<b>5,539,172</b>	<b>6,297,370</b>	<b>283,179</b>	<b>6,580,549</b>	<b>6,539,198</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
401 Solid Waste	5,166,926	5,539,172	6,297,370	283,179	6,580,549	6,539,198
<b>Total Revenues</b>	<b>5,166,926</b>	<b>5,539,172</b>	<b>6,297,370</b>	<b>283,179</b>	<b>6,580,549</b>	<b>6,539,198</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Assistant Public Works Director	-	-	0.25	-	0.25	0.25
Solid Waste Superintendent	0.10	1.00	1.00	-	1.00	1.00
Solid Waste Supervisor	1.00	1.00	1.00	-	1.00	1.00
Solid Waste Financial Specialist	0.50	0.80	0.80	-	0.80	0.80
Solid Waste Operator	4.00	4.00	5.00	-	5.00	5.00
Sr. Solid Waste Operator	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Weighmaster	2.00	2.00	2.00	-	2.00	2.00
Director, Office of Resource Stewardship	0.33	0.80	-	-	-	-
Administrative Associate V	-	0.60	0.60	-	0.60	0.60
Service Worker	1.00	1.00	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>10.18</b>	<b>12.45</b>	<b>11.90</b>	<b>-</b>	<b>11.90</b>	<b>11.90</b>

The major variances for the FY 2017 budget are as follows:

**Increases to Program Funding:**

1. Hauling and disposal services costs in the amount of \$1,179,957. As part of an agreement with Marpan Recycling, residual material will be transported at the Transfer Station to truck hauling waste to the Springhill Solid Waste Facility. While there is an increase in the hauling budget, this is directly off-set by \$853,300 in revenue from Marpan Recycling as specified in the agreement to pay for this service.
2. Waste Composition Study in the amount of \$65,000.

**Decreases to Program Funding:**

1. The decrease in personnel costs reflects the County Administrator's organizational realignment. The Solid Waste Division is realigned to the Public Works Department, while the Recycling and Services Education program remains under the Office of Resource Stewardship, as presented to the Board at the April 26, 2016 Budget Workshop. The decrease includes the realignment of the Director of Resource Stewardship position (split funded 80%) to Facilities Management. These decreased costs are offset by the addition of a new Assistant Public Works Director position (only 25% funded through Solid Waste) and the reclassification of a Service Worker to a Solid Waste Operator position. The decrease is further offset by increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Hauling and Disposal fuel adjustment contingency in the amount \$112,144.
3. Utility costs adjustments in the amount of \$33,200. These funds were transferred to the Division of Facilities Management as part of the County's utility bill consolidation effort. This consolidation will allow for more efficient tracking of utility consumption at County buildings and identify opportunities for energy efficiency upgrades.
4. Transportation cost reductions associated with fuel & oil, vehicle repairs and vehicle insurance in the amount of \$43,040.

**Solid Waste – Solid Waste Management Facility**

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Manage a cost effective, convenient, and environmentally safe Solid Waste Management Facility.</li> <li>2. Recycle yard debris and waste tires.</li> <li>3. Provide environmental monitoring of air, groundwater, and surface water.</li> <li>4. Provide free coarse and fine mulch to residents and businesses.</li> <li>5. Maintain all-weather, safe access to all areas of the Solid Waste Management Facility.</li> <li>6. Maintain and provide erosion control of closed and inactive landfill cells.</li> <li>7. Provide stormwater management and treatment.</li> <li>8. Provide litter control within the facility and along portions of Apalachee Parkway.</li> <li>9. Properly dispose of asbestos.</li> <li>10. Maintain existing closed cells of the landfill that contain Class I solid waste as required by Florida Department of Environmental Protection permit.</li> <li>11. Install necessary lining material and sod to prevent landfill waste from damaging the surrounding environment.</li> </ol>
<b>Statutory Responsibilities</b>	Chapter 403.706(1), Florida Statutes requires counties to provide for the operation of solid waste disposal facilities to meet the needs of all incorporated and unincorporated areas of the county; Chapter 62-701, Florida Administrative Code regulates permitting and operation of solid waste management facilities, including 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
<b>Advisory Board</b>	None

<b>Benchmarking</b>			
<b>Priorities</b>	<b>Benchmark Data</b>	<b>Leon County</b>	<b>Benchmark<sup>1</sup></b>
G1	Tipping Fee (Yard Debris)	\$39/Ton	\$39/Ton

1. Average yard debris tipping fees for eight Florida counties with operations similar to Leon County.

**Leon County Fiscal Year 2017 Adopted Budget**

**Department of Public Works**

<b>Performance Measures</b>					
<b>Priorities</b>	<b>Performance Measures</b>	<b>FY 2014 Actuals</b>	<b>FY 2015 Actuals</b>	<b>FY 2016 Estimate</b>	<b>FY 2017 Estimate</b>
G1	% of Florida Department of Environmental quarterly inspections found in compliance <sup>1</sup>	100	100	100	100
G4	% of employees satisfying Florida Department of Environmental certification requirements	100	100	100	100
G2	# of days monthly provide all-weather roads into disposal area <sup>1</sup>	30	30	N/A	30
EN1	Tons of Class III residuals disposed <sup>1</sup>	28,840	23,541	N/A	N/A
EN4	Tons of tire waste processed	300	254	230	220
EN4	Tons of wood waste processed	14,862	17,115	14,550	14,000

1. On May 12, 2015, the Board approved the closure of the landfill. Tire, wood and hazardous waste activities will continue at the site.
2. G4- Site visit conducted by DEP on February 1, 2016 anticipate facility to be in full Compliance.
3. EN1- Class III Residuals no longer disposed of at facility.
4. EN4- Waste Tire Tonnage average down slightly maybe due to other disposal options offered within the County. [ i.e. Marpan Recycling ]

**Solid Waste - Solid Waste Management Facility (401-442-534)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	663,514	464,469	481,282	(241,691)	239,591	248,181
Operating	911,436	907,219	895,478	(131,177)	764,301	722,801
Transportation	134,748	179,830	136,790	-	136,790	136,790
Capital Outlay	11,494	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>1,721,192</b>	<b>1,551,518</b>	<b>1,513,550</b>	<b>(372,868)</b>	<b>1,140,682</b>	<b>1,107,772</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
401 Solid Waste	1,721,192	1,551,518	1,513,550	(372,868)	1,140,682	1,107,772
<b>Total Revenues</b>	<b>1,721,192</b>	<b>1,551,518</b>	<b>1,513,550</b>	<b>(372,868)</b>	<b>1,140,682</b>	<b>1,107,772</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director, Office of Resource Stewardship	0.67	-	-	-	-	-
Solid Waste Superintendent	0.80	-	-	-	-	-
Solid Waste Supervisor	1.00	1.00	1.00	-	1.00	1.00
Crew Chief II	1.00	1.00	1.00	-	1.00	1.00
Solid Waste Financial Specialist	0.50	0.20	0.20	-	0.20	0.20
Contract Compliance Tech.	1.00	1.00	1.00	(1.00)	-	-
Solid Waste Operator	3.00	3.00	3.00	(2.00)	1.00	1.00
Weighmaster	1.00	1.00	1.00	(1.00)	-	-
Administrative Associate V	1.00	0.40	0.40	-	0.40	0.40
Maintenance Technician	1.00	1.00	1.00	(1.00)	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>10.97</b>	<b>8.60</b>	<b>8.60</b>	<b>(5.00)</b>	<b>3.60</b>	<b>3.60</b>

On May 12, 2015, the Board approved the closure of the Landfill. The major variances for the FY 2017 budget are as follows:

Decreases to Program Funding:

1. The elimination of five positions associated with the closure of the Landfill reduced personnel costs. These reductions are offset by increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Waste tire processing, yard debris processing and uniform contract service cost reductions in the amount of \$40,000.
3. Travel cost reductions in the amount of \$5,000.
4. Equipment rental cost reductions in the amount of \$25,000.
5. Maintenance and repair cost reductions in the amount of \$30,000.
6. Operating supplies cost reductions in the amount of \$49,980.
7. Transportation cost reductions associated with fuel & oil, vehicle repairs and vehicle insurance in the amount of \$43,040.
8. Overall utility costs reductions in the amount of \$15,857. A total of \$5,317 was transferred to the Division of Facilities Management as part of the County's utility bill consolidation effort. This consolidation will allow for more efficient tracking of utility consumption at County buildings and identify opportunities for energy efficiency upgrades.

**Solid Waste – Hazardous Waste (401-443-534)**

<b>Goal</b>	The goal of the Hazardous Waste Management Program is to ensure that hazardous waste materials are properly managed and legally disposed in an environmentally sound manner.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Accept hazardous waste from households and conditionally exempt small quantity generators.</li> <li>2. Respond to requests for information and for assistance with hazardous waste disposal.</li> <li>3. Recycle, treat or ship hazardous waste collected at the Hazardous Waste Center.</li> <li>4. Operate "Swap Shop" to recycle items and materials for use by County residents.</li> <li>5. Perform local hazardous waste assessments.</li> <li>6. Oversee limited hazardous waste collection at Rural Waste Service Centers.</li> <li>7. Conduct monthly remote collection events at the Public Works Operations Center.</li> <li>8. Provide hazardous waste disposal for the City of Tallahassee "Cash for Trash" program.</li> <li>9. Consolidate and lab pack hazardous materials by type to reduce disposal cost.</li> <li>10. Provide hazardous waste safety training for Solid Waste Division staff.</li> <li>11. Inspect random loads for hazardous materials.</li> <li>12. Provide hazardous materials management educational services.</li> <li>13. Provide recycling services for electronic scrap.</li> </ol>
<b>Statutory Responsibilities</b>	<p><i>Federal:</i> The Resource Conservation and Recovery Act; Code of Federal Regulations Title 40, Chapter 1, Part 61 Subpart M, National Emission Standard for Asbestos; Code of Federal Regulations Title 40, Chapter 1, Parts 258, 259, 260, 261, 264, 268, 273, 279, Protection of Environment</p> <p><i>State:</i> Florida Statutes Chapter 376, Pollution Discharge Prevention And Removal; Florida Statutes Chapter 403, Environmental Control; Florida Administrative Code (FAC) Chapter 62-701, Solid Waste Management Facilities; FAC Chapter 62-730, The Hazardous Waste Rule; FAC Chapter 62-731, County and Regional Hazardous Waste Management Programs; FAC Chapter 62-710, Used Oil Program; FAC Chapter 62-257, The Asbestos Program; FAC Chapter 62-737, The Management of Spent Mercury Containing Lamps and Devices Destined for Recycling</p>
<b>Advisory Board</b>	None

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
EN1	# of residents using household hazardous waste disposal service	10,102	10,784	10,000	10,500
EN1	# of conditionally exempt agencies and small businesses household hazardous waste disposal services provided to	152	173	160	160
EN1	# of participants at off-site household hazardous waste collection events	2,881	3,680	3,200	3,200
EN1	# of tons of potentially hazardous material processed	394	387	450	425
EN1	# of tons of potentially hazardous material reused or recycled	240	206	280	250
EN1	# of tons of electronics waste processed	265	284	350	300

**Solid Waste - Hazardous Waste (401-443-534)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	242,169	263,927	271,948	-	271,948	279,336
Operating	361,464	341,050	340,765	41,258	382,023	386,266
Transportation	6,198	7,229	7,811	-	7,811	7,811
Capital Outlay	-	7,200	-	-	-	-
<b>Total Budgetary Costs</b>	<b>609,832</b>	<b>619,406</b>	<b>620,524</b>	<b>41,258</b>	<b>661,782</b>	<b>673,413</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
401 Solid Waste	609,832	619,406	620,524	41,258	661,782	673,413
<b>Total Revenues</b>	<b>609,832</b>	<b>619,406</b>	<b>620,524</b>	<b>41,258</b>	<b>661,782</b>	<b>673,413</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
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
<b>Total Full-Time Equivalents (FTE)</b>	<b>3.25</b>	<b>3.25</b>	<b>3.25</b>	<b>-</b>	<b>3.25</b>	<b>3.25</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Haz Waste Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2017 budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. Electronic recycling contract cost increase in the amount of \$49,446.
3. Transportation cost reductions associated with vehicle repairs and vehicle insurance in the amount of \$582. These costs are offset by reductions in fuel & oil costs.

**Decreases to Program Funding:**

1. One time machinery and equipment Capital Outlay costs in the amount of \$7,200.
2. Utility costs adjustments in the amount of \$8,188. These funds were transferred to the Division of Facilities Management as part of the County's utility bill consolidation effort. This consolidation will allow for more efficient tracking of utility consumption at County buildings and identify opportunities for energy efficiency upgrades.



**Solid Waste - Recycling Services & Education (401-471-534)**

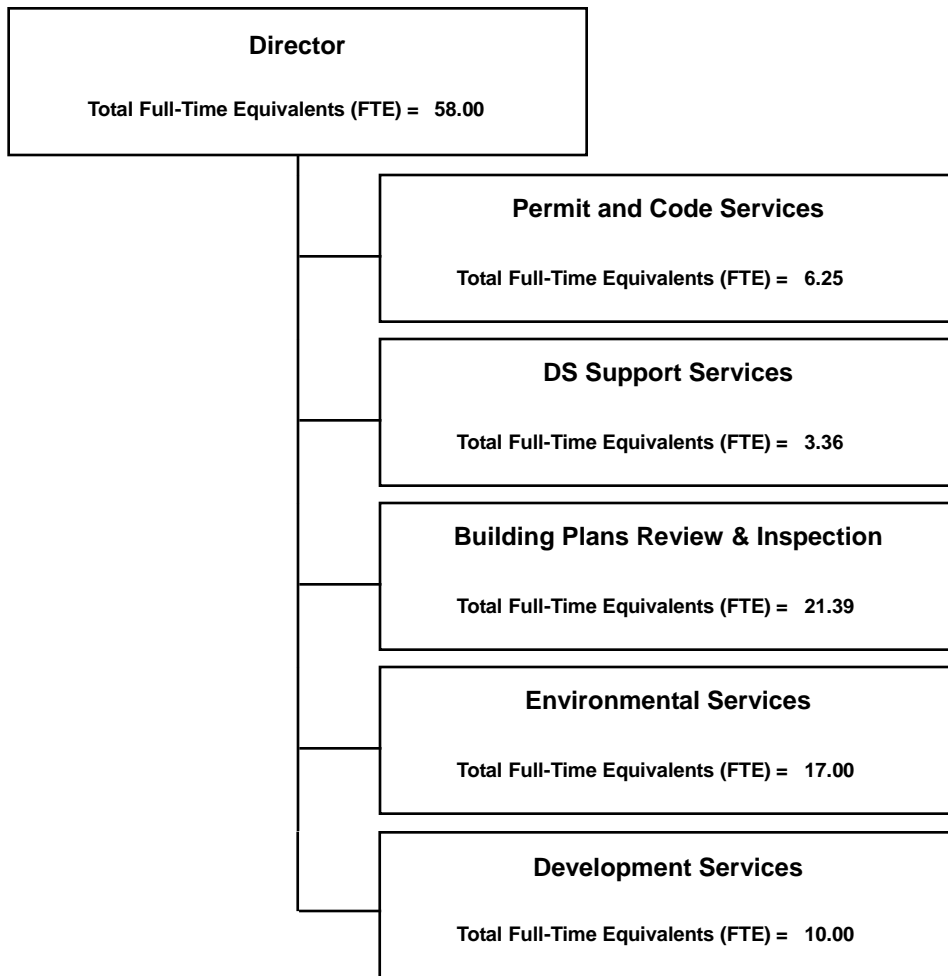
<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	42,360	155,699	-	-	-	-
Operating	48,899	62,546	-	-	-	-
Transportation	1,840	2,087	-	-	-	-
<b>Total Budgetary Costs</b>	<b>93,099</b>	<b>220,332</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
401 Solid Waste	93,099	220,332	-	-	-	-
<b>Total Revenues</b>	<b>93,099</b>	<b>220,332</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Communication & Outreach Coordinator	1.00	1.00	-	-	-	-
Solid Waste Operator	0.20	1.00	-	-	-	-
In-Mate Supervisor	0.25	0.50	-	-	-	-
Digital Community Engagement Specialist	-	0.50	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>1.45</b>	<b>3.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

The major variances for the FY 2017 budget are as follows:

Decreases to Program Funding:

1. Reductions in personnel costs reflect the County Administrator's organizational realignment. The Solid Waste Division is realigned to the Public Works Department, while the Recycling and Services Education program is consolidated with the Office of Sustainability under the Office of Resource Stewardship, as presented to the Board at the April 26, 2016 Budget Workshop. A Solid Waste Operator position and an In-mate Supervisor position (50% split funded) are realigned to the Rural Waste Services Center. In addition, the Communication & Outreach Coordinator position and Digital Community Engagement Specialist are realigned to the Office of Sustainability. Personnel reductions also include overtime costs.
2. Realignment Recycling program operating costs (The Sharing TREE support, travel, phone, repair and maintenance, printing, promotional activities, office supplies, operating supplies and publication, subscription, membership and transportation operating) to the Office of Sustainability.

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## **Executive Summary**

The Department of Development Support and Environmental Management (DSEM) section of the Leon County FY 2017 Annual Budget is comprised of Permit & Code Services, Support Services, Building Plans Review & Inspection, Environmental Services, Development Services, and Florida Department of Environmental Protection (FDEP) Storage Tank Program.

Permit & Code Services coordinates and administers licensing code compliance, permit intake and processing services, and citizen review board services. Support Services provides the administrative direction and coordination necessary to serve the public and other governmental entities. Building Plans Review & Inspection ensures compliance with construction codes through building permit application review and inspections. Development Services ensures that 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 December 9, 2013, the Board approved transitioning its strategic planning to a five-year planning cycle that spans from FY 2012 through FY 2016, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the 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:*

Division of Development Services staff coordinated with the Keep It Rural Coalition to amend the Rural zoning district to allow outdoor shooting ranges as a restricted use. Outdoor shooting ranges will be required to demonstrate compliance with a number of conditions to ensure the protection of the health, safety and welfare of adjacent property owners. Staff coordinated with the Buck Lake Alliance and commercial property owners to review a proposed movie theater within the Fallschase development. The new movie theater will conform to the recently approved Fallschase Site Design and Guidelines Manual. Staff reviewed and approved a new development, Bannerman Crossing South, which incorporates a pedestrian-oriented, village style development near the intersection of Thomasville and Bannerman Roads. In addition, staff coordinated with the developers for Bannerman Crossing to establish a design manual to ensure consistency in the site design and signage standards for Bannerman Crossing. Staff analyzed Florida Statutes as well as existing regulations in other Florida jurisdictions and presented to the Board an Ordinance amending the Land Development Code allowing outdoor dog friendly dining as an alternative dining option for local restaurants. The Board approved the Outdoor Dog Friendly Dining Ordinance in April 2016.

#### *Environmental Services:*

Division of Environmental Services staff assisted in a comprehensive update of the Driveway and Street Connection Guidelines and Procedures Manual and the Driveway Connection Permit Applications. Driveway permitting functions were transferred from Public Works to Environmental Services on May 16, 2016. The Orchard Pond Parkway and Natural Bridge Road Bridge Projects were completed, inspected and finalized. The Capital Circle SW widening project is nearing completion. Staff is coordinating with the Science Advisory Committee to develop recommendations for improving the water quality of Lake Munson. Staff continued to protect the community's natural features by reviewing and approving 48 Natural Features Inventories, 116 site plans, 28 stormwater management facility (SWMF) operating permits, 474 single-family permits, 217 SWMF operating permit renewals, and 87 environmental management permits. Staff also assisted 1,400 walk-in and telephone clients, and performed more than 7,500 environmental inspections. These numbers reflect an across-the-board increase in customer demand.

#### *Building Plans Review and Inspection:*

Division of Building Plans Review and Inspection staff fully implemented the ProjectDox electronic submittal program for all building permit applications, including single family homes, additions/alterations, swimming pools and commercial buildings. In addition, due to increases in building inspection activity and to keep inspection timeframes within acceptable customer service levels, the board approved the addition of a Combination Building Inspector and a Permit Technician during FY2016. To ensure building safety within unincorporated Leon County, division staff performed 12,555 building, electrical, plumbing and mechanical inspections and issued 3,607 building permits.

#### *Permit and Code Services:*

Division of Permit and Code Services implemented the Board-approved Compliance Certification Letter Fee, which provides for the recovery of costs associated with research and processing of open code violations, lien research requests, and the issuance of Compliance Certification Letters by the Code Compliance Program. Over the past year Division staff provided exceptional customer service by assisting 10,475 walk-in customers, processing 3,122 applications, investigating 3,616 code compliance inquiries, and responding to 26,550 telephone inquiries.

# Development Support & Environmental Management Business Plan

**Mission Statement**

The mission of the Leon County Department of Development Support & Environmental Management is to support the development of a sustainable community and its built environment, while protecting and preserving our natural resources to maintain the quality of life for all citizens, while building positive relationships through exceptional customer service.

**Strategic Priorities**

**Economy**

- Support business expansion and job creation, including: the implementation of the Leon County 2012 Job Creation Action Plan, to include evaluating the small business credit program. (EC2) 2012
- Focus resources to assist local veterans, especially those returning from tours of duty, in employment and job training opportunities through the efforts of County government and local partners. (EC5) 2012

**Quality of Life**

- Enhance and support amenities that provide social offerings for residents and visitors of all ages. (Q4) rev. 2013
- Support the preservation of strong neighborhoods through appropriate community planning, land use regulations, and high quality provision of services. (Q6) 2012

**Environment**

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

**Governance**

- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2) 2012

**Strategic Initiatives**

October 1, 2011 – September 30, 2016

- |   |          |
|---|----------|
| 1. Implement strategies that encourage highest quality sustainable development, business expansion and redevelopment opportunities including: consider policy to continue suspension of fees for environmental permit extensions (EC2) 2012   | Complete |
| 2. Implement Department of Development Support & Environmental Management Project Manager (EC2, G2) 2012  | Ongoing  |
| 3. Implement Department of Development Support & Environmental Management dual track review and approval process (EC2, G2) 2012   | Ongoing  |
| 4. Waive building permit fees for disabled veterans (EC5) 2012  | Complete |
| 5. Implement strategies that protect the environment and promote orderly growth, including: develop Countywide Minimum Environmental Standards (EN1, EN2) 2012  | Complete |
| 6. Implement strategies that protect the environment and promote orderly growth, including: develop minimal natural area and habitat management plan guidelines (EN1, EN2) 2012   | Complete |
| 7. Implement strategies that protect the environment and promote orderly growth, including: integrate low impact development practices into development review process (EN1, EN2) 2012  | Complete |
| 8. Implement strategies to protect natural beauty and the environment including: update 100-year flood plan data in GIS based on site-specific analysis received during the development review process. (EN1, EN2) 2012   | Complete |
| 9. Develop examples of acceptable standard solutions to expedite environmental permitting for additions to existing single family homes (EN1, EN2, G2) 2012; Develop examples of acceptable standard solutions to expedite environmental permitting for new construction (EN1, EN2, G2) (2013); and Develop solutions to promote sustainable growth inside the Lake Protection Zone (EN1, EN2, G2) 2013 | Complete |

## Development Support & Environmental Management

	10. Provide Greenspace Reservation Area Credit Exchange (GRACE) (EN1, EN3) 2012	Ongoing
	11. Implement fertilizer ordinance (EN1) 2012	
	12. Implement strategies that support amenities which provide social offerings, including: develop unified special event permit process (Q4, G2) 2012	Complete
	13. Implement strategies that promote home ownership and safe housing, including: consider property registration for abandoned real property. (Q6) 2012	Complete 3/2013
	14. Implement strategies to further utilize electronic processes which gain efficiencies or enhance services, including: develop process by which public may electronically file legal documents related to development review and permitting (G2) 2012	Complete
	15. Implement strategies to further utilize electronic processes which gain efficiencies or enhance services, including: investigate expanding internet-based building permitting services to allow additional classifications of contractors to apply for and receive county permits via the internet. (EN4, G2) 2012	Complete
	16. Investigate the feasibility of providing after hours and weekend building inspections for certain types of construction projects. (G2) 2012	Complete
	17. Complete a needs assessment for the Bradfordville Study Area (EC1, Q6, Q7) 2014	Complete
Actions	1. Enact the legislative mandate to suspend fees for environmental permit extensions through December 31, 2012, to assist homeowners and developers during the economic downturn. (EC2) 2012	Environmental Services
	2. Implement the Project Manager concept for site and development plan applications and explore opportunities to expand the concept to enhance other application review processes. (EC2) 2012	Development Services
	3. Continue monitoring the implementation of the dual track review and approval process to ensure efficiency and to track trends in the preferred approval process. (EC2) 2012	Development Services
	4. Currently waiving building, environmental, and development services permit review fees for honorably discharged veterans with a 100% service connected disability as approved by an ordinance on June 27, 2012. (EC5) 2012	Building Plans Review & Inspection
	5. Implement the Board-adopted Countywide Minimum Environmental Standards to protect the environment and promote consistent orderly growth. (EN1) Completed 5/2012	Environmental Services
	6. Develop minimum natural area and habitat management plan guidelines and integrating low impact development practices into the development review process. (EN1) 2012	Environmental Services
	7. Promote low impact development practices in the development review process in order to encourage orderly growth and protect the environment. (EN3) 2012	Environmental Services
	8. Integrate 100-year flood plan data in GIS to educate and inform property owners of areas prone to potential flooding. (EN2) 2012	Environmental Services
	9. Develop acceptable standard solutions to expedite environmental permitting for additions to existing single family homes. (EN1) Completed 9/2012	Environmental Services
	10. Encourage the utilization of the County's Greenspace Reservation Area Credit Exchange (GRACE) program through the pre-application and site plan review processes. (EN2) 2012	Environmental Services
	11. Develop strategy to implement the fertilizer ordinance to minimize nutrients in groundwater and downstream surface waters. (EN1) 2012	Environmental Services
	12. Implement the unified temporary use/special event permit application, providing for a simple and efficient application process. (Q4) Completed 6/2013	Development Services
	13. Research the development of an Ordinance to require property registration for abandoned real property to promote safe housing and protect property values. (Q6) Completed 3/2013	Permit & Code Services
	14. Implement and promote the electronic recordation of legal documents with the Clerk of the Courts Office to expedite the permitting process and save customers time and money. (G2) 2012	Building Plans Review and Inspection
	15. Researching the possibility of expanding internet-based building permitting services to allow additional classifications of contractors to apply for and receive permits online. (EN4, G2) Research completed; however, option was found not feasible. 2012	Building Plans Review and Inspection

## Development Support & Environmental Management

	16.	Currently investigating the practicality of offering after hours and weekend building inspections for certain types of construction projects. (G2) Completed/Adopted 4/9/13	Building Plans Review and Inspection
	17.	Engage in a needs assessment for the Bradfordville Study Area (EC1, Q6, Q7) Completed 10/2014	Development Services
Performance Measures	G2	% of inspections completed on time within 24 hours of the request.	Pg. 12-13
	G2	% of permit requests completed within 30 days.	Pg. 12-13
	Q6	% of all construction address assignments and verifications completed within the permitting and review process as established by County Code.	Pg. 12-22
	G2	# of Permitted Use Verifications, zoning compliance determinations, and zoning letters issued within 15 days.	Pg. 12-22
	Q6,G2	% of site and development plans reviews completed by staff within the applicable time frames as established by Code.	Pg. 12-22
	EN2	# of Environmental Management Act permits issued within the time frame designated by Ordinance.	Pg. 12-17
	EN1	# of environmental compliance inspections completed on an annual basis consistent with established guidelines.	Pg. 12-17
	Q6	% of active code compliance cases brought into compliance on an annual basis.	Pg. 12-8

Leon County Fiscal Year 2017 Adopted Budget

Department of Development Support & Environmental Management

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	3,860,747	4,294,496	4,552,893	-	4,552,893	4,707,394
Operating	114,125	258,617	241,286	50,000	291,286	291,286
Transportation	68,668	76,687	71,184	-	71,184	71,184
Capital Outlay	-	-	-	3,000	3,000	3,000
<b>Total Budgetary Costs</b>	<b>4,043,540</b>	<b>4,629,800</b>	<b>4,865,363</b>	<b>53,000</b>	<b>4,918,363</b>	<b>5,072,864</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
DS Support Services	347,736	347,277	330,592	-	330,592	340,606
Permit and Code Services	445,909	435,251	431,525	50,000	481,525	495,748
Building Plans Review & Inspection	1,091,743	1,441,057	1,626,003	3,000	1,629,003	1,680,312
Environmental Services	1,500,292	1,615,715	1,677,192	-	1,677,192	1,730,490
Development Services	657,859	790,500	800,051	-	800,051	825,708
<b>Total Budget</b>	<b>4,043,540</b>	<b>4,629,800</b>	<b>4,865,363</b>	<b>53,000</b>	<b>4,918,363</b>	<b>5,072,864</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
120 Building Inspection	1,091,743	1,441,057	1,626,003	3,000	1,629,003	1,680,312
121 Development Services & Environmental Mgmt. Fund	2,805,258	3,027,210	3,073,313	50,000	3,123,313	3,221,531
125 Grants	146,539	161,533	166,047	-	166,047	171,021
<b>Total Revenues</b>	<b>4,043,540</b>	<b>4,629,800</b>	<b>4,865,363</b>	<b>53,000</b>	<b>4,918,363</b>	<b>5,072,864</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Building Plans Review & Inspection	16.20	18.72	21.39	-	21.39	21.39
Development Services	10.00	10.00	10.00	-	10.00	10.00
DS Support Services	3.92	3.81	3.36	-	3.36	3.36
Environmental Services	16.00	17.00	17.00	-	17.00	17.00
Permit and Code Services	7.88	6.47	6.25	-	6.25	6.25
<b>Total Full-Time Equivalents (FTE)</b>	<b>54.00</b>	<b>56.00</b>	<b>58.00</b>	<b>-</b>	<b>58.00</b>	<b>58.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Building Plans Review & Inspection	1.00	-	-	-	-	-
Development Services	-	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>



**Permit & Code Services (121-423-537)**

<b>Goal</b>	The goal of the Division of Permit and Code Services is to administer, centralize, coordinate and facilitate licensing code compliance, citizen review boards, and growth and environmental management services to residents, property owners and land development professionals served by the Department of Development Support and Environmental Management, in order to achieve compliance with adopted ordinances and policies.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide administrative support for the Code Enforcement Board and Contractor’s Licensing and Examination Board.</li> <li>2. Coordinate Code processing through the Code Compliance Program.</li> <li>3. Coordinate and promote Code compliance through educational efforts.</li> <li>4. Provide an initial point of contact to customers for all matters regarding growth &amp; environmental management.</li> <li>5. Ensure applications are quickly and accurately processed in accordance with the direction of the County Commission and the Florida Building Code.</li> <li>6. Coordinate the issuance of building and environmental permits in a timely and efficient manner.</li> <li>7. Provide assistance in the completion of building and environmental permit applications, which may include Certificate of Occupancy, Certificate of Completion and Notice of Commencement documents.</li> <li>8. Coordinate compliance activities for the Abandoned Property Registration Ordinance, Refueling Assistance for Persons with Disabilities Ordinance; and Signs on the Right-of-Way Ordinance.</li> <li>9. Coordinate activities for the Compliance Certification Letter Fee Resolution to research and process open code violations and lien research requests.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Code of Laws; Chapter 5 “Minimum Housing Code”; “Chapter 10 “Environmental Management Act”; Chapter 10 “Land Development Code”; Chapter 11 “Refueling Assistance for Persons with Disabilities”, Chapter 14 “Public Nuisances”; Chapter 6 and Florida Statutes, Chapter 162 “Code Enforcement Board”
<b>Advisory Board</b>	County's Contractor Licensing and Examination Board; Code Enforcement Board

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
Q6	Code compliance cases brought into compliance as a % of open cases (702 cases)	58%	55.6%
Q6	Code compliance cases brought into compliance as a % of all cases (1217 total)	73%	73.1%

International City/County Management Association Comparable Performance Measurement 2011

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
G2	# of permit applications received and processed	3,334	3,122	3,500	3,500
Q6	% of Code Enforcement Board orders prepared and executed within 10 working days	90/100%	76/100%	80/100%	80/100%
G2	# of walk-in customers	12,940	10,475	14,000	14,000
G2	# of permits issued or approved	3,057	2,172	3,300	3,300
G2	# of calls processed <sup>1</sup>	31,307	26,550	40,000	40,000
G2	Total fees received (millions)	\$2.5	\$2.8	\$2.7	\$2.8

Notes: 1. The increase in estimated telephone calls processed in FY2016 and FY2017 is reflective of an improved economy, which has caused an increased level of development activity and permits issued via the County’s automated processes.

## Permit &amp; Code Services (121-423-537)

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	421,771	395,584	396,170	-	396,170	410,393
Operating	20,204	34,862	31,037	50,000	81,037	81,037
Transportation	3,935	4,805	4,318	-	4,318	4,318
<b>Total Budgetary Costs</b>	<b>445,909</b>	<b>435,251</b>	<b>431,525</b>	<b>50,000</b>	<b>481,525</b>	<b>495,748</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
121 Development Services & Environmental Management Fund	445,909	435,251	431,525	50,000	481,525	495,748
<b>Total Revenues</b>	<b>445,909</b>	<b>435,251</b>	<b>431,525</b>	<b>50,000</b>	<b>481,525</b>	<b>495,748</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Code Compliance Supervisor	1.00	0.75	0.75	-	0.75	0.75
Director of Permit & Code Services	0.75	0.75	0.75	-	0.75	0.75
Senior Compliance Specialist	2.00	2.00	2.00	-	2.00	2.00
Compliance Board Coordinator	0.80	0.50	0.25	-	0.25	0.25
Permit Processing Supervisor	0.50	0.25	0.25	-	0.25	0.25
Permit Technician	1.00	0.50	0.75	-	0.75	0.75
Administrative Associate V	0.61	0.61	0.50	-	0.50	0.50
Administrative Associate III	0.61	0.50	0.50	-	0.50	0.50
Administrative Associate IV	0.61	0.61	0.50	-	0.50	0.50
<b>Total Full-Time Equivalents (FTE)</b>	<b>7.88</b>	<b>6.47</b>	<b>6.25</b>	<b>-</b>	<b>6.25</b>	<b>6.25</b>

The major variances for the FY 2017 Permit & Code Services budget are as follows:

## Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, workers' compensation rates, health insurance premium rates at 7%, and funding for performance raises in a range of 0%–5% based on a 3% average; offset by decreases in worker's compensation rates.
2. To more efficiently intake and issue permits in FY16, a new Permit Technician Position was added with split funding between Building Plans Review and Inspection. This position is funded by fees and was added to manage the increase in permitting workload. This position is split funded (.75) with Building Plans Review and Inspection and (.25) in Permit & Code Services during FY16.
3. The budget proposal increase includes the allocation of \$50,000 to support abatement of structures declared to be a public nuisance.

## Decreases to Program Funding:

1. Transportation costs related to vehicle insurance, maintenance, and fuel in the amount of \$487.

**DS Support Services (121-424-537)**

<p>Goal</p>	<p>The goal of the Division of Support Services is to provide the administrative direction and support necessary to enable the Department to serve the public, governmental entities, and the development and environmental communities by managing growth and protecting the natural environment through public information and assistance, development review and permitting activities, and other compliance related services consistent with all applicable County and State plans, regulations, and policies.</p>
<p>Core Objectives</p>	<ol style="list-style-type: none"> <li>1. Provide department-wide direction, coordination, and support to divisions and programs.</li> <li>2. Provide administrative coordination and support for agenda, budget, personnel, training, property, and other such reports.</li> <li>3. Act as liaison between the public and Department staff regarding scheduling, meetings, correspondence, public records requests, etc.</li> <li>4. Provide the initial point of contact for the public and other governmental entities in their requests for information and reservation of the Renaissance Center’s 2nd floor meeting room.</li> <li>5. Provide the initial point of contact for the public, Department staff, and other governmental staff in their request for building, code compliance, development review, or environmental records.</li> <li>6. Provide staffing for DSEM related Board-appointed citizen’s committees, including recording the proceedings, taking minutes, and maintaining files.</li> <li>7. Act as liaison between the public and the Clerk of Courts Office regarding electronic recording of DSEM documents.</li> </ol>
<p>Statutory Responsibilities</p>	<p>Chapter 119, Florida Statutes (Florida Public Records Law); Leon County Code of Laws Chapter 10 (Land Development Code), Chapter 6 (Code Enforcement), Chapter 14 (Public Nuisances); Countywide Minimum Environmental Standards Regulations (Environmental Management Act); Florida Statutes Chapter 162 (Code Enforcement Board); Florida Building Code; and other BCC-adopted plans and implementing policy and procedures manuals.</p>
<p>Advisory Board</p>	<p>County's Contractor Licensing and Examination Board; Code Enforcement Board; Board of Adjustment and Appeals; Development Review Committee; Development Support and Environmental Management Citizens' User Group; Tallahassee-Leon County Planning Commission; Science Advisory Committee.</p>

**DS Support Services (121-424-537)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	333,843	316,582	299,897	-	299,897	309,911
Operating	13,894	30,695	30,695	-	30,695	30,695
<b>Total Budgetary Costs</b>	<b>347,736</b>	<b>347,277</b>	<b>330,592</b>	<b>-</b>	<b>330,592</b>	<b>340,606</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
121 Development Services & Environmental Management Fund	347,736	347,277	330,592	-	330,592	340,606
<b>Total Revenues</b>	<b>347,736</b>	<b>347,277</b>	<b>330,592</b>	<b>-</b>	<b>330,592</b>	<b>340,606</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director Development Support & Environmental Management	0.85	0.85	0.75	-	0.75	0.75
Records Manager	0.61	0.50	0.50	-	0.50	0.50
Administrative Associate V	1.61	1.61	1.36	-	1.36	1.36
Senior Administrative Associate II	0.85	0.85	0.75	-	0.75	0.75
<b>Total Full-Time Equivalents (FTE)</b>	<b>3.92</b>	<b>3.81</b>	<b>3.36</b>	<b>-</b>	<b>3.36</b>	<b>3.36</b>

The major variances for the FY 2017 DS Support Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%–5% based on a 3% average; offset by decreases in workers compensation rates.

**Decreases to Program Funding:**

Personnel costs decreased related to an adjustment or position funding splits with the Building Plans Review & Inspection Division following an internal review of associated workload activity causing a decrease totaling \$16,685.

### Building Plans Review & Inspection (120-220-524)

<b>Goal</b>	The goal of the Building Plans Review and Inspections Division is to ensure that built environments are safe, accessible and energy efficient through compliance with all applicable construction codes, plans review, inspections, the use of automated technologies and continuing staff development.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Review building plans and permit applications for all proposed new construction, renovated or altered structures, both public and private, to ensure compliance with the Florida Building Codes, all state-mandated construction laws, and the County's Floodplain Management Ordinance.</li> <li>2. Review building foundation plans for all proposed manufactured housing permits to ensure compliance with the State Department of Motor Vehicles requirements.</li> <li>3. Inspection of all new construction, renovated or altered structures, both public and private, to ensure compliance with the Florida Building Codes, all state-mandated construction laws and the County's Floodplain Management Ordinance.</li> <li>4. Inspect building foundation systems of all manufactured housing to ensure compliance with the State Department of Motor Vehicles requirements.</li> <li>5. Provide daily, on demand building plans review and inspection service advisor assistance to the public.</li> <li>6. Provide the Board upon request with recommendations and professional assistance regarding all matters relating to building plans review and approval, construction regulation and building inspection.</li> <li>7. Provide staffing to the Leon County Code Enforcement, Contractors' Licensing, and Examination Board, and the Board of Adjustment and Appeals.</li> <li>8. Division Director participates on the COOP Planning Team and serves as Facilities Manager.</li> </ol>
<b>Statutory Responsibilities</b>	101 Life Safety Code - F.S., Chapter 633.025; Florida Mechanical Code - Leon County Code of Laws, Section 5-(151 - 153); Florida Plumbing Code; & F.S., Chapter 553.01 - 553.14; National Electrical Code; & F.S., Chapter 553.15 - 553.23; Florida Gas Code; Florida Building Code: & F.S., Chapter 553.73; Florida Energy Code - F.S., Chapter 553.900 - 553.975; Florida Americans With Disabilities Act - F.S., Chapter 553.45 - 553.495; Zoning Code - (LCCOL), Section 10-(836 - 837); Contractor Licensing; Swimming Pool Code; Florida/County Mobile Homes Installation - (LCCOL), Section 5-(166 - 175); F.S., Administrative Rule, Chapter 15C-1.10; Floodplain Management; Sign Code - (LCCOL), Section 10-(1801 - 1830); Florida Fire Code; F.S., Chapter 633.025; Section 10-362; Florida Construction Lien Laws - F.S., Chapter 713.135; Funding of the Building Code Administrators and Inspectors Board, F.S. Chapter 468.631; Funding of the Florida Building Commission, F.S. Chapter 553.721; Mandatory Building Inspector Certification - F.S., Chapter 468.601-468.633, Carbon Monoxide Detection by Occupancy- F.S., Chapter 509.211
<b>Advisory Board</b>	Leon County Contractor Licensing and Examination Board; Code Enforcement Board; Board of Adjustment and Appeals

Benchmarking							
Priorities	Permit Review & Time Frames <sup>1</sup>	Single Family			Commercial		
		Total Days	Applicant	Staff	Total Days	Applicant	Staff
G2	2013 Actual	27	19	8	54	45	9
G2	2014 Actual	21	12	9	32	14	18
G2	2015 Actual	28	21	7	44	33	11
G2	2016 Estimate	28	21	7	45	35	10
G2	2017 Estimate	28	21	7	44	34	10

Notes:  
 1. Review times are based on calendar days and include both staff and applicant/consultant holding periods. Building, Environmental, and Septic permit applications are reviewed concurrently.

**Building Plans Review & Inspection (120-220-524)**

Performance Measures					
Priorities	Performance Measures	FY 2014 Actual	FY 2015 Actual	FY 2016 Estimates <sup>1</sup>	FY 2017 Estimates <sup>2</sup>
G2	# of building inspections performed	15,843	15,274	13,850	16,700 <sup>3</sup>
G2	# of miles between each inspection	12	12	13	12
G2	Average minutes per inspection on construction site	18	23	17	25
G2	% of inspections completed on time	100%	100%	100%	100%
G2	# of plans reviews completed and permits issued	5,115	4,515	3,842	4,452 <sup>4</sup>
G2	% of permit requests completed within 30 days	100%	100%	100%	100%
G2	Building inspections per day per inspector	11	9	10	10

- Notes:
1. 2016 estimates are based on actuals through first six months of fiscal year 2015; however, it should be noted that permit requests have historically increased during the second half of the fiscal year (spring & summer).
  2. 2017 estimates based on actuals through first four months of fiscal year 2016.
  3. The increase in this figure compared to the FY 16 estimate is the result of estimating the actuals through the first four months of FY16.
  4. This figure is the result of estimating actuals through the first four months of FY16, which reflects a slight increase from the FY16 estimate. The # of plan reviews performed and the # of plan reviews completed per day were removed from this year's performance measures and instead have been combined with number of permits issued, given that all building permits issued will have had plans review. Once the new Accela permitting software is implemented later in FY17, the ability to create a report to track plan reviews will be in place.

**Building Plans Review and Inspection (120-220-524)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,028,886	1,330,657	1,528,530	-	1,528,530	1,579,839
Operating	31,747	78,002	66,586	-	66,586	66,586
Transportation	31,110	32,398	30,887	-	30,887	30,887
Capital Outlay	-	-	-	3,000	3,000	3,000
<b>Total Budgetary Costs</b>	<b>1,091,743</b>	<b>1,441,057</b>	<b>1,626,003</b>	<b>3,000</b>	<b>1,629,003</b>	<b>1,680,312</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
120 Building Inspection	1,091,743	1,441,057	1,626,003	3,000	1,629,003	1,680,312
<b>Total Revenues</b>	<b>1,091,743</b>	<b>1,441,057</b>	<b>1,626,003</b>	<b>3,000</b>	<b>1,629,003</b>	<b>1,680,312</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director Development Support & Environmental Management	0.15	0.15	0.25	-	0.25	0.25
Director of Building Plans Review & Inspection	1.00	1.00	1.00	-	1.00	1.00
Building Plans Review Administrator	1.00	1.00	1.00	-	1.00	1.00
Code Compliance Supervisor	-	0.25	0.25	-	0.25	0.25
Plans Examiner	2.00	3.00	2.00	-	2.00	2.00
Senior Plans Examiner	1.00	-	1.00	-	1.00	1.00
Director of Permit & Code Services	0.25	0.25	0.25	-	0.25	0.25
Records Manager	0.39	0.50	0.50	-	0.50	0.50
Senior Combination Inspector	3.00	3.00	2.00	-	2.00	2.00
Combination Inspector	3.00	3.00	5.00	-	5.00	5.00
Building Inspection Supervisor	1.00	1.00	1.00	-	1.00	1.00
Compliance Board Coordinator	0.20	0.50	0.75	-	0.75	0.75
Records Technician	-	1.00	1.00	-	1.00	1.00
Permit Processing Supervisor	0.50	0.75	0.75	-	0.75	0.75
Permit Technician	1.00	1.50	2.25	-	2.25	2.25
Administrative Associate V	0.78	0.78	1.14	-	1.14	1.14
Administrative Associate III	0.39	0.50	0.50	-	0.50	0.50
Administrative Associate IV	0.39	0.39	0.50	-	0.50	0.50
Senior Administrative Associate II	0.15	0.15	0.25	-	0.25	0.25
<b>Total Full-Time Equivalents (FTE)</b>	<b>16.20</b>	<b>18.72</b>	<b>21.39</b>	<b>-</b>	<b>21.39</b>	<b>21.39</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Building Inspection OPS	1.00	-	-	-	-	-
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

The major variances for the FY 2017 Building Plans Review and Inspection budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%–5% based on a 3% average; offset by decreases in worker's compensation rates.
2. During FY16, a new Permit Technician Position was added with split funding between Building Plans Review and Inspection. This position is funded by fees and was added to manage the increase in permitting workload.
3. Budget proposal increase is for computer equipment for inspector's vehicles and for computer operating supplies totaling \$3,000.

**Decreases to Program Funding:**

1. \$11,416 decrease resulting in Communications, Phone System, and Vehicle Coverage.
2. Transportation costs related to vehicle insurance, maintenance, and fuel, in the amount of \$1,511.

**Environmental Services Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,452,392	1,535,721	1,601,380	-	1,601,380	1,654,678
Operating	19,787	45,674	44,424	-	44,424	44,424
Transportation	28,113	34,320	31,388	-	31,388	31,388
<b>Total Budgetary Costs</b>	<b>1,500,292</b>	<b>1,615,715</b>	<b>1,677,192</b>	<b>-</b>	<b>1,677,192</b>	<b>1,730,490</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
DEP Storage Tank (125-866-524)	146,539	161,533	166,047	-	166,047	171,021
Environmental Services (121-420-537)	1,353,753	1,454,182	1,511,145	-	1,511,145	1,559,469
<b>Total Budget</b>	<b>1,500,292</b>	<b>1,615,715</b>	<b>1,677,192</b>	<b>-</b>	<b>1,677,192</b>	<b>1,730,490</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
121 Development Services & Environmental Mgmt. Fund	1,353,753	1,454,182	1,511,145	-	1,511,145	1,559,469
125 Grants	146,539	161,533	166,047	-	166,047	171,021
<b>Total Revenues</b>	<b>1,500,292</b>	<b>1,615,715</b>	<b>1,677,192</b>	<b>-</b>	<b>1,677,192</b>	<b>1,730,490</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Environmental Services	14.00	15.00	15.00	-	15.00	15.00
DEP Storage Tank	2.00	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalent (FTE)</b>	<b>16.00</b>	<b>17.00</b>	<b>17.00</b>	<b>-</b>	<b>17.00</b>	<b>17.00</b>



**Environmental Services (121-420-537)**

<b>Goal</b>	The goal of the Division of Environmental Services is to provide high quality technical and scientific permitting and review services to the public and to disseminate environmental information to the public and government agencies in support of environmental protection efforts.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Review development proposals, including permit applications, site and development plans and pre-application requests for compliance with the Environmental Management Act and sound environmental management practices.</li> <li>2. Conduct environmental analysis for rezoning, subdivisions, site plans, and other proposed activities to ensure identification and mitigation of environmentally sensitive areas (ESA) and other regulatory constraints.</li> <li>3. Provide technical support and recommendations on environmental policy, land use, permitting, and related management decisions to the Planning Commission, Board of Adjustment and Appeals, the Board of County Commissioners, and other County, City and State agencies.</li> <li>4. Inspect permitted new construction and development activity for code compliance and consistency with permitted plans.</li> <li>5. Implement the stormwater facility maintenance and operating permit program.</li> <li>6. Provide walk-in client assistance through the environmental service advisor rotation in the research, interpretation, information gathering, or generally directing the client to the appropriate resource or agency.</li> <li>7. Implement single family permit reviews, including flood letter review, Board mandated flood indemnification declaration, compliance with master permit and plat, tree protection, erosion and sedimentation control, protection of features and lot-to-lot drainage issues.</li> <li>8. Perform inspections and resolution of code violations with possible Code Enforcement Board involvement, such as non-permitted development activities, junk and mowing ordinance violations.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapter 163; the Comprehensive Plan; Florida Statutes, 403.0885(NPDES); Florida Statutes 403.0891; Environmental Management - Leon County Code of Laws; Chapter 10 "Environmental Management Act"; Leon County Code of Laws; Chapter 14 "Junk and Litter"; Leon County Code of Laws; Chapter 6 and Florida Statutes, Chapter 162 "Code Enforcement Board"
<b>Advisory Board</b>	Tallahassee-Leon County Planning Commission; Board of Adjustment and Appeals; Code Enforcement Board; Science Advisory Committee; Water Resources Committee; Canopy Road Citizen's Committee

Benchmarking										
Priorities	Permit Review Time Frames <sup>1</sup>	Natural Feature Inventory			Environmental Impact Analysis			Environmental Permits		
		Total Days	Applicant	Staff	Total Days	Applicant	Staff	Total Days	Applicant	Staff
G2	FY 2013 Actual	29	14	15	23	16	7	64	56	8
G2	FY 2014 Actual	31	19	12	N/A <sup>2</sup>	N/A <sup>2</sup>	N/A <sup>2</sup>	88	74	14
G2	FY 2015 Actual	31	16	15	N/A <sup>2</sup>	N/A <sup>2</sup>	N/A <sup>2</sup>	28	19	9
G2	FY 2016 Estimate	32	18	14	N/A <sup>2</sup>	N/A <sup>2</sup>	N/A <sup>2</sup>	29	21	8
G2	FY 2017 Estimate	32	18	14	N/A	N/A	N/A	29	21	8

Notes:  
 1. Review times are based on calendar days and include both staff and applicant/consultant holding periods.  
 2. There were no EIAs for this fiscal year due to applicants opting for the final design plan review track versus the conceptual design plan review track. The final design plan track provides concurrent review of the site plan and environmental permit, thereby reducing the overall associated review timeframes.

**Environmental Services (121-420-537)**

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
EN2	# of Natural Features Inventory application reviews	41	64	48	50
EN2	# of site plan reviews (environmental impacts)	112	124	116	122
EN1	# of stormwater operating permits reviews	22	25	28	28
G2	# of environmental service advisor clients	1,767	1,609	1,400	1,470
EN2	# of single family lot Environmental Permit Application reviews	479	588	747	784
EN1	# of stormwater operating permit renewals completed within the 3-year renewal cycle <sup>1</sup>	203	234	217	228
EN1	# of environmental compliance inspections completed on an annual basis consistent with established guidelines	7,577	8,070	7,500	7,875
EN2	# of Environmental Management Act permits issued within the time frame designated by Ordinance <sup>2</sup>	73	99	87	91
EN1	# of Science Advisory Committee meetings administered	9	9	9	9

Notes:

1. Operating permit renewals are a function of the three-year renewal cycle and are uneven from year to year.
2. FY 2016 and FY 2017 estimates are based on actual through the second quarter of FY 2016.

**Environmental Services - Environmental Services (121-420-537)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,309,107	1,385,750	1,446,136	-	1,446,136	1,494,460
Operating	18,845	39,585	38,335	-	38,335	38,335
Transportation	25,801	28,847	26,674	-	26,674	26,674
<b>Total Budgetary Costs</b>	<b>1,353,753</b>	<b>1,454,182</b>	<b>1,511,145</b>	<b>-</b>	<b>1,511,145</b>	<b>1,559,469</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
121 Development Services & Environmental Management Fund	1,353,753	1,454,182	1,511,145	-	1,511,145	1,559,469
<b>Total Revenues</b>	<b>1,353,753</b>	<b>1,454,182</b>	<b>1,511,145</b>	<b>-</b>	<b>1,511,145</b>	<b>1,559,469</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director of Environmental Services	1.00	1.00	1.00	-	1.00	1.00
Senior Environmental Engineer	2.00	2.00	3.00	-	3.00	3.00
Environmental Inspection Supervisor	1.00	1.00	1.00	-	1.00	1.00
Environmental Review Supervisor	1.00	1.00	1.00	-	1.00	1.00
Environmental Compliance Specialist	5.00	5.00	5.00	-	5.00	5.00
Stormwater Senior Design Analyst	1.00	1.00	1.00	-	1.00	1.00
Senior Environmental Compliance Specialist	1.00	1.00	1.00	-	1.00	1.00
Environmental Review Specialist	-	.00	1	-	-	-
Environmental Review Biologist	1.00	1.00	1.00	-	1.00	1.00
Senior Environmental Review Biologist	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalent (FTE)</b>	<b>14.00</b>	<b>15.00</b>	<b>15.00</b>	<b>-</b>	<b>15.00</b>	<b>15.00</b>

The major variances for the FY 2017 Environmental Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, workers' compensation rates, health insurance premium rates at 7%, and funding for performance raises in a range of 0%–5% based on a 3% average; offset by decreases in workers compensation rates.
2. Reclassification of a vacant Environmental Review Specialist position to a Senior Environmental Engineer, approved by the Board during FY16. This position was reclassified to ensure appropriate staffing associated with the increase in permitting activity.

**Decreases to Program Funding:**

1. Operating expenses decreased a total of \$1,250 resulting in decrease in Communications/Phone system.
2. Transportation costs related to vehicle insurance, maintenance, and fuel, in the amount of \$2,173.

**DEP Storage Tank (125-866-524)**

<b>Goal</b>	The goal of the Department of Environmental Protection Storage Tank Program is to effectively and efficiently implement the Florida Department of Environmental Protection's Storage Tank Contract in a customer sensitive manner.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Perform annual compliance inspections of registered petroleum storage tank facilities in Leon, Gadsden and Wakulla Counties.</li> <li>2. Perform installation inspections of new petroleum equipment at new and existing facilities.</li> <li>3. Perform site inspections for tank removals and abandonments.</li> <li>4. Investigate and report on petroleum discharges, leaks, non-registered tanks and other code violations, and initiate enforcement actions as appropriate.</li> <li>5. Provide assistance to citizens and consultants concerning petroleum storage tanks.</li> <li>6. Orientate new DEP/Office of General Counsel Storage Tank employees on tank inspections, closures, and installations in Leon, Gadsden and Wakulla Counties.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapter 376.3071 "Petroleum Storage Tank Section"; Florida Administrative Code, Chapter 62-761; Aquifer Recharge Element of Comp Plan, Policy:1.1.5
<b>Advisory Board</b>	N/A

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimates	FY 2017 Estimates
EN1	% of regulated facilities inspected with Leon County	100%	100%	100%	100%
G2	% of requests for customer assistance responded to within contract guidelines	100%	100%	100%	100%
EN1	% of regulated facilities inspected in Wakulla and Gadsden Counties <sup>1</sup>	53%	50%	50%	50%

Notes:  
 1. The regional program includes Gadsden and Wakulla Counties which began in FY12 with contractual obligations that require these facilities to be inspected once every two years.

**Environmental Services - DEP Storage Tank (125-866-524)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	143,285	149,971	155,244	-	155,244	160,218
Operating	942	6,089	6,089	-	6,089	6,089
Transportation	2,312	5,473	4,714	-	4,714	4,714
<b>Total Budgetary Costs</b>	<b>146,539</b>	<b>161,533</b>	<b>166,047</b>	<b>-</b>	<b>166,047</b>	<b>171,021</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
125 Grants	146,539	161,533	166,047	-	166,047	171,021
<b>Total Revenues</b>	<b>146,539</b>	<b>161,533</b>	<b>166,047</b>	<b>-</b>	<b>166,047</b>	<b>171,021</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Environmental Compliance Specialist	1.00	1.00	1.00	-	1.00	1.00
Senior Environmental Compliance Specialist	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

The major variances for the FY 2017 DEP Storage Tank budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%–5% based on a 3% average; offset by decreases in workers compensation rates.

**Decreases to Program Funding:**

1. Transportation costs related to vehicle insurance, maintenance, and fuel, in the amount of \$759.

**Development Services (121-422-537)**

<b>Goal</b>	To guide and support the development of sustainable communities through the adopted policies of the Comprehensive Plan and development standards of the Land Development Code, while ensuring and promoting the quality of life for all citizens of Leon County Florida.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Continue to provide address assignments, including street naming and renaming, to new construction as well as address verification to redevelopment activities.</li> <li>2. Provide comprehensive and timely analysis of new development and redevelopment activities requiring site and development plan review.</li> <li>3. Complete the review of exempt subdivisions and other exempt processes within established minimum time-frames.</li> <li>4. Issue zoning letters, Permitted Use Verifications and Residential Compliance Certificates in a timely manner providing guidance and notification to property owners and the development community for proposed development activities.</li> <li>5. Review all new construction permits to ensure compliance with the applicable zoning and development standards.</li> <li>6. Provide assistance to the Board of Adjustment and Appeals in review of requests for variances to development standards or appeals of determinations made by DSEM.</li> <li>7. Enhance customer service delivery by streamlining procedural requirements and revising or updating the applicable provisions of the Leon County Land Development Code.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapters 163 and 380; Florida Administrative Codes 9J-2, 9J-5, 9J-10, 9J-11; and 28-24, the Tallahassee-Leon County Comprehensive Plan; Leon County Code of Laws, Chapter 10 (Land Development Code); Bradfordville Sector Plan; and other BCC-Tentative plans and implementing policy and procedures manuals
<b>Advisory Board</b>	Board of Adjustment and Appeals; Development Review Committee; Development Support and Environmental Management Citizens' User Group; Code Enforcement Board; Parking Standards Committee; Leon County/City of Tallahassee Addressing Steering Committee; Tallahassee-Leon County Planning Commission

Benchmarking				
Priorities	Site Plans Types→	Mean time for review of ASAP <sup>1</sup> , Limited Partition, and Type A, B, C, D applications		
	Fiscal Year↓	Total Days <sup>2</sup>	Applicant <sup>2</sup>	Staff <sup>2</sup>
G2	2013 Actual	82	56	26
G2	2014 Actual	142	105	37 <sup>3</sup>
G2	2015 Actual	138	101	37
G2	2016 Estimate	66	34	32
G2	2017 Estimate	65	35	30

- Notes:
1. Administrative Streamlined Process (ASAP) was a process implemented in FY2010. This review process includes minor site plan reviews that require significantly fewer days to complete, resulting in a lower combined mean time for review. ASAP applications represented a majority of the total number of site plans approved during FY2015.
  2. Review times are based on calendar days. "Applicant" refers to # of days that the applicant was responsible for making corrections to the plan; "Staff" refers to # of days that staff spent reviewing the plan.
  3. The increase in staff time in FY14 was due to the increase in the average number of resubmittals (3-4) for all the development applications received.
  4. The decrease in time in 2016 was likely the result of significantly more ASAP submittals which require less processing time thus impacting the overall benchmark times.

**Development Services (121-422-537)**

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
Q6, G2	# of all construction address assignments and verifications completed within the permitting and review process as established by County Code <sup>1</sup>	2,056	1,861	3,200	2,028
Q6, EN1-4, G2	# of site and development plan reviews (Limited Partition, ASAP, Type A-D)	37	39	35	50
Q6, EN1-4, G2	# of subdivisions & exempt determinations completed by staff within the applicable time frames as established by Code.	48	69	47	70
Q6, EN1-4, G2	# of Permitted Use Verifications (PUV), Residential Compliance Certificates (RCC) and zoning letters issued within 15 days.	130	164	140	180
EN1-4, Q6	# of zoning compliance determinations issued for residential development	819	946	750	914
EN1-2, Q6, G2	# of Board and Adjustment and Appeals Requests	3	5	2	3
Q6, G2	# of Concurrency Management Certificates issued, small and large projects <sup>2</sup>	22	19	18	25
EC2, EN1-4, G2, Q6	# of Development Agreements & DRI applications reviewed with recommendations provided to the Board	2	2	2	2
EN1-4, Q6, G2	# of Land Development Code amendments by section recommended to the Board for approval <sup>3</sup>	52	16	25	54

- Notes:
1. The decrease in the number of projected address assignments compared to the FY16 estimate is the result of anticipated large-scale residential projects not being approved within the expected timeframe.
  2. Small = development that would generate less than 100 P.M. peak hour auto trips; Large = development that would generate 100 more P.M. peak hour trips.
  3. The increase represents the average number of amendments completed through FY14-15, with the addition of forthcoming changes that are anticipated relating to the sign code in FY17.

**Development Services (121-422-537)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	623,856	715,952	726,916	-	726,916	752,573
Operating	28,494	69,384	68,544	-	68,544	68,544
Transportation	5,510	5,164	4,591	-	4,591	4,591
<b>Total Budgetary Costs</b>	<b>657,859</b>	<b>790,500</b>	<b>800,051</b>	<b>-</b>	<b>800,051</b>	<b>825,708</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
121 Development Services & Environmental Management Fund	657,859	790,500	800,051	-	800,051	825,708
<b>Total Revenues</b>	<b>657,859</b>	<b>790,500</b>	<b>800,051</b>	<b>-</b>	<b>800,051</b>	<b>825,708</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
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	1.00	2.00	2.00	-	2.00	2.00
Addressing Customer Services Technician	1.00	1.00	1.00	-	1.00	1.00
Senior Planner	2.00	2.00	2.00	-	2.00	2.00
Planner I	2.00	1.00	1.00	-	1.00	1.00
Concurrency Management Planner	1.00	1.00	1.00	-	1.00	1.00
Addressing Program Supervisor	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>-</b>	<b>10.00</b>	<b>10.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Part-Time OPS Planning Intern	-	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY2017 Development Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%–5% based on a 3% average; offset by decreases in workers compensation rates.

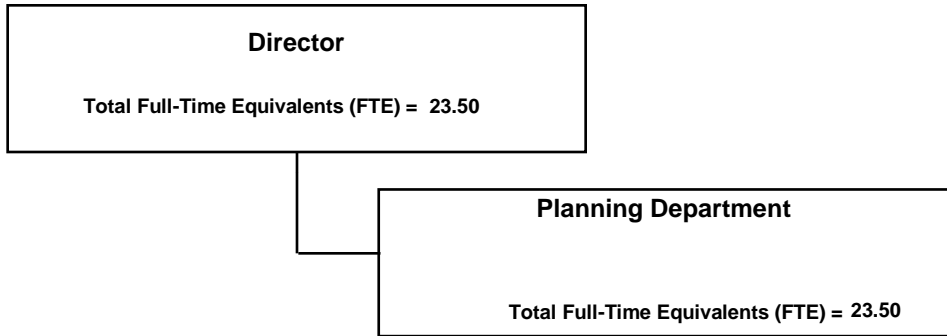
**Decreases to Program Funding:**

1. Decrease in communication costs in the amount of \$840 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.
2. Decrease in transportation costs in the amount of \$573 related to vehicle insurance, maintenance, and fuel.





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## **Executive Summary**

The Department of Planning, Land Management and Community Enhancement (PLACE) section of the Leon County FY 2017 Annual Budget is comprised of the Planning Department. The Planning Department provides expertise and recommendation in the areas of land use and environmental and transportation planning.

Leon County follows an annually updated five-year planning cycle, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Department of PLACE Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

### HIGHLIGHTS

The Planning Department continues to provide technical and administrative support for the Comprehensive Plan amendment process particularly in the areas of long-range land use, environmental and transportation planning, land use administration, as well as the administration of Blueprint 2000.

As part of the FY 2017 budget process, three positions (two Planner II positions and the Planning Research Supervisor position) were moved out of the Planning Department to the Office of Economic Vitality's Research & Analytics Division. The reallocation of these positions represents the new Joint City-County Office of Economic Vitality taking on the role of providing land use and demographic research for the community that was previously fulfilled by the Planning Department. Additionally, the County is contributing \$162,500 for a Mobility Fee study jointly funded with the City of Tallahassee.

# Department of PLACE Business Plan

**Mission Statement**

The mission of the Department of PLACE (Planning, Land Management, and Community Enhancement) is to serve the citizens of Tallahassee and Leon County by providing the City and County Commissions, the Planning Commission, numerous boards, committees, residents and businesses with accurate information, creative solutions, effective planning recommendations and expertise in the areas of long range, land use, environmental and transportation planning.

**Strategic Priorities**

**Economy**

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1) 2012
- Support business expansion and job creation, including: the implementation of the Leon County 2012 Job Creation Action Plan, to include evaluating the small business credit program. (EC2) 2012
- Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (EC4) 2012

**Quality of Life**

- Maintain and enhance our educational and recreational offerings associated with our library, parks and greenway system for our families, visitors and residents. (Q1) 2012
- Enhance and support amenities that provide social offerings for residents and visitors of all ages, including: completing the enhancements to and the programming of the Cascades Park amphitheater. (Q4) 2012
- Support the preservation of strong neighborhoods through appropriate community planning, land use regulations, and high quality provision of services. (Q6) 2012
- Further create connectedness and livability through supporting human scale infrastructure and development, including: enhancing our multimodal districts. (Q7) 2012

**Environment**

- Protect our water supply, conserve environmentally sensitive lands, and safeguard the health of our natural ecosystems, including: adoption of minimum countywide environmental standards. (EN1) 2012
- Promote orderly growth which protects our environment, preserves our charm, maximizes public investment, and stimulates better and more sustainable economic returns. (EN2) 2012

**Governance**

- Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1) Revised 2013
- Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5) (2012)

**Strategic Initiatives**  
October 1, 2012– September 30, 2016

1. Identify revisions to future land uses which expand opportunities to promote and support economic activity. (EC2) 2012	Complete
2. Consider policy to encourage redevelopment of vacant commercial properties. (EC2) 2012	Complete
3. Consider mobility fee to replace concurrency management system. (EN1, EN2) 2012	Ongoing
4. Implement strategies which plan for environmentally sound growth in the Woodville Rural Community including: promoted concentrated commercial development in Woodville. (EN1, EN2, Q5) 2012	Complete
5. Implement strategies which advance parks, greenways, recreational offering, including updated Greenways Master Plan. (EC1, EC4, Q1) 2012	Complete
6. Implement strategies that support amenities which provide social offerings, including: consider construction Cascades Park amphitheatre, in partnership with KCCI. (EC1, EC4, Q4) 2012	Complete
7. Implement design studio. (Q6, Q7) 2012	Complete
8. Implement strategies that preserve neighborhoods and create connectedness and livability, including: implement visioning team. (Q6, Q7) 2012	Complete
9. Develop performance level design standards for Activity Centers. (Q6, Q7) 2012	Complete

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<b>Strategic Initiatives</b> October 1, 2012– September 30, 2016	10. Revise Historic Preservation District Designation Ordinance. (Q6) 2012	Complete	
	11. Develop design standards requiring interconnectivity for pedestrians and non-vehicular access. (Q6,Q7) 2012	Complete	
	12. Establish Bicycle & Pedestrian Advisory Committee and develop bike route system. (Q7) 2012	Complete	
	13. Develop solution to promote sustainable growth inside the Lake Protection Zone. (EN1, EN2, G2) 2013	Complete	
	14. Promote communication and coordination among local public sector agencies involved in multi-modal transportation, connectivity, walkability, and related matters. (Q7, EC1) 2013	Complete	
	15. Support sector planning for the area surrounding Veterans Affairs’ outpatient clinic. (EC1, Q6, Q7) 2014	Complete	
	16. Work with the City to celebrate the opening of Cascade Park. (Q4) 2014	Complete	
	17. Focus on improving Leon County is ranking as a bicycle friendly community. (Q1, EC4) 2014	Complete	
	18. Institute a Sense of Place Initiative for the fairgrounds. (Q4, EC1, EC4) 2014	Complete	
	19. Identify projects that may be advance-funded as part of the Sales Tax extension. (EC1,G5) 2015	Ongoing	
	20. Initiate a comprehensive review and revision to the Land Use Element of the Comprehensive Plan. (Q6, Q7) 2015	Ongoing	
	21. Reformat the existing on-line Comprehensive Plan to modernize its appearance and increase usability. (G1) 2015	Complete	
	22. Evaluate the existing Comprehensive Plan amendment process, and identify opportunities for further streamlining. (G1) 2015	Complete	
	23. Protect the rural character of our Rural Land use category. (Q6, Q7) 2015	Complete	
	24. Work with the City of Tallahassee and Blueprint to implement the Sales Tax extension, including the Economic Development portion. (EC1, G5)	Complete	
	25. Identify design concepts and cost estimates for weatherization of the stage and shade for the permanent seating area with the funding priority being the stage utilizing \$586,692 from the BP settlement. Request the CRA to fund any shortfall related to the weatherization project from the existing \$5.0 million in Tourism Development Tax allocation. These design concepts should also contemplate sound mitigation elements to further alleviate neighborhood concerns. (Q4 EC4) 2016	Ongoing	
	26. Develop a public education campaign on bicycle and pedestrian safety with community partners (Q2, Q7, EN3) 2016	Complete	
	27. As part of the inclusionary housing review being conducted with the Land Use Element rewrite, evaluate potential impediments or opportunities to infill housing development, particularly within the Southern Strategy Area. (Q6, EN2) 2016	Ongoing	
	28. Perform a Sense of Place study for the Miccosukee community. (Q5, EC1) 2016	Ongoing	
	29. Coordinate partners in the creation of a North Monroe Corridor Task Force for the purpose of revitalization. (Q7, EN2, EC1) 2016	Complete	
	<b>Actions</b>	1. Worked with the Community Redevelopment Agency Development Services to identify code requirements that are creating problems for business expansion and development. Initiate code or Comp Plan revisions as needed. (EC1, Q7)	Comp Plan & Land Use Div.
		2. Explored and developed ideas for redevelopment of vacant lots and review redevelopment methods utilized in other states and counties, created a list of options for BCC review. (EC1, Q6)	Comp Plan Div.
		3. Continue development of the mobility fee concept for review by the BCC and City Commissions. (Q7)	Comp Plan Div.
		4. Supported the County’s priority for Woodville development by reviewing the zoning and Comp Plan categories for Woodville area to ensure they promote appropriate growth. Provided a list of results and solutions to the lead department and followed up as required. (Q6, Q7)	Comp Plan & Land Use Div.
		5. Continued review and update of Greenway Master Plan. Seek grants and other funding opportunities to leverage Sales Tax Extension funding. (EC1, Q6, Q7)	Comp Plan Div.

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Actions	6. Amphitheater management plan approved and executed via interlocal agreement on July 11, 2012. (Q4, EC1, EC4)	Blueprint
	7. Completed creation of design studio. (Q6)	Comp Plan Div
	8. Developed guidelines and goals for visioning team, identified the team and began meeting. (Q4, EC1, EC4)	Comp Plan Div.
	9. Board accepted status report on performance level design standards for Activity Centers on September 24, 2013. (Q6, Q7)	Comp Plan & Land Use Div.
	10. Completed rewrite of Historic District Designation Ordinance by June 2013. (Q6, Q7)	Land Use Div.
	11. Completed creation of design standards for interconnectivity for pedestrians and non-vehicular access. (Q1, Q7)	Comp Plan & Land Use Div.
	12. Worked with Public Works Department to identify opportunities for the completion of the bike route system. Presented options for creation of the Bicycle & Pedestrian Advisory Committee to County and City Commissions. (EC1, Q1, Q7)	Comp Plan Div.
	13. Coordinated the adoption of an amendment to the Lake Protection Category to define nodes for higher density development and updating stormwater standards to better protect Lake Jackson water quality. Initiated Comprehensive Plan amendments for properties along Timberlane Road. (EN1, EN2, G2)	Comp Plan Div.
	14. Coordinated with local Chambers of Commerce to get initial input on mobility fee study. Meet with FDOT to discuss mobility fee standards and develop agreed upon development standards. Include City/County Public Works, CRTPA, etc.	Land Use Div.
	15. Developed a report on land uses associated with Veterans' Affairs Clinics around the country and recommended actions for Leon County. (EC1, Q6, Q7)	Land Use Div.
	16. Coordinated the planning of the Cascades Park opening events. (Q4)	Graphics Div. & Blueprint
	17. Worked with Public Works Department to identify opportunities for the completion of the bike route system, and developed a plan to improve cycling in Leon County. (Q1, EC4)	Comp Plan Div.
	18. Held stakeholder meetings to obtain input of the potential of the Fairgrounds and worked with a fairgrounds specialist to develop a market study for future Fairground programming and capital investments. Exploring grants and other funding opportunities to leverage Sales Tax Extension funding. (Q4, EC1, EC4)	Comp Plan Div.
	19. The Intergovernmental Agency approved advanced funding and prioritization strategies at its April 1, 2015 meeting.	Blueprint
	20. Presented outline of possible changes & outreach plan at May 26, 2015 Joint City/County meeting.	Comp Plan Div.
	21. Updated the online Comprehensive Plan for easier reading and general usability and reduced the Comprehensive Plan timeline by eliminating two optional workshops. (G1)	Comp Plan Div.
	22. Reduced the Comprehensive Plan amendment cycle by one month. (G1)	Comp Plan Div.
	23. Coordinated the adoption of an amendment to the Rural Land Use Category to define and protect the unique characteristics of rural areas in Leon County. Updated the Comprehensive Plan definition of the Rural Land Use Category. (Q6, Q7)	Comp Plan Div.
	24. Developed a basic concepts plan to begin implementing the 2020. (EC1, G5)	Blueprint
	25. A. Staff sent a funding request letter to the Community Redevelopment Agency to cover any shortfall related to the weatherization project from the \$5 million Tourist Development Tax allocation. B. Notified Intergovernmental Agency on Board's actions at December 2015 Retreat. C. Developed and issued a Request for Proposals. D. Prepared agenda item to Board on design concepts.	Blueprint
	26. Provided status report on existing bicycle and pedestrian safety resources, results of community listening session, and draft recommendations for core message and dissemination at the Board's April 26, 2016 meeting.	Comp Plan Div.

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<b>Actions</b>	27. A. Board accepted Report on Southside Community Efforts and the Leon County Southside School Project on March 8, 2016.	Comp Plan Div.
	B. Held meetings with a working group to assist in the analysis and update to the Land Use Element. (Q6, Q7, EN2)	
	C. Joint City/County workshop on affordable housing scheduled for October 27, 2016.	
	D. Provided a status report identifying a boundary for the sense of place efforts, established a geographic area for community outreach and involvement, and timeline at the Board's March 8, 2016 meeting.	Comp Plan Div.
E. Presented North Monroe Street Corridor Action and Management Plan to the Board at its June 14, 2016 Budget Workshop.	Comp Plan Div.	
<b>Performance Measures</b>	EC1 # of Land Use Applications Processed, including Site Plans, Text Amendments, Subdivisions, Plats, etc. (City and County)	Page 13-10
	EC1 # of Rezoning, PUDs Reviewed. (County & City)	Page 13-10
	EC1 # of new dwelling units reviewed and/or approved. (City and County)	Page 13-10
	EC1 # of Non-Residential sq. ft. reviewed or approved. (City and County)	Page 13-10
	EC1 # of Sense of Place projects and total staff hours worked. (projects/hours)	Page 13-10
	EC1 # of special projects, including strategic initiatives, and staff hours worked. (projects/hours)	Page 13-10
	EC1 # of GIS Layers Actively Maintained.	Page 13-10



Leon County Fiscal Year 2017 Adopted Budget

Department of PLACE

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	82,820	84,032	181,802	-	181,802	188,038
Operating	16,524	25,000	25,000	-	25,000	25,000
Grants-in-Aid	747,904	826,008	686,625	162,500	849,125	686,625
<b>Total Budgetary Costs</b>	<b>847,247</b>	<b>935,040</b>	<b>893,427</b>	<b>162,500</b>	<b>1,055,927</b>	<b>899,663</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Planning Department	847,247	935,040	893,427	162,500	1,055,927	899,663
<b>Total Budget</b>	<b>847,247</b>	<b>935,040</b>	<b>893,427</b>	<b>162,500</b>	<b>1,055,927</b>	<b>899,663</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	847,247	935,040	893,427	162,500	1,055,927	899,663
<b>Total Revenues</b>	<b>847,247</b>	<b>935,040</b>	<b>893,427</b>	<b>162,500</b>	<b>1,055,927</b>	<b>899,663</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Planning Department	26.00	26.00	23.50	-	23.50	23.50
<b>Total Full-Time Equivalents (FTE)</b>	<b>26.00</b>	<b>26.00</b>	<b>23.50</b>	<b>-</b>	<b>23.50</b>	<b>23.50</b>

**Planning Department (001-817-515)**

<p>Goal</p>	<p>The goal of the Tallahassee-Leon County Planning Department is to provide accurate information, creative and effective planning recommendations, and expertise in the areas of long-range land use, environmental, and transportation planning for the orderly growth of the Leon County and Tallahassee community.</p>
<p>Objectives</p>	<p><b>Management</b></p> <ol style="list-style-type: none"> <li>1. Provides coordination and oversight of all planning functions.</li> <li>2. Ensures administration of the department budget; ensures expenditure levels conform to approved resources.</li> <li>3. Monitors federal and state legislation impacting municipal government planning activities.</li> <li>4. Provides timely and effective planning information and recommendations for the orderly growth of the Tallahassee and Leon County community.</li> </ol> <p><b>Planning Support</b></p> <p>Provides efficient support service activities (GIS, research, mapping, graphics, computer assistance, and publication assistance) to the Planning Department and to City and County governments.</p> <p><b>Administrative Services</b></p> <p>Promotes the efficient and effective administrative services support for the entire department; provides additional resources in understaffed areas; improves use of existing staff and fiscal resources; and promotes effective division and external department coordination.</p> <p><b>Land Use Administration</b></p> <ol style="list-style-type: none"> <li>1. Reviews applications for rezonings, Planned Unit Developments (PUD), Developments of Regional Impact (DRI), and other large-scale developments;</li> <li>2. Processes and reviews site plan development applications, and provides customer service by developing code-compliant design concepts.</li> <li>3. Assists other divisions and departments with the creation and processing of land development regulations for special study areas.</li> <li>4. Reviews County and City development plans.</li> </ol> <p><b>Comprehensive Planning and Urban Design</b></p> <ol style="list-style-type: none"> <li>1. Researches and prepares reports and recommendations for special planning initiatives and urban design studies as directed by the County Commission, City Commission, or State statutes.</li> <li>2. Promotes implementation of the Tallahassee-Leon County Comprehensive Plan through the review of and participation in a variety of projects and through staffing the annual Plan amendment cycle and public participation process.</li> <li>3. Develops and implements long range plans for special study areas, hazard mitigation planning, land acquisition, and transportation and mobility projects, including bike routes and greenway plans.</li> <li>4. Provides coordination for long-range planning projects and issues.</li> <li>5. Prepares and implements special design projects and sense of place action plans.</li> </ol>
<p>Statutory Responsibilities</p>	<p>Florida Statutes: Chapter 163 “Comprehensive Planning”, Chapter 163 “Development Agreements”, Chapter 125, Title 11, Chapter 164 “Municipal Annexations &amp; Contractions”, Chapter 339 “Transportation Planning”, Chapter 427 “Land Acquisition”; Local: Chapter 10, Article II “Local Planning Agency”, Article V “Comprehensive Planning”, Article VI “Concurrency Management”, Article VII “Environmental Management”</p>
<p>Advisory Board</p>	<p>Planning Commission; Local Planning Agency; Canopy Roads Citizens Advisory Board; Water Resources Committee; Urban Design Commission, Local Mitigation Strategy Committee; Blueprint 2000 Citizens Advisory Committee; Joint City/County Bicycle Work Group</p>

**Planning Department (001-817-515)**

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
EC1	# of Land Use Applications Processed, including Site Plans, Text Amendments, Subdivisions, Plats, etc. (City and County)	151	219	130	136
EC1	# of Rezoning, PUDs Reviewed. (County & City)	28	22	35	36
EC1	# of Comp Plan Amendments Analyzed and Processed. (County & City)	16	7	10	11
EC1	# of new dwelling units reviewed and/or approved. (City and County)	945	1,032	816	861
EC1	# of Non-Residential sq. ft. reviewed or approved. (City and County)	474,243	643,826	600,000	630,000
EC1	# of Sense of Place projects and total staff hours worked. (projects/hours)	5/1,054	6/2,000	7/1,500	8/2,000
EC1	# of special projects, including strategic initiatives, and staff hours worked. (projects/hours) <sup>1</sup>	19/ 4,759	5/ 3,000	100/ 12,000	105/ 12,600
EC1	# of GIS Layers Actively Maintained.	7	8	7	8
EC1	# of City and County Commission workshops, meetings or public hearings.	45	30	45	45
EC1	# of Planning Commission Public Hearings.	12	12	12	12
EC1	# of public workshops/Listening sessions/Neighborhood meetings.	16	35	35	36
EC1	# of committee meetings (Ex: Canopy Road, Water Resources, etc.)	23	19	28	25
EC1	# of CONA Meetings.	0	4	6	6
EC1	# of direct mail notices.	5,732	4,719	9,200	9,660
EN1	# of web postings or updates.	143	147	120	126
EC2	# of Newspaper Ads (Average 3 – 5 per month).	37	52	50	52

Notes:  
 1. Associated with number of recent County and County Commission priorities, i.e., the focus to enhance connectivity in the Multimodal District and the update of the Land Use Element.

**Planning Department - Planning Department (001-817-515)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	82,820	84,032	181,802	-	181,802	188,038
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Grants-in-Aid	747,904	826,008	686,625	162,500	849,125	686,625
<b>Total Budgetary Costs</b>	<b>847,247</b>	<b>935,040</b>	<b>893,427</b>	<b>162,500</b>	<b>1,055,927</b>	<b>899,663</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	847,247	935,040	893,427	162,500	1,055,927	899,663
<b>Total Revenues</b>	<b>847,247</b>	<b>935,040</b>	<b>893,427</b>	<b>162,500</b>	<b>1,055,927</b>	<b>899,663</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Planner II	8.00	8.00	6.00	-	6.00	6.00
Urban County Forester II	-	-	1.00	-	1.00	1.00
Planner I	1.00	1.00	1.00	-	1.00	1.00
GIS Coordinator (City)	1.00	1.00	1.00	-	1.00	1.00
Executive Secretary	1.00	1.00	1.00	-	1.00	1.00
Transportation Planner	1.00	1.00	1.00	-	1.00	1.00
Director of PLACE	1.00	1.00	0.50	-	0.50	0.50
Graphics & Mapping Specialist	2.00	2.00	2.00	-	2.00	2.00
Planning Research Supervisor	1.00	1.00	-	-	-	-
Administrative Supervisor	1.00	1.00	1.00	-	1.00	1.00
Secretary IV	3.00	3.00	3.00	-	3.00	3.00
Land Use Planning Administrator	1.00	1.00	1.00	-	1.00	1.00
Community Involvement Planner	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
<b>Total Full-Time Equivalents (FTE)</b>	<b>26.00</b>	<b>26.00</b>	<b>23.50</b>	<b>-</b>	<b>23.50</b>	<b>23.50</b>

Planning Department employees may choose either County or City benefits, which reflects the personnel budget for the FY 2017 budget. The personnel budget was established for 1.5 full time equivalent employees opting for County benefits. The operating budget reflects the County's share of rent for the Planning Department office space. The grants-in-aid portion of the budget includes the County's share of the Planning Department's operating budget. As part of the interlocal agreement for the joint County City Planning Department, the County's share of the Planning Department's budget is 34.2%. This is based on the percentage of Leon County residents living in the unincorporated portions of the County. The total County share of the Planning Department is \$868,427.

The major variances for the FY17 Planning Department budget are as follows:

**Increases to Program Funding:**

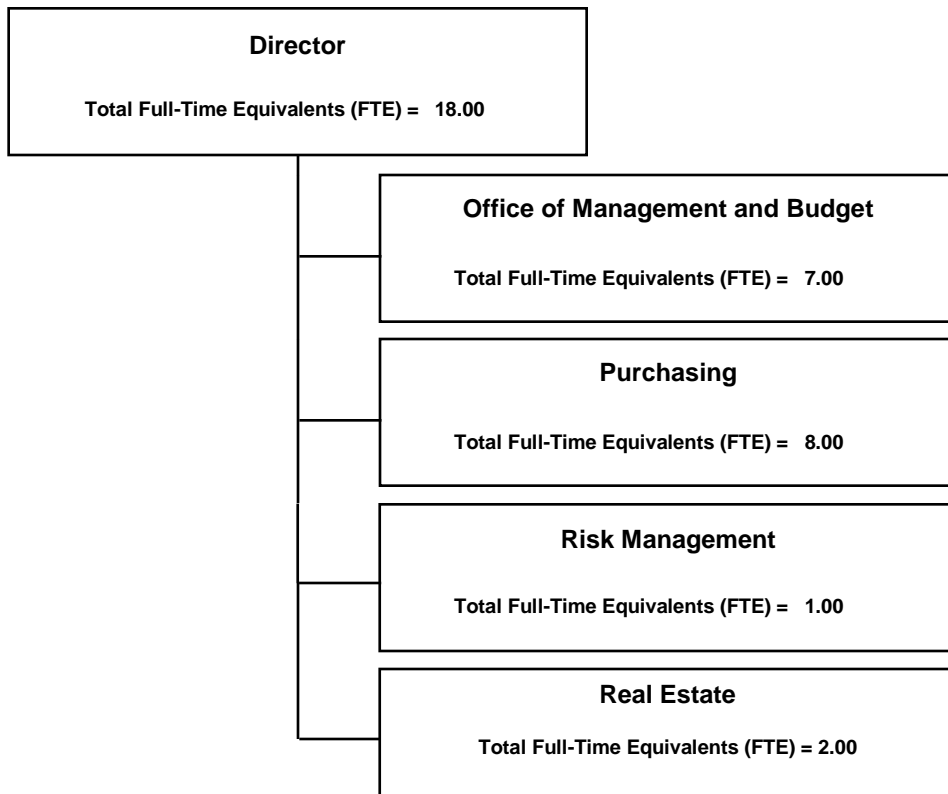
1. Increase of \$74,120 in personnel costs related to the new Director of PLACE (split 50/50 between Blueprint 2000 and Planning) opting for County benefits.
2. Increase of \$162,500 in grants in aid to jointly fund a Mobility Fee study in FY 2017 with the City of Tallahassee, tentatively approved by the Board at the April 26, 2016 Budget Workshop. This increase is offset partially by the new reductions to the County's share of the Planning Department costs, as noted below.

**Decreases to Program Funding:**

1. Reduced the County's share of operations for the joint Planning Department in the amount of \$174,472. Due to the Director of PLACE opting for County benefits, the portion that the County normally pays to the City for operation of the joint Planning Department is reduced. The County's share of operations for the joint Planning Department is further reduced due to the realignment of three Planning positions (two Planner II positions and the Planning Research Supervisor position) to the Office of Economic Vitality's Research & Analytics Division. This reduction in Planning staff is offset by the County Forester being realigned from Cooperative Extension to the Urban Forester Position.



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Office of Management & Budget	14 -8
Purchasing	14 -10
Risk Management	14 -15
Real Estate	14 -17



## **Executive Summary**

The Office of Financial Stewardship section of the Leon County FY 2017 Tentative Budget is comprised of the Office of Management & Budget, Risk Management, Purchasing, and Real Estate.

The Office of Management & Budget provides financial management and guidance to the Board, County Administrator, and other departments. Risk Management manages the County's activities in an effort to minimize total long-term costs associated with accidental losses. Purchasing provides procurement services, contract management, and supplies and commodities for all County departments under the Board. Real Estate provides the management of acquisition and disposition of real property.

On December 9, 2013, the Board approved transitioning its strategic planning to a five-year planning cycle that spans from FY 2012 through FY 2016, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, County Administration as well as the offices therein, created Business Plans communicating the continued alignment of the Board's strategic priorities and initiatives with the office's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the office in measuring outcomes of the Strategic Plan.

### HIGHLIGHTS

The Office of Management & Budget (OMB) developed a balanced Operating and Capital Improvement Program budget on behalf of the County Administrator, as adopted by the Board. The annual Operating and Capital Improvement Program, and Budget in Brief are available on the County's web page. OMB received the Government Finance Officers Association of the U.S. and Canada's Distinguished Budget Award for the 26th consecutive year.

Purchasing continues to successfully administer the competitive solicitation process and coordinate all associated bid awards, proposals, evaluation processes, and contract development. Purchasing also administers the County's Warehouse, E-Payables and Purchasing Card programs.

Real Estate Management continues to lease vacant space in County-owned buildings. They also manage the inventory of County-owned property, process tax deeds, and identify appropriate properties of County and Constitutional Offices' space needs.



Leon County Fiscal Year 2017 Adopted Budget

Office of Financial Stewardship

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,335,872	1,491,075	1,404,803	-	1,404,803	1,451,430
Operating	282,060	411,746	377,206	40,000	417,206	418,466
Transportation	6,658	4,755	2,516	-	2,516	2,516
Grants-in-Aid	63,175	63,175	88,175	-	88,175	88,175
<b>Total Budgetary Costs</b>	<b>1,687,766</b>	<b>1,970,751</b>	<b>1,872,700</b>	<b>40,000</b>	<b>1,912,700</b>	<b>1,960,587</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Office of Management and Budget	755,383	829,170	721,574	-	721,574	742,018
Risk Management	186,433	240,195	240,442	-	240,442	244,073
Purchasing	404,008	496,018	610,599	-	610,599	629,022
Real Estate Management	341,942	405,368	300,085	40,000	340,085	345,474
<b>Total Budget</b>	<b>1,687,766</b>	<b>1,970,751</b>	<b>1,872,700</b>	<b>40,000</b>	<b>1,912,700</b>	<b>1,960,587</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	1,501,333	1,730,556	1,632,258	40,000	1,672,258	1,716,514
501 Insurance Service	186,433	240,195	240,442	-	240,442	244,073
<b>Total Revenues</b>	<b>1,687,766</b>	<b>1,970,751</b>	<b>1,872,700</b>	<b>40,000</b>	<b>1,912,700</b>	<b>1,960,587</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Office of Management and Budget	7.00	7.00	7.00	-	7.00	7.00
Purchasing	6.00	7.25	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
<b>Total Full-Time Equivalents (FTE)</b>	<b>17.00</b>	<b>18.25</b>	<b>19.00</b>	<b>-</b>	<b>19.00</b>	<b>19.00</b>

# Office of Financial Stewardship Business Plan

**Mission Statement**

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

**Strategic Priorities**

**Economy**

- Support business expansion and job creation, including: the implementation of the Leon County 2012 Job Creation Action Plan, to include evaluating the small business credit program. (EC2) 2012
- Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (EC4) 2012
- Promote the local economy by protecting jobs and identifying local purchasing, contracting and hiring opportunities. (EC7) 2013

**Quality of Life**

- Provide essential public safety infrastructure and services which ensure the safety of the entire community. (Q2) 2012
- Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (Q3) rev. 2013
- Enhance and support amenities that provide social offerings for residents and visitors of all ages. (Q4) rev. 2013

**Environment**

- Reduce our carbon footprint, realize energy efficiencies, and be a catalyst for renewable energy, including: solar. (EN4) 2012

**Governance**

- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2) 2012
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County’s Core Practices. (G4) 2012
- Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5) 2012

**Strategic Initiatives**

October 1, 2012 – September 30, 2016

- |  |          |
|--|----------|
| 1. Evaluate opportunities to maximize utilization of Tourism Development taxes and to enhance effectiveness of County support of cultural activities, including management review of COCA (EC4,Q4,G5) 2012 | Complete |
| 2. Fund Sheriff’s operations, containing law enforcement, corrections, emergency management, and enhanced 9-1-1 (Q2) 2012  | Ongoing  |
| 3. Support of Regional Trauma Center (Q3) 2012   | Ongoing  |
| 4. Institute financial self-service module, document management, and expanded web-based capabilities in Banner system (EN4,G2) 2012  | Complete |
| 5. Revise program performance evaluation and benchmarking (G5) 2012  | Complete |
| 6. Maintain a work environment free from the influence of alcohol and controlled illegal substances through measures including drug and alcohol testing (Q2,G4) 2012                                       | Ongoing  |
| 7. Support employee Safety Committee (G4) 2012   | Ongoing  |
| 8. Conduct management reviews (G5) 2012  | Ongoing  |
| 9. Provide and enhance procurement services and asset control (G5) 2012  | Ongoing  |
| 10. Develop an annual balanced budget and Capital Improvement Program (G5) 2012  | Ongoing  |
| 11. Develop financial strategies to eliminate general revenue subsidies for business operations (i.e., Stormwater, Solid Waste and Transportation programs) (G5) 2013                                      | Complete |

Office of Financial Stewardship

**Strategic Initiatives**  
October 1, 2012–  
September 30, 2016

- |   |          |
|---|----------|
| 12. Consider approval of the local option to increase the Senior Homestead Exemption to \$50,000 for qualified seniors (G5) 2012                        | Complete |
| 13. Extend the term of Leon County’s Local Preference Ordinance (EC7) 2013  | Complete |
| 14. Manage and maintain property to support County functions and to meet State mandates for entities such as the Courts. (G5) 2012                      | Ongoing  |
| 15. Implement strategies to maximize grant funding opportunities, including institute Grants Team. (G5) 2012  | Ongoing  |
| 16. Implement strategies to maximize grant funding opportunities, including: develop and institute an integrated grant application structure. (G5) 2012 | Ongoing  |

**Actions**

- |   |                 |
|---|-----------------|
| 1. The COCA management review was presented to the Board at the November 13, 2012 Board meeting. OMB will continue to support Tourist Development regarding accurate revenue forecasts. (EC4, Q4, G5)   | OMB             |
| 2. Provide updated and accurate information to County Administration and the Board of County Commissioners regarding the Sheriff’s funding requests to ensure adequate resources are provided for public safety. (Q2, G5)                                 | OMB             |
| 3. Provide accurate information to County Administration and the Board of County Commissioners regarding funding requests for the Regional Trauma Center including the leveraging of state healthcare grant dollars. (Q3, G5)                             | OMB             |
| 4. Continue participation and interaction with the Banner Team to ensure adequate resources are provided to keep the financial, personnel and financial management system (Banner) operating in the most efficient manner for the organization. (EN4, G2) | Purchasing/OMB  |
| 5. Assist and provide resources to departments and divisions in developing and refining performance measures that provide relevant outcomes that are aligned with the County’s vision, mission and strategic priorities. (G2, G5)                         | OMB             |
| 6. Continue to provide adequate resources to Risk Management and Human Resources in order to continue the necessary alcohol and drug monitoring for employees with commercial drivers licenses and new hires. (Q2)  | Risk Management |
| 7. Continue chairing the County Safety Committee to ensure compliance with adopted safety policies to ensure a safe work environment to reduce injuries and workers’ compensation claims. (Q2, G4)  | Risk Management |
| 8. As requested by the Board of County Commissioners and/or the County Administrator conduct thorough management reviews to ensure the best utilization of County resources and recommend operational efficiencies. (G2,G5)                               | OMB             |
| 9. Monitor procurement process and asset management system to ensure the greatest utilization of county expenditures for services, and make recommendations for improvements when necessary. (G5)   | Purchasing      |
| 10. Ensure the development of the annual budget conforms to the state statutory guidelines, and provide the Board pertinent information at workshops regarding funding requests and available revenues. (G5)  | OMB             |
| 11. Present studies conducted to the Board of County Commissioners on the cost of providing solid waste, stormwater and transportation services, and the charge amount necessary to eliminate the general fund subsidy. (G5)                              | OMB             |
| 12. The Board adopted an ordinance to provide an additional homestead exemption of up to \$249,999 for eligible low-income senior citizens who own and have lived in homesteaded property for 25 years. (G5)  | OMB             |
| 13. The Board adopted an ordinance to extend the provision of the Local Preference Ordinance in relation to bidding of construction services for more than \$250,000. (EC7)   | Purchasing      |
| 14. Provided Board with a status report regarding County-owned real estate. (EC2, Q2)   | Real Estate     |
| 15. Provided a list of County-owned properties appropriate for affordable housing. (G5)   | Real Estate     |

Office of Financial Stewardship

Performance Measures

G2	% of departmental performance measures reviewed	Pg. 14-8
G2	# of program management reviews performed	Pg. 14-8
Q2	% change in workers' compensation claims from prior year	Pg. 14-15
G2	\$ amount of Central Purchasing Office purchases per Central Purchasing FTE	Pg. 14-11
G5	% of bids protests to total solicited bids	Pg. 14-11
G2	% of total dollar value of warehouse issuances equal to operating costs	Pg. 14-13
G5	# of pre-bids meetings held to provide information to potential vendors on County projects	Pg. 14-11
Q2	Total leasable square footage occupied	Pg. 14-18
Q2	% of total leasable square footage occupied	Pg. 14-18

**Office of Management and Budget (001-130-513)**

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide financial management assistance to the County Administrator and other departments.</li> <li>2. Responsible for the development, monitoring, and control of the annual operating budget and capital improvement program.</li> <li>3. Forecast and monitor County revenues.</li> <li>4. Responsible for the County's annual Truth in Millage (TRIM) process.</li> <li>5. Conduct research, fiscal policy analysis for special projects, and management reviews as requested by the County Administrator and Board.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 125 "County Government"; Florida Statute, Chapter 129 "County Annual Budget"; Florida Statute, Chapter 200 "Determination of Millage"
<b>Advisory Board</b>	Financial Investment Advisory Committee; Investment Oversight Committee; Blueprint 2000 Finance Committee

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G5	Net Budget Per Countywide Resident*	1:\$773	1:\$1,302*

\*(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.)

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 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)	96.8%	97.4%	98%	98%
G2	Process budget amendment requests within 2 business days of the next scheduled Board meeting (% is an estimate)	96%	96.1%	100%	100%
G5	Develop and print 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	96%	93%	98%	98%
G2	Percentage of departmental performance measures reviewed	100%	100%	100%	100%
G2	Number of program management analyses performed	0	0	1	1

**Office of Management & Budget (001-130-513)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	614,665	678,725	572,003	-	572,003	591,187
Operating	77,543	87,270	86,396	-	86,396	87,656
Grants-in-Aid	63,175	63,175	63,175	-	63,175	63,175
<b>Total Budgetary Costs</b>	<b>755,383</b>	<b>829,170</b>	<b>721,574</b>	<b>-</b>	<b>721,574</b>	<b>742,018</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	755,383	829,170	721,574	-	721,574	742,018
<b>Total Revenues</b>	<b>755,383</b>	<b>829,170</b>	<b>721,574</b>	<b>-</b>	<b>721,574</b>	<b>742,018</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Budget Manager	-	-	1.00	-	1.00	1.00
Principal Management & Budget Analyst	2.00	2.00	1.00	-	1.00	1.00
Grants Program Coordinator	1.00	-	-	-	-	-
Senior Management & Budget Analyst	1.00	-	-	-	-	-
Director of Office of Financial Stewardship	1.00	1.00	1.00	-	1.00	1.00
Management & Budget Analyst	1.00	3.00	3.00	-	3.00	3.00
Management Analyst	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>-</b>	<b>7.00</b>	<b>7.00</b>

The major variances for the FY 2017 OMB budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. Professional Services in the amount of \$1,223 for the licensing software agreement with GovMax, the County's budgeting software.
3. Reclassification of one Principal Management & Budget Analyst to Budget Manager.

**Decreases to Program Funding:**

1. Personnel costs in the amount of \$106,700. This decrease is associated with the attrition of long-term employees compensated at the higher end of the salary range to new hires starting in the lower end of the salary range.
2. Decrease in communication costs in the amount of \$2,175 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

**Purchasing Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	376,073	461,853	579,579	-	579,579	598,002
Operating	21,277	29,410	28,504	-	28,504	28,504
Transportation	6,658	4,755	2,516	-	2,516	2,516
<b>Total Budgetary Costs</b>	<b>404,008</b>	<b>496,018</b>	<b>610,599</b>	<b>-</b>	<b>610,599</b>	<b>629,022</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Procurement (001-140-513)	296,860	388,087	501,991	-	501,991	516,900
Warehouse (001-141-513)	107,148	107,931	108,608	-	108,608	112,122
<b>Total Budget</b>	<b>404,008</b>	<b>496,018</b>	<b>610,599</b>	<b>-</b>	<b>610,599</b>	<b>629,022</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	404,008	496,018	610,599	-	610,599	629,022
<b>Total Revenues</b>	<b>404,008</b>	<b>496,018</b>	<b>610,599</b>	<b>-</b>	<b>610,599</b>	<b>629,022</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Procurement	4.00	5.25	6.00	-	6.00	6.00
Warehouse	2.00	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>6.00</b>	<b>7.25</b>	<b>8.00</b>	<b>-</b>	<b>8.00</b>	<b>8.00</b>

**Purchasing – Procurement (001-140-513)**

<b>Goal</b>	The goal of the Procurement Program is to provide: 1) timely and professional procurement services to secure requested supplies, services, and commodities at a specified level of quality and at the lowest possible cost, through open and fair competition; 2) provide contract management and compliance services; and 3) an exemplary records and management control program for the tangible personal property of Leon County.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Review all purchasing activity for compliance with Purchasing Policy and applicable state laws.</li> <li>2. Process requisitions and purchase orders and assist departments/divisions with technical information, quotes, and purchasing related requests.</li> <li>3. Obtain price quotes, prepare and receive informal bids, review state and cooperative purchasing contracts for vendor sources and best pricing.</li> <li>4. Provide accounts payable assistance to vendors and staff.</li> <li>5. Prepare, advertise, and receive bids and Requests for Proposals (RFP's), and coordinate the evaluation processes for those bids and RFP's.</li> <li>6. Administer the County procurement card program: provide cardholder training, card management, and audits of card activity.</li> <li>7. Implement and provide contract management services for County-wide services contracts such as uniforms.</li> <li>8. Administer the County property control program: maintain property control records, perform and reconcile property inventory, and provide technical assistance to Property Custodians.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Board of County Commissioners Purchasing and Minority Business Enterprise Policy (revised 10/29/13), Purchasing Card Policy (revised 2/12/13), and Tangible Personal Property Policy (revised 6/13/06); Florida Statute, Chapter 255 "Public Property and Publicly Owned Buildings"; Florida Statute, Chapter 274 "Tangible Personal Property"; Florida Statute, Chapter 287 "Public Procurement."
<b>Advisory Board</b>	None

Benchmarking				
Priorities	Benchmark Data	Leon County	ICMA Mean	ICMA Median
G2, G4	\$ amount of Central Purchasing purchases per Central Purchasing FTE (millions)	\$20.04	\$16.1	\$15.1
G2, G5	% of Purchasing Conducted with Purchasing Card	8.4%	5.32%	2.5%

International City/County Management Association Comparable Performance Measurement 2014

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
G2, G5	% of completed requisitions for purchase orders processed within 2 days of receipt	100%	100%	100%	100%
G2, G4, G5	# of bids/RFPs processed within 45 work days of receipt of request	98%	96%	100%	100%
G2, G5	# of Purchase Orders Issued	2,208	2,389	2,500	2580
G2, G5	\$ Volume of Purchase Orders Issued (millions)	\$67.1	\$58.7	\$75	\$78
G2, G4	\$ Amount of Central Purchasing Office purchases per Central Purchasing FTE (3.35 FTE allocated) (*4.55 for FY17) (millions)	\$20.04	\$16.8	\$22.4	\$17.1*
G2, G5	# of Bids Issued	49	52	55	50
G2, G5	Purchasing Card Volume	\$6,188,716	\$5,642,732	\$6,000,000	\$6,000,000
G5	Purchasing Card Rebate	\$86,642	\$79,000	\$84,000	\$85,000
G2, G5	# of Assets at Year End	7,206	7,472	6,000	7,500
G2, G5	Year End Total Asset Value (millions)	\$55.5	\$58.1	\$57	\$57
G2, G5	# of Surplus Auctions	82	27	25	25
G2, G5	\$ Value of Auction Proceeds	\$183,925	\$419,453	\$200,000	250,000
G2,G5	# of pre-bid meetings held to provide information on County projects to vendors	23	29	40	35
G2,G5	Ratio of bid protests to total solicited bids	1:49	0:52	0:55	0:50



**Purchasing - Procurement (001-140-513)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	275,255	358,419	474,822	-	474,822	489,731
Operating	19,484	26,556	25,648	-	25,648	25,648
Transportation	2,120	3,112	1,521	-	1,521	1,521
<b>Total Budgetary Costs</b>	<b>296,860</b>	<b>388,087</b>	<b>501,991</b>	<b>-</b>	<b>501,991</b>	<b>516,900</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	296,860	388,087	501,991	-	501,991	516,900
<b>Total Revenues</b>	<b>296,860</b>	<b>388,087</b>	<b>501,991</b>	<b>-</b>	<b>501,991</b>	<b>516,900</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director of Purchasing	1.00	1.00	1.00	-	1.00	1.00
MWBE Analyst	-	0.50	-	-	-	-
Purchasing & Contract Admin	1.00	1.00	1.00	-	1.00	1.00
Purchasing Specialist	-	-	1.00	-	1.00	1.00
Purchasing Agent	1.00	1.00	1.00	-	1.00	1.00
Contract Compliance Specialist	-	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	0.75	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>4.00</b>	<b>5.25</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>6.00</b>

The major variances for the FY 2017 Procurement budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. Personnel costs due to the realignment of budget splits for two existing positions. As a result of the merger of the County's and City's economic development functions under the Department of PLACE, the MWBE Analyst and Administrative Associate V positions were realigned with Purchasing.

**Decreases to Program Funding:**

1. Decrease in communication costs in the amount of \$955 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.
2. Reduced Vehicle Coverage costs in the amount of \$1,256.

**Purchasing – Warehouse (001-141-513)**

<b>Goal</b>	The goal of the Warehouse Program is to procure, stock, and issue high turnover type items to facilitate the work routines of County departments.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Issue supplies and materials from the Warehouse.</li> <li>2. Procure materials and supplies for the Warehouse and County customers.</li> <li>3. Provide forklift services for other departments.</li> <li>4. Process purchase requisitions for Fleet Management and Operations Divisions and provide back-up to Procurement as needed.</li> <li>5. Assist County staff with identifying vendors and sourcing needed items.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Board of County Commissioners Purchasing and Minority Business Enterprise Policy (revised 10/29/13) and Tangible Personal Property Policy (revised 6/13/06); Florida Statute, Chapter 274 "Tangible Personal Property"; Florida Statute, Chapter 287 "Public Procurement."
<b>Advisory Board</b>	None

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G2, G5	Inventory Turnover Rate (sales / inventory value)	2.6%	Greater than or equal to 1.5%
G2, G5	Annual inventory loss/gain (to measure operational accuracy)	1.09%	Less than 1.5% +/-

Benchmark Sources: National Institute of Governmental Purchasing, Inc. (NIGP)

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
G2, G5	Cost per issuance	\$6.62	\$6.44	\$6.35	\$7.20
G2, G5	Operational cost % of total dollar value of issuances (expenses / \$ value of issuances)	18.8%	16.5%	18%	20%
G2, G5	# of issuances	14,918	15,340	15,000	15,000
G2, G5	\$ volume of issuances	\$525,905	\$598,705	\$515,000	\$520,000

**Purchasing - Warehouse (001-141-513)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	100,818	103,434	104,757	-	104,757	108,271
Operating	1,793	2,854	2,856	-	2,856	2,856
Transportation	4,538	1,643	995	-	995	995
<b>Total Budgetary Costs</b>	<b>107,148</b>	<b>107,931</b>	<b>108,608</b>	<b>-</b>	<b>108,608</b>	<b>112,122</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	107,148	107,931	108,608	-	108,608	112,122
<b>Total Revenues</b>	<b>107,148</b>	<b>107,931</b>	<b>108,608</b>	<b>-</b>	<b>108,608</b>	<b>112,122</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Materials Management Spec.	2.00	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

The major variances for the FY 2017 Warehouse budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average, offset by decreases in workers compensation rates.

### Risk Management (501-132-513)

<b>Goal</b>	The goal of Risk Management is to provide our customers with courteous and professional services in the risk management area.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Plan, evaluate and identify insurable risks and loss potential, and review current insurance trends and legislation to modify risk coverage.</li> <li>2. Prepare, negotiate and coordinate all the County's insurance programs.</li> <li>3. Directly administer all insurance programs with the exception of employee health coverage.</li> <li>4. Coordinate and participate in all investigations, accidents and injuries that involve County employees on County maintained or owned facilities and/or properties. Review all reported workers' compensation injuries, near accidents and/or misses, over utilization, abuses, and circumstances surrounding all claims and periodically visiting the employee to ascertain their status.</li> <li>5. Maintain, process, and record all insurance or damage claims filed against the County and liaisons with the appropriate insurance carriers.</li> </ol>
<b>Statutory Responsibilities</b>	Title VI of the Civil Rights Act of 1964, Title VII of the Civil Rights Act of 1964; The Americans with Disabilities Act Title I; Vietnam Era Veterans' Readjustment Assistance Act of 1974; Mental Health Parity Act of 1996; Florida Statute, Chapter 110.227 "Suspension, Dismissals, Reduction in Pay, Demotions, Transfers, and Layoffs"; Florida Statute, Chapter 112.313, Code of Ethics, Chapter 440 "Workers' Compensation."
<b>Advisory Board</b>	Board President of the North Florida Safety Council; Leon County Safety Committee; Courthouse Emergency Management Group

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
G5	# of Workers' compensation claims filed	122	141	135	142
G5	# of Safety/Loss prevention training courses conducted	14	16	10	12
G5	# of auto accidents investigated	13	20	15	15
G5	# of Coordinate Safety Committee meetings	12	12	12	12

**Risk Management - Risk Management (501-132-513)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	108,214	106,856	107,288	-	107,288	110,919
Operating	78,219	133,339	133,154	-	133,154	133,154
<b>Total Budgetary Costs</b>	<b>186,433</b>	<b>240,195</b>	<b>240,442</b>	<b>-</b>	<b>240,442</b>	<b>244,073</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
501 Insurance Service	186,433	240,195	240,442	-	240,442	244,073
<b>Total Revenues</b>	<b>186,433</b>	<b>240,195</b>	<b>240,442</b>	<b>-</b>	<b>240,442</b>	<b>244,073</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Risk Manager	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2017 Risk Management budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.

**Decreases to Program Funding:**

1. Decrease in communication costs in the amount of \$185 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

**Real Estate (001-156-519)**

Goal	The goal of the Office of Real Estate Management is the professional management of the County's real estate portfolio including procurement, disposition, leasing and the administration of the county's real property.
Core Objectives	<ol style="list-style-type: none"> <li>1. Develop and maintain a comprehensive inventory of the County's real estate by the utilization of the existing TLC GIS database.</li> <li>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</li> <li>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.</li> <li>4. Work with County staff in recommending and negotiating the most efficient use of space.</li> <li>5. Regularly interact with the assigned County attorney to assists in resolving land use issues related to projects.</li> <li>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.</li> <li>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.</li> <li>8. Work in tandem with Public Works to acquire property rights for capital improvement projects.</li> <li>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.</li> <li>10. Work with the county staff, affordable housing and assigned attorney to ensure that the escheated parcels are placed into use by the county, offered to affordable housing or disposed of in a timely matter to return these properties to the County's Tax Roll as soon as possible.</li> <li>11. Acquire property rights through donations, direct purchases and eminent domain.</li> <li>12. Manage all County owned lease property; prepare and execute all leases for Leon County.</li> </ol>
Statutory Responsibilities	<p>TAX COLLECTIONS, SALES, AND LIENS Chapter 197</p> <ul style="list-style-type: none"> <li>197.502 Application for obtaining tax deed by holder of tax sale certificate; fees.</li> <li>197.512 Notice, form of publication for obtaining tax deed by holder.</li> <li>197.522 Notice to owner when application for tax deed is made.</li> <li>197.532 Fees for mailing additional notices, when application is made by holder.</li> <li>197.542 Sale at public auction.</li> <li>197.552 Tax deeds.</li> <li>197.562 Grantee of tax deed entitled to immediate possession.</li> <li>197.572 Easements for conservation purposes, or for public service purposes or for drainage or ingress and egress survive tax sales and deeds.</li> <li>197.573 Survival of restrictions and covenants after tax sale.</li> </ul>
Advisory Board	None

**Real Estate (001-156-519)**

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
Q2	Total leasable square footage occupied <sup>1</sup>	N/A	16,450	125,886	106,876
Q2	% of total leasable square footage occupied <sup>1</sup>	N/A	71%	90%	77%

Notes:

1. Total leasable square footage of space is 139,132. The Real Estate program is anticipating some larger tenants not renewing their leases; these spaces will need to be re-marketed.

**Real Estate Management - Real Estate Management (001-156-519)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	236,921	243,641	145,933	-	145,933	151,322
Operating	68,795	99,227	84,152	40,000	124,152	124,152
Grants-in-Aid	-	-	25,000	-	25,000	25,000
<b>Total Budgetary Costs</b>	<b>305,716</b>	<b>342,868</b>	<b>255,085</b>	<b>40,000</b>	<b>295,085</b>	<b>300,474</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	305,716	342,868	255,085	40,000	295,085	300,474
<b>Total Revenues</b>	<b>305,716</b>	<b>342,868</b>	<b>255,085</b>	<b>40,000</b>	<b>295,085</b>	<b>300,474</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Real Estate Manager	1.00	1.00	1.00	-	1.00	1.00
Real Estate Specialist	2.00	2.00	2.00	-	2.00	2.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

The major variances for the FY 2017 Real Estate Management budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, a health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. Aids to Private Organizations in the amount of \$25,000. These funds are used to offset the cost to provide broadband Internet at Domi Station for a period of three years. These funds were redirected from future use as the County's portion of the Qualified Targeted Industry "local match."
3. Other Contractual Services in the amount of \$40,000. These funds are used for leasing commission fees for the new broker services agreement.

**Decreases to Program Funding:**

1. Personnel costs in the amount of \$97,700 associated with the Real Estate Manager position. The position is being held vacant. Leon County is currently contracting with a private leasing company to perform this function and will evaluate the need for the Real Estate Manager position during the initial contract period.
2. Operating costs, including Travel & Per Diem, Office Supplies, Publications, Subscriptions, and Training, were all reduced in association with the vacant Real Estate Manager position.
3. Decrease in communication costs in the amount of \$350 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.



**Real Estate Management - Tax Deed Applications (001-831-513)**

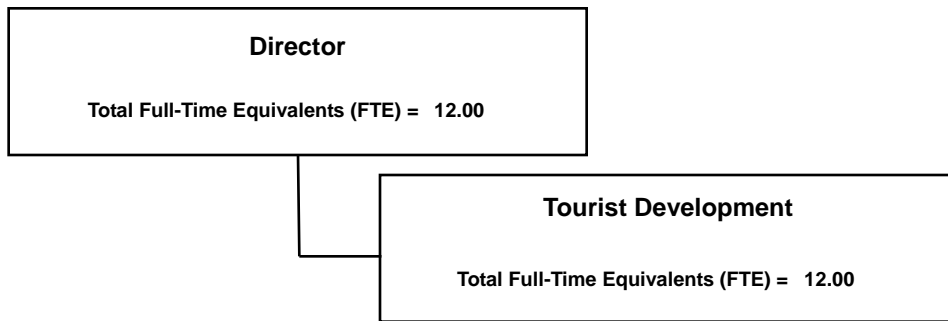
<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	36,226	62,500	45,000	-	45,000	45,000
Total Budgetary Costs	36,226	62,500	45,000	-	45,000	45,000
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	36,226	62,500	45,000	-	45,000	45,000
Total Revenues	36,226	62,500	45,000	-	45,000	45,000

The major variances for the FY 2017 Tax Deed Applications budget are as follows:

Decreases to Program Funding:

1. Operating costs in the amount of \$17,500. This reduction was made due to fewer tax deed applications in FY 2016.

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Council on Culture and Arts – Line Item	15 - 13



## **Executive Summary**

The Office of Tourist Development section of the Leon County FY 2017 Annual Budget is comprised of the Tourist Development Office.

Tourist Development promotes the Tallahassee-Leon County area through tourism advertising, public relations, direct sales, visitor service functions, and marketing research. This office is fully supported by the Tourist Development Tax, also known as the “bed tax”.

On December 9, 2013, the Board approved transitioning its strategic planning to a five-year planning cycle that spans from FY 2012 through FY 2016, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Office of Tourist Development 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 Office in measuring outcomes of the Strategic Plan.

### HIGHLIGHTS

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 Interlocal Agreement, agreed to merge their respective Economic Development offices. Subsequent to the M/WSBE citizens committee meeting it was recommended to include the County and City M/WSBE divisions with the merge. As such, the Office of Tourist Development became its own department.

Tourist Development continued their momentum with its sixth consecutive year of growth in producing economic benefit while promoting Leon County as a visitor destination. This office again set records for bed tax collections and saw record traffic to its redesigned web site. Due to the outstanding success of Apalachee Regional Park and its continued growth as one of the Nation's top cross country venues, the Office of Tourist Development increased its sports bid pool by \$68,000 due to the numerous cross country event scheduled at Apalachee Regional Park in FY17. Additionally, Tourist Development increased the Signature Event Grant Program for multi-day festivals and events by \$175,000. This increase is to ensure historically successful events continue to receive funding and to address an increased number of new applicants requesting signature event grant funding. The FY17 budget also provides an increase in the amount of \$57,687 for advertising and marketing.

The Office of Tourist Development 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. Additionally, FY16 was the first year that Tourist Development provided ¼ cent of the Tourist Development Tax to support COCA's Capital Improvement Matching Grant Program. This program awarded three local organizations with capital improvement grant funding totaling \$249,359.

## Tourist Development Business Plan

**Mission Statement**

The mission of the Leon County Division of Tourism Development is to spearhead and coordinate the tourism related marketing and management of the destination through the coordination of the hospitality industry, local governments and the business community to sustain and grow visitor spending and job creation in the Tallahassee region.

**Strategic Priorities**

**Economy**

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1) 2012
- Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (EC4) 2012

**Quality of Life**

- Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (Q1) Revised 2013
- Enhance and support amenities that provide social offerings for residents and visitors of all ages. (Q4) Revised 2013
- Create senses of place in our rural areas through programs, planning and infrastructure, phasing in appropriate areas to encourage connectedness. (Q5) 2012

**Strategic Initiatives**

October 1, 2011 – September 30, 2016

- |   |          |
|---|----------|
| 1. Implement strategies that promote the region as a year round destination, including: Support VIVA FLORIDA 500 (EC4) 2012   | Complete |
| 2. Implement strategies that promote the region as a year round destination, including: Development Capital Cuisine Restaurant Week (EC4) 2012  | Ongoing  |
| 3. Implement strategies that promote the region as a year round destination, including: Support Choose Tallahassee Initiative (EC4) 2012  | Ongoing  |
| 4. Promote the region as a year round destination through the Fall Frenzy campaign. (EC4) 2012  | Ongoing  |
| 5. Implement strategies that support amenities which provide social offerings, including programming for Cascades Park amphitheater. (Q4,EC4) 2012  | Ongoing  |
| 6. Expand, connect and promote "Trailahassee" and the regional trail system. (Q1,Q5,EC1,EC4) 2013   | Ongoing  |
| 7. Through utilization of \$160,000 in BP settlement funds pursue programming for the Capital City Amphitheater at Cascades Park to include subsidies for two to four concerts over the next two years in order to put on marque events featuring well known headlining artists and events that would otherwise be viewed as cost prohibitive. (Q4, EC4) 2016   | Ongoing  |
| 8. Identify design concepts and cost estimates for weatherization of the stage and shade for the permanent seating area with the funding priority being the state utilizing \$586,692 from the BP settlement. Request the CRA to fund any shortfall related to the weatherization project from the existing \$5.0 million in Tourism Development Tax allocation. These design concepts should also contemplate sound mitigation elements to further alleviate neighborhood concerns. (Q4, EC4) 2016 | Ongoing  |

**Actions**

- |  |   |
|--|---|
| 1. Develop and promote the VIVA Florida Time Capsule event. (EC4)  | Zimmerman Agency, Tourism Stakeholders                        |
| 2. Expand the number of participating establishments and continue to grow the live music component to bring more visibility and visitation for further grow of Capital Cuisine Restaurant Week ("Eat like a Local"). (EC4) | Restaurant/Lodging Assn. ,Tourism Stakeholders, VISIT FLORIDA |
| 3. Marketing the Choose Tallahassee national contest and provide staff support. (EC4)  | Tourism Stakeholders, Zimmerman Agency                        |

Leon County Fiscal Year 2017 Adopted Budget

Tourist Development

	4.	Work with FAMU and FSU to build both content and awareness of the Fall Frenzy campaign and all the many activities associated with football weekends in Leon County; Continue sponsorship arrangements with FAMU and FSU. (EC4)	FSU, IMG Marketing, FAMU
	5.	Develop CapitalCityAmphitheater.com website; Book and promote a series of regional, ticketed concerts for the amphitheater in Cascades Park. (EC4) (Q4).	Zimmerman Agency STAGE Committee, Chambers of Commerce
	6.	Maximize potential for sports tourism subsequent to the widening of the cross country course at the Apalachee Regional Park and in building support for a competitive sports complex based on the results of the feasibility study conducted by Real Estate InSync. (E4)	Parks Department, various community interests, chambers of commerce, City, Sports Council
	7.	Direct the County's Capital city Amphitheater contractor to book two shows in FY16 using a portion of the BP settlement funds to subsidize costs. (Q4, EC4)	STAGE Committee, County Contractor
	8.	Work with community agencies to develop cost analysis for both the weatherization of the Capital City Amphitheater stage and shade for permanent seating with priority being the stage while considering options to advance sound mitigation. (Q4, EC4)	Blueprint 2000, City of Tallahassee, Community Redevelopment Agency, STAGE Committee
Performance Measures	EC4	Percentage change in Tourist Development Tax.	Pg. 15-8
	EC4	Percentage change in the number of total visitors to Leon County.	Pg. 15-8
	EC4	Percentage change in the Direct Visitor Economic Impact.	Pg. 15-8
	EC4	Percentage change in the number of Direct Tourism Related Jobs.	Pg. 15-8
	EC4	Percentage change in Hotel Revenue.	Pg. 15-8

Leon County Fiscal Year 2017 Adopted Budget

Office of Tourist Development

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	861,679	948,503	973,508	-	973,508	1,004,256
Operating	1,636,938	1,989,295	1,962,642	111,187	2,073,829	2,084,667
Transportation	1,197	2,301	1,710	-	1,710	1,710
Grants-in-Aid	1,324,564	1,657,975	1,733,000	175,000	1,908,000	1,932,538
<b>Total Budgetary Costs</b>	<b>3,824,379</b>	<b>4,598,074</b>	<b>4,670,860</b>	<b>286,187</b>	<b>4,957,047</b>	<b>5,023,171</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Tourism Development	3,824,379	4,598,074	4,670,860	286,187	4,957,047	5,023,171
<b>Total Budget</b>	<b>3,824,379</b>	<b>4,598,074</b>	<b>4,670,860</b>	<b>286,187</b>	<b>4,957,047</b>	<b>5,023,171</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism Development	3,674,379	4,448,074	4,520,860	286,187	4,807,047	4,873,171
<b>Total Revenues</b>	<b>3,824,379</b>	<b>4,598,074</b>	<b>4,670,860</b>	<b>286,187</b>	<b>4,957,047</b>	<b>5,023,171</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Economic Vitality	4.00	2.00	-	-	-	-
M/W Small Business Enterprise	2.00	1.75	-	-	-	-
Tourism Development	11.00	12.00	12.00	-	12.00	12.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>17.00</b>	<b>15.75</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>12.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Tourism Development	1.00	-	-	-	-	-
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Tourism Development Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	861,679	948,503	973,508	-	973,508	1,004,256
Operating	1,636,938	1,989,295	1,962,642	111,187	2,073,829	2,084,667
Transportation	1,197	2,301	1,710	-	1,710	1,710
Grants-in-Aid	1,324,564	1,657,975	1,733,000	175,000	1,908,000	1,932,538
<b>Total Budgetary Costs</b>	<b>3,824,379</b>	<b>4,598,074</b>	<b>4,670,860</b>	<b>286,187</b>	<b>4,957,047</b>	<b>5,023,171</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Administration (160-301-552)	498,129	533,944	540,030	(14,500)	525,530	536,714
Advertising (160-302-552)	856,097	1,083,786	1,083,786	57,687	1,141,473	1,152,311
Council on Culture & Arts (COCA) (160-888-573)	904,500	1,151,875	1,226,900	-	1,226,900	1,251,438
Line Item - COCA Contract (001-888-573)	150,000	150,000	150,000	-	150,000	150,000
Marketing (160-303-552)	1,165,869	1,338,469	1,330,144	68,000	1,398,144	1,417,708
Special Projects (160-304-552)	249,784	340,000	340,000	175,000	515,000	515,000
<b>Total Budget</b>	<b>3,824,379</b>	<b>4,598,074</b>	<b>4,670,860</b>	<b>286,187</b>	<b>4,957,047</b>	<b>5,023,171</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism Development	3,674,379	4,448,074	4,520,860	286,187	4,807,047	4,873,171
<b>Total Revenues</b>	<b>3,824,379</b>	<b>4,598,074</b>	<b>4,670,860</b>	<b>286,187</b>	<b>4,957,047</b>	<b>5,023,171</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Administration	3.00	3.50	3.50	-	3.50	3.50
Marketing	8.00	8.50	8.50	-	8.50	8.50
<b>Total Full-Time Equivalents (FTE)</b>	<b>11.00</b>	<b>12.00</b>	<b>12.00</b>	<b>-</b>	<b>12.00</b>	<b>12.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Administration	0.50	-	-	-	-	-
Marketing	0.50	-	-	-	-	-
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



**Tourism Development – (160- 301,302,303,304,305- 552)**

<b>Goal</b>	The goal of the Division of Tourism Development is to enhance the local economy and quality of life through the benefits associated with a strong visitor industry by maximizing the number of visitors, length of stay of visitors, and the economic impact of visitors to Leon County.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Maximize dollars available to market the destination.</li> <li>2. Support programs and facilities that draw overnight visitors and maximize the return on investment.</li> <li>3. Increase visitation during times of the year when there is low or decreased activities.</li> <li>4. Provide effective and efficient visitor services programs.</li> <li>5. Increase the awareness of the importance of the tourism industry to local residents.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 125.0104 "Procedure for Levying Tourist Development Tax, Authorized Uses for the Tax, and Enforcement of Collection"; Leon County Code of Laws, Chapter 11, Article III "Tourist Development Tax".
<b>Advisory Board</b>	Tourist Development Council

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimates <sup>1</sup>	FY 2017 Estimates
EC4	Tourist Development Tax per penny	\$911,642	\$1,028,285	\$1,028,285	\$1,065,133
EC4	% Change in Tourist Development Tax	4%	11.4%	0%	3.6%
EC4	Number of total visitors to Leon County <sup>2</sup>	2,080,824	2,326,769	2,345,383	2,408,708
EC4	% Change in number of total visitors to Leon County	4%	12%	1%	3%
EC4	Total Direct Visitor Economic Impact (billions) <sup>2</sup>	\$0.74	\$0.84	\$0.86	\$0.90
EC4	% Change in Direct Visitor Economic Impact	3%	13%	3%	4%
EC4	Number of Direct Tourism Related Jobs <sup>2</sup>	11,959	13,659	14,012	14,558
EC4	% Change in the number of Direct Tourism Related Jobs	2%	14%	3%	4%
EC4	Hotel Occupancy <sup>3</sup>	59%	62%	59%	62%
EC4	Hotel Revenue (millions) <sup>3</sup>	\$112	\$120	\$121	\$123
EC4	% Change in Hotel Revenue	10%	7%	1%	2%

- Notes:
1. FY 2016 estimations represent a slowing in the upward trend in consistent local growth over the past 6 years. This projection is due to changes in the dates the Florida Legislature will meet as well as major weekend event losses such as the annual Florida State Spring Garnet and Gold game. Hotel revenue is still anticipated to see a slight increase as the economy has a positive affect on room rates.
  2. Downs & St. Germain recalculated FY 2014 and FY 2015 visitors after a review of previously received reports from Bonn Marketing Research allowing for consistent reporting when comparing historical figures to estimates.
  3. Data provided by Smith Travel Research.

**Tourism Development - Administration (160-301-552)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	312,278	336,222	344,669	-	344,669	355,853
Operating	184,653	195,421	193,651	(14,500)	179,151	179,151
Transportation	1,197	2,301	1,710	-	1,710	1,710
<b>Total Budgetary Costs</b>	<b>498,129</b>	<b>533,944</b>	<b>540,030</b>	<b>(14,500)</b>	<b>525,530</b>	<b>536,714</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
160 Tourism Development	498,129	533,944	540,030	(14,500)	525,530	536,714
<b>Total Revenues</b>	<b>498,129</b>	<b>533,944</b>	<b>540,030</b>	<b>(14,500)</b>	<b>525,530</b>	<b>536,714</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director Tourism Development	1.00	1.00	1.00	-	1.00	1.00
Assistant to the Executive Director	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Visitor Services Representative	-	0.50	0.50	-	0.50	0.50
<b>Total Full-Time Equivalents (FTE)</b>	<b>3.00</b>	<b>3.50</b>	<b>3.50</b>	<b>-</b>	<b>3.50</b>	<b>3.50</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
TDC Consolidated OPS	0.50	-	-	-	-	-
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>0.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

The major variances for the FY 2017 Tourist Development Administration Budget are as follows:

**Increases to Program Funding:**

1. Cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.

**Decreases to Program Funding:**

1. Utility costs adjustments in the amount of \$14,500. These funds were transferred to the Division of Facilities Management as part of the County's utility bill consolidation effort. This consolidation will allow for more efficient tracking of utility consumption at County buildings and identify opportunities for energy efficiency upgrades.
2. Decrease in communication costs in the amount of \$1,770 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

**Tourism Development - Advertising (160-302-552)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	856,097	1,083,786	1,083,786	57,687	1,141,473	1,152,311
Total Budgetary Costs	856,097	1,083,786	1,083,786	57,687	1,141,473	1,152,311
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
160 Tourism Development	856,097	1,083,786	1,083,786	57,687	1,141,473	1,152,311
Total Revenues	856,097	1,083,786	1,083,786	57,687	1,141,473	1,152,311

The major variances for the FY 2017 Tourist Development Advertising Budget are as follows:

Increase to Program Funding:

1. An increase in the amount of \$57,687 to provide an increase in advertising and marketing.

**Tourism Development - Marketing (160-303-552)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	549,401	612,281	628,839	-	628,839	648,403
Operating	596,188	710,088	685,205	68,000	753,205	753,205
Grants-in-Aid	20,280	16,100	16,100	-	16,100	16,100
<b>Total Budgetary Costs</b>	<b>1,165,869</b>	<b>1,338,469</b>	<b>1,330,144</b>	<b>68,000</b>	<b>1,398,144</b>	<b>1,417,708</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
160 Tourism Development	1,165,869	1,338,469	1,330,144	68,000	1,398,144	1,417,708
<b>Total Revenues</b>	<b>1,165,869</b>	<b>1,338,469</b>	<b>1,330,144</b>	<b>68,000</b>	<b>1,398,144</b>	<b>1,417,708</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Senior Sports Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Marketing Communications Manager	1.00	1.00	1.00	-	1.00	1.00
Sports Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Leisure Travel Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Visitor Services Manager	1.00	1.00	1.00	-	1.00	1.00
Senior Marketing Manager	1.00	1.00	1.00	-	1.00	1.00
Meetings & 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
<b>Total Full-Time Equivalents (FTE)</b>	<b>8.00</b>	<b>8.50</b>	<b>8.50</b>	<b>-</b>	<b>8.50</b>	<b>8.50</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
TDC Consolidated OPS	0.50	-	-	-	-	-
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>0.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

The major variances for the FY 2017 Tourist Development Marketing Budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. Increase in the amount of \$68,000 for the sports bid pool as a result of the numerous cross county events scheduled at Apalachee Regional Park.

**Decreases to Program Funding:**

1. The change in Visitor Services Representative's duties, which consist of less travel, caused a reduction in operating expenses in the amount of \$20,348.
2. Decrease in communication costs in the amount of \$535 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

**Tourism Development - Special Projects (160-304-552)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Grants-in-Aid	249,784	340,000	340,000	175,000	515,000	515,000
Total Budgetary Costs	249,784	340,000	340,000	175,000	515,000	515,000
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
160 Tourism Development	249,784	340,000	340,000	175,000	515,000	515,000
Total Revenues	249,784	340,000	340,000	175,000	515,000	515,000

The major variances for the FY 2017 Tourist Development Special Projects Budget are as follows:

Increase to Program Funding:

1. An increase in \$175,000 to enhance the County's Signature Event Grant Program for multi-day festivals and events that draw visitors to the area.

**Tourism Development - Line Item - COCA Contract (001-888-573)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Grants-in-Aid	150,000	150,000	150,000	-	150,000	150,000
Total Budgetary Costs	150,000	150,000	150,000	-	150,000	150,000
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
Total Revenues	150,000	150,000	150,000	-	150,000	150,000

The FY17 Budget is at the same level funding as the previous year.

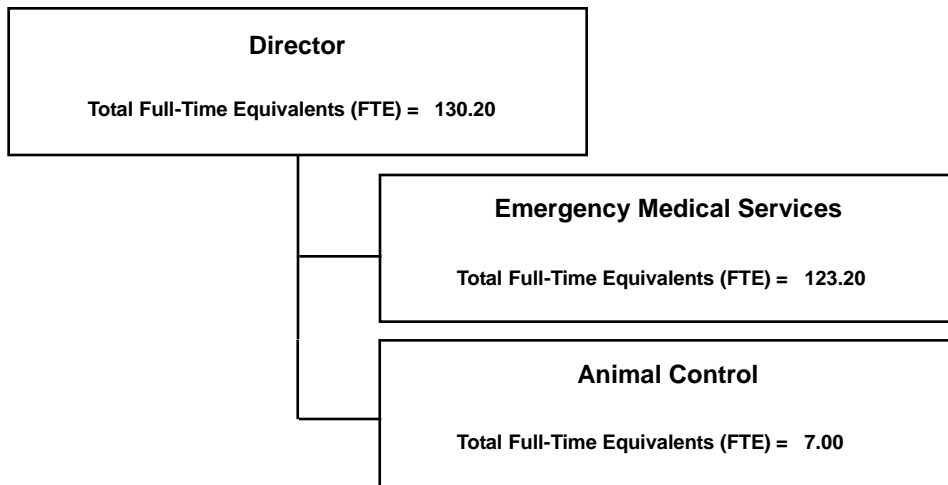
**Tourism Development - Council on Culture & Arts (COCA) (160-888-573)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Grants-in-Aid	904,500	1,151,875	1,226,900	-	1,226,900	1,251,438
Total Budgetary Costs	904,500	1,151,875	1,226,900	-	1,226,900	1,251,438
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
160 Tourism Development	904,500	1,151,875	1,226,900	-	1,226,900	1,251,438
Total Revenues	904,500	1,151,875	1,226,900	-	1,226,900	1,251,438

The FY 2017 budget reflects the anticipated grant level funding to support the Council on Culture & Arts (COCA) per the interlocal agreement with the City. This agreement redirects the previous Performing Arts Center 1 cent, plus allocating an additional ¼ cent, for a total of 1 ¼ of the 5 cent tourist development bed tax to support COCA re-granting. The additional ¼ cent is dedicated towards a capital grant program, administered by COCA, and is only funded for 5 years ending in FY 2020.

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Public Safety Summary	16 - 6
Emergency Medical Services	16 - 7
Animal Control	16 - 10





## **Executive Summary**

The Office of Public Safety section of the Leon County FY 2016 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 FY 2016, 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 600 citizens. Additionally, in February 2016, EMS was conferred another three-year accreditation from the Commission on Accreditation of Ambulance Services (CAAS). CAAS accreditation requires meeting strict national standards of excellence that signify EMS has met the "gold standard" for the ambulance industry. Meeting CAAS standards results in strengthened community confidence in the quality and safety of care, treatment and services provided by EMS.

For FY 2017, EMS was allocated an additional \$7,500 to provide more infant specific CPR training in an effort to address infant mortality rates in the community. Additionally, the EMS Billing & Collection Technician position was created to assist with recovering EMS fees; the position is anticipated to be funded through an increase in revenue as a result to more EMS fees being recovered.

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. In response to the Leon LEADS Listening Session recommendation for more community outreach events, Animal Control's promotional activities budget was increased by \$1,000. Animal Control is also responsible for administering the \$71,250 contract for St. Francis Wildlife services.

# 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, and 2. Provide education, prevention, and enforcement programs and humane animal care and control services through the Division of Animal Control.

**Strategic Priorities**

**Economy**

- Focus resources to assist local veterans, especially those returning from tours of duty, in employment and job training opportunities through the efforts of County government and local partners. (EC5) 2012
- Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (EC6) 2012

**Quality of Life**

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

**Strategic Initiatives**  
October 1, 2011– September 30, 2016

- |     |   |                      |
|-----|---|----------------------|
| 1.  | Implement strategies that assist local veterans, including: Consider policy to waive EMS fees for uninsured or underinsured veterans. (EC5, EC6) 2012   | Complete August 2012 |
| 2.  | Implement strategies to improve medical outcomes and survival rates including: <ul style="list-style-type: none"> <li>• Continue to pursue funding for community paramedic telemedicine (Q2, Q3) 2014 rev.</li> <li>• Engage vested community partners in the development of a Community Paramedic Program that includes program parameters designed to meet local needs and a sustainable economic model to be presented for consideration during the FY17 budget process (Q2, Q3) 2016</li> </ul> | Ongoing              |
| 3.  | Support Honor Flights (EC5) 2012  | Ongoing              |
| 4.  | Enter into agreements with NFCC and TCC which establish internship programs for EMS Technology students. (EC6) 2012   | Ongoing              |
| 5.  | Provide EMS Ride-Alongs. (EC6) 2012   | Ongoing              |
| 6.  | Provide Emergency Medical Services.(Q2, Q3) 2012  | Ongoing              |
| 7.  | Support Programs which advocate for AED’s in public spaces. (Q2, Q3) 2012   | Ongoing              |
| 8.  | Provide community risk reduction programs, such as AED/CPR training (Q2, Q3) 2012   | Ongoing              |
| 9.  | Implement strategies to maintain and develop programs and partnerships to ensure community safety and health, including: Participate in American Society for the Prevention of Cruelty to Animals (ASPCA) Partnership, and in ASPCA ID ME Grant. (Q2,Q3) 2012   | Ongoing              |
| 10. | Develop a Leon County "Crisis Management Communication Plan". (Q2) 2015   | Ongoing              |

**Actions**

- |    |  |  |     |
|----|--|--|-----|
| 1. | A. Collaborate with the Division of Veterans Services on the establishment of the goals and objectives related to the development of a policy to waive EMS fees for uninsured or underinsured veterans. (EC5, Q3)              | EMS  |     |
|    | B. Engage community partners such as Veteran Affairs Administration to ensure the proposed policy to waive EMS fees for uninsured or underinsured veterans meets the needs of the veteran community. (EC5, Q3)                 | EMS  |     |
|    | C. Develop the policy to waive EMS fees for uninsured or underinsured veterans based on the information collected and within the goals and objectives established, and presents the policy to the BOCC for adoption. (EC5, Q3) | EMS  |     |
|    | 2.   | A. Develop strategies and training to improve medical outcomes and survival rates and prevent Injuries. (Q2, Q3) | EMS |
|    |  | B. Develop community paramedic telemedicine program and apply for grant funding. (Q2, Q3)                        | EMS |

Office of Public Safety

Actions	C. Continually seek funding opportunities to provide a means of providing community paramedic telemedicine services to the community. (Q2, Q3)	EMS
	D. Present item at the June 14, 2016 Budget Workshop updating the progress on the Community Paramedic Program.	EMS
	3. Collaborate and support Honor Flight Tallahassee in the production of flights. (EC5)	EMS
	4. Engage community partners within the medical and social services community to enhance partnerships. (Q2, Q3)	EMS
	5. Develop strategies and training to improve medical outcomes and survival rates and prevent injuries. (Q2, Q3)	EMS
	6. Engage citizens by providing ride along opportunities to qualifying citizens. (E6)	EMS
	7. Develop community partnerships to support and advocate AEDs in public spaces. (Q2, Q3)	EMS
	8. Develop partnerships to support and advocated AEDs in public spaces. (Q2, Q3)	EMS
	9. A. Provide humane education to children and pet owners on ordinance requirements and assist dog owners by providing loaner dog houses to reduce the number of dogs surrendered due to lack of improper shelter. (G2)	Animal Control
	B. Conduct microchips identification scanning on all animals picked up to return to the owner in the field to reduce animals taken to the shelter. (Q2, G2)	Animal Control
C. Provide pet identification tags and collars to reduce the number of animals going to the shelter and increase the number of pets reunited with their owner. (Q2, G2)	Animal Control	
10. Board approval of preliminary approach to develop the Crisis Communications Plan. (Q2)	EMS	
Performance Measures	Q2, % of trauma alert patients correctly identified by paramedics annually.	Pg. 16-7
	Q2, % of stoke alert patients correctly identified by paramedics annually.	Pg. 16-7
	Q2 % of STEMI patients correctly identified by paramedics annually.	Pg. 16-7
	Q2 % of STEMI EKGs transmitted to receiving hospital by paramedics annually .	Pg. 16-7
	Q2 Maintain customer complaint rate at 5 per 1,000 calls received.	Pg. 16-10
	Q2 Return 7% of lost pets to their owners annually.	Pg. 16-10
	Q2 Reduce field impounds at the Animal Shelter by 3% annually.	Pg. 16-10

Leon County Fiscal Year 2017 Adopted Budget

Office of Public Safety

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	9,888,048	10,508,395	10,797,627	41,963	10,839,590	11,844,386
Operating	5,935,405	6,104,613	6,023,680	132,096	6,155,776	6,189,268
Transportation	958,626	932,159	933,816	-	933,816	933,816
Capital Outlay	43,738	38,000	-	-	-	-
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
<b>Total Budgetary Costs</b>	<b>16,897,067</b>	<b>17,654,417</b>	<b>17,826,373</b>	<b>174,059</b>	<b>18,000,432</b>	<b>19,038,720</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Emergency Medical Services	15,599,725	16,083,506	16,307,225	166,444	16,473,669	17,459,831
Animal Control	1,297,343	1,570,911	1,519,148	7,615	1,526,763	1,578,889
<b>Total Budget</b>	<b>16,897,067</b>	<b>17,654,417</b>	<b>17,826,373</b>	<b>174,059</b>	<b>18,000,432</b>	<b>19,038,720</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
135 Emergency Medical Services MSTU	15,599,725	16,083,506	16,307,225	166,444	16,473,669	17,459,831
140 Municipal Service	1,297,343	1,570,911	1,519,148	7,615	1,526,763	1,578,889
<b>Total Revenues</b>	<b>16,897,067</b>	<b>17,654,417</b>	<b>17,826,373</b>	<b>174,059</b>	<b>18,000,432</b>	<b>19,038,720</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Animal Control	7.00	7.00	7.00	-	7.00	7.00
Emergency Medical Services	111.20	121.20	121.20	1.00	122.20	122.20
<b>Total Full-Time Equivalents (FTE)</b>	<b>118.20</b>	<b>128.20</b>	<b>128.20</b>	<b>1.00</b>	<b>129.20</b>	<b>129.20</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Emergency Medical Services	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

### Emergency Medical Services (135-185-526)

<b>Goal</b>	The goal of Leon County EMS Division is to provide clinically superior, compassionate, cost-effective emergency medical services to all citizens and visitors of Leon County; regardless of social economic status, utilizing the latest technologies and medical care standards, within the bounds of available resources.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide basic and advanced life support emergency medical services to the citizens and visitors of Leon County.</li> <li>2. Provide medically necessary inter-facility and critical care emergency medical services to the citizens and visitors of Leon County.</li> <li>3. Provide medical coverage at special event venues.</li> <li>4. Provide injury and disease prevention and community risk reduction training programs to citizens.</li> <li>5. Provide bystander care educational programs to citizens.</li> <li>6. Maintain the County's Heart Ready initiative through the further development of the public access automated external defibrillator (AED) program and by training citizens in cardio-pulmonary resuscitation (CPR) and AED use.</li> <li>7. Maintain a constant state of readiness to respond to major disasters, both man-made and natural.</li> <li>8. Provide administrative oversight of the six volunteer fire departments.</li> </ol>
<b>Statutory Responsibilities</b>	Article III Leon County Code of Law Chapter 401 Florida Statute Chapter 64J-1 Florida Administrative Code
<b>Advisory Board</b>	Emergency Medical Services Advisory Council

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
Q2	% of cardiac arrest patients that experience Return of Spontaneous Circulation (ROSC) upon arrival at the Emergency Room	33%	7% <sup>1</sup>
Q2, Q3	% of requests for services that results in a patient transport	72%	65% <sup>2</sup>
Q2	EMS Responses Per 1,000 Population	132.768	76.786 <sup>3</sup>

Benchmark source:

1. American Heart Association, 2012
2. Florida EMSTARS Database, 2012
3. International City/County Management Association FY15 Benchmark Data for Jurisdictions with 250,000-499,000 population

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
Q2	# of calls for service responded to	33,637	37,765	36,565	44,049
Q2	# of transports made	23,769	25,550	26,326	28,578
Q2, Q3	# of public education events conducted annually	140	140	180	160
Q2, Q3	# of citizens trained in Cardio-Pulmonary Resuscitation (CPR) / AED use annually	1,400	1,600	1,350	1,700
Q2, Q3	# of public access Automated External Defibrillators (AEDs) registered with the Division	806	827	900	920
Q2,	% of trauma alert patients correctly identified by paramedics annually	88%	98%	90%	90%
Q2	% of stoke alert patients correctly identified by paramedics annually	84%	84%	90%	90%
Q2	% of STEMI patients correctly identified by paramedics annually	87%	82%	90%	90%
Q2	% of STEMI EKGs transmitted to receiving hospital by paramedics annually	89%	84%	90%	90%

**Emergency Medical Services (135-185-526)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	9,551,246	10,075,876	10,363,022	41,963	10,404,985	11,395,011
Operating	5,100,913	5,094,958	5,059,310	124,481	5,183,791	5,179,927
Transportation	915,998	874,672	884,893	-	884,893	884,893
Capital Outlay	31,568	38,000	-	-	-	-
<b>Total Budgetary Costs</b>	<b>15,599,725</b>	<b>16,083,506</b>	<b>16,307,225</b>	<b>166,444</b>	<b>16,473,669</b>	<b>17,459,831</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
135 Emergency Medical Services MSTU	15,599,725	16,083,506	16,307,225	166,444	16,473,669	17,459,831
<b>Total Revenues</b>	<b>15,599,725</b>	<b>16,083,506</b>	<b>16,307,225</b>	<b>166,444</b>	<b>16,473,669</b>	<b>17,459,831</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
EMS Billing & Collection Technician	-	-	-	1.00	1.00	1.00
Medical Director	1.00	1.00	1.00	-	1.00	1.00
Director, Office of Public Safety & EMS Chief	1.00	1.00	1.00	-	1.00	1.00
EMS Division Manager	2.00	2.00	2.00	-	2.00	2.00
EMS Quality Improvement & Education Manager	1.00	1.00	1.00	-	1.00	1.00
EMS Field Operations Supervisor	6.00	7.00	6.00	-	6.00	6.00
EMS Billing Coordinator	1.00	1.00	1.00	-	1.00	1.00
Charge Paramedic	4.00	15.00	13.00	-	13.00	13.00
Administrative Associate V	2.00	2.00	2.00	-	2.00	2.00
Paramedic II (Level I) - SS	-	6.00	12.00	-	12.00	12.00
Paramedic I	59.00	9.00	8.00	-	8.00	8.00
EMT I	20.00	9.00	-	-	-	-
EMT Dispatcher	4.00	-	-	-	-	-
EMS Supply Technician	2.00	2.00	2.00	-	2.00	2.00
Paramedic I - Part-Time	7.20	5.40	4.80	-	4.80	4.80
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	-	16.00	9.00	-	9.00	9.00
Paramedic I - System Status	-	36.00	34.00	-	34.00	34.00
Paramedic II (Level I) - PT	-	0.60	0.60	-	0.60	0.60
Paramedic - System Status	-	5.00	4.00	-	4.00	4.00
Paramedic II (Level 2) - SS	-	-	3.00	-	3.00	3.00
EMT II - System Status	-	-	4.00	-	4.00	4.00
Paramedic II (Level I)	-	-	1.00	-	1.00	1.00
EMT II	-	-	8.00	-	8.00	8.00
EMT II - Part-Time	-	-	1.20	-	1.20	1.20
Financial Compliance Manager	-	-	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>111.20</b>	<b>121.20</b>	<b>121.20</b>	<b>1.00</b>	<b>122.20</b>	<b>122.20</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
EMS Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

### **Emergency Medical Services (135-185-526)**

The major variances for the FY 2017 Emergency Medical Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. Personnel costs in the amount of \$41,963 associated with creation of a Billing & Collection Technician to assist with recovering EMS fees, tentatively approved by the Board at its April 26, 2016 Budget Workshop. Position costs are anticipated to be offset by an increase in billing collections.
3. Other contractual services in the amount of \$20,966, associated with the Advanced Life Support agreement with the City Fire Department, new documentation management software, billing service collections fees, and uniform dry cleaners.
4. Utility costs in the amount of \$40,000. This increase reflects the actual utility costs associated with EMS's portion of the Public Safety Complex; \$20,000 was originally budgeted as an estimate when EMS initially relocated to the Public Safety Complex.
5. Funding for promotional activities is increased by \$7,500 to provide infant specific CPR training in an effort to address infant mortality rates, tentatively approved during the April 26, 2016 Budget Workshop.
6. To ensure current service levels, an increase in operating supplies such as disposables, medical supplies, and bariatric tarp lifting systems for all ambulances is anticipated in the amount of \$23,877.

**Decreases to Program Funding:**

1. Decrease in communication costs in the amount of \$3,510 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.
2. Fuel cost reductions in the amount of \$36,412.
3. Capital outlay costs reduced by \$38,000 because of one-time SWAT assistance equipment and ambulance replacement equipment budgeted in FY 2016.



### Animal Control (140-201-562)

<b>Goal</b>	The goal of the Division of Animal Control is to improve the well-being of citizens and animals through humane education, prevention, and enforcement programs for the citizens and domestic animals of Leon County.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Rabies control in the county's unincorporated and incorporated areas.</li> <li>2. Patrol for stray, nuisance, or dangerous animals including humane trapping.</li> <li>3. Investigate allegations of neglect or cruelty to animals and resolve complaints.</li> <li>4. Monitors all reported animal bite or rabies suspect exposure cases in the county and city.</li> <li>5. State designated agency for coordination of local Animal Disaster Relief/Recovery Plan.</li> <li>6. 24 hour emergency rescue and medical care of sick, diseased and/or injured domestic animals.</li> <li>7. Conducts Animal Bite Prevention Program and other community outreach programs for both children and adults.</li> </ol>
<b>Statutory Responsibilities</b>	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"
<b>Advisory Board</b>	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
Q2	Field deployed staff to population	1 : 19,342 <sup>1</sup>	1:15,000 to 18,000 <sup>2</sup>

1. Calculation based on unincorporated area population (96,711); however, Leon County Animal Control is responsible for responding to all bite related calls throughout the entire county (population 284,443).
2. Florida Animal Control Association 2013 policy statement on recommended staffing

#### Performance Measures

Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
Q2	Maintain customer complaint rate at 5 per 1,000 calls received	2.1	1.7	5.0	5.0
Q2	# of citations issued	213	174	250	225
Q2	# of field service calls (bite and service calls including follow-ups) <sup>1</sup>	6,009	5,726	6,250	6,400
Q2	Return 7% of lost pets to their owners annually	2%	5%	7%	7%
Q2	Reduce field impounds at the Animal Shelter by 3% annually	6%	3%	3%	3%

- Notes:
1. In FY 2014, Leon County established a partnership with the Florida Department of Health (DOH), where the DOH is releasing animals from rabies quarantine, decreasing the number of follow-up incidents officers are handling from prior years.

**Animal Control (140-201-562)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	336,802	432,519	434,605	-	434,605	449,375
Operating	834,493	1,009,655	964,370	7,615	971,985	1,009,341
Transportation	42,628	57,487	48,923	-	48,923	48,923
Capital Outlay	12,170	-	-	-	-	-
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
<b>Total Budgetary Costs</b>	<b>1,297,343</b>	<b>1,570,911</b>	<b>1,519,148</b>	<b>7,615</b>	<b>1,526,763</b>	<b>1,578,889</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
140 Municipal Service	1,297,343	1,570,911	1,519,148	7,615	1,526,763	1,578,889
<b>Total Revenues</b>	<b>1,297,343</b>	<b>1,570,911</b>	<b>1,519,148</b>	<b>7,615</b>	<b>1,526,763</b>	<b>1,578,889</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director of Animal Control	1.00	1.00	1.00	-	1.00	1.00
Senior Animal Control Officer	4.00	3.00	1.00	-	1.00	1.00
Animal Control Officer	1.00	2.00	4.00	-	4.00	4.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>-</b>	<b>7.00</b>	<b>7.00</b>

The major variances for the FY 2017 Animal Control budget are as follows:

**Increases to Program Funding:**

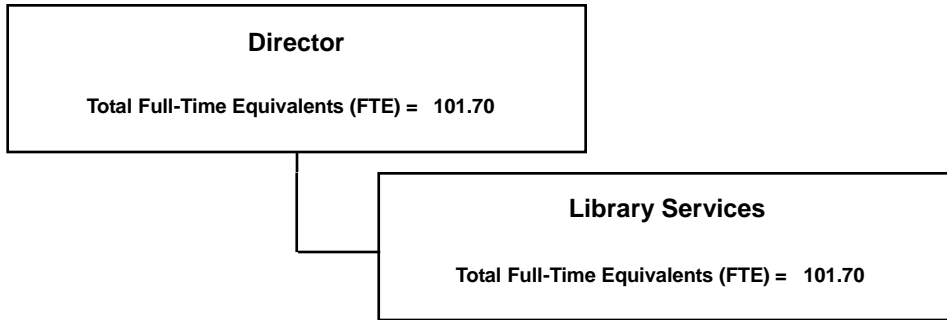
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. Funding for promotional activities was increased by \$1,000 in response to the Leon LEADS Listening Session recommendation for more community outreach events.
3. Increase in training costs in the amount of \$6,615 for increased registration fees for the annual Florida Animal Control Association training Conference and Equine Investigators Academy, as well as registration for the National Animal Control Human Officer training. This is partially offset by a \$1,650 reduction associated with previously budgeted training courses no longer needed.

**Decreases to Program Funding:**

1. A decrease of \$38,251 in contractual services due the final payment to the City of Tallahassee for the completion of the HVAC capital project at the Animal Shelter in FY 2017.
2. Decrease in communication costs in the amount of \$1,645 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.
3. Transportation cost reductions related to vehicle insurance, maintenance, and fuel, in the amount of \$8,564.
4. Operating supplies cost reductions in the amount of \$5,225. This is due to a one-time purchase of weather protection and ballistics armor for Animal Control Officers budgeted in FY 2016 not continuing in FY 2017.



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## **Executive Summary**

The Office of Library Services section of the Leon County FY 2017 Annual Budget includes the Divisions of Library Policy, Planning & Operations, Library Public Services, and Library Collection Services. In FY 2016, the Divisions of Library Public Services and Library Extension Services were combined into one, Library Public Services, to more efficiently manage staff at the main and branch libraries. 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 continue expanding its offerings, the Library increased its contract with the Online Computer Library Center, which offers the interlibrary loan program, cataloging, and access to a number of resource-rich databases. In recognition of the many resources the Library offers, the Library became an affiliate of CareerSource Capital Region, emphasizing the library's training and workforce development online and print materials. The Library also continues to offer community gathering places and provides programs that attract a diverse array of citizens. Some of the notable programs held at the Main Library and its branch locations include the Summer Reading program (promotes reading for youth and adults over the summer) and the Literacy program (teaches adults reading skills). The Main Library celebrated its 25<sup>th</sup> anniversary with a well-attended day-long community event on February 13, 2016.

# 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**

**Economy**

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1) 2012
- Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (EC6) 2012

**Quality of Life**

- Maintain and enhance our educational and recreational offering associated with our library system, inspiring a love of reading and lives of learning. (Q8) 2013.

**Strategic Initiatives**  
October 1, 2011 –  
September 30, 2016

1. Implement strategies through the library system which enhance education and address the general public’s information needs (EC1, EC6, Q8) 2012 Ongoing
2. Maintain a high quality of offerings through the library system, including public access to books, media, digital resources, computers, internet, reference resources, targeted programming, mobile library, and literacy training (EC1, EC6, Q8) 2012 Ongoing

**Actions**

1.
  - A. Provide information and access to services through the Internet and print resources for area veterans. Information Professionals providing reference services consider the needs of veterans when selecting online and other materials. Work with Leon County Veterans Services to ensure that veterans are informed of information and access available at library locations. (EC5, Q1) Ongoing
  - B. Emphasize job search, training and small-business development information and materials, both online and print resources, at all library locations. (Q1, EC6) Ongoing
  - C. Implement a major change in the cataloging of library materials to Resource Description and Access (RDA) records. RDA, a new international cataloging standard designed for an electronic environment, allows description of new formats as they are developed and provides for better access to print, digital and other resources. The Library of Congress implemented RDA on March 31, 2013. (Q1, Q6) Completed
  - D. Continue to implement improvements in the online catalog. Introduce mobile apps for library users to access library information and the library catalog easily, and to place reserves on library materials. Continue to improve functionality of online catalog, including search capabilities as new apps and improved technology become available. (Q1 Q6) Ongoing
  - E. Develop and sustain book discussion groups throughout the libraries. (Q1, Q6) Ongoing
  - F. Emphasize technology and customer-service training for all library staff members, using webinars and online training tools. (Q1) Ongoing
2. Accomplished by continual and careful selection and purchase of all library materials; maintaining an up-to-date and accurate online catalog and website with resources available 24/7; creative program development for all ages; professional reference and referral services; effective literacy programs; well-trained staff available during all library hours; proactive, engaging social media presence; and management of library materials for optimal availability. Ongoing

## Office of Library Services

**Performance Measures**

Q1	# of total Library visits	Pg. 17-8
Q1	# of total Material Circulation	Pg. 17-8
Q1	# of total computer uses	Pg. 17-8
Q1	# of Library program attendance	Pg. 17-8
G2	Daily average number by month of engaged Facebook users	Pg. 17-8
G2	Number of Facebook likes	Pg. 17-8



Leon County Fiscal Year 2017 Adopted Budget

Office of Library Services

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	4,893,555	5,188,054	5,451,089	-	5,451,089	5,641,886
Operating	675,383	781,227	771,719	-	771,719	774,290
Transportation	16,081	19,513	18,326	-	18,326	18,326
Capital Outlay	622,582	622,505	622,505	-	622,505	622,505
Grants-in-Aid	3,000	3,000	3,000	-	3,000	3,000
<b>Total Budgetary Costs</b>	<b>6,210,601</b>	<b>6,614,299</b>	<b>6,866,639</b>	<b>-</b>	<b>6,866,639</b>	<b>7,060,007</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Library Services	6,210,601	6,614,299	6,866,639	-	6,866,639	7,060,007
<b>Total Budget</b>	<b>6,210,601</b>	<b>6,614,299</b>	<b>6,866,639</b>	<b>-</b>	<b>6,866,639</b>	<b>7,060,007</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	6,210,601	6,614,299	6,866,639	-	6,866,639	7,060,007
<b>Total Revenues</b>	<b>6,210,601</b>	<b>6,614,299</b>	<b>6,866,639</b>	<b>-</b>	<b>6,866,639</b>	<b>7,060,007</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Library Services	101.70	101.70	101.70	-	101.70	101.70
<b>Total Full-Time Equivalents (FTE)</b>	<b>101.70</b>	<b>101.70</b>	<b>101.70</b>	<b>-</b>	<b>101.70</b>	<b>101.70</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Library Services	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

**Library Services – (001-240,241,242-571)**

<b>Goal</b>	The goal of the LeRoy Collins Leon County Public Library System is to enrich the community by inspiring a love of reading, providing a dynamic resource for intellectual, creative and recreational pursuits, and enabling residents to live a life of learning.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide library materials circulation services, including check-out, check-in, reserves, patron registration, and collection for overdue and damaged materials.</li> <li>2. Provide reference and information assistance and readers’ advisory service in person, by telephone, and online.</li> <li>3. Provide programs and learning opportunities for all ages, including literacy services, Baby Time, Story Time, Summer Reading Program, book groups, and author presentations.</li> <li>4. Offer online services, including online catalog, requests and reserves, subscription online resources, patron account management, events calendar, and information for library users.</li> <li>5. Provide public access to internet computers, printers, typewriters, basic computer instruction and Wi-Fi.</li> <li>6. Offer voter registration, space for free income tax forms and assistance, and meeting rooms available for public usage.</li> <li>7. Select, order, receive, catalog, and process all library collection materials.</li> <li>8. Maintain integrity of system catalog and participate in the national library catalog database.</li> <li>9. Maintain the public interface to the library system’s catalog.</li> <li>10. Maintain a library system-wide courier service.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Code, Appendix C-Special Acts, Chapter 10 "Library"; Florida Statutes, Chapter 257 "Public Libraries and State Archives"; Florida Administrative Code, Chapter 1B-2 "State Aid to Libraries Grant Program."
<b>Advisory Board</b>	Library Advisory Board

<b>Benchmarking</b>			
<b>Priorities</b>	<b>Benchmark Data</b>	<b>Leon County</b>	<b>State<sup>1</sup></b>
Q1	Cost Per Capita	\$22.93	12 <sup>th</sup> of 31
Q1	Materials Expenditures Per Capita	\$2.28	13 <sup>th</sup> of 31
Q1	Circulation Items Per Capita	6.58	11 <sup>th</sup> out of 31
Q1	Square feet Per Capita (State Standard 0.6 sf) [FY12]	.56	8 <sup>th</sup> out of 30
Q1	FTE per 1,000 population [same as Brevard and Lake counties]	.37/1,000	4 <sup>th</sup> out of 31
Q1	Internet terminals Use per 1,000 population	1.25/1,000	5 <sup>th</sup> out of 31
Q1	# of Individual Registered Users (% of total population) [FY12]	60%	46%

Benchmark Source:

1. Florida Library Directory with Statistics FY 2013

**Library Services – (001-240,241,242-571)**

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
Q1	# of total Library visits.	1,044,881	975,334	1,100,000	1,000,000
Q1	# of items in Library Collection.	778,824	790,134	785,000	795,000
Q1	# of total Material Circulation.	1,717,805	1,683,916	1,800,000	1,650,000
Q1	# of total computer uses.	2,290,183	2,114,343	2,300,000	2,300,000
Q1	# of new volumes cataloged.	41,569	44,810	49,000	40,000
Q1	# of Library programs held.	883	933	750	800
Q1	# of Library program attendance.	37,336	30,805	30,000	31,000
EC6, Q1	Track implementation of RDA and the number of entries that the library develops as the first record of a particular item for the shared international cataloging database.	56	103	100	100
G2	Daily average number by month of engaged Facebook users <sup>1</sup> .	N/A	85	90	95
G2	Number of Facebook likes.	3,458	4,083	4,600	5,200

Notes:

1. Facebook page launched in April 2014.

**Library Services Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	4,893,555	5,188,054	5,451,089	-	5,451,089	5,641,886
Operating	675,383	781,227	771,719	-	771,719	774,290
Transportation	16,081	19,513	18,326	-	18,326	18,326
Capital Outlay	622,582	622,505	622,505	-	622,505	622,505
Grants-in-Aid	3,000	3,000	3,000	-	3,000	3,000
<b>Total Budgetary Costs</b>	<b>6,210,601</b>	<b>6,614,299</b>	<b>6,866,639</b>	<b>-</b>	<b>6,866,639</b>	<b>7,060,007</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Lib - Policy, Planning, & Operations (001-240-571)	771,066	853,475	847,469	-	847,469	861,018
Library Collection Services (001-242-571)	841,275	1,502,508	1,525,808	-	1,525,808	1,556,088
Library Extension Services (001-243-571)	2,277,148	-	-	-	-	-
Library Public Services (001-241-571)	2,321,111	4,258,316	4,493,362	-	4,493,362	4,642,901
<b>Total Budget</b>	<b>6,210,601</b>	<b>6,614,299</b>	<b>6,866,639</b>	<b>-</b>	<b>6,866,639</b>	<b>7,060,007</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	6,210,601	6,614,299	6,866,639	-	6,866,639	7,060,007
<b>Total Revenues</b>	<b>6,210,601</b>	<b>6,614,299</b>	<b>6,866,639</b>	<b>-</b>	<b>6,866,639</b>	<b>7,060,007</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Lib - Policy, Planning, & Operations	6.00	6.00	6.00	-	6.00	6.00
Library Public Services	37.20	82.70	82.70	-	82.70	82.70
Library Collection Services	12.00	13.00	13.00	-	13.00	13.00
Library Extension Services	46.50	-	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>101.70</b>	<b>101.70</b>	<b>101.70</b>	<b>-</b>	<b>101.70</b>	<b>101.70</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Library Public Services	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

**Library Services - Lib - Policy, Planning, & Operations (001-240-571)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	380,230	410,101	413,655	-	413,655	427,204
Operating	387,836	440,374	430,814	-	430,814	430,814
Grants-in-Aid	3,000	3,000	3,000	-	3,000	3,000
<b>Total Budgetary Costs</b>	<b>771,066</b>	<b>853,475</b>	<b>847,469</b>	<b>-</b>	<b>847,469</b>	<b>861,018</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	771,066	853,475	847,469	-	847,469	861,018
<b>Total Revenues</b>	<b>771,066</b>	<b>853,475</b>	<b>847,469</b>	<b>-</b>	<b>847,469</b>	<b>861,018</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
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	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate VI	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalent (FTE)</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>6.00</b>

The major variances for the FY 2017 Library Policy, Planning, & Operations budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.

**Decreases to Program Funding:**

1. Postage cost reductions in the amount of \$500.
2. Decrease in communication costs in the amount of \$9,560 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

**Library Services - Library Public Services (001-241-571)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,667,228	4,072,065	4,299,480	-	4,299,480	4,449,019
Operating	31,301	178,471	178,471	-	178,471	178,471
Transportation	-	7,780	15,411	-	15,411	15,411
Capital Outlay	622,582	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>2,321,111</b>	<b>4,258,316</b>	<b>4,493,362</b>	<b>-</b>	<b>4,493,362</b>	<b>4,642,901</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	2,321,111	4,258,316	4,493,362	-	4,493,362	4,642,901
<b>Total Revenues</b>	<b>2,321,111</b>	<b>4,258,316</b>	<b>4,493,362</b>	<b>-</b>	<b>4,493,362</b>	<b>4,642,901</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Literacy Project Coordinator	-	1.00	1.00	-	1.00	1.00
Library Special Services Coordinator	-	3.00	3.00	-	3.00	3.00
Library Services Coordinator	3.00	9.00	10.00	-	10.00	10.00
Senior Library Serv. Specialist	3.00	1.00	1.00	-	1.00	1.00
Applications Systems Analyst I	1.00	1.00	1.00	-	1.00	1.00
Senior Library Assistant	10.00	15.00	14.00	-	14.00	14.00
Library Assistant	-	1.00	1.00	-	1.00	1.00
Information Professional	8.00	16.00	16.00	-	16.00	16.00
Senior Library Serv. Specialist	2.00	3.00	3.00	-	3.00	3.00
Library Services Specialist	-	8.00	8.00	-	8.00	8.00
Library Services Manager	-	1.00	1.00	-	1.00	1.00
Administrative Associate IV	1.00	1.00	1.00	-	1.00	1.00
Computer Support Technician	1.00	1.00	1.00	-	1.00	1.00
Information Professional - Part Time	1.50	2.50	2.50	-	2.50	2.50
Library Services Specialist - Part Time	-	0.50	0.50	-	0.50	0.50
Senior Library Assistant - Part Time	1.70	6.20	7.20	-	7.20	7.20
Library Assistant - Part Time	5.00	12.50	11.50	-	11.50	11.50
<b>Total Full-Time Equivalents (FTE)</b>	<b>37.20</b>	<b>82.70</b>	<b>82.70</b>	<b>-</b>	<b>82.70</b>	<b>82.70</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Library Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2017 Library Public Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. Transportation costs related to vehicle insurance, maintenance, and fuel, in the amount of \$7,631. This is due in part to realigning vehicles in the Office of Library Services between the Divisions of Library Public Services and Library Collection Services.

**Library Services - Library Collection Services (001-242-571)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	669,007	705,888	737,954	-	737,954	765,663
Operating	159,910	162,382	162,434	-	162,434	165,005
Transportation	12,358	11,733	2,915	-	2,915	2,915
Capital Outlay	-	622,505	622,505	-	622,505	622,505
<b>Total Budgetary Costs</b>	<b>841,275</b>	<b>1,502,508</b>	<b>1,525,808</b>	<b>-</b>	<b>1,525,808</b>	<b>1,556,088</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	841,275	1,502,508	1,525,808	-	1,525,808	1,556,088
<b>Total Revenues</b>	<b>841,275</b>	<b>1,502,508</b>	<b>1,525,808</b>	<b>-</b>	<b>1,525,808</b>	<b>1,556,088</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Senior Library Assistant	-	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
<b>Total Full-Time Equivalents (FTE)</b>	<b>12.00</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>13.00</b>	<b>13.00</b>

The major variances for the FY 2017 Library Public Services budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. Contractual expenses in the amount of \$6,028 related to increased fees for services provided by the Online Computer Library Center (OCLC) such as the interlibrary loan program and database access. The true cost of the OCLC increase is \$56,567, but it is offset by other contractual services reductions.

**Decreases to Program Funding:**

1. Postage cost reductions in the amount of \$2,102.
2. Printing cost reductions in the amount of \$3,150.
3. Operating supplies cost reductions in the amount of \$724.
4. Transportation costs related to vehicle insurance, maintenance, and fuel, in the amount of \$7,631. This is due in part to realigning vehicles in the Office of Library Services between the Divisions of Library Public Services and Library Collection Services.

**Library Services - Library Extension Services (001-243-571)**

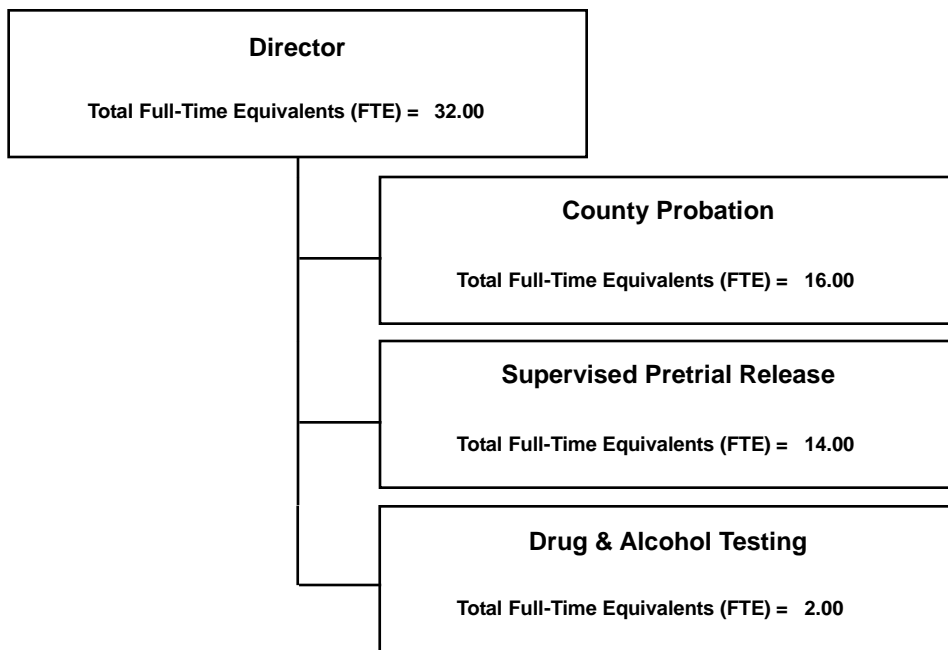
<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	2,177,090	-	-	-	-	-
Operating	96,336	-	-	-	-	-
Transportation	3,723	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>2,277,148</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	2,277,148	-	-	-	-	-
<b>Total Revenues</b>	<b>2,277,148</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
	1.00	-	-	-	-	-
Literacy Project Coordinator	1.00	-	-	-	-	-
Library Special Services Coordinator	3.00	-	-	-	-	-
Library Services Coordinator	6.00	-	-	-	-	-
Senior Library Serv. Specialist	5.00	-	-	-	-	-
Senior Library Assistant	7.00	-	-	-	-	-
Library Assistant	3.00	-	-	-	-	-
Information Professional	8.00	-	-	-	-	-
Senior Library Services Specialist	1.00	-	-	-	-	-
Library Services Specialist	1.00	-	-	-	-	-
Library Services Manager	1.00	-	-	-	-	-
Information Professional - Part Time	1.50	-	-	-	-	-
Senior Library Assistant - Part Time	3.50	-	-	-	-	-
Library Assistant - Part Time	4.50	-	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>46.50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

In FY 2016, the Library Extension Services \$2,429,164 budget was realigned to the Library Public Services to provide more efficient management of personnel resources and the coordination of services.





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## **Executive Summary**

The Office of Intervention & Detention Alternatives section of the Leon County FY 2017 Annual Budget is comprised of County Probation, Supervised Pretrial Release (SPTR), Drug and Alcohol Testing, and managing the funding contract in the Juvenile Assessment Center and other related division contracts.

The Office of Intervention & Detention Alternatives (IDA) assists in jail population management and court ordered monitoring activities. Probation supervises and monitors offenders' compliance with court ordered sentencing conditions. Supervised Pretrial Release provides defendant monitoring and enforcement of court-ordered conditions of jail release. Drug & Alcohol Testing administers court-ordered urinalysis and alcohol testing to County Probation offenders and SPTR defendants.

On December 9, 2013, the Board approved transitioning its strategic planning to a five-year planning cycle that spans from FY 2012 through FY 2016, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Office of Intervention & Detention Alternatives Business Plan communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

### HIGHLIGHTS

The Office of Intervention & Detention Alternatives provides staff support to the Public Safety Coordinating Council, which focuses on jail population management and recidivism issues. In addition, this Office is responsible for the County functions related to the "Dori Slosberg Driver Education Safety Act," The Juvenile Civil Citation Program, and liaison functions with the State Attorney, Public Defender, law enforcement, and the Courts.

The Office of Intervention and Detention Alternatives participated in Court hearings held during the fourth annual Veterans Stand Down event by providing pretrial and probation services for homeless veterans. During the 2015 State Legislative session, \$125,000 in annual recurring funds was allocated to Leon County for the establishment of a Veteran's Court. This funding supports the Veterans Pretrial Intervention Officer position within the Office of IDA to assist in coordinating mental health, substance abuse treatment, and services for veterans. Staff continues to participate in educational outreach activities by speaking to university students in the classroom about professional careers in criminal justice as probation and pretrial release officers.

As a prevention/intervention measure, the Public Safety Coordinating Council supported the Domestic Violence Coalition Committee's campaign to prevent domestic violence among high school students. With continued funding provided by the Board of County Commissioners, the campaign will be expanded next year to include behavior management and conflict resolution skills for middle school students. The re-entry program, also known as Leveraging Interventions for Transition (LIFT) continues to further assist in minimizing recidivism by providing life and job skills training for inmates nearing the end of the jail sentence. As of March 2016, the LIFT Program has served 233 people. Of those that have been released from the jail, 84% are gainfully employed, enrolled in school or both.

With funds allocated through the Dori Slosberg Fund, a total of 721 students from five public high schools received road driving experience from a certified driver's education instructor.

In an effort to further assist offenders in completing their conditions and not return to the criminal justice system, the Office of IDA began collecting data to determine what resources offenders believed they needed to assist them in successful completion of their court ordered conditions. Offenders were asked about housing, health education, employment and transportation needs. Employment, transportation and education were identified as the greatest areas of need among those supervised. The Office of IDA is participating in the SPIRIT Project with the Leon County Sheriff's Office to provide a comprehensive web based catalog of community services partners. This portal will electronically connect IDA staff, and offenders with community service partners. The SPIRIT application provides data to analyze measurable outcomes. The Office of IDA will continue work with Court Administration to develop a formal process so that judges may give consideration of these needs during violation hearings.

# Intervention & Detention Alternatives Business Plan

<b>Mission Statement</b>	<p>The mission of the Leon County Office of Intervention and Detention Alternatives is to provide information to the courts, which support judicial custody release decisions, and provide alternatives to incarceration to persons accused of crimes and 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.</p>	
<b>Strategic Priorities</b>	<p><b>Economy</b></p> <ul style="list-style-type: none"> <li>Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (EC6) 2012</li> </ul> <p><b>Governance</b></p> <ul style="list-style-type: none"> <li>Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County’s core practices. (G4) 2012</li> </ul> <p><b>Quality of Life</b></p> <ul style="list-style-type: none"> <li>Provide essential public safety infrastructure and services which ensure the safety of the entire community. (Q2) 2012</li> <li>Maintain and further develop programs and partnerships necessary to support a healthier community, including: access to health care and community-based human services. (Q3) rev. 2013</li> </ul>	
<b>Strategic Initiatives</b> October 1, 2011– September 30, 2016	<ol style="list-style-type: none"> <li>Continue to implement strategies to promote work readiness and employment, including providing job search assistance for County Probation and Supervised Pretrial Release clients through private sector partners. (EC6, Q2) 2012</li> <li>Implement alternatives to incarceration. (Q2) 2012</li> <li>Maintain a work environment free from influence of alcohol and controlled illegal substances through measures including drug and alcohol testing. (G4, Q2) 2012</li> <li>Support of Palmer Monroe Teen Center in partnership with the city. (Q3) 2012</li> </ol>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Complete</p>
<b>Actions</b>	<ol style="list-style-type: none"> <li> <ol style="list-style-type: none"> <li>Assist private sector partner with identifying and referring probation and pretrial release defendants for job readiness training. (EC6, Q2) 2012</li> <li>Facilitate and support private sector partner’s strategies for providing job skills training, resume writing skills, interviewing techniques, and employment contacts to defendants. (EC6, Q2) 2012</li> <li>Monitor and track participation and success of defendants referred for job readiness training. (EC6, Q2) 2012</li> </ol> </li> <li>Provide alternatives to incarceration by effectively monitoring and supervising defendants ordered pretrial release and probation. (Q2) 2012</li> <li>Preserve the integrity and security of drug and alcohol testing by adhering to the rules established by the U.S. government. (Q2, G4) 2012</li> <li>Administer the contract for Palmer Munroe Teen Center and partner with the City to support implementation and administration of the Board’s directives. (Q3) 2012</li> </ol>	<p>Pretrial Release Probation</p> <p>Pretrial Release Probation</p> <p>Pretrial Release Probation</p> <p>IDA</p> <p>DATP</p> <p>IDA</p>
<b>Performance Measures</b>	<p>Q2 Dedicate no less than an average of 120 hours per FTE per month case management based upon conditions assigned and risk factors.</p> <p>Q2 Utilize intervention strategies to minimize technical violations (OTSC) to no more than 10% of the total supervised.</p> <p>Q2 Monitor participants to ensure they complete no less than 70% of court ordered Work Program Days assigned.</p> <p>Q2 Divert jail operating costs by no less than \$10 million by promoting and utilizing supervised pretrial alternatives.</p> <p>Q2 # of alcohol tests administered annually to court ordered defendants.</p>	<p>Pg. 18-7</p> <p>Pg. 18-7</p> <p>Pg. 18-7</p> <p>Pg. 18-13</p> <p>Pg. 18-16</p>

Leon County Fiscal Year 2017 Adopted Budget

Office of Intervention & Detention Alternatives

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,939,756	2,206,706	2,079,907	-	2,079,907	2,152,568
Operating	492,164	478,012	395,162	104,357	499,519	499,519
Grants-in-Aid	335,759	335,759	185,759	62,000	247,759	222,759
<b>Total Budgetary Costs</b>	<b>2,767,679</b>	<b>3,020,477</b>	<b>2,660,828</b>	<b>166,357</b>	<b>2,827,185</b>	<b>2,874,846</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Probation	1,493,233	1,594,489	1,408,818	66,500	1,475,318	1,489,222
Supervised Pretrial Release	1,110,105	1,255,112	1,083,276	99,857	1,183,133	1,212,700
Drug & Alcohol Testing	164,342	170,876	168,734	-	168,734	172,924
<b>Total Budget</b>	<b>2,767,679</b>	<b>3,020,477</b>	<b>2,660,828</b>	<b>166,357</b>	<b>2,827,185</b>	<b>2,874,846</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	335,759	335,759	185,759	62,000	247,759	222,759
110 Fine and Forfeiture	100,330	100,000	100,000	-	100,000	100,000
111 Probation Services	2,247,146	2,464,718	2,335,069	104,357	2,439,426	2,512,087
125 Grants	84,445	120,000	40,000	-	0,000	40,000
<b>Total Revenues</b>	<b>2,767,679</b>	<b>3,020,477</b>	<b>2,660,828</b>	<b>166,357</b>	<b>2,827,185</b>	<b>2,874,846</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Probation	17.00	16.00	16.00	-	16.00	16.00
Drug & Alcohol Testing	2.00	2.00	2.00	-	2.00	2.00
Supervised Pretrial Release	15.00	14.00	14.00	-	14.00	14.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>34.00</b>	<b>32.00</b>	<b>32.00</b>	<b>-</b>	<b>32.00</b>	<b>32.00</b>

**County Probation Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,036,900	1,119,354	1,085,128	-	1,085,128	1,124,032
Operating	120,574	139,376	137,931	4,500	142,431	142,431
Grants-in-Aid	335,759	335,759	185,759	62,000	247,759	222,759
<b>Total Budgetary Costs</b>	<b>1,493,233</b>	<b>1,594,489</b>	<b>1,408,818</b>	<b>66,500</b>	<b>1,475,318</b>	<b>1,489,222</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Probation (111-542-523)	1,057,144	1,158,730	1,123,059	4,500	1,127,559	1,166,463
Diversionsary Programs (110-508-569)	100,330	100,000	100,000	-	100,000	100,000
Line Item - Detention/Correction (001-888-523)	335,759	335,759	185,759	62,000	247,759	222,759
<b>Total Budget</b>	<b>1,493,233</b>	<b>1,594,489</b>	<b>1,408,818</b>	<b>66,500</b>	<b>1,475,318</b>	<b>1,489,222</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	335,759	335,759	185,759	62,000	247,759	222,759
110 Fine and Forfeiture	100,330	100,000	100,000	-	100,000	100,000
111 Probation Services	1,057,144	1,158,730	1,123,059	4,500	1,127,559	1,166,463
<b>Total Revenues</b>	<b>1,493,233</b>	<b>1,594,489</b>	<b>1,408,818</b>	<b>66,500</b>	<b>1,475,318</b>	<b>1,489,222</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Probation	17.00	16.00	16.00	-	16.00	16.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>17.00</b>	<b>16.00</b>	<b>16.00</b>	<b>-</b>	<b>16.00</b>	<b>16.00</b>

**County Probation (111-542-523)**

<b>Goal</b>	The goal of the Leon County Probation Division is to hold defendants accountable, improve their ability to live lawfully and productively in the community, and enhance the overall administration of justice and support community safety and well being.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Supervise and monitor offenders' compliance with court ordered sentencing conditions, such as random drug and alcohol testing, participation in behavior modification programs, meetings with probation officers, not re-offending, and payment of restitution, fees and other court imposed costs. Offenders may be sentenced to County Probation for misdemeanor, traffic and some felony offenses.</li> <li>2. Execute affidavits of conditions violated to notify the courts when offenders violate court-ordered conditions.</li> <li>3. Attend court hearings and make recommendations to judges regarding sanctions to be imposed upon offenders who violate court-ordered conditions.</li> <li>4. Administer Community Service and County Probation work programs, which provide sentencing alternatives and reduce jail population.</li> <li>5. Administer random alcohol testing to defendants with court orders to abstain.</li> <li>6. Notify the Sheriff's Bailiffs to execute in-office arrests of offenders with outstanding warrants when they are in the Probation Office.</li> <li>7. Send more than 2,000 letters annually to notify offenders of their probation status to assist them in successfully completing their sentences.</li> <li>8. Maintain new cases as assigned by the courts with no loss of jurisdiction.</li> <li>9. Notify the Clerk of Courts when offenders complete their terms of probation so case records may be closed.</li> </ol>
<b>Statutory Responsibilities</b>	Second Circuit Court Administrative Order, 86-60; Florida Statute, Chapter 948; Assist in meeting County responsibilities for prisoners under Florida Statute, Chapter 951 (County and Municipal Prisoners) through probation and supervised pretrial release services, which are lower cost alternatives to incarceration.
<b>Advisory Board</b>	Criminal Justice Coordinating Council; Public Safety Coordinating Council; Domestic Violence Coordinating Council; Mental Health Advisory Board; Florida Association of Community Corrections

Benchmarking			
Priorities	Benchmark Data	Leon County	Benchmark
G4, Q2	Annual average workload hours per Probation Officer per month, per case based upon offender risk factors and blended caseload	0.80	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 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
G4, Q2	Average End of Month number of hours per case, per Probation Officer	0.79	0.80	0.83	0.83
G4, Q2	Utilize intervention strategies to minimize technical violations to no more than 20% of the total supervised. <sup>1</sup>	23%	20%	16%	20%
Q2	Schedule Work Program participants to defer Div. Of Operations labor costs by no less than \$300K annually (based upon min. wage only). <sup>2</sup>	\$265,989	\$261,182	\$287,587	\$277,508
Q2	Monitor participants to ensure they complete no less than 70% of the court ordered Work Program days assigned.	77%	74%	77%	74%
Q2	Schedule community service participants to ensure the equivalent of no less than 20 FTE's available to Non-Profit Agencies.	23	22	20	20

Notes:  
 1. Pre-arrest programs have successfully diverted the low risk population leaving probation with offenders who engage in high risk behaviors, which increases the likelihood of technical violations.  
 2. A decline in Work Program labor participants and cost savings is anticipated due to current trend of fewer offenders sentenced to this condition.



**County Probation - County Probation (111-542-523)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,036,900	1,119,354	1,085,128	-	1,085,128	1,124,032
Operating	20,244	39,376	37,931	4,500	42,431	42,431
<b>Total Budgetary Costs</b>	<b>1,057,144</b>	<b>1,158,730</b>	<b>1,123,059</b>	<b>4,500</b>	<b>1,127,559</b>	<b>1,166,463</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
111 Probation Services	1,057,144	1,158,730	1,123,059	4,500	1,127,559	1,166,463
<b>Total Revenues</b>	<b>1,057,144</b>	<b>1,158,730</b>	<b>1,123,059</b>	<b>4,500</b>	<b>1,127,559</b>	<b>1,166,463</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director Office of Intervention & Detention Alternatives	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer I	3.00	3.00	3.00	-	3.00	3.00
Community Services Coordinator	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer II	5.00	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
<b>Total Full-Time Equivalents (FTE)</b>	<b>17.00</b>	<b>16.00</b>	<b>16.00</b>	<b>-</b>	<b>16.00</b>	<b>16.00</b>

The major variances for the FY 2017 County Probation budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5%, based on a 3% average; offset by decreases in workers compensation rates.
2. The budget proposal increase includes funding associated with purchasing an online investigative tool (CLEAR) for better tracking capabilities in the amount of \$4,500.

**Decreases to Program Funding:**

1. As a result of changes in Personnel, costs were reduced by \$34,226.
2. Decrease in Communication costs in the amount of \$1,445 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

**County Probation - Line Item - Detention/Correction (001-888-523)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Grants-in-Aid	335,759	335,759	185,759	62,000	247,759	222,759
Total Budgetary Costs	335,759	335,759	185,759	62,000	247,759	222,759
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	335,759	335,759	185,759	62,000	247,759	222,759
Total Revenues	335,759	335,759	185,759	62,000	247,759	222,759

The major variances for the FY 2017 budget are as follows:

**Increases to Program Funding:**

1. The budget proposal increase includes funding for DISC Village in the amount of \$37,000. Additional funding will be used to support maintaining adequate service levels at the Juvenile Assessment and Receiving Center. Prior to this increase, DISC Village had maintained the same funding level since 2007.
2. The budget increase includes funding in the amount of \$25,000 for the Domestic Violence Coordinating Council, previously budgeted as Outside Agency Funding.

**Decreases to Program Funding:**

1. The contract with the Palmer Munroe Teen Center expired during FY 2016, and was not renewed, representing a decrease in funding of \$150,000.

**County Probation - Diversionary Programs (110-508-569)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	100,330	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	100,330	100,000	100,000	-	100,000	100,000
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
110 Fine and Forfeiture	100,330	100,000	100,000	-	100,000	100,000
Total Revenues	100,330	100,000	100,000	-	100,000	100,000

The FY 2017 Diversionary Program budget is recommended at the same funding level as the previous fiscal year. PSCC (Public Safety Coordinating Council) recommends the allocation to the Board for approval.

**Supervised Pretrial Release Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	794,673	963,086	872,620	-	872,620	902,187
Operating	315,432	292,026	210,656	99,857	310,513	310,513
<b>Total Budgetary Costs</b>	<b>1,110,105</b>	<b>1,255,112</b>	<b>1,083,276</b>	<b>99,857</b>	<b>1,183,133</b>	<b>1,212,700</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
FDLE JAG Grant (125-982060-521)	84,445	-	-	-	-	-
FDLE JAG Grant (125-982061-521)	-	120,000	40,000	-	40,000	40,000
Pretrial Release (111-544-523)	1,025,660	1,135,112	1,043,276	99,857	1,143,133	1,172,700
<b>Total Budget</b>	<b>1,110,105</b>	<b>1,255,112</b>	<b>1,083,276</b>	<b>99,857</b>	<b>1,183,133</b>	<b>1,212,700</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
111 Probation Services	1,025,660	1,135,112	1,043,276	99,857	1,143,133	1,172,700
125 Grants	84,445	120,000	40,000	-	40,000	40,000
<b>Total Revenues</b>	<b>1,110,105</b>	<b>1,255,112</b>	<b>1,083,276</b>	<b>99,857</b>	<b>1,183,133</b>	<b>1,212,700</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Pretrial Release	13.00	14.00	14.00	-	14.00	14.00
FDLE JAG Grant - Pretrial	2.00	-	-	-	-	-
<b>Total Full-Time Equivalentents (FTE)</b>	<b>15.00</b>	<b>14.00</b>	<b>14.00</b>	<b>-</b>	<b>14.00</b>	<b>14.00</b>

### Supervised Pretrial Release – Pretrial Release (111-544-523)

<b>Goal</b>	The goal of the Supervised Pretrial Release Division (SPTR) is to hold defendants accountable, improve their ability to live lawfully and productively in the community, and enhance the overall administration of justice and support community safety and well-being.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Screen and interview defendants booked in the Leon County jail on a 24/7 basis to assess whether defendants are eligible for release or must be held for First Appearance. Prepare information for the court’s consideration at defendants’ First Appearance hearings.</li> <li>2. Supervise and monitor SPTR defendants’ compliance with court ordered conditions; meet weekly on average with each defendant assigned to Secured Continuous Random Alcohol Monitoring (SCRAM). Provide oversight of private vendors managing Global Positioning Satellite (GPS); complete weekly phone contacts with defendants residing more than 50 miles outside of Leon County; and meet monthly on average with all other defendants. Defendants charged with misdemeanor, traffic and felony offenses may be ordered to SPTR.</li> <li>3. Assist private vendor in monitoring defendants’ GPS units. Respond to alerts when the system detects possible equipment tampering, zone or curfew violations for active GPS, or other equipment issues. Advise the defendant, if warranted, to take corrective action.</li> <li>4. Contact law enforcement if the defendant cannot be contacted or fails to comply with staff instructions.</li> <li>5. Monitor defendants’ SCRAM units and take appropriate actions when notified that a defendant tests positive for alcohol.</li> <li>6. Administer random alcohol tests to offenders ordered by the courts to abstain.</li> <li>7. Notify the Sheriff’s Warrant Officers to execute in-office arrests of defendants with outstanding warrants when they are in the SPTR office.</li> <li>8. Notify the courts of violations of imposed conditions.</li> <li>9. Attend First Appearance and motion hearings and make recommendations to judges regarding a defendant’s release. Notify Circuit probation when a Violation of Probation Warrant is issued by the First Appearance Judge and notify the jail’s releasing staff of defendants ordered to SPTR at First Appearance.</li> <li>10. Provide the Clerk of Courts with Probable Cause Affidavits, Florida Crime Information Center (FCIC)/ National Crime Information Center (NCIC) criminal histories, Pretrial Intake interviews, misdemeanor violation of conditions affidavits, and Order to Show Cause Affidavits for the First Appearance Judge, State Attorney’s Office, Public Defender’s Office or private attorneys.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Constitution, Section 14; Florida Statute, Chapter 907.041(3)(a); Florida Statute, Chapter 907.041(3)(b); Administrative Order 2006-02-Uniform Bond Schedule and Pretrial Release Procedures Second Judicial Circuit, Florida; Florida Statute, Chapter 097.043 Citizens’ Right-to-Know. Assist in meeting County responsibilities for prisoners under Florida Statute, Chapter 951 (County and Municipal Prisoners) through probation and supervised pretrial release services, which are lower cost alternatives to incarceration.
<b>Advisory Board</b>	Public Safety Coordinating Council; Criminal Justice Coordinating Committee; Justice Information Systems Users Group; Association of Pretrial Professionals of Florida; National Association of Pretrial Service Agencies

#### Benchmarking

Priorities	Benchmark Data	Leon County	Benchmark
G4, Q2	Annual average workload hours per Pre-Trial Officer, per case, per month based upon defendant risk factors and blended caseloads.	1.06	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 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
G4, Q2	Average End of Month number of hours per case, per Pretrial Officer	0.94	1.06	0.98	0.98
G4,Q2	Utilize intervention strategies to minimize technical violations (OTSC) to no more than 10% of the total supervised. <sup>1</sup>	12%	12%	11%	12%
G4,Q2	Utilize intervention strategies to ensure no fewer than 80% of defendants supervised successfully complete pretrial.	74%	78%	79%	78%
Q2	Divert jail operating costs by no less than \$10 million by promoting and utilizing supervised pretrial alternatives.	\$11.3	\$11.7	\$10.3	\$10.7

- Notes:
1. The Program experienced a slight increase in technical violations above 2016 estimates. This may be attributable to the supervision of low level offenses by defendants engaging in high risk behaviors which increases the likelihood of technical violations.

**Supervised Pretrial Release - Pretrial Release (111-544-523)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	770,378	843,086	832,620	-	832,620	862,187
Operating	255,282	292,026	210,656	99,857	310,513	310,513
<b>Total Budgetary Costs</b>	<b>1,025,660</b>	<b>1,135,112</b>	<b>1,043,276</b>	<b>99,857</b>	<b>1,143,133</b>	<b>1,172,700</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
111 Probation Services	1,025,660	1,135,112	1,043,276	99,857	1,143,133	1,172,700
<b>Total Revenues</b>	<b>1,025,660</b>	<b>1,135,112</b>	<b>1,043,276</b>	<b>99,857</b>	<b>1,143,133</b>	<b>1,172,700</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Pre-Trial Supervisor	1.00	1.00	1.00	-	1.00	1.00
Probation/Pretrial Officer II	-	8.00	8.00	-	8.00	8.00
Senior Probation/Pretrial Officer	-	1.00	1.00	-	1.00	1.00
Drug Screening Technician	-	1.00	1.00	-	1.00	1.00
Assistant Drug Screening Coordinator	1.00	1.00	1.00	-	1.00	1.00
Pre-Trial Release Case Worker	1.00	-	-	-	-	-
Pre-Trial Release Specialist	6.00	-	-	-	-	-
Sr. Pre-Trial Release Spec.	1.00	-	-	-	-	-
Pre-Trial Technician	2.00	2.00	2.00	-	2.00	2.00
Mental Health Court Pretrial Release Specialist	1.00	-	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>13.00</b>	<b>14.00</b>	<b>14.00</b>	<b>-</b>	<b>14.00</b>	<b>14.00</b>

The major variances for the FY2017 Pretrial Release budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%–5% based on a 3% average; offset by decreases in worker's compensation rates.
2. An increase of \$99,857 for SCRAM (Secured Continuous Random Alcohol Monitoring). This increase is due to the lifting of the program cap by the Courts. This increase is offset by an estimated increase in SCRAM user fees of \$25,000.

**Decreases to Program Funding:**

1. Personnel costs decreased by \$10,466 as a result of departmental consolidation to one location.
2. Decrease in communication costs in the amount of \$1,370 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

**Supervised Pretrial Release - FDLE JAG Grant – (125-982060/61-521)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	24,295	120,000	40,000	-	40,000	40,000
Operating	60,150	-	-	-	-	-
Total Budgetary Costs	<u>84,445</u>	<u>120,000</u>	<u>40,000</u>	<u>-</u>	<u>40,000</u>	<u>40,000</u>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
125 Grants	84,445	120,000	40,000	-	40,000	40,000
Total Revenues	<u>84,445</u>	<u>120,000</u>	<u>40,000</u>	<u>-</u>	<u>40,000</u>	<u>40,000</u>

The major variances for the FY 2017 FDLE JAG Grant budget are as follows:

FY 2017 FDLE JAG Grant is anticipated in the amount of \$40,000, and it is contributing to partially offset the personnel costs of one Drug Screening Technician and one Probation/Pretrial Officer II. The two grant positions have been realigned to the Pretrial Release organization to provide more efficient management and operation. The personnel costs are captured in the Supervised Pretrial Release Division and charged back to the grant program for grant accounting purposes. Final grant amount in FY16 came in lower than the previous year's budget. FY17 reflects the continued lowering of the grant amount provided to the county.



### Drug & Alcohol Testing (111-599-523)

<b>Goal</b>	The goal of the Leon County Drug and Alcohol Testing Division is to assist county departments, the judicial system and other agencies in creating a safe and secure environment free from the adverse effects caused by abuse or misuse of alcohol and drugs.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Administer random urinalysis and alcohol breath tests to defendants and offenders with court-ordered conditions to abstain.</li> <li>2. Provide urinalysis and alcohol breath test results to all court-ordered defendants.</li> <li>3. Administer Department of Transportation (DOT) urinalysis collection and alcohol breath tests to County employees for Commercial Drivers' License (CDL), post-accident, return to duty, and reasonable suspicion referrals.</li> <li>4. Ensure that staff are trained and certified to perform DOT urinalysis collection and alcohol breath tests.</li> <li>5. Administer urinalysis tests to individuals referred by Leon County Department of Human Resources in accordance with established guidelines.</li> <li>6. Administer drug and alcohol tests to individuals referred by outside agencies.</li> <li>7. Submit all pre-employment, reasonable suspicion, and post-accident tests to a certified laboratory for confirmation results within 24 hours of collection.</li> <li>8. Provide pre-employment, reasonable suspicion, return to duty and post-accident test results to referring agency within 48 hours of receipt.</li> <li>9. Maintain records for all court-ordered urinalysis and alcohol testing.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 948; Assist in meeting County responsibilities for prisoners under Florida Statute, Florida Department of Transportation Drug-Free Work Place and Testing Policy, Florida Statute, Chapter 440, Section 440.102, Chapter 112, Section 112.0455. U.S. Department of Transportation and Regulation, Section 49CFR Part 40.33.
<b>Advisory Board</b>	Criminal Justice Coordinating Council; Public Safety Coordinating Council

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
Q2	# of alcohol tests administered annually to court ordered defendants <sup>1</sup>	12,642	14,714	12,810	13,560
Q2	# of urinalysis tests administered annually to court ordered defendants <sup>2</sup>	9,063	9,927	12,034	9,384
G4, Q2	# of urinalysis collections performed annually for other agencies <sup>3</sup>	702	704	709	512
G4, Q2	# of DOT alcohol tests administered annually <sup>4</sup>	19	6	12	6
Q2	Fees collected for alcohol tests	\$134,391	\$136,568	\$132,862	\$119,182
Q2	Fees Collected for urinalysis tests <sup>5</sup>	\$148,159	\$176,620	\$157,813	\$155,918

Notes:

1. Program estimates for FY 2017 and based on the upward trend in FY 2016 for court ordered alcohol tests. However, fee waivers impact overall collections. The number, frequency, and fees are assigned at the discretion of the court.
2. Program is currently experiencing a downward trend. The number and frequency of clients testing are at the discretion of the court.
3. Reduction in the estimate for urinalysis tests performed for other agencies based on Board policy change regarding pre-employment testing and the availability of private vendors serving the courts in surrounding counties.
4. These tests are administered at the discretion of the Risk Manager.
5. Decrease in collection estimates are based on current decline in frequency of urinalysis testing.

**Drug & Alcohol Testing (111-599-523)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	108,183	124,266	122,159	-	122,159	126,349
Operating	56,158	46,610	46,575	-	46,575	46,575
<b>Total Budgetary Costs</b>	<b>164,342</b>	<b>170,876</b>	<b>168,734</b>	<b>-</b>	<b>168,734</b>	<b>172,924</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
111 Probation Services	164,342	170,876	168,734	-	168,734	172,924
<b>Total Revenues</b>	<b>164,342</b>	<b>170,876</b>	<b>168,734</b>	<b>-</b>	<b>168,734</b>	<b>172,924</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
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
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

The major variances for the FY 2017 Drug & Alcohol Testing budget are as follows:

**Increases to Program Funding:**

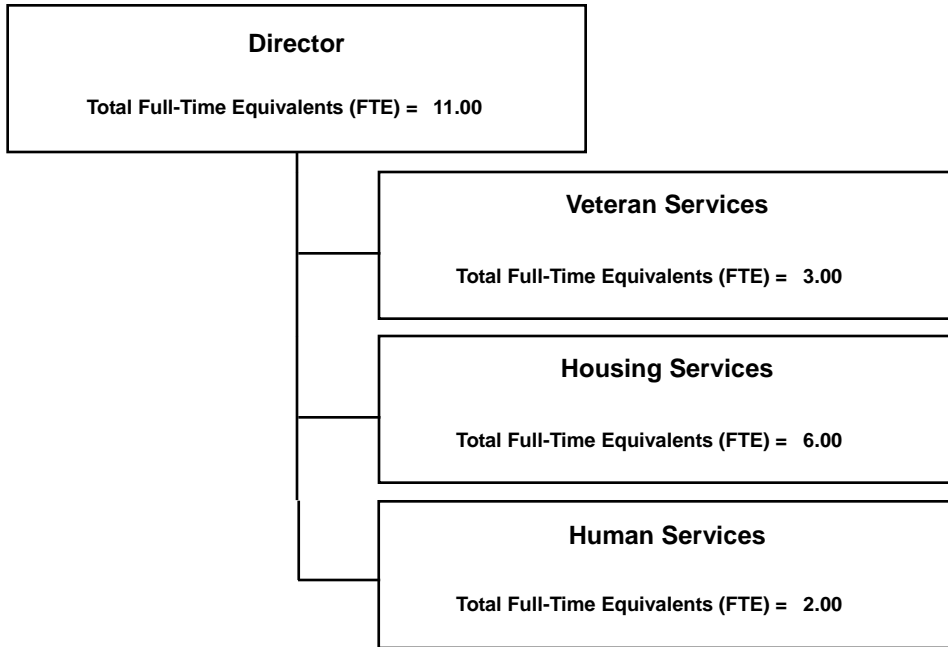
1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance rates in a range of 0%-5% based on 3% average; offset by decreases in workers compensation rates.

**Decreases to Program Funding:**

1. Personnel Services decreased in the amount of \$1,142.
2. Decrease in communication costs related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.



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Housing Services	19 -12
Housing Finance Authority	19 -15
Human Services	19 -18
Primary Healthcare	19 -26



## **Executive Summary**

The Office of Human Services and Community Partnerships section of the Leon County FY 2016 Annual Budget is comprised of Housing Services, Human Services, Primary Healthcare, and the Veteran Services.

The Office of Human Services and Community Partnerships promotes and maintains the health, safety, and welfare of all Leon County citizens. The Housing Services Division provides assistance to very low to moderate income residents of the unincorporated areas of Leon County through its rehabilitation, homeownership counseling, foreclosure assistance, and down payment assistance programs. Human Services administers the funding associated with human services activities consistent with State mandates, Board policies, and Leon County's mission. The Primary Healthcare Program administers the funding and provides contractual oversight of the CareNet providers serving the uninsured residents of Leon County. Veteran Services assists veterans and their dependents with processing benefit claims.

On December 9, 2013, the Board approved transitioning its strategic planning to a five-year planning cycle that spans from FY 2012 through FY 2016, as reflected in the LEADS/Strategic Plan Section. As part of the Leon LEADS Strategic Planning process, the Department of Human Services and Community Partnerships communicates the continued alignment of the Board's strategic priorities and initiatives with the department's actions and performance measures. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities and serves as a gauge to assist the department in measuring outcomes of the Strategic Plan.

### **HIGHLIGHTS**

Housing Services continues to provide home rehabilitation, home replacement, down payment assistance, home counseling, and disaster mitigation services to the citizens of Leon County. In addition, Leon County is an Advisor for the Florida "Hardest Hit" Fund (HHF), which provides mortgage payments to program-eligible applicants. As an HHF Advisor, Leon County will receive revenue for providing assistance to program eligible applicants on a fee-per-service basis. The HHF program will sunset August 31, 2016, however beginning FY 2017 the Housing Services office will begin to implement the SHIP Foreclosure Prevention Program. Additionally, the budget includes the reclassification of the Senior Housing Service Specialist to a Housing Service Coordinator.

Human Services administers the funding and provides oversight to the human services activities provided to Leon County residents consistent with State mandates, Board policies, and Leon County's mission. Human Services administers the funding for Medicaid, Child Protection Exams, Baker Act, Marchman Act, tubercular care, direct emergency assistance, and indigent burial programs. Human Services is the division responsible for overseeing the County's participation in the Community Human Service Partnership (CHSP). Included in the FY 2017 budget is an additional \$200,000 for the CHSP program, which brings the County's total investment for that program to \$1.2 million. The budget also includes an additional \$181,689 for Medicaid. Human Services also administers the County's obligations to the Medical Examiner's Office.

The Primary Healthcare Program serves the residents of Leon County through the provision of primary healthcare services to low income and uninsured Leon County residents in an efficient and cost effective manner. This is accomplished through the administration of primary healthcare funding. In addition, the Primary Healthcare Program manages the contracts of local healthcare providers (CareNet) participating in the Primary Healthcare Program. The local healthcare providers are: Bond Community Health Center, Neighborhood Medical Center, Capital Medical Society Foundation's We Care Network, FAMU Pharmacy, and Apalachee Center. At the April 28, 2015 budget workshop, the Board approved the establishment of a new funding method for those CareNet agencies who are reimbursed on a per patient visit rate. Rather than independently contracting with multiple providers for a predetermined number of patient reimbursements, this competitive provider model will pool the available County funds for primary and mental healthcare services on a first-come, first-served basis.

Veteran Services expects a continued demand for services as Veterans return from current military campaigns. Veteran Services is responsible for administering the County Military Grant Program, providing counseling and assistance to Veterans and their dependents, processing benefit claims and also serves as the Veteran Liaison for the local community. As part of Board's Strategic Priorities to implement strategies that assist local Veterans, in June 2014, Veteran Services again sponsored Operation Thank You!, to celebrate the courageous men and women of Leon County Armed Forces Units. This year's event commemorated the Korean War Veterans. Veteran Services also newly implemented in FY 2016 the Veteran Services Organization Grant Assistance program which provides funding to assist in the cost of funding a service or project that provides assistance to Leon County resident Veterans, Active Duty Military members, National guard or Reserve Members of any branch in a current drilling status, and their dependents. The National Association of Counties (NACo) presented Achievement Awards to Leon County in various categories. NACo's recognize how Leon County provides the most cost-effective, high-quality service to citizens. One of the seven awards was in Human Services for Operation Thank You! and honoring our Veterans.

## Office of Human Services & Community Partnerships Business Plan

### Mission Statement

The mission of the Leon County Office of Human Services and Community Partnerships is to build a stronger, healthier community by providing a safety net of resources, services, and solutions for citizens in need, in partnership with our community.

### Strategic Priorities

#### Economy

- Focus resources to assist local veterans, especially those returning from tours of duty, in employment and job training opportunities through the efforts of County government and local partners. (EC5) 2012
- Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (EC6) 2012

#### Quality of Life

- Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (Q3) rev. 2013
- Support the preservation of strong neighborhoods through appropriate community planning, land use regulations, and high quality provision of services. (Q6) 2012

#### Governance

- Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1) rev. 2013
- Sustain a culture of performance, and deliver effective, efficient services that exceed expectation and demonstrate value. (G2) 2012
- Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5) 2012

### Strategic Initiatives

October 1, 2011 – September 30, 2016

- |  |          |
|--|----------|
| 1. Implement strategies that assist local veterans, including: develop job search kiosk for veterans (EC5,EC6) 2012  | Complete |
| 2. Implement strategies that assist local veterans, including: consider policy to allocate a portion of Direct Emergency Assistance funds to veterans (EC5,EC6 Q3) 2012  | Ongoing  |
| 3. Collaborate with United Vets and attend monthly coordinating meetings (EC5) 2012  | Ongoing  |
| 4. Provide grants to active duty veterans (EC5) 2012   | Ongoing  |
| 5. Assist veterans with benefits claims (EC5,EC6,Q3) 2012  | Ongoing  |
| 6. Fund Veterans Day Parade as a partner with VET, Inc. (EC5) 2012   | Ongoing  |
| 7. Maintain and further develop programs and partnerships necessary to support and promote a healthier (Q3) rev. 2013  | Ongoing  |
| 8. Support Leon County Health Departments (Q3) 2012  | Ongoing  |
| 9. Support CareNet (Q3) 2012   | Ongoing  |
| 10. Maintain oversight of state-mandated programs, such as Medicaid and Indigent Burial, to ensure accountability and compliance with state regulations (Q3) 2012  | Ongoing  |
| 11. Provide foreclosure prevention counseling and assistance (Q6) 2012   | Ongoing  |
| 12. Provide first time homebuyer assistance (Q6) 2012  | Ongoing  |
| 13. Implement strategies that assist local veterans, including: Hold “Operation Thank You!” celebration annually for veterans and service members (EC5) rev. 2013  | Ongoing  |
| 14. Implement procedures for residents to take full advantage of the NACO Dental Card Program (Q3) 2013  | Complete |
| 15. Provide an early budget discussion item regarding primary health care, including mental health care services, and options to maximize resources to meet the healthcare needs of the community including those individuals served through the local criminal justice system (Q3, G2) 2015 | Complete |
| 16. Engage the City and United Way to expand the eligibility for CHSP and to establish a new funding category for non-direct human service providers (G5, Q3) 2016   | Complete |

Office of Human Services and Community Partnerships

	<p>17. Establish a formalized approach to utilize the CHSP Executive Committee, as the lead entity for the on-going implementation of the CHSP process by: Eliminating the existing JPB and associated Leadership Team committee and; Working with the City and United Way, prepare the appropriate documents for Board consideration that establishes the committee's and governing partners' responsibilities, including, but not limited to: meeting schedule to provide certainty for continuous agency input; process for making changes to CHSP policies and procedures; establish a technical review committee to evaluate trend and community data for possible recommendations to Executive Committee (G1, Q3) 2016</p>	<p>In Progress</p>
<p>Actions</p>	<ol style="list-style-type: none"> <li>1. Maintained veterans' kiosk and continue to work with CareerSource Capital Region on veterans' employment issues. (EC5)</li> <li>2. Developed policy to allocate funds for a new Direct Emergency Assistance Program for veterans. (EC5)</li> <li>3. Strengthen relationship with local veterans' organizations by attending monthly meetings, partnering with CareerSource Capital Region veterans jobs program, and continuing to support V.E.T. Inc. and the Veterans Day Parade.(EC5)</li> <li>4. Continue to outreach to promote awareness of Leon County Military Grant for Active Duty Personnel.(EC5)</li> <li>5. Continue to assist local veterans and their dependents with processing benefit claims. (EC5, EC6, Q3)</li> <li>6. Continue to provide support and funding to VET, Inc. to organize, plan, and execute the Veterans Day Parade. (EC5)</li> <li>7. Provide in-kind and funding support of the Community Human Service Partnership program. Continue to support, fund, and administrate the CHSP process in an effort to be responsible stewards of community dollars. (Q3)</li> <li>8. A. Execute an annual contract to provide funding to the Florida Department of Health in Leon County for the provision of mandated public health services. (Q3) B. Collaborate with the Florida Department of Health in Leon County for the provision of healthcare for uninsured and financially indigent residents. (Q3)</li> <li>9. A. Collaborate with CareNet partners for the provision of healthcare services for uninsured and financially indigent residents. (Q3) B. Partner with CareNet and other community agencies to pursue opportunities to leverage county funding. (Q3)</li> <li>10. Collaborate with AHCA and other State agencies to ensure accountability and compliance. (Q3)</li> <li>11. Mitigate property value loss by providing foreclosure prevention with funds attained through Florida's Hardest Hit program, and scheduling ongoing assistance. (Q6)</li> <li>12. Continue to support first-time homebuyer assistance with homeownership workshops, and also diversify funding for the program.(Q6)</li> <li>13. Sponsor Operation Thank You! : A Pancake Breakfast ceremony to celebrate the courageous men and women of Leon County Armed Forces Units. (EC5)</li> <li>14. Approve the NACo Dental Card Program and implement the program in the community. (Q3)</li> <li>15. Include a budget discussion item during the April 29,2015 Budget Workshop. (Q3, G2)</li> <li>16. Send a letter to the City Commission and the United Way requesting their concurrence and seek Board approval during the FY17 budget process if implementation is deemed feasible. (Q3, G5)</li> <li>17. Send a letter to the City Commission and the United Way requesting their concurrence and codify the approved policy and procedural modification based upon the City Commission and United Way's actions. (Q3, G1)</li> </ol>	<p>Veterans Services</p> <p>Veterans Services</p> <p>Veterans Services</p> <p>Veterans Services</p> <p>Veterans Services</p> <p>Veterans Services</p> <p>Human Services</p> <p>Primary Healthcare Human Services</p> <p>Primary Healthcare</p> <p>Primary Healthcare</p> <p>Human Services</p> <p>Housing Services</p> <p>Housing Services</p> <p>Veterans Services</p> <p>Human Services</p> <p>Human Services</p> <p>Human Services</p>



Office of Human Services and Community Partnerships

Performance Measures	EC5,Q3	Dollar amount of Military Grant used to assist service members.	Pg. 19-10
	EC5	# of Veterans assisted through the Veterans Emergency Assistance Program (VEAP).	Pg. 19-10
	Q6	# of clients receiving Down Payment Assistance.	Pg. 19-12
	Q6,Q3	Track dollar amount of property value retained by foreclosure prevention annually using the Leon County Property Appraiser's assessed value.	Pg. 19-12
	Q3,Q6	Dollar amount of community benefit realized through the receipt of grant funding and the provision of grant matches.	Pg. 19-26
	Q3	Number of uninsured residents receiving primary healthcare through CareNet.	Pg. 19-26

Leon County Fiscal Year 2017 Adopted Budget

Office of Human Services & Community Partnerships

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	609,010	696,039	724,581	2,000	726,581	751,777
Operating	3,034,327	2,595,362	2,578,892	3,600	2,582,492	2,596,344
Transportation	3,220	4,170	3,210	-	3,210	3,210
Grants-in-Aid	4,807,969	5,906,327	5,588,321	381,689	5,970,010	5,349,862
<b>Total Budgetary Costs</b>	<b>8,454,526</b>	<b>9,201,898</b>	<b>8,895,004</b>	<b>387,289</b>	<b>9,282,293</b>	<b>8,701,193</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Human Services	7,559,661	7,457,430	7,375,019	381,689	7,756,708	7,791,457
Veteran Services	233,396	314,500	327,763	-	327,763	333,186
Housing Services	661,469	1,429,968	1,192,222	5,600	1,197,822	576,550
<b>Total Budget</b>	<b>8,454,526</b>	<b>9,201,898</b>	<b>8,895,004</b>	<b>387,289</b>	<b>9,282,293</b>	<b>8,701,193</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	8,207,207	8,233,072	7,969,219	383,689	8,352,908	8,408,233
124 SHIP Trust	169,028	879,466	636,425	-	636,425	-
140 Municipal Service	-	-	200,000	-	200,000	200,000
161 Housing Finance Authority	78,291	89,360	89,360	3,600	92,960	92,960
<b>Total Revenues</b>	<b>8,454,526</b>	<b>9,201,898</b>	<b>8,895,004</b>	<b>387,289</b>	<b>9,282,293</b>	<b>8,701,193</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
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
<b>Total Full-Time Equivalents (FTE)</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>	<b>-</b>	<b>11.00</b>	<b>11.00</b>

**Veteran Services (001-390-553)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	126,531	155,540	169,533	-	169,533	174,956
Operating	9,449	31,460	15,730	-	15,730	15,730
Grants-in-Aid	97,415	127,500	142,500	-	142,500	142,500
<b>Total Budgetary Costs</b>	<b>233,396</b>	<b>314,500</b>	<b>327,763</b>	<b>-</b>	<b>327,763</b>	<b>333,186</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	233,396	314,500	327,763	-	327,763	333,186
<b>Total Revenues</b>	<b>233,396</b>	<b>314,500</b>	<b>327,763</b>	<b>-</b>	<b>327,763</b>	<b>333,186</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Veterans Services Manager	1.00	1.00	1.00	-	1.00	1.00
Veterans Services Counselor	2.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	-	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

The major variances for the FY 2017 Veteran Services budget are as follows:

**Increases to Program Funding:**

1. Cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. The increase in Grants-in-Aid is associated with realigning expenditures for the Operation Thank You Initiative that were previously budgeted in other operating accounts.

**Decreases to Program Funding:**

1. Decrease in communication costs in the amount of \$1,975 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

**Veteran Services (001-390-553)**

<p>Goal</p>	<p>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.</p>
<p>Core Objectives</p>	<ol style="list-style-type: none"> <li>1. Counsel and assist Veterans and their dependents with processing benefit claims entitled to them through the United States Department of Veterans Affairs and other government agencies.</li> <li>2. Assist Veterans and their dependents with VA health care, home loan guaranty, VA life insurance, burial benefits, and military medals/records.</li> <li>3. Maintain Veterans Resource Center (VRC) to provide employment and educational resources to Veterans, focusing on those Veterans making the transition from military to civilian life.</li> <li>4. Maintain strong relationships with community partners by attending United Vets monthly coordinating meetings.</li> <li>5. Manage the annual Leon County Military Grant Program.</li> <li>6. Serve as the Leon County Veteran Liaison for all Veteran issues in the local community.</li> <li>7. Assist the VET, Inc. organization with the annual Veterans Day Parade.</li> <li>8. Establish procedures to allocate direct emergency assistance funds to Veterans.</li> <li>9. Hold “Operation Thank You” celebration annually for Veterans and service members.</li> </ol>
<p>Statutory Responsibilities</p>	<p>F.S. 292.11 County and City Veteran Service Officer.</p> <p>(1) Each board of county commissioners may employ a county Veteran service officer; provide office space, clerical assistance, and the necessary supplies incidental to providing and maintaining a county service office; and pay said expenses and salaries from the moneys hereinafter provided for.</p> <p>(2) The Department of Veterans Affairs is directed to establish a training program for county and city veteran service officers. Every county or city veteran service officer employed under this chapter shall attend the training program established by the department and successfully complete a test administered by the department prior to assuming any responsibilities as a county or city veteran service officer.</p> <p>The department shall further establish periodic training refresher courses, which each county or city veteran service officer must attend and complete as a condition of remaining in employment as a county or city veteran service officer. County and city veteran service officers shall be reimbursed for travel expenses, as provided in s. 112.061.</p>
<p>Advisory Board</p>	<p>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.</p>

**Veteran Services (001-390-553)**

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimates	FY 2017 Estimates
EC5	# of clients served <sup>1</sup>	4,501	4,371	4,200	4,500
EC5	# of outreach events attended	90	180	150	150
EC5	# of clients served in the Veterans Resource Center <sup>2</sup>	180	105	90	50
EC5	Annual V.A. benefit payments made to Leon County Veterans <sup>3</sup>	\$49,068,000	\$49,360,000	\$48,000,000	\$47,500,000
EC5	Dollar amount used through the Military Grant Program <sup>4</sup>	\$42,642	\$5,400	\$20,742	\$5,000
EC5, Q3	Dollar amount of Veterans Emergency Assistance Program (VEAP) used <sup>5</sup>	\$25,742	\$50,000	\$50,000	\$50,000
EC5	# of Veterans Emergency Assistance Program (VEAP) Requests <sup>5</sup>	89	154	250	250

- Note:
1. The opening of the Veterans National Cemetery, expanded Veterans Affairs (VA) outpatient clinic and the influx of Veterans relocated to Leon County by the supportive housing programs is anticipated to increase the number of Veterans seeking assistance.
  2. The Veterans Resource center is mostly utilized by the homeless Veteran population. The Center has seen less use due to more of our Veterans being housed through supportive housing programs.
  3. Recurring benefits fluctuate due to a multitude of factors including eligibility, changes in the Veteran population, etc.
  4. The decreased dollar amount of the Military Grant program in the year 2015 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 we expect more drops in Military Grants funds being utilized in 2017.
  5. The increased number of Veterans requesting assistance through the Veterans Emergency Assistance Program (VEAP) has increased due to the number of new Veterans brought into Leon County by the various support agencies such as Housing and Urban Development (HUD)/Veteran Affairs Supportive Housing (VASH) and the Veterans Supportive Housing Assistance Program. The Board increased the budget for the VEAP program from \$25,000 to \$50,000 in FY2014.

**Housing Services Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	391,844	422,393	429,888	2,000	431,888	447,041
Operating	86,966	120,939	119,699	3,600	123,299	123,299
Transportation	3,220	4,170	3,210	-	3,210	3,210
Grants-in-Aid	179,440	882,466	639,425	-	639,425	3,000
<b>Total Budgetary Costs</b>	<b>661,469</b>	<b>1,429,968</b>	<b>1,192,222</b>	<b>5,600</b>	<b>1,197,822</b>	<b>576,550</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Housing Finance Authority (161-808-554)	78,291	89,360	89,360	3,600	92,960	92,960
Housing Services (001-371-569)	414,150	461,142	466,437	2,000	468,437	483,590
SHIP 2014-2017 (124-932047-554)	169,028	-	-	-	-	-
SHIP 2015-2018 (124-932048-554)	-	879,466	-	-	-	-
SHIP 2016-2019 (124-932049-554)	-	-	636,425	-	636,425	-
<b>Total Budget</b>	<b>661,469</b>	<b>1,429,968</b>	<b>1,192,222</b>	<b>5,600</b>	<b>1,197,822</b>	<b>576,550</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	414,150	461,142	466,437	2,000	468,437	483,590
124 SHIP Trust	169,028	879,466	636,425	-	636,425	-
161 Housing Finance Authority	78,291	89,360	89,360	3,600	92,960	92,960
<b>Total Revenues</b>	<b>661,469</b>	<b>1,429,968</b>	<b>1,192,222</b>	<b>5,600</b>	<b>1,197,822</b>	<b>576,550</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Housing Services	6.00	6.00	6.00	-	6.00	6.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>6.00</b>

### Housing Services (001-371-569)

<b>Goal</b>	To promote safe, sanitary and affordable housing through homeowner education, counseling, down payment assistance, foreclosure prevention, and home rehabilitation in the unincorporated areas of Leon County.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>Administer and provide oversight for all Affordable Housing Programs: Home Rehabilitation; Home Replacement; Down Payment &amp; Closing Costs Assistance; Foreclosure Prevention; Hardest Hit Fund Principal Reduction; Unemployment Mortgage Assistance Programs; Mortgage Loan Reinstatement Program; Green Rehabilitation; and Barrier Free Rehabilitation. Design, implement, and administer community-wide affordable housing education through events such as Home Expos and Home Buyer Counseling Workshops.</li> <li>Seek to continually improve methodologies and efficiencies in serving citizens of Leon County with regard to affordable housing programs.</li> <li>Provide staff support and administer the activities of the Leon County Housing Finance Authority (HFA), 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, due March 2017.</li> <li>Provide quarterly grant reports and annual reports detailing Affordable Housing Programs and Fair Housing Activities; and, receive and report fair housing complaints.</li> <li>Attend local Housing events, trainings and conferences to ensure Leon County is aware and in compliance with local, state and federal guidelines.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Code, Chapter 8 Article V/Policy 96-11 "Direct Implementation of State Housing Initiative Program (SHIP)"; Housing Plan, Florida Statute Chapter 420 "Housing"; Leon County Code, Chapter 2, Section 2-71 & 2-120 "Implementation"; Florida Statute Chapter 159 "Bond Financing"; Florida Statute Chapter 760.20 "Fair Housing Act"
<b>Advisory Board</b>	Housing Finance Authority; Affordable Housing Advisory Committee; Community Development Block Grant (CDBG) Citizens Task Force Advisory Committee.

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimates	FY 2017 Estimates
Q6	# of clients receiving Down Payment Assistance <sup>1</sup>	41	59	60	65
Q6	# of clients receiving Foreclosure Prevention Assistance <sup>2</sup>	34	70	24	5
Q6	Dollar amount of property value retained by foreclosure prevention <sup>2</sup>	\$3,764,117	\$553,547	\$4,800,000	\$625,000
Q6	# of housing units receiving Home Rehabilitation	46	39	40	50
Q6	# of housing units receiving Home Replacement <sup>3</sup>	0	3	5	10
Q6	Total Housing Dollars Administered <sup>3</sup>	\$4,022,000	\$1,280,038	\$2,069,000	\$1,720,000

- Notes:
- FY 2017 Down Payment Assistance (DPA): Leon County HFA Inter-Local Agreement with Escambia County produces DPA that is successfully marketed through the Division of Housing Services and expected to slightly surpass previous performance actuals due to an expanded marketing approach.
  - Foreclosure prevention totals are expected to decrease with the Hardest Hit Fund Foreclosure Prevention Program which sunsets on August 31, 2016. FY 2017 estimates are based upon the beginning of the SHIP Foreclosure Prevention Program being implemented.
  - FY 2017 Housing Rehabilitation & Housing Replacement. Estimate supported by: Housing Services received Authorization to Release Funding - \$750,000 in CDBG Housing Rehabilitation Grant funding, January 2016, with a time line of 24 months. SHIP funding received: FY 2014 - \$490,000; FY 2015 - \$440,000. SHIP Funding has a three (3) year time line, expending expenditure dates well into 2017 and 2018. Housing Services administers the HFA's new Emergency Housing Repair program with an anticipated FY 2017 allocation of \$40,000. In FY 2016, the YTD allocation stands at \$20,000.

**Housing Services - Housing Services (001-371-569)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	391,844	422,393	429,888	2,000	431,888	447,041
Operating	19,086	34,579	33,339	-	33,339	33,339
Transportation	3,220	4,170	3,210	-	3,210	3,210
<b>Total Budgetary Costs</b>	<b>414,150</b>	<b>461,142</b>	<b>466,437</b>	<b>2,000</b>	<b>468,437</b>	<b>483,590</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	414,150	461,142	466,437	2,000	468,437	483,590
<b>Total Revenues</b>	<b>414,150</b>	<b>461,142</b>	<b>466,437</b>	<b>2,000</b>	<b>468,437</b>	<b>483,590</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Dir of Hum SVCs & Commu Partsh	1.00	1.00	1.00	-	1.00	1.00
Affordable Housing Manager	1.00	1.00	1.00	-	1.00	1.00
Housing Rehabilitation Spec.	1.00	1.00	1.00	-	1.00	1.00
Financial Compliance Manager	1.00	1.00	1.00	-	1.00	1.00
Senior Housing Services Specialist	1.00	1.00	-	-	-	-
Housing Services Coordinator	-	-	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>	<b>-</b>	<b>6.00</b>	<b>6.00</b>

The major variances for the FY 2017 Housing Services budget are as follows:

**Increases to Program Funding:**

1. Cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. Increase in overtime for Housing Services staff in the amount of \$2,000 associated with weekend events, including the Housing Exposition.
3. Funding for the reclassification of the Senior Housing Service Specialist to a Housing Service Coordinator is included in the budget due to personnel changes.

**Decreases to Program Funding:**

1. Decrease in communication costs in the amount of \$1,240 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.
2. Reduced transportation costs in the amount of \$960.



**Housing Services - SHIP 2016-2019 (124-932049-554)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Grants-in-Aid	-	-	636,425	-	636,425	-
Total Budgetary Costs	-	-	636,425	-	636,425	-
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
124 SHIP Trust	-	-	636,425	-	636,425	-
Total Revenues	-	-	636,425	-	636,425	-

The FY 2017 SHIP 2016-2019 Grants is anticipated in the amount of \$636,425.

**Housing Services – Housing Finance Authority (161-808-554)**

<p>Goal</p>	<p>The goal of the Housing Finance Authority (HFA) is to consider Leon County affordable housing financing for owner-occupied single-family units, multi-family housing units, townhouses and condominiums. This consideration includes the sale of taxable bonds once approved by resolution of the Board of County Commissioners.</p>
<p>Core Objectives</p>	<ol style="list-style-type: none"> <li>1. Continue to provide funding to conduct emergency repairs and assistance for home rehabilitation projects, and pay for project fees not allowed by certain housing programs such as doc stamp fees and recording costs.</li> <li>2. Continue to work in conjunction with the Escambia County Housing Finance Authority in the development of multi-million dollar single-family bond issuances.</li> <li>3. Continue to provide oversight to the bond issuances of both Magnolia Terrace Apartments and Lakes at San Marcos.</li> <li>4. Work with the Leon County List of Lands, properties that have been declared suitable for affordable housing by the Board of County Commissioners, and take such action to restore these properties for habitation by affordable housing families and individuals.</li> <li>5. Continue to function as the advisory committee for the State Housing Initiative Partnership (SHIP) and Community Development Block Grant (CDBG) programs.</li> <li>6. Issue, or issue jointly with other counties, single-family mortgage revenue bonds at below market rate.</li> <li>7. Accept and review multi-family bond applications and make recommendations to the Board. Provide Local Government Contribution support to 4% and 9% tax credit application submitted to the Florida Housing Finance Authority on behalf of developer making such a request and after review and approval of HFA eligibility guidelines.</li> <li>8. Review and make recommendations toward financing of current HFA-LHAP strategies and current and/or new housing strategies to be undertaken by the Division of Housing Services.</li> </ol>
<p>Statutory Responsibilities</p>	<p>Leon County Code: Chapter 2 Article III Division 3 Section 2                  Leon County Code: Chapter 8 Article V Section 8-154</p>
<p>Advisory Board</p>	<p>None</p>

**Housing Services - Housing Finance Authority (161-808-554)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	67,879	86,360	86,360	3,600	89,960	89,960
Grants-in-Aid	10,412	3,000	3,000	-	3,000	3,000
Total Budgetary Costs	<u>78,291</u>	<u>89,360</u>	<u>89,360</u>	<u>3,600</u>	<u>92,960</u>	<u>92,960</u>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
161 Housing Finance Authority	78,291	89,360	89,360	3,600	92,960	92,960
Total Revenues	<u>78,291</u>	<u>89,360</u>	<u>89,360</u>	<u>3,600</u>	<u>92,960</u>	<u>92,960</u>

The major variances for the FY 2017 Housing Finance Authority budget are as follows:

**Increases to Program Funding:**

1. Increase in the amount of \$3,600 for the newly acquired liability insurance policy due to the Housing Finance Authority not being covered under the County's insurance policy.

**Human Services Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	90,635	118,106	125,160	-	125,160	129,780
Operating	2,937,912	2,442,963	2,443,463	-	2,443,463	2,457,315
Grants-in-Aid	4,531,114	4,896,361	4,806,396	381,689	5,188,085	5,204,362
<b>Total Budgetary Costs</b>	<b>7,559,661</b>	<b>7,457,430</b>	<b>7,375,019</b>	<b>381,689</b>	<b>7,756,708</b>	<b>7,791,457</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Baker Act & Marchman Act (001-370-563)	692,601	692,601	692,601	-	692,601	706,453
CHSP & Emergency Assistance (001-370-569)	965,036	1,254,858	1,158,816	200,000	1,358,816	1,360,717
Health Department (001-190-562)	243,345	237,345	237,345	-	237,345	237,345
Medicaid & Indigent Burials (001-370-564)	2,630,398	2,694,506	2,694,506	181,689	2,876,195	2,881,646
Medical Examiner (001-370-527)	493,698	501,760	511,795	-	511,795	522,031
Primary Health Care (001-971-562)	2,475,581	2,015,360	1,818,956	-	1,818,956	1,821,675
Primary Health Care-Trauma Center (140-971-562)	-	-	200,000	-	200,000	200,000
Tubercular Care & Child Protection Exams (001-370-562)	59,000	61,000	61,000	-	61,000	61,590
<b>Total Budget</b>	<b>7,559,661</b>	<b>7,457,430</b>	<b>7,375,019</b>	<b>381,689</b>	<b>7,756,708</b>	<b>7,791,457</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	7,559,661	7,457,430	7,175,019	381,689	7,556,708	7,591,457
140 Municipal Service	-	-	200,000	-	200,000	200,000
<b>Total Revenues</b>	<b>7,559,661</b>	<b>7,457,430</b>	<b>7,375,019</b>	<b>381,689</b>	<b>7,756,708</b>	<b>7,791,457</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
CHSP & Emergency Assistance	1.00	1.00	1.00	-	1.00	1.00
Primary Health Care	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalentents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>

**Human Services (001-370-527,562,563,564,569)**

Goal	To serve as a safety net to enhance the quality of life for residents by providing resources, access to social services, and short term financial assistance.
Core Objectives	<ol style="list-style-type: none"> <li>1. Ensure compliance with the following mandated programs and services through the provision of administrative and fiscal oversight: <ul style="list-style-type: none"> <li>▪ Medicaid, which covers nursing home and hospital stays for eligible residents;</li> <li>▪ Health Care Responsibility Act, which funds care for indigent Leon County residents treated for emergency health care in another Florida county;</li> <li>▪ Baker Act, which funds Leon County's match for the stabilization, temporary detention, and evaluation services for short-term mental health inpatient programs;</li> <li>▪ Mental Health, Substance Abuse and Alcohol, which funds Leon County's match for the Community Mental Health Act and substance abuse programs related to the Marchman Act;</li> <li>▪ Indigent Burial, which covers the costs of burial for unclaimed bodies and indigent persons;</li> <li>▪ Child Protection Exams, which provides funding for alleged victims of abuse or neglect; and</li> <li>▪ Tubercular Care, which funds transportation costs for tuberculosis patients to the State's tuberculosis hospital.</li> <li>▪ Medical Examiner's Office.</li> </ul> </li> <li>2. Reduce homelessness and hunger; and enhance health and safety through the provision of financial support from the Direct Emergency Assistance Program.</li> <li>3. Administer the Community Human Service Partnership Program (CHSP) which is an innovative collaboration between Leon County, the City of Tallahassee, and the United Way of the Big Bend to effectively distribute community funds for human services throughout Leon County.</li> </ol>
Statutory Responsibilities	<p>Florida Statute 409.915 requires county governments to fund a portion of inpatient hospital stays and nursing home expenses incurred by county resident Medicaid recipients.</p> <p>Florida Statute 154.301-331 (HCRA) requires counties reimburse out-of-county hospitals at the Medicaid per diem rate for emergency care provided to the county's indigent residents.</p> <p>Florida Statute 394.76 requires that state funds expended for mental health, alcohol, and drug abuse be matched on a 75 to 25 state to local basis.</p> <p>Florida Statute 406.50 mandates that Leon County is responsible for the burial of any dead human body that is unclaimed or indigent.</p> <p>Florida Statute 39.304(5) requires county governments to pay exam costs for children who are alleged to have been abused, abandoned, or neglected.</p> <p>Florida Statute 392 mandates that to protect the citizenry from infection of tuberculosis (TB), the county is obligated to finance transportation of residents to a TB treatment facility.</p>
Advisory Board	Human Services Grants Review Committee

**Human Services (001-370-527,562,563,564,569)**

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimates	FY 2017 Estimates
Q2	Amount reimbursed for Medicaid County Match and HCRA for hospital and nursing home services provided to citizens enrolled in Medicaid	\$2,362,023	\$2,364,863	\$2,536,000	\$2,536,000
Q2	# of Residents admitted to the publicly funded Baker Act Unit	879	798	900	900
Q2	# of Residents admitted to the publicly funded Marchman Act Unit	534	485	660	650
Q2	# of Disposition services provided for indigent, unclaimed, or unidentified persons through the Indigent Burial Program	35	34	45	45
Q2	# of Child Protection Exams Paid	159	173	190	190
EC6	# of families served by the Direct Emergency Assistance Program (DEAP)	72	5	50	50
EC6	# of citizens served through DEAP to prevent homelessness; increase safety; decrease hunger; and improve/enhance health conditions by the provision of rental, utility, food, and prescription assistance	169	82	150	150
EC6	# of CHSP training sessions for applicant agencies	10	10	10	10
EC6	# of CHSP site visits conducted	75	75	76	76

**Human Services - Health Department (001-190-562)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Grants-in-Aid	243,345	237,345	237,345	-	237,345	237,345
Total Budgetary Costs	243,345	237,345	237,345	-	237,345	237,345
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	243,345	237,345	237,345	-	237,345	237,345
Total Revenues	243,345	237,345	237,345	-	237,345	237,345

The FY 2017 Health Department budget is recommended at the same funding level as the previous fiscal year.

**Human Services - Medical Examiner (001-370-527)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Grants-in-Aid	493,698	501,760	511,795	-	511,795	522,031
Total Budgetary Costs	493,698	501,760	511,795	-	511,795	522,031
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	493,698	501,760	511,795	-	511,795	522,031
Total Revenues	493,698	501,760	511,795	-	511,795	522,031

The major variances for the FY 2017 Medical Examiner budget are as follows:

**Increases to Program Funding:**

1. As required by the contract to annually submit an updated fee schedule, adjustments in the fee schedule provided by the Medical Examiner increased the cost by 2% or \$10,035.



**Human Services - Tubercular Care & Child Protection Exams (001-370-562)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Grants-in-Aid	59,000	61,000	61,000	-	61,000	61,590
Total Budgetary Costs	59,000	61,000	61,000	-	61,000	61,590
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	59,000	61,000	61,000	-	61,000	61,590
Total Revenues	59,000	61,000	61,000	-	61,000	61,590

The FY 2017 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)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	692,601	692,601	692,601	-	692,601	706,453
Total Budgetary Costs	692,601	692,601	692,601	-	692,601	706,453
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	692,601	692,601	692,601	-	692,601	706,453
Total Revenues	692,601	692,601	692,601	-	692,601	706,453

The FY 2017 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)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	28,902	-	-	-	-	-
Grants-in-Aid	2,601,496	2,694,506	2,694,506	181,689	2,876,195	2,881,646
Total Budgetary Costs	<u>2,630,398</u>	<u>2,694,506</u>	<u>2,694,506</u>	<u>181,689</u>	<u>2,876,195</u>	<u>2,881,646</u>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	2,630,398	2,694,506	2,694,506	181,689	2,876,195	2,881,646
Total Revenues	<u>2,630,398</u>	<u>2,694,506</u>	<u>2,694,506</u>	<u>181,689</u>	<u>2,876,195</u>	<u>2,881,646</u>

The major variances for the FY 2017 Medicaid & Indigent Burials budget are as follows:

Increases to Program Funding:

1. Program costs for Medicaid are anticipated to increase by \$181,689 based on the estimates provided during the State Legislative session.

**Human Services - CHSP & Emergency Assistance (001-370-569)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	31,461	53,108	54,566	-	54,566	56,467
Operating	-	-	2,500	-	2,500	2,500
Grants-in-Aid	933,575	1,201,750	1,101,750	200,000	1,301,750	1,301,750
<b>Total Budgetary Costs</b>	<b>965,036</b>	<b>1,254,858</b>	<b>1,158,816</b>	<b>200,000</b>	<b>1,358,816</b>	<b>1,360,717</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	965,036	1,254,858	1,158,816	200,000	1,358,816	1,360,717
<b>Total Revenues</b>	<b>965,036</b>	<b>1,254,858</b>	<b>1,158,816</b>	<b>200,000</b>	<b>1,358,816</b>	<b>1,360,717</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Human Services Analyst	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2017 Community Human Services Partnership & Emergency Assistance budget are as follows:

**Increases to Program Funding:**

1. Cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. On March 8, 2016 the Board established the Community Human Service Partnership (CHSP) funding level for FY 2017 which included an additional \$200,000 for the CHSP program. This increases the total program funding to \$1.2 million.

**Decreases to Program Funding:**

1. In FY 2016, the Board approved a one-time allocation of \$100,000 for the Disadvantaged Youth Program. As this was a one-time allocation, the FY 2017 budget does not contemplate a continuation of this funding.

**Primary Healthcare (001-971-562)**

<b>Goal</b>	To improve the health of citizens by providing quality and cost effective health services through collaborative community partnerships.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Collaborate with CareNet partners for the provision of healthcare services for uninsured and financially indigent residents.</li> <li>2. Partner with CareNet and other community agencies to pursue opportunities to leverage county funding and resources to expand access to healthcare.</li> <li>3. Provide administrative and fiduciary oversight to ensure program and contract compliance.</li> <li>4. Collaborate with CareNet partners and the Community Health Coordinating Committee to achieve program goals.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute 154.011
<b>Advisory Board</b>	The Community Health Coordinating Committee provides advisement to staff on the provision and coordination of community health services.

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimates	FY 2017 Estimates
Q3	# Residents receiving primary healthcare through CareNet providers.	21,074	13,843	20,000	20,000
Q3	Value of prescriptions filled by CareNet providers.	\$3,478,336	\$1,450,499	\$4,000,000	\$2,000,000
Q3	Value of specialty medical and dental care provided through We Care	\$2,119,415	\$2,970,888	\$3,700,000	\$3,000,000
Q3	# Residents receiving specialty medical and dental care provided through We Care.	1,060	821	1,060	1,500
Q3	Community benefit realized through the receipt of grants and leveraging of County funding and resources as grant matches. <sup>1</sup>	\$3,568,917	\$3,513,647	N/A	N/A

Notes:  
 1. New measure as of FY 2013/14. Leveraging amount is connected to Low Income Pool grants offered through state. Amounts are to be determined pending final state budget. LIP grants may no longer exist. Due to 2015 State Healthcare Legislation, local match dollars may not be available in FY 2016.

**Human Services - Primary Health Care (001-971-562)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	59,173	64,998	70,594	-	70,594	73,313
Operating	2,216,408	1,750,362	1,748,362	-	1,748,362	1,748,362
Grants-in-Aid	200,000	200,000	-	-	-	-
<b>Total Budgetary Costs</b>	<b>2,475,581</b>	<b>2,015,360</b>	<b>1,818,956</b>	<b>-</b>	<b>1,818,956</b>	<b>1,821,675</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	2,475,581	2,015,360	1,818,956	-	1,818,956	1,821,675
<b>Total Revenues</b>	<b>2,475,581</b>	<b>2,015,360</b>	<b>1,818,956</b>	<b>-</b>	<b>1,818,956</b>	<b>1,821,675</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Healthcare Serv. Coordinator	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2017 Primary Health Care budget are as follows:

**Increases to Program Funding:**

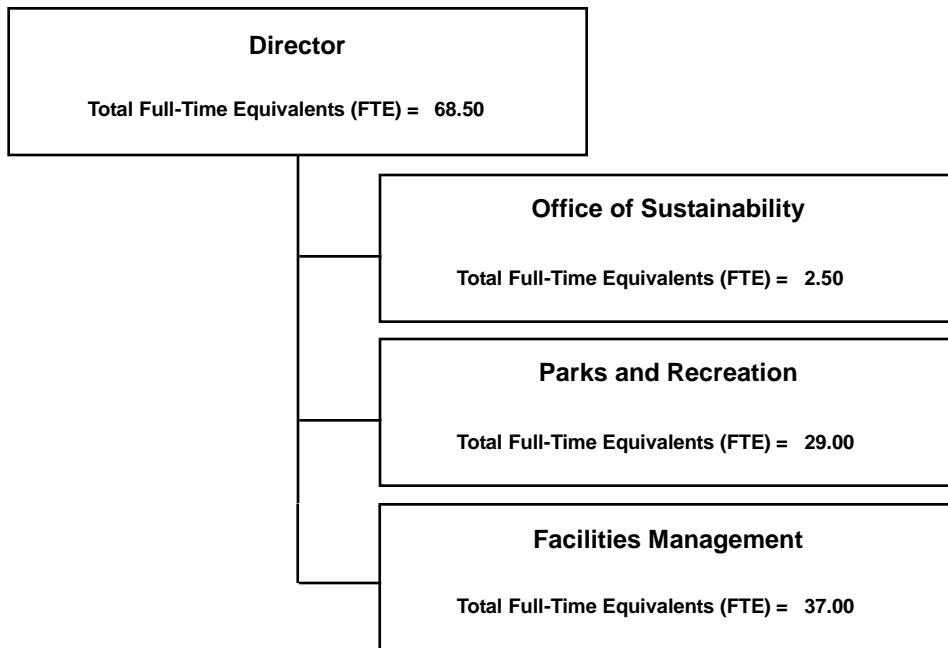
1. Cost associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.

**Human Services - Primary Health Care-Trauma Center (140-971-562)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Grants-in-Aid	-	-	200,000	-	200,000	200,000
Total Budgetary Costs	-	-	200,000	-	200,000	200,000
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
140 Municipal Service	-	-	200,000	-	200,000	200,000
Total Revenues	-	-	200,000	-	200,000	200,000

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## **Executive Summary**

The Office of Resource Stewardship section of the Leon County FY 2017 Annual Budget is comprised of the Office of Sustainability, Cooperative Extension, Parks & Recreation, and Facilities Management.

The Office of Resource Stewardship manages the sustainability of County resources. Cooperative Extension provides information and conducts educational programs on various issues including energy conservation, food safety, and child and family development. Parks and Recreation creates, maintains, and manages infrastructure and programs supporting recreation, parks, and open space. The Facilities Management Division consists of Facilities Management and Real Estate Management. Facilities Management provides professional maintenance and operating services.

On December 9, 2013, the Board approved transitioning its strategic planning to a five-year planning cycle that spans from FY 2012 through FY 2016, 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

During FY 2016, a County reorganization resulted in a realignment of Facilities Management and Parks and Recreation Services from the Department of Public Works to the Office of Resource Stewardship. The Facilities Management construction component remained with Public Works and was merged with the Engineering Division. The reorganization also included the realignment of the Solid Waste Division to Public Works. Recycling Education remained with the Office of Resource Stewardship, and merged with the Office of Sustainability.

In November 2015, Leon County revised its agreement with the University of Florida (UF) for providing the educational Extension Program. The agreement revised the partnership whereby all Cooperative Extension staff is 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.

Cooperative Extension's former Urban County Forester position is realigned to the Planning Department to assist with the development of a Canopy Road Management Plan. Facilities Management and the Office of Sustainability successfully implemented a building utility bill consolidation project. This consolidation will allow for more efficient tracking of utility consumption at County buildings and identify opportunities for efficiency upgrades.

The Board approved redirecting grant funding previously provided to Keep Tallahassee-Leon County Beautiful to the Office of Sustainability to efficiently address beautification efforts and illegal dumping impacts to the community and the environment.

# 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, 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**

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1) 2012
- Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (EC4) 2012
- Ensure the provision of the most basic services to citizens most in need so that we have a “ready workforce.” (EC6) 2012

**Environment**

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

**Governance**

- Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (G1) revised 2013
- Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community. (G3) (2012)
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County’s Core Practices. (G4) 2012

**Quality of Life**

- Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (Q1) Revised 2013
- Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (Q3) Revised 2013
- Enhance and support amenities that provide social offerings for residents and visitors of all ages. (Q4) Revised 2013
- Create senses of place in our rural areas through programs, planning and infrastructure, phasing in appropriate areas to encourage connectedness. (Q5) 2012

**Strategic Initiatives**  
October 1, 2012–  
September 31, 2016

1. Develop energy reduction master plan (EN4, G5) 2012	Complete
2. Further develop clean-green initiatives (EN4) 2012	Complete
3. Conduct the Leon County Sustainable Communities Summit (EN3) 2012	Ongoing
4. Pursue opportunities to fully implement a commercial and residential Property Assessed Clean Energy (PACE) program (EN2, EN3) 2012	Complete
5. Provide 4-H Programs (EC6) 2012	Ongoing
6. Consider policy for supporting new and existing community gardens on County property and throughout the County (EC6, EN3, Q5) 2012	Complete

Office of Resource Stewardship

<b>Strategic Initiatives</b> October 1, 2012– September 31, 2016	7. Educate at-risk families to build healthy lives through Expanded Food and Nutrition Education Program (EFNEP) and other family community programs (EC6, Q3) 2012	Ongoing	
	8. Provide state landscaping and pesticide certifications (EN3) 2012	Ongoing	
	9. Implement strategies which advance parks, greenways, recreational offerings, including: explore the extension of park and greenways to incorporate 200 acres of Upper Lake Lafayette. (EC1, EC4, Q1) 2012	Ongoing	
	10. Implement strategies which advance parks, greenways, recreational offerings, including: develop Miccosukee Greenway Management Plan. (EC1, EC4, Q1) 2012	Complete	
	11. Implement strategies which advance parks, greenways, recreational offerings, including: develop Alford Greenway Management Plan. (EC1, EC4, Q1) 2012	Complete	
	12. Expanded recreational amenities, including: complete construction of Miccosukee ball fields. (EC1, EC4, Q1, Q5) 2012	Complete	
	13. Expand recreational amenities, including: continue acquisition plans and development of a North East Park. (EC1, EC4, Q1) 2012	Ongoing	
	14. Expand recreational amenities, including: continue to develop parks and greenways consistent with management plans at Okeehoopkee Prairie Park, Fred George Park and St. Marks Headwater Greenway. (EC1, EC4, Q1, Q5) 2012	Ongoing	
	15. Further develop clean-green fleet initiatives, including compressed natural gas (EN4) 2013	Complete	
	16. Expand the community garden program (EN3, EC6, Q5) 2013	Ongoing	
	17. Expand recreational amenities, including: Develop Apalachee Facility master plan to accommodate year-round events. (EC1, EC4, Q1) 2013	Ongoing	
	18. In partnership with the City of Tallahassee and community partners, conduct a community-wide conversation on upper league competition with the goal of a higher degree of competition and more efficient utilization of limited fields. (Q1, EC1) 2013	Complete	
	19. Further establish community partnerships for youth sports development programs. (Q4) 2014	Ongoing	
	20. Reevaluate current market conditions for the opportunity for the County to institute a residential PACE program. (EN2, EN3, EN4)	Ongoing	
	21. Evaluate Waste Composition Study (EN4) 2012	Complete	
	22. Identify alternative disposal options. (EN4) 2012	Complete	
	<b>Actions</b>	1. Implemented energy master plan: Based on assessed performance of County buildings, prioritize areas for retrofit. (EN4, G5)	Sustainability/ Recycling/Facilities
		2. Clean-green fleet: Created dashboards for reporting of fuel use. (EN4)	
		3. On a bi-annual basis host the Sustainable Communities Summit, providing in depth education and discussion to nearly 350 community members. (EN3)	Sustainability/ Recycling
		4. Pursued PACE: Developed Request for Proposals (RFP) and contract for commercial PACE, obtained Board approval, negotiated agreement with vendor, created and promoted program.	Sustainability/ Recycling
		5. Provide 4-H programs: Teach Youth Science, Technology, Engineering, Math (STEM), Leadership and Citizenship skills through 4-H youth development activities such as camping, public speaking and other experiential learning activities. (EC6)	Cooperative Extension/ Sustainability
		6. Continue to support new gardens on County properties and to fund grants for gardens on non-County properties. (EC6, EN3, Q5)	Cooperative Extension/ Sustainability
7. Teach at-risk families and individuals skills for food resource management, nutrition, food safety and meal planning through individual and small-group classes. Implement strategies to develop and promote educational use of the Sustainable Demonstration Center. (EC6, Q3)		Cooperative Extension	
8. Teach best management practices through state mandated landscaping and pesticide certification training. (EN3)		Cooperative Extension	

Office of Resource Stewardship

Actions

9.	A. Establish a new Parks and Recreation 10-year Vision/Master Plan. (Q1, Q4, G3) B. Implement a public awareness/education campaign by participating in local events and accepting opportunities to present to community groups. (G3)	Parks & Recreation
10.	Finalized Miccosukee Canopy Road Greenway Plan by holding the necessary public meetings, presenting final reports to the Board, submitting final plans to the State, and presenting to the Acquisition and Restoration Council (ARC). (Q1, Q4, G1, G3)	Parks & Recreation
11.	A. Initiated and conducted a trail assessment for the J.R. Alford Greenway to better utilize the existing trail mileage to accommodate a wider variety of passive experiences. (G5) B. Established a volunteer program with assistance from Volunteer LEON that engaged the community, assisted with user-compliance, and educated park visitors. (G1,G3) C. Finalized J. R. Alford Greenway Management Plan by holding the necessary public meetings, presenting final reports to the Board, submitting final plans to the State, and presenting to the Acquisition and Restoration Council (ARC). (Q1, Q4, G1, G3)	Parks & Recreation
12.	Coordinated with the Division of Engineering to complete construction of the Miccosukee ball fields in time for the 2015 Little League season. (Q2, Q6, G2)	Parks & Recreation
13.	A. Establish a new Parks and Recreation 10-year Visioning/Master Plan to include the Northeast Park. (Q1, Q4, G3) B. Continue to work with the community user groups such as the Tallahassee Astronomical Society, Tallahassee Mountain Bike Association, Gulf Winds Track Club, Pop Warner, Little League, Friends of the Miccosukee Greenway, Wildwood Preservation Society, Southern Trail Riders Association and others to explore new avenues and partnerships for providing and expanding park amenities. (Q1, G3) C. Establish timeline for public input on the park design. (Q1, Q4, G3)	Parks & Recreation
14.	A. Implement a public awareness/education campaign by participating in local events and accepting opportunities to present to community groups. (G3) B. Continue to work with the community user groups such as the Tallahassee Astronomical Society, Tallahassee Mountain Bike Association, Gulf Winds Track Club, Pop Warner, Little League, Friends of the Miccosukee Greenway, Wildwood Preservation Society, Southern Trail Riders Association and others to explore new avenues and partnerships for providing and expanding greenways and passive park amenities. (Q1, G3)	Parks & Recreation
15.	Clean-green fleet: Created dashboards for reporting of fuel use. (EN4)	Sustainability/ Recycling
16.	Convene key stakeholders to discuss role of County in expanded community garden program & to explore other possible roles in local food system. (EC6, EN3, Q5)	Sustainability/ Recycling
17.	Coordinate with the Tourist Development Council and the Division of Solid Waste Management to establish an Apalachee Regional Park Facilities Master Plan as a tool for economic development. (E1, E4)	Parks & Recreation
18.	A. Convened a meeting of community baseball representatives/leadership, including City management staff. (Q1, EC1) B. Accepted Status Report regarding the meeting and Board Direction on further actions.	Parks & Recreation
19.	A. Presented a status report on the partnership with Community Baseball League. (Q4) B. Board adopted License Agreement with Community Baseball League for use of J. Lewis Hall Baseball field and Volunteer LEON supporting the County's Little League Program. (Q4)	Parks & Recreation
20.	Identified alternative program models which allow for residential PACE. Negotiate agreement with the Florida Development & Finance Corporation (FDFC) to serve as a Program Administrator in order to develop and oversee day to day relationship with providers. The FDFC Agreement provides for both residential and commercial PACE service	Sustainability/ Recycling
21.	Board workshop conducted to provide staff direction on developing strategies to reach 75% recycling goal and other solid waste issues.	Sustainability/ Recycling
22.	Board authorized hiring of a consultant to conduct Waste Alternative study	Sustainability/ Recycling

Office of Resource Stewardship

Performance Measures	Q3	% of participants showing improvement in one or more nutrition practices by the completion of the Expanded Food and Nutrition Education Program	Page 20 – 12
	EN4	Estimated energy savings from conservation projects	Page 20 - 9
	EN4	% of waste tonnage recycled annually (relating to the State Recycling Goal)	Page 20 - 9
	EC4	Host 5 economically significant events at the Apalachee Regional Park annually.	Page 20 - 14
	Q1	# of youths participating in sports activities.	Page 20 - 14

Leon County Fiscal Year 2017 Adopted Budget

Office of Resource Stewardship

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	4,473,555	4,794,077	4,139,990	15,000	4,154,990	4,345,000
Operating	6,934,227	7,446,805	7,496,393	435,843	7,932,236	7,979,834
Transportation	276,019	286,045	283,315	-	283,315	283,315
Capital Outlay	47,850	53,950	50,000	-	50,000	50,000
Grants-in-Aid	210,375	200,375	643,822	-	643,822	655,731
<b>Total Budgetary Costs</b>	<b>11,942,026</b>	<b>12,781,252</b>	<b>12,613,520</b>	<b>450,843</b>	<b>13,064,363</b>	<b>13,313,880</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Office of Sustainability/Recycling Education	160,771	212,274	240,728	62,282	303,010	307,909
Cooperative Extension	524,526	540,260	470,954	-	470,954	482,863
Parks and Recreation	2,576,898	2,794,911	2,835,185	49,705	2,884,890	2,982,234
Facilities Management	8,679,830	9,233,807	9,066,653	338,856	9,405,509	9,540,874
<b>Total Budget</b>	<b>11,942,026</b>	<b>12,781,252</b>	<b>12,613,520</b>	<b>450,843</b>	<b>13,064,363</b>	<b>13,313,880</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	8,720,936	9,104,519	8,907,837	709,601	9,617,438	9,758,837
140 Municipal Service	2,576,898	2,794,911	2,835,185	49,705	2,884,890	2,982,234
165 County Government Annex	550,339	747,397	735,973	(308,463)	427,510	438,284
166 Huntington Oaks Plaza	93,853	134,425	134,525	-	134,525	134,525
<b>Total Revenues</b>	<b>11,942,026</b>	<b>12,781,252</b>	<b>12,613,520</b>	<b>450,843</b>	<b>13,064,363</b>	<b>13,313,880</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Cooperative Extension	13.00	13.00	-	-	-	-
Facilities Management	40.00	39.00	37.00	-	37.00	37.00
Office of Sustainability	2.00	1.20	2.50	-	2.50	2.50
Parks and Recreation	28.00	29.00	29.00	-	29.00	29.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>83.00</b>	<b>82.20</b>	<b>68.50</b>	<b>-</b>	<b>68.50</b>	<b>68.50</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Office of Sustainability	-	1.00	-	-	-	-
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Office of Sustainability/Recycling Education (001-127-513)**

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>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.</li> <li>2. Research and analyze trends, emerging technologies, and best practices.</li> <li>3. Oversee the documentation, measurement, and evaluation of program performance data.</li> <li>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.</li> <li>5. Providing communications about County sustainability initiatives, hosting sustainability programs, and working with community partners to carry out community-based sustainability projects.</li> <li>6. Participate in special events related to sustainability, recycling, and community wellbeing.</li> <li>7. Organize and provide education services to County facilities, schools, and other organizations.</li> <li>8. Provide sustainability, recycling and public education consulting services.</li> </ol>
<b>Statutory Responsibilities</b>	<p>Leon County Resolution R07-15 supporting participation in the International Council for Local Environmental Initiatives (ICLEI); Leon County Resolution R08-64 supporting participation in the local government Green Jobs Pledge; HB 7135, affecting F.S 255, 286.28</p> <p>The Florida Solid Waste Management Act of 1988 established that each county has the power to provide for the operation of solid waste facilities to meet the needs of all incorporated and unincorporated areas of their respective county. Florida Administrative Code, Chapter 62 701 "Operating Restrictions and Practices for Solid Waste Facilities" and The Energy, Climate Change, and Economic Security Act of 2008 (House Bill 7135) established a new statewide recycling goal of 75% to be achieved by the year 2020.</p>
<b>Advisory Board</b>	Sharing TREE; Capital Area Sustainability Council; Community Carbon Fund Advisory Committee; Extension Advisory Committee for Climate Change and Sustainable Living Education; Tallahassee Food Network

**Benchmarking**

Priorities	Benchmark Data	Leon County	Statewide Goal
G1	% of waste tonnage recycled	54%	50%

Note: Statewide recycling goal: 40% by 12/31/12, 50% by 12/31/14, 60% by 12/31/16, 70% by 12/31/18 and 75% by 12/31/20

**Performance Measures**

Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
EN4	Estimated energy savings from conservation projects	\$815,000	\$815,000	\$800,000	\$850,000
EN4	Number of people who follow ORS on social media	N/A	1,108	1,400	2,000
EN4	County Schools Recycling tonnage	82	88	65	80
EN4	County Curbside Recycling tonnage	3,830	5,432	4,500	5,800
EN3	# of participating community-wide recycling and sustainability related events	6	6	4	6
EN3, Q1	# of waste reduction/sustainability/recycling community education presentations/tours <sup>1</sup>	106	81	90	50
EN3, Q1	# of citizens participating in sustainability and recycling educational presentations	4,926	3,280	5,000	4,500
EN4	# of educational publications written	N/A	3	7	11
EN4, G1	% of waste tonnage recycled	47%	54%	47%	60%

1. FY 2017 estimates reflect a reduction in tours related to the approved closure of the County landfill. The estimates also reflect the reduction of classroom presentations as a result of staff's development of a more effective recycling education curriculum for school age children.



**Office of Sustainability - Office of Sustainability/Recycling Education (001-127-513)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	76,781	110,821	141,933	-	141,933	146,832
Operating	51,034	79,265	96,700	62,282	158,982	158,982
Transportation	1,581	813	2,095	-	2,095	2,095
Grants-in-Aid	31,375	21,375	-	-	-	-
<b>Total Budgetary Costs</b>	<b>160,771</b>	<b>212,274</b>	<b>240,728</b>	<b>62,282</b>	<b>303,010</b>	<b>307,909</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	160,771	212,274	240,728	62,282	303,010	307,909
<b>Total Revenues</b>	<b>160,771</b>	<b>212,274</b>	<b>240,728</b>	<b>62,282</b>	<b>303,010</b>	<b>307,909</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Recycle & Sustainability Manager	-	-	1.00	-	1.00	1.00
Sustainability Manager	1.00	1.00	-	-	-	-
Communication & Outreach Coordinator	-	-	1.00	-	1.00	1.00
Director, Office of Resource Stewardship	1.00	0.20	-	-	-	-
Digital Community Engagement Specialist	-	-	0.50	-	0.50	0.50
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>1.20</b>	<b>2.50</b>	<b>-</b>	<b>2.50</b>	<b>2.50</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Sustainability Consolidated OPS	-	1.00	-	-	-	-
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>-</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

The major variances for the FY 2017 budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. Increases in personnel costs reflect the County Administrator's organizational realignment. The Communication & Outreach Coordinator and Digital Community Engagement Specialist positions were realigned from the Recycling Services & Education program, as presented to the Board at the April 26, 2016 Budget Workshop. This is partially offset by the Director of the Office of Resource Stewardship position being realigned to Facilities Management.
3. Realignment of the Recycling Services & Education program operating costs (The Sharing TREE support, travel, phone, repair and maintenance, printing, promotional activities, office supplies, operating supplies and publication, subscription, membership and transportation operating) in the amount of \$53,482.

**Decreases to Program Funding:**

1. OPS salary cost reductions in the amount of \$15,000.

At the April 26, 2016 Budget Workshop, the Board approved redirecting grant funding previously provided to Keep Tallahassee-Leon County Beautiful to the Office of Sustainability to engage with community partners to more efficiently address beautification efforts and illegal dumping impacts.

**Cooperative Extension (001-361-537)**

<b>Goal</b>	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.
<b>Core Objectives</b>	<p><b>Horticulture, Agriculture, and Natural Resources:</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>3. Increase the sustainability, profitability, and competitiveness of agricultural and horticultural enterprises. Maintain and enhance production systems by improving knowledge and adoption of production efficiencies and effectiveness, new technologies, integrated pest management, food safety and environmental stewardship. Provide continuing education units and certification classes for pesticide applicators, landscape professionals, and other professionals ensuring compliance with state laws and supporting local jobs and workforce.</li> <li>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.</li> </ol> <p><b>Family and Consumer Sciences:</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> <li>4. Improve financial stability. Teach individuals and families skills they need to reduce debt, create spending plans, and save for the future.</li> </ol> <p><b>4-H and Other Youth Programs:</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>3. Provide opportunities for youth to develop science, technology, engineering and math (STEM) literacy through clubs, camps and special interest programs.</li> <li>4. Plan, implement, and evaluate 4-H/Tropicana public speaking contest for Leon County 4th, 5th and 6th grade students.</li> </ol>

**Cooperative Extension (001-361-537)**

<b>Statutory Responsibilities</b>	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
<b>Advisory Board</b>	Overall Extension Advisory Committee and Program Advisory Committees

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
EC6	# of group learning opportunities provided	2,259	1,412	2,000	1,400
EN3	# continuing education units (CEUs ) and certifications for pesticide applicators, landscape professionals, and other professionals	1,137	4,269	1,100	1,100
EN3	# of residents receiving agriculture, horticulture, and natural resources education <sup>1</sup>	76,612	75,949	70,000	30,000
EC6, Q3	# of limited resource citizens receiving nutrition education	9,558	5,841	10,000	10,000
EC6, Q3	# of residents receiving nutrition, health, financial management, and human development education	17,473	25,177	17,000	17,000
EC6	# of volunteers hours provided by Extension trained volunteers <sup>1</sup>	17,973	21,748	18,000	15,000
EC6, Q3	# of youth involved in 4-H activities	7,618	7,300	7,500	7,500
EC6	# of adult and youth volunteers	307	491	400	400
Q3	% of participants showing improvement in one or more nutrition practices by the completion of the Family Nutrition Program (FNP)	82%	84%	75%	75%

1. FY 2017 estimates are the result of the realignment of the Urban Forestry position to the Planning Department.

**Cooperative Extension (001-361-537)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	444,108	451,536	-	-	-	-
Operating	76,149	84,390	2,325	-	2,325	2,325
Transportation	4,268	4,334	3,807	-	3,807	3,807
Grants-in-Aid	-	-	464,822	-	464,822	476,731
<b>Total Budgetary Costs</b>	<b>524,526</b>	<b>540,260</b>	<b>470,954</b>	<b>-</b>	<b>470,954</b>	<b>482,863</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	524,526	540,260	470,954	-	470,954	482,863
<b>Total Revenues</b>	<b>524,526</b>	<b>540,260</b>	<b>470,954</b>	<b>-</b>	<b>470,954</b>	<b>482,863</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director of County Extension	1.00	1.00	-	-	-	-
Extension Agent II - Home Economics	1.00	1.00	-	-	-	-
Extension Agent II - Natural Resource	1.00	1.00	-	-	-	-
Extension Agent 4-H Youth	2.00	2.00	-	-	-	-
Urban County Forester II	1.00	1.00	-	-	-	-
Extension Agent - Agriculture	1.00	1.00	-	-	-	-
Extension Agent - Family & Consumer Service	1.00	1.00	-	-	-	-
Extension Agent - Horticulture	1.00	1.00	-	-	-	-
Cooperative Extension Program Assistant	1.00	1.00	-	-	-	-
Administrative Associate VI	1.00	-	-	-	-	-
Administrative Associate III	-	1.00	-	-	-	-
Administrative Associate IV	2.00	2.00	-	-	-	-
<b>Total Full-Time Equivalentents (FTE)</b>	<b>13.00</b>	<b>13.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

In November 2015, Leon County revised its agreement with the University of Florida (UF) for providing the 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.

The major variances for the FY 2017 Cooperative Extension budget are as follows:

Decreases to Program Funding:

1. The Urban County Forester position was realigned to the Planning Department.

As specified in the contract, the University of Florida Institute of Food & 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% of the salary. The County provides 100% of the funding for four support staff and 5% for one UF support staff.

**Parks and Recreational Services (140-436-572)**

<b>Goal</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Responsible for the development, preservation and management of functional, safe and aesthetically pleasing parks and recreation facilities across Leon County for its citizens and visitors.</li> <li>2. Responsible for the maintenance of all county park facilities, including: ball fields, boat landings, nature trails, greenways, and open spaces.</li> <li>3. Provides passive recreation activities through access to fishing, camping, picnicking, and nature trails.</li> <li>4. Develops and maintains active recreation facilities, including: ball fields, tennis, and basketball courts.</li> <li>5. Facilitates the organization, promotion, and implementation of recreation programs and activities through community based recreation providers.</li> <li>6. Pursues outside funding for facilities and services through grants, partnerships, and other programs to complement existing budgets.</li> <li>7. Operate six multi-purpose community centers.</li> <li>8. Prepare facilities and fields for state and local tournaments.</li> </ol>
<b>Statutory Responsibilities</b>	Leon County Code of Laws, Chapter 13 "Parks and Recreation" , Leon County Code of Laws 92 – 12, Leon County Comprehensive Plan, Section V "Parks and Recreation"
<b>Advisory Board</b>	None

<b>Benchmarking</b>			
<b>Priorities</b>	<b>Benchmark Data</b>	<b>Leon County</b>	<b>Benchmark</b>
Q1	Total Park Acres per 1,000 Population	13.52	9.9
Q1,G4,G5	Total Park Acres Maintained per FTE	132.66	46.1
Q1,G5	Total Operating Expenditures per Capita	\$9.83	\$33.98

Benchmark Sources: National Recreation and Park Association (NRPA) 2015 Field Report, a Parks and Recreation National Database Analysis. Benchmarks reflect the median of the data set for like-sized jurisdictions.

<b>Performance Measures</b>					
<b>Priorities</b>	<b>Performance Measures</b>	<b>FY 2014 Actuals</b>	<b>FY 2015 Actuals</b>	<b>FY 2016 Estimate</b>	<b>FY 2017 Estimate</b>
Q1	# of acres of invasive exotic plants removed from greenways /open spaces <sup>1</sup>	410	1,430	1,000	1,250
Q1,EN2,EC4	# of greenway acres maintained <sup>2</sup>	2,675	2,852	2,852	2,902
Q1	# of youths participating in sport activities <sup>3</sup>	1,929	1,824	2,500	2,500
EC4	Host 3 economically significant events at the Apalachee Regional Park annually <sup>4</sup>	3	3	5	5

- Notes:
1. The Greenway program is now fully staffed and several prescribed burns are planned for FY 2017. 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. An additional 50 acres of property is estimated for FY 2017 considering the State has approved acquisition of a trail corridor within the Fallschase parcel and the County has committed to serve as the Land Manager.
  3. The estimate reflects the inability to re-establish a County soccer program, offset by attempts to raise participation levels in football and baseball by adding sports opportunities (flag football and a 13-16 year old baseball division).
  4. The estimate to retain a minimum of five economically significant events at Apalachee Regional Park is based on its continued national recognition and exposure to a wide variety of cross country runners and organizations.

**Parks and Recreation Services (140-436-572)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,342,108	1,505,814	1,571,610	15,000	1,586,610	1,683,954
Operating	846,992	886,474	870,312	34,705	905,017	905,017
Transportation	181,175	179,673	174,263	-	174,263	174,263
Capital Outlay	27,623	43,950	40,000	-	40,000	40,000
Grants-in-Aid	179,000	179,000	179,000	-	179,000	179,000
<b>Total Budgetary Costs</b>	<b>2,576,898</b>	<b>2,794,911</b>	<b>2,835,185</b>	<b>49,705</b>	<b>2,884,890</b>	<b>2,982,234</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
140 Municipal Service	2,576,898	2,794,911	2,835,185	49,705	2,884,890	2,982,234
<b>Total Revenues</b>	<b>2,576,898</b>	<b>2,794,911</b>	<b>2,835,185</b>	<b>49,705</b>	<b>2,884,890</b>	<b>2,982,234</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Parks & Recreation Director	1.00	1.00	1.00	-	1.00	1.00
Parks & Community Centers Supervisor	1.00	1.00	1.00	-	1.00	1.00
Greenways & Environmental Lands Supervisor	1.00	1.00	1.00	-	1.00	1.00
Parks Supervisor	1.00	1.00	1.00	-	1.00	1.00
Crew Chief II	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	2.00	2.00	2.00	-	2.00	2.00
Park Attendant	14.00	15.00	15.00	-	15.00	15.00
Community Center Attendant	2.00	2.00	2.00	-	2.00	2.00
Crew Chief I	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate IV	1.00	1.00	1.00	-	1.00	1.00
Park Facilities Technician	2.00	2.00	2.00	-	2.00	2.00
Irrigation Tech Crew Chief	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>28.00</b>	<b>29.00</b>	<b>29.00</b>	<b>-</b>	<b>29.00</b>	<b>29.00</b>

The major variances for the FY 2017 Parks and Recreation Budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. Overtime costs in the amount of \$15,000 associated with coverage for community centers and weekend events at County parks and greenways.
3. Professional services in the amount of \$6,500 related to licensing fees for weather monitoring (to manage safety during park events) and miscellaneous Engineering services outside of any large CIP projects (i.e. wind load review for new scoreboards).
4. Contractual services in the amount of \$117,570 associated with increased mowing expenses, port a let rental fees, trail maintenance, turf management, invasive plant species control, and uniforms. This also includes an increase for miscellaneous contractual services like fencing projects, sidewalk repairs, and parking lot striping.
5. Rental expenses in the amount of \$9,000 related to special events and sports programs. This is partially offset by a \$2,500 reduction related to miscellaneous equipment.
6. Promotional expenses in the amount of \$750 related to Leon County branded 'give away' items associated with "grand openings" and/or special events like Greenways Day.

**Decreases to Program Funding:**

1. Transportation cost adjustments related to vehicle insurance, maintenance, and fuel in the amount of \$5,410.
2. Decrease in communication costs in the amount of \$655 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.
3. Utility cost adjustments in the amount of \$103,122. These funds were transferred to the Division of Facilities Management as part of the County's utility bill consolidation effort. This consolidation will allow for more efficient tracking of utility consumption at County buildings and identify opportunities for energy efficiency upgrades.

## Division of Facilities Management Business Plan

**Mission Statement**

The mission of the Leon County Department of Facilities Management is to serve the people of Leon County as a responsible steward of public real estate and building infrastructure necessary to support county operations in a timely, professional and cost-effective manner.

**Strategic Priorities**

**Economy**

- Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (EC1) 2012
- Support business expansion and job creation, including: the implementation of the Leon County 2012 Job Creation Action Plan, to include evaluating the small business credit program. (EC2) 2012
- Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce”. (EC6) 2012

**Environment**

- Educate citizens and partner with community organizations to promote sustainable practices. (EN3) 2012
- Reduce our carbon footprint, realize energy efficiencies, and be a catalyst for renewable energy, including solar. (EN4) 2012

**Quality of Life**

- Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (Q1) Revised 2013
- Provide essential public safety infrastructure and services which ensures the safety of the entire community. (Q2) 2012

**Governance**

- Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (G2) 2012
- Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County’s core practices. (G4) 2012
- Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5) 2012

**Strategic Initiatives**

October 1, 2012– December 31, 2016

- |   |          |
|---|----------|
| 1. Complete construction of Leon County Cooperative Extension net-zero energy building. (EN4) 2012  | Complete |
| 2. Complete construction of expanded Lake Jackson branch Library (Phase 1) and new community center (Phase 2). (Q1, EC1, EC6) 2012  | Complete |
| 3. Redevelop Huntington Oaks Plaza, which will house the expanded Lake Jackson branch Library and new community center, through a Sense of Place initiative. (EC1, Q1) 2013                                 | Complete |
| 4. Complete construction of Public Safety Complex. (EC2, Q2) 2012   | Complete |
| 5. Successfully open the Public Safety Complex. (Q2) 2013   | Complete |
| 6. Identify opportunities whereby vacant, underutilized County-owned property, such as flooded-property acquisitions, can be made more productive through efforts that include community gardens. (G5) 2013 | Complete |
| 7. Manage and maintain property to support County functions and to meet State mandates for entities such as the Courts. (G5) 2012   | Ongoing  |

## Division of Facilities Management

<b>Actions</b>	1.	A. Spearheaded the design, construction and implementation of a series of changes to the Leon County Cooperative Extension Building to create a Net-Zero Energy Building. (EN4)	Facilities
		B. Provided assistance and resources for the Grand Opening/Ribbon Cutting for Leon County Cooperative Extension Net-Zero Energy Building; which provided education to the community in means of developing renewable energy and the utilization of sustainable practices. (EN3,EN4)	Facilities, Resource Stewardship
	2.	A. Provided assistance and resources for the Grand Opening/Ribbon Cutting Ceremony for the new Lake Jackson Branch Library and New Community Center facilities. (Q1, EC1)	Facilities, Library Services
		B. Spearheaded the design and construction of the Lake Jackson Community Center scheduled to begin construction September 2012 and actively participated, provided resources and assistance for the Grand Opening/Ribbon Cutting Ceremony with November 2012 completion date. (Q1, EC1)	Facilities, Parks & Recreation
	3.	A. Actively participated and interacted in all public workshops on the redevelopment of the Huntington Oaks Plaza to address the general public's informational needs. (EC1, Q1)	Facilities, PLACE
		B. Continued to provide updated and accurate information to County Administration and the Board of County Commissioners regarding the status of the redevelopment and completion process for the Huntington Oaks Plaza. (EC1, Q1)	Facilities, PLACE
		C. Spearheaded the design and construction of sidewalks, a driveway, parking lot, and bus stop at the Huntington Oaks Plaza to create a Sense of Place. (EC1, Q1)	Facilities, PLACE
	4.	Spearheaded the construction process for the Public Safety Complex (EC2,Q2)	
	5.	A. Provided updated and accurate information to County Administration and the Board of County Commissioners as to the development and construction process for the Public Safety Complex. (EC2, Q2)	Facilities, COT
		B. Provided assistance and resources for the Grand Opening/Ribbon Cutting for Public Safety Complex. (EC2, Q2)	Facilities, COT
		C. Developed, implemented, and monitored an operating expense budget for the Public Safety Complex facilities as part of the annual budget. (EC2, Q2)	Facilities, COT, OMB
	6.	A. Provided Board with a status report regarding County-owned real estate. (EC2,Q2)	Facilities
		B. Provided a list of County-owned properties appropriate for affordable housing. (G5)	
	7.	A. Continue to provide and maintain facilities for the Board, Constitutional Officers, and the Courts. (G5)	Facilities, County Departments
	B. Strategically develop, design and implement an annual survey with involvement by customers in regards to planning and scheduling building renewal and replacement schedules within each County building and office. (G1, G2, G5)	Facilities	
	C. Major Maintenance/improvements planned consist of: refurbishing the concrete area and replacing front door at the Main Library located on Call Street.; Life Safety improvements in the Bank of America building with stairwell pressurization; revolutionize more energy efficient elevator equipment for Elevators 1 and 2 at the Leon County Courthouse; roof replacement at the Community Service building located at Appleyard Drive; construct energy upgrades to HVAC and lighting systems at Huntington Oaks Plaza. (G1, G2, G5)	Facilities	
<b>Performance Measures</b>	Q1	% of Work Orders opened for Preventative Maintenance	Page 20 - 19
	Q1,Q2	% of Work Orders closed within the year	Page 20 - 19
	G2,G4	% of Field Work Force converted to Mobile Technology Interface	Page 20 - 19
	EC1,EN4	% of Square Footage for which Annual Facility Surveys Completed	Page 20 - 19



**Facilities Management Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	2,610,558	2,725,906	2,426,447	-	2,426,447	2,514,214
Operating	5,960,051	6,396,676	6,527,056	338,856	6,865,912	6,913,510
Transportation	88,995	101,225	103,150	-	103,150	103,150
Capital Outlay	20,226	10,000	10,000	-	10,000	10,000
<b>Total Budgetary Costs</b>	<b>8,679,830</b>	<b>9,233,807</b>	<b>9,066,653</b>	<b>338,856</b>	<b>9,405,509</b>	<b>9,540,874</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
County Government Annex (165-154-519)	550,339	747,397	735,973	(308,463)	427,510	438,284
Facilities Management (001-150-519)	6,740,210	6,845,256	6,679,794	635,624	7,315,418	7,428,381
Huntington Oaks Plaza Operating (166-155-519)	93,853	134,425	134,525	-	134,525	134,525
Public Safety Complex Facilities (001-410-529)	1,295,428	1,506,729	1,516,361	11,695	1,528,056	1,539,684
<b>Total Budget</b>	<b>8,679,830</b>	<b>9,233,807</b>	<b>9,066,653</b>	<b>338,856</b>	<b>9,405,509</b>	<b>9,540,874</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	8,035,639	8,351,985	8,196,155	647,319	8,843,474	8,968,065
165 County Government Annex	550,339	747,397	735,973	(308,463)	427,510	438,284
166 Huntington Oaks Plaza	93,853	134,425	134,525	-	134,525	134,525
<b>Total Revenues</b>	<b>8,679,830</b>	<b>9,233,807</b>	<b>9,066,653</b>	<b>338,856</b>	<b>9,405,509</b>	<b>9,540,874</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Facilities Management	36.00	35.00	33.00	-	33.00	33.00
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
<b>Total Full-Time Equivalents (FTE)</b>	<b>40.00</b>	<b>39.00</b>	<b>37.00</b>	<b>-</b>	<b>37.00</b>	<b>37.00</b>

**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, construction, and operating services, in order to provide clean, safe and fully functional County facilities.
Objectives	<ol style="list-style-type: none"> <li>1. Provide and maintain facilities for the Board, Property Appraiser, Supervisor of Elections, Tax Collector (main office) and Article V agencies (Courts, Clerk, State Attorney, Public Defender and Guardian Ad Litem). Additionally, provide construction support for the Sheriff (including the jail).</li> <li>2. Coordinate facility accessibility and indoor air quality surveys and respond appropriately.</li> <li>3. Maintain County buildings' (including the health departments and dental clinic) structural, mechanical, plumbing, electrical, roofing, emergency generators, heating/air conditioning and other building systems. Administer a preventative maintenance program for the various building systems.</li> <li>4. Install and repair or replace doors, windows, cabinetry, sealants, lighting, and building finishes (including flooring, carpentry, ceiling tiles, paint and caulk).</li> <li>5. Manage parking in the Courthouse, Courthouse Annex, Gadsden Street lot and Main Library; maintain parking access gates, readers, striping and signage; manage parking waiting lists for Courthouse and Courthouse Annex employees; administer employee parking contracts; and manage parking revenue.</li> <li>6. Administer grounds keeping, custodial, mail equipment, parking equipment, pest control, generators, elevators, chillers, security, fire and integrated HVAC contracts.</li> <li>7. Manage security access control systems, including generating access cards, modifying and terminating employee authorized access levels, coordinating the installation, maintenance and replacement of card readers, replacing keys and changing or adding hardware.</li> <li>8. Maintain fire protection systems, including monitoring panels and automated sprinklers.</li> <li>9. Research energy conservation and sustainable building opportunities and take appropriate action.</li> <li>10. Raise and lower the flags, hang plaques and pictures, put up and take down decorations, transfer surplus property to the warehouse, and surplus auctions.</li> <li>11. Provide internal mail services for all Leon County Departments.</li> <li>12. Manage the central records warehouse, including property deliveries and transfers, storage, and destruction.</li> <li>13. Manage central records, including storage, security, retrieval, delivery, and destruction.</li> <li>14. Design and construct various items for special projects.</li> <li>15. Provide assistance in moves within departments.</li> <li>16. Participate in the set-up and breakdown of chairs, tables, tents, etc., for special events/functions.</li> </ol>
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	Volunteer Fire Departments, ADA Focus Groups, Decor and Space Committees, Courthouse Security Committee, Safety Committee, Renaissance Property Committee, and Public Safety Communication Committees

Benchmarking			
Priorities	Benchmark Data	2014	2015
G5	Repair and Maintenance cost per Square Foot – In-house	\$1.81 sq. ft.	\$2.08 sq. ft.
G5	Repair and Maintenance cost per Square Foot – Contracted	0.98 sq. ft.	1.24 sq. ft.
G2, G5	% Internal Customers rating Facilities Management responding promptly to needs	95%	95%

Source: Benchmarks based on Leon County actual annual costs and ratings.

**Facilities Management – Facilities Management (001-150-519)**

Performance Measures					
Priorities	Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
Q2, EC2	\$ volume of capital projects managed in millions <sup>1</sup>	N/A	N/A	\$9.9	\$9.1
Q1, Q2	# of work orders opened	17,614	16,450	20,226	19,740
Q1	% of work orders opened for preventative maintenance	69%	71%	79%	80%
Q1, Q2	% of work orders closed within the year	100%	89%	98%	100%
EC1, Q1, Q24	% of square footage for which annual facility surveys completed <sup>2</sup>	30%	7%	76%	50%
G2, G4	% of field workforce converted to mobile technology interface <sup>3</sup>	17%	17%	50%	75%
Q2, EC2	Total square footage of County facilities maintained <sup>4</sup>	1,582,628	1,568,567	1,573,762	1,573,762
Q1, Q2	# of work orders opened for set-ups/take-down and special events/projects <sup>5</sup>	75	81	93	95

- Notes:
- The FY 2016 and FY 2017 estimates reflect the realignment of capital project management from Facilities Management to Engineering as a result of the FY 2016 County reorganization.
  - During the FY 2014 LEADS Review process, customers expressed a desire to be more involved with planning and scheduling building renewal and replacements. The significant fluctuation in percentage of surveys completed is directly related to the staff time devoted based on the urgency and complexity of the surveys. Facilities Management regular schedule is expected to resume and staff will continue to perform an annual Facilities Survey for facilities renewals and replacements.
  - In a continued effort to improve customer service, Facilities will implement Mobile Technology for approximately 75% of the field staff by 2017.
  - The FY 2016 and 2017 increases reflect the additional space for the Supervisor of Elections.
  - Facilities Management has been providing services for special events, special projects, and set-ups and take-downs.

**Facilities Management - Facilities Management (001-150-519)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	2,296,512	2,414,609	2,115,460	-	2,115,460	2,192,465
Operating	4,334,477	4,319,422	4,451,184	635,624	5,086,808	5,122,766
Transportation	88,995	101,225	103,150	-	103,150	103,150
Capital Outlay	20,226	10,000	10,000	-	10,000	10,000
<b>Total Budgetary Costs</b>	<b>6,740,210</b>	<b>6,845,256</b>	<b>6,679,794</b>	<b>635,624</b>	<b>7,315,418</b>	<b>7,428,381</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	6,740,210	6,845,256	6,679,794	635,624	7,315,418	7,428,381
<b>Total Revenues</b>	<b>6,740,210</b>	<b>6,845,256</b>	<b>6,679,794</b>	<b>635,624</b>	<b>7,315,418</b>	<b>7,428,381</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Director of Facilities Management	1.00	1.00	-	-	-	-
Director, Office of Resource Stewardship	-	-	1.00	-	1.00	1.00
Facilities Senior Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Construction/PSC Operations Manager II	1.50	1.50	0.50	-	0.50	0.50
Facilities Planner	1.00	1.00	-	-	-	-
Customer Services Technician	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance Supervisor	1.00	1.00	1.00	-	1.00	1.00
Facility Maintenance Superintendent	2.50	2.50	2.50	-	2.50	2.50
Facilities Support Technician II	15.00	14.00	14.00	-	14.00	14.00
Facilities Operations Supervisor I	2.00	2.00	2.00	-	2.00	2.00
Facilities Operations Technician I	2.00	2.00	2.00	-	2.00	2.00
Facilities Operations Technician II	2.00	2.00	2.00	-	2.00	2.00
Facilities Support Technician III	2.00	2.00	2.00	-	2.00	2.00
Facilities Support Technician II	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate IV	2.00	2.00	1.00	-	1.00	1.00
Administrative Associate V	-	-	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>36.00</b>	<b>35.00</b>	<b>33.00</b>	<b>-</b>	<b>33.00</b>	<b>33.00</b>

The major variances for the FY 2017 Facilities Management budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. Utility costs in the amount of \$608,124 related to the County's utility bill consolidation effort. This consolidation will allow for more efficient tracking of utility consumption at County buildings and identify opportunities for energy efficiency upgrades.
3. Rental costs in the amount of \$27,500 related to Main Library parking rental contractual increase from Trinity Methodist Church and miscellaneous rentals for generators and other equipment.
4. Contractual costs in the amount of \$1,245 related to security, custodial, and elevator repair contracts.
5. Transportation costs in the amount of \$1,925 related to increase vehicle repair costs.

**Decreases to Program Funding:**

1. A decrease in personnel costs related to the reassignment of a Facilities Planner, Construction Manager II, and Senior Design Engineer from Facilities Management to Engineering, offset by the realignment of the Director of Resource Stewardship to Facilities Management, as part of the County Administrator's organizational realignment.
2. Decrease in communication costs in the amount of \$2,415 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.
3. Repair and maintenance costs in the amount of \$38,278 related to repair materials.

**Facilities Management - Public Safety Complex Facilities (001-410-529)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	264,321	259,614	269,246	-	269,246	278,488
Operating	1,031,107	1,247,115	1,247,115	11,695	1,258,810	1,261,196
Total Budgetary Costs	1,295,428	1,506,729	1,516,361	11,695	1,528,056	1,539,684
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	1,295,428	1,506,729	1,516,361	11,695	1,528,056	1,539,684
Total Revenues	1,295,428	1,506,729	1,516,361	11,695	1,528,056	1,539,684
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Construction/PSC Operations Manager II	0.50	0.50	0.50	-	0.50	0.50
Facility Maintenance Superintendent	0.50	0.50	0.50	-	0.50	0.50
Facilities Support Technician III	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

The Public Safety Complex (PSC) officially opened in July 2013. The PSC budget is jointly funded 50/50 with the City of Tallahassee. The budget presented here shows 100% of the costs of the PSC; the City's share is reflected as a revenue.

The major variances for the FY 2017 Public Safety Complex Facilities budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. A net increase in Repairs and Maintenance costs in the amount of \$11,695 to maintain the Public Safety Complex. An increase of \$66,000 is offset by the contractual expenses reduction noted below. The increase is to account for maintenance and repair of specialized equipment at the PSC not previously budgeted. The increase also considers renovation costs associated with relocating and consolidating public safety personnel from various agencies.
3. Operating Supplies in the amount of \$20,000 related to water services, dumpster services, security badges, and general supplies.
4. Publication costs in the amount of \$1,375 related to memberships and subscriptions to professional organizations.
5. Training costs in the amount of \$2,000 related to Technical Training and Seminars specific to the various electronic devices associated to the building.

**Decrease to Program Funding:**

1. Contractual expenses reduced in the amount of \$77,680 related to a reduced custodial and security contracts.

**Facilities Management - County Government Annex (165-154-519)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	49,724	51,683	41,741	-	41,741	43,261
Operating	500,614	695,714	694,232	(308,463)	385,769	395,023
<b>Total Budgetary Costs</b>	<b>550,339</b>	<b>747,397</b>	<b>735,973</b>	<b>(308,463)</b>	<b>427,510</b>	<b>438,284</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
165 County Government Annex	550,339	747,397	735,973	(308,463)	427,510	438,284
<b>Total Revenues</b>	<b>550,339</b>	<b>747,397</b>	<b>735,973</b>	<b>(308,463)</b>	<b>427,510</b>	<b>438,284</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Facilities Support Technician II	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2017 budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, and funding for performance raises in a range of 0% - 5% based on a 3% average; offset by decreases in workers compensation rates.
2. Other contractual service costs in the amount of \$33,025 related to custodial and security contracts.
3. Repair costs in the amount of \$2,941 related to building and parking lot maintenance.

**Decreases to Program Funding:**

1. Utility costs adjustments in the amount of \$341,488. These funds were transferred to the Division of Facilities Management as part of the County's utility bill consolidation effort. This consolidation will allow for more efficient tracking of utility consumption at County buildings and identify opportunities for energy efficiency upgrades.

**Facilities Management - Huntington Oaks Plaza Operating (166-155-519)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	93,853	134,425	134,525	-	134,525	134,525
Total Budgetary Costs	93,853	134,425	134,525	-	134,525	134,525
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
166 Huntington Oaks Plaza	93,853	134,425	134,525	-	134,525	134,525
Total Revenues	93,853	134,425	134,525	-	134,525	134,525

The major variances for the FY 2017 budget are as follows:

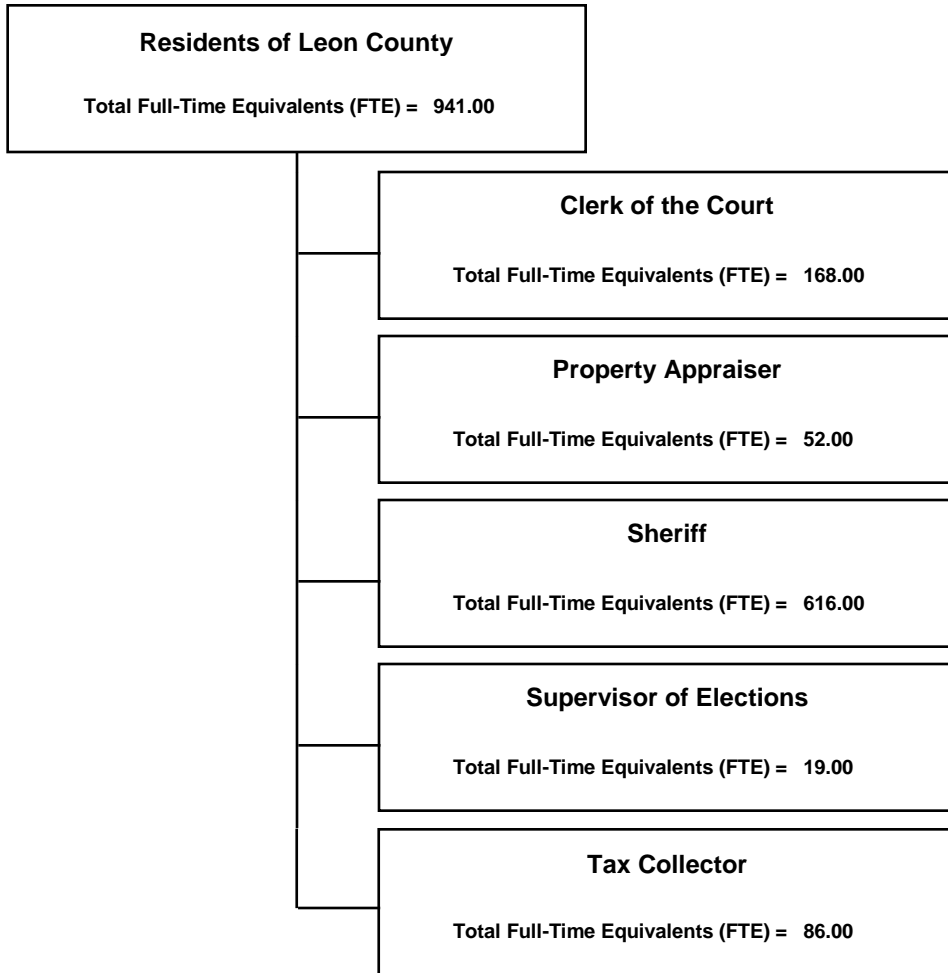
Increases to Program Funding:

1. Contractual services in the amount of \$1,000 related to custodial services.

Constitutional

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## **Executive Summary**

The Constitutional section of the Leon County FY 2016/2017 Annual Budget is comprised of the Clerk of County Courts, the Property Appraiser, the Sheriff's Office, the Supervisor of Elections, and the Tax Collector.

The Leon County Clerk's Office serves as the Clerk of the Circuit Court, the Treasurer and Custodian of County funds, and the Clerk to the Board of County Commissioners. The Property Appraiser assesses all property located within Leon County to ensure property is assessed as required by state statute. The Leon County Sheriff's Office provides law enforcement services, detention and correctional services, coordination of public safety programs and provides Enhanced 9-1-1, and emergency management services. The Supervisor of Elections is responsible for the registration of citizens to vote, processing and maintaining voter records, and conducts all elections for the community. The Tax Collector's Office provides tax collection and distribution services to taxpayers, business and taxing authorities.

### HIGHLIGHTS

The Clerk's Office continues to provide staffing for the County Courts (Small Claims, Traffic, and Misdemeanor); provide accounting services for the Board of County Commissioners, records management, Clerk and County Court accounting, cash management and payroll services; keep minutes of the Board's meetings and workshops; and provide treasury, custodian, and accounting functions for the Supervisor of Elections. The Clerk's Office continues to use technology to enhance the efficiency and effectiveness of the services it offers to its customers.

The Property Appraiser's Office manages and certifies property values and exemptions for more than 108,000 parcel currently totaling \$25 billion in Just Value and \$14.8 billion in Taxable Value. These services are provided to the Board of Commissioners, School Board, City of Tallahassee, Downtown Improvement Authority and the Northwest Water Management District. The Leon County Property Appraiser's office was awarded the prestigious International Association of Assessing Officers (IAAO) Certificate of Excellence in Assessment Administration for utilizing best appraisal and assessment practices. In FY 2015, the Property Appraiser and the Board of County Commissioners moved to e-TRIM for the Truth-In-Millage (TRIM) statutory reporting requirements. This electronic process has increased efficiencies in both agencies in reporting county property valuations and ad valorem taxes to the State of Florida.

The Sheriff's Office continues to provide the highest professional level of effective and efficient law enforcement services to the residents of Leon County. The Sheriff's Office also is responsible for providing Enhanced 9-1-1 services for the reporting of emergencies to response agencies such as Police, Fire, and Emergency Medical Services. For FY 2017, the Sheriff's office added four new road deputy positions for Law Enforcement, and four new positions in Corrections: two Corrections Technicians, a Maintenance II position and a Property Manager. Additionally, funding is included for the second year of the Salary Step Pay Plan for the Leon County Sheriff's Office sworn law enforcement and non-sworn corrections personnel. The purpose of the study was to implement a step pay plan and ensure that deputy and correctional officer wages are competitive with other law enforcement agencies. The total adjustment to the pay plan over three years will be \$2.4 million.

The Supervisor of Elections continues to provide quality voter registration and election services to the citizens of Leon County. For FY 2017, the Supervisor of Elections budget decreased in the amount of \$790,780 due to the non-presidential election cycle.

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 2017 Adopted Budget

Constitutional

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	52,775,817	54,882,521	55,473,915	499,345	55,973,260	57,913,449
Operating	15,527,734	18,148,982	18,252,338	-	18,252,338	18,185,206
Transportation	672,892	11,469	6,984	-	6,984	11,059
Capital Outlay	1,065,657	380,219	1,093,112	-	1,093,112	1,026,812
Grants-in-Aid	2,134,240	2,392,933	2,418,747	-	2,418,747	2,418,747
Interfund Transfers	874,868	275,000	-	-	-	-
Constitutional Payments	11,678,788	11,263,746	11,900,302	-	11,900,302	12,288,579
Budgeted Reserves	-	255,924	194,672	-	194,672	206,081
Sheriff Offset	-	(1,219,295)	(1,222,896)	-	(1,222,896)	(1,222,896)
<b>Total Budgetary Costs</b>	<b>84,729,996</b>	<b>86,391,499</b>	<b>88,117,174</b>	<b>499,345</b>	<b>88,616,519</b>	<b>90,827,037</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Clerk of the Circuit Court	1,934,372	1,940,579	2,016,674	-	2,016,674	2,057,007
Property Appraiser	4,732,020	4,805,388	5,159,673	-	5,159,673	5,314,463
Sheriff	69,358,982	69,834,623	71,743,212	499,345	72,242,557	74,117,485
Supervisor of Elections	3,989,424	4,992,180	4,187,358	-	4,187,358	4,126,522
Tax Collector	4,715,198	4,818,729	5,010,257	-	5,010,257	5,211,560
<b>Total Budget</b>	<b>84,729,996</b>	<b>86,391,499</b>	<b>88,117,174</b>	<b>499,345</b>	<b>88,616,519</b>	<b>90,827,037</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	10,727,109	10,861,040	11,486,648	-	11,486,648	11,862,332
060 Supervisor of Elections	3,989,424	4,992,180	4,187,358	-	4,187,358	4,126,522
110 Fine and Forfeiture	68,368,455	68,859,073	70,674,214	499,345	71,173,559	73,036,686
123 Stormwater Utility	66,047	65,920	65,920	-	5,920	65,920
125 Grants	121,155	121,155	121,155	-	121,155	121,155
130 9-1-1 Emergency Communications	1,283,200	1,276,500	1,355,300	-	1,355,300	1,375,250
135 Emergency Medical Services MSTU	101,797	138,816	144,369	-	144,369	150,144
145 Fire Services Fee	33,793	33,695	39,090	-	9,090	45,908
162 County Accepted Roadways and Drainage Systems Program	5,500	5,500	5,500	-	,500	5,500
164 Special Assessment - Killlearn Lakes Units I and II Sewer	4,478	5,000	5,000	-	,000	5,000
401 Solid Waste	29,038	32,620	32,620	-	2,620	32,620
<b>Total Revenues</b>	<b>84,729,996</b>	<b>86,391,499</b>	<b>88,117,174</b>	<b>499,345</b>	<b>88,616,519</b>	<b>90,827,037</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
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	606.00	608.00	608.00	8.00	616.00	616.00
Supervisor of Elections	18.00	19.00	19.00	-	19.00	19.00
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>930.00</b>	<b>933.00</b>	<b>933.00</b>	<b>8.00</b>	<b>941.00</b>	<b>941.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

**Clerk of the Circuit Court Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	413,828	422,105	407,457	-	407,457	415,606
Constitutional Payments	1,520,544	1,518,474	1,609,217	-	1,609,217	1,641,401
<b>Total Budgetary Costs</b>	<b>1,934,372</b>	<b>1,940,579</b>	<b>2,016,674</b>	<b>-</b>	<b>2,016,674</b>	<b>2,057,007</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Clerk - Article V Expenses (110-537-614)	413,828	422,105	407,457	-	407,457	415,606
Clerk - Finance Administration (001-132-586)	1,520,544	1,518,474	1,609,217	-	1,609,217	1,641,401
<b>Total Budget</b>	<b>1,934,372</b>	<b>1,940,579</b>	<b>2,016,674</b>	<b>-</b>	<b>2,016,674</b>	<b>2,057,007</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	1,520,544	1,518,474	1,609,217	-	1,609,217	1,641,401
110 Fine and Forfeiture	413,828	422,105	407,457	-	407,457	415,606
<b>Total Revenues</b>	<b>1,934,372</b>	<b>1,940,579</b>	<b>2,016,674</b>	<b>-</b>	<b>2,016,674</b>	<b>2,057,007</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Clerk - Finance Administration	25.00	25.00	25.00	-	25.00	25.00
Clerk - Article V Expenses	143.00	143.00	143.00	-	143.00	143.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>168.00</b>	<b>168.00</b>	<b>168.00</b>	<b>-</b>	<b>168.00</b>	<b>168.00</b>

### Clerk of the Circuit Court & Comptroller – Clerk – Finance Administration

<b>Mission</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. As Clerk to the Courts, provides support to the judiciary in all civil and criminal cases; schedules and staffs circuit and county court events; collects and distributes fines, fees, service charges and court costs as mandated by statute and city and county ordinances; keeps and provides access to court-related records; opens, assigns, reopens and reassigns all cases pursuant to statute and administrative order; conducts data entry and case maintenance for court records; summons jurors and pays juror and witness related expenses; and collects and reports court-related data as required by law.</li> <li>2. Provides accounting services for the Board of County Commissioners, records management, Clerk and County Court accounting, cash management and payroll services.</li> <li>3. Keeps minutes of the Board's meetings and workshops.</li> <li>4. Provides treasury, custodian, and accounting functions for the Supervisor of Elections.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes Chapter 28 Clerks of the Circuit Courts; Chapter 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
<b>Advisory Board</b>	Investment Oversight Committee and Audit Advisory Committee

Benchmarking		
Benchmark Data	FY16 Leon County Range	Benchmark
All case categories used for benchmarking are listed below – Criminal & Civil	97.0% - 100%	80%

Note: 80% Benchmark established by the Clerks of Courts Operations Corporation created by the Florida Legislature as part of Article V

Performance Measures					
Performance Measure		FY 2014 Actual	FY 2015 Actual	FY 2016 Estimate	FY 2017 Estimate
<b>Annual Projected % of Cases opened within x business days after initial documents are clocked</b>					
Criminal Cases	Cases opened for Circuit Court defendants within 2 business days	100	100	100	99
	Cases opened for County Court defendants within 3 business days	100	100	100	99
	Cases opened for Juvenile Delinquency within 3 business days	99	100	99	100
	Traffic (UTC) cases opened within 3 business days	100	97	98	98
Civil Cases	Court Circuit cases opened within 2 business days	99	100	97	100
	County cases opened within 2 business days	100	100	100	100
	Traffic (UTC) cases opened within 4 business days	99	100	100	100
	Probate cases opened within 2 business days	100	100	99	100
	Family cases opened within 3 business days	100	100	99	100
	Juvenile Delinquency cases opened within 2 business days	100	100	99	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	98	100	100	100
	Juvenile Delinquency docket entries entered within 2 business days	99	99	100	100
	Traffic (UTC) docket entries entered within 3 business days	99	99	97	100
Civil Cases	Circuit cases entered within 3 business days	99	100	100	100
	County cases entered within 3 business days	100	100	99	100
	Traffic (UTC) cases entered within 4 business days	99	99	100	100
	Probate cases entered within 3 business days	100	100	100	100
	Family cases entered within 3 business days	99	100	99	100
	Juvenile Delinquency cases entered within 3 business days	100	100	100	100

**Clerk of the Circuit Court - Clerk - Finance Administration (001-132-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Constitutional Payments	1,520,544	1,518,474	1,609,217	-	1,609,217	1,641,401
Total Budgetary Costs	1,520,544	1,518,474	1,609,217	-	1,609,217	1,641,401
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	1,520,544	1,518,474	1,609,217	-	1,609,217	1,641,401
Total Revenues	1,520,544	1,518,474	1,609,217	-	1,609,217	1,641,401
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Clerk - Finance Division	25.00	25.00	25.00	-	25.00	25.00
Total Full-Time Equivalents (FTE)	25.00	25.00	25.00	-	25.00	25.00

The major variances for the FY 2017 Clerk Finance budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for a salary adjustment to be determined by the Clerk, offset by decreases in workers compensation rates.
2. The county's annual cost allocation plan determined that the County's cost share for the audit function has increased in the amount of \$61,844. This is consistent with the Clerk's office previously maintaining a vacancy in the audit function and now has both positions filled.

**Clerk of the Circuit Court - Clerk - Article V Expenses (110-537-614)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	413,828	422,105	407,457	-	407,457	415,606
Total Budgetary Costs	413,828	422,105	407,457	-	407,457	415,606
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
110 Fine and Forfeiture	413,828	422,105	407,457	-	407,457	415,606
Total Revenues	413,828	422,105	407,457	-	407,457	415,606
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Clerk - Courts	101.50	101.50	101.50	-	101.50	101.50
Clerk - Information Services	10.00	10.00	10.00	-	10.00	10.00
Clerk - Administration	31.50	31.50	31.50	-	31.50	31.50
Total Full-Time Equivalentents (FTE)	143.00	143.00	143.00	-	143.00	143.00

Clerk's Article V expenses relate to Article V of the Florida Constitution. In FY08 new reporting requirements for Article V entities were implemented. Effective July 1, 2004, Article V of the Florida Constitution required counties provide funding for certain costs incurred by the state court system. As defined in s. 29.008, F.S., counties must fund the following: (1) Communications services, including telephone expenses, computer equipment/networks, courier/subpoena services, and auxiliary aids; (2) Existing radio systems; (3) Existing multi agency criminal justice information systems; (4) Facilities costs including construction or lease of facilities for court functions, maintenance of these facilities, utility costs, security; and (5) Local Requirements including Legal Aid.

**Increases to Program Funding:**

1. FY 2017 budget reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for a salary adjustment to be determined by the Clerk, offset by decreases in workers compensation rates.

### Property Appraiser (001-512-586)

<b>Mission</b>	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.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Assess all property located within Leon County.</li> <li>2. Provide effective and efficient service to the citizens of Leon County.</li> <li>3. Administer all exemptions and classifications.</li> <li>4. Provide Tax Roll for all taxing authorities.</li> <li>5. Administer the Truth In Millage (TRIM) process.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 192.091 and Florida Statute, Chapter 195.087, Chapters 193, 194, 196, 197, 200.
<b>Advisory Board</b>	None

Performance Measures				
Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
# of Homestead Exemptions	54,856	54,745	56,400	56,900
# of Senior Exemptions	1,527	1,528	1,545	1,550



**Property Appraiser (001-512-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Constitutional Payments	4,732,020	4,805,388	5,159,673	-	5,159,673	5,314,463
<b>Total Budgetary Costs</b>	<b>4,732,020</b>	<b>4,805,388</b>	<b>5,159,673</b>	<b>-</b>	<b>5,159,673</b>	<b>5,314,463</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	4,732,020	4,805,388	5,159,673	-	5,159,673	5,314,463
<b>Total Revenues</b>	<b>4,732,020</b>	<b>4,805,388</b>	<b>5,159,673</b>	<b>-</b>	<b>5,159,673</b>	<b>5,314,463</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Property Appraiser	1.00	1.00	1.00	-	1.00	1.00
Financial Officer	1.00	1.00	1.00	-	1.00	1.00
Administrative Supervisor/Secretary/Telephone Operator	1.00	1.00	1.00	-	1.00	1.00
Assistant Property Appraiser	1.00	1.00	1.00	-	1.00	1.00
Chief Deputy of Appraisals	1.00	1.00	1.00	-	1.00	1.00
Commercial Analyst	3.00	3.00	3.00	-	3.00	3.00
Exemption/Customer Service Supervisor	1.00	1.00	1.00	-	1.00	1.00
Data Entry Operator	2.00	2.00	2.00	-	2.00	2.00
Chief Information Officer	1.00	1.00	1.00	-	1.00	1.00
Director of Management Services	1.00	1.00	1.00	-	1.00	1.00
Director of Real Estate	1.00	1.00	1.00	-	1.00	1.00
Exempt/Customer Service Technicians	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
<b>Total Full-Time Equivalent (FTE)</b>	<b>52.00</b>	<b>52.00</b>	<b>52.00</b>	<b>-</b>	<b>52.00</b>	<b>52.00</b>

The major variances for the FY 2017 Property Appraiser budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for a salary adjustment to be determined by the Clerk, offset by decreases in workers compensation rates. Requested budget also includes leave payout for retirees and technology enhancements.

**Sheriff Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	50,859,746	52,292,456	53,265,859	499,345	53,765,204	55,627,656
Operating	13,660,293	15,346,131	15,951,863	-	15,951,863	15,952,930
Transportation	668,235	2,000	-	-	-	-
Capital Outlay	1,040,445	368,319	1,013,812	-	1,013,812	1,013,812
Grants-in-Aid	2,134,240	2,392,933	2,418,747	-	2,418,747	2,418,747
Interfund Transfers	874,868	275,000	-	-	-	-
Constitutional Payments	121,155	121,155	121,155	-	121,155	121,155
Budgeted Reserves	-	255,924	194,672	-	194,672	206,081
Sheriff Offset	-	(1,219,295)	(1,222,896)	-	-1,222,896	(1,222,896)
<b>Total Budgetary Costs</b>	<b>69,358,982</b>	<b>69,834,623</b>	<b>71,743,212</b>	<b>499,345</b>	<b>72,242,557</b>	<b>74,117,485</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Corrections (110-511-586)	32,113,163	32,930,477	34,345,119	204,093	34,549,212	35,379,437
Emergency Management- Base Grant (125-864-586)	121,155	121,155	121,155	-	121,155	121,155
Enhanced 9-1-1 (130-180-586)	1,283,200	1,276,500	1,355,300	-	1,355,300	1,375,250
Law Enforcement (110-510-586)	35,841,464	35,506,491	35,921,638	295,252	36,216,890	37,241,643
<b>Total Budget</b>	<b>69,358,982</b>	<b>69,834,623</b>	<b>71,743,212</b>	<b>499,345</b>	<b>72,242,557</b>	<b>74,117,485</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
110 Fine and Forfeiture	67,954,627	68,436,968	70,266,757	499,345	70,766,102	72,621,080
125 Grants	121,155	121,155	121,155	-	121,155	121,155
130 9-1-1 Emergency Communications	1,283,200	1,276,500	1,355,300	-	1,355,300	1,375,250
<b>Total Revenues</b>	<b>69,358,982</b>	<b>69,834,623</b>	<b>71,743,212</b>	<b>499,345</b>	<b>72,242,557</b>	<b>74,117,485</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Law Enforcement	306.00	308.00	308.00	4.00	312.00	312.00
Corrections	293.00	293.00	293.00	4.00	297.00	297.00
Emergency Management- Base Grant	2.00	2.00	2.00	-	2.00	2.00
Enhanced 9-1-1	5.00	5.00	5.00	-	5.00	5.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>606.00</b>	<b>608.00</b>	<b>608.00</b>	<b>8.00</b>	<b>616.00</b>	<b>616.00</b>

**Sheriff – Law Enforcement (110-510-586)**

<b>Mission</b>	The mission of the Leon County Sheriff’s Office – Law Enforcement is to provide the highest professional level of effective and efficient law enforcement services to the residents of Leon County.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide a uniformed deputy to respond to all emergency and non-emergency calls for service.</li> <li>2. Investigate crimes and diligently pursue those persons who violate the law.</li> <li>3. Provide School Resource Officers at all high schools and middle schools.</li> <li>4. Execute all processes of the Supreme Court, Circuit Court, County Court, and Board of County Commissioners.</li> <li>5. Provide Leon County courthouse and courtroom security.</li> <li>6. Provide the citizens of Leon County with informational publications and programs for crime prevention.</li> <li>7. Involved in practicing community oriented policing activities and by creating partnerships with local charity agencies.</li> </ol>
<b>Statutory Responsibilities</b>	F.S. Article V, Chapter 30 – Sheriffs
<b>Advisory Board</b>	Public Safety Communications Board

Performance Measures				
Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
# of civil processes served <sup>1</sup>	31,573	32,051	30,000	31,000
# of uniform patrol primary/secondary calls for service <sup>2</sup>	84,215	86,123	83,000	93,000
# of warrants served	4,626	4,122	4,030	4,000
# visitors checked at Courthouse entrances	281,567	278,807	285,000	280,000

Notes:

1. Value does not include attempts for service.
2. Values reflect only calls for Uniform Patrol.

**Sheriff - Law Enforcement (110-510-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	28,718,894	29,255,679	29,461,890	295,252	29,757,142	30,781,895
Operating	3,344,332	4,725,355	4,577,431	-	4,577,431	4,577,431
Transportation	668,009	-	-	-	-	-
Capital Outlay	648,615	351,819	786,466	-	786,466	786,466
Grants-in-Aid	2,134,240	2,392,933	2,418,747	-	2,418,747	2,418,747
Interfund Transfers	327,375	-	-	-	-	-
Sheriff Offset	-	(1,219,295)	(1,322,896)	-	(1,322,896)	(1,322,896)
<b>Total Budgetary Costs</b>	<b>35,841,464</b>	<b>35,506,491</b>	<b>35,921,638</b>	<b>295,252</b>	<b>36,216,890</b>	<b>37,241,643</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
110 Fine and Forfeiture	35,841,464	35,506,491	35,921,638	295,252	36,216,890	37,241,643
<b>Total Revenues</b>	<b>35,841,464</b>	<b>35,506,491</b>	<b>35,921,638</b>	<b>295,252</b>	<b>36,216,890</b>	<b>37,241,643</b>

**Sheriff - Law Enforcement (110-510-586)**

<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Aircraft Mechanic	1.00	1.00	1.00	-	1.00	1.00
Bailiff Security Technician	1.00	1.00	1.00	-	1.00	1.00
Captain	8.00	8.00	8.00	-	8.00	8.00
Clerk Specialist	1.00	1.00	1.00	-	1.00	1.00
Communications Officer	1.00	1.00	1.00	-	1.00	1.00
Deputy	186.00	188.00	188.00	4.00	192.00	192.00
Evidence Custodian	2.00	2.00	2.00	-	2.00	2.00
Finance Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Fiscal Accounts Payable	1.00	1.00	1.00	-	1.00	1.00
Fleet Maintenance Manager	1.00	1.00	1.00	-	1.00	1.00
Lieutenant	13.00	13.00	13.00	-	13.00	13.00
Sergeant Accreditation	1.00	1.00	1.00	-	1.00	1.00
Major	3.00	3.00	3.00	-	3.00	3.00
Process Server	7.00	7.00	7.00	-	7.00	7.00
Records Clerk	2.00	2.00	2.00	-	2.00	2.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Secretary	2.00	2.00	2.00	-	2.00	2.00
Sergeant	29.00	29.00	29.00	-	29.00	29.00
Sheriff	1.00	1.00	1.00	-	1.00	1.00
Victim Advocate	1.00	1.00	1.00	-	1.00	1.00
IT Technician	3.00	3.00	3.00	-	3.00	3.00
Administrative Assistant	1.00	1.00	1.00	-	1.00	1.00
Civil Enforcement Supervisor	1.00	1.00	1.00	-	1.00	1.00
Crime Analyst	3.00	3.00	3.00	-	3.00	3.00
Fingerprint Clerk	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Purch/Prop	2.00	2.00	2.00	-	2.00	2.00
Fleet Maintenance Mechanic	3.00	3.00	3.00	-	3.00	3.00
Human Resources Generalist	4.00	4.00	4.00	-	4.00	4.00
Payroll Specialist	1.00	1.00	1.00	-	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00	1.00
IT Manager	1.00	1.00	1.00	-	1.00	1.00
Publication Specialist	1.00	1.00	1.00	-	1.00	1.00
Records Custodian	1.00	1.00	1.00	-	1.00	1.00
Records Specialist	2.00	2.00	2.00	-	2.00	2.00
Latent Fingerprint Examiner	1.00	1.00	1.00	-	1.00	1.00
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Public Information Officer	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Coordinator	1.00	1.00	1.00	-	1.00	1.00
Warrants Clerk	2.00	2.00	2.00	-	2.00	2.00
Judicial Services Specialist	3.00	3.00	3.00	-	3.00	3.00
Chief Administrative Officer	1.00	1.00	1.00	-	1.00	1.00
Records Technician	4.00	4.00	4.00	-	4.00	4.00
IT Administrator	2.00	2.00	2.00	-	2.00	2.00
Fiscal Clerk II	1.00	1.00	1.00	-	1.00	1.00
Traffic Support Specialist	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>306.00</b>	<b>308.00</b>	<b>308.00</b>	<b>4.00</b>	<b>312.00</b>	<b>312.00</b>

**Sheriff - Law Enforcement (110-510-586)**

The major variances for the FY 2017 Sheriff Law Enforcement budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for a salary adjustment to be determined by the Sheriff, offset by a decrease in workers compensation rates. Additionally, in FY 2016, the Board approved a market analysis salary study for all sworn positions in Law Enforcement and Corrections for the Sheriff's office. Personnel cost increases reflect year two of the salary adjustments of the 3 year implementation of a Salary Step Pay Plan. The total personnel cost increase for Law Enforcement is \$501,463.
2. The budget proposal reflects costs associated with the addition of four new road patrol deputy positions for Law Enforcement for a total of \$295,252.
3. \$158,542 for repair and maintenance of vehicles and software.
4. \$65,554 for operating supplies uniforms and ammunition.
5. \$22,920 for training.
6. \$8,570 for travel and per diem.
7. \$16,000 for computer software and data process supplies.
8. \$56,049 for various insurance coverages.
9. \$45,831 for communications services.
10. \$ 25,814 for Consolidated Dispatch Agency.

**Increases in capital outlay funding:**

1. \$10,434 for steel shelving unit.
2. \$14,400 for Self Contained Breathing Apparatus (SCBA) pacs and masks and a laptop.
3. \$108,000 for School Resource Deputy laptops.
4. \$71,432 for investigations equipment including rifle, modular workstation, shelving, scene lights, video recorders, and remote control kits.
5. \$345,500 in fleet vehicle replacement equipment.
6. \$37 ,000 for aircraft radio upgrade and aircraft cargo hook.
7. \$28,000 replacement laptops.
8. \$171,700 in information technology equipment including, monitors, laptops, Radio IP servers, external webserver, file server, printer replacement, laptops, training computers, Airmidia devices, TV w/DVR and applicant Livescan.

**Sheriff - Corrections (110-511-586)**

<b>Mission</b>	The mission of the Leon County Sheriff's Office – Corrections is to provide the highest professional level of effective and efficient detention and correctional services to the residents of Leon County.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide care, custody, and control of inmates.</li> <li>2. Provide medical care for inmates.</li> <li>3. Administer financial responsibility for medical expenses.</li> <li>4. Provide transportation of inmates.</li> <li>5. Provide educational and treatment programs for inmates.</li> <li>6. Manage inmate work crew programs.</li> </ol>
<b>Statutory Responsibilities</b>	F.S. Article V, Chapter 30 – Sheriffs
<b>Advisory Board</b>	Public Safety Coordinating Council

Performance Measures				
Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
# of inmates on average	1,026	1,063	1,000	1,060
# of work crew labor hours	214,322	140,980	200,000	200,000

**Sheriff - Corrections (110-511-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	21,890,638	22,728,928	23,455,588	204,093	23,659,681	24,489,906
Operating	9,623,250	9,810,049	10,562,185	-	10,562,185	10,562,185
Capital Outlay	386,833	16,500	227,346	-	227,346	227,346
Interfund Transfers	212,442	275,000	-	-	-	-
Budgeted Reserves	-	100,000	-	-	-	-
Sheriff Offset	-	-	100,000	-	100,000	100,000
<b>Total Budgetary Costs</b>	<b>32,113,163</b>	<b>32,930,477</b>	<b>34,345,119</b>	<b>204,093</b>	<b>34,549,212</b>	<b>35,379,437</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
110 Fine and Forfeiture	32,113,163	32,930,477	34,345,119	204,093	34,549,212	35,379,437
<b>Total Revenues</b>	<b>32,113,163</b>	<b>32,930,477</b>	<b>34,345,119</b>	<b>204,093</b>	<b>34,549,212</b>	<b>35,379,437</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Major	1.00	1.00	1.00	-	1.00	1.00
Captain	3.00	3.00	3.00	-	3.00	3.00
Lieutenant	9.00	9.00	9.00	-	9.00	9.00
Sergeant	23.00	23.00	23.00	-	23.00	23.00
Correctional Officer	206.00	206.00	206.00	-	206.00	206.00
Correctional Technician	31.00	31.00	31.00	2.00	33.00	33.00
Administrative Assistant	2.00	2.00	2.00	-	2.00	2.00
Inmate Records Clerk	4.00	4.00	4.00	-	4.00	4.00
Facilities Maintenance Manager	1.00	1.00	1.00	-	1.00	1.00
Maintenance II	-	-	-	1.00	1.00	1.00
IT Support Staff	1.00	1.00	1.00	-	1.00	1.00
Fiscal OPS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance - Electrician	2.00	2.00	2.00	-	2.00	2.00
Facilities Maintenance - General	3.00	3.00	3.00	-	3.00	3.00
Facilities Maintenance - HVAC	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance - Plumber	1.00	1.00	1.00	-	1.00	1.00
Inmate Records Specialist	2.00	2.00	2.00	-	2.00	2.00
Correctional Detective	1.00	1.00	1.00	-	1.00	1.00
IT Support Supervisor	1.00	1.00	1.00	-	1.00	1.00
Property Manager	-	-	-	1.00	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>293.00</b>	<b>293.00</b>	<b>293.00</b>	<b>4.00</b>	<b>297.00</b>	<b>297.00</b>



### **Sheriff - Corrections (110-511-586)**

The major variances for the FY 2017 Sheriff Corrections budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for a salary adjustment to be determined by Sheriff, offset by decreases to worker's compensation rates. Additionally, on March 10, 2015, the Board approved a market analysis salary study for all sworn positions in Law Enforcement and Corrections for the Sheriff's office. Personnel cost increases reflect year two of the salary adjustments of the 3 year implementation of a Salary Step Pay Plan. The total personnel cost increase for Corrections is \$903,753.
2. The budget proposal reflects costs associated with the addition of four positions: two Correction Technicians, one Maintenance II and one Property Manager for total cost of \$204,093.
3. \$356,613 for contractual services.
4. \$61,583 for insurance.
5. \$64,228 for repair and maintenance.
6. \$146,383 for operating supplies for the jail including clothing, bedding and kitchen utensils.
7. \$165,000 in computer software purchases.
8. \$2,500 in training.
9. \$2,500 in publications and memberships.

**Increases in capital outlay funding including:**

1. \$108,306 for jail security camera system, printers, monitors, scanners, and laptop replacements.
2. \$119,040 for jail equipment including, tents for work camp, convection oven, exercise equipment, food carts, food warmer, high speed buffer and repair parts, medical monitor, printer, electric medical bed, and office furniture.

### Sheriff – Emergency Management (125-864-525)

<b>Mission</b>	The mission of Emergency Management is to save lives and protect the property of the residents of Leon County through the coordination of cost-effective and integrated public safety programs.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Maintain the Comprehensive Emergency Management Plan.</li> <li>2. Maintain the functionality of the Emergency Operations Center.</li> <li>3. Review health care facility plans.</li> <li>4. Provide education on disaster preparedness, response, recovery, and mitigation.</li> </ol>
<b>Statutory Responsibilities</b>	<p>F.S. 252.31-252.60 - “State Emergency Management Act”</p> <p>F.S. 395.1055 – Hospital Licensing and Regulation</p> <p>F.S. 400.23 – Nursing Homes and Related Health Care Facilities</p> <p>F.S. 429.41 – Assisted Care Communities</p>
<b>Advisory Board</b>	Local Emergency Planning Committee for Hazardous Materials; North Florida Domestic Security Task Force; Florida Domestic Security State Working Group Executive Committee; Local Mitigation Strategy Steering Committee; and Florida Division of Emergency Management, Emergency Management Advisory Workgroup.

Performance Measures				
Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
# of annual exercises conducted/participated in	6	4	4	4
# of health care facility plans reviewed	36	45	45	45
# of presentations conducted	15	20	10	10
# of planning meetings facilitated	5	9	5	5

**Sheriff - Emergency Management- Base Grant (125-864-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Constitutional Payments	121,155	121,155	121,155	-	121,155	121,155
Total Budgetary Costs	121,155	121,155	121,155	-	121,155	121,155
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
125 Grants	121,155	121,155	121,155	-	121,155	121,155
Total Revenues	121,155	121,155	121,155	-	121,155	121,155
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Emergency Management Coordinator	1.00	1.00	1.00	-	1.00	1.00
Emergency Management Director	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

**Sheriff – Enhanced 9-1-1 (130-180-586)**

<b>Mission</b>	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).
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Maintain the Master Street Address Guide to insure 9-1-1 database accuracy.</li> <li>2. Respond to requests for 9-1-1 information.</li> <li>3. Develop and maintain diagrams of critical and key facilities within Leon County.</li> <li>4. Develop digital map displays for the 9-1-1 system to pinpoint the location of landline and cellular callers.</li> </ol>
<b>Statutory Responsibilities</b>	F.S. 365.171-175 (9-1-1 and Wireless Enhanced 9-1-1)
<b>Advisory Board</b>	State and National Emergency Number Association

Performance Measures				
Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
# of days taken to respond to subpoena requests for 9-1-1	1	1	1	1
# of responses to requests for 911 records	601	843	722	722
# of detailed facility layouts produced annually <sup>1</sup>	85	0	40	60
% of 9-1-1 database accuracy	99%	99%	99%	99%
% of 9-1-1 mapping system accuracy (Cellular)	97%	97%	97%	97%
% of 9-1-1 mapping system accuracy (Landline)	98%	98%	98%	98%
# of Master Street Address Guide validations	599	587	593	593

1. Performance Measure “# of detailed facility layouts produced annually” is zero for FY 2015 as this information was not recorded in that year.

**Sheriff - Enhanced 9-1-1 (130-180-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	250,214	307,849	348,381	-	348,381	355,855
Operating	692,711	810,727	812,247	-	812,247	813,314
Transportation	226	2,000	-	-	-	-
Capital Outlay	4,998	-	-	-	-	-
Interfund Transfers	335,051	-	-	-	-	-
Budgeted Reserves	-	155,924	194,672	-	194,672	206,081
<b>Total Budgetary Costs</b>	<b>1,283,200</b>	<b>1,276,500</b>	<b>1,355,300</b>	<b>-</b>	<b>1,355,300</b>	<b>1,375,250</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
130 9-1-1 Emergency Communications	1,283,200	1,276,500	1,355,300	-	1,355,300	1,375,250
<b>Total Revenues</b>	<b>1,283,200</b>	<b>1,276,500</b>	<b>1,355,300</b>	<b>-</b>	<b>1,355,300</b>	<b>1,375,250</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Administrative Associate IV	1.00	1.00	1.00	-	1.00	1.00
Customer Services Specialist	1.00	1.00	1.00	-	1.00	1.00
GIS Mapping Specialist	2.00	2.00	2.00	-	2.00	2.00
9-1-1 Systems Manager	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>	<b>5.00</b>

The major variances for the FY 2017 Sheriff Enhanced 9 1 1 budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for a salary adjustment to be determined by the Sheriff, offset by decreases to workers compensation rates.
2. Increase in reserves in the amount of \$38,748. The reserves are accumulated and used to fund the capital improvements necessary to maintain the system.

**Supervisor of Elections Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,916,071	2,590,065	2,208,056	-	2,208,056	2,285,793
Operating	1,453,613	2,380,746	1,893,018	-	1,893,018	1,816,670
Transportation	4,657	9,469	6,984	-	6,984	11,059
Capital Outlay	25,212	11,900	79,300	-	79,300	13,000
Constitutional Payments	589,871	-	-	-	-	-
<b>Total Budgetary Costs</b>	<b>3,989,424</b>	<b>4,992,180</b>	<b>4,187,358</b>	<b>-</b>	<b>4,187,358</b>	<b>4,126,522</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Elections (060-520-586)	182,122	-	-	-	-	-
Elections (060-521-513)	1,333,315	2,863,135	1,580,223	-	1,580,223	1,616,061
Elections (060-521-586)	407,749	-	-	-	-	-
SOE Grants (060-525-513)	55,091	-	-	-	-	-
Voter Registration (060-520-513)	2,011,147	2,129,045	2,607,135	-	2,607,135	2,510,461
<b>Total Budget</b>	<b>3,989,424</b>	<b>4,992,180</b>	<b>4,187,358</b>	<b>-</b>	<b>4,187,358</b>	<b>4,126,522</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
060 Supervisor of Elections	3,989,424	4,992,180	4,187,358	-	4,187,358	4,126,522
<b>Total Revenues</b>	<b>3,989,424</b>	<b>4,992,180</b>	<b>4,187,358</b>	<b>-</b>	<b>4,187,358</b>	<b>4,126,522</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Voter Registration	18.00	19.00	19.00	-	19.00	19.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>18.00</b>	<b>19.00</b>	<b>19.00</b>	<b>-</b>	<b>19.00</b>	<b>19.00</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Elections	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

### Supervisor of Elections (060-520/521-513)

<b>Mission</b>	The mission of the Supervisor of Elections office is to conduct elections within Leon County with integrity, transparency and accuracy. The Supervisor of Elections office is responsible for providing accessible elections, opportunities for voter registration and maintaining voter records in a professional manner.
<b>Core Objectives</b>	<ol style="list-style-type: none"> <li>1. Conduct all regularly scheduled federal, state, county and municipal elections as well as any special elections as required by the State of Florida, Leon County, City of Tallahassee or special district.</li> <li>2. Maintain registration records in physical and electronic form via statewide voter registration data base.</li> <li>3. Perform annual address confirmation maintenance via verification of addresses through the national clearing house for postal change of addresses.</li> <li>4. Perform voter outreach in Leon County at local events and approximately 80 library, school and branch sites by providing access to voter registration material and educating the public on registration, voting and elections.</li> <li>5. Qualify all candidates for county, municipal or special district office within Leon County.</li> <li>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.</li> <li>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.</li> <li>8. Train poll workers for each election as required by state statute.</li> <li>9. Verification of signatures on candidate and initiative petitions with certification to the State of Florida.</li> <li>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.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Constitution; Florida Statutes 97-106 Elections Code; Florida Statute 129.201-129.202; Florida Statutes 189; Florida Statutes 190; The National Voter Registration Act; The Voting Rights Act; The Help America Voter Act of 2002; The Leon County Charter and The City of Tallahassee Charter
<b>Advisory Board</b>	County Canvassing Board

Performance Measures							
Performance Measures	2014 Election Cycle Actual		2016 Election Cycle Estimates			2018 Election Cycle Estimates	
	Primary	General	PPP	Primary	General	Primary	General
# of Registered Voters	186,782	191,780	192,000	197,000	203,000	205,000	207,000
# of Voters Who Voted	45,319	109,286	79,000	88,650	166,500	77,900	144,900
Voter Turnout Percentage	24.6%	56.9%	50%*	45%	82%	38%	70%
# of Early Voters	8,751	27,885	14,220	15,957	48,273	14,022	43,470
# of Precinct Poll Workers Deployed	957	1,112	775	775	775	780	780
# of Absentee Ballots Mailed	19,407	30,198	23,621	25,354	45,444	22,279	39,558
# of Absentee Ballots Processed	11,057	23,059	18,170	19,503	34,957	17,138	30,429
# of Provisional Ballots Cast	135	295	180	200	300	200	200
# of Provisional Ballots Accepted	116	177	150	150	250	150	150

\*Percentage is based on number of eligible voters who vote. Due to a closed primary, only REPS and DEMS were eligible to vote in this election.

**Supervisor of Elections - Voter Registration (060-520-513)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	1,719,431	1,824,655	1,914,044	-	1,914,044	1,990,418
Operating	283,532	294,165	643,982	-	643,982	505,609
Transportation	6	5,925	4,309	-	4,309	7,434
Capital Outlay	8,178	4,300	44,800	-	44,800	7,000
<b>Total Budgetary Costs</b>	<b>2,011,147</b>	<b>2,129,045</b>	<b>2,607,135</b>	<b>-</b>	<b>2,607,135</b>	<b>2,510,461</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
060 Supervisor of Elections	2,011,147	2,129,045	2,607,135	-	2,607,135	2,510,461
<b>Total Revenues</b>	<b>2,011,147</b>	<b>2,129,045</b>	<b>2,607,135</b>	<b>-</b>	<b>2,607,135</b>	<b>2,510,461</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Assistant Supervisor of Elect	1.00	1.00	1.00	-	1.00	1.00
Administrative Services Mngr.	1.00	1.00	1.00	-	1.00	1.00
Election Systems Manager	1.00	1.00	1.00	-	1.00	1.00
Voting Systems Manager	1.00	1.00	1.00	-	1.00	1.00
Outreach Coordinator	1.00	1.00	1.00	-	1.00	1.00
Elections Coordinator	1.00	1.00	1.00	-	1.00	1.00
Election Records Manager	1.00	1.00	1.00	-	1.00	1.00
Voting Systems Technician	2.00	2.00	2.00	-	2.00	2.00
Demographics/GIS Manager	1.00	1.00	1.00	-	1.00	1.00
Elections Records Specialist	4.00	4.00	3.00	-	3.00	3.00
Election Records Clerk	-	-	1.00	-	1.00	1.00
Election Records Specialist II	1.00	1.00	1.00	-	1.00	1.00
Voting Systems Technician II	1.00	1.00	1.00	-	1.00	1.00
Outreach Specialist	1.00	1.00	1.00	-	1.00	1.00
Election Systems Specialist	-	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalent (FTE)</b>	<b>18.00</b>	<b>19.00</b>	<b>19.00</b>	<b>-</b>	<b>19.00</b>	<b>19.00</b>

The major variances for the FY 2017 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 7%, and funding for a salary adjustment to be determined by the Supervisor of Elections, offset by decreases to workers compensation rates.
2. \$68,841 for repairs and maintenance.
3. \$158,156 for rentals and leases consolidation of work space and the increased square footage of leased space at the Voting Operations Center.
4. \$19,100 for contractual services.
5. \$34,950 for postage.
6. \$34,700 for printing and binding.
7. \$56,200 for machinery and equipment. Majority of the increase is related to the purchase of cubicles and workstations for the consolidation of office space.
8. \$17,100 in travel and per diem.



**Supervisor of Elections - Elections (060-520-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Constitutional Payments	182,122	-	-	-	-	-
Total Budgetary Costs	182,122	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
060 Supervisor of Elections	182,122	-	-	-	-	-
Total Revenues	182,122	-	-	-	-	-

**Supervisor of Elections - Elections (060-521-513)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	196,640	765,410	294,012	-	294,012	295,375
Operating	1,114,990	2,086,581	1,249,036	-	1,249,036	1,311,061
Transportation	4,651	3,544	2,675	-	2,675	3,625
Capital Outlay	17,033	7,600	34,500	-	34,500	6,000
<b>Total Budgetary Costs</b>	<b>1,333,315</b>	<b>2,863,135</b>	<b>1,580,223</b>	<b>-</b>	<b>1,580,223</b>	<b>1,616,061</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
060 Supervisor of Elections	1,333,315	2,863,135	1,580,223	-	1,580,223	1,616,061
<b>Total Revenues</b>	<b>1,333,315</b>	<b>2,863,135</b>	<b>1,580,223</b>	<b>-</b>	<b>1,580,223</b>	<b>1,616,061</b>
<b>OPS Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Elections Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
<b>Total OPS Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

The major variances for the FY 2017 Supervisor of Election Elections budget are as follows:

Decreases to Program Funding:

1. Personnel and operating costs decreased for FY 2017 due to the non presidential primary elections cycle and worker compensation rates, which are offset by increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for a salary adjustment to be determined by the Supervisor of Elections.

**Supervisor of Elections - Elections (060-521-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Constitutional Payments	407,749	-	-	-	-	-
Total Budgetary Costs	407,749	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
060 Supervisor of Elections	407,749	-	-	-	-	-
Total Revenues	407,749	-	-	-	-	-

**Supervisor of Elections - SOE Grants (060-525-513)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	55,091	-	-	-	-	-
Total Budgetary Costs	55,091	-	-	-	-	-
<hr/>						
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
060 Supervisor of Elections	55,091	-	-	-	-	-
Total Revenues	55,091	-	-	-	-	-

**Tax Collector Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Constitutional Payments	4,715,198	4,818,729	5,010,257	-	5,010,257	5,211,560
<b>Total Budgetary Costs</b>	<b>4,715,198</b>	<b>4,818,729</b>	<b>5,010,257</b>	<b>-</b>	<b>5,010,257</b>	<b>5,211,560</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Tax Collector (001-513-586)	4,474,544	4,537,178	4,717,758	-	4,717,758	4,906,468
Tax Collector (123-513-586)	66,047	65,920	65,920	-	65,920	65,920
Tax Collector (135-513-586)	101,797	138,816	144,369	-	144,369	150,144
Tax Collector (145-513-586)	33,793	33,695	39,090	-	39,090	45,908
Tax Collector (162-513-586)	5,500	5,500	5,500	-	5,500	5,500
Tax Collector (164-513-586)	4,478	5,000	5,000	-	5,000	5,000
Tax Collector (401-513-586)	29,038	32,620	32,620	-	32,620	32,620
<b>Total Budget</b>	<b>4,715,198</b>	<b>4,818,729</b>	<b>5,010,257</b>	<b>-</b>	<b>5,010,257</b>	<b>5,211,560</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	4,474,544	4,537,178	4,717,758	-	4,717,758	4,906,468
123 Stormwater Utility	66,047	65,920	65,920	-	65,920	65,920
135 Emergency Medical Services MSTU	101,797	138,816	144,369	-	144,369	150,144
145 Fire Services Fee	33,793	33,695	39,090	-	39,090	45,908
162 County Accepted Roadways and Drainage Systems	5,500	5,500	5,500	-	5,500	5,500
164 Special Assessment - Killlearn Lakes Units I and II Sewer	4,478	5,000	5,000	-	5,000	5,000
401 Solid Waste	29,038	32,620	32,620	-	32,620	32,620
<b>Total Revenues</b>	<b>4,715,198</b>	<b>4,818,729</b>	<b>5,010,257</b>	<b>-</b>	<b>5,010,257</b>	<b>5,211,560</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
<b>Total Full-Time Equivalent (FTE)</b>	<b>86.00</b>	<b>86.00</b>	<b>86.00</b>	<b>-</b>	<b>86.00</b>	<b>86.00</b>

**Tax Collector (001-513-586)**

Mission	<ol style="list-style-type: none"> <li>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.</li> </ol>
Core Objectives	<ol style="list-style-type: none"> <li>1. Collect all authorized property taxes and fees within Leon County.</li> <li>2. Efficiently distribute the collected taxes and fees to the appropriate authorities in accordance with law.</li> <li>3. Perform responsibilities and provide services to people and businesses in a fair, efficient and courteous fashion.</li> <li>4. Effectively perform as agents of the Florida Department of Highway Safety and Motor Vehicles and the Florida Fish and Wildlife Conservation Commission.</li> <li>5. Conveniently serve the public through the provision of duplicate Birth Certificates on behalf of the Florida Department of Health.</li> </ol>
Statutory Responsibilities	Florida Statutes, Chapters 192, 197, 218, 319, 320 and 322
Advisory Board	None

**Tax Collector - Tax Collector (001-513-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Constitutional Payments	4,474,544	4,537,178	4,717,758	-	4,717,758	4,906,468
Total Budgetary Costs	4,474,544	4,537,178	4,717,758	-	4,717,758	4,906,468
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	4,474,544	4,537,178	4,717,758	-	4,717,758	4,906,468
Total Revenues	4,474,544	4,537,178	4,717,758	-	4,717,758	4,906,468
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalents (FTE)	86.00	86.00	86.00	-	86.00	86.00

Notes:

The County budget allocation is not the entire Tax Collector's budget, but only the portion relative to statutorily charged commissions paid by the County.

The major variances for the FY 2017 Tax Collector budget are as follows:

Increases to Program Funding:

1. Increase has to do with increased commission payments associated with increase collections due to the July 1, 2016 certified valuations increasing by 3.1% and leaving the millage rate constant. The methodology was also used to estimate the portion of the payment increase to the School Board.

This budget reflects estimated commission payments associated with the collection of ad valorem taxes. In addition to property taxes levied by the County, according to Florida Statutes, the County is also responsible for all commissions with regard to the School Board ad valorem taxes.

**Tax Collector - Tax Collector (123-513-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Constitutional Payments	66,047	65,920	65,920	-	65,920	65,920
Total Budgetary Costs	66,047	65,920	65,920	-	65,920	65,920
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
123 Stormwater Utility	66,047	65,920	65,920	-	65,920	65,920
Total Revenues	66,047	65,920	65,920	-	65,920	65,920

Notes:

The budget reflects estimated commission payments associated with the collection of the non-ad valorem stormwater assessment.



**Tax Collector - Tax Collector (135-513-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Constitutional Payments	101,797	138,816	144,369	-	144,369	150,144
Total Budgetary Costs	101,797	138,816	144,369	-	144,369	150,144
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
135 Emergency Medical Services MSTU	101,797	138,816	144,369	-	144,369	150,144
Total Revenues	101,797	138,816	144,369	-	144,369	150,144

Notes:

The budget reflects an increased estimated commission payment associated with the collection of Emergency Medical Services MSTU ad valorem taxes.

**Tax Collector - Tax Collector (145-513-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Constitutional Payments	33,793	33,695	39,090	-	39,090	45,908
Total Budgetary Costs	33,793	33,695	39,090	-	39,090	45,908

<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
145 Fire Services Fee	33,793	33,695	39,090	-	39,090	45,908
Total Revenues	33,793	33,695	39,090	-	39,090	45,908

The major variances for the FY 2017 budget are as follows:

Increases to Program Funding:

1. Estimated increase in commission payment associated with the collection of the non ad valorem fire service assessment.

**Tax Collector - Tax Collector (162-513-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Constitutional Payments	5,500	5,500	5,500	-	5,500	5,500
Total Budgetary Costs	5,500	5,500	5,500	-	5,500	5,500
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
162 County Accepted Roadways and Drainage Systems Program (CARDS) (162)	5,500	5,500	5,500	-	5,500	5,500
Total Revenues	5,500	5,500	5,500	-	5,500	5,500

Notes:

The budget reflects estimated commission payments associated with the collection of the special assessments on subdivision lots associated with County infrastructure improvements, specifically the sewer system in Killlearn Lakes Unit I & II.

**Tax Collector - Tax Collector (164-513-586)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Constitutional Payments	4,478	5,000	5,000	-	5,000	5,000
Total Budgetary Costs	4,478	5,000	5,000	-	5,000	5,000
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
164 Special Assessment - Killearn Lakes Units I and II Sewer	4,478	5,000	5,000	-	5,000	5,000
Total Revenues	4,478	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, primarily roadway and associated stormwater improvements.

**Tax Collector - Tax Collector (401-513-586)**

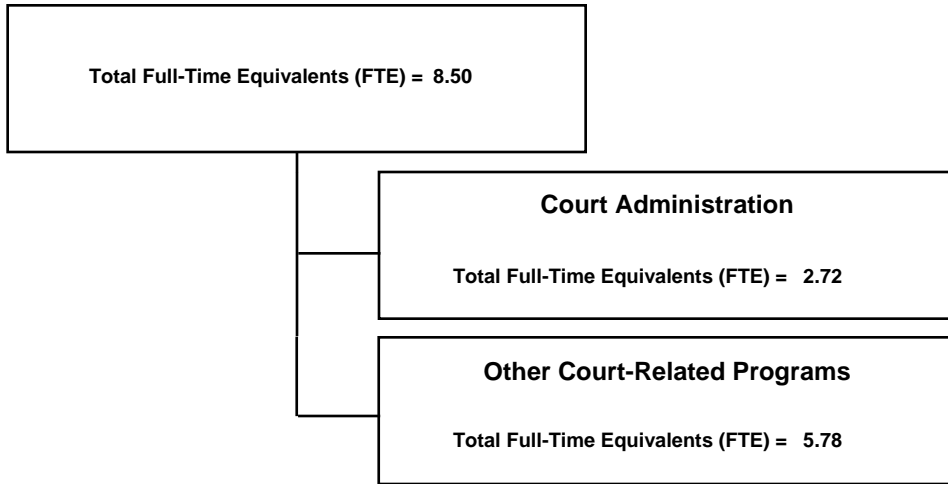
<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Constitutional Payments	29,038	32,620	32,620	-	32,620	32,620
Total Budgetary Costs	29,038	32,620	32,620	-	32,620	32,620
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
401 Solid Waste	29,038	32,620	32,620	-	32,620	32,620
Total Revenues	29,038	32,620	32,620	-	32,620	32,620

Notes:

This budget reflects estimated commission payments associated with the collection of the unincorporated area solid waste disposal non ad valorem assessment.

Judicial

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## **Executive Summary**

The Judicial section of the Leon County FY 2017 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 of her 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 28,653 jail beds and \$2.1 million in costs will be avoided in FY 2017 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 4% of graduates will re-offend in FY 2017. During FY16, 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. A Veteran's Court will provide 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. Currently, this program is budgeted in the grant fund, but due to its continued funding, will be reflected in future budgets.

The State Attorney's Office will receive and handle approximately 5,000 felony referrals, 10,000 misdemeanor referrals and 1,000 juvenile referrals in FY 2017. The State Attorney Office continues to provide efficient and effective prosecution and dispositions of all felony, misdemeanor, and Juvenile criminal cases referred. The County continues to provide additional funding support in the amount of \$37,000 for first appearance attorneys to assist in reducing the jail population.

The Public Defender's Office estimates a total of approximately 11,500 cases to be closed in FY 2017. The Public Defender's office continues to provide quality legal representation to all indigents charged with criminal offenses. The County continues to provide additional funding support in the amount of \$37,000 for first appearance attorneys to assist in reducing the jail population.

Guardian Ad Litem continues to provide children with legal representation and advocacy services. In FY 2017, Guardian Ad Litem will represent approximately 532 children who are residents of Leon County.



Leon County Fiscal Year 2017 Adopted Budget

Judicial

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	473,267	456,239	461,578	-	461,578	474,278
Operating	172,947	276,195	254,763	-	254,763	254,763
Capital Outlay	-	59,580	55,480	-	55,480	55,765
Grants-in-Aid	176,500	313,090	315,394	-	315,394	316,106
<b>Total Budgetary Costs</b>	<b>822,714</b>	<b>1,105,104</b>	<b>1,087,215</b>	<b>-</b>	<b>1,087,215</b>	<b>1,100,912</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Court Administration	243,824	211,707	225,425	-	225,425	232,099
Other Court-Related Programs	372,707	597,100	597,013	-	597,013	604,036
State Attorney	78,117	117,685	109,955	-	109,955	109,955
Public Defender	114,095	148,950	133,195	-	133,195	133,195
Guardian Ad Litem	13,972	29,662	21,627	-	21,627	21,627
<b>Total Budget</b>	<b>822,714</b>	<b>1,105,104</b>	<b>1,087,215</b>	<b>-</b>	<b>1,087,215</b>	<b>1,100,912</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	257,795	241,369	247,052	-	247,052	253,726
110 Fine and Forfeiture	317,212	526,145	503,064	-	503,064	503,491
114 Family Law Legal Services	141,881	121,908	115,179	-	15,179	119,234
117 Judicial Programs	105,826	215,682	221,920	-	221,920	224,461
<b>Total Revenues</b>	<b>822,714</b>	<b>1,105,104</b>	<b>1,087,215</b>	<b>-</b>	<b>1,087,215</b>	<b>1,100,912</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Court Administration	2.90	2.72	2.72	-	2.72	2.72
Other Court-Related Programs	5.61	5.78	5.78	-	5.78	5.78
<b>Total Full-Time Equivalents (FTE)</b>	<b>8.50</b>	<b>8.50</b>	<b>8.50</b>	<b>-</b>	<b>8.50</b>	<b>8.50</b>

**Court Administration Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	208,904	171,277	181,260	-	181,260	187,934
Operating	34,919	40,430	44,165	-	44,165	44,165
<b>Total Budgetary Costs</b>	<b>243,824</b>	<b>211,707</b>	<b>225,425</b>	<b>-</b>	<b>225,425</b>	<b>232,099</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Court Administration (001-540-601)	236,314	200,647	210,630	-	210,630	217,304
Court Information Systems (001-540-713)	7,510	11,060	14,795	-	14,795	14,795
<b>Total Budget</b>	<b>243,824</b>	<b>211,707</b>	<b>225,425</b>	<b>-</b>	<b>225,425</b>	<b>232,099</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	243,824	211,707	225,425	-	225,425	232,099
<b>Total Revenues</b>	<b>243,824</b>	<b>211,707</b>	<b>225,425</b>	<b>-</b>	<b>225,425</b>	<b>232,099</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Court Administration	2.90	2.72	2.72	-	2.72	2.72
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.90</b>	<b>2.72</b>	<b>2.72</b>	<b>-</b>	<b>2.72</b>	<b>2.72</b>

**Court Administration (001-540-601)**

<b>Goal</b>	The goal of the Office of Court Administration's Criminal Court Manager and Detention Review Coordinator is to provide case management and intervention in the case processing of defendants in the Leon County Jail and other facilities in order to reduce delays in case disposition and/or defendant release.
<b>Objectives</b>	<p>Criminal Court Management:</p> <ol style="list-style-type: none"> <li>1. Oversight and supervision of Mental Health Court, Veterans Treatment Court and Felony Drug Court.</li> <li>2. Performs early identification; screening of all persons arrested and booked into the Leon County Jail, and attends First Appearance court.</li> <li>3. Provides case management services for all identified mentally ill defendants with criminal charges pending in Leon County.</li> <li>4. Reviews, enhances and coordinates follow-up mental health services available in the Leon County Jail and acts as court liaison for mental health issues with all outside vendors.</li> </ol> <p>Detention Review Coordination:</p> <ol style="list-style-type: none"> <li>1. Performs case management and reviews of all jailed felony defendants, traffic and misdemeanor defendants.</li> <li>2. Performs bi-weekly case management and review of veterans and low bond defendants.</li> <li>3. Provides bi-weekly reports to court parties.</li> <li>4. Serves as Court Liaison for jail population review and management with all outside agencies.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Constitution; Florida Statutes, Chapters 29 "Court System Funding" *Chapter 34 "County Courts" *Chapter 38 "Judges: General Provisions" *Chapter 39 "Judicial: Proceedings Relating to Children" *Chapter 40 "Jurors & Payment of Jurors & Witnesses" *Chapter 43 "General Provisions: Courts"
<b>Advisory Board</b>	Forensic Mental Health Workgroup; Baker Act Screening Committee; Partners in Crisis and Mental Health Workgroup; Criminal Justice Coordinating Committee; Public Safety Coordinating Council; Justice Information System Users Group, and attendant Mental Health Advisory Board

Performance Measures				
Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
# of Jail Beds Avoided Due to Detention Review Intervention <sup>1</sup>	N/A	3,129	3,000	3,000
Estimated Cost Avoidance Due to Detention Review Coordination <sup>1</sup>	N/A	\$222,723	\$213,540	\$213,500
# of Jail Beds Avoided Due to Criminal Court Management Intervention <sup>2</sup>	17,602	21,831	21,018	28,653
Estimated Cost Avoidance Due to Criminal Court Management Intervention <sup>2</sup>	\$1.25 million	\$1.6 million	\$1.49 million	\$2.1 million
# of Defendants Ordered to a Psychiatric Facility for Stabilization	117	41	60	61
# of Defendants Found to be Incompetent to Proceed	82	95	104	180
# of Defendants served by Veterans Treatment Court (VTC) <sup>3</sup>	N/A	N/A	N/A	24
# of Defendants served by Felony Drug Court <sup>3</sup>	N/A	N/A	N/A	48

Notes:  
<sup>1</sup>These performance measures are not new. However, due to changes in the program and updated tracking of performance measure data for Detention Review Intervention and Coordination, actuals for FY14 do not accurately represent program outcomes and therefore have been removed for comparison. FY15 & FY16 estimates more accurately reflect performance measure outcomes.  
<sup>2</sup>Cost per day for the jail used in calculations is \$74.75. Increase for FY 2017 estimate due to the addition of Veterans Treatment Court and Felony Drug Court.  
<sup>3</sup>The Criminal Case Manager position, previously Mental Health Coordinator, manages the unit which now includes all Veterans Treatment Court and Felony Drug Court. Court Administration recommends adding performance measures to capture the data related to these court programs.

**Court Administration - Court Administration (001-540-601)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	208,904	171,277	181,260	-	181,260	187,934
Operating	27,410	29,370	29,370	-	29,370	29,370
<b>Total Budgetary Costs</b>	<b>236,314</b>	<b>200,647</b>	<b>210,630</b>	<b>-</b>	<b>210,630</b>	<b>217,304</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	236,314	200,647	210,630	-	210,630	217,304
<b>Total Revenues</b>	<b>236,314</b>	<b>200,647</b>	<b>210,630</b>	<b>-</b>	<b>210,630</b>	<b>217,304</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Criminal Court Manager	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Trial Court Marshal	0.72	0.72	0.72	-	0.72	0.72
Court Liaison Officer	0.18	-	-	-	-	-
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.90</b>	<b>2.72</b>	<b>2.72</b>	<b>-</b>	<b>2.72</b>	<b>2.72</b>

The major variances for the FY 2017 Court Administration budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in workers compensation rates.
2. Personnel changes related to Trail Court Marshal position previously funded 100% from the General Fund. The new budget split will be 72% General Fund and 28% Other Court-Related Programs.

**Court Administration - Court Information Systems (001-540-713)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	7,510	11,060	14,795	-	14,795	14,795
Total Budgetary Costs	7,510	11,060	14,795	-	14,795	14,795

<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	7,510	11,060	14,795	-	14,795	14,795
Total Revenues	7,510	11,060	14,795	-	14,795	14,795

In FY08 new reporting requirements for Article V entities were implemented. Effective July 1, 2004 Article V of the Florida Constitution required counties provide funding for certain costs incurred by the state court system. As defined in s. 29.008, F.S., counties must fund the following: (1) Communications services, including telephone expenses, computer equipment/networks, courier/subpoena services, and auxiliary aids; (2) Existing radio systems; (3) Existing multi-agency criminal justice information systems; (4) Facilities costs including construction or lease of facilities for court-functions, maintenance of these facilities, utility costs, security; and (5) Local Requirements including Legal Aid.

The major variances for the FY 2017 Court Information Systems budget are as follows:

Increases to Program Funding:

1. In FY17, communications costs increased by \$3,735.

**Other Court-Related Programs Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	190,363	210,962	206,318	-	206,318	212,344
Operating	5,844	19,468	19,821	-	19,821	19,821
Capital Outlay	-	53,580	55,480	-	55,480	55,765
Grants-in-Aid	176,500	313,090	315,394	-	315,394	316,106
<b>Total Budgetary Costs</b>	<b>372,707</b>	<b>597,100</b>	<b>597,013</b>	<b>-</b>	<b>597,013</b>	<b>604,036</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Alternative Juvenile Programs (117-509-569)	51,623	54,942	55,480	-	55,480	55,765
Court Administration - Teen Court (114-586-662)	141,881	121,908	115,179	-	115,179	119,234
Judicial Programs/Article V (117-548-662)	2,703	53,580	55,480	-	55,480	57,166
Law Library (117-546-714)	-	53,580	55,480	-	55,480	55,765
Legal Aid - Court (117-555-715)	51,500	53,580	55,480	-	55,480	55,765
Legal Aid (110-555-715)	125,000	259,510	259,914	-	259,914	260,341
<b>Total Budget</b>	<b>372,707</b>	<b>597,100</b>	<b>597,013</b>	<b>-</b>	<b>597,013</b>	<b>604,036</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
110 Fine and Forfeiture	125,000	259,510	259,914	-	259,914	260,341
114 Family Law Legal Services	141,881	121,908	115,179	-	115,179	119,234
117 Judicial Programs	105,826	215,682	221,920	-	221,920	224,461
<b>Total Revenues</b>	<b>372,707</b>	<b>597,100</b>	<b>597,013</b>	<b>-</b>	<b>597,013</b>	<b>604,036</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Court Administration - Teen Court	3.00	3.00	3.00	-	3.00	3.00
Alternative Juvenile Programs	1.00	1.00	1.00	-	1.00	1.00
Judicial Programs/Article V	1.61	1.78	1.78	-	1.78	1.78
<b>Total Full-Time Equivalents (FTE)</b>	<b>5.61</b>	<b>5.78</b>	<b>5.78</b>	<b>-</b>	<b>5.78</b>	<b>5.78</b>

**Other Court-Related Programs - Legal Aid (110-555-715)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Grants-in-Aid	125,000	259,510	259,914	-	259,914	260,341
Total Budgetary Costs	125,000	259,510	259,914	-	259,914	260,341

<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
110 Fine and Forfeiture	125,000	259,510	259,914	-	259,914	260,341
Total Revenues	125,000	259,510	259,914	-	259,914	260,341

The major variances for the FY 2017 Other Court Related Programs – Legal Aid budget are as follows:

**Increases to Program Funding:**

1. Cost reflects the increase approved by the Board in FY16 to provide additional funding for Legal Services of North Florida in the amount of \$125,000 for a maximum of four years due to funding decreases from federal and state resources.

**Court Administration – Teen Court (114-586-662)**

<b>Goal</b>	The goal of Teen Court is to have clients face a jury of their peers, receive a fair and just sentence for their crime, complete the educational sanctions imposed by the Teen Court jury, learn from their mistakes, set goals for themselves, and make better decisions in the future.
<b>Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide a forum whereby youthful offenders are "sentenced" by a court of their peers.</li> <li>2. Provide sanctions to offenders through sentencing hearings.</li> <li>3. Provide professional, educational, and counseling services and/or referrals to clients of the program.</li> <li>4. Provide training for teens to serve as prosecution and defense attorneys, as well as bailiffs, clerks and videographers.</li> <li>5. Provide educational/crime prevention/victim's awareness components to clients.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapter 938.19. Assessment of additional court costs; Leon County Ordinance Sec. 7-28(c).
<b>Advisory Board</b>	Teen Court is a member of the Florida Association of Teen Courts, as well as a participant in the National Youth Court Association. Collectively, program staff participates with the Integrated Juvenile Services Staffing team at the Juvenile Assessment Center (JAC) and The Youth Development Council.

Performance Measures				
Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
# of Cases Referred to Teen Court	94	66	103	80
# of Hours Active Officers Have Served <sup>1</sup>	1,032	1,101	1,176	1,066
# of Hours Teen Volunteers Have Served as Jurors	3,327	2,612	3,634	2,969
# of Volunteer Service Hours Contributed <sup>2</sup>	4,815	4,058	5,305	4,463
# of Successful Completions	57	69	69	63
% of Re-Offenders (Recidivism) <sup>3</sup>	2%	6%	0.5%	4%

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. Projections for a reduced percentage is not being realized for FY2016, resulting in an increase in the estimate for percentage of recidivism for FY2017.



**Other Court-Related Programs - Court Administration - Teen Court (114-586-662)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	136,171	111,147	104,418	-	104,418	108,473
Operating	5,710	10,761	10,761	-	10,761	10,761
<b>Total Budgetary Costs</b>	<b>141,881</b>	<b>121,908</b>	<b>115,179</b>	<b>-</b>	<b>115,179</b>	<b>119,234</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
114 Family Law Legal Services	141,881	121,908	115,179	-	115,179	119,234
<b>Total Revenues</b>	<b>141,881</b>	<b>121,908</b>	<b>115,179</b>	<b>-</b>	<b>115,179</b>	<b>119,234</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Case Coordinator	1.00	1.00	1.00	-	1.00	1.00
Teen Court Director/Volunteer Coordinator	1.00	1.00	1.00	-	1.00	1.00
Teen Court Education Coordinator	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>-</b>	<b>3.00</b>	<b>3.00</b>

The major variances for the FY 2017 Teen Court budget are as follows:

Decreases to Program Funding:

1. Operating expenses related to personnel adjustments causing a decrease in the amount of \$6,729.

**Other Court-Related Programs - Alternative Juvenile Programs (117-509-569)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	51,623	54,942	52,178	-	52,178	52,463
Operating	-	-	3,302	-	3,302	3,302
<b>Total Budgetary Costs</b>	<b>51,623</b>	<b>54,942</b>	<b>55,480</b>	<b>-</b>	<b>55,480</b>	<b>55,765</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
117 Judicial Programs	51,623	54,942	55,480	-	55,480	55,765
<b>Total Revenues</b>	<b>51,623</b>	<b>54,942</b>	<b>55,480</b>	<b>-</b>	<b>55,480</b>	<b>55,765</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Juvenile Alternative Sanction Coordinator	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

On June 8, 2004 the Board of County Commissioners authorized the imposition of a \$65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be utilized in subsequent fiscal years for the funding of either State or local requirements. For FY17, the budget reflects a slight increase in anticipated revenue.

The major variances for the FY 2017 Alternative Juvenile Programs budget are as follows:

Increases to Program Funding:

1. Operating expenses related to increase in operating supplies to more effectively manage programs for the fiscal year.

**Other Court-Related Programs - Law Library (117-546-714)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Capital Outlay	-	53,580	55,480	-	55,480	55,765
Total Budgetary Costs	-	53,580	55,480	-	55,480	55,765
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
117 Judicial Programs	-	53,580	55,480	-	55,480	55,765
Total Revenues	-	53,580	55,480	-	55,480	55,765

On June 8, 2004 the Board of County Commissioners authorized the imposition of a \$65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be utilized in subsequent fiscal years for the funding of either State or local requirements. For FY17, the budget reflects a slight increase in anticipated revenue.

**Other Court-Related Programs - Judicial Programs/Article V (117-548-662)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	2,569	44,873	49,722	-	49,722	51,408
Operating	134	8,707	5,758	-	5,758	5,758
<b>Total Budgetary Costs</b>	<b>2,703</b>	<b>53,580</b>	<b>55,480</b>	<b>-</b>	<b>55,480</b>	<b>57,166</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
117 Judicial Programs	2,703	53,580	55,480	-	55,480	57,166
<b>Total Revenues</b>	<b>2,703</b>	<b>53,580</b>	<b>55,480</b>	<b>-</b>	<b>55,480</b>	<b>57,166</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Trial Court Marshal	0.28	0.28	0.28	-	0.28	0.28
Court Liaison Officer	0.33	0.50	0.50	-	0.50	0.50
Integrated Computer Systems Interface Developer	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalent (FTE)</b>	<b>1.61</b>	<b>1.78</b>	<b>1.78</b>	<b>-</b>	<b>1.78</b>	<b>1.78</b>

On June 8, 2004 the Board of County Commissioners authorized the imposition of a \$65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be utilized in subsequent fiscal years for the funding of either State or local requirements. For FY17, the budget reflects a slight increase in anticipated revenue.

The major variances for the FY 2017 Judicial Programs/Article V budget are as follows:

**Increases to Program Funding:**

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates at 7%, and funding for performance raises in a range of 0%-5% based on a 3% average; offset by decreases in worker's compensation rates.

**Decreases to Program Funding:**

1. Budget decrease in Operating expense of \$2,924 reflects the budgeting of revenues/credits received from the five surrounding counties within the 2nd Judicial Circuit that assist in funding this program. This budgeting reflects the requirements of reporting Article V expenditures to the State.

**Other Court-Related Programs - Legal Aid - Court (117-555-715)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Grants-in-Aid	51,500	53,580	55,480	-	55,480	55,765
Total Budgetary Costs	51,500	53,580	55,480	-	55,480	55,765
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
117 Judicial Programs	51,500	53,580	55,480	-	55,480	55,765
Total Revenues	51,500	53,580	55,480	-	55,480	55,765

On June 8, 2004 the Board of County Commissioners authorized the imposition of a \$65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be utilized in subsequent fiscal years for the funding of either State or local requirements. For FY17, the budget increase reflects a slight increase in anticipated revenue.

**State Attorney Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	41,117	80,685	72,955	-	72,955	72,955
<b>Total Budgetary Costs</b>	<b>78,117</b>	<b>117,685</b>	<b>109,955</b>	<b>-</b>	<b>109,955</b>	<b>109,955</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
State Attorney (110-532-602)	73,578	98,600	98,600	-	98,600	98,600
State Attorney (110-532-713)	4,539	19,085	11,355	-	11,355	11,355
<b>Total Budget</b>	<b>78,117</b>	<b>117,685</b>	<b>109,955</b>	<b>-</b>	<b>109,955</b>	<b>109,955</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
110 Fine and Forfeiture	78,117	117,685	109,955	-	109,955	109,955
<b>Total Revenues</b>	<b>78,117</b>	<b>117,685</b>	<b>109,955</b>	<b>-</b>	<b>109,955</b>	<b>109,955</b>

**State Attorney (110-532-602)**

<b>Goal</b>	The mission of the Office of the State Attorney is to seek justice for Florida by the efficient, effective and timely prosecution and disposition of felony, misdemeanor and juvenile criminal cases referred to it.
<b>Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide personnel and procedures to perform all duties and functions for intake, investigation, and prosecution of felony, misdemeanor, juvenile criminal cases as well as other statutory obligations such as motions to which the State is a party.</li> <li>2. Facilitating the function of the Grand Jury and serving as legal advisor to the Grand Jury.</li> <li>3. Assist all law enforcement agencies with legal and investigative assistance upon request.</li> <li>4. Represent the State of Florida in all suits, applications, civil, and criminal motions made within this circuit to which the State of Florida is a party.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes 27 and 29.008
<b>Advisory Board</b>	None

Performance Measures				
Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
# of Felony Cases filed	5,306	4,633	5,000	5,000
# of Juvenile Cases filed	1,023	1,232	1,000	1,000
# of Misdemeanor Cases filed	12,218	9,838	10,000	10,000
# of Worthless Check Cases filed	319	106	200	200

**State Attorney - State Attorney (110-532-602)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	36,578	61,600	61,600	-	61,600	61,600
Total Budgetary Costs	73,578	98,600	98,600	-	98,600	98,600
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
110 Fine and Forfeiture	73,578	98,600	98,600	-	98,600	98,600
Total Revenues	73,578	98,600	98,600	-	98,600	98,600

The State Attorney's budget is recommended at the same funding level as the previous fiscal year.



**State Attorney - State Attorney (110-532-713)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	4,539	19,085	11,355	-	11,355	11,355
Total Budgetary Costs	4,539	19,085	11,355	-	11,355	11,355

<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
110 Fine and Forfeiture	4,539	19,085	11,355	-	11,355	11,355
Total Revenues	4,539	19,085	11,355	-	11,355	11,355

Notes:

In FY08 new reporting for Article V entities were implemented. In previous years, communication costs associated with the phone system were reported in the State Attorney's operating budget. These expenses are currently budgeted in State Attorney Information Systems and the actual expenses will be reported separately each year.

The major variances of the FY 2017 State Attorney budget are as follows:

Decreases to Program Funding:

Decrease in Communication Costs for FY17 in the amount of \$7,730 related to phone system repair and maintenance costs being budgeted at the fund level, not the individual department level.

**Public Defender Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	77,095	111,950	96,195	-	96,195	96,195
<b>Total Budgetary Costs</b>	<b>114,095</b>	<b>148,950</b>	<b>133,195</b>	<b>-</b>	<b>133,195</b>	<b>133,195</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Public Defender (110-533-603)	108,217	118,525	118,525	-	118,525	118,525
Public Defender (110-533-713)	5,878	30,425	14,670	-	14,670	14,670
<b>Total Budget</b>	<b>114,095</b>	<b>148,950</b>	<b>133,195</b>	<b>-</b>	<b>133,195</b>	<b>133,195</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
110 Fine and Forfeiture	114,095	148,950	133,195	-	133,195	133,195
<b>Total Revenues</b>	<b>114,095</b>	<b>148,950</b>	<b>133,195</b>	<b>-</b>	<b>133,195</b>	<b>133,195</b>

**Public Defender (110-533-603)**

<b>Goal</b>	The Public Defender protects the constitutional and statutory rights of all citizens through the effective criminal legal representation of court appointed clients.
<b>Objectives</b>	<ol style="list-style-type: none"> <li>1. Represent indigent clients charged with criminal offenses filed in Circuit, County, Juvenile, and Traffic Court.</li> <li>2. Represent indigent clients with cases on appeal to the First District Court of Appeal, Florida Supreme Court, and the United States Supreme Court.</li> <li>3. Represent indigent clients in civil commitment proceedings under the Jimmy Ryce Act and the Baker Act.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statute, Chapter 27.51 and Florida Statute 29.008
<b>Advisory Board</b>	None

Performance Measures				
Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
# of Total Appointed/Reopened cases	10,980	10,989	11,250	11,500
# of Cases Pled	5,695	5,572	6,000	6,250
# of Nolle Prossed/Dismissed Cases	500	408	500	550
# of Total Cases Closed	9,577	9,124	9,500	9,650
# of Substantiated Bar Grievances	0	0	0	0
# of Appellate Clients Represented	1,100	1,257	1,350	1,500
# of Appellate Briefs Filed	1,012	1,236	1,300	1,450

**Public Defender - Public Defender (110-533-603)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	71,217	81,525	81,525	-	81,525	81,525
Total Budgetary Costs	108,217	118,525	118,525	-	118,525	118,525
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
110 Fine and Forfeiture	108,217	118,525	118,525	-	118,525	118,525
Total Revenues	108,217	118,525	118,525	-	118,525	118,525

Notes:

The FY17 Public Defender's budget is recommended at the same funding level as the previous fiscal year.

**Public Defender - Public Defender (110-533-713)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	5,878	30,425	14,670	-	14,670	14,670
Total Budgetary Costs	5,878	30,425	14,670	-	14,670	14,670

<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
110 Fine and Forfeiture	5,878	30,425	14,670	-	14,670	14,670
Total Revenues	5,878	30,425	14,670	-	14,670	14,670

Notes:

In FY08 new reporting for Article V entities were implemented. In previous years, communication costs associated with the phone system were reported in the Public Defender's operating budget. These expenses are currently budgeted in Public Defender's Information Systems and the actual expenses will be reported separately each year.

The major variances for the FY2017 Public Defender budget are as follows:

Decreases to Program Funding:

1. Decrease in Communication costs in the amount of \$15,755 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual department level.

**Guardian Ad Litem Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	13,972	23,662	21,627	-	21,627	21,627
Capital Outlay	-	6,000	-	-	-	-
<b>Total Budgetary Costs</b>	<b>13,972</b>	<b>29,662</b>	<b>21,627</b>	<b>-</b>	<b>21,627</b>	<b>21,627</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
GAL Information Systems (001-547-713)	771	3,720	1,685	-	1,685	1,685
Guardian Ad Litem (001-547-685)	13,200	25,942	19,942	-	19,942	19,942
<b>Total Budget</b>	<b>13,972</b>	<b>29,662</b>	<b>21,627</b>	<b>-</b>	<b>21,627</b>	<b>21,627</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	13,972	29,662	21,627	-	21,627	21,627
<b>Total Revenues</b>	<b>13,972</b>	<b>29,662</b>	<b>21,627</b>	<b>-</b>	<b>21,627</b>	<b>21,627</b>

**Guardian Ad Litem (001-547-685)**

<b>Goal</b>	The mission of the Guardian ad Litem Program is to advocate for the best interests of children who are alleged to be abused, neglected or abandoned, and who are involved in court proceedings.
<b>Objectives</b>	<ol style="list-style-type: none"> <li>1. Provide children with legal representation and advocacy services.</li> <li>2. Preserve children's physical safety and emotional well-being and protect children from further harm.</li> <li>3. Make verbal and written recommendations for children's permanent placement in a stable and nurturing home environment.</li> <li>4. Attend trials, hearings, staffings, and mediations.</li> </ol>
<b>Statutory Responsibilities</b>	Florida Statutes, Chapter 39.402(8) (c)(1) "Placement of Child in Shelter"; Chapter 39.802(2)(a) "Petition for Termination of Parental Rights"; Chapter 39.822 "Appointment of Guardian Ad Litem"; Chapter 39.407(5) "Dependency Case Referral to Mediation".
<b>Advisory Board</b>	None

Performance Measures				
Performance Measures	FY 2014 Actuals	FY 2015 Actuals	FY 2016 Estimate	FY 2017 Estimate
# of Leon County Cases	385	276	393	280
# of Leon County Children Served <sup>1</sup>	678	522	692	532
# of Volunteers <sup>2</sup>	385	413	393	420

- Notes:
1. The Department of Children and Families currently performs more in-home services eliminating the need for cases to appear in front of a judge reducing the number of children served.
  2. The number of volunteers represents the 2<sup>nd</sup> circuit, which includes Leon County. Volunteers may be assigned to more than one case simultaneously.

**Guardian Ad Litem - Guardian Ad Litem (001-547-685)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	13,200	19,942	19,942	-	19,942	19,942
Capital Outlay	-	,000	6	-	-	-
<b>Total Budgetary Costs</b>	<b>13,200</b>	<b>25,942</b>	<b>19,942</b>	<b>-</b>	<b>19,942</b>	<b>19,942</b>

<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	13,200	25,942	19,942	-	19,942	19,942
<b>Total Revenues</b>	<b>13,200</b>	<b>25,942</b>	<b>19,942</b>	<b>-</b>	<b>19,942</b>	<b>19,942</b>

The major variances for the FY 2017 Guardian Ad Litem budget are as follows:

Decreases to Program Funding:

1. Capital Outlay decreased by \$6,000 due to the one-time purchase of four laptop computers in FY16 for Guardian Ad Litem attorneys.



**Guardian Ad Litem - GAL Information Systems (001-547-713)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	771	3,720	1,685	-	1,685	1,685
Total Budgetary Costs	771	3,720	1,685	-	1,685	1,685
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	771	3,720	1,685	-	1,685	1,685
Total Revenues	771	3,720	1,685	-	1,685	1,685

Notes:

The major variances for the FY 2017 Guardian Ad Litem - GAL Information Systems are as follows:

Decreases to Program Funding:

1. Decrease in communication costs in the amount of \$2,035 is related to phone system repair and maintenance costs being budgeted at the fund level, not the individual organizational department level.

Non-Operating

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# Leon County Fiscal Year 2017 Adopted Budget

## Non-Operating

Non-operating is provided by the Leon County Board of County Commissioners for activities for which costs do not apply solely to any specific County department's function, but are either applicable to the operation of County government as a whole, or are provided for the public good. The County employees that are responsible for the administration of these programs are included in the specific County Administrator department budgets.

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	726,788	683,794	562,319	-	562,319	576,928
Operating	16,854,189	18,805,289	19,418,293	-	19,418,293	19,843,480
Transportation	216,196	277,325	262,395	-	262,395	262,395
Grants-in-Aid	2,048,522	1,648,160	1,528,983	75,000	1,603,983	1,551,576
Budgeted Reserves	-	444,649	487,573	-	487,573	541,605
<b>Total Budgetary Costs</b>	<b>19,845,695</b>	<b>21,859,217</b>	<b>22,259,563</b>	<b>75,000</b>	<b>22,334,563</b>	<b>22,775,984</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Line Item Funding	379,000	125,000	100,000	-	100,000	100,000
Fire Control	6,841,328	7,946,149	8,230,385	-	8,230,385	8,320,601
Cost Allocations	-	-	-	-	-	-
Risk Allocations	1,095,694	1,143,993	1,113,517	-	1,113,517	1,113,517
Risk Financing & Workers Comp	3,760,662	3,392,722	3,296,292	-	3,296,292	3,296,292
Communications	681,825	1,103,438	1,392,807	-	1,392,807	1,392,807
Budgeted Reserves	-	444,649	487,573	-	487,573	541,605
Other Non-Operating	7,087,186	7,703,266	7,638,989	75,000	7,713,989	8,011,162
<b>Total Budget</b>	<b>19,845,695</b>	<b>21,859,217</b>	<b>22,259,563</b>	<b>75,000</b>	<b>22,334,563</b>	<b>22,775,984</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	(1,323,040)	(1,111,456)	(1,608,318)	75,000	(1,533,318)	(1,551,717)
060 Supervisor of Elections	16,486	16,542	30,584	-	30,584	30,584
106 Transportation Trust	1,434,657	1,470,805	1,592,745	-	1,592,745	1,646,745
110 Fine and Forfeiture	1,306,651	1,408,698	1,263,968	-	1,263,968	1,281,178
111 Probation Services	451,589	548,898	666,113	-	666,113	685,113
114 Family Law Legal Services	9,714	9,634	10,582	-	10,582	10,582
116 Drug Abuse Trust	71,648	62,510	61,370	-	61,370	62,561
117 Judicial Programs	609	3,169	3,302	-	3,302	3,302
120 Building Inspection	226,921	241,099	323,547	-	323,547	369,233
121 Development Services & Env Management Fund	608,761	685,107	788,986	-	788,986	811,986
123 Stormwater Utility	369,964	429,535	477,628	-	477,628	490,628
125 Grants	1,834	91,710	91,690	-	91,690	91,690
130 9-1-1 Emergency Communications	5,000	6,000	7,000	-	7,000	7,000
131 Radio Communication Systems	1,312,036	1,214,332	1,342,826	-	1,342,826	1,382,991
135 Emergency Medical Services MSTU	1,181,752	1,432,226	1,469,525	-	1,469,525	1,511,525
140 Municipal Service	1,758,609	1,936,965	1,986,497	-	1,986,497	2,074,849
145 Fire Services Fee	6,891,328	7,999,426	8,280,315	-	8,280,315	8,371,531
160 Tourism Development	398,802	254,580	304,323	-	304,323	311,323
164 Special Assessment - Killlearn Lakes Units I and II Sewer	292,600	232,500	232,500	-	232,500	232,500
165 County Government Annex	60,213	60,524	62,528	-	62,528	63,528
166 Huntington Oaks Plaza	15,772	17,235	16,671	-	16,671	16,671
401 Solid Waste	505,384	564,236	569,381	-	569,381	585,381
501 Insurance Service	3,780,662	3,436,781	3,321,069	-	3,321,069	3,322,069
502 Communications Trust	457,362	837,708	953,689	-	953,689	953,689
505 Motor Pool	10,380	10,453	11,042	-	11,042	11,042
<b>Total Revenues</b>	<b>19,845,695</b>	<b>21,859,217</b>	<b>22,259,563</b>	<b>75,000</b>	<b>22,334,563</b>	<b>22,775,984</b>

**Line Item Funding Summary**

Annually during the budget process (by March 31), the Board determines the amount of funding available for specific outside agencies. For FY17, the Board approved the allocation of line item funding as follows:

-Homeless Shelter Relocation (Capital Costs) \$100,000 (Year 3 of 5 year commitment)

Funding for these Line Item Agencies have been realigned to the respective departments for the administration of the contracts:

Office of Human Services and Community Partnerships

-United Partners for Human Services \$23,750

-Whole Child Leon Project \$38,000

-Tallahassee Memorial Trauma Center \$200,000

Office of Strategic Initiatives

-Oasis Center/Commission on Status for Women \$20,000

Office of Management and Budget

-Tallahassee Trust for Historic Preservation \$63,175

Office of Sustainability

-Sustainable Tallahassee \$8,800

-The Sharing Tree \$20,000

Office of Intervention and Detention Alternatives

-DISC Village/Juvenile Assessment Center \$222,759

-Domestic Violence Coordinating Council \$25,000

Parks and Recreation

-Tallahassee Senior Citizens Foundation \$179,000

Animal Control

-St. Francis Wildlife Association \$71,250

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	25,000	-	-	-	-	-
Grants-in-Aid	354,000	125,000	100,000	-	100,000	100,000
<b>Total Budgetary Costs</b>	<b>379,000</b>	<b>125,000</b>	<b>100,000</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Goodwood Conference Center (160-888-552)	229,000	-	-	-	-	-
Line Item - Economic Development (001-888-552)	25,000	-	-	-	-	-
Line Item - Human Service Agencies (001-888-569)	125,000	125,000	100,000	-	100,000	100,000
<b>Total Budget</b>	<b>379,000</b>	<b>125,000</b>	<b>100,000</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	150,000	125,000	100,000	-	100,000	100,000
160 Tourism Development	229,000	-	-	-	-	-
<b>Total Revenues</b>	<b>379,000</b>	<b>125,000</b>	<b>100,000</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>

Leon County Fiscal Year 2017 Adopted Budget

Non-Operating

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-888-552 Line Item - Economic Development</b>				
58263 Knight Creative Communities Initiative	25,000	0	0	0
001-888-552 Totals	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>001-888-569 Line Item - Human Service Agencies</b>				
58253 Domestic Violence Coordinating Council	25,000	25,000	0	0
58262 Homeless Shelter Relocation	100,000	100,000	100,000	100,000
001-888-569 Totals	<u>125,000</u>	<u>125,000</u>	<u>100,000</u>	<u>100,000</u>
<b>160-888-552 Goodwood Conference Center</b>				
58300 Other Grants & Aids	229,000	0	0	0
160-888-552 Totals	<u>229,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
Line Item Funding Totals	<u>379,000</u>	<u>125,000</u>	<u>100,000</u>	<u>100,000</u>

**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 FY10, 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. Non-ad valorem collections for FY17 include \$1.94 million. Direct billing by the City of Tallahassee is still the primary source for the collection of this fee. The original fire service fee was adopted by resolution on June 9, 2009. A new fire service fee, based upon a contracted fire service fee study, was adopted by the Board on May 26, 2015. In order to maintain the fee at the 2009 levels, the Board reduced the fees for the unincorporated area by 15% for FY16 and FY17. The Board approved \$1.2 million from unincorporated area general revenue fund balances be used for this reduction. The full rate will become effective October 1, 2017 (FY18).

The increase in costs from previous years is associated with more resources provided for fire services (such as an additional fire fighter at unincorporated area fire stations and additional funding for volunteer fire departments), and to maintain level service fees over the next five years. Billing for these services in the unincorporated area will be through the City electric bill, or quarterly direct billing for properties not served by City utilities. Property owners who do not respond to direct billing will have the fee placed on their tax bill in subsequent years. Approximately 10,746 property owners in Leon County pay the fire service fee through their property tax bill, and roughly 9,768 residents pay using the quarterly billing method.

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	6,841,328	7,946,149	8,230,385	-	8,230,385	8,320,601
Total Budgetary Costs	6,841,328	7,946,149	8,230,385	-	8,230,385	8,320,601
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Fire Services Payment (145-838-522)	6,626,631	7,463,670	7,747,906	-	7,747,906	7,838,122
Volunteer Fire Department (145-843-522)	214,697	482,479	482,479	-	482,479	482,479
Total Budget	6,841,328	7,946,149	8,230,385	-	8,230,385	8,320,601
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
145 Fire Services Fee	6,841,328	7,946,149	8,230,385	-	8,230,385	8,320,601
Total Revenues	6,841,328	7,946,149	8,230,385	-	8,230,385	8,320,601

**Cost Allocations Summary**

Cost allocations are a method for the County to distribute general and administrative costs throughout the organization. On an annual basis, the County engages a cost plan consultant to determine the appropriate distribution of costs. These are costs incurred by the General Fund on behalf of the entire organization. Costs include such items as Purchasing, Facilities Management, Human Resources, Office of Management & Budget, the County Attorney's Office, Management Information Systems and other non-departmental costs.

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	-	-	-	-	-	-
Total Budgetary Costs	-	-	-	-	-	-
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Indirect Costs - Building Inspections (120-499-524)	219,000	233,000	244,000	-	244,000	251,000
Indirect Costs - County Government Annex (165-499-519)	22,000	22,000	24,000	-	24,000	25,000
Indirect Costs - Emergency 911 (130-499-525)	5,000	6,000	7,000	-	7,000	7,000
Indirect Costs - EMS (135-499-526)	1,114,000	1,367,000	1,400,000	-	1,400,000	1,442,000
Indirect Costs - Fire Services (145-499-522)	50,000	20,000	25,000	-	25,000	26,000
Indirect Costs - General Fund (001-499-519)	(5,791,000)	(6,339,100)	(6,784,200)	-	(6,784,200)	(6,987,200)
Indirect Costs - Growth Management (121-499-537)	585,000	662,000	757,000	-	757,000	780,000
Indirect Costs - Huntington Oaks Plaza (166-499-519)	2,000	3,000	4,000	-	4,000	4,000
Indirect Costs - Insurance Service (501-499-596)	20,000	19,000	24,000	-	24,000	25,000
Indirect Costs - Judicial Programs (117-499-601)	-	2,100	2,200	-	2,200	2,200
Indirect Costs - Animal Control (140-499-562)	90,000	92,000	115,000	-	115,000	118,000
Indirect Costs - Parks & Recreation (140-499-572)	520,000	497,000	520,000	-	520,000	536,000
Indirect Costs - Probation Services (111-499-523)	416,000	510,000	638,000	-	638,000	657,000
Indirect Costs - Radio Communications (131-499-519)	3,000	3,000	4,000	-	4,000	4,000
Indirect Costs - Solid Waste (401-499-534)	460,000	523,000	523,000	-	523,000	539,000
Indirect Costs - Stormwater Utility (123-499-538)	353,000	392,000	442,000	-	442,000	455,000
Indirect Costs - Teen Court (114-499-662)	8,000	8,000	9,000	-	9,000	9,000
Indirect Costs - Tourism Development (160-499-552)	154,000	189,000	236,000	-	236,000	243,000
Indirect Costs - Transportation Trust (106-499-541)	1,770,000	1,791,000	1,810,000	-	1,810,000	1,864,000
Total Budget	-	-	-	-	-	-

**Risk Allocations Summary**

The County maintains an internal services fund for risk management. The fund derives its revenue from workers' compensation contributions and allocations from various funds based on liability allocations (i.e. property insurance).

The amounts reflected below are the allocations for property and liability. Workers' Compensation is charged directly to each department's Personnel Services budget.

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	1,095,694	1,143,993	1,113,517	-	1,113,517	1,113,517
Total Budgetary Costs	1,095,694	1,143,993	1,113,517	-	1,113,517	1,113,517

<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Building Inspection (120-495-524)	6,121	6,199	7,049	-	7,049	7,049
County Government Annex - Risk (165-495-519)	38,213	38,524	38,528	-	38,528	38,528
EMS - Risk (135-495-526)	59,157	56,306	55,725	-	55,725	55,725
Fine & Forfeiture - Risk (110-495-689)	292,139	300,378	285,199	-	285,199	285,199
Fleet Maintenance - Risk (505-495-591)	9,965	9,883	9,172	-	9,172	9,172
General Fund - Risk (001-495-519)	415,999	469,752	482,884	-	482,884	482,884
Grants - Risk (125-495-595)	1,834	1,710	1,690	-	1,690	1,690
Growth Management - Risk (121-495-537)	17,461	15,957	16,361	-	16,361	16,361
Huntington Oaks - Risk (166-495-519)	13,772	14,235	12,671	-	12,671	12,671
Insurance Service - Risk (501-495-596)	-	-	422	-	422	422
Judicial Programs - Risk (117-495-569)	609	1,069	1,102	-	1,102	1,102
Municipal Services - Risk (140-495-572)	67,325	32,813	31,593	-	31,593	31,593
Probation Services - Risk (111-495-523)	31,729	32,308	16,003	-	16,003	16,003
Solid Waste - Risk (401-495-534)	26,899	21,836	23,061	-	23,061	23,061
Stormwater Utility - Risk (123-495-538)	16,964	17,535	15,628	-	15,628	15,628
Supervisor of Elections - Risk (060-495-513)	16,486	16,542	16,104	-	16,104	16,104
Teen Court - Risk (114-495-662)	1,714	1,634	1,582	-	1,582	1,582
Tourism Development - Risk (160-495-552)	6,987	6,760	6,858	-	6,858	6,858
Transportation Trust - Risk (106-495-541)	72,320	67,275	66,955	-	66,955	66,955
VFD Fire Services - Risk (145-495-552)	-	33,277	24,930	-	24,930	24,930
Total Budget	1,095,694	1,143,993	1,113,517	-	1,113,517	1,113,517



**Workers' Comp Risk Management (501-821-596)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	3,544,466	3,115,397	3,033,897	-	3,033,897	3,033,897
Transportation	216,196	277,325	262,395	-	262,395	262,395
Total Budgetary Costs	3,760,662	3,392,722	3,296,292	-	3,296,292	3,296,292
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
501 Insurance Service	3,760,662	3,392,722	3,296,292	-	3,296,292	3,296,292
Total Revenues	3,760,662	3,392,722	3,296,292	-	3,296,292	3,296,292

**Communications Summary**

The Communications Trust Fund accounts for the resources and expenditures associated with the County's centralized telecommunications network, which includes the telephone and internet systems. The individual departments and agencies are assessed based on the number of internet connections, data lines, and telephone usage within their individual areas. The increase in funding is due to the expansion of the phone system to other Leon County government offices, specifically the Clerk of the Circuit Court & Comptroller, offset by a slight decline in the provider's rates.

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Operating	681,825	1,103,438	1,392,807	-	1,392,807	1,392,807
<b>Total Budgetary Costs</b>	<b>681,825</b>	<b>1,103,438</b>	<b>1,392,807</b>	<b>-</b>	<b>1,392,807</b>	<b>1,392,807</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Communications Trust (502-900-590)	457,362	837,708	953,689	-	953,689	953,689
MIS Automation - Animal Control (140-470-562)	710	710	3,077	-	3,077	3,077
MIS Automation - Building Inspection (120-470-524)	1,800	1,900	2,900	-	2,900	2,900
MIS Automation - EMS Fund (135-470-526)	8,595	8,920	13,800	-	13,800	13,800
MIS Automation - General Fund (001-470-519)	136,675	160,540	252,850	-	252,850	252,850
MIS Automation - Growth Management (121-470-537)	6,300	7,150	15,625	-	15,625	15,625
MIS Automation - Motor Pool Fund (505-470-519)	415	570	1,870	-	1,870	1,870
MIS Automation - Parks and Recreation (140-470-572)	335	2,940	3,207	-	3,207	3,207
MIS Automation - Probation Services (111-470-523)	3,860	6,590	12,110	-	12,110	12,110
MIS Automation - Public Defender (110-470-603)	16,393	21,520	43,203	-	43,203	43,203
MIS Automation - Solid Waste Fund (401-470-534)	18,485	19,400	23,320	-	23,320	23,320
MIS Automation - State Attorney (110-470-602)	12,480	14,140	25,066	-	25,066	25,066
MIS Automation - Tourism Development (160-470-552)	8,815	8,820	11,465	-	11,465	11,465
MIS Automation - Transportation Trust (106-470-541)	9,600	12,530	15,790	-	15,790	15,790
MIS Automation-Risk Fund (501-470-513)	-	-	355	-	355	355
MIS Automation-SOE (060-470-513)	-	-	14,480	-	14,480	14,480
<b>Total Budget</b>	<b>681,825</b>	<b>1,103,438</b>	<b>1,392,807</b>	<b>-</b>	<b>1,392,807</b>	<b>1,392,807</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	136,675	160,540	252,850	-	252,850	252,850
060 Supervisor of Elections	-	-	14,480	-	14,480	14,480
106 Transportation Trust	9,600	12,530	15,790	-	15,790	15,790
110 Fine and Forfeiture	28,873	35,660	68,269	-	68,269	68,269
111 Probation Services	3,860	6,590	12,110	-	12,110	12,110
120 Building Inspection	1,800	1,900	2,900	-	2,900	2,900
121 Development Services & Environmental Management Fund	6,300	7,150	15,625	-	15,625	15,625
135 Emergency Medical Services MSTU	8,595	8,920	13,800	-	13,800	13,800
140 Municipal Service	1,045	3,650	6,284	-	6,284	6,284
160 Tourism Development	8,815	8,820	11,465	-	11,465	11,465
401 Solid Waste	18,485	19,400	23,320	-	23,320	23,320
501 Insurance Service	-	-	355	-	355	355
502 Communications Trust	457,362	837,708	953,689	-	953,689	953,689
505 Motor Pool	415	570	1,870	-	1,870	1,870
<b>Total Revenues</b>	<b>681,825</b>	<b>1,103,438</b>	<b>1,392,807</b>	<b>-</b>	<b>1,392,807</b>	<b>1,392,807</b>

**Budgeted Reserves Summary**

Each year the County sets aside, budgeted reserves and contingency funds. This is an integral part of the budgeting process allowing the Board to allocate funds for unforeseeable events or market conditions such as rising fuel and energy costs. Any budgeted reserve utilized during the year must be approved by the Board of County Commissioners.

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Budgeted Reserves	-	444,649	487,573	-	487,573	541,605
Total Budgetary Costs	-	444,649	487,573	-	487,573	541,605
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Budgeted Reserves - Building Inspection (120-990-599)	-	-	69,598	-	69,598	108,284
Budgeted Reserves - Drug Court (116-990-599)	-	9,590	7,975	-	7,975	8,098
Budgeted Reserves - Fine and Forfeiture (110-990-599)	-	50,000	50,000	-	50,000	50,000
Budgeted Reserves - General Fund (001-990-599)	-	200,000	200,000	-	200,000	200,000
Budgeted Reserves - Insurance Service (501-990-599)	-	25,059	-	-	-	-
Budgeted Reserves - Municipal Service (140-990-599)	-	40,000	40,000	-	40,000	55,223
Budgeted Reserves - Stormwater Utility (123-990-599)	-	20,000	20,000	-	20,000	20,000
Budgeted Reserves - Tourism Development (160-990-599)	-	50,000	50,000	-	50,000	50,000
Budgeted Reserves - Transport. Trust (106-990-599)	-	50,000	50,000	-	50,000	50,000
Total Budget	-	444,649	487,573	-	487,573	541,605
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	-	200,000	200,000	-	200,000	200,000
106 Transportation Trust	-	50,000	50,000	-	50,000	50,000
110 Fine and Forfeiture	-	50,000	50,000	-	50,000	50,000
116 Drug Abuse Trust	-	9,590	7,975	-	7,975	8,098
120 Building Inspection	-	-	69,598	-	69,598	108,284
123 Stormwater Utility	-	20,000	20,000	-	20,000	20,000
140 Municipal Service	-	40,000	40,000	-	40,000	55,223
160 Tourism Development	-	50,000	50,000	-	50,000	50,000
501 Insurance Service	-	25,059	-	-	-	-
Total Revenues	-	444,649	487,573	-	487,573	541,605

Leon County Fiscal Year 2017 Adopted Budget

Non-Operating

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-990-599 Budgeted Reserves - General Fund</b>				
59900 Budgeted Contingency	0	200,000	200,000	200,000
001-990-599 Totals	<u>0</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
<b>106-990-599 Budgeted Reserves - Transport. Trust</b>				
59900 Budgeted Contingency	0	50,000	50,000	50,000
106-990-599 Totals	<u>0</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
<b>110-990-599 Budgeted Reserves - Fine and Forfeiture</b>				
59900 Budgeted Contingency	0	25,000	25,000	25,000
59930 Reserve For Article V	0	25,000	25,000	25,000
110-990-599 Totals	<u>0</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
<b>116-990-599 Budgeted Reserves - Drug Court</b>				
59930 Reserve For Article V	0	9,590	7,975	8,098
116-990-599 Totals	<u>0</u>	<u>9,590</u>	<u>7,975</u>	<u>8,098</u>
<b>120-990-599 Budgeted Reserves - Building Inspection</b>				
59900 Budgeted Contingency	0	0	69,598	108,284
120-990-599 Totals	<u>0</u>	<u>0</u>	<u>69,598</u>	<u>108,284</u>
<b>123-990-599 Budgeted Reserves - Stormwater Utility</b>				
59900 Budgeted Contingency	0	20,000	20,000	20,000
123-990-599 Totals	<u>0</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
<b>140-990-599 Budgeted Reserves - Municipal Service</b>				
59900 Budgeted Contingency	0	40,000	40,000	55,223
140-990-599 Totals	<u>0</u>	<u>40,000</u>	<u>40,000</u>	<u>55,223</u>
<b>160-990-599 Budgeted Reserves - Tourism Development</b>				
59900 Budgeted Contingency	0	50,000	50,000	50,000
160-990-599 Totals	<u>0</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
<b>501-990-599 Budgeted Reserves - Insurance Service</b>				
59918 Reserve For Fund Balance	0	25,059	0	0
501-990-599 Totals	<u>0</u>	<u>25,059</u>	<u>0</u>	<u>0</u>
Budgeted Reserves Totals	<u>0</u>	<u>444,649</u>	<u>487,573</u>	<u>541,605</u>

**Budgeted Capital Reserves Summary**

Budgeted reserves reflect anticipated collection of interest in the E-911 System Capital Project Fund.

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Budgeted Reserves	-	12,540	12,540	-	12,540	12,540
Total Budgetary Costs	-	12,540	12,540	-	12,540	12,540
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
911 Capital Projects (330-990-599)	-	12,540	12,540	-	12,540	12,540
Total Budget	-	12,540	12,540	-	12,540	12,540
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
330 9-1-1 Capital Projects	-	12,540	12,540	-	12,540	12,540
Total Revenues	-	12,540	12,540	-	12,540	12,540

### **Other Non-Operating Summary**

These expenses relate to costs that are not associated with a specific County Department. A detailed description regarding for these costs is provided below.

#### Non-Operating Expenditures - General Fund

These expenses includes: County's annual dues (i.e. National Association of Counties, Florida Association of Counties), unemployment compensation payments, licensing (ASCAP), state fire service payments, pre-employment drug tests, payment for legal notices, annual audit expenses, and bank charges.

#### Summer Youth Employment

The Summer Youth Employment Program is funded by the County out of general revenue. The participants in this program are Leon County students between the ages of 14 and 21. In FY 2015, the Board approved an enhanced Summer Youth Program. The new program will include civic engagement activities as well as and tours of County facilities such as the Solid Waste Facility, the Public Safety Complex and the Leon County Jail. The prior program assigned a participant to one department for the duration of the program. Additionally, by reducing the program from six to four weeks allowed for an increase in participants from 56 to approximately 80, a 50% increase in the program. Participants will be covered by the County's workers' compensation program and wages will be paid out of available funds. For FY17, \$80,425 is allocated for the program.

#### Other Non-Operating Expenses

Non-operating expenditures include payments to the City of Tallahassee, the Community Redevelopment Area (CRA) / Tax Increment Financing (TIF) districts, and for mid-year grant matches. This fiscal year \$2.3 million is budgeted for CRA/TIF payments: \$1,434,646 for the Southside/Frenchtown payment, and \$961,443 for the Downtown CRA. Payments are estimated to increase by \$286,350. In addition, as a result of the North Monroe Street Task Force study, \$75,000 has been budgeted in north and southbound bust stops on Monroe Street by the Walmart north of I-10. Over the last three years, payments to the CRAs have increased by \$1.2 million.

#### Reimbursement of Administrative Costs

Reimbursements of administrative costs are associated with the chargeback of Public Works operations and engineering staff to various capital projects.

#### State Juvenile Detention Payments

The Juvenile Detention payment is a mandate authorized by the legislature in 2004. The mandate requires counties to pay the State for the predisposition of juveniles at detention facilities. Historically, costs for this program have steadily increased. During the 2016 legislative session, the disagreement between the State and Counties regarding the cost of detention sharing for juveniles was resolved. This resolution caused Leon County's share of costs to decline by \$162,160 for FY 2017.

#### Drug Abuse Trust

Expenditures associated with the support of drug intervention programs overseen by Court Administration.

#### 800 MHZ System Maintenance

The Moving Violation Surcharge Fund is used to account for resources and expenditures associated with Leon County's participation in an intergovernmental radio communications programs previously approved by the Florida Department of Management Services. The actual expenditure is an annual payment to the City of Tallahassee for ongoing maintenance associated with the Leon County 800 MHZ radio system. In FY 2008, Leon County entered into a new maintenance contract for the system involving an upgrade from analog to digital technology. Due to the completed capital upgrade, funds associated with this program were moved from a special revenue capital fund to a special revenue operating fund. Over the last few years, revenue has been declining in this fund, which has required an increase in General Fund support. For FY17, the support level is \$1,090,696.

#### 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 FY17, this funding will remain level.

#### 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 FY17, this payment will be \$1,273,620.

#### 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 Interlocal Agreement, agreed to merge their respective Economic Development offices. The payment to PLACE reflects a portion of the cost of the Office of Economic Vitality contract and supports the operations of Economic Vitality and MWSBE. Remaining costs associated with PLACE are outlined on page 23-15.

Leon County Fiscal Year 2017 Adopted Budget

Non-Operating

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	726,788	683,794	562,319	-	562,319	576,928
Operating	4,665,877	5,496,312	5,647,687	-	5,647,687	5,982,658
Grants-in-Aid	1,694,522	1,523,160	1,428,983	75,000	1,503,983	1,451,576
<b>Total Budgetary Costs</b>	<b>7,087,186</b>	<b>7,703,266</b>	<b>7,638,989</b>	<b>75,000</b>	<b>7,713,989</b>	<b>8,011,162</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
800 Mhz System Maintenance (131-529-519)	1,309,036	1,211,332	1,338,826	-	1,338,826	1,378,991
Blueprint 2000 (001-403-515)	63,143	65,565	331,846	-	331,846	342,719
CRTPA (001-402-515)	228,784	241,181	119,523	-	119,523	123,259
CRA-Payment (001-972-559)	1,660,665	2,109,741	2,396,091	-	2,396,091	2,635,700
Drug Abuse (116-800-562)	71,648	52,920	53,395	-	53,395	54,463
Grant Match Funds (125-991-595)	-	90,000	90,000	-	90,000	90,000
Juvenile Detention Payment - State (110-620-689)	985,639	1,022,660	860,500	-	860,500	877,710
Minority/Women Small Business Enterprise (001-112-513)	177,296	431,130	-	-	-	-
Non-Operating General Fund (001-820-519)	920,660	959,741	907,280	75,000	982,280	907,280
Payment to City- Parks & Recreation (140-838-572)	1,080,239	1,271,502	1,273,620	-	1,273,620	1,327,749
PLACE - Economic Development (001-114-512)	665,698	384,569	304,983	-	304,983	310,366
Public Works Admin Chargebacks (106-978-541)	(417,263)	(450,000)	(350,000)	-	(350,000)	(350,000)
Sewer Services Killlearn Lakes Units I and II (164-838-535)	292,600	232,500	232,500	-	232,500	232,500
Summer Youth Employment (001-278-551)	49,040	80,425	80,425	-	80,425	80,425
<b>Total Budget</b>	<b>7,087,186</b>	<b>7,703,266</b>	<b>7,638,989</b>	<b>75,000</b>	<b>7,713,989</b>	<b>8,011,162</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	3,765,286	4,272,352	4,140,148	75,000	4,215,148	4,399,749
106 Transportation Trust	(417,263)	(450,000)	(350,000)	-	(350,000)	(350,000)
110 Fine and Forfeiture	985,639	1,022,660	860,500	-	860,500	877,710
116 Drug Abuse Trust	71,648	52,920	53,395	-	53,395	54,463
125 Grants	-	90,000	90,000	-	90,000	90,000
131 Radio Communication Systems	1,309,036	1,211,332	1,338,826	-	1,338,826	1,378,991
140 Municipal Service	1,080,239	1,271,502	1,273,620	-	1,273,620	1,327,749
164 Special Assessment - Killlearn Lakes	292,600	232,500	232,500	-	232,500	232,500
<b>Total Revenues</b>	<b>7,087,186</b>	<b>7,703,266</b>	<b>7,638,989</b>	<b>75,000</b>	<b>7,713,989</b>	<b>8,011,162</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Capital Regional Transportation Planning Agency	2.00	2.00	1.00	-	1.00	1.00
Blueprint 2000	1.00	1.00	3.50	-	3.50	3.50
<b>Total Full-Time Equivalents (FTE)</b>	<b>3.00</b>	<b>3.00</b>	<b>4.50</b>	<b>-</b>	<b>4.50</b>	<b>4.50</b>

**Other Non-Operating - Capital Regional Transportation Planning Agency (001-402-515)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	228,784	226,181	104,523	-	104,523	108,259
Operating	-	15,000	15,000	-	15,000	15,000
<b>Total Budgetary Costs</b>	<b>228,784</b>	<b>241,181</b>	<b>119,523</b>	<b>-</b>	<b>119,523</b>	<b>123,259</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	228,784	241,181	119,523	-	119,523	123,259
<b>Total Revenues</b>	<b>228,784</b>	<b>241,181</b>	<b>119,523</b>	<b>-</b>	<b>119,523</b>	<b>123,259</b>
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
CRTPA Executive Director	1.00	1.00	-	-	-	-
Sr Transportation Planner	1.00	1.00	1.00	-	1.00	1.00
<b>Total Full-Time Equivalents (FTE)</b>	<b>2.00</b>	<b>2.00</b>	<b>1.00</b>	<b>-</b>	<b>1.00</b>	<b>1.00</b>

Capital Regional Transportation Planning Agency personnel expenses were established for employees opting for County benefits as allowed by the inter-local agreement. These expenses are added to the annual true-up with the CRTPA and are reimbursed. Budgeting for these employees is done for accounting purposes only.

The major variances for the FY17 Capital Regional Transportation Planning Agency budget are as follows:

Decreases to Program Funding:

1. Personnel costs in the amount of \$121,658 due to the retirement of the CRTPA Executive Director who utilized the FRS system. The new CRTPA Director will be on the City's payroll system and not affect the County budget.



**Other Non-Operating - Blueprint 2000 (001-403-515)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Personnel Services	63,143	65,565	331,846	-	331,846	342,719
Total Budgetary Costs	63,143	65,565	331,846	-	331,846	342,719
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
001 General Fund	63,143	65,565	331,846	-	331,846	342,719
Total Revenues	63,143	65,565	331,846	-	331,846	342,719
<b>Staffing Summary</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Legal Assistant	1.00	1.00	1.00	-	1.00	1.00
Director of PLACE	-	-	0.50	-	0.50	0.50
Dep. Director of Strategic Planning & Financial Accountability	-	-	1.00	-	1.00	1.00
MWSBE Analyst	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	3.50	-	3.50	3.50

The major variances for the FY17 Blueprint 2000 budget are as follows:

Increases to Program Funding:

1. Additional 2.5 FTE in PLACE/Office of Economic Vitality opting for County benefits, as allowed by the Interlocal Agreement establishing the joint agency. Blueprint 2000 reimburses these personnel costs to the County on an annual basis. As part of the Office of Economic Vitality Contract, the City and County agree to fund the Deputy Director of Strategic Planning & Financial Accountability and MWSBE Analyst positions at 50%, each.

Debt Service

Debt Services Schedule	24 -2
Debt Service Summary	24 -3
Bond Series 2012A (Tax Exempt)	24 -5
Bond Series 2012B (Taxable)	24 -6
Bond Series 2005	24 -7
ESCO Lease	24 -8
2014 Debt Series	24 -9

# Leon County Fiscal Year 2017 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	FY16/17 Principal Payment	FY16/17 Interest Payment	Remaining Principal	Final Maturity Date
<b>Series 2012A:</b> Tax Exempt & <b>Series 2012B:</b> Taxable	These bonds were issued to fund the acquisition of the Bank of America (BOA) building and for major repairs and renovations to the existing County Courthouse facility.	The pledged revenues for these bonds include guaranteed entitlement revenue, Local Government Half Cent Sales Tax, State Revenue Sharing, Race Track funds and other non-ad valorem revenue sources.	\$21,223,000	\$20,618,000	\$1,191,133	\$169,000	\$410,598	\$20,449,000	2020
<b>Series 2014</b>	In FY 2014, financing, in the form of a bank loan, was obtained to refund the non-taxable portion of Bond Series 2005.		\$16,200,000	\$15,951,000	\$2,960,775	\$130,000	\$429,082	\$15,821,000	2025
<b>Series 2005</b>	In FY 2015, a bank loan was obtained to refund outstanding non-advance refundable Series 2005 Capital Improvement Revenue Refunding Bonds. The Bond was originally issued to fully refund the Parks and Recreation Bond Series 1998A and to refund a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. This Bond was also issued to fund the relocation of the Development Services and Environmental Management facility, the construction of a public library and renovations to the County Courthouse building.		\$20,040,000	\$6,886,000	\$57,154	\$6,886,000	\$57,154	\$0	2017
<b>ESCO Lease</b>	This lease was entered into to fund the acquisition of various facility improvement measures including lighting upgrades, HVAC systems, an energy management system and water/sewer improvements.	The energy efficiency improvements will offset the cost of the lease.	\$4,466,238	\$925,316	\$43,712	\$454,077	\$30,437	\$471,239	2018
<b>TOTAL</b>			<b>\$61,929,238</b>	<b>\$44,380,316</b>	<b>\$4,252,774</b>	<b>\$7,639,077</b>	<b>\$927,271</b>	<b>\$36,741,239</b>	

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

**Debt Service Summary**

The various Debt Service Funds account for the debt service, including the accumulation of resources and payment of principal and interest, associated with the existing bonds issued and/or bank loans obtained by the County and an Energy Performance Contract with Energy Systems Group.

The bonds or loans are secured by Non Ad Valorem Revenue sources. **None of the financing is through General Obligation Bonds.** These bonds or loans have been structured to have overall level annual payments until all dates of expiration occur in 2025. This level payment structure for debt service will result in the reduction of the debt service burden to the County over time as the percentage of monies spent on debt service in the budget reduces in the out years.

Leon County currently services four bank loans and one lease. Due to favorable interest rates, previous bonds were refinanced with bank loans. The original bonds were issued to fund the following County projects:

1. Construction of Public Libraries, the County Jail, and the Northeast Fire Station
2. Acquisition of the Tourist Development Council Building and the Bank of America Building
3. Renovations to the County Courthouse, the Fleet Management Facility, and the Public Works Building
4. Improvements to Stormwater Facilities, the County Landfill, and Parks & Recreation
5. Relocation of the Growth & Environmental Management Facility

The Energy Performance Contract is a lease to fund the acquisition of equipment to improve energy efficiency in various County facilities. The energy cost savings will offset the cost of the lease. Energy Systems Group will pay any balance on the lease not offset by the savings.

On June 23, 2015, the Board approved a bank loan to refund the remaining Capital Improvement Revenue Refunding Bonds, Series 2015 for an estimated \$595,000 in net present value of the life of the loan. The bonds will mature October 1, 2017.

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Debt Service	8,859,744	8,568,419	8,570,548	-	8,570,548	8,121,345
Total Budgetary Costs	<u>8,859,744</u>	<u>8,568,419</u>	<u>8,570,548</u>	<u>-</u>	<u>8,570,548</u>	<u>8,121,345</u>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Debt Service	8,859,744	8,568,419	8,570,548	-	8,570,548	8,121,345
Total Budget	<u>8,859,744</u>	<u>8,568,419</u>	<u>8,570,548</u>	<u>-</u>	<u>8,570,548</u>	<u>8,121,345</u>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
211 Bond Series 2012A & 2012B	579,831	581,483	580,798	-	580,798	7,076,046
220 Bond Series 2005	7,227,570	6,941,750	6,943,954	-	6,943,954	-
221 ESCO Lease	484,514	484,514	484,514	-	484,514	484,514
222 Debt Series 2014	567,830	560,672	561,282	-	561,282	560,785
Total Revenues	<u>8,859,744</u>	<u>8,568,419</u>	<u>8,570,548</u>	<u>-</u>	<u>8,570,548</u>	<u>8,121,345</u>

Debt Service

**Debt Service Summary**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Debt Service	8,859,744	8,568,419	8,570,548	-	8,570,548	8,121,345
<b>Total Budgetary Costs</b>	<b>8,859,744</b>	<b>8,568,419</b>	<b>8,570,548</b>	<b>-</b>	<b>8,570,548</b>	<b>8,121,345</b>
<b>Appropriations</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
2014 Debt Series (222-976-582)	567,830	-	-	-	-	-
2014 Debt Series (222-979-582)	-	560,672	561,282	-	561,282	560,785
Bond Series 2005 (220-958-582)	7,227,570	6,941,750	6,943,954	-	6,943,954	-
Bond Series 2012A (Tax Exempt) (211-975-582)	136,406	136,706	136,706	-	136,706	136,706
Bond Series 2012B (Taxable) (211-976-582)	443,425	444,777	444,092	-	444,092	6,939,340
ESCO Lease (221-977-582)	484,514	484,514	484,514	-	484,514	484,514
<b>Total Budget</b>	<b>8,859,744</b>	<b>8,568,419</b>	<b>8,570,548</b>	<b>-</b>	<b>8,570,548</b>	<b>8,121,345</b>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
211 Bond Series 2012A & 2012B	579,831	581,483	580,798	-	580,798	7,076,046
220 Bond Series 2005	7,227,570	6,941,750	6,943,954	-	6,943,954	-
221 ESCO Lease	484,514	484,514	484,514	-	484,514	484,514
222 Debt Series 2014	567,830	560,672	561,282	-	561,282	560,785
<b>Total Revenues</b>	<b>8,859,744</b>	<b>8,568,419</b>	<b>8,570,548</b>	<b>-</b>	<b>8,570,548</b>	<b>8,121,345</b>

Debt Service

**Debt Service - Bond Series 2012A (Tax Exempt) (211-975-582)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Debt Service	136,406	136,706	136,706	-	136,706	136,706
Total Budgetary Costs	136,406	136,706	136,706	-	136,706	136,706
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
211 Bond Series 2012A & 2012B	136,406	136,706	136,706	-	136,706	136,706
Total Revenues	136,406	136,706	136,706	-	136,706	136,706

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.

Debt Service

**Debt Service - Bond Series 2012B (Taxable) (211-976-582)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Debt Service	443,425	444,777	444,092	-	444,092	6,939,340
Total Budgetary Costs	<u>443,425</u>	<u>444,777</u>	<u>444,092</u>	<u>-</u>	<u>444,092</u>	<u>6,939,340</u>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
211 Bond Series 2012A & 2012B	443,425	444,777	444,092	-	444,092	6,939,340
Total Revenues	<u>443,425</u>	<u>444,777</u>	<u>444,092</u>	<u>-</u>	<u>444,092</u>	<u>6,939,340</u>

This fund accounts for the debt service associated with the Capital Improvement Revenue Bond Series 2003B (Taxable). This bond was issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County courthouse facility.

**Debt Service - Bond Series 2005 (220-958-582)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Debt Service	7,227,570	6,941,750	6,943,954	-	6,943,954	-
Total Budgetary Costs	<u>7,227,570</u>	<u>6,941,750</u>	<u>6,943,954</u>	<u>-</u>	<u>6,943,954</u>	<u>-</u>
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
220 Bond Series 2005	7,227,570	6,941,750	6,943,954	-	6,943,954	-
Total Revenues	<u>7,227,570</u>	<u>6,941,750</u>	<u>6,943,954</u>	<u>-</u>	<u>6,943,954</u>	<u>-</u>

This fund accounts is for the debt service associated with the Capital Improvement Revenue Refunding Bond Series 2005. This bond was issued to fully refund the Parks and Recreation Bond Series 1998A and to refund a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. This bond was also issued to fund the relocation of the growth and environmental management facility, the construction of a public library, and renovations to the County courthouse building.

On June 23, 2015, the Board approved financing to refund the remaining Capital Improvement Revenue Refunding Bonds, Series 2015 for an estimated \$595,000 in net present value of the life of the loan. The bonds will mature October 1, 2017. During FY 2014, the Board approved refunding the non-taxable portion (Fund 222 - Bond Series 2014) of the Capital Improvement Revenue Bond, Series 2005 for a total estimated \$1.7 million in net present value over a period of eleven years beginning in FY 2014.



Debt Service

**Debt Service - ESCO Lease (221-977-582)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Debt Service	484,514	484,514	484,514	-	484,514	484,514
Total Budgetary Costs	484,514	484,514	484,514	-	484,514	484,514
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
221 ESCO Lease	484,514	484,514	484,514	-	484,514	484,514
Total Revenues	484,514	484,514	484,514	-	484,514	484,514

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

Debt Service

**Debt Service - 2014 Debt Series (222-976-582)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Debt Service	567,830	-	-	-	-	-
Total Budgetary Costs	567,830	-	-	-	-	-
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
222 Debt Series 2014	567,830	-	-	-	-	-
Total Revenues	567,830	-	-	-	-	-

This fund accounts is for the debt service associated Bond Series 2014 to refund the non-taxable portion of Bond Series 2005. Bond Series 2005 was initially issued to fully refund the Parks and Recreation Bond Series 1998A and to refund a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. This bond was also issued to fund the relocation of the growth and environmental management facility, the construction of a public library, and renovations to the County courthouse building. On July 8, 2014, the Board approved the partial refunding of Bond Series 2005 for a total estimated \$1.7 million in net present value over a period of eleven years beginning in FY 2014.

Debt Service

**Debt Service - 2014 Debt Series (222-979-582)**

<b>Budgetary Costs</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
Debt Service	-	560,672	561,282	-	561,282	560,785
Total Budgetary Costs	-	560,672	561,282	-	561,282	560,785
<b>Funding Sources</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Continuation</b>	<b>FY 2017 Issues</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>
222 Debt Series 2014	-	560,672	561,282	-	561,282	560,785
Total Revenues	-	560,672	561,282	-	561,282	560,785

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Project Index

The following is an alphabetical list of each project with a detail sheet in this book. The section and the page of the corresponding detail sheets are also provided. Each section represents the service type of the projects and contains detail sheets only for projects with planned activity in FY 2017 to FY 2021.

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## Capital Improvement Program

The capital improvement program is a resource that helps Leon County government ensure that decisions on projects and funding are made wisely and in a well planned manner. The quality of life for a Leon County resident depends on the reliability of transportation, the quality of stormwater system, the efficiency of waste disposal, the accessibility of culture and recreation, and many other essential public services.

High quality service levels can be achieved through the proper planning and provision of the replacement, maintenance and enhancement of the County's capital assets. In accordance with Florida Statute Chapter 125.74 (1) (d), the County Administrator is annually responsible to prepare and submit a capital budget and capital improvement program to the Board.

### Capital Assets

A capital asset is a new or rehabilitated physical asset that is nonrecurring and has a useful life of more than three years and costs at least \$10,000.

### Capital Project

A capital project is undertaken to acquire a capital asset. Examples include the construction, maintenance, and/or renovations to public buildings as well as improvements to stormwater systems and transportation.

### Capital Improvement Program

Capital infrastructure is essential to the Leon County community. Leon County's capital improvement program is a multi-year program that identifies capital projects to be funded during a five year period. It specifies each capital project to be undertaken, the year it will begin, the anticipated expenses for each year and the method of financing.

Projects and financing sources in the capital improvement program for years other than the current budget year (commonly called "out-years" or "planned years") are not authorized until the annual budget for those years is legally adopted. The out-years serve only as a guide for future planning and are subject to further review and modification.

### Annual Capital Budget

The annual capital budget represents the first year of a capital improvement program. It is the appropriation of capital spending legally adopted by the Board. The annual capital budget is adopted in conjunction with Leon County's annual operating budget and provides legal authority to proceed with specific projects.

## Program Preparation

Each fiscal year, the Office of Management and Budget facilitates the preparation of a capital improvement program. Officials, administrators, and staff of Leon County government all assist in this process. The preparation process includes the following:

- I. Assessment of Capital Needs  
*(Department/Division Staff)*
  - Prepare an inventory
  - Evaluate whether to repair or replace facilities and/or equipment
  - Identify future needs
- II. Identification of Capital Projects  
*(Commission, Administration, Department/Division Staff)*
  - Review status of current projects
  - Develop information for new projects
  - Submit project requests
- III. Financial Analysis  
*(Administration and OMB)*
  - Evaluate financial conditions
  - Forecast financial trends
  - Evaluate funding options
- IV. Evaluation & Planning of Capital Projects  
*(Administration and OMB)*
  - Review and prioritize project requests
  - Select projects and project schedules
  - Determine project funding sources
- V. Adoption of Capital Improvement Program & Annual Capital Budget  
*(Commission, Administration, and OMB)*
  - Prepare and submit tentative program and budget to Commission
  - Hold public hearings
  - Revise and prepare final program and budget for adoption
- VI. Implementation & Monitoring of Annual Capital Budget
  - October 1 through September 30
  - Departmental Biannual Project Status Reports

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 2017 - FY 2021 capital improvement program.
- Capital Projects By Managing Department:  
Summary table of all capital improvement projects organized by managing department.
- FY 2016 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 2017 to FY 2021. The project detail sheets each provide the following:

- General Information:  
Includes project title, managing department, project number, service type, project status, description/justification and, if applicable, project location map.
- Policy/Comprehensive Plan Information  
Non-comprehensive Plan Related Projects - relevant policy, law, mandate, ordinance, master plan, initiative, etc.
- Comprehensive Plan Related Projects:  
Identifies whether the project is in the capital improvement element of the comprehensive plan, the 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 2015, FY 2016 adjusted budget and FY 2016 year-to-date expenditures, FY 2017 budget, FY 2017 – FY 2021 planned budget, FY 2017 – FY 2021 total, total project cost, and estimates of any anticipated impacts on the operating budget.

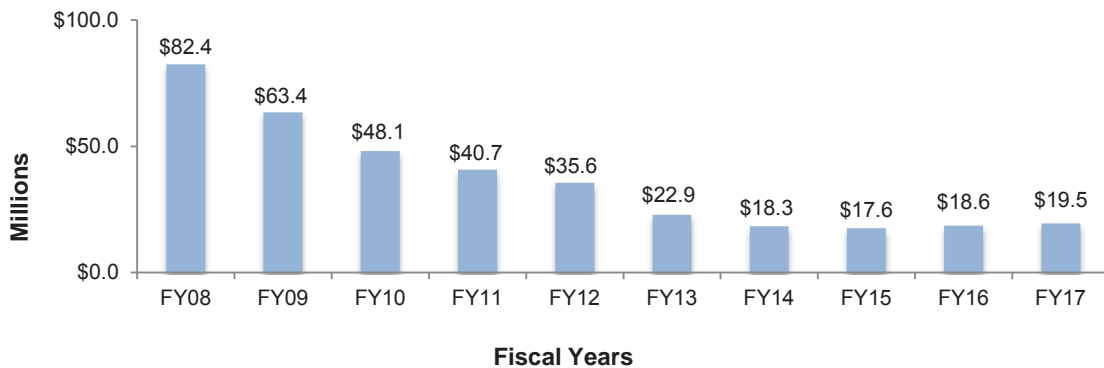
### FY 2017 Capital Budget

Chart 25.1 shows the capital funding for each fiscal year from FY 2008 through FY 2017. The total FY 2017 capital budget is **\$19,562,623 (\$19,550,083 in capital projects and \$12,540 in budgeted reserves)**. Including the budgeted reserves, this is a 4.94% increase over the adopted FY 2017 capital budget of \$18,641,824. The increase in capital funding reflects the County’s commitment to ensure the useful life of its basic infrastructure is maximized.

The capital projects planned for FY 2017 include transportation and stormwater maintenance, sidewalk construction, general county maintenance and improvements, technology upgrades, and parks and recreation maintenance and improvements.

The Chart below also illustrates the Capital Improvement Program is below FY 2008 funding levels.

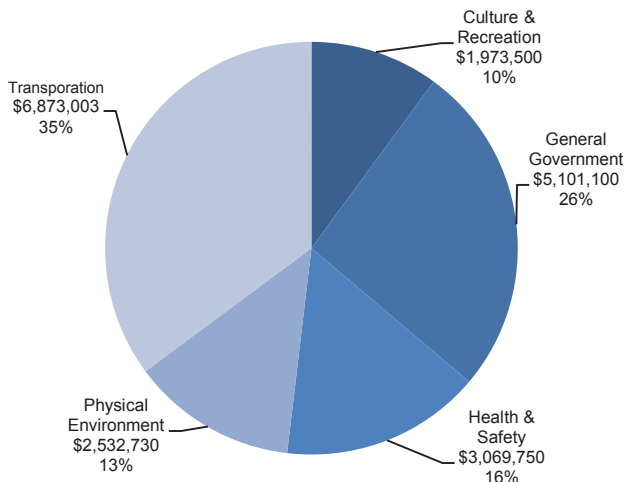
**Chart 25.1  
FY 2008 – FY 2017 Capital Funding**



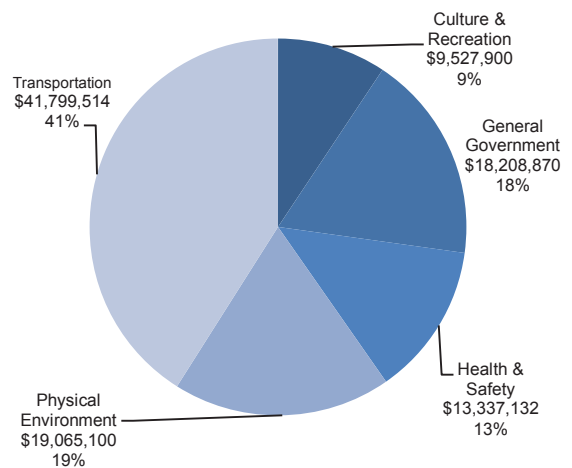
### Service Types

Chart 25.2 illustrates the service types of the projects in the FY 2017 capital budget. In FY 2017, 35% or \$6,873,003 of the capital budget will fund transportation related projects. Chart 25.3 shows the service types of the projects in the FY 2017 - FY 2021 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 2017 Project Service Types**



**Chart 25.3  
FY 2017 - FY 2020 Service Types**



## Project Funding Sources

Table 25.1 shows the project funding sources for the FY 2017 capital budget and the FY 2017 - FY 2021 capital improvement program. Capital Improvements (Fund 305) and Sales Tax Extension (Fund 309) are the primary sources of funding for the FY 2017 capital budget, with \$8,989,230 (45.9%) and \$5,025,000 (25.7%) respectively. Capital Improvements (Fund 305) is the primary source of funding for FY 2017 - FY 2021, totaling \$37,654,082 (36.9%). The table does not reflect budgeted reserves.

**Table 25.1**  
**FY 2017 – FY 2021 Project Funding Sources**

Funding Source	FY 2017 Budget	%	FY 2017 - FY 2021 Program	%
EMS MSTU (Fund 135)	1,138,000	5.82%	6,229,250	6.10%
Tourist Development (Fund 160)	41,300	0.21%	41,300	0.04%
Bank of America (Fund 165)	523,600	2.68%	2,442,370	2.40%
Capital Improvements (Fund 305)	8,989,230	45.98%	37,654,082	36.94%
Transportation Improvements (Fund 306)	2,498,003	12.78%	16,081,364	15.78%
Sales Tax Extension (Fund 309)	5,025,000	25.70%	17,020,000	16.70%
Sales Tax Extension 2020 (Fund 351)	-	0.00%	8,965,150	8.79%
Sales Tax Extension 2020 JPA (Fund 352)	-	0.00%	9,361,000	9.18%
Solid Waste (Fund 401)	1,334,950	6.83%	4,144,000	4.07%
<b>Total</b>	<b>19,550,083</b>	<b>100%</b>	<b>101,938,516</b>	<b>100%</b>

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. Funding for the projects is accounted for in the Sales Tax Extension 2020 Joint Partnership Agreement (JPA), Fund 352. The remaining 20% 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 improvement projects and other statutorily authorized uses approved by the County Commission.

The current Sales Tax Extension 2000, which will expire in year 2019, is accounted for in Fund 309, Sales Tax Extension.

## Reserves for Capital Projects

As part of the annual budget process, the County evaluates the resources necessary to support the five-year capital improvement program. Depending upon the level of reserves, additional general revenue is contemplated for transferring to the capital projects to maintain a five-year funded program. This approach began during the FY 2008 budget process to support the funding of maintenance and essential capital projects. The goal was to provide funding to maintain the existing infrastructure of the County. During the FY 2015 budget process, the Board approved an \$8.8 million "fund sweep", for the continued support of the long-term capital improvement program. This funding will be depleted in FY 2017.

At its June 14, 2016 Budget Workshop, the Board approved a \$17 million "fund sweep" to fund the Capital Improvement Program for an additional five years. The Board also approved the use of \$6.7 million in General, Stormwater, Public Service and Transportation fund reserves to fund capital facility maintenance needs during FY 2016. This effort was to ensure the timely progress of the following projects: New Stormwater Vehicle & Equipment (additional work crew); Park maintenance and improvements: (Northeast Community Park temporary trails, Parks Capital Maintenance, Chaires ball field) and Boat Landing Improvements; Street Lights Placement – Unincorporated Areas; Transportation safety improvements (Springhill Road Bridge improvements; Jail Complex Maintenance, and Main Library Improvements.

Long-term analysis indicates recurring transfers of \$4.0 to \$5.0 million are necessary to adequately fund the five-year capital improvement program. For the 2017 fiscal year, the Board approved the transfer of \$1.37 million in Municipal Services revenue to help fund municipal service projects and \$1.6 million in general revenue to fund other projects. Recurring transfers of \$1.8 million in Municipal Services revenue are planned for the out years. General revenue transfers ranging from \$2.7 to \$3.2 million are planned for fiscal years 2018 to 2020. The County is scheduled to fulfill a major debt obligation in FY 2020, which will free up \$6.6 million for capital improvement funding. As a long-term capital plan strategy, a recurring transfer of \$9.8 million in general funds is contemplated to fund the Capital Improvement Program beginning in FY 2021. This strategy will decrease the frequency of “fund sweeps” necessary to help fund the program.

### New and Revised Capital Projects

Table 25.2 indicates the new and revised projects for the FY 2017 capital budget and the FY 2017 - FY 2021 capital improvement program. Seven projects totaling \$1,202,600 will be funded in FY 2017. For the five-year period, a total of \$6,219,300 is budgeted for 10 new and revised projects.

**Table 25.2  
FY 2017 - FY 2021 New and Revised Projects**

New and Revised Projects	FY 2017 Budget	%	FY 2017- FY 2021 Program	%
Boat Landing Improvements	-	0.0%	500,000	8.0%
Cooperative Extension Renovations	120,000	10.0%	120,000	1.9%
Fred George Park	500,000	41.6%	1,000,000	16.1%
Lake Henrietta Renovation	150,000	12.5%	1,050,000	16.9%
MIS Data Center - HVAC	250,000	20.8%	250,000	4.0%
New EMS Vehicles and Equipment	-	0.0%	600,000	9.7%
New Public Works Vehicles and Equipment	93,000	7.7%	93,000	1.5%
Stormwater Infrastructure Prevention Maintenance	-	0.0%	2,000,000	32.2%
Street Lights Program - Unincorporated Area	-	0.0%	500,000	8.0%
Technology in Chambers	48,300	4.0%	106,300	1.7%
Welcome Center Improvements	41,300	3.4%	-	0.0%
<b>Total</b>	<b>1,202,600</b>	<b>100%</b>	<b>6,219,300</b>	<b>100%</b>

### Management of Capital Projects

Table 25.3 shows the managing departments of the FY 2017 capital budget and FY 2017 - FY 2021 capital improvement program. A total of 70 projects will be funded in the FY 2017 Capital Improvement Program. Engineering Services will manage 28.8% or \$5,633,203 of the total FY 2017 budget. Budgeted reserves and carryforward projects are not reflected below.

**Table 25.3  
FY 2017 – FY 2021 Managing Departments**

Managing Department	FY 2017 Number of Projects	FY 2017	%	FY 2017 – FY 2021 Program	%
Engineering Services	6	5,633,203	28.80%	44,797,414	43.93%
Facilities Management	23	4,851,350	24.81%	17,145,312	16.81%
Fleet Management	11	3,637,300	18.61%	15,150,600	14.86%
Management Information Services	19	2,671,580	13.67%	10,959,700	10.75%
Parks & Recreation	4	1,583,000	8.10%	8,209,000	8.05%
Public Works - Operations	3	835,200	4.27%	4,176,000	4.10%
Solid Waste	3	288,450	1.48%	1,288,450	1.26%
Supervisor of Elections	1	50,000	0.26%	250,000	0.25%
<b>TOTAL</b>	<b>70</b>	<b>19,550,083</b>	<b>100%</b>	<b>101,976,476</b>	<b>100%</b>



# Leon County Fiscal Year 2017 – 2021 Capital Improvement Program

## Capital Projects By Managing Departments

Project	Project #	Life to Date FY 2015	Adj Budget FY 2016	FY 2017 Planned	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	FY17 - FY21 Total	Project Cost Total
<b>Fleet Management</b>										
EMS Vehicle & Equipment Replacement	026014	6,427,956	945,620	1,113,000	1,020,250	1,071,300	1,174,850	1,124,850	5,504,250	12,877,826
Fleet Management Shop Equipment	026010	164,966	68,778	50,000	50,000	50,000	50,000	50,000	250,000	483,744
General Vehicle/Equipment Replacement	026003	3,891,230	637,199	439,000	200,000	259,000	275,000	180,000	1,353,000	5,881,429
Hazardous Waste Vehicle/Equipment Replacement	036042	-	170,000	16,000	32,500	32,500	-	-	81,000	251,000
New EMS Vehicle & Equipment	026021	-	-	-	300,000	-	-	300,000	600,000	600,000
New Public Works Vehicles & Equipment	026022	-	-	93,000	-	-	-	-	93,000	93,000
New Stormwater Vehicle & Equipment	026020	-	743,800	-	-	-	-	-	-	743,800
New Parks/Greenways Vehicles and Equipment	046007	411,061	262,005	63,200	111,300	50,000	-	-	224,500	897,566
Public Works Vehicle/Equipment Replacement	026005	9,661,761	733,436	711,600	518,000	743,500	658,000	414,000	3,045,100	13,440,297
Rural Waste Vehicle and Equipment Replacement	036033	286,807	305,193	282,000	110,000	-	-	-	392,000	984,000
Solid Waste Heavy Equipment/Vehicle Replacement	036003	3,325,872	473,765	407,000	80,000	116,000	76,000	450,100	1,129,100	4,928,737
Stormwater Vehicle/Equipment Replacement	026004	6,495,460	546,057	121,000	184,100	180,100	305,000	435,000	1,225,200	8,266,717
Transfer Station Heavy Equipment Replacement	036010	2,619,568	238,838	341,500	39,600	98,150	414,200	360,000	1,253,450	4,111,856
<b>Fleet Management Subtotal</b>		<b>33,284,681</b>	<b>5,124,691</b>	<b>3,637,300</b>	<b>2,645,750</b>	<b>2,600,550</b>	<b>2,953,050</b>	<b>3,313,950</b>	<b>15,150,600</b>	<b>53,559,972</b>
<b>Solid Waste</b>										
Household Hazardous Waste Improvements	036019	489,172	47,200	38,450	-	-	-	-	38,450	574,822
Landfill Improvements	036002	1,312,890	222,253	100,000	100,000	100,000	100,000	100,000	500,000	2,035,143
Solid Waste Master Plan	036028	-	100,000	-	-	-	-	-	-	100,000
Solid Waste Pre-Fabricated Buildings	036041	23,555	55,562	-	-	-	-	-	-	79,117
Transfer Station Improvements	036023	991,115	228,500	150,000	150,000	150,000	150,000	150,000	750,000	1,969,615
<b>Solid Waste Subtotal</b>		<b>2,816,732</b>	<b>653,515</b>	<b>288,450</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>1,288,450</b>	<b>4,758,697</b>
<b>Parks &amp; Recreation</b>										
Apalachee Parkway Regional Park	045001	1,335,641	372,210	600,000	500,000	200,000	200,000	200,000	1,700,000	3,407,851
Blueprint 2020 Greenways Masterplan Implementation	046011	-	-	-	-	-	296,000	395,000	691,000	691,000
Blueprint 2020 Parks Operating	046012	-	-	-	-	-	375,000	500,000	875,000	875,000
Boat Landing Improvements and Renovations	047002	-	125,000	-	125,000	125,000	125,000	125,000	500,000	625,000
Fred George Park	043007	7,369,711	881,316	500,000	500,000	-	-	-	1,000,000	9,251,027
Greenways Capital Maintenance	046009	1,167,047	311,319	350,000	350,000	350,000	350,000	350,000	1,750,000	3,228,366
Northeast Community Park	044001	782,594	250,000	-	-	-	-	-	-	1,032,594
Okeehoopkee Prairie Park	043008	548,483	361,467	133,000	-	-	-	-	133,000	1,042,950
Parks Capital Maintenance	046001	2,565,642	2,723,419	-	325,000	325,000	325,000	325,000	1,300,000	6,589,061
Playground Equipment Replacement	046006	522,225	205,086	-	130,000	-	130,000	-	260,000	987,311
St. Marks Headwaters Greenway	047001	323,859	1,585,683	-	-	-	-	-	-	1,909,542
Woodville Community Park	041002	111,849	524,491	-	-	-	-	-	-	636,340
<b>Parks and Recreation Subtotal</b>		<b>14,727,051</b>	<b>7,339,991</b>	<b>1,583,000</b>	<b>1,930,000</b>	<b>1,000,000</b>	<b>1,801,000</b>	<b>1,895,000</b>	<b>8,209,000</b>	<b>30,276,042</b>
<b>Engineering Services</b>										
Arterial/Collector and Local Road Resurfacing	056001	31,123,920	6,198,275	3,225,000	3,375,000	3,000,000	3,600,000	3,469,300	16,669,300	53,991,495
Bannerman Road	054003	3,984,548	2,172,685	-	-	-	-	-	-	6,157,233
Baum Road Drainage Improvement	054011	-	75,000	-	155,000	750,000	-	-	905,000	980,000
Blueprint 2000 Water Quality Enhancements	067002	3,401,725	950,560	-	-	-	-	-	-	4,352,285
Blueprint 2020 LIFE Projects	067004	-	-	-	-	-	789,000	1,099,000	1,888,000	1,888,000
Blueprint 2020 Water Quality & Stormwater	067003	-	-	-	-	-	1,594,000	2,125,000	3,719,000	3,719,000
Community Safety & Mobility	056005	7,026,265	1,890,727	550,000	600,000	425,000	195,000	650,000	2,420,000	11,336,992
Fords Arm	063005	1,020,630	4,513,282	-	-	-	-	-	-	5,533,912
Intersection and Safety Improvements	057001	7,867,238	5,632,646	-	-	750,000	595,850	500,000	1,845,850	15,345,734
Killearn Acres Flood Mitigation	064001	2,812,355	723,868	-	-	-	-	-	-	3,536,223
Killearn Lakes Plantation Stormwater	064006	2,045,285	2,148,195	-	-	-	-	-	-	4,193,480
Lake Henrietta Renovations	061001	21,304	368,695	150,000	350,000	350,000	200,000	-	1,050,000	1,439,999
Lake Munson Restoration	062001	673,157	227,599	-	-	-	-	-	-	900,756
Longwood Outfall Retrofit	062004	2,046	223,345	-	-	-	-	-	-	225,391
Magnolia Drive Multi-Use Trail	055010	20,927	8,329,074	-	-	-	-	-	-	8,350,001
Old Bainbridge Road Safety Improvements	053007	-	322,000	-	50,000	1,374,000	-	-	1,424,000	1,746,000
Pedrick Pond Stormwater Improvements	045007	188,960	58,957	-	-	-	-	-	-	247,917
Public Works Design and Engineering	056011	202,195	75,000	100,000	100,000	100,000	100,000	100,000	500,000	777,195
Sidewalk Program	056013	1,565,836	1,495,623	1,458,203	1,472,785	1,487,510	2,440,378	2,767,388	9,626,264	12,687,723
Springhill Road Bridge Rehabilitation	051008	-	350,500	-	-	-	-	-	-	350,500
Stormwater Infrastructure Preventative Maintenance	067006	-	550,000	-	500,000	500,000	500,000	500,000	2,000,000	2,550,000
Stormwater Structure Inventory and Mapping	066003	242,211	681,398	-	-	-	-	-	-	923,609
Street Lights Program - Unincorporated Areas	057013	-	125,000	-	125,000	125,000	125,000	125,000	500,000	625,000
TMDL Compliance Activities	066004	-	200,000	150,000	100,000	-	-	-	250,000	450,000
Transportation and Stormwater Improvements	056010	8,625,187	4,119,945	-	500,000	500,000	500,000	500,000	2,000,000	14,745,132
Westside Stormwater	062005	12,962	400,000	-	-	-	-	-	-	412,962
Woodside Heights Sewer Project	061002	-	4,900,000	-	-	-	-	-	-	4,900,000
<b>Engineering Subtotal</b>		<b>70,836,751</b>	<b>46,732,374</b>	<b>5,633,203</b>	<b>7,327,785</b>	<b>9,361,510</b>	<b>10,639,228</b>	<b>11,835,688</b>	<b>44,797,414</b>	<b>162,366,539</b>

# Leon County Fiscal Year 2017 – 2021 Capital Improvement Program

## Capital Projects By Managing Departments

Project	Project #	Life to Date FY 2015	Adj Budget FY 2016	FY 2017 Planned	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	FY17 - FY21 Total	Project Cost Total
<b>Public Works - Operations</b>										
Arterial/Collector Roads Pavement Markings	026015	646,297	135,200	135,200	135,200	135,200	135,200	135,200	676,000	1,457,497
Open Graded Cold Mix Maintenance/Resurfacing	026006	11,988,443	1,341,764	600,000	600,000	600,000	600,000	600,000	3,000,000	16,330,207
Stormwater Pond Repairs	066026	1,066,179	100,000	100,000	100,000	100,000	100,000	100,000	500,000	1,666,179
Public Works - Operations Subtotal		<b>13,700,919</b>	<b>1,576,964</b>	<b>835,200</b>	<b>835,200</b>	<b>835,200</b>	<b>835,200</b>	<b>835,200</b>	<b>4,176,000</b>	<b>19,453,883</b>
<b>Management Information Services</b>										
Courtroom Technology	076023	937,856	250,536	132,000	132,000	132,000	132,000	132,000	660,000	1,848,392
Data Wiring	076003	485,705	37,582	25,000	25,000	25,000	25,000	25,000	125,000	648,287
Digital Phone System	076004	1,692,407	106,092	200,000	25,000	25,000	25,000	25,000	300,000	2,098,499
E-Filing System for Court Documents	076063	11,981	140,000	125,000	125,000	125,000	125,000	125,000	625,000	776,981
Emergency Medical Services Technology	076058	225,163	59,863	25,000	25,000	25,000	25,000	25,000	125,000	410,026
File Server Maintenance	076008	2,544,190	416,483	505,000	375,000	375,000	375,000	375,000	2,005,000	4,965,673
Financial Hardware and Software	076001	293,779	152,628	150,000	100,000	25,000	25,000	25,000	325,000	771,407
Geographic Information Systems	076009	5,322,915	408,280	238,280	238,280	238,280	238,280	238,280	1,191,400	6,922,595
GIS Incremental Basemap Update	076060	2,798,178	298,500	298,500	298,500	298,500	298,500	298,500	1,492,500	4,589,178
Library Services Technology	076011	200,352	95,000	79,000	25,000	25,000	25,000	25,000	179,000	474,352
Network Backbone Upgrade	076018	1,168,364	180,000	150,000	150,000	150,000	150,000	150,000	750,000	2,098,364
Permit & Enforcement Tracking System	076015	181,779	332,687	140,000	140,000	140,000	140,000	140,000	700,000	1,214,466
Public Defender Technology	076051	337,349	82,300	80,000	30,000	30,000	30,000	30,000	200,000	619,649
Records Management	076061	208,159	117,236	50,000	50,000	50,000	50,000	50,000	250,000	575,395
State Attorney Technology	076047	297,215	30,000	30,000	30,000	30,000	30,000	30,000	150,000	477,215
Supervisor of Elections Technology	076005	336,007	70,800	75,500	25,000	25,000	25,000	25,000	175,500	582,307
Technology in Chambers	076022	554,071	-	48,300	58,000	-	-	-	106,300	660,371
User Computer Upgrades	076024	3,770,264	300,000	300,000	300,000	300,000	300,000	300,000	1,500,000	5,570,264
Work Order Management	076042	502,617	60,229	20,000	20,000	20,000	20,000	20,000	100,000	662,846
Management Information Services Subtotal		<b>21,868,351</b>	<b>3,138,216</b>	<b>2,671,580</b>	<b>2,171,780</b>	<b>2,038,780</b>	<b>2,038,780</b>	<b>2,038,780</b>	<b>10,959,700</b>	<b>35,966,267</b>
<b>Facilities Management</b>										
Air Conditioning Unit Replacement	086064	9,315	116,685	30,000	30,000	30,000	30,000	30,000	150,000	276,000
Amtrak Building Renovations	086073	-	280,000	45,000	50,000	30,000	-	-	125,000	405,000
Architectural and Engineering Services	086011	401,116	104,955	60,000	60,000	60,000	60,000	60,000	300,000	806,071
Branch Library Improvements	086055	1,886,770	20,000	-	-	-	-	-	-	1,906,770
Centralized Storage Facility	086054	270,242	69,758	150,000	150,000	50,000	50,000	50,000	450,000	790,000
Common Area Furnishings	086017	365,709	40,628	30,000	30,000	30,000	30,000	30,000	150,000	556,337
Concrete Masonry Restrooms	086066	-	61,100	62,600	55,300	-	-	-	117,900	179,000
Cooperative Extension Renovations	086030	9,562	65,437	120,000	-	-	-	-	120,000	194,999
Courthouse Renovations	086027	1,838,717	205,800	300,000	40,000	40,000	40,000	40,000	460,000	2,504,517
Courthouse Repairs	086024	4,865,628	766,386	490,400	400,000	400,000	400,000	400,000	2,090,400	7,722,414
Courthouse Security	086016	58,683	20,000	20,000	20,000	20,000	20,000	20,000	100,000	178,683
Courtroom Minor Renovations	086007	487,584	128,316	60,000	60,000	60,000	60,000	60,000	300,000	915,900
Elevator Generator Upgrades	086037	1,776,208	506,968	250,000	350,000	300,000	250,000	300,000	1,450,000	3,733,176
Fleet Management Shop Improvements	086071	11,750	38,250	-	-	-	-	-	-	50,000
General County Maintenance & Renovations	086057	117,429	246,867	190,000	115,000	25,000	25,000	25,000	380,000	744,296
Health Department Improvements	086052	-	-	100,000	100,000	100,000	100,000	100,000	500,000	500,000
J. Lee Vause Park Improvemnts	043001	-	61,850	60,700	141,800	-	-	-	202,500	264,350
J.R. Alford Greenway	045004	16,191	15,000	125,000	-	-	-	-	125,000	156,191
Jail Complex Maintenance	086031	3,364,666	3,476,241	-	1,000,000	1,700,000	1,444,282	-	4,144,282	10,985,189
Lake Jackson Town Center	083002	506,958	224,650	25,000	25,000	25,000	25,000	25,000	125,000	856,608
Lake Jackson Town Center Sense of Place Initiative	086068	13,607	614,393	-	-	-	-	-	-	628,000
Leon County Government Annex	086025	3,680,299	2,003,981	523,600	485,640	502,479	455,233	475,418	2,442,370	8,126,650
Main Library Improvements	086053	555,874	322,038	-	470,000	-	-	-	470,000	1,347,912
Medical Examiner Facility	086067	17,175	269,225	1,681,750	31,850	-	-	-	1,713,600	2,000,000
Miccosukee Community Center	044005	210,031	15,000	-	-	-	-	-	-	225,031
MIS Data Center - HVAC	076064	-	70,000	250,000	-	-	-	-	250,000	320,000
Parking Lot Maintenance	086033	320,160	171,008	86,000	16,000	16,000	16,000	16,000	150,000	641,168
Public Safety Complex	096016	13,355,842	469,472	150,000	150,000	150,000	150,000	150,000	750,000	14,575,314
Welcome Center Improvements	086065	81,852	11,000	41,300	-	-	-	-	41,300	134,152
Facilities Management Subtotal		<b>34,221,368</b>	<b>10,395,008</b>	<b>4,851,350</b>	<b>3,780,590</b>	<b>3,538,479</b>	<b>3,155,515</b>	<b>1,781,418</b>	<b>17,107,352</b>	<b>61,723,728</b>
<b>Miscellaneous</b>										
Capital Grant Match Program	096019	-	81,205	-	-	-	-	-	-	81,205
Voting Equipment Replacement	096028	-	50,000	50,000	50,000	50,000	50,000	50,000	250,000	300,000
Miscellaneous Subtotal		<b>-</b>	<b>131,205</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>250,000</b>	<b>381,205</b>
<b>Total Capital Improvement Program</b>		<b>191,455,853</b>	<b>75,091,964</b>	<b>19,550,083</b>	<b>18,991,105</b>	<b>19,674,519</b>	<b>21,722,773</b>	<b>22,000,036</b>	<b>101,938,516</b>	<b>368,486,333</b>

The Capital Improvement projects highlighted are fully funded. It is anticipated that these projects will be carryforward into the next fiscal year. The projects are listed under FY 2016 Anticipated Carryforward Projects and are not included in the Management of Capital Projects (Table 25.3).

Leon County Fiscal Year 2017 – 2021 Capital Improvement Program

Anticipated FY 2016 Carryforward Projects

Table 25.4 is a schedule of the anticipated FY 2016 carryforward projects. All projects are currently fully funded, with the exception of those that may require future funding, which are indicated in **bold**. It is anticipated that the funding for these projects will be carryforward from FY 2016 into FY 2017 in order to complete the project.

**Table 25.4**  
**FY 2016 Anticipated Carryforward Projects**

Project Title	Life to Date 2015	FY 2016 Adjusted Budget	FY 2016 YTD Activity
<b>Culture &amp; Recreation</b>			
Micosukee Community Center	210,031	15,000	-
<b>Northeast Community Park</b>	<b>782,594</b>	<b>250,000</b>	-
<b>St. Mark Headwaters Greenway</b>	<b>323,859</b>	<b>1,585,683</b>	<b>44,734</b>
Woodville Community Park	111,849	524,491	10,950
Branch Library Improvements	1,886,770	20,000	15,562
Culture & Recreation Total	3,315,103	2,395,174	71,246
<b>General Government</b>			
Capital Grant Match Program	-	81,205	-
<b>Fleet Management Shop Improvement</b>	<b>164,966</b>	<b>68,778</b>	<b>928</b>
Lake Jackson Town Center Sense of Place Initiative	13,607	614,393	53,662
General Government Total	178,573	764,376	54,590
<b>Physical Environment</b>			
<b>Blueprint 2000 Water Quality Enhancements</b>	<b>3,401,725</b>	<b>950,560</b>	<b>516,043</b>
<b>Fords Arm</b>	<b>1,020,630</b>	<b>4,513,282</b>	<b>748,985</b>
<b>Killearn Acres Flood Mitigation</b>	<b>2,812,355</b>	<b>723,868</b>	<b>213,733</b>
<b>Lake Munson Restoration</b>	<b>673,157</b>	<b>227,599</b>	-
<b>Killearn Lakes Plantation Stormwater</b>	<b>2,045,285</b>	<b>2,148,195</b>	<b>38,653</b>
Longwood Outfall Retrofit	2,046	223,345	-
Pedrick Pond Stormwater Improvements	188,960	58,957	14,027
Stormwater Structure Inventory and Mapping	242,211	681,398	69,678
Solid Waste Master Plan	-	100,000	-
Solid Waste Pre-Fabricated Buildings	23,555	55,562	288
Westside Stormwater	12,962	400,000	-
Woodside Heights Sewer Project	-	4,900,000	-
Physical Environment Total	10,422,886	14,982,766	1,601,407
<b>Transportation</b>			
<b>Bannerman Road</b>	<b>3,984,548</b>	<b>2,172,685</b>	<b>942,623</b>
<b>Magnolia Drive Multi-Use Trail</b>	<b>20,927</b>	<b>8,329,074</b>	<b>997,675</b>
New Stormwater Vehicle & Equipment	-	743,800	-
Springhill Road Bridge Rehabilitation	-	350,500	-
Transportation Total	4,005,475	11,596,059	1,940,298
<b>Grand Total</b>	<b>17,922,037</b>	<b>29,738,375</b>	<b>3,667,541</b>

The following is a general description of some of the impacts that different types of projects can have on the operating budget.

#### Facilities

The construction or acquisition of a new facility increases the square footage that the County is required to maintain. This increase results in additional expenses including utilities, maintenance and custodial contracts, and repairs. New community centers and libraries are typically service enhancements and also require additional staffing, operating supplies, library materials and machinery and equipment. A new facility may also involve the cancellation of a lease on an existing facility to help offset the increased costs.

Renovations or upgrades to an existing facility are often completed in order to improve efficiency and avoid total replacement. An increase in efficiency often results in a reallocation of staff time and a decrease in costs such as maintenance, utilities and repairs.

#### Parks/Greenways & Trails

The development of a new park or greenway and trail space increases the acreage that the County is required to maintain. This increase results in additional expenses including maintenance staff, maintenance vehicles and equipment, operating supplies and utilities.

#### Roadways

The improvement of roadways generally requires ongoing maintenance costs such as pothole patching, lane and crosswalk re-striping, sign and traffic signal replacement, and roadside right-of-way mowing and maintenance.

#### Stormwater

The improvements of existing stormwater ponds or drainage systems and construction of new ponds or drainage systems are often completed to correct a deficiency. These corrections typically result in decreases in maintenance and repair costs.

#### Technology

The implementation of new technology often requires an increase for maintenance contracts once the warranty period has expired. Upgrades to existing technology do not usually have any additional costs. The upgrades can result in a decrease in maintenance costs and a reallocation of staff time due to the increased efficiency.

#### Vehicles/Equipment

The purchase of a new vehicle or piece of equipment results in additional expenses including vehicle 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 do not usually impact the operating budget.

## 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 departments. These impact estimates are subject to change.

Table 25.5 – Operating Budget Impacts by Project

Project	#	FY 2017 Estimated	FY 2018 Estimated	FY 2019 Estimated	FY 2020 Estimated	FY 2021 Estimated
J.R. Alford Greenway	045004	-	3,500	3,500	3,500	3,500
New Vehicle & Equip. for Parks/Greenways	044002	-	4,020	4,520	4,520	4,520
St. Marks Headwaters Greenway	047001	15,000	56,043	56,043	56,043	56,043
Woodville Community Park	041002	6,000	6,000	6,000	6,000	6,000
Digital Phone System	076004	-	38,000	38,000	38,000	38,000
Work Order Management	076042	12,000	24,000	36,000	48,000	60,000
New EMS Vehicles & Equipment	026021	-	34,000	34,000	34,000	68,000
Killearn Lakes Plantation Stormwater	064006	10,000	10,000	10,000	10,000	10,000
New Stormwater Vehicles & Equipment	026020	38,300	38,300	38,300	38,300	38,300
New Public Works Vehicles and Equipment	026022	1,916	1,916	1,916	1,916	1,916
Street Lights Programs - Unincorporated Areas	057013	10,000	10,000	10,000	10,000	10,000
<b>Total Estimated Operating Budget Impacts</b>		<b>93,216</b>	<b>225,779</b>	<b>238,279</b>	<b>250,279</b>	<b>296,279</b>

Table 25.6 outlines the estimated operating budget impacts by Department. Impacts are shown in the fiscal year in which they are anticipated to begin and the out-years that will be affected by additional operating costs. The impacts shown in this table are only estimates and are subject to change. In addition, departments may share the operating impacts of one project. For example, Facilities Management is responsible for the utilities and maintenance of the libraries while the Library Department is responsible for personnel and operating supplies.

Table 25.6 – Operating Budget Impacts by Department

Department	FY 2017 Estimated	FY 2018 Estimated	FY 2019 Estimated	FY 2020 Estimated	FY 2021 Estimated
Emergency Medical Services	-	34,000	34,000	34,000	68,000
Management Information Services	12,000	62,000	74,000	86,000	98,000
Public Works – Operations	60,216	60,216	60,216	60,216	60,216
Parks and Recreation	21,000	69,563	70,063	70,063	70,063
<b>Total Estimated Operating Budget Impacts</b>	<b>93,216</b>	<b>225,779</b>	<b>238,279</b>	<b>250,279</b>	<b>296,279</b>

**Overview**

The Culture and Recreation section contains capital improvement projects designed to facilitate the provision, maintenance, and operation of culture and recreation facilities and activities. Major culture and recreation capital projects funded in FY 2017 include the Main Apalachee Parkway Regional Park, Fred George Park, Greenways Capital Maintenance, Okeeheepkee Prairie Park and the J.R. Alford Greenway.

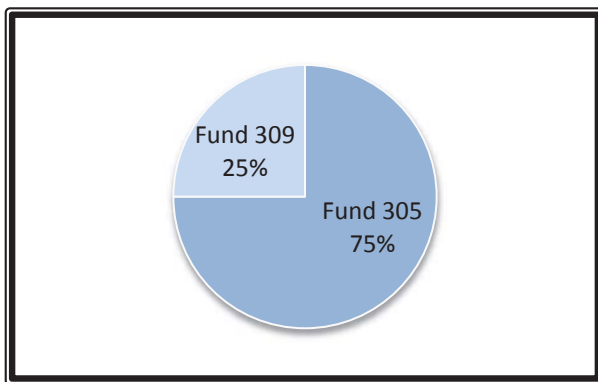
**Managing Departments**

Table 25.7 shows Parks and Recreation will manage 45% of the FY 2017 culture and recreation capital improvement projects. Facilities Management will manage 33% of the projects. Management Information Systems and Fleet Management each will manage one project or 22% of the Culture and Recreation capital improvement projects for FY 2017.

**Funding Sources**

Chart 25.4 illustrates that 75% (\$1.47 million) of culture and recreation projects are funded in FY 2017 by general revenue or the Capital Improvements Fund (Fund 305) and 25% by BP 2000 Sales Tax Extension (Fund 309)

**Chart 25.4  
FY 2017 Culture & Recreation Projects  
By Funding Source**



**Table 25.7  
FY 2017 Culture & Recreation Projects  
By Managing Department**

Managing Department	# of Projects	FY 2017 Budget
Facilities Management	3	248,300
Fleet Management	1	63,200
Management Information Services	1	79,000
Parks and Recreation	4	1,583,000
<b>Total</b>	<b>9</b>	<b>\$1,973,500</b>

**Operating Budget Impacts**

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

**Table 25.8  
Culture & Recreation Operating Budget Impacts**

Project	Project #	FY 2017 Estimate	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
J.R. Alford Greenway	045004	-	3,500	3,500	3,500	3,500
New Vehicle & Equip. for Parks/Greenways	044002	-	4,020	4,520	4,520	4,520
St. Marks Headwaters Greenway	047001	15,000	56,043	56,043	56,043	56,043
Woodville Community Park	041002	6,000	6,000	6,000	6,000	6,000
<b>Total</b>		<b>\$21,000</b>	<b>\$69,563</b>	<b>\$70,063</b>	<b>\$70,063</b>	<b>\$70,063</b>

Leon County Fiscal Year 2017 – 2021 Capital Improvement Program

Culture and Recreation Index

Page	Project	#	Life to Date FY 2015	Adj Bud FY 2016	FY 2017 Budget	FY17 – FY21 Total	Project Total
25-18	Apalachee Parkway Regional Park	045001	1,335,641	372,210	600,000	1,700,000	3,407,851
25-19	Blueprint 2020 Greenways Master Plan Implementation	046011	-	-	-	691,000	691,000
25-20	Blueprint 2020 Parks Operating	046012	-	-	-	875,000	875,000
25-21	Boat Landing Improvements and Renovations	047002	-	125,000	-	500,000	625,000
25-22	Branch Library Improvements	086055	1,886,770	20,000	-	-	1,906,770
25-23	Concrete Masonry Restrooms	086066	-	61,100	62,600	117,900	179,000
25-24	Fred George Park	043007	7,369,711	881,316	500,000	1,000,000	9,251,027
25-25	Greenways Capital Maintenance	046009	1,167,047	311,319	350,000	1,750,000	3,228,366
25-26	J. Lee Vause Park Improvements	043001	-	61,850	60,700	202,500	264,350
25-27	J.R. Alford Greenway	045004	16,191	15,000	125,000	125,000	156,191
25-28	Library Services Technology	076011	200,352	95,000	79,000	179,000	474,352
25-29	Main Library Improvements	086053	555,874	322,038	-	470,000	1,347,912
25-30	Miccosukee Community Center	044005	210,031	15,000	-	-	225,031
25-31	New Vehicles and Equipment for Parks/Greenways	046007	411,061	262,005	63,200	224,500	897,566
25-32	Northeast Community Park	044001	782,594	250,000	-	-	1,032,594
25-33	Okeeheepkee Prairie Park	043008	548,483	361,467	133,000	133,000	1,042,950
25-34	Parks Capital Maintenance	046001	2,565,642	2,723,419	-	1,300,000	6,589,061
25-35	Playground Equipment Replacement	046006	522,225	205,086	-	260,000	987,311
25-36	St. Marks Headwaters Greenway	047001	323,859	1,585,683	-	-	1,909,542
25-37	Woodville Community Park	041002	111,849	524,491	-	-	636,340
Culture and Recreation Total:			<b>18,007,330</b>	<b>8,191,984</b>	<b>1,973,500</b>	<b>9,527,900</b>	<b>35,727,214</b>

The Capital Improvement projects highlighted are fully funded in FY 2016. It is anticipated that these projects will be carryforward into the next fiscal year.

Apalachee Parkway Regional Park

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **045001**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for ongoing park improvements associated with creating a positive economic impact for the community. Improvement activities contemplated for the cross-country course area include the addition of a permanent restroom facility. The Board approved \$250,000 during FY 2015 for design, permitting, and the provision of a water source for the restroom facility. Construction for the restroom will occur in FY 2017, and the design and construction of an entrance road and parking loop more conducive to the high utilization of the park will occur in FY 2018 and FY 2019. A total of \$150,000 in Tourism Development tax dollars will be used to help fund the new restroom facility in FY 2017.

Funds have been identified in FY 2020 and FY 2021 to implement improvements identified in the future master plan. Engineering for improvement to the western most entrance road has been completed and costs are estimated at \$350,000.

**Financial Summary**

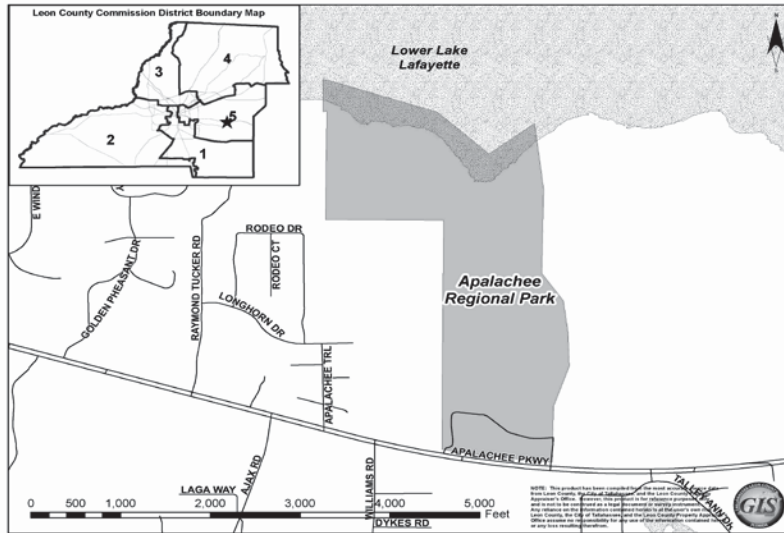
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,335,641	372,210	48,433	600,000	500,000	200,000	200,000	200,000	1,700,000	3,407,851
	1,335,641	372,210	48,433	600,000	500,000	200,000	200,000	200,000	1,700,000	3,407,851

**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 impact utilities and general maintenance and repair costs (\$5,500) beginning in outyear FY 2018.





Blueprint 2020 Greenways Masterplan Implementation

Dept/Div:	<b>Parks &amp; Recreation</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>046011</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This Blueprint 2020 project completes the remaining greenway projects in the Greenways Master Plan and interconnects them via the bike route project for a complete countywide system. The Greenways Master Plan goal is two-fold: (1) protect sensitive lands within Leon County, and (2) provide recreational access to these lands.

This project is funded with the \$50 million (split 50/50 between the City and the County) set aside by Blueprint 2020 for Greenways Master Plan Implementation. 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. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

**Financial Summary**

Funding Source		Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
352	Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	0	0	296,000	395,000	691,000	691,000
		0	0	0	0	0	0	296,000	395,000	691,000	691,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

Blueprint 2020 Parks Operating

Dept/Div:	<b>Parks &amp; Recreation</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>046012</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

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 includes allocation of \$20 million for operating costs for parks built with past and future sales tax funding (split 50/50 between the City and the County) of its 80% share of the Sales Tax Extension. The County's \$10,000,000 share of the funding is accounted for in this project.

**Financial Summary**

<u>Funding Source</u>	<u>Life To Date FY 2015</u>	<u>Adjusted Budget FY 2016</u>	<u>Year To Date FY 2016</u>	<u>FY 2017 Budget</u>	<u>FY 2018 Planned</u>	<u>FY 2019 Planned</u>	<u>FY 2020 Planned</u>	<u>FY 2021 Planned</u>	<u>5 Year Total</u>	<u>Total Project Cost</u>
352 Sales tax - Extension 2020 JPA Agreement	0	0	0	0	0	0	375,000	500,000	875,000	875,000
	0	0	0	0	0	0	375,000	500,000	875,000	875,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

## Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

### Boat Landing Improvements and Renovations

Dept/Div:	<b>Parks &amp; Recreation</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>047002</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>New Project</b>	Current Level of Service:	<b>N/A</b>

#### Project Description/Justification

This project addresses County boat landing improvements and renovations. The County maintains 25 boat landings located on seven water bodies (Carr Lake, Lake Iamonia, Lake Jackson, Lake Miccosukee, Lake Munson, Lake Talquin and Ochlocknee River). These facilities range from very minimal (i.e. solely dirt ramp) to the more full-service-type landing with concrete ramps, floating docks, fish cleaning stations, fishing piers and adjacent campgrounds.

At the Board's December 7, 2015 retreat, the Board directed the prioritization and analysis regarding the potential for boat landing improvements and renovations. Depending on the site, contemplated improvements might include: fishing pier rehabilitation; parking improvements; kayak/paddling launches; landscape beautification; Leon branding signage, fixture installation and/or replacement (i.e., picnic tables, trash receptacles, grills, etc.); develop/create bank fishing opportunities; and infrastructure improvements such as restrooms, security lighting and the provision of power and/or water.

On May 10, 2016, the Board approved the inclusion of \$125,000 per year in the preliminary FY 2017 - FY 2021 Capital Improvement Program for boat landing improvements and renovations. Subsequently, on July 12, 2016, the Board approved \$125,000 in FY 2016 funding to ensure the timely progress of this project.

#### Financial Summary

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	125,000	0	0	125,000	125,000	125,000	125,000	500,000	625,000
	0	125,000	0	0	125,000	125,000	125,000	125,000	500,000	625,000

#### Policy/Comprehensive Plan Information

N/A

#### Operating Budget Impact

N/A



Concrete Masonry Restrooms

Dept/Div: **Facilities Management**  
 Project #: **086066**  
 Service Type: **Culture & Recreation**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project will provide the replacement of three pre-fabricated buildings located at the Kate Ireland Park, Ben Stoutamire and Lake Munson. The existing 10x14 units were manufactured by a mobile home company and are in need of constant repair. This project replaces the existing units with more energy efficient concrete masonry, wood structure frame, metal roof buildings, which will be constructed with quality materials.

**Financial Summary**

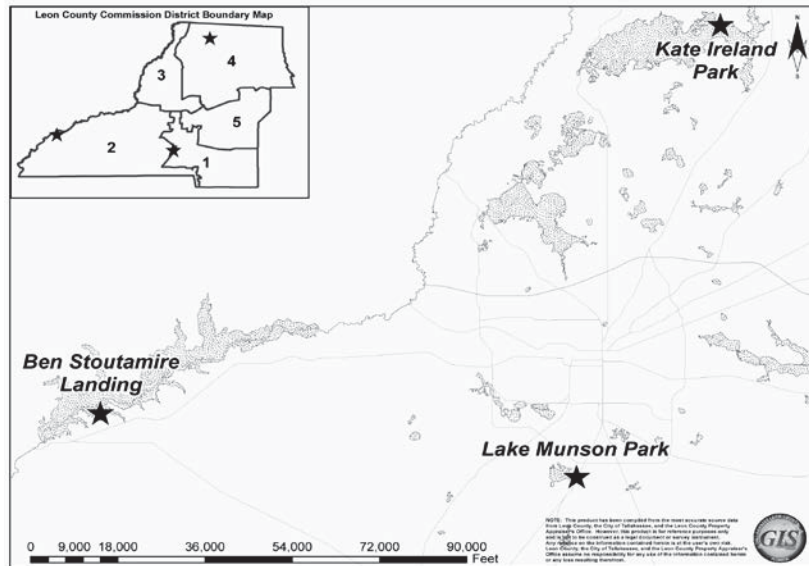
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	61,100	0	62,600	55,300	0	0	0	117,900	179,000
	0	61,100	0	62,600	55,300	0	0	0	117,900	179,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the development of the Fred George Greenway and Park. The active recreation phase greenway and park opened in February 2016. Additional phases of the park's development will include, wetland restoration (for which grant applications have been submitted), the design and permitting of trash traps (FY 2017), with installation and construction to follow in FY 2018. Two additional phases of development include the construction of boardwalks and two observation decks, and the extension of water and sewer lines to the museum, for which funding has not been identified.

This project (design, permitting, installation and construction of trash traps) is partially funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint 2000 for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

**Financial Summary**

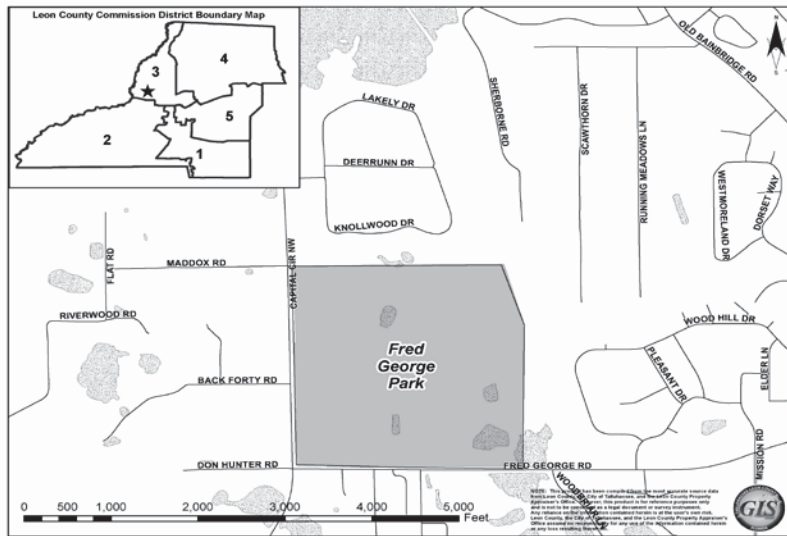
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
125 Grants	5,198,731	0	0	0	0	0	0	0	0	5,198,731
305 Capital Improvements	162,531	150,991	3,363	0	0	0	0	0	0	313,522
309 Sales Tax - Extension	2,008,449	730,325	730,325	500,000	500,000	0	0	0	1,000,000	3,738,774
	7,369,711	881,316	733,688	500,000	500,000	0	0	0	1,000,000	9,251,027

**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)

**Operating Budget Impact**

N/A



Greenways Capital Maintenance

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **046009**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for maintenance (mowing, tree trimming, fence repair, etc.) of greenways and green spaces within the County's Parks and Recreation system. This project will address maintenance issues that arise within the J.R. Alford, Miccosukee, Fred George, and St. Marks greenways, as well as control invasive plant species. The budget plans for maintenance funding for greenway acreage to be brought online as follows:

FY 2016 - 160 acres at Fred George Greenway and Park  
 FY 2017 - 700 acres at St. Marks Greenway; 40 acres of passive area at Northeast (NE) Park  
 FY 2018 - 50 acres of Fallschase/State Acquisition land of which the County committed to manage

**Financial Summary**

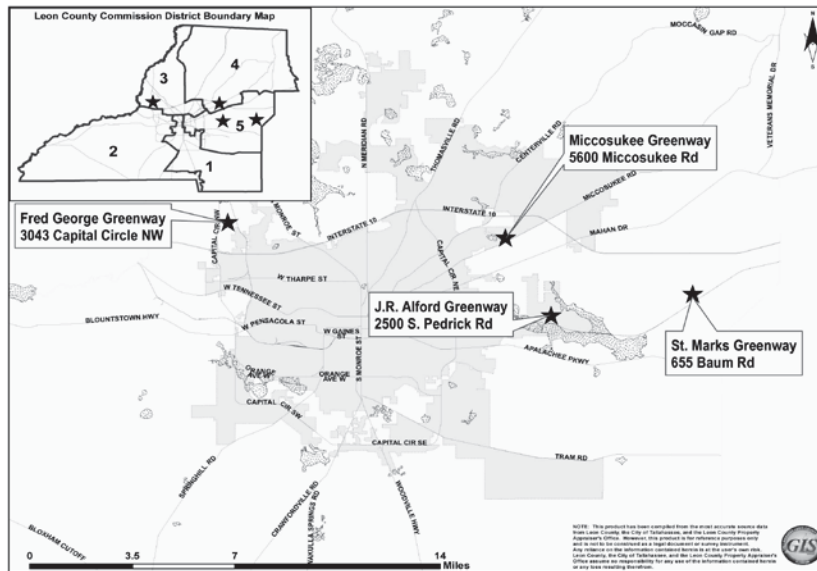
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,167,047	311,319	206,352	350,000	350,000	350,000	350,000	350,000	1,750,000	3,228,366
	1,167,047	311,319	206,352	350,000	350,000	350,000	350,000	350,000	1,750,000	3,228,366

**Policy/Comprehensive Plan Information**

Lease Agreement between Leon County and the Office of Greenway and Trails  
 J.R. Alford Greenway Management Plan (December 18, 2013)  
 Miccosukee Canopy Road Greenway Management Plan (April 22, 2013)  
 Florida Community Trust Management Plan #01-152-FF1  
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3 and 1.1.4

**Operating Budget Impact**

N/A



J. Lee Vause Park Improvements

Dept/Div: **Facilities Management**  
 Project #: **043001**  
 Service Type: **Culture & Recreation**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for staff work space and additional storage at the J. Lee Vause Park on Old Bainbridge Road. Staff is currently using a 18 x 32 pole barn that has been enclosed for storage and their work space. The building has surpassed its useful life-span and the storage space is now inadequate. With the overall improvements to the park and the surrounding area, it is important to have a safe, secure location for all equipment, tools and an adequate work environment for staff to perform administrative work. Project planning and design costs was funded in FY 2016. Project permitting and construction will occur FY 2017 - FY 2018.

**Financial Summary**

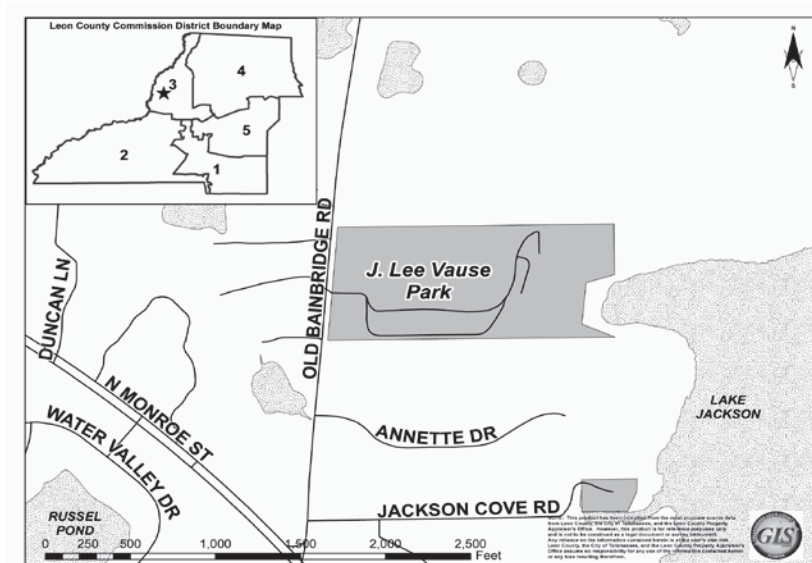
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	61,850	0	60,700	141,800	0	0	0	202,500	264,350
	0	61,850	0	60,700	141,800	0	0	0	202,500	264,350

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

Parks may incur an increase in utilities.





J.R. Alford Greenway

Dept/Div: **Facilities Management**  
 Project #: **045004**  
 Service Type: **Culture & Recreation**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for restrooms and drinking fountains at the J. R. Alford Greenway. The use of the J.R. Alford Greenway Trailhead at Pedrick Road has dramatically increased with the connectivity of the City's bridge structure over the railroad tracks. The current temporary port-a-lets are inadequate for the high volume of citizens that use the recreational facility. This project includes the construction of permanent restrooms and drinking fountains for Greenway visitors.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	16,191	15,000	0	125,000	0	0	0	0	125,000	156,191
	16,191	15,000	0	125,000	0	0	0	0	125,000	156,191

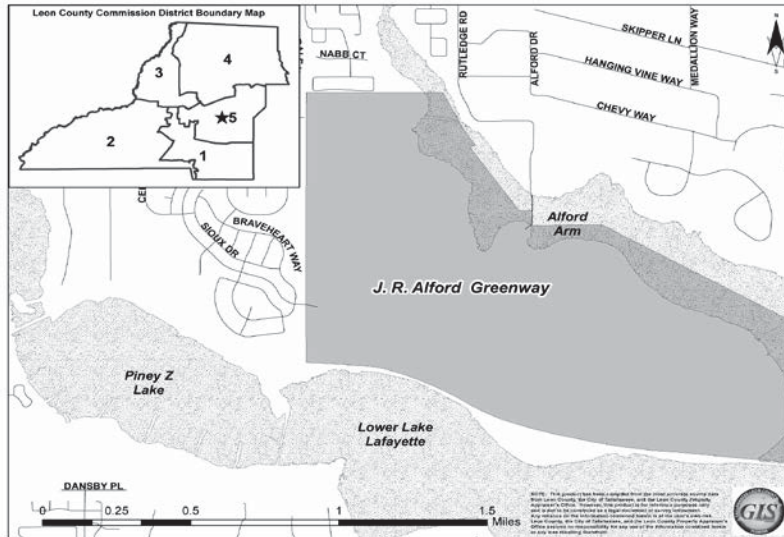
**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

\$3,500 in annual general maintenance and repairs.

Parks may incur an increase in utilities.



Library Services Technology

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076011**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for technology improvements for Library Services. The FY 2017 budget funds the replacement of the Library's security system providing for a single solution for the main library and all branch library. The out year budgets contemplate general technology improvements.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	200,352	95,000	0	79,000	25,000	25,000	25,000	25,000	179,000	474,352
	200,352	95,000	0	79,000	25,000	25,000	25,000	25,000	179,000	474,352

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

# Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

## Main Library Improvements

Dept/Div: **Facilities Management**  
 Project #: **086053**  
 Service Type: **Culture & Recreation**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

### Project Description/Justification

This project is for maintenance and improvements at the main library on Park Avenue. The FY 2018 budget funds the replacement of the flat area of the roof and the tile on the first floor of the main library.

To ensure the timely progress of this project, the Board approved \$395,000 in FY 2016 funding for the replacement of an antiquated fire alarm panel and landscaping the main island in the parking lot. The landscaping project includes the installation of a new concrete walkway around the sculptured tree and the addition of new flagpoles, benches, lighting, fencing and plantings.

### Financial Summary

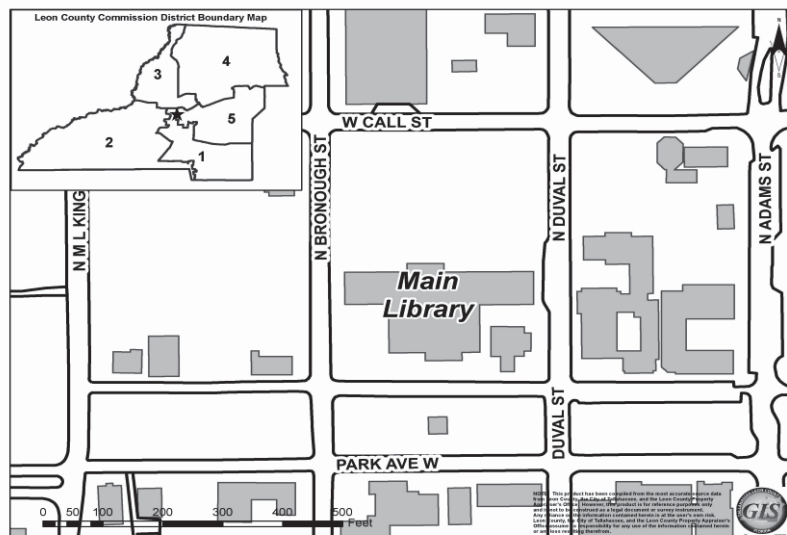
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	555,874	322,038	321,896	0	470,000	0	0	0	470,000	1,347,912
	555,874	322,038	321,896	0	470,000	0	0	0	470,000	1,347,912

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Miccosukee Community Center

Dept/Div: **Facilities Management**      Comp Plan CIE Project: **N/A**  
 Project #: **044005**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project - Carryforward**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the replacement of the Miccosukee Community Center roof. The existing roof has a life span of 10-15 years and is showing signs of material failure. Replacing the roof will mitigate any potential deterioration of the building infrastructure due to leaks.

**Financial Summary**

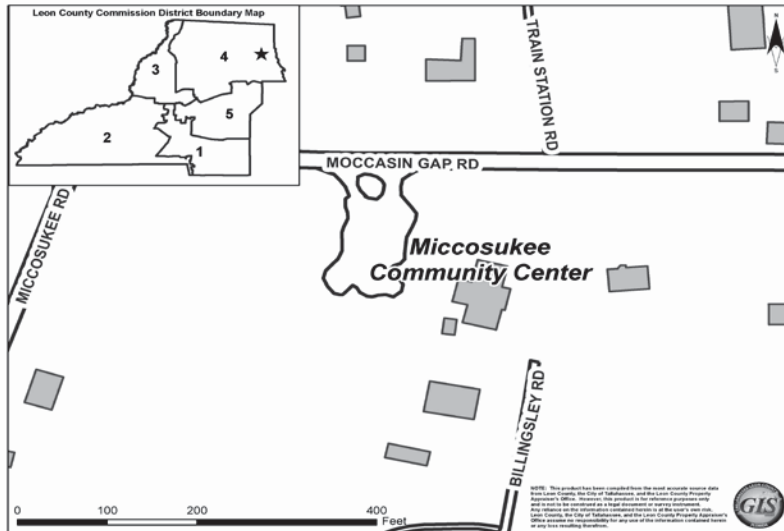
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	210,031	15,000	0	0	0	0	0	0	0	225,031
	210,031	15,000	0	0	0	0	0	0	0	225,031

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



New Parks/Greenways Vehicles and Equipment

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>046007</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for new vehicles and equipment for the parks and greenways. 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. Additional facilities continue to be brought on-line including Robinson Road, Broadmoor Pond, Orchard Pond Trail, St. Marks Greenway, Fallschase (additional 50+ acres), and NE Park trails.

The FY 2017 budget funds three Ver-Mac Message Boards; the FY 2018 budget funds a 1 Ton 4x4 Super Cab Pickup Truck and a Utility Task Vehicle for the St. Marks Greenway and an All-Terrain Vehicle for trail inspections for the additional acreage brought on-line.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	411,061	262,005	16,928	63,200	111,300	50,000	0	0	224,500	897,566
	411,061	262,005	16,928	63,200	111,300	50,000	0	0	224,500	897,566

**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**

This project will have a \$4,000 annual impact on the Parks & Recreation operating budget once the vehicles have been purchased.

Northeast Community Park

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **044001**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Revised Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the development of a community park in the northeast area of the county. Currently, there is not a County-owned park in this section of the county. The acquisition of this property was finalized in FY 2014. The project has been approved as a Tier 1 project for the proposed sales tax extension dollars funding \$10 million of the project.

On May 10, 2016, the Board authorized the inclusion of \$250,000 in the FY 2017 - FY 2021 preliminary capital improvement program for the development and construction of a temporary trail and trail head at the Northeast park. Subsequently, on July 12, 2016, the Board approved \$250,000 in FY 2016 funding to ensure the timely progress of this project.

**Financial Summary**

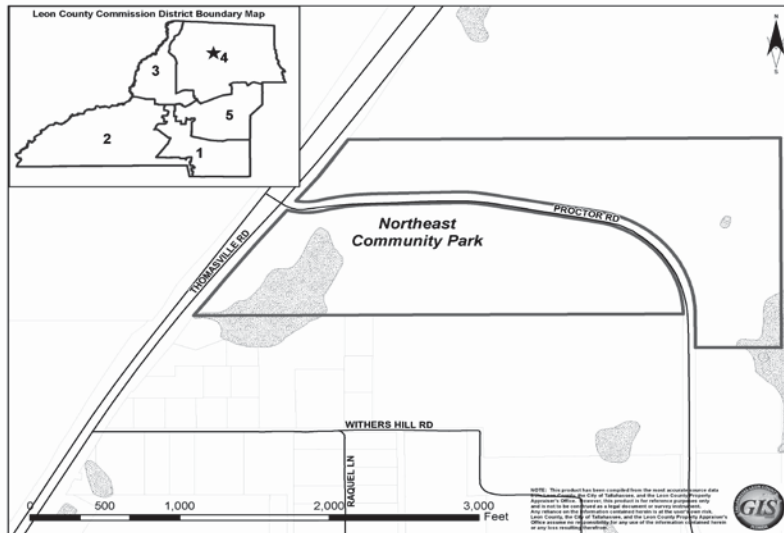
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	782,594	250,000	0	0	0	0	0	0	0	1,032,594
	782,594	250,000	0	0	0	0	0	0	0	1,032,594

**Policy/Comprehensive Plan Information**

Parks & Recreation Master Plan (1997)  
 Parks & Recreation Element of the Comprehensive Plan, Policy 1.1.3, 1.1.5 and 1.2.1

**Operating Budget Impact**

N/A



Okeeheepkee Prairie Park

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **043008**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Revised Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the construction of recreational facilities in the Okeeheepkee Prairie Park. Phase I of the park opened in November 2015.

At the October 2014 public meeting, residents expressed the desire to eliminate the Phase I portion of boardwalk that was designed to front the water and instead use that portion of the money to explore the design and construction of a wildlife viewing amenity such as an observation tower and the installation of a playground (Phase II). The FY 2017 budget funds the observation area.

**Financial Summary**

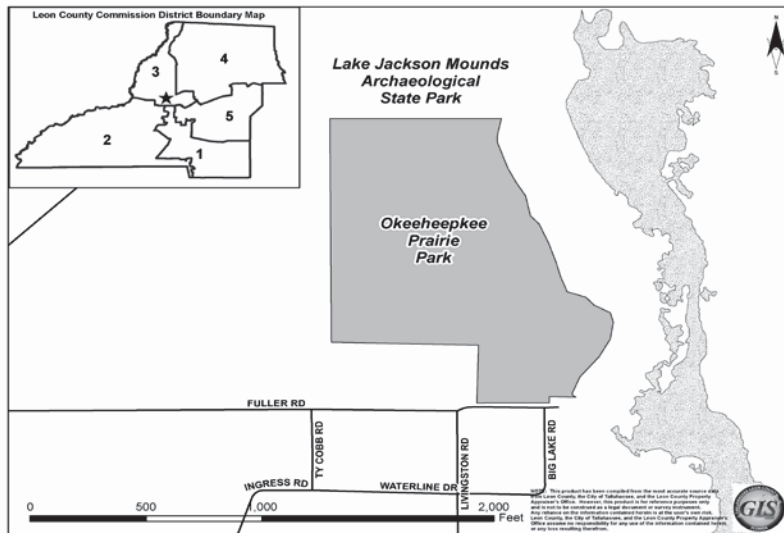
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	107,403	258,397	48,996	133,000	0	0	0	0	133,000	498,800
318 Bond Series 1999 Construction	441,080	103,070	85,053	0	0	0	0	0	0	544,150
	548,483	361,467	134,049	133,000	0	0	0	0	133,000	1,042,950

**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 (a playground and observation tower) would have minimal to no additional operating costs.



Parks Capital Maintenance

Dept/Div:	<b>Parks &amp; Recreation</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>046001</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project 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. This project allows Parks and Recreation staff to quickly address unexpected safety issues as they are identified.

To ensure the timely progress of this project, on July 12, 2016, the Board approved \$1,710,000 in FY 2016 funding for the replacement of the Canopy Oak Concession/Comfort Station, construction of the Daniel B. Chaires Park Baseball Field, drainage improvements/retrofits, and park maintenance. These project were identified in the active parks analysis conducted in FY 2012.

**Financial Summary**

<b>Funding Source</b>	<b>Life To Date FY 2015</b>	<b>Adjusted Budget FY 2016</b>	<b>Year To Date FY 2016</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Planned</b>	<b>FY 2019 Planned</b>	<b>FY 2020 Planned</b>	<b>FY 2021 Planned</b>	<b>5 Year Total</b>	<b>Total Project Cost</b>
305 Capital Improvements	2,565,642	2,723,419	502,146	0	325,000	325,000	325,000	325,000	1,300,000	6,589,061
	2,565,642	2,723,419	502,146	0	325,000	325,000	325,000	325,000	1,300,000	6,589,061

**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 Replacement

Dept/Div:	<b>Parks &amp; Recreation</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>046006</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Culture &amp; Recreation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the replacement of playground equipment within the Leon County Parks and Recreation program. In addition, this project will also establish new play areas within the parks system. Previously, playground equipment replacement and additions were budgeted within individual park capital improvement projects. 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.

Replacement schedule:

FY 2016 - Chaires Park  
 FY 2018 - Fort Braden Park  
 FY 2020 - Pedrick Pond Park

**Financial Summary**

<b>Funding Source</b>	<b>Life To Date FY 2015</b>	<b>Adjusted Budget FY 2016</b>	<b>Year To Date FY 2016</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Planned</b>	<b>FY 2019 Planned</b>	<b>FY 2020 Planned</b>	<b>FY 2021 Planned</b>	<b>5 Year Total</b>	<b>Total Project Cost</b>
305 Capital Improvements	522,225	205,086	68,836	0	130,000	0	130,000	0	260,000	987,311
	522,225	205,086	68,836	0	130,000	0	130,000	0	260,000	987,311

**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

# Leon County Fiscal Year 2017 - 2021 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**      Current Level of Service: **N/A**

### Project Description/Justification

This project is for the construction of a parking lot, trail systems (including those conducive to equestrian use), boardwalks, viewing areas, and shelters to comply with the State Management Plan and Florida Communities Trust grant requirements.

In FY 2012, \$1,510,954 in funding was provided from the Blueprint 2000 80% share of the Sales Tax Extension to complete this project. Additional funding of \$5,982,831 may be available as reflected in the Blueprint 2000 IA (Intergovernmental Agency) Agenda Item #12 of the June 25, 2012 meeting.

### Financial Summary

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
125 Grants	109,324	1,410,544	19,561	0	0	0	0	0	0	1,519,868
305 Capital Improvements	214,535	175,139	25,173	0	0	0	0	0	0	389,674
	323,859	1,585,683	44,734	0	0	0	0	0	0	1,909,542

### Policy/Comprehensive Plan Information

St. Marks Headwaters Greenway Management Plan approved by the Florida Community Trust. Parks and Recreation Element of the Comp Plan Policy 1.1.3, 1.1.4.

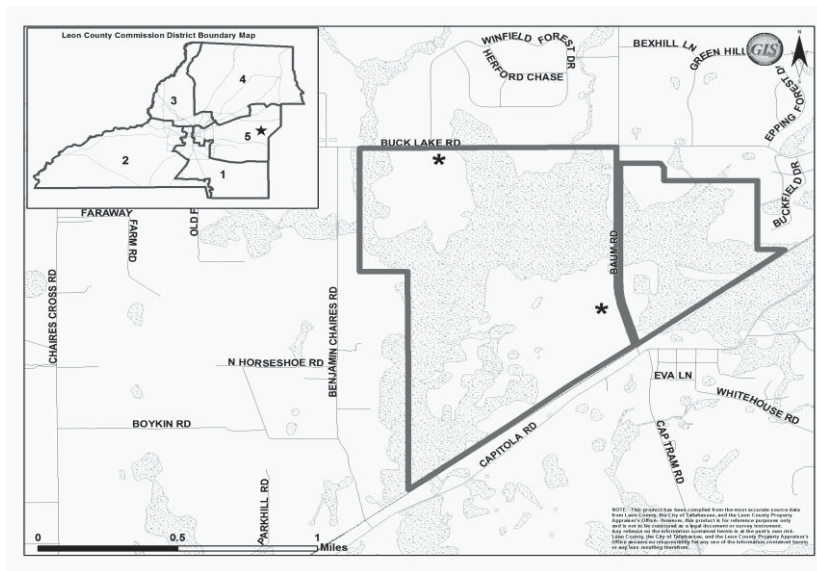
### Operating Budget Impact

Funding Source	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned
140 Municipal Service	15,000	56,043	56,043	56,043	56,043
	<b>15,000</b>	<b>56,043</b>	<b>56,043</b>	<b>56,043</b>	<b>56,043</b>

When the facility comes on-line, it will have an annual impact on the Parks and Recreation operating budget. The following estimated impacts are anticipated to begin:

FY 2017  
 \$15,000 Other Contractual Services: invasive plant control and port-a-let

FY 2018  
 \$41,043 Park Attendant Position



Woodville Community Park

Dept/Div: **Parks & Recreation**      Comp Plan CIE Project: **N/A**  
 Project #: **041002**      Capital Improvement: **N/A**  
 Service Type: **Culture & Recreation**      Level of Service Standard: **N/A**  
 Status: **Existing Project - Carryforward**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the addition of a restroom/concession facility and the renovation/expansion of the existing restroom and concession stands at J. Lewis Hall, Sr., Woodville Park, and Recreation Complex. The existing restroom/concession facility was built in 1997, and subsequently, three additional fields have been added. The additional fields have placed an increased demand on restrooms and concession beyond what was originally programmed for this facility. Currently, Port-a-Lets are being rented in order to meet restroom demands.

To meet the needs and use requirements for this area, the new facility will be approximately 1,200 square foot in size and will be a pre-fabricated structure. In addition, renovations will be made to the existing structure on the north end of the property.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	111,849	524,491	10,950	0	0	0	0	0	0	636,340
	111,849	524,491	10,950	0	0	0	0	0	0	636,340

**Policy/Comprehensive Plan Information**

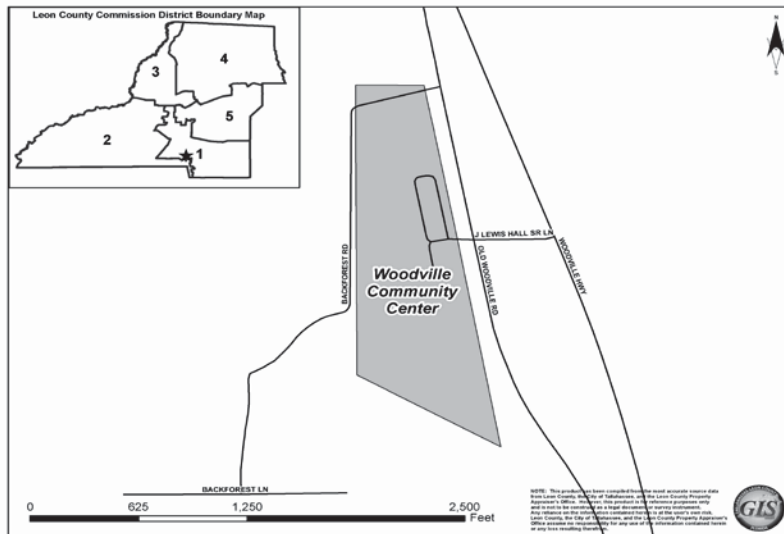
Parks & Recreation Master Plan (May 1997)  
 Parks & Recreation Element of the Comprehensive Plan, Policy, 1.1.3

**Operating Budget Impact**

Funding Source	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned
140 Municipal Service	6,000	6,000	6,000	6,000	6,000
	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>

This project will have an annual impact on the Parks and Recreation operating budget. The following are the estimated impacts anticipated to begin in FY 2017:

- \$4,000 Utility Services
- \$2,000 Operating Supplies



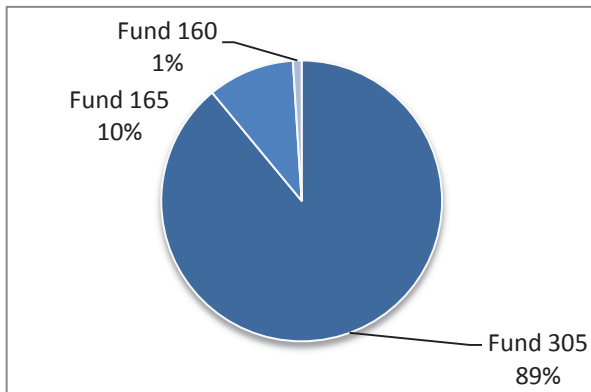
Overview

The General Government section contains capital improvement projects designed to facilitate the provision of services by the legislative and administrative branches of Leon County government. Major General Government capital projects funded in FY 2017 include Leon County Courthouse Annex, General Vehicles and Equipment Replacements, and Courthouse Repairs.

Funding Sources

Chart 25.5 illustrates that 89% (\$4,536,200) of the FY 2017 General Government capital improvement budget is funded by the Capital Improvements Fund (Fund 305). The County Government Annex Fund (Fund 165) is funding 10% (\$930,000) of the General Government budget for improvements of that facility. The Tourism Development Fund (Fund 160) will fund 1% (\$41,300) to update the conference room.

**Chart 25.5  
FY 2017 General Government Projects  
By Funding Source**



Managing Departments

Table 25.9 shows Facilities Management will manage 50% of the general government capital improvement projects for FY 2017. Management Information Services will manage 41% of the projects. Fleet Management and various other departments will manage the remaining 9% of the FY 2017 general government projects.

**Table 25.9  
FY 2017 General Government Projects  
By Managing Department**

Managing Department	# of Projects	FY 2017 Budget
Facilities Management	17	2,671,300
Fleet Management	2	489,000
Management Information	14	1,890,800
Miscellaneous	1	50,000
<b>Total</b>	<b>34</b>	<b>5,101,100</b>

Operating Budget Impacts

Table 25.10 shows the estimated impacts that some General Government projects have on the operating budget. Impacts are shown in the fiscal year that they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and are subject to change.

**Table 25.10  
General Government Operating Budget Impacts**

Project	Project #	FY 2017 Estimate	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Digital Phone System	076004	-	38,000	38,000	38,000	38,000
Work Order Management	076042	12,000	24,000	36,000	48,000	60,000
<b>Total</b>		<b>\$12,000</b>	<b>\$62,000</b>	<b>\$74,000</b>	<b>\$86,000</b>	<b>\$98,000</b>

# Leon County Fiscal Year 2017 – 2021 Capital Improvement Program

## General Government Index

Page	Project	#	Life to Date FY 2015	Adj Bud FY 2016	FY 2017 Budget	FY17-FY21 Total	Project Total
25-40	Air Conditioning Unit Replacement	086064	9,315	116,685	30,000	150,000	276,000
25-41	Amtrak Building Renovations	086073	-	280,000	45,000	125,000	405,000
25-42	Architectural and Engineering Services	086011	401,116	104,955	60,000	300,000	806,071
25-43	Capital Grant Match Program	096019	-	81,205	-	-	81,205
25-44	Centralized Storage Facility	086054	270,242	69,758	150,000	450,000	790,000
25-45	Common Area Furnishings	086017	365,709	40,628	30,000	150,000	556,337
25-46	Cooperative Extension Renovations	086030	9,562	65,437	120,000	120,000	194,999
25-47	Courthouse Renovations	086027	1,838,717	205,800	300,000	460,000	2,504,517
25-48	Courthouse Repairs	086024	4,865,628	766,386	490,400	2,090,400	7,722,414
25-49	Courthouse Security	086016	58,683	20,000	20,000	100,000	178,683
25-50	Courtroom Minor Renovations	086007	487,584	128,316	60,000	300,000	915,900
25-51	Courtroom Technology	076023	937,856	250,536	132,000	660,000	1,848,392
25-52	Data Wiring	076003	485,705	37,582	25,000	125,000	648,287
25-53	Digital Phone System	076004	1,692,407	106,092	200,000	300,000	2,098,499
25-54	E-Filing System for Court Documents	076063	11,981	140,000	125,000	625,000	776,981
25-55	Elevator Generator Upgrades	086037	1,776,208	506,968	250,000	1,450,000	3,733,176
25-56	File Server Maintenance	076008	2,544,190	416,483	505,000	2,005,000	4,965,673
25-57	Financial Hardware and Software	076001	293,779	152,628	150,000	325,000	771,407
25-58	Fleet Management Shop Equipment	026010	164,966	68,778	50,000	250,000	483,744
25-59	Fleet Management Shop Improvements	086071	11,750	38,250	-	-	50,000
25-60	General County Maintenance & Renovations	086057	117,429	246,867	190,000	380,000	744,296
25-61	General Vehicle/Equipment Replacement	026003	3,891,230	637,199	439,000	1,353,000	5,881,429
25-62	Lake Jackson Town Center	083002	506,958	224,650	25,000	125,000	856,608
25-63	Lake Jackson Town Center Sense of Place Initiative	086068	13,607	614,393	-	-	628,000
25-64	Leon County Government Annex	086025	3,680,299	2,003,981	523,600	2,442,370	8,126,650
25-65	MIS Data Center - HVAC	076064	-	70,000	250,000	250,000	320,000
25-66	Network Backbone Upgrade	076018	1,168,364	180,000	150,000	750,000	2,098,364
25-67	Parking Lot Maintenance	086033	320,160	171,008	86,000	150,000	641,168
25-68	Public Defender Technology	076051	337,349	82,300	80,000	200,000	619,649
25-69	Records Management	076061	208,159	117,236	50,000	250,000	575,395
25-70	State Attorney Technology	076047	297,215	30,000	30,000	150,000	477,215
25-71	Supervisor of Elections Technology	076005	336,007	70,800	75,500	175,500	582,307
25-72	Technology in Chambers	076022	554,071	-	48,300	106,300	660,371
25-73	User Computer Upgrades	076024	3,770,264	300,000	300,000	1,500,000	5,570,264
25-74	Voting Equipment Replacement	096028	-	50,000	50,000	250,000	300,000
25-75	Welcome Center Improvements	086065	81,852	11,000	41,300	41,300	134,152
25-76	Work Order Management	076042	502,617	60,229	20,000	100,000	662,846
General Government Total			<b>32,010,979</b>	<b>8,466,150</b>	<b>5,101,100</b>	<b>18,208,870</b>	<b>58,685,999</b>

The Capital Improvement projects highlighted are fully funded in FY 2016. It is anticipated that these projects will be carryforward into the next fiscal year.

Air Conditioning Unit Replacements

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086064</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project will provide the replacement of air conditioning units in County-owned buildings. The existing air conditioning units are at the end of their useful life cycle and are more costly to operate. This project replaces the remaining 15 older units with more energy efficient, longer life units. The budget also includes funding for additional ductwork. The three-year replacement plan is as follows:

<u>Building</u>	<u>Units</u>
Ft. Braden Community Center	3
Ft. Braden Library	3
Dental Clinic	6
Southside Clinic	3
<b>Total DX AC Units</b>	<b>15</b>

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	9,315	96,389	0	30,000	30,000	30,000	30,000	30,000	150,000	255,704
321 ESCO Capital Projects	0	20,296	0	0	0	0	0	0	0	20,296
	9,315	116,685	0	30,000	30,000	30,000	30,000	30,000	150,000	276,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

Operating budget impacts include a reduction in utility costs due to anticipated energy savings.

# Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

## Amtrak Building Renovations

Dept/Div: **Facilities Management**  
 Project #: **086073**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

### Project Description/Justification

This project also includes the repair and revitalization of the Amtrak building. The FY 2017 budget funds the replacement of three existing air handler units that have out-lived their expected lifespan. The outdated air handlers will be replaced with more energy efficient models. The FY 2018 to FY 2019 budgets fund the repair and/or update of the decking, awnings and covered walkway.

### Financial Summary

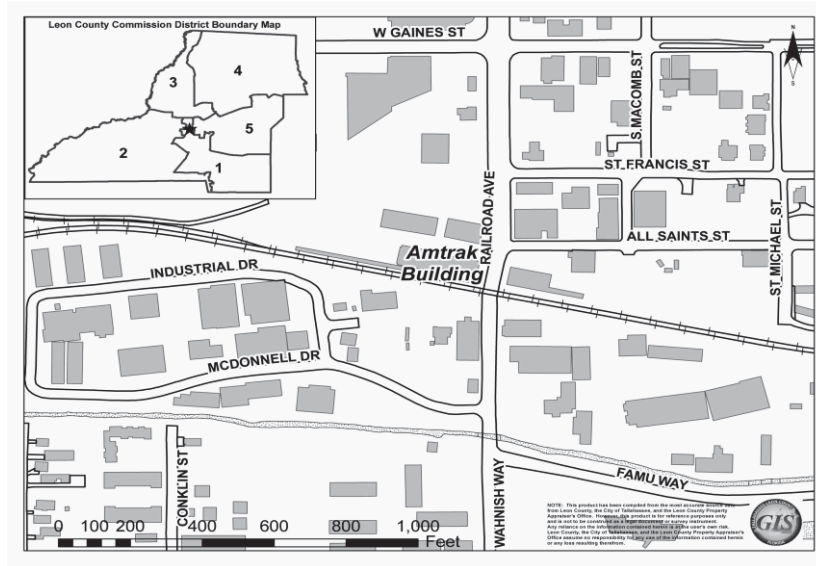
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	280,000	21,793	45,000	50,000	30,000	0	0	125,000	405,000
	0	280,000	21,793	45,000	50,000	30,000	0	0	125,000	405,000

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

Reduction in utility expenses.



Architectural & Engineering Services

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086011</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project 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.

**Financial Summary**

<b>Funding Source</b>	<b>Life To Date FY 2015</b>	<b>Adjusted Budget FY 2016</b>	<b>Year To Date FY 2016</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Planned</b>	<b>FY 2019 Planned</b>	<b>FY 2020 Planned</b>	<b>FY 2021 Planned</b>	<b>5 Year Total</b>	<b>Total Project Cost</b>
305 Capital Improvements	401,116	104,955	39,502	60,000	60,000	60,000	60,000	60,000	300,000	806,071
	401,116	104,955	39,502	60,000	60,000	60,000	60,000	60,000	300,000	806,071

**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





Centralized Storage Facility

Dept/Div: **Facilities Management**  
 Project #: **086054**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project will provide for the consolidation of archive records and surplus furniture storage for Board, Clerk of Courts, Public Defender and State Attorney offices at the Tharpe Street facility. The centralized storage facility eliminates the need for multiple storage leases. The FY 2017 to FY 2018 budgets include funding for the additional maintenance and repairs, purchase of new shelving units and a new sprinkler system.

**Financial Summary**

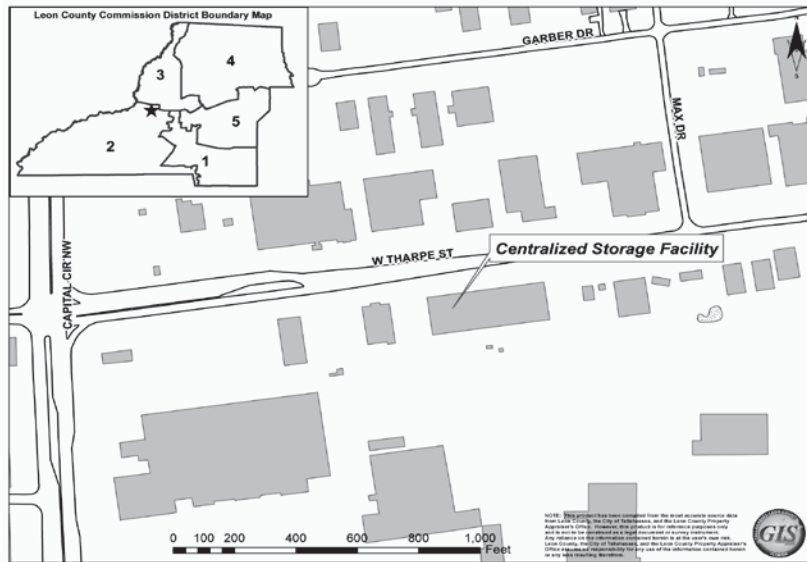
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	270,242	69,758	0	150,000	150,000	50,000	50,000	50,000	450,000	790,000
	270,242	69,758	0	150,000	150,000	50,000	50,000	50,000	450,000	790,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A





Cooperative Extension Renovations

Dept/Div: **Facilities Management**  
 Project #: **086030**  
 Service Type: **General Government**  
 Status: **Existing Revised Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the renovation of the Leon County Extension Office restrooms. The current restrooms are inefficient and outdated. These restrooms will be refreshed, renovated for handicap accessibility, and updated with lower-flow toilets and motion sensor faucets for better efficiency.

**Financial Summary**

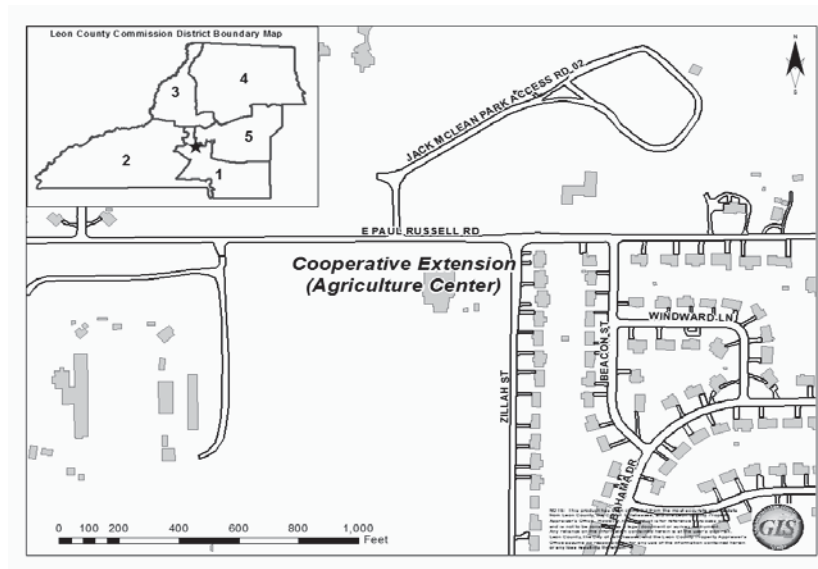
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	9,562	65,437	31,724	120,000	0	0	0	0	120,000	194,999
	9,562	65,437	31,724	120,000	0	0	0	0	120,000	194,999

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Courthouse Renovations

Dept/Div: **Facilities Management**  
 Project #: **086027**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project funds renovations in the Leon County Courthouse building. The project will update the Jury Selection Room to a more citizen friendly environment so that potential jurors can conduct the business while awaiting jury selection.

**Financial Summary**

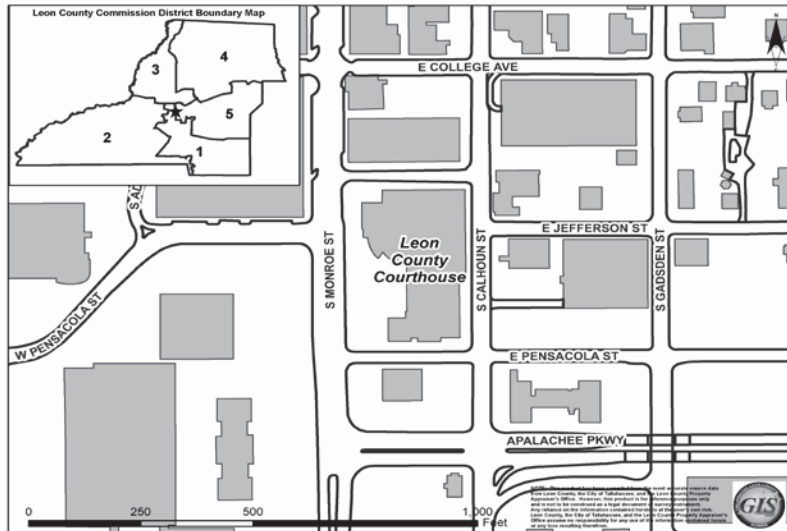
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,838,717	205,800	27,870	300,000	40,000	40,000	40,000	40,000	460,000	2,504,517
	1,838,717	205,800	27,870	300,000	40,000	40,000	40,000	40,000	460,000	2,504,517

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Courthouse Repairs

Dept/Div: **Facilities Management**  
 Project #: **086024**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for repairs and improvements to the Courthouse building. Current projects are scheduled as follows:

FY 2017 - FY 2021

Upgrade 16 handicap restrooms including finishings and plumbing fixtures.

A consultant will be engaged to assess the building's current systems (HVAC, security, fire, etc.) and develop a schedule for their repair and/or replacement as necessary.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,764,998	766,386	66,032	490,400	400,000	400,000	400,000	400,000	2,090,400	4,621,784
311 Bond Series 2003A & 2003B Construction	2,240,399	0	0	0	0	0	0	0	0	2,240,399
320 Bond Series 2005 Construction	860,230	0	0	0	0	0	0	0	0	860,230
	<b>4,865,628</b>	<b>766,386</b>	<b>66,032</b>	<b>490,400</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>	<b>2,090,400</b>	<b>7,722,414</b>

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Courthouse Security

Dept/Div: **Facilities Management**  
 Project #: **086016**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the repair and replacement of the security system throughout the Courthouse. The current security system was installed in February 2001, and some of the equipment, such as DVRs, cameras, monitors and x-ray machines are showing signs of needing to be replaced. The anticipated life expectancy of the equipment is varied as some pieces have been replaced sporadically and others are starting to show signs of wear and tear, such as images burned into monitors and camera displaying unclear pictures. This project also includes the addition of any new equipment, such as cameras, panic buttons, DVRs, etc.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	58,683	20,000	6,629	20,000	20,000	20,000	20,000	20,000	100,000	178,683
	58,683	20,000	6,629	20,000	20,000	20,000	20,000	20,000	100,000	178,683

**Policy/Comprehensive Plan Information**

Florida Statute 29.008; Section 14, Article V of the State Constitution - Counties are required to fund the cost of security of facilities for the circuit and county courts, public defenders' offices, state attorneys' offices, guardian ad litem offices, and the offices of the clerks of the circuit and county courts performing court-related functions.

**Operating Budget Impact**

N/A



Courtroom Minor Renovations

Dept/Div: **Facilities Management**      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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is a five year plan for items such as bench replacements, cosmetic upgrades, reupholstering of jury chairs, new attorney tables, witness stands, minor office renovations and restroom alterations for courtrooms on the third floor northwest wing of the Courthouse.

**Project Schedule**

The FY 2017 budget funds cosmetic upgrades for Courtroom 1B, Jury Room 161 and an additional four ante rooms. The FY 2018 budget is for Courtroom 2E, 2F, three ante rooms and various minor renovations. The FY 2019 to FY 2021 budgets are for other minor renovations.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	487,584	128,316	82,127	60,000	60,000	60,000	60,000	60,000	300,000	915,900
	487,584	128,316	82,127	60,000	60,000	60,000	60,000	60,000	300,000	915,900

**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 Technology

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076023**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for technology needs for the courtrooms such as sound system replacements and other technology needs of the Judiciary and Court Administration. The FY 2017 budget also includes copy equipment, as Article V now requires counties to cover the costs of copier expenses. Out year budgets FY 2017 to FY 2021 include funding for the maintenance of technology equipment and refreshes of sound equipment in the courtrooms.

**Financial Summary**

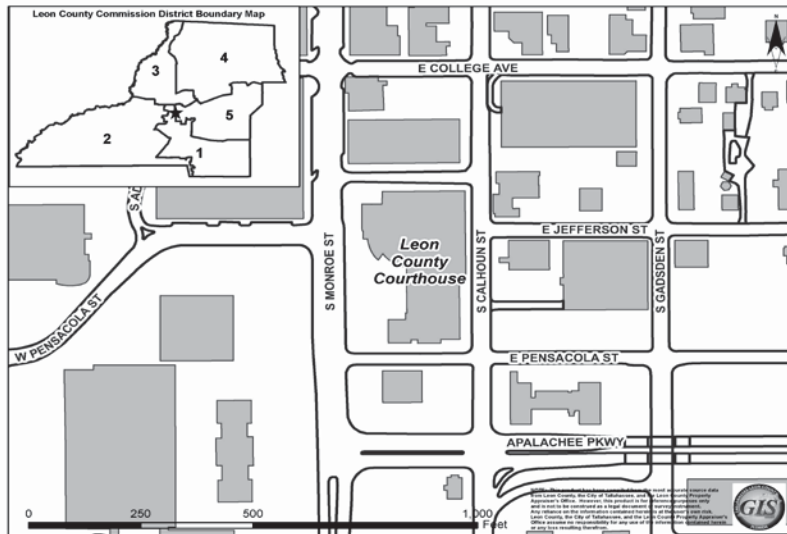
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	937,856	250,536	24,613	132,000	132,000	132,000	132,000	132,000	660,000	1,848,392
	937,856	250,536	24,613	132,000	132,000	132,000	132,000	132,000	660,000	1,848,392

**Policy/Comprehensive Plan Information**

Florida Statute 29.008 - designates courtroom space and associated technology as a county responsibility

**Operating Budget Impact**

N/A



Data Wiring

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076003**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the continued replacement of the computer wiring at various County facilities. These replacements will be coordinated with any construction or renovations planned through Engineering or Facilities Management.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	485,705	37,582	11,741	25,000	25,000	25,000	25,000	25,000	125,000	648,287
	485,705	37,582	11,741	25,000	25,000	25,000	25,000	25,000	125,000	648,287

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

Digital Phone System

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076004**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for incidental replacements of phones and the upgrade of the Clerk's Phone System because of end of life. The new system will provide enhanced functionality and become part of the countywide phone system.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,692,407	106,092	0	200,000	25,000	25,000	25,000	25,000	300,000	2,098,499
	1,692,407	106,092	0	200,000	25,000	25,000	25,000	25,000	300,000	2,098,499

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

FY 2017 - FY 2019

Clerk's Office will have an annual \$38,000 maintenance and usage cost.

E-Filing System for Court Documents

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076063**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the electronic filing (e-filing) system for Court Administration, State Attorney, and Public Defender. According to legislative mandate, each office is to develop and implement a process by which the e-filing of court documents can be administered.

Court Administration contracted with aiSmartbench for the 2nd Judicial Circuit's judicial case management and e-filing solution. Leon County's share for software services was \$201,683, which was budgeted in FY 2012 and FY 2013. Display units, scanners and other hardware needs were budgeted in FY 2014. FY 2017 - FY 2021 budgets are for the annual costs of the software. The annual cost is \$50,000 and \$75,000 to bank for a refresh in FY 2020.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	11,981	140,000	44,250	125,000	125,000	125,000	125,000	125,000	625,000	776,981
	11,981	140,000	44,250	125,000	125,000	125,000	125,000	125,000	625,000	776,981

**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

Elevator Generator Upgrades

Dept/Div: **Facilities Management**  
 Project #: **086037**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the modernization of elevator generator motors and accompanying electric drive systems. Emergency replacement costs are very high and the down-time for repair affects the buildings. The remaining generator motors and drive systems are large alternating current systems that run 24 hours a day and 7 days a week. These units are no longer manufactured or marketed by the elevator companies. The new technology is a variable frequency direct current system, which is more efficient and operates only on demand. The remaining elevator/hydraulic replacements are scheduled as follows:

- FY 2017 - Courthouse Elevator Eight
- FY 2018 - Welcome Center Hydraulics
- FY 2019 - Prisoner Elevator
- FY 2020 - Outdoor Elevator at the Main Library
- FY 2021 - Back Elevator at the Main Library

**Financial Summary**

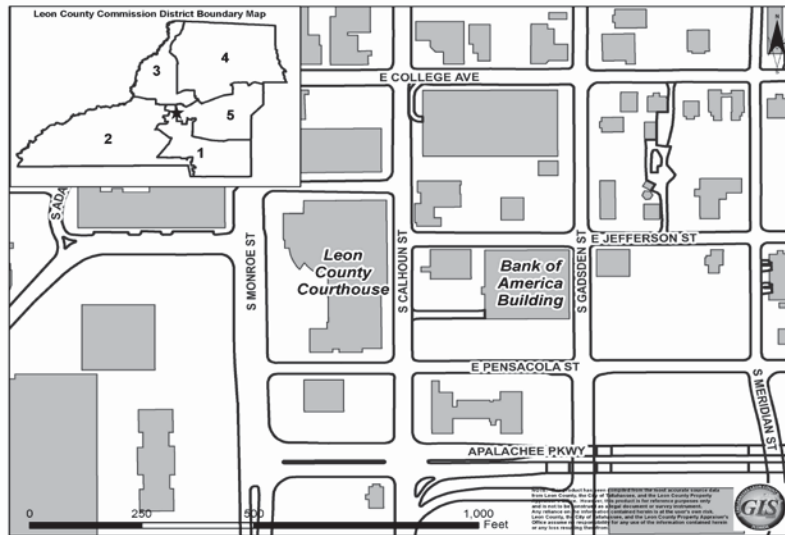
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,776,208	506,968	209,998	250,000	350,000	300,000	250,000	300,000	1,450,000	3,733,176
	1,776,208	506,968	209,998	250,000	350,000	300,000	250,000	300,000	1,450,000	3,733,176

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

This project will have an estimated annual decrease of \$10,000 per upgraded elevator in the Facilities Management operating budget for the reduced electrical consumption and number of repair calls.



File Server Maintenance

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076008**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the replacement of file servers for planned obsolescence and standardization. Consolidation and upgrading of servers is an ongoing process to sustain desktop and communication functionalities and specialized applications for County staff and services. Upgrading of servers improves performance and reliability of systems and backup solutions. In addition, a virtualization solution for file servers is used to improve support of applications, test environments, and maintenance, as previously described. The virtualization minimizes space requirements and reduces energy costs in the data center, maximizes technical staff resources, and provides for disaster recovery and business continuity of services. Funding includes IBM compute environment annual lease costs (\$300,000) and other costs associated with the physical servers and tape backup system (\$75,000). The FY 2017 budget includes an additional \$130,000 to update the backup system.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	2,544,190	416,483	309,396	505,000	375,000	375,000	375,000	375,000	2,005,000	4,965,673
	2,544,190	416,483	309,396	505,000	375,000	375,000	375,000	375,000	2,005,000	4,965,673

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

Financial Hardware and Software

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076001**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the purchase of financial hardware and software technology. The FY 2017 budget funds consulting services for refreshment of the County Enterprise Resource Planning System (Banner) and the purchase of an enterprise i-payables solution to be integrated into Banner as well as a security solution for access to Banner. Includes services for ACA reporting.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	293,779	152,628	61,034	150,000	100,000	25,000	25,000	25,000	325,000	771,407
	293,779	152,628	61,034	150,000	100,000	25,000	25,000	25,000	325,000	771,407

**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

Fleet Management Shop Equipment

Dept/Div:	<b>Fleet Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>026010</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the replacement of Fleet Management Shop equipment as needed.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	164,966	68,778	928	50,000	50,000	50,000	50,000	50,000	250,000	483,744
	164,966	68,778	928	50,000	50,000	50,000	50,000	50,000	250,000	483,744

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Fleet Management Shop Improvements

Dept/Div: **Facilities Management**  
 Project #: **086071**  
 Service Type: **General Government**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project converts two existing Fleet Management Shop bays, which were used for EMS storage, back to operational maintenance bays.

**Financial Summary**

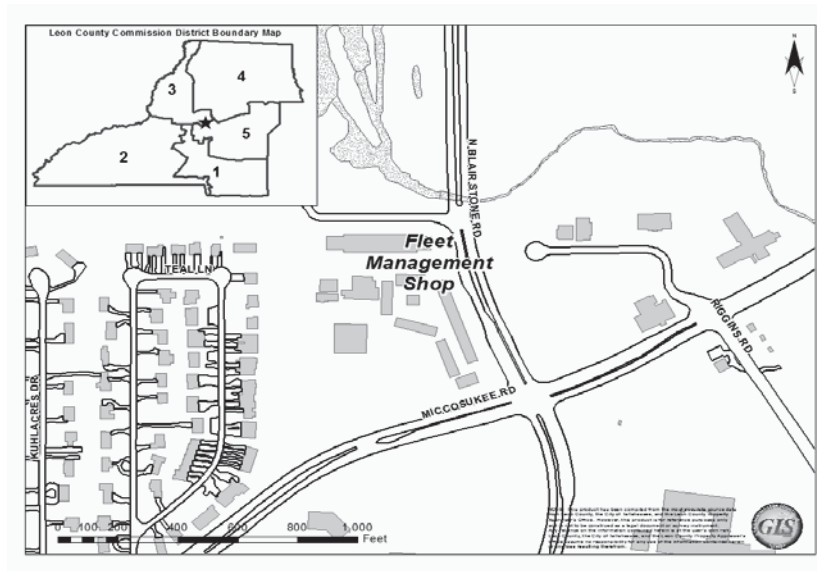
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	11,750	38,250	0	0	0	0	0	0	0	50,000
	11,750	38,250	0	0	0	0	0	0	0	50,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



General County Maintenance and Minor Renovations

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>086057</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project provides \$25,000 in annual funding for maintenance and minor renovations to County facilities. The FY 2017 budget includes \$75,000 for the replacement of a retaining wall in the Facilities Management parking lot. This project has a total estimated cost of \$75,000. Both the FY 2017 and FY 2018 budget years also include \$90,000 in funding for the design and installation of approximately 10 County standardized exterior signs.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	117,429	246,867	14,650	190,000	115,000	25,000	25,000	25,000	380,000	744,296
	117,429	246,867	14,650	190,000	115,000	25,000	25,000	25,000	380,000	744,296

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



# Leon County Fiscal Year 2017 - 2021 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**      Current Level of Service: **N/A**

### Project Description/Justification

This project is for renovations at the Lake Jackson Town Center. The FY 2017 to FY 2021 budget includes \$25,000 annually for minor tenant improvements.

### Financial Summary

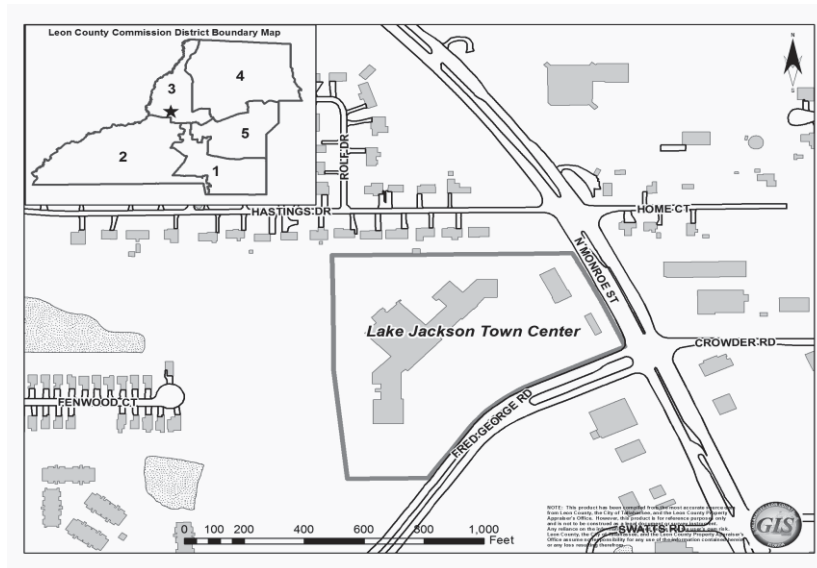
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
166 Huntington Oaks Plaza	506,958	174,650	0	0	0	0	0	0	0	681,608
305 Capital Improvements	0	50,000	0	25,000	25,000	25,000	25,000	25,000	125,000	175,000
	506,958	224,650	0	25,000	25,000	25,000	25,000	25,000	125,000	856,608

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



# Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

## Lake Jackson Town Center Sense of Place Initiative

Dept/Div: **Facilities Management**  
 Project #: **086068**  
 Service Type: **General Government**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

### Project Description/Justification

This project establishes a "sense of place" initiative at the Lake Jackson Town Center. This project funds improvements for the Highway 27 Lake Jackson Boat Landing. These improvements will include amenities such as picnic tables and grills, a deck and an observation pier into the fringes of Lake Jackson, bathrooms, improved parking, and improved landscaping.

### Financial Summary

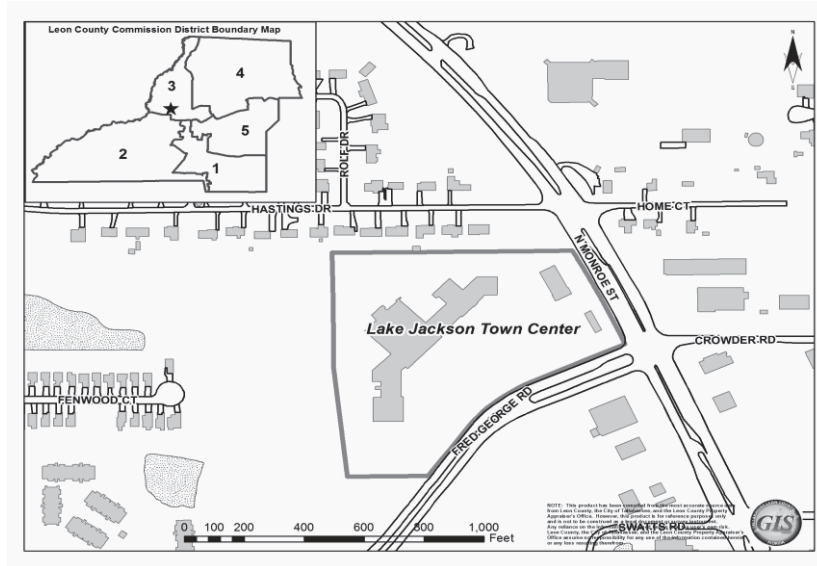
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	13,607	614,393	53,662	0	0	0	0	0	0	628,000
	13,607	614,393	53,662	0	0	0	0	0	0	628,000

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A



Leon County Government Annex

Dept/Div: **Facilities Management**  
 Project #: **086025**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for renovations, mechanical and electrical upgrades, and safety improvements to the Leon County Government Annex building on Calhoun Street. Scheduled improvements are as follows:

FY 2017  
 Replace sprinkler system, replace security system (exterior & interior), and tenant Improvements

FY 2017 - FY 2019  
 Replace air handlers on Floors 5a & 6, and renovate restrooms on Floors 2, 4 & 5

FY 2019  
 Replace elevator

FY 2020  
 Extend stairs on north end of building in Bank Of America space; recoat and seal the parking deck and the front entrance; refresh and update the landscaping

FY 2020 - FY 2021  
 General building maintenance and repairs

**Financial Summary**

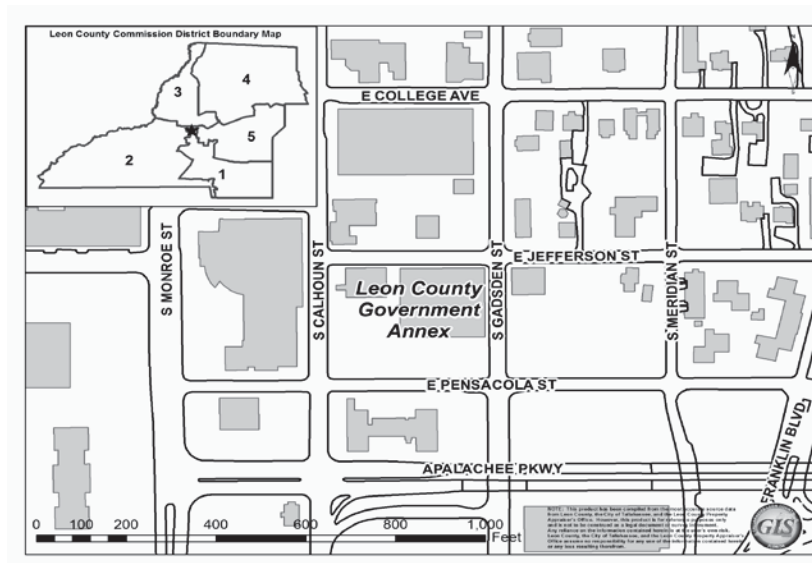
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
165 County Government Annex	3,079,694	1,982,451	1,227,609	523,600	485,640	502,479	455,233	475,418	2,442,370	7,504,515
305 Capital Improvements	600,605	21,530	4,898	0	0	0	0	0	0	622,135
	<b>3,680,299</b>	<b>2,003,981</b>	<b>1,232,507</b>	<b>523,600</b>	<b>485,640</b>	<b>502,479</b>	<b>455,233</b>	<b>475,418</b>	<b>2,442,370</b>	<b>8,126,650</b>

**Policy/Comprehensive Plan Information**

Florida Statute 29.008(A) - designation of facilities for all Court related functions as a county responsibility

**Operating Budget Impact**

N/A



MIS Data Center- HVAC

Dept/Div:	<b>Facilities Management</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076064</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Revised Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project consists of an HVAC replacement in the MIS ITS Server room. The new units will be redundant and capable of operating without the building condenser water during a power outage.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	70,000	8,985	250,000	0	0	0	0	250,000	320,000
	0	70,000	8,985	250,000	0	0	0	0	250,000	320,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

This more efficient system will reduce utility expenses.

Network Backbone Upgrade

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076018**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the continual maintenance and upgrading of the network connectivity of County offices to provide uninterrupted service with high speed and increased bandwidth to support existing and growing applications requiring graphics and document images. Redundant links to critical offices will continue to be implemented each year to prepare for disaster recovery and business continuity needs. The addition of 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.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,168,364	180,000	135,794	150,000	150,000	150,000	150,000	150,000	750,000	2,098,364
	1,168,364	180,000	135,794	150,000	150,000	150,000	150,000	150,000	750,000	2,098,364

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Parking Lot Maintenance

Dept/Div: **Facilities Management**  
 Project #: **086033**  
 Service Type: **General Government**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the maintenance of County parking lots including repairs, stripping and the purchase or replacement of gate arms and ticket readers. The FY 2017 budget includes funds for thermal stripping for the main library and branch library parking lots on Call Street and Bronough Street.

**Financial Summary**

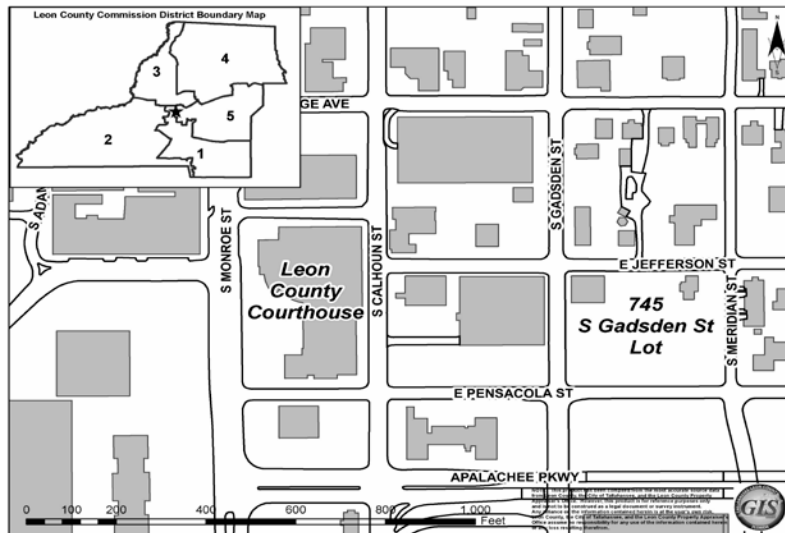
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	320,160	171,008	1,865	86,000	16,000	16,000	16,000	16,000	150,000	641,168
	320,160	171,008	1,865	86,000	16,000	16,000	16,000	16,000	150,000	641,168

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Public Defender Technology

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076051**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for technology needs for the Public Defender's Office. FY 2017 budget includes funding for the refresh of 50 computers; and annual allocation for case management and miscellaneous peripherals.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	337,349	82,300	56,502	80,000	30,000	30,000	30,000	30,000	200,000	619,649
	337,349	82,300	56,502	80,000	30,000	30,000	30,000	30,000	200,000	619,649

**Policy/Comprehensive Plan Information**

Article V - legislation requiring counties to fund technology needs for the Public Defender's Office.

**Operating Budget Impact**

N/A

Records Management

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076061**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the development of a records management strategy and implementation plan for information storage, management, and recovery for County departments. Information will include all paper, microfilm, and electronically stored items such as emails, video, digital photos, maps, and databases. This project will also define the technical requirements for supporting the strategy and implementation plan within the existing "Documentum" solution. A process framework will be based on Florida statutes and developed to define 1) how and when to organize and store information, 2) how to comply with the Florida retention schedule for information, 3) how to destroy information, and 4) how to access information. Another outcome of the project is to define the software and hardware for an archiving solution for emails and other documents. As paper and electronic documents and processes are integral to the work of the County government, management of those documents and processes are critical to the success of the government.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	208,159	117,236	0	50,000	50,000	50,000	50,000	50,000	250,000	575,395
	208,159	117,236	0	50,000	50,000	50,000	50,000	50,000	250,000	575,395

**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

State Attorney Technology

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076047**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for technology needs for the State Attorney's Office.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	297,215	30,000	10,011	30,000	30,000	30,000	30,000	30,000	150,000	477,215
	297,215	30,000	10,011	30,000	30,000	30,000	30,000	30,000	150,000	477,215

**Policy/Comprehensive Plan Information**

Article V - legislation requiring counties to fund technology needs for the State Attorney's Office

**Operating Budget Impact**

N/A

Supervisor of Elections Technology

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076005**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for technology improvements for the Supervisor of Elections (SOE). FY 2017 budget provides technology in a new training room and IP phone consolidation once the SOE office moves into its new location. The out year budgets contemplate general technology improvements.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	336,007	70,800	21,704	75,500	25,000	25,000	25,000	25,000	175,500	582,307
	336,007	70,800	21,704	75,500	25,000	25,000	25,000	25,000	175,500	582,307

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

# Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

## Technology in Chambers

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076022**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Revised Project**      Current Level of Service: **N/A**

### Project Description/Justification

This project upgrades the sound and lighting in the Commission Chambers. The existing speaker and lighting systems in the Chambers are more than 20 years old. Upgrading the system would provide effective and consistent sound throughout the Chambers. Adding sound panels would improve the acoustics by reducing or eliminating unwanted acoustic distortion due to the shape of the Chambers, benefiting live sound, recorded sound and video broadcasting. Upgrading the light system would support a professional production environment for broadcasting for TV and online systems. The total costs for this project is estimated at \$106,300.

### Financial Summary

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	554,071	0	0	48,300	58,000	0	0	0	106,300	660,371
	554,071	0	0	48,300	58,000	0	0	0	106,300	660,371

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A

User Computer Upgrades

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076024**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the replacement of old user computers, printers, and peripherals. A replacement schedule is extremely important due to advances in software, deterioration of hardware, the inability to obtain replacement parts for old equipment and the increased cost of maintenance of old equipment. Currently, computers are on a five-year replacement cycle plan. However, users with specialty software needs, such as engineers and GIS staff, are in a three-year replacement cycle. The computers that are replaced every three years are recycled to County users with standardized needs. Pursuant to Board Policy, older machines are recycled to the Goodwill's electronics store.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	3,770,264	300,000	174,625	300,000	300,000	300,000	300,000	300,000	1,500,000	5,570,264
	3,770,264	300,000	174,625	300,000	300,000	300,000	300,000	300,000	1,500,000	5,570,264

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

Voting Equipment Replacement

Dept/Div:	<b>Miscellaneous</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>096028</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>General Government</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the Supervisor of Elections voting equipment needs. This projects funds the purchase or replacement of voting equipment including privacy booths, precinct signage, ballot tabulators, audit and absentee ballot scanners, electronic pollbooks, and ballot demand printers. With the system heavily dependent on technology, it is important to anticipate equipment needs to assure smooth continuation of operations. This includes replacing equipment that have reached the end of its useful life, as well as expanding inventory as the number of registered voters in Leon County continues to grow.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	50,000	6,000	50,000	50,000	50,000	50,000	50,000	250,000	300,000
	0	50,000	6,000	50,000	50,000	50,000	50,000	50,000	250,000	300,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Welcome Center Improvements

Dept/Div: **Facilities Management**  
 Project #: **086065**  
 Service Type: **General Government**  
 Status: **Existing Revised Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for repairs and updates to the Welcome Center. With consistent use by a variety of County departments and associations, the second floor conference room space is in need of updates consistent with other County facilities. This includes updated images, lighting, new movable tables and folding chairs, a two-sided bench, and high top tables to go over local attraction information with visitors. Seating is also required to complete the upgrades to the first floor Welcome Center.

**Financial Summary**

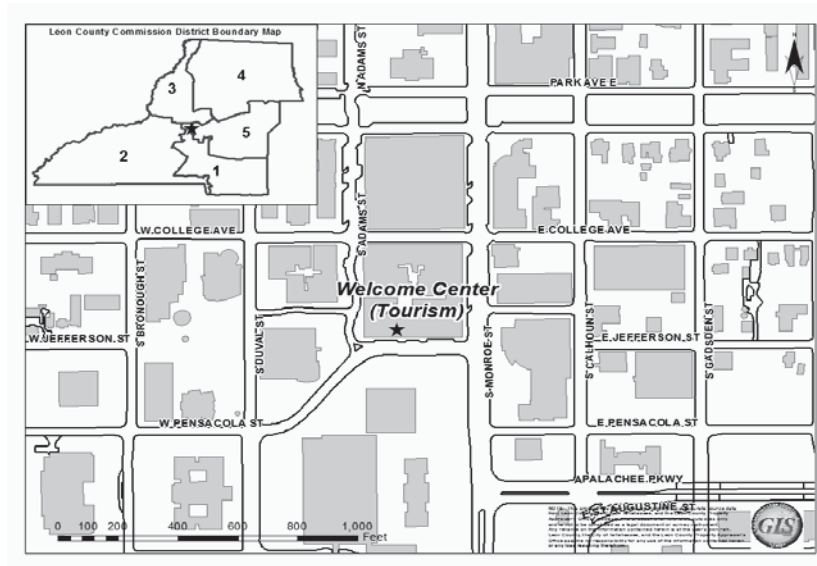
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
160 Tourism Development	81,852	11,000	10,960	41,300	0	0	0	0	41,300	134,152
	81,852	11,000	10,960	41,300	0	0	0	0	41,300	134,152

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Work Order Management

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076042**      Capital Improvement: **N/A**  
 Service Type: **General Government**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project funds mobile access to County worker order systems. For the next several years, field operations will adopt mobile access to their work order systems allowing for data entry and access in the field for efficiency and process improvements. Anticipated schedule for the rollouts of hand held devices:

Department	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Facilities Management	2	2	0	0	0
Public Works	8	8	5	5	5
Other Departments	10	10	15	15	15
<b>Total Mobile Devices</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	279,131	56,684	16,925	20,000	20,000	20,000	20,000	20,000	100,000	435,815
306 Transportation Improvements	223,486	3,545	0	0	0	0	0	0	0	227,031
	<u>502,617</u>	<u>60,229</u>	<u>16,925</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>100,000</u>	<u>662,846</u>

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

This project has an annual impact on MIS operating budget. The following are the estimated impacts anticipated to begin in FY 2017:

An additional \$12,000 each year in internet connectivity plan fees for 20 additional users for a total of \$60,000 by FY 2021.



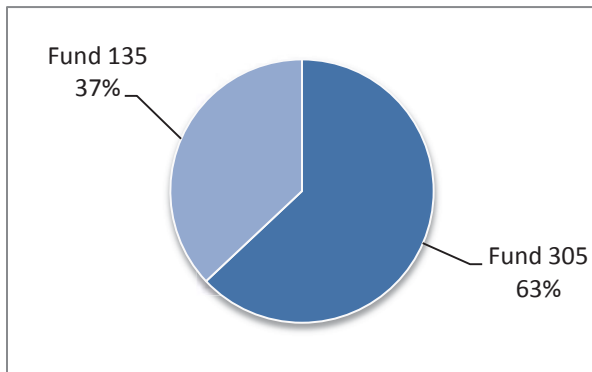
**Overview**

The Health and Safety Section contains capital improvement projects designed to facilitate the provision of emergency medical and other public safety services provided by Leon County government. Major Health and Safety capital projects funded in FY 2017 include the Medical Examiner Facility, Emergency Medical Services Vehicle and Equipment, and a sinking fund for the long-term maintenance of the Public Services Complex.

**Funding Sources**

Chart 25.6 illustrates that Capital Improvement (Fund 305) funds 63% (\$1,931,750) and Emergency Medical Services MSTU (Fund 135) funds 37% (\$1,138,000) and of the Health and Safety capital improvement budget in FY 2017.

**Chart 25.6  
FY 2017 Health and Safety Projects  
By Funding Source**



**Managing Departments**

Table 25.11 shows Facilities Management will management 60% of the Health and Safety projects and Emergency Medical Services and Management Information Services will each manage one remaining projects for FY 2017.

**Table 25.11  
FY 2017 Health and Safety Projects  
By Managing Department**

Managing Department	# of Projects	FY 2017 Budget
Fleet Management	1	1,113,000
Facilities Management	3	1,931,750
Management Information Services	1	25,000
<b>Total</b>	<b>5</b>	<b>3,069,750</b>

**Operating Budget Impacts**

Table 25.14 shows the estimated impacts that some Health and Safety projects have on the operating budget. Impacts are shown in the fiscal year, which they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and are subject to change.

**Table 25.12  
Health and Safety Operating Budget Impacts**

Project	Project #	FY 2017 Estimate	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
New EMS Vehicles & Equipment	026021	-	34,000	34,000	34,000	68,000
<b>Total</b>		<b>\$-</b>	<b>\$34,000</b>	<b>\$34,000</b>	<b>\$34,000</b>	<b>\$68,000</b>

Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

Health & Safety Index

Page	Project	#	Life to Date FY 2015	Adj Bud FY 2016	FY 2017 Budget	FY17-FY21 Total	Project Cost Total
25-79	Emergency Medical Services Technology	076058	225,163	59,863	25,000	125,000	410,026
25-80	EMS Vehicles & Equipment Replacement	026014	6,427,956	945,620	1,113,000	5,504,250	12,877,826
25-81	Health Department Improvements	086052	-	-	100,000	500,000	500,000
25-82	Jail Complex Maintenance	086031	3,364,666	3,476,241	-	4,144,282	10,985,189
25-83	Medical Examiner Facility	086067	17,175	269,225	1,681,750	1,713,600	2,000,000
25-84	New EMS Vehicles & Equipment	026021	-	-	-	600,000	600,000
25-85	Public Safety Complex	096016	13,355,842	469,472	150,000	750,000	14,575,314
Health and Safety Total			<b>23,390,802</b>	<b>5,220,421</b>	<b>3,069,750</b>	<b>13,337,132</b>	<b>41,948,355</b>

The Capital Improvement projects highlighted are fully funded in FY 2016. It is anticipated that these projects will be carryforward into the next fiscal year.

Emergency Medical Services Technology

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076058**      Capital Improvement: **N/A**  
 Service Type: **Health & Safety**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the technological needs of Leon County's Emergency Medical Services Division. FY 2017 funding is provided for the replacement of five radios per year over the next five years and banking of funds for computer refresh in the ambulances.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
135 Emergency Medical Services MSTU	225,163	59,863	46,033	25,000	25,000	25,000	25,000	25,000	125,000	410,026
	225,163	59,863	46,033	25,000	25,000	25,000	25,000	25,000	125,000	410,026

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

## Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

### Emergency Medical Services Vehicles & Equipment

Dept/Div: <b>Fleet Management</b>	Comp Plan CIE Project: <b>N/A</b>
Project #: <b>026014</b>	Capital Improvement: <b>N/A</b>
Service Type: <b>Health &amp; Safety</b>	Level of Service Standard: <b>N/A</b>
Status: <b>Existing Project</b>	Current Level of Service: <b>N/A</b>

**Project Description/Justification**

This project is for the 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 3 ½ to 4 years.

Department	Year/Make Description	Mileage /Hour	Original Cost	Repair Cost to Date	Estimated Replacement Cost
EMERGENCY MEDICAL SERVICES	2008 GMC HORTON AMBULANCE	164,178	\$145,988	\$134,026	\$185,500
EMERGENCY MEDICAL SERVICES	2008 GMC HORTON AMBULANCE	147,000	\$157,720	\$102,959	\$185,500
EMERGENCY MEDICAL SERVICES	2011 INTERNATIONAL HORTON AMBULANCE	143,040	\$177,580	\$69,394	\$185,500
EMERGENCY MEDICAL SERVICES	2012 INTERNATIONAL HORTON AMBULANCE	127,117	\$191,503	\$81,266	\$185,500
EMERGENCY MEDICAL SERVICES	2012 INTERNATIONAL HORTON AMBULANCE	128,288	\$191,503	\$79,781	\$185,500
EMERGENCY MEDICAL SERVICES	2012 INTERNATIONAL HORTON AMBULANCE	174,366	\$191,503	\$64,081	\$185,500

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
135 Emergency Medical Services MSTU	6,427,956	945,620	208,360	1,113,000	1,020,250	1,071,300	1,174,850	1,124,850	5,504,250	12,877,826
	6,427,956	945,620	208,360	1,113,000	1,020,250	1,071,300	1,174,850	1,124,850	5,504,250	12,877,826

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A

## Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

### Health Department Improvements

Dept/Div:	Facilities Management	Comp Plan CIE Project:	N/A
Project #:	086052	Capital Improvement:	N/A
Service Type:	Health & Safety	Level of Service Standard:	N/A
Status:	Existing Project	Current Level of Service:	N/A

**Project Description/Justification**

This project is for improvement of the health department facilities. Currently the restroom lighting and plumbing fixtures at the Municipal Way facility are aged and in need of replacement with more energy efficient fixtures. The current ceiling grid and tiles are showing signs of "wear and tear" and are in need of replacement. This project would upgrade the restrooms with new lighting and plumbing fixtures, partitions and flooring. It includes replacing the ceiling grid and tiles throughout the building. In addition, this project upgrades and improves the parking lot lighting fixtures, which would provide more energy efficient lighting.

The Bainbridge Road facility would include two minor projects; an upgrade to the current exterior lighting fixtures and the replacement of a retaining wall. The exterior lighting fixtures is inefficient and will be upgraded with more energy efficient and improved lighting. The existing retaining wall is rapidly deteriorating due to the stormwater run-off.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	0	0	100,000	100,000	100,000	100,000	100,000	500,000	500,000
	0	0	0	100,000	100,000	100,000	100,000	100,000	500,000	500,000

**Policy/Comprehensive Plan Information**

Florida Statutes 154.01(1) County health department delivery system - The several counties of the state may cooperate with the Department of Health in the establishment and maintenance of full-time county health departments in such counties for the promotion of the public's health, the control and eradication of preventable diseases, and the provision of primary health care for special populations.

**Operating Budget Impact**

N/A



Jail Complex Maintenance

Dept/Div: **Facilities Management**  
 Project #: **086031**  
 Service Type: **Health & Safety**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for repair and maintenance of structures at the Leon County Jail Complex. Repairs and maintenance are scheduled as following:

FY 2018  
 Jail Elevator Upgrade, Phase 1  
 Jail Roof, Phase 2  
 Building Automation System, Phase 3

FY 2019  
 Jail Air Handler Replacement  
 Jail Elevator Upgrade, Phase 2

To ensure the timely progress of this project, on July 12, 2016, the Board approved \$1,665,900 in FY 2016 funding for Jail Complex maintenance and repairs: Jail exterior stair repairs, air handler replacements, building automation system (Phase 2) and replacement of the Administrative Building roof.

**Financial Summary**

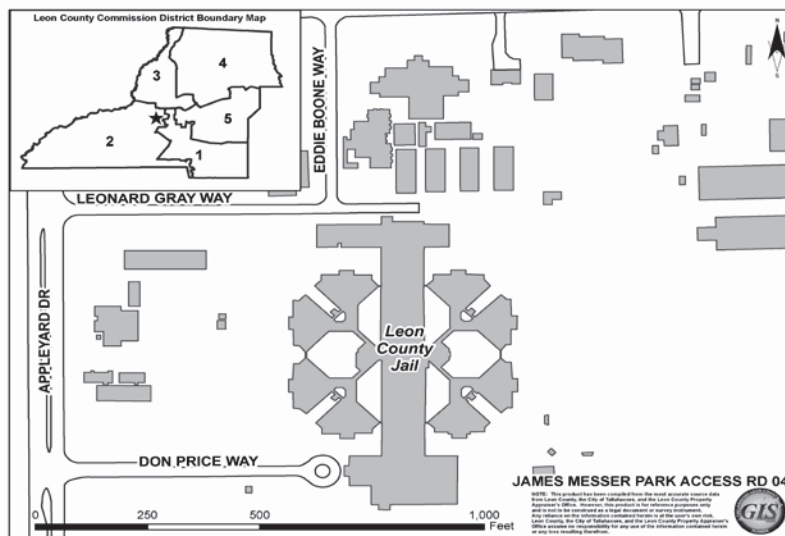
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	32,440	3,083,000	35,266	0	1,000,000	1,700,000	1,444,282	0	4,144,282	7,259,722
308 Sales Tax	3,332,226	393,241	366,203	0	0	0	0	0	0	3,725,467
	<b>3,364,666</b>	<b>3,476,241</b>	<b>401,469</b>	<b>0</b>	<b>1,000,000</b>	<b>1,700,000</b>	<b>1,444,282</b>	<b>0</b>	<b>4,144,282</b>	<b>10,985,189</b>

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



Medical Examiner Facility

Dept/Div: **Facilities Management**      Comp Plan CIE Project: **N/A**  
 Project #: **086067**      Capital Improvement: **N/A**  
 Service Type: **Health & Safety**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project renovates the former Mosquito Control/Animal Control building on Municipal Way for use as a Medical Examiner facility. This project addresses a long-term solution for providing a permanent space for the Medical Examiner. Pursuant to Florida Statutes, Florida Counties are responsible for the funding of medical examiners. Since 1977, the District 2 medical examiner has utilized cooler space and autopsy facility space provided by Tallahassee Memorial Hospital (TMH); TMH charges a nominal fee for this service. TMH staff met with County Administration to express a desire to have the morgue and autopsy facility removed from the hospital. Florida Statutes state, "Autopsy and laboratory facilities utilized by the district medical examiner or his or her associates may be provided on a permanent or contractual basis by the counties within the district."

A preliminary program analysis was performed to determine the basic requirements for the facility. Funding for final design services and permitting was funded in FY 2015. Construction for the project will occur in FY 2017, with the installation of telecommunications and building furnishing to follow in FY 2018.

**Financial Summary**

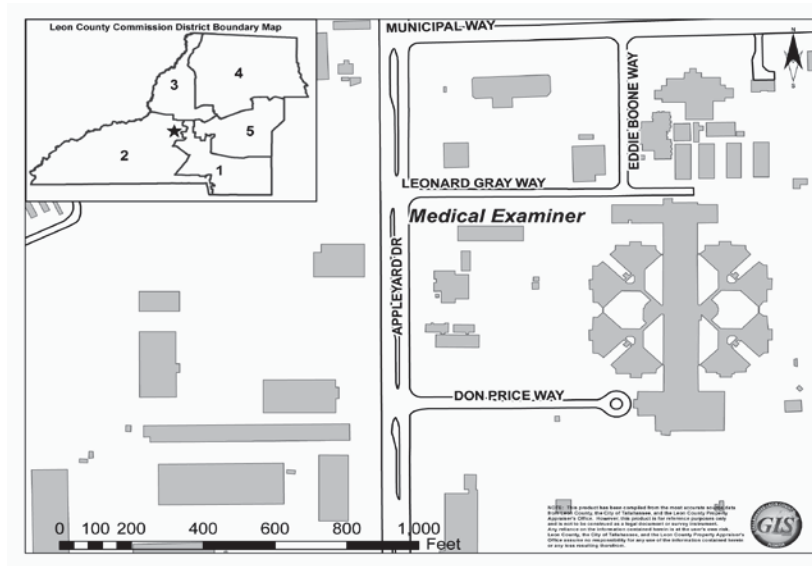
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	17,175	269,225	0	1,681,750	31,850	0	0	0	1,713,600	2,000,000
	17,175	269,225	0	1,681,750	31,850	0	0	0	1,713,600	2,000,000

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



## Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

### New Emergency Medical Services Vehicle & Equipment

Dept/Div: <b>Fleet Management</b>	Comp Plan CIE Project: <b>N/A</b>
Project #: <b>026021</b>	Capital Improvement: <b>N/A</b>
Service Type: <b>Health &amp; Safety</b>	Level of Service Standard: <b>N/A</b>
Status: <b>New Project</b>	Current Level of Service: <b>N/A</b>

**Project Description/Justification**

This project is for the purchase of two ambulances and equipment for new Emergency Medical Services ambulance crews in FY 2018 and FY 2021. There will be future discussion items, analysis, etc. before the final decisions on adding the crews.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
135 Emergency Medical Services MSTU	0	0	0	0	300,000	0	0	300,000	600,000	600,000
	0	0	0	0	300,000	0	0	300,000	600,000	600,000

**Policy/Comprehensive Plan Information**

In accordance with the Green Fleet Policy, each vehicle and equipment requests are 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**

The following impacts are anticipated to begin in FY 2018:  
 Fuel & oil, vehicle insurance, and vehicle repair

# Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

## Public Safety Complex

Dept/Div: **Facilities Management**  
 Project #: **096016**  
 Service Type: **Health & Safety**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

### Project Description/Justification

This project is for facility maintenance and technology needs of the Public Safety Complex. The budget provides \$50,000 annually for technology needs and establishes sinking funds for future technology upgrades, including the replacement and refresh of the audio/visual systems and hardware in the Data Center (\$50,000) and facilities repair and maintenance costs (\$50,000). These costs are split 50/50 with the City of Tallahassee.

### Financial Summary

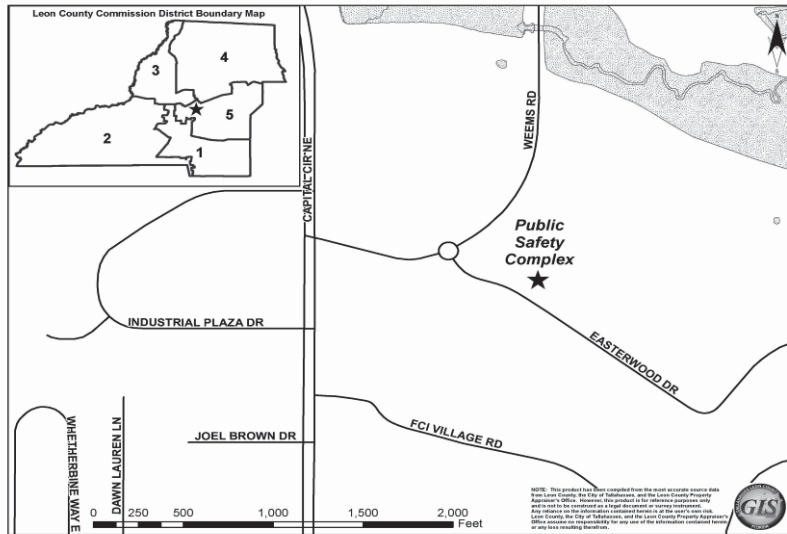
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	13,355,842	469,472	82,967	150,000	150,000	150,000	150,000	150,000	750,000	14,575,314
	13,355,842	469,472	82,967	150,000	150,000	150,000	150,000	150,000	750,000	14,575,314

### Policy/Comprehensive Plan Information

May 14, 2013 - Interlocal Agreement for the joint management and use of the Public Safety Complex; Interlocal Agreement for the telecommunications and technology for the Public Safety Complex.

### Operating Budget Impact

N/A





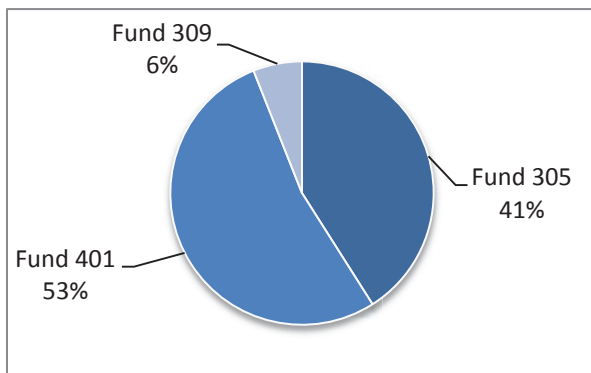
Overview

The Physical Environment Section contains capital improvement projects designed to facilitate the provision of services by the different branches of Leon County government with regards to stormwater management, water quality improvement and solid waste management. Major Physical Environment capital projects funded in FY 2017 include Solid Waste Facility Heavy Equipment & Vehicle Replacement, GIS Incremental Basemap Update, and Rural Waste Vehicle & Equipment Replacement.

Funding Sources

Chart 25.7 illustrates that Solid Waste Management (Fund 401) funds 53% (\$1,334,950) of the Physical Environment projects funded in FY 2017. Capital Improvement (Fund 305) funds 41% (\$1,047,780) and Sales Tax Extension (Fund 309) accounts for 6% (\$150,000) of Physical Environment funding.

**Chart 25.7**  
**FY 2017 Physical Environment Projects**  
**By Funding Source**



Managing Departments

Table 25.13 shows Solid Waste will manage more than 36% of the Physical Environment capital improvement projects for FY 2017. Solid Waste and Management Information Services will each manage three projects or 43% of the total projects, and Engineering and Public Works Operations will each manage two projects or the remaining 21% of the FY 2017 Physical Environment projects.

**Table 25.13**  
**FY 2017 Physical Environment Projects**  
**By Managing Department**

Managing Department	# of Projects	FY 2017 Budget
Engineering Services	2	300,000
Fleet Management	5	1,167,500
Management Information Services	3	676,780
Public Works – Operations	1	100,000
Solid Waste	3	288,450
<b>Total</b>	<b>14</b>	<b>\$2,532,730</b>

Operating Budget Impacts

Table 25.14 shows the estimated impacts that some Physical Environment projects have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and are subject to change.

**Table 25.14**  
**Physical Environment Operating Budget Impacts**

Project	Project #	FY 2017 Estimate	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
Killearn Lake Plantation Stormwater	064006	10,000	10,000	10,000	10,000	10,000
New Stormwater Vehicles & Equip.	026020	38,300	38,300	38,300	38,300	38,300
<b>Total</b>		<b>\$48,300</b>	<b>\$48,300</b>	<b>\$48,300</b>	<b>\$48,300</b>	<b>\$48,300</b>

# Leon County Fiscal Year 2017 – 2021 Capital Improvement Program

## Physical Environment Index

Page	Project	#	Life to Date FY 2015	Adj Bud FY 2016	FY 2017 Budget	FY17-FY21 Total	Project Total
25-88	Baum Road Drainage Improvements	054011	-	75,000	-	905,000	980,000
25-89	Blueprint 2000 Water Quality Enhancements	067002	3,401,725	950,560	-	-	4,352,285
25-90	Blueprint 2020 LIFE Projects	067004	-	-	-	1,888,000	1,888,000
25-91	Blueprint 2020 Water Quality & Stormwater	067003	-	-	-	3,719,000	3,719,000
25-92	Fords Arm	063005	1,020,630	4,513,282	-	-	5,533,912
25-93	Geographic Information Systems	076009	5,322,915	408,280	238,280	1,191,400	6,922,595
25-94	GIS Incremental Basemap Update	076060	2,798,178	298,500	298,500	1,492,500	4,589,178
25-95	Hazardous Waste Vehicle/Equipment Replacement	036042	-	170,000	16,000	81,000	251,000
25-96	Household Hazardous Waste Improvements	036019	489,172	47,200	38,450	38,450	574,822
25-97	Killearn Acres Flood Mitigation	064001	2,812,355	723,868	-	-	3,536,223
25-98	Killearn Lakes Plantation Stormwater	064006	2,045,285	2,148,195	-	-	4,193,480
25-99	Lake Henrietta Renovation	061001	21,304	368,695	150,000	1,050,000	1,439,999
25-100	Lake Munson Restoration	062001	673,157	227,599	-	-	900,756
25-101	Landfill Improvements	036002	1,312,890	222,253	100,000	500,000	2,035,143
25-102	Longwood Outfall Retrofit	062004	2,046	223,345	-	-	225,391
25-103	New Stormwater Vehicles & Equipment	026020	-	743,800	-	-	743,800
25-104	Pedrick Pond Stormwater Improvements	045007	188,960	58,957	-	-	247,917
25-105	Permit & Enforcement Tracking System	076015	181,779	332,687	140,000	700,000	1,214,466
25-106	Rural Waste Vehicle and Equipment Replacement	036033	286,807	305,193	282,000	392,000	984,000
25-107	Solid Waste Facility Heavy Equipment/Vehicle Replacement	036003	3,325,872	473,765	407,000	1,129,100	4,928,737
25-108	Solid Waste Master Plan	036028	-	100,000	-	-	100,000
25-109	Solid Waste Pre-Fabricated Buildings	036041	23,555	55,562	-	-	79,117
25-110	Stormwater Infrastructure Preventative Maintenance	067006	-	550,000	-	2,000,000	2,550,000
25-111	Stormwater Pond Repairs	066026	1,066,179	100,000	100,000	500,000	1,666,179
25-112	Stormwater Structure Inventory & Mapping	066003	242,211	681,398	-	-	923,609
25-113	Stormwater Vehicle/Equipment Replacement	026004	6,495,460	546,057	121,000	1,225,200	8,266,717
25-114	TMDL Compliance Activities	066004	-	200,000	150,000	250,000	450,000
25-115	Transfer Station Heavy Equipment Replacement	036010	2,619,568	238,838	341,500	1,253,450	4,111,856
25-116	Transfer Station Improvements	036023	991,115	228,500	150,000	750,000	1,969,615
25-117	Westside Stormwater	062005	12,962	400,000	-	-	412,962
25-118	Woodside Heights Sewer Project	061002	-	4,900,000	-	-	4,900,000
<b>Physical Environment Index</b>			<b>35,334,125</b>	<b>20,291,534</b>	<b>2,532,730</b>	<b>19,065,100</b>	<b>74,690,759</b>

The Capital Improvement projects highlighted are fully funded in FY 2016. It is anticipated that these projects will be carryforward into the next fiscal year.

Baum Road Drainage Improvements

Dept/Div: **Engineering Services**  
 Project #: **054011**  
 Service Type: **Physical Environment**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**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 2015), (2) design and permitting to occur in FY 2018, followed by (3) construction to occur in FY 2019.

**Financial Summary**

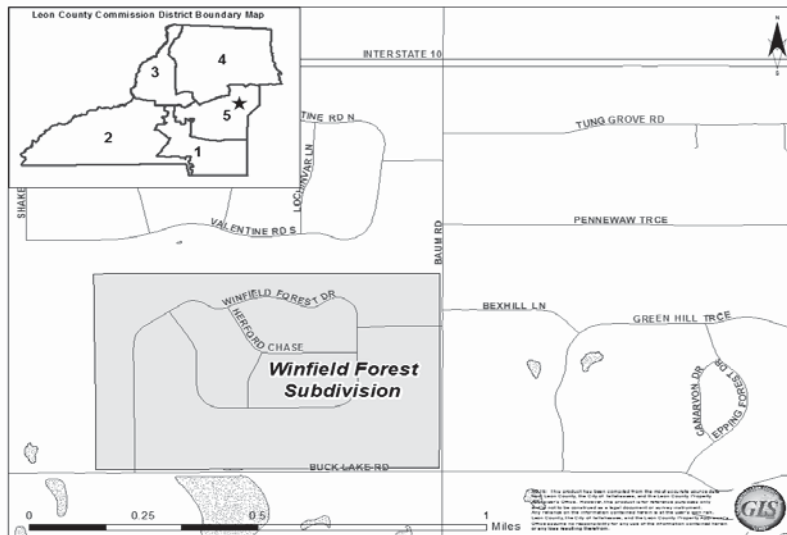
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	0	75,000	0	0	155,000	750,000	0	0	905,000	980,000
	0	75,000	0	0	155,000	750,000	0	0	905,000	980,000

**Policy/Comprehensive Plan Information**

Improving the conveyance will allow compliance with Stormwater Management Policy 1.5.2: No floodwater in the driving lanes of any roadways for a 5-year storm. The analysis has been initiated. Staff is currently developing a Base Map of the Study Area to locate critical drainage features.

**Operating Budget Impact**

Division of Operations operating budget savings from decreased roadway repair will be offset by wetland area maintenance.





Blueprint 2000 Water Quality Enhancements

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>067002</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

Blueprint 2000 set aside \$50 million (split 50/50 between the City and the County) of its 80% share of the Sales Tax Extension for stormwater and water quality retrofits. A total of \$5 million of the County's \$25 million is set-aside to retrofit existing County stormwater facilities and enhance their function.

Current Project:

Lake Heritage Outfall - this project addresses the replacement of the lake outfall structure to discharge directly into the main channel rather than the emergency flow way through the subdivision. The lake berm will be stabilized to protect downstream structures. Final design, easement acquisition, and permit issuance were completed at the end of 2014. The project was bid and awarded on June 9, 2015. The construction is anticipated to be complete in summer 2016.

Completed Projects:

Lake Munson Dam Rehabilitation - this project addressed rehabilitation of the dam structure at an adjacent County-owned location in order to address structural weaknesses and foundation instabilities at the existing dam that were currently being monitored. The rehabilitated dam maintained the existing hydraulic conditions so that no change occurs in lake level or downstream discharge.

Sharer Road Outfall Stabilization - this project addressed the significant erosion of the outfall channel from Sharer Road to the Brandon Woods Pond. Unsafe conditions and lack of maintenance access were addressed by concrete lining approximately 600 linear feet of the channel. The drainage easement was eroded to greater than 7 feet in portions of the channel. Steep sides and heavy tree growth limited access for maintenance and prevented use of standard stabilization methods.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	3,401,725	950,560	516,043	0	0	0	0	0	0	4,352,285
	3,401,725	950,560	516,043	0	0	0	0	0	0	4,352,285

**Policy/Comprehensive Plan Information**

Sales Tax Extension Referendum, Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system, which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

**Operating Budget Impact**

These projects do not result in new operating impacts. They are corrections to conditions that have required maintenance in the past and will alleviate some future maintenance needs.

## Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

### Blueprint 2020 LIFE Projects

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>067004</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

#### Project Description/Justification

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. This Blueprint 2020 project funds Livable Infrastructure for Everyone (LIFE). The LIFE projects are allocated 2% of Blueprint 2020 Sales Tax Extension funding. LIFE projects address Leon County rural area basic infrastructure needs. The projects include culvert enlargements, upgrading stormwater treatment facilities for water quality, shoulder pavement, and intersection realignments.

The County adopted a LIFE Program policy on July 12, 2016. The Board directed staff to bring back the initial five-year Capital Plan for the LIFE program for consideration during the FY 2019 budget process.

#### Financial Summary

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	0	0	789,000	1,099,000	1,888,000	1,888,000
	0	0	0	0	0	0	789,000	1,099,000	1,888,000	1,888,000

#### Policy/Comprehensive Plan Information

Livable Infrastructure for Everyone (LIFE) Program policy.

Board Strategic Plan Initiative: Economy - Ensure projects being considered for funding associated with the infrastructure Sales Tax extension address core infrastructure deficiencies in rural areas.

#### Operating Budget Impact

N/A

Blueprint 2020 Water Quality & Stormwater

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>067003</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

In November 2014, Leon County residents approved a referendum providing a second extension of the 1 Cent Local Option Sales Tax beginning in FY 2020 for 20 years. This allocation of \$85 million is for water quality and stormwater funding (split 50/50 between the City and the County) of its 80% share of the Sales Tax Extension. A total of \$42.5 million is set-aside for water quality protection and stormwater mitigation in Leon County.

On May 10, 2016, the Board authorized staff to finalize the Primary Springs Protection Grant submission for the Woodville Sewer Design utilizing \$1.5 million in unallocated fund balance to be repaid from the County's share of the Blueprint 2020 Water Quality allocation. The Board also directed staff to continue to seek future Springs Restoration grant funds for the Northeast Lake Munson (\$2.75 million match) and the Annawood/Belair areas (\$1.75 million match), utilizing unallocated fund balance for the initial match requirements, also to be repaid from Blueprint 2020 Water Quality allocation.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	0	0	1,594,000	2,125,000	3,719,000	3,719,000
	0	0	0	0	0	0	1,594,000	2,125,000	3,719,000	3,719,000

**Policy/Comprehensive Plan Information**

Sales Tax Extension Referendum; Board Strategic Initiative: Environmental - Bring central sewer to Woodville consistent with the Water and Sewer Master Plan including consideration for funding through the Sales Tax Extension; and Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

**Operating Budget Impact**

N/A

Fords Arm

Dept/Div: **Engineering Services**  
 Project #: **063005**  
 Service Type: **Physical Environment**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for water quality treatment and flow attenuation for stormwater entering Ford's Arm of Lake Jackson from the Lexington Branch. The funds will be used to provide a possible combination of attenuation, water quality treatment and flow way improvements in the contributing basin to the south and east of Fords Arm. This project will include drainage improvements at Meridian Road, Timberlane Road and Cloverdale Drive. Additional ditch stabilization proposed from Lakeshore Drive to the wetland for the tributaries entering at Nautilus Circle, Ivernia Loop, Dreadnaught Court and Hawkbill Court.

The pond and dam in Linene Woods will be evaluated for reconstruction. The outfall from Pine Tip Hills on the north arm will be assessed and a stabilization project will be developed. Future costs are estimated at \$1.25M for land, engineering services and construction.

This project is funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint 2000 for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 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	820,630	4,513,282	748,985	0	0	0	0	0	0	5,333,912
	<u>1,020,630</u>	<u>4,513,282</u>	<u>748,985</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,533,912</u>

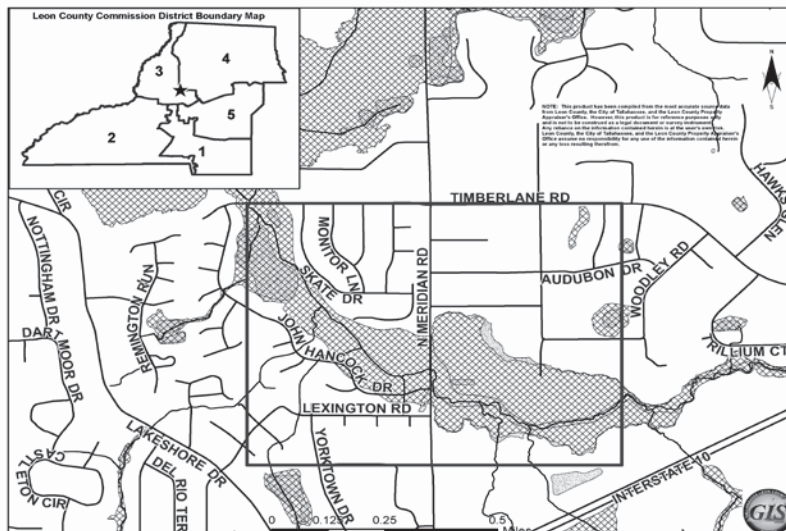
**Policy/Comprehensive Plan Information**

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Policy 2.7.7:[C]( Leon County) Local government shall develop a program for retrofitting developed areas which lack adequate facilities for treating stormwater runoff by defining and implementing a sequence of intermediate milestones necessary to achieve the retrofit objective. Local government shall fund and initiate a work program to quantify water quality problems, costs and mitigation methods. Using this information it shall develop more specific retrofit objectives with due consideration to costs, methodology and the community's willingness to financially support implementation. Policies shall be adopted into the comprehensive plan that reflects these objectives including program funding targets. Local government shall then develop, fund, and initiate a water quality enhancement program, which will achieve the retrofit goals on the established schedule.

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system, which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

**Operating Budget Impact**

Resolving roadway flooding at Meridian and Timberlane Roads will reduce Operations emergency response efforts to close road during heavy storms.



Geographic Information Systems

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076009</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the funding of the City of Tallahassee and Leon County Geographic Information System Interlocal Project. Tallahassee-Leon County Geographic Information System (TLC GIS) was created in May 1990 when the City of Tallahassee, Leon County, and the Property Appraiser's Office entered into an Interlocal Agreement. The mission of TLC GIS is to:

- Develop a common base map
- Promote the sharing of resources
- Reduce redundancy of data collection and creation
- Provide a mechanism to maintain the base map and other data layers
- Encourage enterprise information management solutions
- Enhance decision making for public officials.

This project includes the following items, of which 50% is reimbursed by the City of Tallahassee:

\$52,000 Virtualization & Disaster Recovery  
 \$81,000 ESRI ELA  
 \$58,548 Infrastructure Improvements  
 \$46,732 ESRI EEAP & Geodatabase Support  
 Total \$238,280

Virtualization & Disaster Recovery: This funding is utilized to support the ongoing costs of the shared infrastructure environment with Management Information Systems (approximately 50% of these funds). It has also been set aside to assist in setting up the necessary infrastructure for disaster recovery specific to GIS.

Environmental Systems Research Institute, Inc. 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. This overall cost for the enterprise license is split between the CIP and operating funds.

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.

ESRI Enterprise Advantage Program (EEAP) & Geodatabase Support: The ESRI EEAP covers premium support services that includes an assigned technical advisor and account manager who provide technical support, that can reach out to product experts within ESRI. They also provide industry best practices and yearly on-site planning sessions.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	5,322,915	408,280	177,709	238,280	238,280	238,280	238,280	238,280	1,191,400	6,922,595
	5,322,915	408,280	177,709	238,280	238,280	238,280	238,280	238,280	1,191,400	6,922,595

**Policy/Comprehensive Plan Information**

Geographic Information System City of Tallahassee/Leon County Interlocal Agreement (1990)

The Comprehensive Plan mandates that a series of map layers be compiled and maintained for use in Comprehensive Plan implementation.

The environmental component of both the City and County land development ordinances contain clauses mandating that protected natural features be mapped pursuant to applications for development.

The Florida Department of Revenue requires that all property appraisers' offices in the State of Florida compile and maintain digital Cadastres (a register of property showing the extent, value, and ownership of land for taxation) that meet specific guidelines governing methodologies to be used and the layers to be compiled. Required layers include platted lots, tax parcels, rights-of-way and legal dimensions.

**Operating Budget Impact**

N/A

Geographic Information Systems Incremental Basemap Update

Dept/Div:	<b>Management Information Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>076060</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the incremental update of the Tallahassee-Leon County Geographic Information System (TLC GIS) basemap. The basemap includes orthophotography, planimetrics and a digital elevation model with contours. These elements are essential in providing timely and accurate basemap information, which provides positional control for other critical Geographic Information System information and the analysis opportunities they support. They are the foundation for geo-referencing (tying to coincident geographic features for accurate and reliable referencing) many of the Geographic Information System data layers.

In June 2008, the Florida Department of Revenue, FDOR, was directed under Chapter 195.002 Florida Statutes, to provide each County Property Appraiser's 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 annually 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.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	2,798,178	298,500	298,500	298,500	298,500	298,500	298,500	298,500	1,492,500	4,589,178
	2,798,178	298,500	298,500	298,500	298,500	298,500	298,500	298,500	1,492,500	4,589,178

**Policy/Comprehensive Plan Information**

Geographic Information System City of Tallahassee/Leon County Interlocal Agreement (1990); Permit Enforcement & Tracking System City of Tallahassee/Leon County Interlocal Agreement (1993)

The Comprehensive Plan mandates that a series of map layers be compiled and maintained for use in Comprehensive Plan implementation. The environmental component of both the City and County land development ordinances contain clauses mandating that protected natural features be mapped pursuant to applications for development.

Florida Department of Revenue requires that all property appraisers' offices in the State of Florida compile and maintain digital Cadastres that meet specific guidelines governing methodologies to be used and the layers to be compiled. Required layers include platted lots, tax parcels, right-of-ways, and legal dimensions.

**Operating Budget Impact**

N/A







Killearn Acres Flood Mitigation

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>Yes</b>
Project #:	<b>064001</b>	Capital Improvement:	<b>Stormwater</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Current Level of Service:	<b>D</b>

**Project Description/Justification**

The project updated the adopted FEMA Flood Insurance Rate Maps for the Killearn Acres Tributary between Bradfordville Road and Pimlico Drive. Creating a single floodway will comply with the Comprehensive Plan requirement to map the primary drainage system. In addition, establishing a Base Flood Elevation along the Tributary 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 primary conveyance through Killearn Acres was upgraded with recent capital projects. 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 to occur in FY 2015 and property acquisition or construction to occur in FY 2016.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	2,402,854	723,868	213,733	0	0	0	0	0	0	3,126,722
318 Bond Series 1999 Construction	409,501	0	0	0	0	0	0	0	0	409,501
	<b>2,812,355</b>	<b>723,868</b>	<b>213,733</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,536,223</b>

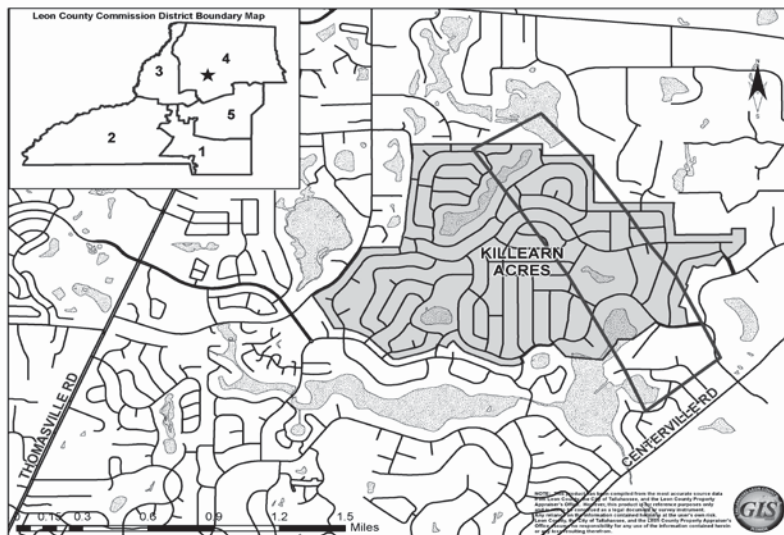
**Policy/Comprehensive Plan Information**

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system, which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. Comprehensive Plan Levels of Service for Stormwater conveyance requires that no floodwaters enter a residence in a 100-year storm.

Comprehensive Plan Conservation Element Policy 1.3.1, which requires that floodplains, floodways, and improved elements of the primary drainage system be mapped and included in the conservation overlay.

**Operating Budget Impact**

Operating impacts are anticipated to be covered by the existing Operations Division operating budget.



Killearn Lakes Plantation Stormwater

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>Yes</b>
Project #:	<b>064006</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Current Level of Service:	<b>N/A</b>

**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. During FY 2015, the Board approved \$1,000,000 for continued stormwater system improvements for this project.

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. Additional funding required to complete this project (Unit 1, Phases 1 & 2; Unit 2, Phase 2; and Unit 3, Phases 2 & 3) has not been identified. An estimated \$7 million is needed to complete the project.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	126,779	73,221	9,179	0	0	0	0	0	0	200,000
309 Sales Tax - Extension	1,918,506	2,074,974	29,474	0	0	0	0	0	0	3,993,480
	<b>2,045,285</b>	<b>2,148,195</b>	<b>38,653</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,193,480</b>

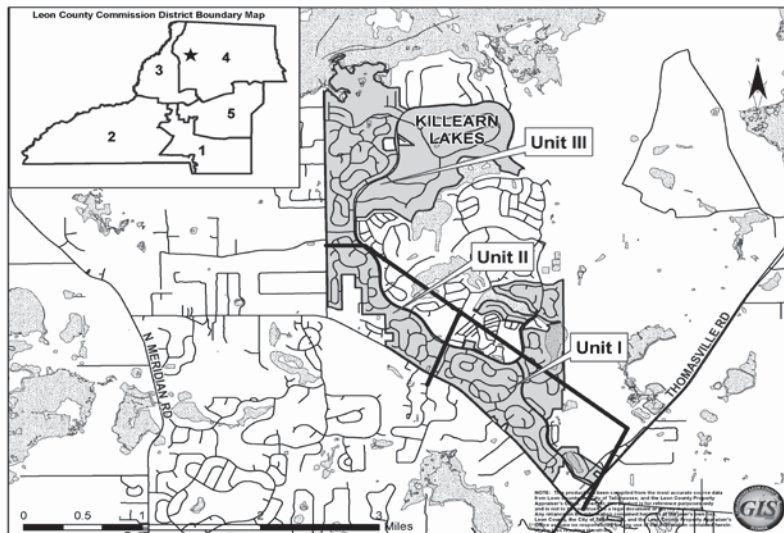
**Policy/Comprehensive Plan Information**

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system, which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

**Operating Budget Impact**

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. Mowing is done three times per year and will require several passes each time for completion. Estimated impacts anticipated to begin in FY 2017:

\$10,000 for contract mowing



Lake Henrietta Renovation

Dept/Div: **Engineering Services**  
 Project #: **061001**  
 Service Type: **Physical Environment**  
 Status: **Existing Revised Project**

Comp Plan CIE Project: **Yes**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project involves the major restoration of the 16-year-old Lake Henrietta stormwater facility on Springhill Road. The pond was constructed with its northern five acres excavated as a sump to capture and concentrate the sediment from the west, central and east drainage ditches. An original projection of 8,000 cubic yards of sediment removal was expected at this juncture in the ponds service life. However, during the initial design phase, the actual amount found is approximately 53,000 cubic yards. The amount of sediment captured in this sump far exceeds the estimates, which is believed to be largely due to the delay of planned implementation of restoration projects in the contributing area. Due to the much larger than expected sediment quantity, hydraulic dredging is the best long-term solution. This requires property acquisition for storage and processing of dredge material.

The project is divided into five phases: Property acquisition (funded in FY 2016), design and permitting of adjacent spoil handling site (FY 2017), hydraulic dredging (FY 2018-2019), and design and installation of a trash rack (FY 2020). After this initial intensive restoration cycle, dredging would need to be done in approximate 5-year increments or less, if the upstream projects are completed.

This project is funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint 2000 for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

**Financial Summary**

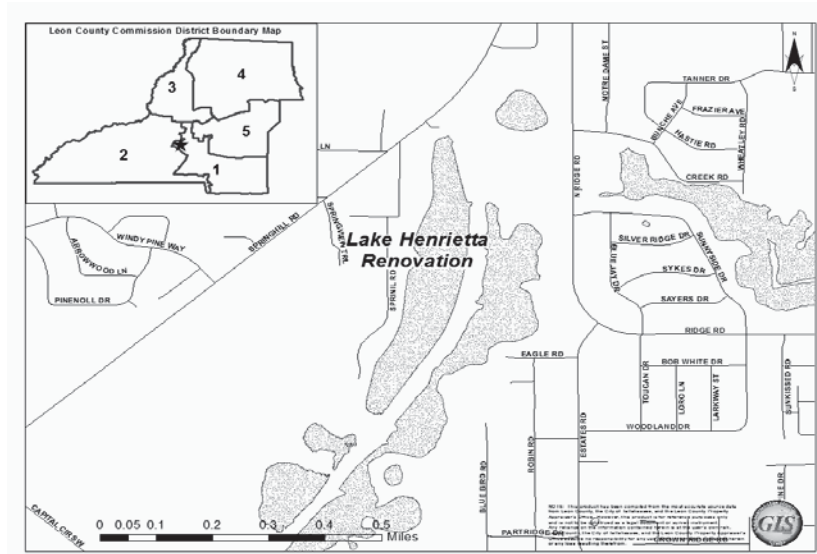
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	21,304	368,695	46,141	150,000	350,000	350,000	200,000	0	1,050,000	1,439,999
	21,304	368,695	46,141	150,000	350,000	350,000	200,000	0	1,050,000	1,439,999

**Policy/Comprehensive Plan Information**

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system, which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality. Comprehensive Plan Levels of Service for Stormwater conveyance requires that no floodwaters enter a residence in a 100-year storm.

**Operating Budget Impact**

Removal of the sediment will reduce Division of Operations efforts to maintain flows into the facility and is necessary for permit compliance and enhance water quality within the Lake Munson basin.



Lake Munson Restoration

Dept/Div: **Engineering Services**  
 Project #: **062001**  
 Service Type: **Physical Environment**  
 Status: **Existing Revised Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project involves the removal of exotic and invasive plants along Munson Slough from Lake Munson to Lake Henrietta. Beneficial native plants will be planted to restore the wetlands adjacent to the Slough. Information kiosks at Lake Munson and Lake Henrietta will explain the function of stormwater facilities and wetlands in protecting Lake Munson.

Future plans will target the clean-up of 8-mile Pond to improve water quality discharging to the aquifer. This activity will support site development requested for park use. State grant funds will be pursued for the debris cleanup. However, Clean Water Act Section 319 grant funds require design plans. Any future funding available would be used for this project.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

**Financial Summary**

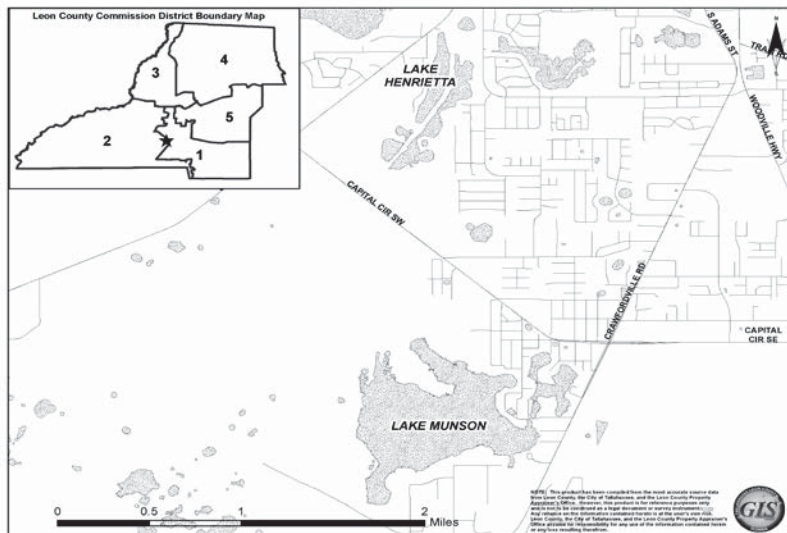
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	507,114	0		0	0	0	0	0	0	507,114
309 Sales Tax - Extension	150,917	227,599	0	0	0	0	0	0	0	378,516
318 Bond Series 1999 Construction	15,126	0	0	0	0	0	0	0	0	15,126
	<b>673,157</b>	<b>227,599</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>900,756</b>

**Policy/Comprehensive Plan Information**

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: Provide a stormwater management system, which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

**Operating Budget Impact**

N/A





Longwood Outfall Retrofit

Dept/Div: **Engineering Services**      Comp Plan CIE Project: **N/A**  
 Project #: **062004**      Capital Improvement: **N/A**  
 Service Type: **Physical Environment**      Level of Service Standard: **N/A**  
 Status: **Existing Project - Carryforward**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the improvement of erosion and localized flooding downstream in the Longwood Subdivision in west Leon County. The flow way will be graded to increase stormwater flow attenuation, stabilized to reduce erosion from peak flows and planted with vegetation to improve water quality treatment and enhance the natural channel. The Longwood outfall retrofit will discharge to Gum Swamp, which will lower the downstream water elevations allowing positive drainage away from the subdivision. The retrofit will proceed in advance of the Westside Student Corridor Gateway project.

This project is funded by the 10% share of the Sales Tax Extension dedicated to Leon County.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	2,046	223,345	0	0	0	0	0	0	0	225,391
	2,046	223,345	0	0	0	0	0	0	0	225,391

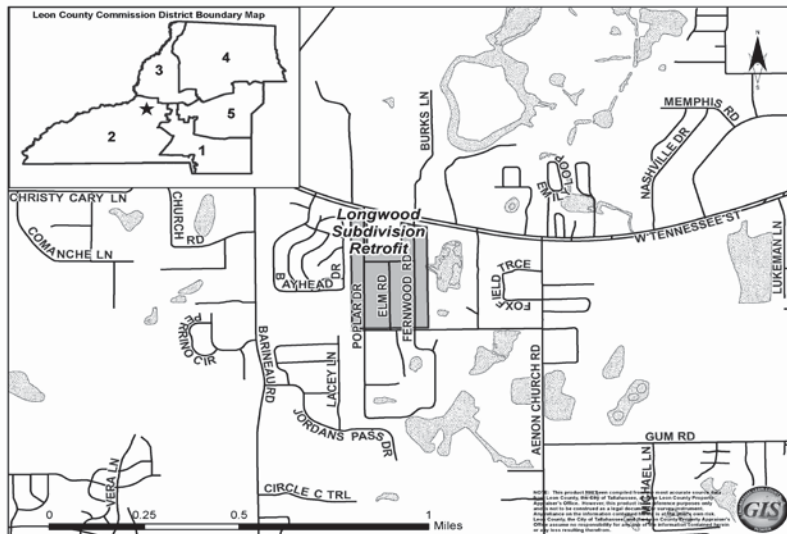
**Policy/Comprehensive Plan Information**

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Policy 2.7.7:[C]( Leon County) Local government shall develop a program for retrofitting developed areas which lack adequate facilities for treating stormwater runoff by defining and implementing a sequence of intermediate milestones necessary to achieve the retrofit objective. Local government shall fund and initiate a work program to quantify water quality problems, costs and mitigation methods. Using this information it shall develop more specific retrofit objectives with due consideration to costs, methodology and the community's willingness to financially support implementation. Policies shall be adopted into the comprehensive plan that reflects these objectives including program funding targets. Local government shall then develop, fund, and initiate a water quality enhancement program, which will achieve the retrofit goals on the established schedule.

Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system, which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

**Operating Budget Impact**

N/A





Pedrick Pond Stormwater Improvements

Dept/Div: **Engineering Services**  
 Project #: **045007**  
 Service Type: **Physical Environment**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project is for elevating two portions of the existing walking trail that are inundated by higher pond stages. The high water level prevents citizens from walking around the entire perimeter of the facility, and a portion of sidewalk along Pedrick Road is also rendered unusable. The boardwalk has been raised to prevent the walking trail from flooding during higher pond stages.

This project also includes planting wetland vegetation to prevent silt accumulation and to enhance percolation on the pond littoral shelf.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	188,960	58,957	14,027	0	0	0	0	0	0	247,917
	188,960	58,957	14,027	0	0	0	0	0	0	247,917

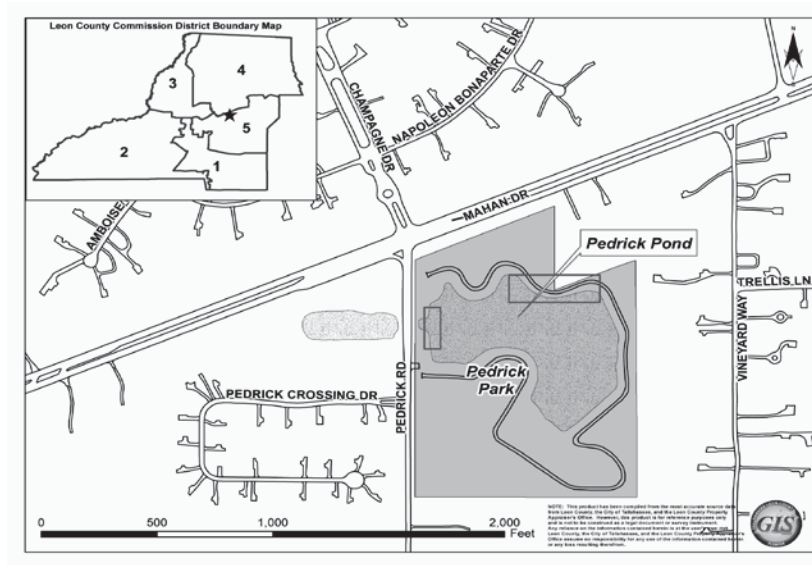
**Policy/Comprehensive Plan Information**

Supports Strategic Priority Environment by promoting sustainable practices and reusing stormwater runoff in lieu of potable or well water for irrigation.

Supports Conservation Element of the Comprehensive Plan Groundwater Protection Objectives 4.1 and 4.2.1

**Operating Budget Impact**

Operating impacts are anticipated to be covered by the existing Facilities Management operating budget.





Permit & Enforcement Tracking System

Dept/Div: **Management Information Services**      Comp Plan CIE Project: **N/A**  
 Project #: **076015**      Capital Improvement: **N/A**  
 Service Type: **Physical Environment**      Level of Service Standard: **N/A**  
 Status: **Existing Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for the County's funding for the joint City of Tallahassee and Leon County Interlocal Project involving the Permit Enforcement & Tracking System (PETS). Beginning in FY 2012, these funds replaced the County's portion of the system with the new web-based permitting system.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	181,779	332,687	151,937	140,000	140,000	140,000	140,000	140,000	700,000	1,214,466
	181,779	332,687	151,937	140,000	140,000	140,000	140,000	140,000	700,000	1,214,466

**Policy/Comprehensive Plan Information**

Interlocal Agreement with City of Tallahassee (Amended October 17, 2003 and May 29, 2015)

Permit Enforcement and Tracking System Interlocal Agreement with the City (1993)

**Operating Budget Impact**

N/A





# Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

## Solid Waste Master Plan

Dept/Div: **Solid Waste**  
 Project #: **036028**  
 Service Type: **Physical Environment**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

### Project Description/Justification

This project is for the development of a master plan for the Solid Waste Management Facility.

On May 12, 2015, the Board approved closing the landfill at the Solid Waste Management Facility on Apalachee Parkway and for staff to begin the long-term master plan for the site.

### Financial Summary

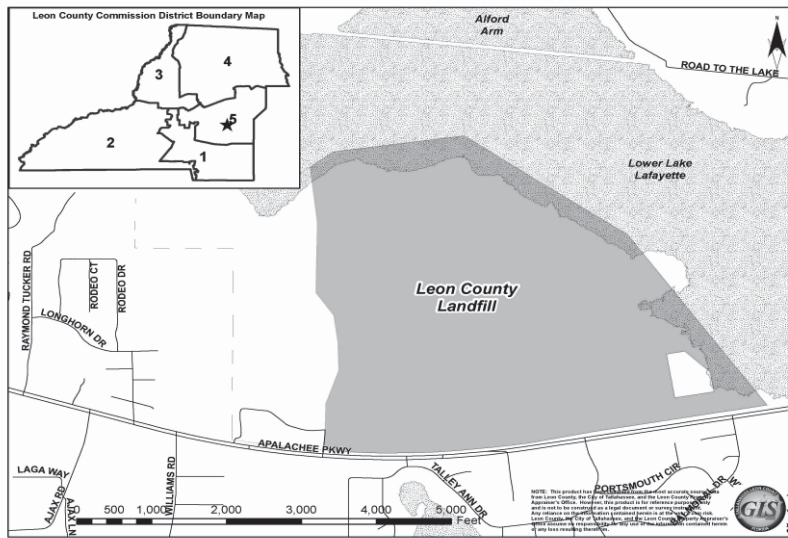
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
401 Solid Waste	0	100,000	0	0	0	0	0	0	0	100,000
	0	100,000	0	0	0	0	0	0	0	100,000

### Policy/Comprehensive Plan Information

N/A

### Operating Budget Impact

N/A





## Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

### Stormwater Infrastructure Preventative Maintenance

Dept/Div: <b>Engineering Services</b>	Comp Plan CIE Project: <b>N/A</b>
Project #: <b>067006</b>	Capital Improvement: <b>N/A</b>
Service Type: <b>Physical Environment</b>	Level of Service Standard: <b>N/A</b>
Status: <b>New Project</b>	Current Level of Service: <b>N/A</b>

**Project Description/Justification**

This project 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 the unincorporated county is being conducted to proactively prioritize and schedule the replacement of more than 1,000 major culverts before failure. An annual budget of \$500,000 is established for this project.

During heavy rain events in April 2016, open metal culverts failed on Tram Road, west of the Leon/Jefferson counties line, causing a section of the road to collapse. The road was closed to citizens while temporary repairs were made; however, due to these culverts having reached their life expectancy of more than 30 years, it is recommended that they be replaced. The estimated project cost is \$450,000.

To ensure the timely progress of this project, on July 12, 2016, the Board approved \$550,000 in FY 2016 funding for cross drain culvert replacements on Tram Road and the initiation of other stormwater preventative maintenance projects.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	550,000	0	0	500,000	500,000	500,000	500,000	2,000,000	2,550,000
	0	550,000	0	0	500,000	500,000	500,000	500,000	2,000,000	2,550,000

**Policy/Comprehensive Plan Information**

Stormwater Management Goal 1- Provide a stormwater management system which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protect surface water and groundwater quality.

**Operating Budget Impact**

N/A

Stormwater Pond Repairs

Dept/Div:	<b>Public Works - Operations</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>066026</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project provides funding for the emergency repair and replacement of stormwater structures including filters associated with County-owned stormwater facilities and roadways. The County has a large number of aging stormwater systems, which have deteriorated and may not function at optimal levels during large rainfall events.

These repairs are essential to provide for public safety and ensure that stormwater facilities continue to meet environmental and operating permit requirements. Poorly functioning systems can suffer from reduced storage capacity causing an increased potential for flooding.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	1,066,179	100,000	39,073	100,000	100,000	100,000	100,000	100,000	500,000	1,666,179
	1,066,179	100,000	39,073	100,000	100,000	100,000	100,000	100,000	500,000	1,666,179

**Policy/Comprehensive Plan Information**

Federal Non-Point Discharge Elimination System (NPDES), Section 40 CFR 122.26  
 State Water Policy, Florida Administrative Code Chapter 62, Rule 62-40.432(2)(c)  
 Leon County Code of Ordinances, Chapter 10, Article VII

**Operating Budget Impact**

N/A

Stormwater Structure Inventory and Mapping

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>066003</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project - Carryforward</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the continued mapping of Leon County's stormwater structure inventory. The National Pollutant Discharge Elimination System (NPDES) permit for Leon County's Municipal Separate Storm Sewer System (MS4) was renewed November 2011. This permit requires the mapping of known stormwater structural controls within the first year of the 5-year permit. The map will be maintained by staff using as-built surveys as projects are completed. The map will be integrated with the Operations Division work-order system to document compliance with inspection and maintenance requirements of the MS4 permit.

Phase 1 is complete including major culverts that have been inventoried. Stormwater ponds and ditches remain to be completed.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	242,211	681,398	69,678	0	0	0	0	0	0	923,609
	242,211	681,398	69,678	0	0	0	0	0	0	923,609

**Policy/Comprehensive Plan Information**

The Federal Clean Water Act requires local communities to remain in compliance with the federal NPDES program regarding stormwater management of municipal systems.

**Operating Budget Impact**

N/A



## Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

### Stormwater Vehicle & Equipment Replacement

Dept/Div: <b>Fleet Management</b>	Comp Plan CIE Project: <b>N/A</b>
Project #: <b>026004</b>	Capital Improvement: <b>N/A</b>
Service Type: <b>Physical Environment</b>	Level of Service Standard: <b>N/A</b>
Status: <b>Existing Project</b>	Current Level of Service: <b>N/A</b>

**Project Description/Justification**

This project is for the replacement of stormwater vehicles and equipment. It is estimated that the vehicles/equipment being replaced will generate \$17,000 in surplus sales. The following is the FY 2017 replacement schedule:

Department/Division	Year/Make Description	Mileage/Hours	Original Cost	Repair Cost to Date	Estimated Replacement Cost
OPERATIONS	2009 FORD RANGER	104,878	\$18,354	\$5,484	\$31,000
OPERATIONS	2011 FORD F-750 CREW CAB	40,232	\$79,530	\$33,752	\$90,000

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	6,495,460	546,057	0	121,000	184,100	180,100	305,000	435,000	1,225,200	8,266,717
	6,495,460	546,057	0	121,000	184,100	180,100	305,000	435,000	1,225,200	8,266,717

**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**

N/A

## Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

### TMDL Compliance Activities

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>066004</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Physical Environment</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

#### Project Description/Justification

This project addresses the Florida Department of Environmental Protection (FDEP) and the U.S. Environmental Protection Agency (USEPA) assigned Total Maximum Daily Load (TMDL) limits to pollution entering local surface waters. The project funds activities for water bodies and watercourses where a TMDL has been adopted. Examples of proposed activities are sampling to determine load reduction or support of recommended restoration activities, and public education regarding septic tank impacts.

This project also includes the development of Basin Management Action Plans (BMAP). The TMDLs for the Upper Wakulla River, Munson Slough, Lake Munson, and the Harbinwood Estates Drain require BMAPs be developed among stakeholders to accomplish the necessary reductions. The stakeholders include Leon County, Florida Department of Transportation (FDOT), City of Tallahassee, Wakulla County, Florida State University, and Florida A&M University. County staff has had discussions with the City of Tallahassee, a key primary stakeholder, early in the BMAP process in an effort to narrow potential differences in allocations and foster cooperation and/or develop joint projects that benefit the environment. The BMAPs will culminate with Interlocal agreements committing each party to actions to achieve their allocated reduction. The County's Non-Point Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permit will be amended to include the BMAP commitments. To provide data for project selection, sampling of Lake Munson and Munson Slough will be conducted with future years dependent on BMAP requirements.

The initial phase includes evaluating and allocating the pollutant load reductions. The BMAP interlocal agreements are anticipated to require additional monitoring of water quality and construction of additional stormwater management facilities, all of which will require some years to complete.

The County continues to pursue grant funding to address TMDL limits, such as the Northwest Florida Management District (NFWFMD) "Septic to Sewer" grant. The NFWFMD awarded the County a \$1,950,000 50% matching grant to eliminate septic tanks in Woodside Heights, the Lake Munson Target Area, by connecting the subdivision to the City of Tallahassee's Advanced Wastewater Treatment Facility.

#### Financial Summary

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	200,000	0	150,000	100,000	0	0	0	250,000	450,000
	0	200,000	0	150,000	100,000	0	0	0	250,000	450,000

#### Policy/Comprehensive Plan Information

The federal NPDES MS4 permit will incorporate the terms of the BMAP Interlocal agreements.

#### Operating Budget Impact

N/A



Transfer Station Improvements

Dept/Div: **Solid Waste**  
 Project #: **036023**  
 Service Type: **Physical Environment**  
 Status: **Existing Project**

Comp Plan CIE Project: **N/A**  
 Capital Improvement: **N/A**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **N/A**

**Project Description/Justification**

This project 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 to the facility.

**Financial Summary**

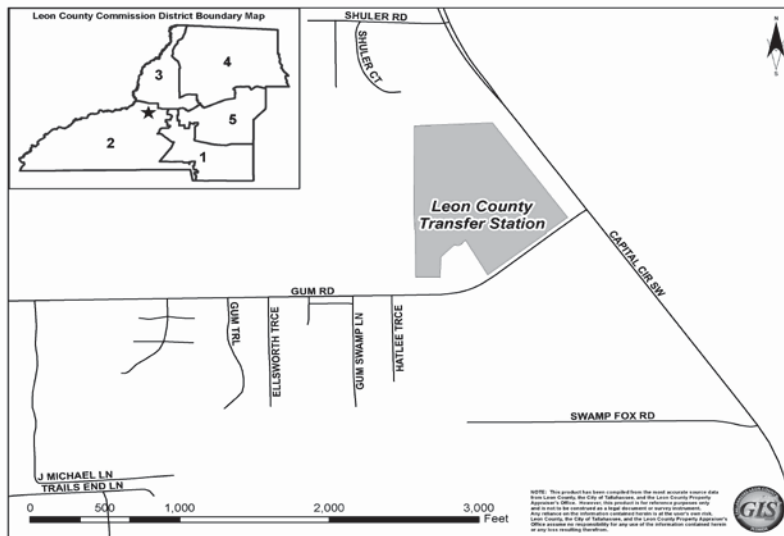
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
401 Solid Waste	991,115	228,500	80,781	150,000	150,000	150,000	150,000	150,000	750,000	1,969,615
	991,115	228,500	80,781	150,000	150,000	150,000	150,000	150,000	750,000	1,969,615

**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



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**      Current Level of Service: **N/A**

**Project Description/Justification**

This project is for remapping the Federal Emergency Management Flood Insurance Rate Maps for the Target Planning Area. The Board opted to eliminate the construction portion of this project at the March 10, 2015 meeting. The remapping is anticipated to be completed in FY 2017.

This project is funded by the \$50 million (split 50/50 between the City and the County) set aside by Blueprint 2000 for stormwater and water quality retrofits. Funding is provided by Blueprint's 80% share of the Sales Tax Extension dedicated to the agency.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
309 Sales Tax - Extension	12,962	400,000	0	0	0	0	0	0	0	412,962
	12,962	400,000	0	0	0	0	0	0	0	412,962

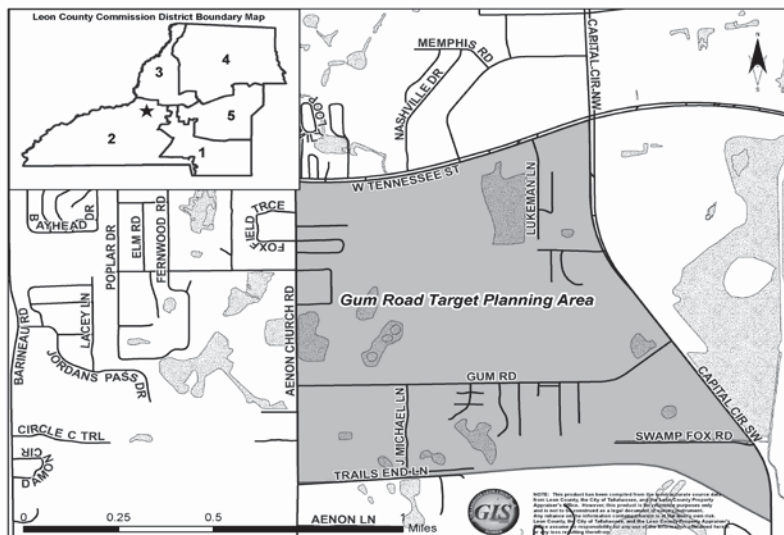
**Policy/Comprehensive Plan Information**

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Policy 2.7.7:[C]( Leon County) Local government shall develop a program for retrofitting developed areas which lack adequate facilities for treating stormwater runoff by defining and implementing a sequence of intermediate milestones necessary to achieve the retrofit objective. Local government shall fund and initiate a work program to quantify water quality problems, costs and mitigation methods. Using this information, local government shall develop more specific retrofit objectives with due consideration to costs, methodology and the community's willingness to financially support implementation. Policies shall be adopted into the comprehensive plan that reflects these objectives including program funding targets. Local government shall then develop, fund, and initiate a water quality enhancement program, which will achieve the retrofit goals on the established schedule.

Comprehensive Plan Reference: STORMWATER MANAGEMENT GOALS, OBJECTIVES AND POLICIES: Goal 1: provide a stormwater management system, which protects the health, welfare and safety of the general public by reducing damage and inconvenience from flooding and protects surface water and groundwater quality.

**Operating Budget Impact**

N/A



## Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

### Woodside Heights Sewer Project

Dept/Div: <b>Engineering Services</b>	Comp Plan CIE Project: <b>N/A</b>
Project #: <b>061002</b>	Capital Improvement: <b>N/A</b>
Service Type: <b>Physical Environment</b>	Level of Service Standard: <b>N/A</b>
Status: <b>New Project</b>	Current Level of Service: <b>N/A</b>

#### Project Description/Justification

This project funds the septic tank to sewer conversion in the Woodside Heights subdivision 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. This project is funded by a \$2,450,000 grant from the Northwest Florida Water Management District (NWFWM), as part of the Florida Department of Environmental Protection Springs Restoration program, and matching funds from the County. The total \$4,900,000 in grant and matching funds will fund the design and construction of central sewer lines, connection of homes to the lines, and removal of septic tanks from the homes.

A portion of the grant match for this project \$1,950,000 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.

#### Financial Summary

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
125 Grants	0	2,950,000	0	0	0	0	0	0	0	2,950,000
309 Sales Tax - Extension	0	1,950,000	0	0	0	0	0	0	0	1,950,000
	0	4,900,000	0	0	0	0	0	0	0	4,900,000

#### 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



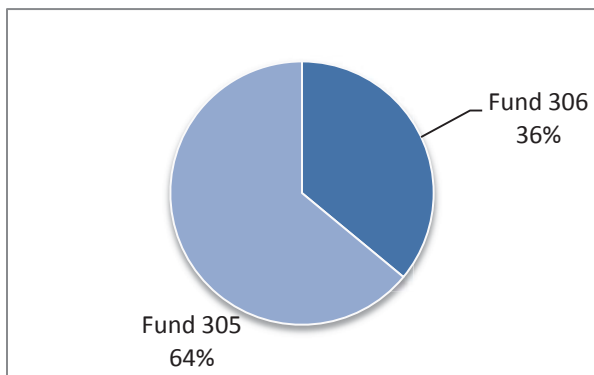
Overview

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 2017 include Arterial/Collector and Local Road Resurfacing, Sidewalk Program, Public Works Vehicle & Equipment Replacement and Open Graded Cold Mix Maintenance & Resurfacing.

Funding Sources

Chart 24.8 illustrates 64% or (\$4,375,000) of the Sales Tax Extension (Fund 309) funds the F Y 2017 transportation budget. The Gas Tax (Fund 306) funds the remaining 36% (\$2,498,003).

**Chart 24.8  
FY 2017 Transportation Projects  
By Funding Source**



Managing Departments

Table 24.15 shows Engineering Services will manage 50% of the FY 2017 Transportation capital improvement projects. Fleet Management and Public Works Operations each will manage 2 projects or the remaining 50% of the FY 2017 transportation projects.

**Table 24.15  
Transportation Projects  
By Managing Department**

Managing Department	# of Projects	FY 2017 Budget
Engineering Services	4	5,333,203
Fleet Management	2	804,600
Public Works Operations	2	735,200
<b>Total</b>	<b>8</b>	<b>\$6,873,003</b>

Operating Budget Impacts

Table 25.14 shows the estimated impacts that some Transportation projects have on the operating budget. Impacts are shown in the fiscal year which they are anticipated to begin as well as the out-years that are affected by additional operating costs. These impacts are only estimates and are subject to change.

**Table 25.16  
Transportation Operating Budget Impacts**

Project	Project #	FY 2017 Estimate	FY 2018 Estimate	FY 2019 Estimate	FY 2020 Estimate	FY 2021 Estimate
New Public Works Vehicles & Equip.	026022	1,916	1,916	1,916	1,916	1,916
Street Lights Programs	057013	10,000	10,000	10,000	10,000	10,000
<b>Total</b>		<b>\$11,916</b>	<b>\$11,916</b>	<b>\$11,916</b>	<b>\$11,916</b>	<b>\$11,916</b>



# Leon County Fiscal Year 2017 – 2021 Capital Improvement Program

## Transportation Index

Page	Project	#	Life to Date FY 2015	Adj Bud FY 2016	FY 2017 Budget	FY17-FY21 Total	Project Total
25-121	Arterial/Collector Roads Pavement Markings	026015	646,297	135,200	135,200	676,000	1,457,497
25-122	Arterial/Collector and Local Road Resurfacing	056001	31,123,920	6,198,275	3,225,000	16,669,300	53,991,495
25-123	Bannerman Road	054003	3,984,548	2,172,685	-	-	6,157,233
25-124	Community Safety & Mobility	056005	7,026,265	1,890,727	550,000	2,420,000	11,336,992
25-125	Intersection and Safety Improvements	057001	7,867,238	5,632,646	-	1,845,850	15,345,734
25-126	Magnolia Drive Multi-Use Trail	055010	20,927	8,329,074	-	-	8,350,001
25-127	New Public Works Vehicles & Equipment	026022	-	-	93,000	93,000	93,000
25-128	Old Bainbridge Road Safety Improvements	053007	-	322,000	-	1,424,000	1,746,000
25-129	Open Graded Cold Mix Maintenance/Resurfacing	026006	11,988,443	1,341,764	600,000	3,000,000	16,330,207
25-130	Public Works Design and Engineering	056011	202,195	75,000	100,000	500,000	777,195
25-131	Public Works Vehicle/Equipment Replacement	026005	9,661,761	733,436	711,600	3,045,100	13,440,297
25-132	Sidewalk Program	056013	1,565,836	1,495,623	1,458,203	9,626,264	12,687,723
25-133	Springhill Road Bridge Rehabilitation	051008	-	350,500	-	-	350,500
25-134	Street Lights Program - Unincorporated Areas	057013	-	125,000	-	500,000	625,000
25-135	Transportation and Stormwater Improvements	056010	8,625,187	4,119,945	-	2,000,000	14,745,132
Transportation Total			<b>82,712,617</b>	<b>32,921,875</b>	<b>6,873,003</b>	<b>41,799,514</b>	<b>157,434,006</b>

The Capital Improvement projects highlighted are fully funded in FY 2016. It is anticipated that these projects will be carryforward into the next fiscal year.



Arterial/Collector and Local Road Resurfacing

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>056001</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the annual resurfacing of part of the County's arterial/collector road and local road systems. In FY 2016, the Local Road Resurfacing project (057005) was combined with the Arterial/Collector Road Resurfacing project and retitled Arterial/Collector and Local Road Resurfacing.

The County is responsible for the general superintendence and control of the county roads and structures. Current funding levels have allowed the resurfacing of approximately 10 miles of Arterial/Collector roads per year. There are approximately 252 miles of Arterial/Collector roads in the County system. At this funding level, it can be expected that all Arterial/Collector roads will be resurfaced on a 25-year frequency.

Current funding levels allow for the resurfacing of approximately 3.25 miles of Local roads per year. There are approximately 340 miles of Local roads in the County system.

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.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	816,081	0	0	0	0	0	0	0	0	816,081
308 Sales Tax	26,257,480	1,301,733	22,033	0	0	0	0	0	0	27,559,213
309 Sales Tax - Extension	4,050,358	4,896,542	2,495,438	3,225,000	3,375,000	3,000,000	200,000	0	9,800,000	18,746,900
351 Sales Tax - Extension 2020	0	0	0	0	0	0	3,400,000	3,469,300	6,869,300	6,869,300
	<u>31,123,920</u>	<u>6,198,275</u>	<u>2,517,471</u>	<u>3,225,000</u>	<u>3,375,000</u>	<u>3,000,000</u>	<u>3,600,000</u>	<u>3,469,300</u>	<u>16,669,300</u>	<u>53,991,495</u>

**Policy/Comprehensive Plan Information**

Florida Statute 336.02 - Responsibility for County road systems and structures within the County's jurisdiction.

**Operating Budget Impact**

N/A

# Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

## Bannerman Road

Dept/Div: **Engineering Services**  
 Project #: **054003**  
 Service Type: **Transportation**  
 Status: **Existing Project - Carryforward**

Comp Plan CIE Project: **Yes**  
 Capital Improvement: **Roadways**  
 Level of Service Standard: **N/A**  
 Current Level of Service: **E**

### Project Description/Justification

This project is for improvements to Bannerman Road from Meridian Road to Thomasville Road. In FY 2009, the Board revised the scope of this project to focus on a Corridor Study to determine the options for the potential widening of the road. Project funds were reallocated to provide for the resurfacing of the road and have been completed. The Corridor Study has been completed and the Board accepted the final report on December 11, 2012. The reconstruction of the Bull Headley intersection is complete.

Funding was provided in FY 2015 for an interim improvement to widen the road from current four-lane cross section to 900 feet west of Quail Commons. This enhancement was approved by the Board on January 21, 2014. In addition, the Board approved accessing Significant Benefit traffic improvement funds accumulated by the City (\$1,649,782) and the County (\$370,518). This is in accordance with the County's October 2008 Agreement with the City of Tallahassee and FDOT for the collection and use of proportionate fair share funds on projects identified as providing a significant benefit to the transportation network, as Bannerman Road is a significant benefit Tier 1 project.

Subsequent to community input related to adjacent commercial development, the Board approved a Public-Private Cooperation Agreement for the construction of a roundabout on Bannerman Road. The roundabout will address FDOT traffic spacing standards, and reduce the likelihood of traffic backing up onto Thomasville Road.

The remainder of the road widening and improvements will be funded from Blueprint 2000's 80% share of the Sales Tax Extension 2020.

### Financial Summary

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
125 Grants	1,043,347	1,006,496	606,406	0	0	0	0	0	0	2,049,843
306 Transportation Improvements	0	750,000	0	0	0	0	0	0	0	750,000
308 Sales Tax	2,941,201	416,189	336,217	0	0	0	0	0	0	3,357,390
	<b>3,984,548</b>	<b>2,172,685</b>	<b>942,623</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,157,233</b>

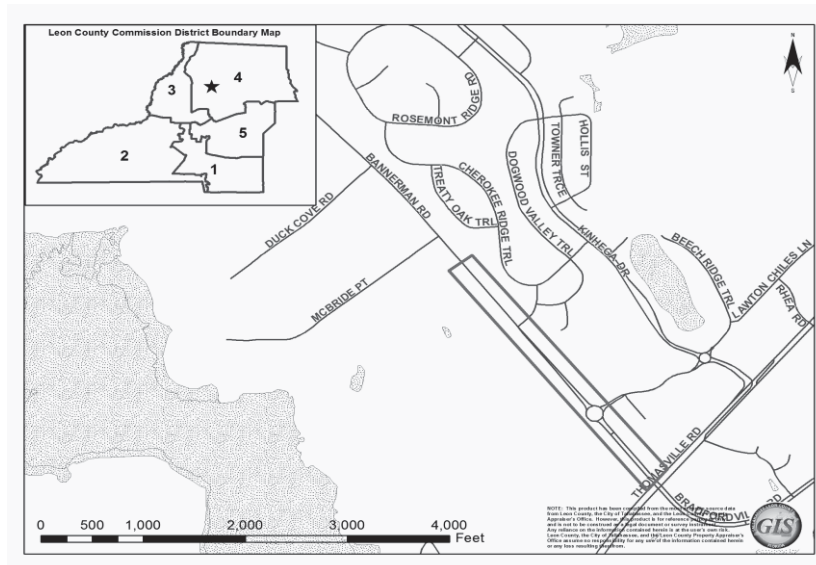
### Policy/Comprehensive Plan Information

Comprehensive Plan Reference: TRAFFIC FLOW AND EFFICIENCY: Objective 1.5: [T] Improve the safety and preserve the integrity of the arterial and collector street system with an effective access management and traffic signal control program and with the use of traffic operations features to maximize the capacity of the existing street system.

Florida Statute Chapters 334 & 336 - direct counties responsibilities to maintain county road systems

### Operating Budget Impact

This project may result in the creation of new stormwater treatment facilities, which will impact the operating budget of the Division of Operations.



Community Safety & Mobility

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>056005</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the planning, design, and construction of sidewalks, bikeways, and traffic calming devices. Upon special approval from the Board, it can also be used to acquire rights-of-way necessary for the construction of these facilities. On May 12, 2015, the Board approved the revised Sidewalk Eligibility Criteria and Implementation Policy and the Safe Routes to Schools and Community Sidewalk Enhancements Tier Prioritization Lists.

This project is 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.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	479,706	0	0	0	0	0	0	0	0	479,706
308 Sales Tax	1,053,998	0	0	0	0	0	0	0	0	1,053,998
309 Sales Tax - Extension	5,491,561	1,890,727	519,206	550,000	600,000	425,000	195,000	0	1,770,000	9,152,288
351 Sales Tax - Extension 2020	0	0	0	0	0	0	0	650,000	650,000	650,000
	<u>7,025,265</u>	<u>1,890,727</u>	<u>519,206</u>	<u>550,000</u>	<u>600,000</u>	<u>425,000</u>	<u>195,000</u>	<u>650,000</u>	<u>2,420,000</u>	<u>11,335,992</u>

**Policy/Comprehensive Plan Information**

Tallahassee/Leon County Comprehensive Plan  
 Blue Print 2000  
 Tallahassee/Leon County Bicycle and Pedestrian Master Plan  
 Leon County School Board's "Safe Ways to School" Projects  
 Sidewalk Eligibility Criteria and Implementation Policy

**Operating Budget Impact**

Sidewalks in residential areas tend to be maintained by the homeowners abutting sidewalks. More rural sidewalk locations do not require a high standard of maintenance. Repairs to damaged sidewalk sections should be minimal.

## Leon County Fiscal Year 2017 - 2021 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**      Current Level of Service: **N/A**

#### Project Description/Justification

This project is for the improvement of intersections throughout the County in order to maintain safe and efficient operations. Intersection improvements can also have significant impacts on the capacity of road sections as it relates to concurrency management. This project funds intersection improvements according to a prioritized list approved by the Board in 2000. Annually, County intersections are assessed and recommendations are made to the Board for improvements. Occasionally, projects can be coordinated with improvements being performed by other governmental agencies such as the Florida Department of Transportation (FDOT) and the City of Tallahassee to reduce the long-term costs to the County. Intersection improvements that have significant costs or other impacts are typically established as an independent project and are not included in this project.

Intersections under construction:  
 Geddie & SR 20 Signalization

Intersection improvements currently in design:  
 Blair Stone/Old St. Augustine, North Monroe Street/Crowder, Old Bainbridge/Portland, and Medallion Way/Buck Lake

Future intersection improvements to be addressed in response to concurrency requirements:  
 Old Bainbridge/Capital Circle NW

Project Revised:  
 Wakulla Springs/Oakridge (FDOT is working on a roundabout, so this is removed from the list).

Intersection improvements completed:  
 Rhoden Cove/Meridian  
 Geddie & US 90  
 Aenon Church & SR 20

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 second Sales Tax Extension (Blueprint 2020) in January 2020. Project delivery is subject to funding availability.

#### Financial Summary

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
125 Grants	349,692	19,478	6,357	0	0	0	0	0	0	369,170
306 Transportation Improvements	451,465	0	0	0	0	0	0	0	0	451,465
308 Sales Tax	6,893,369	5,052,340	38,453	0	0	0	0	0	0	11,945,709
309 Sales Tax - Extension	172,713	560,828	33,564	0	0	750,000	250,000	0	1,000,000	1,733,541
351 Sales Tax - Extension 2020	0	0	0	0	0	0	345,850	500,000	845,850	845,850
	<b>7,867,238</b>	<b>5,632,646</b>	<b>78,374</b>	<b>0</b>	<b>0</b>	<b>750,000</b>	<b>595,850</b>	<b>500,000</b>	<b>1,845,850</b>	<b>15,345,734</b>

#### Policy/Comprehensive Plan Information

Comprehensive Plan Reference: TRAFFIC FLOW AND EFFICIENCY: Objective 1.5: [T] Improve the safety and preserve the integrity of the arterial and collector street system with an effective access management and traffic signal control program and with the use of traffic operations features to maximize the capacity of the existing street system.

Florida Statute 336.02 - Responsibility for county road systems and structures within the county's jurisdiction.

#### Operating Budget Impact

Operating impacts are realized by the cost to the County for the maintenance of new signals by the City of Tallahassee under the existing interlocal agreement. These costs are addressed in Public Works - Operations operating budget. Pavement enhancements at intersections are negligible additions to the pavement maintenance program. Any associated stormwater treatment facilities are budgeted in the operating budget of the Division of Operations.







# Leon County Fiscal Year 2017 - 2021 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**      Current Level of Service: **N/A**

### Project Description/Justification

This project addresses Lane Departure type crashes along Old Bainbridge Road, while considering the canopy protection zone limitations. The existing roadway is a 2-lane, 2-way paved County collector road and has two 11' lanes with minimum or no shoulders in some areas. The roadway has no sidewalks, median, bike lanes, and street lighting.

The Tharpe Street to Capital Circle NW segment of the roadway is approximately 4.1-miles long and is inside the Canopy Road Protection Zone. The wet conditions associated with flooding after storms, increase the hazardous conditions of this section of roadway. Proposed countermeasures include minor shoulder pavement, limited piping of steep ditches directly adjacent to edge of pavement, new signage, upgraded pavement markings, delineators, and shielding of obstructions in limited circumstances. A total of \$154,000 was budgeted during FY 2015 for project management and planning. Right-a-way acquisition and construction will occur in FY 2019. Estimated total costs are \$1,330,000.

The US 27 to County Line segment of the roadway is approximately 3.6-miles long and is outside the Canopy Road Protection Zone. Proposed countermeasures include limited piping of steep ditches at selected sharp curves, new signage, upgraded pavement markings, delineators, and shielding of obstructions in limited circumstances. Design is anticipated to begin in FY 2018 (\$50,000), followed by construction in FY 2019. Estimated total costs are \$430,000. The costs for this segment of the project will be offset by funding from the Florida Department of Transportation (FDOT).

To ensure the timely progress of this project, on July 12, 2016, the Board approved \$168,000 in FY 2016 funding for the design and permitting of the Tharpe Street to Capital Circle NW phase of this project.

### Financial Summary

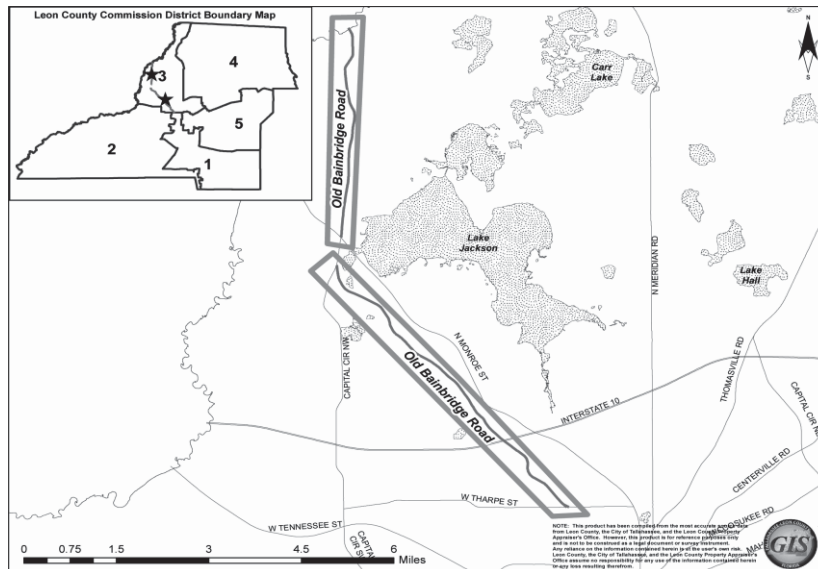
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	0	322,000	0	0	50,000	1,374,000	0	0	1,424,000	1,746,000
	0	322,000	0	0	50,000	1,374,000	0	0	1,424,000	1,746,000

### 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





Public Works Design and Engineering Services

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>056011</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

**Project Description/Justification**

This project is for the design and engineering services that occur routinely throughout the year for transportation and stormwater projects.

**Financial Summary**

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	202,195	75,000	30,995	100,000	100,000	100,000	100,000	100,000	500,000	777,195
	202,195	75,000	30,995	100,000	100,000	100,000	100,000	100,000	500,000	777,195

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



# Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

## Sidewalk Program

Dept/Div:	<b>Engineering Services</b>	Comp Plan CIE Project:	<b>N/A</b>
Project #:	<b>056013</b>	Capital Improvement:	<b>N/A</b>
Service Type:	<b>Transportation</b>	Level of Service Standard:	<b>N/A</b>
Status:	<b>Existing Project</b>	Current Level of Service:	<b>N/A</b>

### Project Description/Justification

This project is for the planning, design, and construction of sidewalks. The sidewalk network is to safely and conveniently connect individual residences to schools, shopping and recreations, as well as to the collector and arterial where transit is provided. 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.

At the July 8, 2013 FY 2014 Budget Workshop, the Board approved levying the additional five-cent gas tax. Subsequently, during the September 10, 2013 meeting, the Board directed staff to allocate the FY 2014 gas tax revenue 50/50 between transportation operating expenditures and capital expenditures. Currently, the Sidewalk Program is the highest priority transportation capital project, comparing the project scale to projected gas tax revenue.

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. Blueprint 2020 set aside \$50 million (50/50 County and City) of its 80% sales tax extension for County/City Sidewalk Projects funding.

### Financial Summary

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	1,565,836	1,495,623	614,208	1,458,203	1,472,785	1,487,510	1,502,378	1,517,388	7,438,264	10,499,723
352 Sales Tax - Extension 2020 JPA Agreement	0	0	0	0	0	0	938,000	1,250,000	2,188,000	2,188,000
	<u>1,565,836</u>	<u>1,495,623</u>	<u>614,208</u>	<u>1,458,203</u>	<u>1,472,785</u>	<u>1,487,510</u>	<u>2,440,378</u>	<u>2,767,388</u>	<u>9,626,264</u>	<u>12,687,723</u>

### Policy/Comprehensive Plan Information

Sidewalk Policy

### Operating Budget Impact

N/A

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: **New Project**      Current Level of Service: **N/A**

**Project Description/Justification**

This project provides rehabilitative repair to Springhill Road Bridge over Munson Slough to ensure the long-term safety of this facility. This project will address the noted conditions in the Florida Department of Transportation (FDOT) Bi-Annual Bridge Inspection and provide a permanent solution to the deteriorating approaches that have required several emergency repairs in the past two years. Springhill Road Bridge was built in 1949 using timber piles, concrete bents, steel and a concrete superstructure. The bridge spans Munson Slough at the outfall into Lake Henrietta. Currently, the bridge's timber piles are showing some deterioration. Additionally, Munson Slough experiences extreme fluctuation of stream elevation. This continual fluctuation has caused weakening of the approaches. The substructure and superstructure are in need of repair to maintain longevity. The replacement of the bridge is contemplated as part of the BluePrint 2020 Southside Gateway project. It is critical that the repairs are done to extend the useful life of the bridge until it is replaced.

To ensure the timely progress of this project, on July 12, 2016, the Board approved \$350,500 in FY 2016 funding for the repair of the bridge.

**Financial Summary**

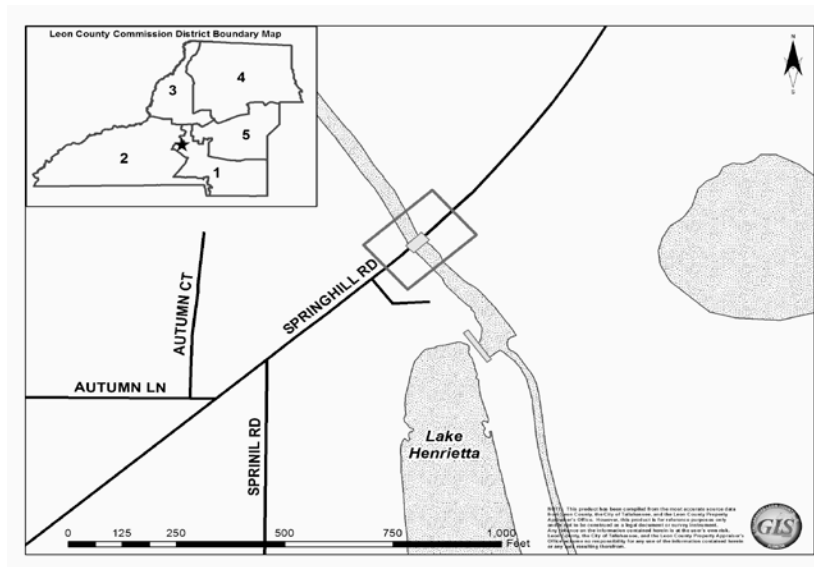
Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
306 Transportation Improvements	0	350,500	0	0	0	0	0	0	0	350,500
	0	350,500	0	0	0	0	0	0	0	350,500

**Policy/Comprehensive Plan Information**

N/A

**Operating Budget Impact**

N/A



## Leon County Fiscal Year 2017 - 2021 Capital Improvement Program

### Street Lights Program - Unincorporated Areas

Dept/Div: <b>Engineering Services</b>	Comp Plan CIE Project: <b>N/A</b>
Project #: <b>057013</b>	Capital Improvement: <b>N/A</b>
Service Type: <b>Transportation</b>	Level of Service Standard: <b>N/A</b>
Status: <b>New Project</b>	Current Level of Service: <b>N/A</b>

#### Project Description/Justification

This project is for the placement of streetlights in the unincorporated areas on County roads and intersections. On May 10, 2016 the Board approved the street lights program that provides neighborhoods the ability to establish street lighting districts to be supported through a dedicated municipal services tax. The County establishes an annual budget of \$125,000 for an estimated three to four projects per year for various types of roadways that may warrant the placement of streetlights.

To ensure the timely progress of this project, on July 12, 2016, the Board approved \$125,000 in FY 2016 funding for streetlights placement.

#### Financial Summary

Funding Source	Life To Date FY 2015	Adjusted Budget FY 2016	Year To Date FY 2016	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned	5 Year Total	Total Project Cost
305 Capital Improvements	0	125,000	0	0	125,000	125,000	125,000	125,000	500,000	625,000
	0	125,000	0	0	125,000	125,000	125,000	125,000	500,000	625,000

#### Policy/Comprehensive Plan Information

Street Lights Programs ordinance and policy.

#### Operating Budget Impact

Funding Source	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned
106 Transportation Trust	10,000	10,000	10,000	10,000	10,000
	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

\$10,000 annual maintenance and utility costs.







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**SECTION 1. HOME RULE CHARTER.**

The proposed Home Rule Charter of Leon County, Florida, shall read as follows:

**PREAMBLE**

We, the citizens of Leon County, Florida, united in the belief that governmental decisions affecting local interests should be made locally, rather than by the State, and that County government should be reflective of the people of the County and should serve them in achieving a more responsive and efficient form of government and in order to empower the people of this County to make changes in their own government, do ordain and establish this Home Rule Charter for Leon County, Florida.

**ARTICLE I. CREATION, POWERS AND ORDINANCES OF HOME RULE CHARTER GOVERNMENT**

**Sec. 1.1. Creation and general powers of Home Rule Charter government.**

The County shall have all powers of self-government not inconsistent with general law, with special law approved by vote of the electors, or with this Charter. The County shall have all county and municipal powers of self-government granted now or in the future by the Constitution and Laws of the State of Florida.

**Sec. 1.2. Body corporate, name, and boundaries.**

Leon County shall be a body corporate and politic. The corporate name shall be Leon County, Florida. The County seat and boundaries shall be those designated by law on the effective date of this Home Rule Charter.

**Sec. 1.3. Construction.**

The powers granted by this Home Rule Charter shall be construed broadly in favor of the charter government. The specified powers in this Charter shall not be construed as limiting, in any way, the general or specific power of the government as stated in this article. It is the intent of this article to grant to the charter government full power and authority to exercise all governmental powers necessary for the effective operation and conduct of the affairs of the charter government.

**Sec. 1.4. County Purposes.**

The County, operating under this Charter, shall have all special powers and duties which are not inconsistent with this Charter, heretofore granted by law to the Board of County Commissioners, and shall have such additional county and municipal powers as may be

required to fulfill the intent of this Charter.

**Sec. 1.5. Municipal Purposes.**

The County shall have all necessary municipal powers to accomplish municipal purposes within the County.

In the event the Board of County Commissioners levies the Municipal Public Services Tax on utilities, any additional recurring or non-recurring fee or charge imposed on a utility relating to the use or occupation of the public rights-of-way shall not exceed what is reasonably necessary to properly monitor and enforce compliance with the County's rules and regulations concerning placement and maintenance of utility facilities in the public rights-of-way.

**Sec. 1.6. Relation to Municipal Ordinances.**

(1) Except as otherwise provided by law or this Charter, municipal ordinances shall prevail over County ordinances to the extent of any conflict within the boundaries of the municipality. To the extent that a county ordinance and a municipal ordinance shall cover the same subject without conflict, then both the municipal ordinance and the county ordinance shall be effective, each being deemed supplemental to the other.

(2) *Minimum Environmental Regulations.* County ordinances shall establish minimum standards, procedures, requirements and regulations for the protection of the environment and shall be effective within the unincorporated and incorporated areas of the County. Such standards, procedures, requirements and regulations shall include, but shall not be limited to, tree protection, landscaping, aquifer protection, stormwater, protection of conservation and preservation features, and such other environmental standards as the Board of County Commissioners determines to be necessary for the protection of the public health, safety, and welfare of the citizens throughout Leon County. Standards shall be designed to place emphasis on supporting healthy natural systems occurring in the environment. However, nothing contained herein shall prohibit a municipality from adopting ordinances, standards, procedures, requirements or regulations establishing a more stringent level of environmental protection within the incorporated areas of the County. (Ord. No. 2010-22, § 8-17-10)

**Sec. 1.7. Transfer of Power.**

Whenever a municipality, special district or agency shall request by a majority vote of the governing body the performance or transfer of a function to the County, the County is so authorized by a majority vote of the Board of County Commissioners to have the power and authority to assume and perform such functions and obligations. This section does not authorize a transfer in violation of Article VIII, § 4 of the

Constitution of Florida.

**Sec. 1.8. Division of Powers.**

This Charter establishes the separation between legislative and administrative functions of this government. The establishment and adoption of policy shall be the responsibility of the Board of County Commissioners and the execution of that policy shall be the responsibility of the County Administrator.

**Sec. 1.9. Relation to State Law.**

Special laws of the state legislature relating to or affecting Leon County and general laws of local application which apply only to Leon County, except those laws relating exclusively to a municipality, the school board, or a special district, shall be subject to approval by local referendum to the extent that they are not in conflict with this Charter. All special laws so approved shall become ordinances, and may be subject to amendment or repeal by the Board of County Commissioners.

**ARTICLE II. ORGANIZATION OF COUNTY GOVERNMENT**

**Sec. 2.1. Elected Commission and appointed County Administrator form of government.**

Leon County shall operate under an elected County Commission and an appointed County Administrator form of government with separation of legislative and executive functions in accordance with the provisions of this Home Rule Charter. The legislative responsibilities and powers of the County shall be assigned to, and vested in, the Board of County Commissioners. The executive responsibilities and power of the County shall be assigned to, and vested in, the County Administrator, who shall carry out the directives and policies of the Board of County Commissioners and enforce all orders, resolutions, ordinances and regulations of the Board, the Charter and all applicable general law to assure that they be faithfully executed.

**Sec. 2.2. Legislative Branch.**

**(1) The County Commission.**

The governing body of the County shall be a Board of County Commissioners composed of seven (7) Members serving staggered terms of four (4) years. There shall be one (1) Commissioner elected for each of the five (5) County Commission districts, established pursuant to general law or by ordinance, and they shall be elected by the electors of that district. There shall be two (2) At-large Commissioners elected on a countywide basis by the electors of the County. Elections for all seven (7) members of the County Commission shall be non-partisan. Each candidate for the office of district County Commissioner shall reside

within the district from which such candidate seeks election at the time of qualifying to run for that office, and during the term of office each Commissioner shall reside in the district from which such Commissioner ran for office, provided that any Commissioner whose residence is removed from a district by redistricting may continue to serve during the balance of the term of office.

**(2) Redistricting.**

Redistricting of County Commission district boundaries shall be in accordance with general law, changed only after notice and a public hearing as provided by general law.

**(3) Salaries and Other Compensation.**

Salaries and other compensation of the County Commissioners shall be established by ordinance, and salary shall not be lowered during an officer's term in office.

**(4) Authority.**

The Board of County Commissioners shall exercise all legislative authority provided by this Home Rule Charter in addition to all other powers and duties authorized by general law or special law approved by a vote of the electorate.

**(5) Vacancies.**

A vacancy in the office of County Commissioner shall be defined and filled as provided by general law.

**(6) Administrative Code.**

The County Commission shall adopt an administrative code in accordance with general law.

**(7) Limitation on Campaign Contributions.**

No candidate for any County office for which compensation is paid shall accept any contribution from any contributor, including a political committee, as defined by state law, in cash or in kind, in an amount in excess of \$250 per election.  
(Ord. No. 2010-21, § 1, 8-17-10)

**Sec. 2.3. Executive Branch.**

**(1) The County Administrator.**

(A) The County Administrator shall be appointed by an affirmative vote of a majority plus one (1) of the entire membership of the Board of County Commissioners. The County Administrator shall serve at the pleasure of the Board of County Commissioners until such time as the County Administrator shall be removed by a vote for removal of a majority plus one (1) of the entire membership of the Board of County Commissioners voting during the first regularly scheduled meeting occurring after a meeting of the Board at which a motion expressing the intent of the

Board to remove the County Administrator was adopted by majority vote of those present and voting. The County Administrator shall be the chief executive officer of the County and all executive responsibilities and powers shall be assigned to, and vested in, the County Administrator. The County Administrator shall exercise all executive authority provided by this Home Rule Charter and all other powers and duties authorized by general or special law.

(B) The County Administrator shall be chosen on the basis of his/her professional qualifications, administrative and executive experience, and ability to serve as the chief administrator of the County. The County Administrator shall reside within the County during his/her tenure as County Administrator.

(C) The compensation of the County Administrator shall be fixed by the Board of County Commissioners at a level commensurate with the responsibilities of the position, with performance appraisals conducted by the Board of County Commissioners at least annually.

(D) A vacancy in the office shall be filled in the same manner as the original appointment. The County Administrator may appoint an Acting County Administrator in the case of his/her temporary vacancy.

**(2) Senior Management.**

The County's senior management employees, with the exception of the County Attorney's staff, shall serve at the pleasure of the County Administrator, who may suspend or discharge senior management personnel with or without cause.

**(3) Non-interference by Board of County Commissioners.**

Except for the purpose of inquiry and information, members of the Board of County Commissioners are expressly prohibited from interfering with the performance of the duties of any employee of the county government who is under the direct or indirect supervision of the County Administrator or County Attorney by giving said employees instructions or directives. Such action shall constitute malfeasance within the meaning of Article IV, Section 79a0 of the Florida Constitution. However, nothing contained herein shall prevent a County Commissioner from discussing any county policy or program with a citizen or referring a citizen complaint or request for information to the County Administrator or County Attorney.

(Ord. No. 2010-23, § 1, 8-17-10; Ord. No. 2010-24, § 1, 8-17-10; Ord. No. 2010-25, § 1, 8-17-10)

**Sec. 2.4. County Attorney.**

(1) There shall be a County Attorney selected by the Board of County Commissioners who shall serve at the pleasure of, and report directly to, the Board of County Commissioners, and shall reside within

the County during his/her tenure as County Attorney.

(A) The County Attorney shall provide legal services to the Board of County Commissioners, the County Administrator, and County departments, boards and agencies organized under the Board of County Commissioners.

(B) The compensation of the County Attorney shall be fixed by the Board of County Commissioners at a level commensurate with the responsibilities of the position with performance appraisals conducted by the Board of County Commissioners at least annually.

**ARTICLE III. ELECTED COUNTY CONSTITUTIONAL OFFICERS**

**Sec. 3.1. Preservation of Constitutional Offices.**

The offices of the Sheriff, Property Appraiser, Tax Collector, Clerk of the Circuit Court and Supervisor of Elections shall remain as independently elected constitutional offices, and the status, powers, duties and functions of such offices, shall not be altered by this Home Rule Charter, or any revisions or amendments hereto, except as provided in Section 5.2 below. The constitutional officers shall perform their executive and administrative functions as provided by law.

**Sec. 3.2. Non-Partisan Elections.**

**(1) Non-Partisan Offices.**

The Supervisor of Elections shall be non-partisan.

**(A) Non-Partisan Election Procedures.**

If three or more candidates, none of whom is a write-in candidate, qualify for such office, the names of those candidates shall be placed on a non-partisan ballot at the first primary election. If no candidate for such office receives a majority of the votes cast for such office in the first primary election, the names of the two candidates receiving the highest number of votes for such office shall be placed on the general election ballot.

**(B) Qualification by Petition.**

A candidate for non-partisan office may qualify for election to such office by means of the petitioning process provided in general law.

**Sec. 3.3. Clerk Auditor.**

(1) The Leon County Clerk of the Court shall serve as the Auditor to the Commission as specified by law. The Clerk shall employ a Certified Internal Auditor, Certified Public Accountant, or such other person qualified by education or experience in governmental

County Charter

accounting, internal auditing practices and fiscal controls, which shall include at least five (5) years experience in professional accounting, auditing, governmental fiscal administration or related experience, unless the Clerk holds such qualifications. The Board of County Commissioners shall fund the audit function of the Clerk.

**(2) Audit Committee.**

There shall be a five member Audit Committee of which two members shall be appointed by the County Commission and three by the Clerk. The Audit Committee shall adopt an annual plan of work for the Auditor and shall oversee the work of the Auditor. The Audit Committee members shall be residents of Leon County, none of whom may be an employee or officer of County government, and who have experience as a public accountant, internal auditor, or as a financial manager for a public, private or not for profit institution. The purpose of the Committee is to promote, maintain, and enhance the independence and objectivity of the internal audit function by ensuring broad audit coverage, adequate consideration of audit reports, and appropriate action on recommendations. Clerk shall provide for the organization and duties of the audit committee, including membership terms, voting procedures, officers, sub-committees, meeting schedules and staff support.

**Sec. 3.4. Limitations on campaign contributions.**

No candidate for any County office for which compensation is paid shall accept any contribution from any contributor, including a political committee, as defined by state law, in cash or in kind, in an amount in excess of \$250 per election. (Ord. No. 2010-21, § 1, 8-17-10)

**ARTICLE IV. POWERS RESERVED TO THE PEOPLE: INITIATIVE AND RECALL**

**Sec. 4.1. Citizen Initiative.**

**(1) Right to Initiate.**

The electors of Leon County shall have the right to initiate County ordinances in order to establish new ordinances and to amend or repeal existing ordinances, not in conflict with the Florida Constitution, general law or this Charter, upon petition signed by at least ten percent (10%) of the total number of electors qualified to vote in the County reflecting ten percent (10%) of the total number of electors qualified to vote within each of the five (5) commission districts. The total number of electors qualified shall mean the total number of electors qualified to vote in the last preceding general election.

**(2) Procedure for Petition.**

The sponsor of an initiative shall, prior to

obtaining any signatures, submit the text of a proposed ordinance to the Supervisor of Elections, with the proposed ballot summary and the form on which signatures will be affixed and obtain a dated receipt therefore. Any such ordinances shall embrace but one (1) subject and matter directly connected therewith. The sponsor shall cause a notice of such submission to be published within fourteen (14) days thereof in a newspaper of general circulation in the County. The allowable period for obtaining signatures on the petition shall be completed not later than one (1) year after initial receipt of the petition by the Supervisor of Elections. The sponsor shall comply with all requirements of general law for political committees, and shall file quarterly reports with the Supervisor of Elections stating, to the best of the sponsor's information and belief, the number of signatures procured. The time and form of such reports may be prescribed by ordinance. When a sufficient number of signatures are obtained, the sponsor shall thereupon submit signed and dated forms to the Supervisor of Elections, and upon submission, shall pay all fees required by general law. The Supervisor of Elections shall, within sixty (60) days after submission of signatures, verify the signatures thereon, or specify a reason for the invalidity of each rejected signature, if the petition is rejected for insufficiency of the number of valid signatures. If the petition is rejected for insufficiency of the number of signatures, the sponsor shall have an additional thirty (30) days within which to submit additional signatures for verification. The Supervisor of Elections shall, within thirty (30) days of submission of additional signatures, verify the additional signatures. In the event sufficient signatures are still not acquired, the Supervisor of Elections shall declare the petition null and void and none of the signatures may be carried over onto another identical or similar petition.

**(3) Consideration by Board of County Commissioners.**

Within sixty (60) days after the requisite number of signatures has been verified by the Supervisor of Elections and reported to the Board of County Commissioners, the Board of County Commissioners shall give notice and hold public hearing(s) as required by general law on the proposed ordinance and vote on it. If the Board fails to enact the proposed ordinance it shall, by resolution, call a referendum on the question of the adoption of the proposed ordinance to be held at the next general election occurring at least forty-five (45) days after the adoption of such resolution. If the question of the adoption of the proposed ordinance is approved by a majority of those registered electors voting on the question, the proposed ordinance shall be declared, by resolution of the Board of County Commissioners, to be enacted and shall become effective on the date specified in the ordinance, or if not so specified, on

January 1 of the succeeding year. The Board of County Commissioners shall not amend or repeal an ordinance adopted by initiative prior to the next succeeding general election, without the approval of a majority of the electors voting at a referendum called for that purpose.

**(4) Limitation on Ordinances by Initiative.**

The power to enact, amend or repeal an ordinance by initiative shall not include ordinances or provisions related to County budget, debt obligations, capital improvement programs, salaries of County officers and employees, the assessment or collection of taxes, or the zoning of land.

**Sec. 4.2. Recall.**

All members of the Board of County Commissioners shall be subject to recall as provided by general law.

**ARTICLE V. HOME RULE CHARTER  
TRANSITION, AMENDMENTS, REVIEW,  
SEVERANCE, EFFECTIVE DATE**

**Sec. 5.1. Home Rule Charter Transition.**

**(1) General Provisions.**

Unless expressly provided otherwise in this Home Rule Charter, the adoption of this Charter shall not affect any existing contracts or obligations of Leon County; the validity of any of its laws, ordinances, regulations, and resolutions; or the term of office of any elected County officer, whose term shall continue as if this charter had not been adopted.

**(2) Initial County Commissioners.**

The persons comprising the Leon County Board of County Commissioners on the effective date of this Charter shall become the initial members of the Board of County Commissioners of the Charter government and shall perform the functions thereof until the normal expiration of their terms or until the election and qualification of their successors as provided by law.

**(3) Outstanding Bonds.**

All outstanding bonds, revenue certificates, and other financial obligations of the County outstanding on the effective date of this Charter shall be obligations of the Charter government. All actions taken by the former government relating to the issuance of such obligations are hereby ratified and confirmed. Payment of such obligations and the interest thereon shall be made solely from, and charged solely against, funds derived from the same sources from which such payment would have been made had this Charter not taken effect.

**(4) Employees Continuation.**

All employees of the former County government shall, on the effective date of this Charter, become employees of the County government created by this Charter. All existing wages, benefits, and agreements, and conditions of employment shall continue, until modified by lawful action of the County Commission.

**Sec. 5.2. Home Rule Charter Amendments.**

**(1) Amendments Proposed by Petition.**

(A) The electors of Leon County shall have the right to amend this Home Rule Charter in accordance with Sec. 4.1 of this Charter.

(B) Each proposed amendment shall embrace but one (1) subject and matter directly connected therewith. Each Charter amendment proposed by petition shall be placed on the ballot by resolution of the Board of County Commissioners for the general election occurring in excess of ninety (90) days from the certification by the Supervisor of Elections that the requisite number of signatures has been verified. If approved by a majority of those electors voting on the amendment at the general election, the amendment shall become effective on the date specified in the amendment, or, if not so specified, on January 1 of the succeeding year.

**(2) Amendments and Revisions by Citizen Charter Review Committee.**

(A) A Citizen Charter Review Committee shall be appointed by the Board of County Commissioners at least twelve (12) months before the general election occurring every eight (8) years thereafter, to be composed and organized in a manner to be determined by the Board of County Commissioners, to review the Home Rule Charter and propose any amendments or revisions which may be advisable for placement on the general election ballot. Public hearings shall be conducted as provided by Section 125.63, Florida Statutes.

(B) No later than ninety (90) days prior to the general election, the Citizen Charter Review Committee shall deliver to the Board of County Commissioners the proposed amendments or revisions, if any, to the Home Rule Charter, and the Board of County Commissioners shall consider such amendments or revisions to be placed on the general election ballot, in accordance with Section 125.64, Florida Statutes.

(C) If the Citizen Charter Review Committee does not submit any proposed Charter amendments or revisions to the Board of County Commissioners at least ninety (90) days prior to the general election, the Citizen Charter Review Committee shall be automatically dissolved.

**(3) Amendments Proposed by the Board of**



**County Commissioners.**

(A) Amendments to this Home Rule Charter may be proposed by ordinance adopted by the Board of County Commissioners by an affirmative vote of a majority plus one (1) of the memberships of the Board. Each proposed amendment shall embrace but one (1) subject and matter directly connected therewith. Each proposed amendment shall only become effective upon approval by a majority of the electors of Leon County voting in a referendum at the next general election. The Board of County Commissioners shall give public notice of such referendum election at least ninety (90) days prior to the general election referendum date.

(B) If approved by a majority of those electors voting on the amendment at the general election, the amendment shall become effective on the date specified in the amendment, or, if not so specified, on January 1 of the succeeding year.

**Sec. 5.3. Severance.**

If any provision of this Charter or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the Charter which can be given effect without the invalid provision or application, and to this end the provisions of the Charter are declared severable.

**Sec. 5.4. Home Rule Charter effective date.**

This Charter shall become effective November 12, 2002.

## Guiding Principles

1. The Board of County Commissioners upholds the importance of the Leon County Home Rule Charter allowing citizen involvement and flexibility in shaping government to best meet the County's unique and changing needs.
2. The County budget will always be balanced, with available revenues equal to appropriations.
3. The County will strive to maintain the lowest dollars spent per County resident, as compared to like-size counties, while retaining the maximum level of service possible.
4. Through citizen input and Commission deliberation, core functions for County government will be identified and the dollars will be allocated accordingly during the budget process.
5. The County will continue to explore opportunities with its governmental counterparts for functional consolidation and/or shared efficiencies.
6. The County will continue to enhance our cooperation and coordination with our Universities and Community College to promote, strengthen, and sustain our community's intellectual capital.
7. The County Administrator will require Program Managers to conduct an annual review and scrutiny of their base budgets when preparing budgets for future years.
8. Consistent with best practices and the Florida Statutes, Leon County will retain an emergency reserve fund of not less than 5%, but not more than 10% of the general operating budget (Policy No. 07-2).
9. Consistent with best practices and the Florida Statutes, Leon County will retain an operating cash reserve fund of not less than 10% but not more than 20% of the general operating budget (Policy No. 07-2).
10. Cash reserves in excess of reserve policies will be utilized to support one time capital projects and/or other one-time expenditures to address unforeseen revenue shortfalls (Policy No. 07-2).
11. Leon County will continue to ensure the useable and safe life of existing infrastructure by providing funding for proper maintenance (Policy No. 93-44).
12. Provide that fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise (Policy No. 92-5).
13. Ensure that capital projects financed through the issuance of bonds will not be financed for a period that exceeds the useful life of the project or the life of the supporting revenue source (Policy No. 93-47), and support conduit financing to promote the economic health of the community.
14. Maintain accounting and reporting practices in conformance with the Uniform Accounting System of the State of Florida and Generally Accepted Accounting Principles (GAAP) (Policy No. 92-4).
15. Ensure that the annual financial and compliance audit of the County's financial records is conducted by an independent firm of certified public accountants whose findings and opinions are published and available for public review (Policy No. 92-4).
16. Will optimize return on investments within the constraints of safety and liquidity through an adopted Investment Policy.
17. Shall establish formal policies and procedures to address amending the budget while allowing the organization to function and react to changing conditions (Policy No. 97-11).
18. The County shall provide a meaningful public input process during the annual budget review which shall, at a minimum, include at least one Board Workshop and two Public Hearings.
19. The County will fully research and employ technology to improve the personal and collective efficiency of county employees.
20. The County will continue to enhance our culture of performance, as we maintain a very low employee per 1,000 population and a "flat" organizational structure, and hold individual employees to high expectations and performance standards. Employees are entrusted with broad authority in their functional areas, expected to respond quickly to requests for service, explore and pursue alternatives to assist the citizenry, attempt to deliver more than what is expected, and are empowered to use professional discretion on the spot to resolve issues and reduce "bureaucracy." These employees are valued and compensation and benefits are commensurate with their responsibilities and competitive in the industry.
21. The County will continue to improve efforts to promote employee innovation, through incentives, recognition and rewards for identifying and implementing program and process improvements that add value to services while producing cost savings.
22. The County will continue to leverage Leon County tax payer dollars to attract federal and state appropriations, reimbursements, and matching grants to realize revenue maximization for the purpose of funding priority projects and programs.



**Industrial Development Revenue Bond Financing Policy, No. 81-1**

This policy establishes a means for the expansion of local businesses as well as the attraction of new prospective businesses, allowing for diversification and expansion of the local economy.

**Accounting and Reporting Policy, No. 92-4**

This policy establishes accounting and reporting systems that maintain accounting and reporting practices that conform to the Uniform Accounting System of Generally Accepted Accounting Principles (GAAP). The policy also ensures that the accounting and reporting systems are consistent with the standards set for local governments according to Governmental Accounting and Financial Reporting (GAFR), the National Council on Governmental Accounting (NCGA), and the Governmental Accounting Standards Board (GASB).

**Revenues Policy, No. 92-5**

This policy establishes revenue practices that: provide for the establishment and maintenance of a diversified revenue system to protect it from fluctuations in any one revenue source; ensure fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise; and ensure that the County does not accept any revenue source whose terms of acceptance or collection may negatively affect the County.

**Fiscal Planning Policy, No. 93-44**

This policy establishes fiscal planning practices that provide for:

- The annual operating and capital budget to be developed in conformity with the Tallahassee-Leon County Comprehensive Plan.
- The development and review of a Capital Improvement Project budget, containing a 5-year plan for acquisition and improvement of capital investments that is also coordinated with the annual operating budget.
- The Board of County Commissioners to continue to reflect fiscal restraint through the development of the annual budget by either decreasing appropriations or increasing revenues, when deficits are anticipated.

**Dues and Memberships Policy, No. 93-46**

This policy requires that any dues or memberships paid by Leon County on behalf of an employee shall be detailed in a department/division's annual budget request submission to the Office of Management and Budget. The request will be reviewed for appropriateness with final denial/approval being given by the County Administrator or his/her designee during the development of the tentative budget.

**Debt Management and Other Investments Policy, No. 93-47**

This policy establishes that debt management and investment practices are established to:

- Ensure that capital projects financed by capital bonds will not be financed for a period that exceeds the useful life of the supporting revenue source.
- Ensure that interest, operating or maintenance expenses will be capitalized only for facilities or enterprise activities and limited to expenses encumbered prior to the operation or improvement of the facility.
- Provide that Leon County's debt will be limited to an amount that will not hinder the County from maintaining sources of available revenues for service of debt at 135% of annual debt service.
- Provide that the County will limit its investments to only the safest types of securities (including the U.S. government or its agencies) and those which provide insurance or the legally required backing of the invested principal.
- Provide that, unless required by market conditions, not more than fifteen percent of the County's investment portfolio will be placed in any one institution other than those securities issued or guaranteed by the US Government or its agencies or the State Board of Administration of the State of Florida.

**Amending the Budget Policy, No. 97-11**

This policy establishes that for the operation of amending the annual budget, all amendments/transfers will be reviewed by the director of the requesting department/division, followed by the Office of Management and Budget, prior to submission and subsequent approval/denial by the County Administrator and/or the Board of County Commissioners as set forth below:

- Allows program managers to amend their operating budgets and personal services budgets up to 10 percent of the total on an aggregate basis between line items within programs with a \$50,000 cap, upon County Administrator approval.
- Designates the Office of Management and Budget the responsibility for monitoring and enforcing the provisions for amending the budget based upon policies adopted by the Board.

**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. 02-12**

This policy establishes that Leon County's Investment Policy within the context of the County's Investment Ordinance is intended to set the framework within which the County's investment activities will be conducted. It establishes the parameters for investment activity, which may be further, restricted by the Investment Oversight Committee or by investment staff, and provides parameters to limit risk and ensure a broadly diversified portfolio.

**Landfill Rate Stabilization Reserve Policy, No. 03-08**

This policy establishes the Solid Waste Stabilization Reserve Fund to provide funding for: planned future capital project expenditures, temporary and nonrecurring unexpected capital projects, accommodation of unexpected program mandates from other governmental bodies, extraordinary operating expenses, and operating expenses in order to stabilize rates. All requests for the use of these funds are limited to the operation of the County's landfill and transfer station and must be Board approved.

**Discretionary Funding Guidelines Ordinance No. 06-34**

This ordinance governs the allocation of discretionary funds and provides the Board a maximum amount of annual funding available in each of the following categories: (a) Community Human Services Partnership Fund (CHSP); (b) Community Human Services Partnership-Emergency Fund; (c) Commissioner District Budget Fund; (d) Mid-Year Fund; (e) Non-Departmental Fund; and (f) Youth Sports Teams Fund. The funding for the purposes set forth in this ordinance shall be subject to an annual appropriation by the Board in accordance with this Ordinance.

**Reserves Policy, No. 07-2**

This policy establishes funding for: general revenue emergency reserves, un-appropriated reserve for cash balance, minimum and maximum amounts of fund balance, funding for authorized mid-year increases, unexpected increases in the cost of existing levels of service, temporary and nonrecurring funding for unexpected projects, local match for public or private grants, offset losses, and unexpected program mandates. It establishes authorized forms and procedures to be used by outside agencies or individuals, set forth procedures and evaluation criteria of funding.

**Policy for Industrial Development Revenue Bond Financing:****Policy No. 81-1**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

Industrial Development Revenue Bond (IDRB) financing will be considered as an inducement to local and new prospective business expansion and relocation as a means to promote the diversification and expansion of the local economy, subject to the following conditions:

1. Information and application requirements of the County are completely and accurately met.
2. All fees and charges are paid, if and when assessed.
3. The project, consisting of land acquisition, construction, renovation and/or equipment purchases, has not begun prior to IDRFB 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 IDRFB financing to an industrial or manufacturing plant.

**Policy for Accounting and Reporting:****Policy No. 92-4**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that: The County will establish accounting and reporting systems to:

1. Maintain accounting and reporting practices in conformance with the Uniform Accounting System of the State of Florida and Generally Accepted Accounting Principles (GAAP).
2. Maintain accounting system records on a basis consistent with the accepted standards for local government accounting according to Governmental Accounting and Financial Reporting (GAFR), the National Council on Governmental Accounting (NCGA), and the Governmental Accounting Standards Board (GASB).
3. Provide regular monthly financial reports that include a summary of activity for all funds.
4. Provide regular monthly trial balances of line item financial activity by type of revenue and expenditure.
5. Ensure that an annual financial and compliance audit of the County's financial records is conducted by an independent firm of certified public accountants whose findings and opinions are published and available for public review.
6. Provide that the Office of Management and Budget (OMB) will submit to the County Commission quarterly reports on the operating condition of the County and, where applicable, to identify possible trends and, where necessary, to recommend options for corrective action.
7. Seek, annually, the Government Finance Officers Association (GFOA) Certificate of Achievement in Financial Reporting and the GFOA's annual budget award.

**Policy for Revenues:****Policy No. 92-5**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

The County will establish revenue practices to:

1. Provide that the County seek out and maintain a diversified revenue system to protect it from fluctuations in any one revenue source.
2. Provide that fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise.
3. Ensure that the County does not accept any revenue source whose terms of acceptance or collection may negatively affect the County.

**Policy for Fiscal Planning:****Policy No. 93-44**

It shall be the policy of the Board of County Commissioners of Leon County, Florida that: Policy No. 93-44, adopted by the Board of County Commissioners on November 16, 2004, is hereby superseded, and a revised policy is hereby adopted in its place, to wit:

The County will establish fiscal planning practices to:

1. Provide that the annual operating and capital budget for Leon County shall be developed in conformity with the Tallahassee-Leon County Comprehensive Plan by the Office of Management and Budget, under the advisement of the County Administrator and adopted as provided in State law by a majority vote of the Board of County Commissioners presiding in a public hearing.
2. Provide for the development and annual review of a capital improvement budget. This budget shall contain a 5-year plan for acquisition and improvement of capital investments in the areas of facilities, transportation, equipment, and drainage. This budget shall be coordinated with the annual operating budget.
3. Provide that the Board of County Commissioners will continue to reflect fiscal restraint through the development of the annual budget. In instances of forthcoming deficits, the Board will either decrease appropriations or increase revenues.
4. Provide that the County will strive to better utilize its resources through the use of productivity and efficiency enhancements while at the same time noting that the costs of such enhancements should not exceed the expected benefits.
5. Provide that expenditures which support existing capital investments and mandated service programs will be prioritized over those other supporting activities or non-mandated service programs.
6. Provide that the County Administrator shall be designated Budget Officer for Leon County and will carry out the duties as set forth in Ch.129, F.S.
7. Provide that the responsibility for the establishment and daily monitoring of the County's accounting system(s), shall lie with the Finance Division of the Clerk of the Circuit Court, and that the oversight of investment and debt management for the government of Leon County shall lie with the Board of County Commissioners.
8. Annually, prior to March 31, the Board of County Commissioners will:
  - A. Establish a budget calendar for the annual budget cycle.
  - B. Confirm the list of permanent line item funded agencies that can submit applications for funding during the current budget cycle.
  - C. Provide direction to staff on additional appropriation requests that should be considered as part of the tentative budget development process.
9. Provide that this policy shall be reviewed annually by the Board of County Commissioners to ensure its consistency and viability with respect to the objectives of the Board and its applicability to current state law and financial trends.

#### **Policy for Dues and Memberships:**

##### **Policy No. 93-46**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that: Policy No. 77-7, adopted by the Board of County Commissioners on June 21, 1977, is hereby repealed and superseded, and a new policy is hereby adopted in its place, to wit:

Organizations to which dues and memberships are paid for a County employee by Leon County shall be listed in a department's/division's annual budget request submission to the Office of Management and Budget and reviewed for their appropriateness to the employee's job responsibilities with final denial/approval of such membership(s) by the County Administrator or his/her designee during the development phase of the tentative budget. Any request for County-paid employee memberships made during the fiscal year shall be submitted to the Office of Management and Budget for review with final denial/approval by the County Administrator. All memberships paid by the County for its departments/divisions shall follow the same review and approval process as that of a County Employee as outlined in this policy.

#### **Policy for Debt Management and Other Investments:**

##### **Policy No. 93-47**

It shall be the policy of the Board of County Commissioners of Leon County, Florida that: Policy No. 92-6, adopted by the Board of County Commissioners on March 10, 1992, is hereby superseded and repealed, and a new policy is hereby adopted in its place, to wit: Debt management and investment practices are established to:

1. Ensure that capital projects financed through the issuance of bonds will not be financed for a period that exceeds the useful life of the project or the life of the supporting revenue source.

2. Ensure that interest, operating or maintenance expenses will be capitalized only for facilities or enterprise activities and will be limited to those expenses encumbered prior to the actual operation of the facility or its improvement.
3. Provide that debt for Leon County, Florida shall be limited to an amount which will not prevent the County from maintaining sources of available revenues for service of debt at 135% of annual debt service. The State of Florida does not mandate legal debt limitation for local governments.
4. Provide that the County will limit its investments to only the safest types of securities, to include those backed by the U.S. Government or its agencies and those which provide insurance or the legally required backing of the invested principal.
5. Provide that, unless market conditions otherwise require, not more than fifteen (15) percent of the County's investment portfolio shall be placed in any one institution other than those securities issued or guaranteed by the U.S. Government or its agencies or the State Board of Administration of the State of Florida.
6. Provide that the investment portfolio of Leon County, Florida must be structured in such a manner to provide sufficient liquidity to pay obligations as they become due. The investment portfolio shall be diversified by type of investment, issuer, and dates of maturity in order to protect against fluctuations in the market economy. At least fifteen percent (15%) of the County's portfolio shall be kept in liquid investments which are available on a daily basis, without loss of principal.
7. Provide that the clear title to principal and collateral backing for all investments shall be maintained by Leon County, in the County's own bank, or a third party agent under agreement to the County.
8. Provide that the Board of County Commissioners seeks to optimize return on investments within the constraints of safety and liquidity. The purchase and sale of securities shall be at competitive prices based on market conditions.
9. Provide that Leon County will use only major banks, brokers or dealers which have been selected after review of their qualifications, size, capitalization, inventories handling and reputation.
10. Provide that Leon County will not place funds with any institution which is less than three (3) years old.
11. Provide that the Board shall adopt a plan by October 1 of each year to govern the policies and procedures for the investment of surplus funds of the County based on the criteria as set forth in the County's Investment Ordinance for Surplus Funds, No. 93-3.
12. Provide that collateral shall be required for any re-purchase agreement, not covered under Chapter 280, Florida Statutes. Collateral placed for any re-purchase agreement will be governed by the same terms as those defined in the County's Investment Ordinance for Surplus Funds, No. 93-3.
13. Provide that the County shall establish a County Investment Oversight Committee whose membership and duties shall be governed by the provisions as set forth in the County's Investment Ordinance for Surplus Funds, Policy No. 93-3.

**Policy for Amending the Budget  
Policy No. 97-11**

The County will establish practices for the operation and amending of the annual budget to:

1. Provide that all amendments/transfers of funds will first be reviewed by the director(s) of the requesting department/division, followed by a second review by the Office of Management and Budget, prior to submission and subsequent approval/denial by the County Administrator and/or the Board of County Commissioners, as set forth by the following provisions of this policy.
2. Provide that:
  - A. Notwithstanding the provisions of paragraph 1, program managers shall have the flexibility to amend their operating expenditure budgets and personnel services budgets by up to 10 percent of the total on an aggregate basis between line items within programs with a \$50,000 cap, contingent upon approval by the County Administrator;
  - B. The County Administrator delegates to the Office of Management and Budget the responsibility for monitoring and enforcing the provisions of this paragraph based on policies adopted by the Board of County Commissioners.
3. Provide that, in addition to the provisions of paragraph 2, the County Administrator may authorize intrafund transfers up to \$250,000.
4. Provide that intrafund transfers greater than \$250,000, and all interfund transfers, must be approved by a majority vote of the Board of County Commissioners.
5. Provide that all requests for use of reserves for contingency must be approved by a majority vote of the Board of County Commissioners.



**Policy for Carry Forward Program:  
Policy No. 98-16**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 94-8, entitled "Carry Forward Program" and adopted by the Board of County Commissioners on December 13, 1994, is hereby repealed and superseded, and a new policy is hereby adopted in its place, to wit:

The Carry Forward Program provides budget incentives to managers to improve financial management effectiveness and accountability. The program allows managers to carry forward into the ensuing fiscal year a portion of, or all, of the unexpected end-of-year funds for identifiable projects which will result in increased productivity, cost savings and/or increased efficiency. Those projects which receive the County Administrator's approval will be presented to the Board of County Commissioners prior to November 1 of each year.

**A. Eligibility Requirements**

The department manager must submit the program proposal to the Office of Management & Budget (OMB) no later than the deadline established by OMB. The proposal must include financial savings estimated based on the most recent financial data available. The department manager must clearly indicate in the Carry Forward Program how the County will realize an increase in productivity, save money or increase efficiency by approving the proposal.

Any request that was denied during the budget review process will be forwarded directly to the County Administrator for special review. The County Administrator will provide further direction to OMB.

Note: Those projects which were funded by the Board in the current fiscal year, and which were not completed, are not affected by this program. In such case, the manager must submit a "Carry Forward Request Form" to the Office of Management & Budget requesting that these funds be added to the budget of the ensuing fiscal year for the sole purpose of completing the projects for which the funds were appropriated in the previous fiscal year. The program must state on the "Carry Forward Request Form" why the project was not completed within the current fiscal year and the anticipated completion date.

**B. OMB Responsibilities**

The Office of Management & Budget shall review all proposals from department managers. The Office of Management & Budget will be responsible for the program activities listed below.

Verify the total amount of funds eligible to be carried forward into the ensuing fiscal year with the Finance Department.

Review an analysis of the proposed project to determine if it will increase productivity, save tax dollars and/or increase efficiency.

Make a recommendation of approval or denial to the County Administrator.

Notify the program manager in writing of whether the project was accepted or denied within two (2) working days of the County Administrator's final decision.

**Policy for Revenues:  
Financial Advisory Committee:  
Policy No. 00-1**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

In order to ensure that financial matters which come before the Board of County Commissioners have been appropriately and thoroughly reviewed, a Finance Advisory Committee is hereby established which shall be comprised of the Leon County Administrator, the Leon County Attorney, the Director of Public Services, the Office of Management and Budget and the Clerk of Courts' Finance Director.

The Finance Advisory Committee shall review and make recommendations to the Board of County Commissioners on financial matters related to the Board of County Commissioners and all County boards and authorities. Such financial matters may include, but not be limited to, issuance of debt, selection of bond counsel, financial advisory services, bond underwriter services, underwriter counsel and arbitrage rebate compliance services.

**Leon County Investment Policy:  
Policy No. 02-12**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 02-12, revised September 14, 2010; is superseded and a revised Policy No. 02-12, Leon County Investment Policy, is hereby adopted, to wit:

It is the policy of the Leon County Finance Division that:

**Introduction**

The following Investment Policy, within the context of the County's Investment Ordinance, is intended to set forth the framework within which the County's investment activities will be conducted. The Investment Policy establishes parameters for investment activity, which may be further restricted by the Investment Oversight Committee or by investment staff. The Investment Policy provides parameters to limit risk and ensure a broadly diversified portfolio. Upon approval of changes to the Investment Policy, existing holdings, which are inconsistent with the requirements, are exempt from the new Policy. These holdings will be managed prudently, while efforts are made to bring into compliance with new Policy.

In establishing this Investment Policy, the Board of County Commissioners recognizes the traditional relationship between risk and return and acknowledges that all investments whether they are for one day or years, involve a variety of risks related to maturity, duration, credit, market and reinvestment risk.

When choosing between alternative investments, staff should structure the portfolio based on an understanding of the variety of risks and basic principles of diversification on the structure of the portfolio. With adoption of this Investment Policy, the County recognizes the goals of preservation of principal, maintaining adequate liquidity and ultimately pursuing attractive total return in the portfolio management, in that order. Ongoing portfolio management is to add economic value to a portfolio under circumstances prevailing during the management process. This may necessitate the sale of securities at a loss in order to reduce portfolio risk (without material reduction in return) or to achieve a greater overall return (without assuming material amounts of additional risk) that could have been obtained if the original position had been held.

The Board recognizes the value of external, as well as internal, management. External management is best employed where greater knowledge and skills are required due to either the nature of the investment instruments, the risks associated with longer duration, or the need to closely monitor credit considerations. Internal management is best employed when risks are low, maturity considerations limited, and the ability for external management to enhance yield is limited by low overall interest rates.

**I. SCOPE**

This Policy applies to all funds held by the County in excess of those required to meet current expenses.

**II. GOALS**

The goal of the investment program, to the extent feasible, should be:

- A. To ensure that all of the public funds in possession of the County are invested 100% of the time in either interest-earning accounts or interest bearing securities;
- B. To produce investment income and price return (total return) at a level determined to be reasonable based on market dynamics or appropriate benchmarks.

**III. INVESTMENT OBJECTIVES**

The primary objectives of all investment activities for the County should be safety of principal, maintenance of adequate liquidity, and finally, return maximization.

- A. Safety of Principal-This is the foremost investment objective. Investment transactions should seek to keep capital losses to a minimum, whether the result of security defaults or erosion of market value. This is best insured by establishing minimum acceptable credit ratings limiting the portfolio's overall duration setting maximum exposures by sector, defining appropriate levels of diversification, authorized transactions, and limiting exceptions.
  
- B. Maintenance of Adequate Liquidity-A portion of the County's overall portfolio should be maintained very liquid in order to meet operating, payroll, and ongoing capital requirements. Maintaining a core level of assets with the government pools, such as the Treasury Special Purpose Investment Account (SPIA) or other short-term entities, is viewed as the best way of maintaining secure asset values with sound investment practices.  
  
The remainder of the overall portfolio should be managed in such a manner that funds can be liquidated in a reasonable amount of time, recognizing that there are other sources for day-to-day liquidity and that this portfolio is primarily available for income generation within the constraints of this Policy.
  
- C. Return Maximization-Return is of least importance compared to the safety and liquidity objectives above. Return maximization is to be guided by the predefined and acceptable levels of risk as defined in this Policy.

**IV. STANDARDS OF PRUDENCE**

The "prudent person" standard shall be applied in the management of the overall investment portfolio. The Clerk and Finance Department employees performing the investment functions, acting as a "prudent person" in accordance with established procedures and this Policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that appropriate monitoring efforts are performed.

The "prudent person" standard is herewith understood to mean the following:

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

**V. ETHICAL STANDARDS**

Officers, employees and investment advisor vendors of the Clerk's Office who are involved in the investment process shall refrain from personal business activity that could conflict with State Statutes, County ordinances, proper management of the investment portfolio or which could impair their ability to make impartial investment decisions. Investment officials and employees, including members of the Investment Oversight Committee, shall disclose any material financial interests in any investment firms, or financial institutions that conduct business with the County and shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the County.

Limits of Liability - The County shall provide for the defense and indemnification of any Committee member who is made a party to any suit or proceeding, other than by an action of the County, or against whom a claim is asserted, by reason of their actions taken within the scope of their service as an appointed member of this committee. Such indemnity shall extend to judgments, fines, and amounts paid in settlement of such claim suit, or proceeding, including any appeal thereof. This protection shall extend only to members who have acted in good faith and in a manner, which they reasonably believe to be in, or not opposed to, the best interest of the County.

**VI. AUTHORITY**

Responsibility for the investment program is vested with the Clerk of the Circuit Court. The Clerk hereby delegates the day-to-day responsibility for the administration of the investment program to the Finance Director. The Finance Director shall maintain an Investment Procedures and Internal Controls Manual based on this Policy. No person may engage in an investment transaction except as stated in the Internal Controls Section of this Policy.

The Clerk of the Circuit Court, as part of their responsibility, will establish procedures to implement this Policy and assure compliance.

## **VII. INVESTMENT OVERSIGHT COMMITTEE**

The Board is responsible for setting guidelines for the investment of the portfolio through the adoption of this Investment Policy. The Board recognizes that there is an expertise required both for setting the guidelines and the review of performance, which may exceed the technical background of individual commissioners and has, therefore, created the Investment Oversight Committee. This Committee is charged with the responsibility to review this Policy on a regular basis and to recommend changes. The Clerk will provide the Committee with reports in sufficient detail as may be requested by the Committee in order for them to review the performance of the portfolio. The Committee will establish portfolio benchmarks in order to judge the performance of the portfolio with respect to the market and other portfolios of similar size and limitations. The Committee will provide the Board a report as of the close of the fiscal year recapping the performance of the portfolio and any outside managers. The Board or the Committee may request additional meetings to discuss issues of concern or direction.

## **VIII. EXTERNAL INVESTMENT MANAGERS**

The County may utilize external investment managers to assist with management of the portfolio. External management may be employed in situations where, due to limitations in the areas of staff time or expertise or the volume of securities available to the portfolio, such outside resources would be in a better position to overcome such limitations. The securities purchased by the external manager on behalf of the County, or held by the fund in which the assets are invested, must be in compliance with the constraints identified by this Policy with respect to specific instruments, maturity, composition, credit, and diversification. The average duration of the funds managed by any one external manager on behalf of the County as part of the portfolio shall not exceed three years.

External managers are selected through a competitive selection process (an RFP). In making this selection, consideration will be given to past investment performance, fees, assets under management, experience of the firm and the individuals managing portfolios of similar size, complexity and investment restrictions. External managers will be evaluated and retained based upon their investment performance.

## **IX. SECURITY SELECTION PROCESS**

Securities selected for purchase or sale should seek to provide the highest rate of return within all relevant parameters considering current objectives, known needs of the portfolio and limitations of this Policy. Whenever practical, asset purchases and sales will be done through a competitive bid process, attempting to use as many as three bids for each transaction and records of all bids will be kept a minimum of two years. For the external manager, the process for selection of securities and broker firms will be exempt from this Policy.

Overnight Repurchase Agreements and other transactions with maturities at the time of purchase of seven days or less will be exempt from this requirement due to the short duration of the transaction and the inability to effectively bid this on a nightly basis.

## **X. RISK DIVERSIFICATION AND PORTFOLIO COMPOSITION**

The County recognizes that investment risks can result from issuer defaults, market price changes, changes in credit ratings, reinvestment of principal and interest, or various technical complications leading to temporary non-liquidity. Portfolio diversification and maturity limitations are employed as primary methods of controlling risk. Market value shall be the basis for determining portfolio percentages as required for the portfolio.

### **A. Issuer and Credit Risk**

The structure of the portfolio is designed to minimize credit risk. The majority of the securities held will be those of the highest available credit quality ratings. These would include government pools, U. S Government (AAA) securities, and commercial paper, of only the highest applicable rating. Staff will notify the IOC at any time holdings drop below the minimum credit ratings specified in this Policy. The IOC will consider the market environment and make recommendations to hold and continue to monitor the investments or liquidate the investments.

To further limit the County's risk against possible credit losses, a maximum of 3% of the total portfolio managed by the County's external manager may be held at any one time in all securities of any corporate entity, inclusive of commercial paper, medium term notes, or corporate notes and bonds.

For purposes of this Policy, the top nationally-recognized credit rating agencies (NRSROs) for all credit-sensitive securities are Moody's Investor Services, Standard and Poor's, and Fitch Investor Services.

**B. Maturity and Interest Rate Risk**

To meet the day-to-day operating needs of the County and to provide the readily-available cash to meet unforeseen temporary cash requirements, the portfolio shall maintain in liquid investments (defined as repurchase agreements purchased under the terms of the County's depository contract, open repurchase agreements, financial deposit instruments insured by the Federal Deposit Insurance Corporation, banker's acceptance, commercial paper, U.S. Treasury direct and agency obligations, all having a maturity of 90 days or less, and the Treasury Special Purpose Investment Account) a minimum balance equal to one-twelfth of the then-current fiscal year's budgeted operating expenditures.

The range of duration for the County's overall portfolio is defined as 0.5 years to 2.5 years. Unusual market or economic conditions may mandate moving the portfolio outside of this range. The Investment Oversight Committee will be convened and will approve any portfolio duration outside of the range specified above.

**C. Market Volatility**

By establishing maturity or duration limitations on the aggregate portfolio, the County acknowledges its understanding that longer investments generally entail a greater potential for income returns, but at the risk of increased price volatility.

To further provide for capital protection, a volatility range is established wherein the market value of the overall portfolio should be targeted to remain within a range of +/- 5% from the portfolio's par value. If the market value moves outside of this range, the Investment Oversight Committee shall be convened and consulted. A decision shall be made and the County Administrator will be advised of the magnitude of the deviation and the actions to move the portfolio back within the range.

**D. Investment Maturity and Liquidity**

To the extent possible, an attempt will be made to structure the investment portfolio consistent with expected cash flow requirements. While investment maturities will not exceed the expected cash flow requirements, they may be shorter. Investments do not necessarily have to be made for the same length of time that the funds are available following the basic investment principals that are listed in Section IX.

**XI. INVESTMENT PERFORMANCE AND REPORTING**

A quarterly investment report shall be prepared by the Finance Office and provided to the County Administrator and the Investment Oversight Committee. The report shall include a breakdown of the portfolio by sector, maturity, yield, as well as its overall performance during that period with sufficient detail for a comprehensive review of investment activity and performance.

Annually, a recapitulation report will be presented to the Board of County Commissioners ("Board"), which shall include securities in the portfolio by sector, book value, income earned, market value and yield. Performance measurements shall be utilized which are appropriate to the maturity, risk characteristics, investment limitations and size of the portfolio. At a minimum, portfolio performance shall be measured by comparing its year-to-date earnings to an appropriate benchmark.

The County Administrator shall be notified immediately of deviations from currently approved investment policies.

**XII. THIRD-PARTY CUSTODIAL AGREEMENTS**

County Financial Policies & Ordinances

The Clerk will execute a Third Party Custodial Safekeeping Agreement with a depository chartered by the United States Government or the State of Florida. All securities purchased, and/or collateral obtained by the Clerk, shall be properly designated as an asset of the County and held in an account separate and apart from other assets held by the depository. No withdrawal of such securities, in whole or in part, shall be made from safekeeping, except by authorized staff. The Clerk will enter into a formal agreement with an institution of such size and expertise as is necessary to provide the services needed to protect and secure the investment assets of the County.

Securities transactions between a broker-dealer and the custodian involving purchase or sale of securities by transfer of money or securities must be made on a "delivery vs. payment" basis, if applicable, to ensure that the custodian will have the security or money, as appropriate, in hand at the conclusion of the transaction.

The Third-Party Custodial Safekeeping Agreement shall include letters of authority from the Clerk, details as to responsibilities of each party, notification of security purchases, sales, delivery, repurchase agreements, wire transfers, safekeeping and transactions costs, procedures in case of wire failure or other unforeseen mishaps, including the liability of each party.

**XIII. MASTER REPURCHASE AGREEMENT**

The County will require all approved institutions and dealers transacting repurchase agreements to execute and perform as stated in the Master Repurchase Agreement. All repurchase agreement transactions will adhere to requirements of the Master Repurchase Agreement.

**XIV. PERMISSABLE INVESTMENTS**

The following are the guidelines for investments and limits on security issues, issuers, and maturities as established by the Clerk (EXHIBIT A). The Clerk or the Clerk's designee (Finance Director) shall have the option to further restrict or increase investment percentages from time to time based on market conditions. Any changes to the portfolio composition guidelines must be in writing from the Finance Director, directed to the appropriate parties and discussed at each quarterly Investment Oversight Committee meeting.

Internal Investments

- A. The Local Government Surplus Trust Fund (SBA) and Treasury Special Purpose Investment Account (SPIA). A maximum of 50% and 15% of the portfolio may be invested in the SBA and SPIA, respectively.
- B. The Florida Local Government Investment Trust (FLGIT) and the Florida Municipal Investment Trust (FMIvT). A maximum of 15% of the portfolio may be invested in FLGIT and in each of the FMIvT pools.
- C. Constant Net Asset Value Money Market Mutual Funds (U.S. Government Securities, Repurchase Agreements, Commercial Paper and Bankers' Acceptances)

Investments may be made in SEC qualified constant net asset value fixed income money market mutual funds rated AAAM or AAAg comprised of only those investment instruments as authorized in this Section XIV Portfolio Composition, provided that such funds do not allow derivatives.

- D. Financial Deposit Instruments  
For funds that are initially deposited in a qualified public depository, the selected depository may arrange for depositing funds in financial deposit instruments insured by the Federal Deposit Insurance Corporation in one or more federally insured banks or savings and loan associations wherever located for the account of Leon County Board of County Commissioners.
  - 1. A maximum of 30% of the portfolio may be invested in-financial deposit instruments.
  - 2. The maximum maturity on any certificate shall be no greater than two years from the time of purchase with the average maturity of all financial deposit instruments no greater than one year.

External Investments

- E. Repurchase Agreements

1. Investments may be made in repurchase agreements comprised of only those investments as authorized in Sections XIV. H, I, and J, and based on the requirements set forth in the Clerk's Master Repurchase Agreement.
  - a. All firms with whom the Clerk enters into repurchase agreements will have in place and executed a Master Repurchase Agreement.
  - b. All repurchase agreements with a term longer than one business day will have the collateral held by a third party custodian.
  - c. The collateral held pursuant to a repurchase agreement shall have a maturity of less than five years and must have a mark-to-market value of 102 percent during the term of the repurchase agreement. A maximum of 15% of the external portfolio may be invested in repurchase agreements with the exception of one business day agreements and overnight sweep agreements.
2. A maximum of 5% of the external portfolio may be invested with any one institution or dealer with the exception of one business day agreements.
3. The maximum length to maturity of any repurchase agreement is 60 days from the date of purchase.

#### F. Bankers' Acceptances

1. Investments may be made in bankers' acceptances which are inventory based and issued by a bank, which has at the time of purchase, an unsecured, uninsured and un-guaranteed obligation rating of at least "Prime-1" and "A" by Moody's and "A-1" and "A" by Standard & Poor's.
2. A maximum of 15% of the external portfolio may be directly invested in bankers' acceptances at time of purchase.
3. A maximum of 5% of the external portfolio may be invested with any one issuer.
4. The original maturity of the security must be 270 days or less.

#### G. Commercial Paper

1. Investments may be made in commercial paper of any United States company, which is rated at the time of purchase, "Prime-1" by Moody's and "A-1" by Standard & Poor's (prime commercial paper).
2. A maximum of 20% of the external portfolio may be directly invested in prime commercial paper at time of purchase.
3. A maximum of 5% of the external portfolio may be invested with any one issuer.
4. The maximum length to maturity for prime commercial paper shall be 270 days.

#### H. United States Government Securities

1. Investments may be made in negotiable direct obligations or obligations the principal and interest of which are unconditionally guaranteed by the United States Government. Such securities will include, but not be limited to, the following: Treasury and Cash Management Bills, State and Local Government Series (SLGS), Notes, Bonds Treasury Strips, and Treasury Inflation Protected Securities (TIPS).
2. The external portfolio can be composed of up to 100% of these investments.
3. The maximum final maturity of any direct investment in all the various forms of direct government guaranteed securities is 10 years, except for the underlying securities of repurchase agreements.

#### I. United States Federal Agencies (full faith and credit of the U.S. Government)

1. Investments may be made in bonds, debentures or notes issued or guaranteed by United States Government agencies, provided such obligations are backed by the full faith and credit of the United States Government. Such securities are limited to the following: Small Business Administration, United States Department of Agriculture, United States Export-Import Bank, direct obligations or fully guaranteed certificates of beneficial ownership, Farms Home Administration, Federal Financing Bank, Federal Housing Administration Debentures, General Services Administration Participation Certificates, United States Maritime Administration Guaranteed, Title XI Financing, New Communities Debentures, United States Government guaranteed debentures, U. S. Public Housing Notes and

Bonds, U.S. Government guaranteed public housing notes and bonds, U.S. Department of Housing and Urban Development Project notes and local authority bonds.

2. Agencies backed by the full faith and credit of the U.S. Government may comprise 100% of the external portfolio.
3. A maximum of 20% of the external portfolio may be invested in each of the above listed Federal Agencies.
4. A maximum final maturity for an investment in any United States Government agency security is five years.

J. Federal Instrumentalities (United States Government Agencies which are non-full faith and credit)

1. Investments may be made in bonds, debentures or notes issued or guaranteed by United States Government sponsored agencies (Federal Instrumentalities) which are non-full faith and credit agencies limited to the following: Federal Farm Credit Bank (FFCB), Federal Home Loan Bank or its district banks (FHLB), Federal National Mortgage Association (FNMA), Federal Home Loan Mortgage Corporation (FHLMC), including participation certificates and Tennessee Valley Authority (TVA).
2. A maximum of 45% of the external portfolio may be invested in Federal Instrumentalities.
3. A maximum of 15% of the external portfolio may be invested in any one issuer.
4. The maximum final maturity for an investment in any Federal Instrumentality is five years.

K. Corporate Debt Securities

1. Investments may be made in notes, medium term notes, discount notes and variable-rate securities issued by any corporation, provided that such instrument is rated A or better by at least two NRSROs, at time of purchase.
2. All corporate transactions must be payable in U.S. dollars.
3. A maximum of 25% of the external portfolio may be invested in corporate fixed income securities.
4. A maximum of 3% of the external portfolio may be invested with any one issuer.
5. The maximum length to maturity for an investment fixed income security is five years.

L. Municipal Bonds

1. Investments may be made in notes or bonds issued by governmental entities or territorial boundaries of the United States, provided that such instrument is rated A or better by at least one NRSRO.
2. A maximum of 35% of the external portfolio may be invested in municipal securities at time of purchase.
3. A maximum of 3% of the external portfolio may be invested with any one issuer.
4. The maximum length to maturity for any municipal security is five years.

M. Mortgage-Backed Securities (MBS)

1. A maximum of 35% of the external portfolio may be invested in MBS securities at time of purchase.
2. Only agency-collateralized (FNMA, FHLMC and GNMA) MBS, including collateralized mortgage obligations (CMOs) may be purchased.
3. The maximum external portfolio percentage for any one agency collateralized MBS/CMO pool is 5%.
4. Maximum expected average life at the time of purchase for any MBS security shall not exceed five years.

N. Asset-Backed Securities (ABS)

1. A maximum of 5% of the external portfolio may be invested in ABS securities at time of purchase.
2. Minimum credit rating for ABS securities must be at least AA- by at least two NRSRO, at the time of purchase.
3. The maximum external portfolio percentage for any one ABS transaction is 1.5%.
4. No more than 3% of the external portfolio may be allocated to any one subsector of the ABS market.
5. Maximum expected average life at the time of purchase for any ABS security shall not exceed five years.

O. Commercial Mortgage-Backed Securities (CMBS)



1. A maximum of 8% of the external portfolio may be invested in CMBS securities, at time of purchase.
2. Only agency-collateralized CMBS may be purchased.
3. The maximum external portfolio percentage for any one agency collateralized CMBS pool is 3%.
4. Maximum expected average life at the time of purchase for any CMBS security shall not exceed five years.

**XV. ADDITIONAL PORTFOLIO LIMITATIONS**

- A. The maximum combined portfolio allocation to MBS, CMBS and ABS securities is 45% at time of purchase.
- B. The maximum combined portfolio allocation to corporate debt and municipal securities is 45% at time of purchase.
- C. Portfolio securities may be purchased in either fixed or floating-rate form.

**XVI. PROHIBITED INVESTMENTS**

There shall be no investments in:

- A. Securities that are not both denominated in US Dollars and issued by US domiciled institutions.
- B. Private placements debt issues;
- C. Commodities, futures or options contracts;
- D. Short sales or margin transactions;
- E. Limited partnerships;
- F. Interest Only (IO) and Principal Only (PO) Mortgages;
- G. Fixed income securities of the investment manager, including their parents or subsidiaries;
- H. Any form of fixed income securities which would generally be considered derivatives, excluding CMOs.

**XVII. INTERNAL CONTROLS**

The Treasury Manager shall establish and monitor a set of written internal controls designed to protect the County's funds and ensure proper accounting and reporting of the securities transactions. Such internal controls shall include, but not be limited to, the following:

- A. All securities purchased or sold will be transferred only under the "deliver versus payment" (DVP) method to insure that funds or securities are not released until all criteria relating to the specific transaction are met.
- B. The Investment Officer or authorized Finance staff will accept, on behalf of and in the name of Leon County, bank trust receipts or confirmations as evidence of actual delivery of the obligations or securities in return for investment of funds.
- C. Trust receipts or confirmations shall fully describe the various obligations or securities held. The receipt or confirmation shall state that the investment is held in the name of Leon County.
- D. The actual obligations or securities, whether in book-entry or physical form, on which trust receipts or confirmations are issued, may be held by a third-party custodial bank and/or institution or a designated correspondent bank which has a correspondent relationship to the Clerk's third-party custodian.
- E. Other internal controls such as:
  1. Written documentation of telephone transactions.
  2. Adequate separation of duties.
  3. Custodial safekeeping.
  4. Supervisory control of employee actions and operations review.
  5. Performance evaluations and reporting, interim and annual.
- F. All daily investment activity is performed by the Investment Officer under supervision of the Finance Director.
- G. Internal controls shall be reviewed by independent auditors engaged by the County as part of their financial audit.

**XVIII. INVESTMENT STRATEGIES**

Within the constraints of this Policy, the Clerk will be responsible for developing an investment strategy. This will be discussed with members of the Investment Oversight Committee and will address changes in the duration of the portfolio, the slope of the yield curve, spreads between various investment instruments, and actions by the Federal Reserve Board or other federal agencies, which might influence investment decisions.

The Clerk will solicit suggestions and comments from the Committee with respect to making strategic investment decisions. In implementing these strategies, the Clerk will communicate with the external manager as to how they are repositioning their portfolio and coordinate directions.

Generally, the dollars managed externally will be of longer duration and more sophisticated instruments therefore, one of the tools the Clerk will use to implement their strategic decisions will be to increase or decrease the dollars being managed. The Clerk will seek to implement investment strategies that will maximize long-term returns and mitigate interest rate volatility. The resources and sophistication to actively manage the portfolio on a daily basis is not available and the portfolio will not be involved in regular short term day trading activity. The portfolio will be repositioned within a narrow band in terms of both maturity and security selection and only in unusual times will major changes occur.

**XIX. CONTINUING EDUCATION**

The Clerk, Finance Director and other staff responsible for making investment decisions must annually complete eight hours of continuing education in subjects or courses of study related to investment practices and products.

**XX. POLICY REVIEW AND AMENDMENT**

This Policy shall be reviewed annually by the Investment Oversight Committee and any recommended changes will be presented to the Board of County Commissioners for adoption.

**LEON COUNTY INVESTMENT POLICY 02-12**  
**EXHIBIT - A**

IP Section	Authorized	Security Type	Portfolio Sector Maximum	Subsector Maximum	Per Issuer Maximum	Maximum Maturity/WAL Limit	Quality Minimum
XIV. A.	IM	Treasury Special Purpose Investment Account (SPIA) Local Government Surplus Funds Trust Fund	15% / 50%	NA	NA	NA	NA
XIV. B.	IM	FL Local Government Investment Trust (FLGIT) or the FL Municipal Investment Trust (FMIvT)	15% each Trust	NA	NA	NA	NA
XIV. C.	IM	Constant Net Asset Value Money Market Mutual Funds	100%	NA	NA	NA	SEC-qualified, must hold investments allowed by this Policy
XIV. D.	IM	Financial Deposit Instruments insured by the FDIC	30%	NA	NA	2-Year Mat; 1 Year Avg Maturity	Public Dep. Act
XIV. E.	EM	Repurchase Agreements	15%, if longer than 1-Day	NA	5.0%	60-Days	Requires Master Repo Agreement
XIV. F.	EM	Bankers' Acceptances	15%	NA	5.0%	270-Days	A1/P1 by 2 NRSRO
XIV. G.	EM	Commercial Paper	20%	No ABCP	5.0%	270-Days	A1/P1 by 2 NRSRO

County Financial Policies & Ordinances

XIV. H.	EM	United States Government Securities	100%	NA	NA	10-Year Maturity	NA
XIV. I.	EM	United States Federal Agencies (full faith and credit)	100%	NA	20.0%	5-Year Maturity	NA
XIV. J.	EM	Federal Instrumentalities	45%	NA	15.0%	5-Year	NA
EM=External Managers-limits apply to external portfolio IM=Internal Management-limits apply to combined internal and external portfolios <b>OTHER</b> X The maximum combined portfolio allocation to MBS, CMBS, and ABS securities is 45% at time of purchase. The maximum combined portfolio allocation to corporate debt and municipal securities is 45% at time of purchase. Portfolio securities may be purchased in either fixed or floating-rate form.							
XIV. L.	EM	Municipal Bonds	35%	NA	3.0%	5-Year Maturity	A3/A- by 1 NRSRO
XIV. M.	EM	Mortgage-Backed Securities (MBS), including CMOs	35%	Agency-only	5.0%	5-Year WAL	Agency
XIV. N.	EM	Asset-Backed Securities (ABS)	5%	3%	1.5%	5-Year WAL	Aa3/AA- by 2 NRSRO
XIV. O.	EM	Commercial Mortgage-Backed Securities (CMBS)	8%	Agency-only	3.0%	5-Year WAL	Agency

**Policy for Landfill Rate Stabilization Reserve:  
Policy No. 03-08**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 94-1, "Policy for Landfill Rate Stabilization Reserve," adopted by the Board of County Commissioners on February 8, 1994 is hereby repealed and superseded, and a new policy entitled "Solid Waste Rate Stabilization Reserve Fund" is hereby adopted in its place. It shall be the policy of the Board of County Commissioners of Leon County, Florida that:

1. The Solid Waste Rate Stabilization Reserve Fund is established to provide the following:
  - a. To accumulate funding for planned future capital project expenditures;
  - b. Funding for temporary and nonrecurring unexpected capital projects;
  - c. Funding to accommodate unexpected program mandates from other governmental bodies;
  - d. Funding for extraordinary operating expenses.
  - e. Funding for operating expenses in order to stabilize rates.
2. Use of funds from the Solid Waste Rate Stabilization Reserve Fund will be limited to operation of the landfill and transfer station.
3. The Board of County Commissioners must approve requests for use of Rate Stabilization Reserve Fund. The Board will use the procedures and evaluation criteria set forth in this policy. Such requests will be evaluated in insure consistency with other Board policy; the urgency of the request; the scope of services to be provided; the short- and long-term fiscal impact of the request; a review of alternative methods of funding or providing the services; a review for duplication of services with other agencies; a review of efforts to secure non-County funding; a discussion of why funding was not sought during the normal budget cycle; and a review of the impact of not funding or delaying funding to the next fiscal year.
4. The Rate Stabilization Reserve Fund will be budgeted at the excess of revenues over expenditures after the requirements of the balance needed in the Contingency Reserve and Closure Reserve are met. The Rate Stabilization Reserve Fund shall be separate from the Contingency Reserve and Closure Reserve.
5. The County's budget will be amended at such time as the County Commission, by majority vote, authorizes the use of reserves. All requests to the County Commission for the use of Rate Stabilization Reserve Fund shall be accompanied by an addendum prepared by OMB showing the year-to-date activity on the reserves account as well as the current account balance and the net effect on the account of approving the use of reserves.

6. As used in this document, the term "Fund" does not require the establishment of a self-balancing set of accounts, but rather indicates a separate account established within the Solid Waste Enterprise Fund.

### **Ordinance for Discretionary Funding Guidelines:**

#### **Ordinance No. 06-34**

#### **Section 2-600 Application of Article**

This article shall govern the allocation of discretionary funds and provide the Board a maximum amount of annual funding available in each of the following fund categories: Community Human Services Partnership Fund, Community Human Services Partnership – Emergency Fund, Commissioner District Budget Fund, Midyear Fund, Non-Departmental Fund, and Youth Sports Teams Fund.

#### **Section 2-601 Annual Appropriation**

Funding for the purposes set forth in this article shall be subject to an annual appropriation by the Board in accordance with this article.

#### **Section 2-602 Definitions**

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

- *Community Human Services Partnership Fund* shall mean funds eligible for allocation to social service programs.
- *Community Human Services Partnership – Emergency Fund* shall mean funds eligible for allocation for one time funding to meet an emergency situation.
- *Commissioner District Budget Fund* shall mean funds eligible for allocation to each Commissioner for activities relating to his or her district or the County at large.
- *Emergency Situation* shall mean those exigent circumstances that would prohibit or severely impact the ability of a currently funded Community Human Services Partnership (CHSP) agency to provide services.
- *Midyear Fund* shall mean funds eligible for allocation for requests that occur outside of the regular budget process.
- *Non-Departmental Fund* shall mean funds eligible for allocation for non-profit entities that are included, by direction of the Board, as part of the regular adopted budget.
- *Non-Profit* shall mean an entity that has been designated as a 501(c)(3) eligible by the U.S. Internal Revenue Services and/or registered as a non-profit entity with the Florida Department of State.
- *Youth Sports Teams Fund* shall mean funds eligible for allocation for temporary and nonrecurring youth sporting events such as tournaments and playoffs, and events recognizing their accomplishments.

#### **Section 2-603**

- (a) The County Administrator or his designee is authorized to develop forms and procedures to be used by a non-profit, group or individual when submitting a request for funding consistent with the provisions herein.
- (b) The County Administrator or his designee shall establish a process for evaluating request for funding made pursuant to this article.

#### **Section 2-604**

- (a) *Community Human Services Partnership Program Fund*
  - (1) Non-profits eligible for Community Human Services Partnership (CHSP) funding are eligible to apply for funding for other programs or specific event categories as long as the organization does not receive multiple County awards for the same program or events, or when requesting funding for an activity that is not CHSP eligible, such as capital improvements.
  - (2) Annually, as part of the budget process, the Board shall confirm the allocation of funding set aside for the Community Human Services Program.
- (b) *Community Human Services Partnership Program – Emergency Fund.*
  - (1) Non-profits that are funded through the CHSP process are eligible to apply for emergency, one time funding through the Community Human Services Partnership Program – Emergency Fund.
  - (2) Annually, as part of the budget process, the Board shall confirm the allocation of funding set aside for the Community Human Services Partnership Program – Emergency Fund.
  - (3) These funds are available to any agency that is currently funded through the CHSP process.

## County Financial Policies &amp; Ordinances

- (4) The request for emergency funding shall be made at a regular meeting of the Board. If deemed appropriate, the request for emergency funding shall then go before a CHSP sub-committee consisting of members from the CHSP review boards of each of the partners (Leon County, the City of Tallahassee, and the United Way of the Big Bend.) The sub-committee shall determine if the situation would qualify as an Emergency Situation and what amount of financial support would be appropriate. The CHSP shall then make a recommendation to the County Administrator, who is authorized to approve the recommendation for funding.
  - (5) In the event the Board does not meet in a timely manner, as it relates to an agency's request, the County Administrator shall have the authority to appropriate expenditures from this account.
- (c) *Commissioner District Budget Fund*
- (1) Annually, as part of the budget process, the Board shall determine the allocation of funding set aside for the Commissioner District budget fund.
  - (2) Expenditures shall only be authorized from this account for approved travel, and office expenses.
- (d) *Midyear Fund*
- a. Non-profits, groups or individuals that do not fit into any of the other categories of discretionary funding as outlined in this article are eligible to apply for midyear funding.
  - b. Annually, as part of the budget process, the Board shall determine the allocation of funding set aside for the Midyear Fund.
  - c. In the event the Board does not meet in a timely manner, as it relates to a funding request, the County Administrator shall have the authority to appropriate expenditures from this account. Such action is thereafter required to be ratified by the Board.
- (e) *Non-Departmental Fund*
- (1) Non-profits eligible for non-departmental funding are eligible to apply for funding in any other program or specific event categories as long as the organization does not receive multiple County awards for the same program or event. Eligible funding activities in this category are festivals and events and outside service agencies.
  - (2) Annually, as part of the budget process, the Board shall determine the allocation of funding set aside for the Non-Departmental Fund.
  - (3) Non-profits eligible for funding through the Cultural Resources Commission (CRC) Leon County Grant Program (funded through the non-departmental process) are eligible for funding in other program or specific event categories as long as the organization does not receive multiple County awards for the same program or event.
- (f) *Youth Sports Teams Fund*
- (1) Non-profits or athletic teams of the Leon County school system that are eligible for the County's Youth Athletic Scholarship Program are not eligible for funding pursuant to this Article.
  - (2) Annually, as part of the budget process, the Board shall determine the amount of funding pursuant to this Article.
  - (3) The award for Youth Sports Teams shall not exceed \$500 per team.
  - (4) Youth Sports Teams requesting funding from the Board shall first submit their requests in writing to the County Administrator or his or her designee for review and evaluation the request must include certified documentation establishing the legitimacy of the organization.
  - (5) Funding will be allocated on a first-come, first-serve basis. In the event that more than one request is received concurrently when the fund's balance is reduced to \$500, the remaining \$500 will be divided equally among the applicants meeting the evaluation criteria.
  - (6) Applicants must have participated in a City, County, or school athletic program during the year in which funding is sought.
  - (7) Team participants must be 19 years of age or younger.
  - (8) The requested funding shall support post-season activity, e.g., tournaments, playoffs, or awards banquets associated with extraordinary performance.
  - (9) After the Youth Sports Team funding level is established by the Board during the budget process, the County Administrator shall have the authority to appropriate expenditures from this account.
- (g) *Appropriation Process Annually, prior to March 31, the Board shall:*
- (1) Determine the amount of funding set aside for each funding category identified in this Article;
  - (2) Determine the list of permanent line item funded entities that can submit applications for funding during the current budget cycle; and

- (3) Provide direction to staff on additional appropriation requested that should be considered as part of the tentative budget development process.

**Section 2. Conflicts.**

All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict, except to the extent of any conflicts with the Tallahassee-Leon County 2030 Comprehensive Plan as amended, which provisions shall prevail over any parts of this ordinance which are inconsistent, whether in whole or in part, with the said Comprehensive Plan.

**Section 3. Severability.**

If any word, phrase, clause, section or portion of this ordinance shall be held invalid or unconstitutional by a court of competent jurisdictions, such portion or words shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions thereof.

**Section 4. Effective Date**

This Ordinance shall have effect upon becoming law. DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County, Florida, this 12<sup>th</sup> day of March, 2013.

**Reserve Policy:  
Policy No. 07-2**

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that:

Policy No. 07-2, "Reserves", adopted by the Board of County Commissioners on July 10, 2007, is hereby superseded, and a revised policy is hereby adopted in its place, to wit:

**1. Emergency Reserves**

- a. The general revenue emergency reserves will be maintained at an amount not to be less than 3% and to not exceed 8% of projected general fund and fine and forfeitures fund operating expenditures for the ensuing fiscal year.
- b. A Catastrophe Reserve will be maintained at 2% of the general fund and fine and forfeiture fund operating expenditures for the ensuing fiscal year. The Catastrophe Reserve will provide immediate cash flow for staff overtime, equipment, contractual support and materials/supplies in the event of a natural disaster. In the event of a declared local state of emergency, the County Administrator is authorized to utilize the Catastrophe Reserve to pay Leon County solid waste and Leon County building/growth fees for eligible residents for the purpose of debris removal and home restoration/reconstruction. To be eligible, residents must demonstrate that all other means (including, but not limited to: FEMA Individual Assistance, property insurance) have been exhausted prior to seeking County assistance.
- c. The reserve for contingency is separate from the reserve for cash balances.
- d. Annually, the Board will determine an appropriate amount of reserve for contingency to be appropriated as part of the annual budget. Any funds not included in the budget under this category will be included as part of the unreserved fund balance.

**2. Reserve for Cash Balances**

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

### 3. Utilization of Fund Balance

- a. As part of the annual budget process, a determination will be made of the minimum and maximum amounts of fund balance available based on the requirements set forth in Sections 1 and 2.
- b. Funds in excess of the minimums established can be utilized to support one time capital project funding and/or other one-time expenditures to address unforeseen revenue shortfalls.

### 4. Budgeted Contingency Reserve

Budgeted Reserve for Contingency reserves, are established to provide the following:

- a. Funding for authorized mid-year increases to adopted levels of service.
- b. Funding for unexpected increases in the cost of providing existing levels of service.
- c. Temporary and nonrecurring funding for unexpected projects.
- d. Funding of a local match for public or private grants.
- e. Funding to offset losses in revenue caused by actions of other governmental bodies.
- f. Funding to accommodate unexpected program mandates from other governmental bodies.

### 5. Procedures

- a. The County Administrator is authorized to develop forms and procedures to be used by outside agencies or individuals or County agencies in submitting their requests for use of contingency reserves.
- b. County agencies, including County departments and Constitutional Officers, requesting additional funding from the Board shall first submit their requests in writing to the County Administrator for full review and evaluation.
- c. After evaluation, all requests will be brought to the Board for consideration at a regularly scheduled meeting.
- d. Requests for use of reserves for contingency may be approved only by the Board of County Commissioners.
- e. The County's budget will be amended at such time the County Commission, by majority vote, authorizes reserves for contingency. All requests to the County Commission for the use of any reserves for contingency shall be accompanied by a "contingency statement" prepared by OMB showing the year-to-date activity on the reserves account as well as the current account balance and the net effect on the account of approving the use of reserves.

### 6. Evaluation Criteria

- a. The Board will use the procedures and evaluation criteria set forth in this policy. The evaluation of funding requests shall include, but not be limited to the following:
  - consistency with other Board policy;
  - the urgency of the request;
  - the scope of services to be provided;
  - the short-term and long-term fiscal impact of the request;
  - a review of alternative methods of funding or providing the services,
  - a review for duplication of services with other agencies;
  - a review of efforts to secure non-County funding;
  - a discussion of why funding was not sought during the normal budget cycle; and
  - a review of the impact of not funding or delaying funding to the next fiscal year.

### 7. Exceptions

- a. This policy is not intended to limit regular mid-year salary adjustment transfers from the salary adjustment contingency account, which is reviewed separately by the Board of County Commissioners on an annual basis.

## **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 D RI Development approval, zoning approval, preliminary development plan approval, conditional use approval, master plan approval, Board of Adjustment approval, and any other development order than a final development order.

4. "Local government" means the City of Tallahassee, Florida and Leon County, Florida.

5. "Public facility" means the capital improvements and systems of each of the following: arterial and collector roads, mass transit, stormwater management, potable water, sanitary sewer, solid waste, parks and recreation, library, corrections, emergency medical service, fire service, bikeway, sidewalk, airport, other local government buildings, public education and public health facilities.

**Policy 1.1.2: [CI]** (Rev. Effective 8/17/92)

The local government shall establish standards for levels of service for Categories A and C of public facilities, and shall apply the standards as follows:

1. Category A. The standards for levels of service of each type of public facility in Category A shall apply to development orders issued by the local government after January 31, 1991, or such earlier date as may be adopted by the local government, the local governments' annual budgets beginning with the 1990-91 fiscal year, the local governments' Capital Improvement Programs beginning with the 1990-91 fiscal year, and other elements of this Comprehensive Plan.

2. Category C. The standards for levels of service of each type of public facility in Category C shall apply to development orders issued by the local government after January 31, 1991, or such earlier date as may be adopted by the local government, and other elements of this Comprehensive Plan, but shall not apply to the local governments' annual budgets or the local governments' Capital Improvement Programs.

**Policy 1.1.3: [CI]** Levels of Service Required for Infrastructure, Facilities, and Utilities (Revised Effective 7/25/03; Revision Effective 7/20/05)

The following standards are hereby established as the minimum levels of service for various infrastructure, facilities, utilities and services required to support new development within the City of Tallahassee and Leon County.

1. Roadways

The peak hour roadway level of service for Tallahassee and Leon County is established as follows:

a. Outside the Urban Service Area:

Interstate, Intrastate, Limited Access Parkways: B

Principal Arterials: C

Minor Arterials: C

Major and Minor Collectors: C

Local Streets: D

Inside the Urban Service Area:

Interstate, Intrastate, Limited Access Parkways: C

Principal Arterials: D\*\*

Minor Arterials: D / E\*

Major and Minor Collectors: D / E\*

Local Streets: D

\*For Minor Arterials, and Major and Minor Collectors located inside the Urban Service Area and south of U.S. 90, the Level of Service shall be "D" for purposes of establishing priorities for programming transportation improvements, and "E" for meeting concurrency requirements, to support the Southern Strategy. Roads north of U.S. 90 shall be LOS D for both programming improvement and concurrency purposes.

\*\*The Level of Service for Monroe Street from Gaines Street to Tennessee Street shall be "E". (*Revised Effective 12/10/02*)

b. Notwithstanding any of the above LOS standards in Policy 1.4.1 a. (above), in local government's review of a proposed development project, an optional LOS standard may be established that is equivalent to the currently adopted LOS standard plus 50% and may be applied in calculating the concurrency capacity for an impacted roadway segment that is not a Florida Intrastate Highway Facility (FIHS) as determined by the Florida Department of Transportation and that is located within the USA boundary provided that the following criteria is met:

- 1) The roadway segment is "capacity constrained" (as defined below), and;
- 2) The applicant or developer of the project being reviewed provides a "commensurate mitigation contribution" (as described below) to the local government for an alternative improvement.

For the purposes of this policy, the assumed roadway capacity that can be achieved under the adopted LOS standard plus 50% shall not exceed 150% of the maximum service flow at the adopted LOS. A "capacity constrained" roadway segment is one where the local government has determined that:

- 1) The improvement that will resolve the deficiency is not feasible due to environmental constraints, regulatory constraints or prohibitively costly right-of way demands, or;
- 2) The improvement that will resolve the deficiency is not desirable in that it is inconsistent with clearly defined community goals or long term plans, or;
- 3) The improvement that will resolve the deficiency is not desirable in that it clearly represents an economically inefficient measure that will address a public facility deficiency only on a temporary, limited basis.

The "commensurate mitigation contribution" must be equivalent to the costs of the public facility improvement(s) necessary to eliminate the capacity deficiency in order that the LOS standards in Policy 1.4.1 a. (above) would be maintained on the impacted roadway segment. The transportation facility improvement on which the contribution can

be expended by the local government may include public road capacity improvements, public road right-of-way acquisition, mass transit system implementation or facility improvements, or bike or pedestrian facility improvements. In addition, the transportation facility improvement on which the contribution can be expended must serve to enhance the transportation network within the defined traffic impact area of the proposed development.

2. Mass Transit

Tallahassee Mass Transit System (Category A):

- (1) Inside urban service area:  
1% annual increase in system miles (odometer miles on buses).
- (2) Outside urban service area:  
No service

3. Stormwater

a. Tallahassee and Leon County (Category A)

The design and water quality standards set forth in Florida Administrative Code Chapters 17-3 and 17-25, as the same may be amended from time to time, are hereby adopted by reference as the level of service for stormwater quality.

Local government may set higher minimum levels of treatment in watersheds where investigation and analysis indicate more stringent levels of service are required.

Stormwater management facilities shall be adequate to provide the following levels of service with regard to flood control:

100 Year Critical Storm Event

- No flood water in new buildings or existing buildings.
- Overland flow capacity available for all flow in excess of capacity of underground and open channel conveyance systems.

25 Year or Less Critical Storm Event

- No flood water more than six inches deep in local roads, parking lots, or other non-street vehicular use areas.
- No flood water in one driving lane each direction of collector streets.
- No flood water in two driving lanes each direction on arterial streets.
- Open channel conveyance capacity available for all flow in excess of capacity of underground conveyance system, or for full twenty-five year storm flow if no underground system exists.
- The rate of off-site discharge shall not exceed the predevelopment rate of discharge.

10 Year or Less Critical Storm Event

- No flood water in one driving lane of local roads.
- No flood water in the driving lanes of any road other than a local road.
- Underground conveyance not overflowing in business and commercial districts.

5 Year or Less Critical Storm Event

- No flood water in the driving lanes of any roadways. •Underground conveyances not overflowing in residential districts.

These are the adopted levels of service and shall be used as the basis for determining the availability of facility capacity and the system demand generated by development. In instances where an off-site deficiency exists at the time of adoption of this policy, such deficiency shall not be increased as the result of any development or land use changes.

b. Federal and State lands stormwater management (Category C):

- (1) Inside urban service area: Same as local government
- (2) Outside urban service area: Same as local government

4. Potable Water

a. Tallahassee and Leon County water systems (Category A):

- (1) Inside urban service area: 160 gpcpd
- (2) Outside urban service area (Rural Community Land Use Category or Demonstrated Hardship): 100 gpcpd

b. Private water system (Category C):

- (1) Inside urban service area: 160 gpcpd
- (2) Outside urban service area: 100 gpcpd

5. Sanitary Sewer

a. Tallahassee and Leon County sewer systems (Category A):

- (1) Inside urban service area: 140 gpcpd
- (2) Outside urban service area: no service provided

b. Private sewer systems (not owned by City which serve public - Category C):

- (1) Inside urban service area: 140 gpcpd
- (2) Outside urban service area: no service provided

6. Parks and Recreation Facilities

a. Tallahassee parks and recreation facilities:

(1) Countywide park land: 1.22 acres per 1,000 population (excluding boat ramps provided by Leon County). Includes City operation of County-owned Tom Brown Park.

(2) Area park land:

- (a) Inside Urban Service Area: 2.00 acres per 1,000 population of Urban Service Area.
- (b) Outside urban service area: no area parks.

(3) Recreation facilities are included in the cost of park land.

b. Leon County parks and recreation facilities:

(1) Countywide park land: 0.18 acres per 1,000 population (boat ramps portion only)

(2) Area Park: 2.00 Acres per 1,000 population within Urban Service Area (parks to be provided by City and located within City Limits). Per Policy 1.1.1.C of Parks and Recreation Element.

(3) Recreation facilities are included in the cost of park land.

7. Solid Waste

a. Leon County solid waste facilities:

- (1) Provide for:

Year Jan 1	LOS (Lbs/ Capita on Daily Basis)	Year	LOS	Year	LOS	Year	LOS
1990	5.65	1996	6.25	2001	6.70	2006	6.95
1991	5.75	1997	6.35	2002	6.75	2007	7.00
1992	5.85	1998	6.45	2003	6.80	2008	7.05
1993	5.95	1999	6.55	2004	6.85	2009	7.10
1994	6.05	2000	6.65	2005	6.90	2010	7.15
1995	6.15						

- (2) One year of Class I landfill lined cell disposal capacity at present fill rates
- (3) Five years of Class I landfill capacity with preliminary permit approval from the Florida Department of Environmental Regulation
- (4) Ten years of properly zoned Class I landfill raw land capacity at present fill rates
  - b. Private solid waste disposal facilities: Same as local government

8. On-Site

Tallahassee and Leon County Category A Public Facilities Levels of service for on-site improvements, including local streets, water and sewer connection lines, stormwater management facilities, local parks and open space shall be as required of the developer in Tallahassee's and Leon County's land development regulations. Development approval shall be conditioned on the availability of services necessary to maintain all applicable level of service standards as adopted within the Comprehensive Plan.

**Policy 1.1.4:** [CI] (Effective 7/16/90)

The local governments shall determine the quantity of capital improvements that is needed as follows:

- 1. The quantity of capital improvements that is needed to eliminate existing deficiencies and to meet the needs of future growth shall be determined for each public facility by the following calculation:  $Q = (S \times D) - I$ .

Where Q is the quantity of capital improvements needed,  
 S is the standard for level of service, D is the demand, such as the population, and  
 I is the inventory of existing facilities.

The calculation will be used for existing demand in order to determine existing deficiencies. The calculation will be used for projected demand in order to determine needs of future growth. The estimates of projected demand will account for demand that is likely to occur from previously issued development orders as well as future growth. Public facilities to serve demand from previously issued development orders are assured by including such demand in "D" (demand) in the preceding calculation.

- 2. There are two circumstances in which the standards for levels of service are not the exclusive determinant of needs for a capital improvement:
  - a. Repair, remodeling, renovation, and replacement of obsolete or worn out facilities will be determined by the local government.

- b. Capital improvements that provide levels of service in excess of the standards adopted in this Comprehensive Plan may be constructed or acquired at any time as long as the following conditions are met:
  - (1) the capital improvement does not make financially infeasible any capital improvement of the same type that is needed to achieve or maintain the standards for levels of service adopted in this Comprehensive Plan, and
  - (2) the capital improvement does not contradict, limit or substantially change the goals, objectives and policies of any element of this Comprehensive Plan, and
  - (3) one of the following additional conditions is met:
    - (a) the excess capacity is an integral part of a capital improvement that is needed to achieve or maintain standards for levels of service, or
    - (b) the excess capacity provides economies of scale making it less expensive than a comparable amount of capacity if acquired at a later date, or
    - (c) the asset acquired is land that is environmentally sensitive, or designated by the local government as necessary for conservation or recreation, or
    - (d) the excess capacity is part of a capital project financed by general obligation bonds approved by referendum.
- 3. Any capital improvement that is determined to be needed as a result of any of the factors listed in Policy 1.1.4.2 shall be included in the regular Schedule of Capital Improvements contained in this Capital Improvements Element. All such capital improvements shall be approved in the same manner as the capital improvements that are determined to be needed according to the quantitative analysis described in Policy 1.1.4.1. 9J-5.016(3)(b)2, (3)(c)1, (3)(c)1.b, (3)(c)1.e, (3)(c)3, (3)(c)5, (3)(c)9

**Policy 1.1.5:** [CI] (*Effective 7/16/90*)

The relative priorities among types of public facilities are as follows:

- 1. **Priorities Among Types of Public Facilities.** All public facility improvements that are based on achieving and maintaining a standard for levels of service adopted in this Comprehensive Plan are included in the financially feasible Schedule of Capital Improvements contained in this Capital Improvements Element. The relative priorities among types of public facilities (i.e., roads, potable water, sanitary sewer, etc.) were established by adjusting the standards for levels of service and the available revenues until the resulting public facilities needs became financially feasible.
 

Legal restrictions on the use of many revenue sources limit the extent to which types of facilities may be prioritized because they do not compete for the same revenues. During each annual prioritization process, no further prioritization among types of public facilities is necessary because all projects in the Schedule of Capital Improvements are financially feasible, programmed for improvement, and will be completed according to the Schedule. Each year, however, prioritization among types of facilities is re-determined by reaffirming or revising standards for levels of service within the constraints of available restricted revenues.
- 2. **Priorities of Capital Improvements Within a Type of Public Facility.** Capital improvements within a type of public facility are to be evaluated on the following criteria and considered in the order of priority listed below. The local government shall establish the final priority of all capital improvements using the following criteria as general guidelines. Any revenue source that cannot be used for a high priority facility will be used beginning with the highest priority for which the revenue can legally be expended.
  - a. Repair, remodeling, renovation, or replacement of obsolete or worn out facilities that contribute to achieving or maintaining standards for levels of service adopted in this Comprehensive Plan.

- b. New or expanded facilities that reduce or eliminate deficiencies in levels of service for existing demand.
  - c. New public facilities, and improvements to existing public facilities, that eliminate public hazards not otherwise eliminated by improvements prioritized according to Subsection a or b, above.
  - d. New or expanded facilities that provide the adopted levels of service for new development and redevelopment during the next five fiscal years, as updated by the annual review of this Capital Improvements Element. Tallahassee and Leon County may acquire land or right-of-way in advance of the need to develop a facility for new development. The location of facilities constructed pursuant to this Subsection shall conform to the Future Land Use Element, and specific project locations shall serve projected growth areas within the allowable land use categories. In the event that the planned capacity of public facilities is insufficient to serve all applicants for development orders, the capital improvements will be scheduled in accordance with criteria contained in the land development regulations.
  - e. Improvements to existing facilities, and new facilities that significantly reduce the operating cost of providing a service or facility, or otherwise mitigate impacts of public facilities on future operating budgets.
  - f. New facilities that exceed the adopted levels of service for new growth during the next five fiscal years by either;
    - (1) providing excess public facility capacity that is needed by future growth beyond the next five fiscal years, or
    - (2) providing higher quality public facilities than are contemplated in the local governments' normal design criteria for such facilities.
  - g. Facilities not described in Subsections a through f, above, but which the local government is obligated to complete, provided that such obligation is evidenced by a written agreement the local government executed prior to July 1, 1990.
3. All facilities scheduled for construction or improvement in accordance with this Policy shall be evaluated to identify any plans of State agencies or the Northwest Florida Water Management District that affect, or will be affected by, the proposed local government capital improvements.
4. Project evaluation may also involve additional criteria that are unique to each type of public facility, as described in other elements of this Comprehensive Plan. 9J-5.016(3)(c)1, (3)(c)3

**Policy 1.1.6: [CI] (Effective 7/1/04)**

All proposed capital projects in the City and County shall be consistent with the adopted Transportation Plan and designated future transportation corridors.

**FINANCIAL FEASIBILITY**

**Objective 1.2: [CI] (Effective 7/16/90)**

Provide needed public facilities that are within the ability of the local government to fund the facilities from local government revenues, development's proportionate share contributions, and grants or gifts from other sources. 9J-5.016(3)(b)5

**Policy 1.2.1: [CI] (Effective 7/16/90)**

The estimated costs of all needed capital improvements shall not exceed conservative estimates of revenues from sources that are available to the local government pursuant to current statutes, and which have not been rejected by referendum, if a referendum is required to enact a source of revenue. 9J-5.016(3)(c)1.f

**Policy 1.2.2: [CI]** (Revised Effective 12/8/98; Revision Adopted 4/21/05)

Existing and future development shall both pay for the costs of needed public facilities.

1. Future development
  - a. Future development shall pay for its proportional share of the capital improvements needed to address the impact of such development. Enterprise fund user charges, connection fees, and other user fees paid by new development shall be reviewed every two years to assure that provision of capital improvements needed to address the impact of future development will not increase ad valorem tax rates or rates of electric, gas, water or sewer utilities. Upon completion of construction, "future" development becomes "present" development, and shall contribute to paying the costs of the replacement of obsolete or worn out facilities as described in subsection 2, below.
  - b. Future development's payments may take the form of, but are not limited to, voluntary contributions for the benefit of any public facility, impact fees, capacity fees, dedications of land, provision of public facilities, and future payments of user fees, special assessments and taxes.
2. Existing development
  - a. Existing development shall pay for the capital improvements that reduce or eliminate existing deficiencies, and some or all of the replacement of obsolete or worn out facilities.
  - b. Existing development's payments may take the form of user fees, special assessments, and taxes. 9J-5.016(3)(b)4, (3)(c)8
3. Both existing and future development may have part of their costs paid by grants, entitlements or the provision of public facilities from other levels of government and independent districts.
4. The City will eliminate on-site refunds to property owners or their representatives except in those situations within the City limits which specifically support the City's goals of affordable housing, urban infill development, or the Southern Strategy goal of a more balanced growth pattern. In order to receive a rebate, a development must have an average net density of not less than two (2) units per acre.

For purposes of this paragraph, the following definitions shall apply:

- a. Affordable housing: Any residential development in which 7% or greater of the residential units are determined to be affordable housing as defined in Section XIII, Glossary, under the Housing Element.
- b. Urban infill development: A development located on a parcel of property bounded on two or more sides by existing urban development, or adjacent to existing water or sewer service. "Urban" development" is defined as densities or intensities of one unit per acre or greater.
- c. Southern Strategy: Any development located within the Southern Strategy Area, as defined in the Land Use Element. (Rev. Effective 4/18/02)

The amount of on-site water and sewer refunds, on a residential equivalent basis shall not exceed (for water) an amount calculated to be the average cost to extend water distribution lines across a lot having 80 feet of frontage and (for sewer) an amount calculated to be the average cost to extend sewer collection lines across a lot having 80 feet of frontage.

The City shall amend its water and sewer extension policies and ordinances within sixty (60) days of the effective date of this amendment in order to effectuate the intent of this amendment.

In any utility reimbursement agreement, urban services agreement, or any other agreement, which provides for on-site refunds, the agreement shall state the specific goal or goals of this plan, which are served or achieved by the provision of refunds.

**Policy 1.2.3: [CI]** (Rev. Effective 9/19/91)



Capital improvements shall be financed, and debt shall be managed as follows:

1. Public facilities financed by enterprise funds (i.e., potable water, sanitary sewer, solid waste, and airport) shall be financed by:
  - a. debt to be repaid by user fees and charges for enterprise services, or
  - b. current assets (i.e., reserves, surpluses and current revenue), or
  - c. a combination of debt and current assets.
2. Public facilities financed by non-enterprise funds (i.e., roads, stormwater management, parks, fire service, police protection, and other government buildings) shall be financed from current assets: revenue, equity and/or debt. Specific financing of specific capital projects shall consider which asset, or group of assets, will be most cost effective, consistent with prudent asset and liability management, appropriate to the useful life of the project(s) to be financed, and efficient use of the local governments' debt capacity.
3. Debt financing shall not be used to provide more capacity than is needed within the Schedule of Capital Improvements for non-enterprise public facilities unless:
  - a. the excess capacity is an integral part of a capital improvement that is needed to achieve or maintain standards for levels of service, or
  - b. the excess capacity provides economies of scale making it less expensive than a comparable amount of capacity if acquired at a later date, or
  - c. the asset acquired is land that is environmentally sensitive, or designated by the local government as necessary for conservation or recreation, or
  - d. the excess capacity is part of a capital project financed by general obligation bonds approved by referendum. 9J-5.016(3)(c)2
4. The aggregate net bonded indebtedness in the City's enterprise activities shall not exceed 70% of assets. The City's adjusted general government net bonded indebtedness per capita shall not exceed 135% of Moody's Investor Service published median for cities of comparable size.

**Policy 1.2.4: [CI]** (Effective 7/16/90)

Tallahassee and Leon County shall not provide a public facility, nor shall it accept the provision of a public facility by others if Tallahassee, Leon County or another provider is unable to pay for the subsequent annual operating and maintenance costs of the facility.

**Policy 1.2.5: [CI]** (Effective 7/16/90)

All development orders issued by the local government which require public facilities that will be financed by sources of revenue which have not been approved or implemented (such as future debt or referenda) shall be conditioned on the approval of implementation of the indicated revenue source, or the substitution of a comparable amount of revenue from existing sources.

**Policy 1.2.6: [CI]** (Effective 7/16/90)

The sources of revenue contain within the adopted Comprehensive Plan (July 16, 1991) require no local referendum. In the event that subsequent sources of revenue listed under "Projected Costs and Revenues" require voter approval in a local referendum that has not been held, and a referendum is not held, or is held and is not successful, the Comprehensive Plan shall be amended to adjust for the lack of such revenues, in any of the following ways:

1. Reduce the standard for levels of service for one or more public facilities, or

2. Increase the use of other sources of revenue, or
3. Decrease the cost, and therefore the quality, of some types of public facilities while retaining the quantity of the facilities that is inherent in the standard for levels of service, or
4. A combination of the above alternatives.

The analysis that supports this Capital Improvements Element shall contain an Alternative Recommendation setting forth the costs and sources of revenue that will be proposed in the Plan amendment in the event the referendum is not held, or is held and is not successful.

**Policy 1.2.7: [CI]**

*(Effective 4/18/02; Revision Effective 12/29/05)*

By 2001, utility providers for sanitary sewer, water and stormwater shall prepare long range improvement plans to the year 2020 for major facilities from which subsequent five year capital improvement programs shall be derived. These long range improvement plans shall be based upon a needs plan to serve the Future Land Use Plan and its expected population within the Urban Service Area by 2020, and shall also contain a cost feasible plan which prioritizes improvements based upon projected revenues. These long range utility improvement plans will be updated concurrently with updates to the Future Land Use Plan and Long Range Transportation Plan.

**Objective 1.3: [CI]** *(Effective 7/16/90)*

Provide needed capital improvements for repair or replacement of obsolete or worn out facilities, eliminating existing deficiencies, and meeting the needs of future development consistent with the adopted plan and depicted on the future land use map and redevelopment caused by previously issued and new development orders. The local governments' ability to provide needed improvements shall be demonstrated by maintaining a financially feasible Schedule of Capital Improvements, as documented by the summary "Costs and Revenues by Type of Public Facility" contained in this Capital Improvements Element. 9J-5.016(3)(b)1 and 5.

**Policy 1.3.1: [CI]** *(Rev. Effective 11-22-99)*

The local government shall provide, or arrange for others to provide, the public facilities listed in the Schedule of Capital Improvements in the "Requirements for Capital Improvements Implementation" section of this Capital Improvements element. The capital improvements listed for Leon County within this element are balanced pursuant to 9J-5 with available revenue sources. However, the County reserves the right to amend projects and funding sources consistent with the criteria set out in 9J-5 for the Capital Improvements Element. The Schedule of Capital Improvements may be modified as follows:

1. The Schedule of Capital Improvements shall be updated annually. The annual update process shall be initiated concurrently with the preparation and adoption of the local governments' capital budgets. The capital improvement element schedule update amendment to the Comprehensive Plan shall be based upon the local governments' draft capital budgets being considered for adoption. The capital improvement element schedule update shall reflect any changes in the construction initiation date, completion date, or estimated project cost as otherwise established in a previous year's capital improvement element schedule update. The update shall also indicate whether those projects included in the previous year's capital improvement element schedule update (but not included in the current year's capital improvement element schedule update), have been completed, are ongoing, or have been deleted. Thereafter, prior to the transmittal of the amendment revising the Schedule of Capital Improvements, the amendment shall be revised to reflect any corresponding changes in the adopted local government capital budgets.
2. Pursuant to Florida Statutes 163.3187, the Schedule of Capital Improvements may be amended two times during any calendar year, and as allowed for emergencies, developments of regional impact, and certain small scale development activities.
3. Pursuant to Florida Statutes 163.3177, the Schedule of Capital Improvements may be adjusted by ordinance not deemed to be an amendment to the Comprehensive Plan for corrections, updates, and modifications concerning costs; revenue sources; acceptance of facilities pursuant to dedications which are consistent with the plan; or the date of construction of any facility enumerated in the Schedule of Capital Improvements.

4. Any act, or failure to act, that causes any project listed in the Schedule of Capital Improvements of this Comprehensive Plan to be scheduled for completion in a fiscal year later than the fiscal year indicated in the Schedule of Capital Improvements shall be in effect only if the act causing the delay is subject to one of the following:
  - a. Projects providing capacity equal to, or greater than the delayed project are accelerated within, or added to the Schedule of Capital Improvements, in order to provide capacity of public facilities in the fiscal year at least equal to the capacity scheduled prior to the act which delayed the subject project.
  - b. Modification of development orders issued conditionally or subject to the concurrent availability of public facility capacity provided by the delayed project. Such modification shall restrict the allowable amount and schedule of development to that which can be served by the capacity of public facilities according to the revised schedule.
  - c. Amendment of the plan to reduce the adopted standard for the level of service for public facilities until the fiscal year in which the delayed project is scheduled to be completed. 9J-5.016(3)(c)7

**Policy 1.3.2: [CI]** (Effective 7/16/90)

The local government shall include in the capital appropriations of their annual budgets all the capital improvements projects listed in the Schedule of Capital Improvements for expenditure during the appropriate fiscal year, except that the local government omit from their budgets any capital improvements for which a binding agreements has been executed with another party to provide the same project in the same fiscal year. The local government may also include in the capital appropriations of their annual budgets additional public facility projects that conform to Policy 1.1.4.2.b.3 and Policy 1.2.3.3.9J-5.016(3)(c)7.

**Policy 1.3.3: [CI]** (Rev. Effective 8/17/92; Revision Effective 12/29/05)

The City Commission of Tallahassee and the Board of County Commissioners of Leon County find that the impacts of development on public facilities within Tallahassee and Leon County occur at the same time as development authorized by a final development order. The local government shall determine, prior to the issuance of development orders, whether or not there is sufficient capacity of Category A and Category C public facilities to meet the standards for levels of service for existing development and the proposed development concurrent with the impacts of proposed development. For the purpose of this policy, the City of Tallahassee shall define "concurrent with" as follows:

1. No final development order shall be issued by the local government after October 1, 1990 unless there shall be sufficient capacity of Category A and Category C public facilities to meet the standards for levels of service for the existing population and for the proposed development according to the following timeframes:
  - a. For the following public facilities, there must be: a) available capacity to serve the impacts of the proposed development prior to the issuance of the building permit; b) at the time a development order is issued, the necessary facilities and services are guaranteed in an enforceable development agreement, pursuant to Florida Statutes, or an agreement or development order is issued pursuant to Chapter 380, Florida Statutes to be in place and available to serve new development at the time of the issuance of a certificate of occupancy.
    - (1) Potable water.
    - (2) Sanitary sewer.
    - (3) Solid waste.
    - (4) Stormwater management.
  - b. For the following public facilities there must be available capacity to serve the impacts of the proposed development at the adopted level of service within 12 months of the issuance of the final development order:
    - (1) Parks and recreation.
    - (2) Mass transit.
2. An applicant for a preliminary development order shall have a determination made as to the availability of Category A and Category C public facilities in accordance with subsection a or b:

- a. The applicant may request a determination of available capacity as part of the review and approval of the preliminary development order provided that the determination of available capacity shall apply only to specific uses, densities and intensities based on information provided by the applicant and included in the development order,
  - b. The applicant may request the approval of a preliminary development order without a determination of capacity of Category A and Category C public facilities provided that any such order is issued subject to requirements in the applicable land development regulation or to specific conditions contained in the preliminary development order that:
    - (1) Final development orders for the subject property are subject to a determination of available capacity in Category A and Category C public facilities, as required by Policy 1.3.1, and;
    - (2) No rights to obtain final development order, nor any other rights to develop the subject property have been granted or implied by the local government's approval of the preliminary development order without determining that there is available capacity in Category A and Category C public facilities.
3. Except for an approved development of regional impact with specific phases of development, the determination of available capacity shall be valid for the term of a proposed project's development order. For development orders without specific terms of development, the determination and reservation of available capacity shall not exceed two years. For good faith development, extensions of the two year terms may be permitted in six month intervals.
4. A determination that there is available capacity in public works to serve the project shall run with the land; shall be assignable within adjacent portions of a project; and shall not be assignable to other projects. A determination that there is available capacity for a project shall apply only to specific land uses, densities, and intensities based upon information provided by the applicant. Any change in the density, intensity or land use is subject to review and approval or denial by the City of Tallahassee.
5. An applicant shall prepay all impact fees or other infrastructure costs to guarantee the applicant's pro rata share of the local governments' financial obligation for public facilities, which are constructed by the local government for the benefit of the subject property.
- a. Whenever an applicant's pro rata share of a public facility is less than full cost of the facility, the local government shall contract with the applicant for the full cost of the facility including terms regarding reimbursement of the applicant for costs in excess of the applicant's pro rata share.
  - b. Upon expiration of the determination of capacity for the development pursuant to subsection 2.a.(2) all unused capacity shall be forfeited. The pro rata infrastructure costs (not impact fees) paid for said capacity now forfeited shall be held by the City as a credit unless excess capacity exists that will allow local government to extend the expiration date. Pro rata infrastructure costs held as a credit by local government and not used by a developer to offset future impacts on public facilities shall be rebated without interest to the developer after a period of one (1) year.
6. The standards for levels of service of Category A and Category C public facilities shall be applied to the issuance of development orders on the following geographical basis:
- a. Public facilities which serve all of Leon County shall achieve and maintain the standard for levels of service on a Countywide basis. No development order shall be issued in any unincorporated part of Leon County if the standard for levels of service is not achieved and maintained throughout the County for the following public facilities:
    - (1) Solid Waste Disposal
    - (2) Countywide Parks

b. Public facilities which serve less than all of Leon County shall achieve and maintain the standard for levels of service within their assigned service area. No development order shall be issued in an assigned service area if the standard for levels of service is not achieved and maintained throughout the assigned service area for the following public facilities and assigned service areas:

- (1) Arterial and Collector Roads: All such roads throughout the county significantly affected by the proposed development
- (2) Stormwater Management Systems: Major Stormwater Basin
- (3) Potable Water Systems: Water System Service Area
- (4) Sanitary Sewer Systems: Treatment Plant Service Area
- (5) Area Parks: Urban Service Area
- (6) Mass Transit: Citywide

**COORDINATE CAPITAL IMPROVEMENTS WITH LAND DEVELOPMENT**

**Objective 1.4: [CI]** *(Effective 7/16/90)*

Manage the land development process to insure that all development receives public facility levels of service equal to, or greater than the standards adopted in Policy 1.1.3, subsections 1-3, and 6. 9J-5.016(3)(b)3 and 5 by implementing the Schedule of Capital Improvements (required by Objective 1.3) and produced in its entirety elsewhere in the Capital Improvements Element, and by using the fiscal resources provided for in Objective 1.2 and its supporting policies.

**Policy 1.4.1: [CI]** *(Effective 7/16/90)*

All Category A public facility capital improvements shall be consistent with the goals,, objectives and policies of the appropriate elements of this Comprehensive Plan. 9J-5.016(3)(b)5, (3)(c)9, and (4)(a)1.b

**Policy 1.4.2: [CI]** *(Rev. Effective 11-22-99)*

The local government shall integrate their land use planning and decisions with their plans for public facility capital improvements by developing and adopting the programs listed in the "Implementation Programs" section of this Capital Improvements Element. The location of, and level of service provided by projects in the Schedule of Capital Improvements shall maintain adopted standards for levels of service for existing and future development in a manner and location consistent with the Future Land Use Element of this Comprehensive Plan. Individual land use decision shall be consistent with the Comprehensive Plan. 9J-5.016(3)(b)3, (3)(c) 9.

**REQUIREMENTS FOR CAPITAL IMPROVEMENTS IMPLEMENTATION SCHEDULE OF CAPITAL IMPROVEMENTS, INCLUDING GENERAL LOCATION**

The Schedule of Capital Improvements on the following pages will repair or replace obsolete or worn out facilities, eliminate existing deficiencies, and make available adequate facilities for future growth through no less than a five-year planning period, updated annually. The analysis of capacity requirements for deficiency and growth at the time of original plan adoption appears in a support document prepared for this Capital Improvements Element: "Public Facility Requirements 1988/89 - 1995/96 and to 2010."

The projects are listed according to the type of public facility. Within each list, projects are listed in sequence according to the fiscal year in which the initial project expenditures are scheduled. The capital improvement element schedule update shall provide the projected construction initiation date, completion date, and rough estimate of the total project cost for each project included therein. The capital improvement element schedule update shall include advance-funded State of Florida roadway projects, noting, however, that the local government bears no obligation in the funding or construction of these facilities. The capital improvement element schedule update shall include those local road projects reflected in the local government's adopted capital budget.

Each project is named, and briefly described. Most project locations are specified in the name or description of the project. The capacity of the project is shown, using the same measure of capacity that is used in the standard for the level of service (see Policy 1.1.3). Capacity increases may meet the needs of current deficiencies, or future

development, or both, as noted above. If no "added capacity" is shown, the project is limited to repair, renovation, remodeling or replacement of an existing facility, with no net increase in capacity.

The estimated cost of each project during each of the next five or six fiscal years is shown in thousands of dollars (\$1000s), and the total 5 or 6-year cost is also shown. Any costs incurred before or after the 5 or 6-year schedule are omitted from the project total. Such costs appear in the local governments' Capital Improvements Programs. All cost data is in current dollars; no inflation factor has been applied because the costs will be revised as part of the annual review and update of the Capital Improvements Element.

All projects contained in this Schedule of Capital Improvements are consistent with the other elements of this Comprehensive Plan. Consistency is determined and maintained by calculating that the total capacities of planned projects and existing facilities achieve or exceed the capacity of facilities that are required by the adopted standards for levels of service using the formula in Policy 1.1.4. 9J-5.016(4)(a)1

The Capital Improvements Element reflects the five year adopted Capital Improvement Plans (CIPs) of the City of Tallahassee and Leon County, and may not reflect other Capital Facilities documents that are concurrently being developed and yet to be adopted.

Rule 9J-5.016, F.A.C., concerning the Capital Improvements Element states, in part, "The Capital Improvements Element should include projects for which local government has fiscal responsibility."

**Objective 1.5: [CI]** (Effective 6/28/98)

Ensure that the City of Tallahassee and Leon County, their agents, and their assigns appropriate adequate funds and maintain an operational commitment sufficient to implement the various obligations of the Comprehensive Plan which are not addressed through the capital improvements planning requirements.

**Policy 1.5.1: [CI]** (Effective 6/28/98)

The City of Tallahassee and Leon County, either jointly or separately, shall, in conjunction with the Comprehensive Plan Evaluation and Appraisal Report process, undertake a periodic review of obligations set forth in the Comprehensive Plan for which they, or their agents or assigns, are responsible for implementing, and which are not otherwise addressed through the capital improvements planning process. Each obligation shall be evaluated; including: a) affirmation of the commitment to the obligation; b) demonstration of financial capacity and commitment to carry out the work necessary to fulfill the obligation; and c) an assessment as to the ability to perform, or have performed, required work within the specified period of time (as applicable).

Should the City of Tallahassee or Leon County determine, as an outcome of this review, that an obligation found in the Comprehensive Plan should be deleted or otherwise modified; the affected local government shall file, at the first available opportunity, an amendment to the Comprehensive Plan making corresponding appropriate revisions.

**Objective [CI] 1.6:** (Effective 12/8/98)

The City of Tallahassee and Leon County shall adopt and implement revised programs and/or policies which favor the funding and scheduling of their capital improvements programs and policies for the Central Core Area and Southern Strategy Area

**Policy [CI] 1.6.1:** (Effective 12/8/98)

The local governments shall commit to undertake needed repairs, replace obsolete infrastructure and facilities, and address existing infrastructure deficiencies within the Central Core Area and Southern Strategy Area. The identification of such projects shall be based on the Comprehensive Assessment of the Central Core Area; the Comprehensive Assessment of the Southern Strategy Area; the Strategic Implementation Plan of the Central Core Area; the Strategic Implementation Plan of the Southern Strategy Area; and, any applicable Sector Plans.

**Policy [CI] 1.6.2:** (Effective 12/8/98)

By 1999, the local governments shall establish criteria for evaluation of projects proposed for inclusion within the 5 Year Capital Improvement Schedule. Among these criteria, there shall be criteria reflecting the commitment to needed improvements within the Central Core Area the Southern Strategy Area.

**Policy [C] 1.6.3:** (Effective 12/8/98)

Funding approved to implement capital improvements necessary to address those needs identified by the Comprehensive Assessment of the Central Core Area and the Comprehensive Assessment of the Southern Strategy Area shall not be diverted to other projects without the expressed consent of the Commission.

**PROGRAMS TO ENSURE IMPLEMENTATION**

(Rev. Effective 9/19/91)

The following program descriptions are part of the adopted Comprehensive Plan. The following programs shall be implemented by January 31, 1991, or such earlier date as may be adopted by the local government, to ensure that the goals, objectives and policies established in the Capital Improvements Element will be achieved or exceeded. Each implementation program will be adopted by ordinance, resolution or executive order, as appropriate for each implementation program.

1. Review of Applications for Development Orders. The local government shall amend their land development regulations to provide for a system of review of various applications for the levels of service of Category A and Category C public facilities. Such system of review shall assure that no
2. Final development order shall be issued which results in a reduction in the levels of service below the standards adopted in Policy 1.1.3.a-c for Category A public
3. Facilities and Policy 1.1.3.f for Category C public facilities. The land development regulations shall include, at a minimum, the provisions of Policy 1.3.3.a and b in determining whether a development order can be issued.

The land development regulations shall also address the circumstances under which public facilities may be provided by applicants for development orders. Applicants for development orders may offer to provide public facilities at the applicant's own expense in order to insure sufficient capacity of Category A and Category C public facilities, as determined according to Paragraphs A and B, above. Development orders may be issued subject to the provision of public facilities by the applicant subject to the following requirements:

- a. The local government and the applicant enter into an enforceable development agreement which shall provide, at a minimum, a schedule for construction of the public facilities and mechanisms for monitoring to insure that the public facilities are completed concurrent with the impacts of the development, or the development will not be allowed to proceed.
  - b. The public facilities which are impacted by a subsequent Development Order are operating and will continue to operate at or above the adopted LOS consistent with the conditions outlined in Policy 1.3.3 of the CIE and that the public facilities are contained in the Schedule of Capital Improvements of the Comprehensive Plan.
1. **Impact Fees.** Impact fee ordinances shall require the same standard for the level of service as is required by Policy 1.1.3., and may include standards for other types of public facilities not addressed under Policy 1.1.3. All impact fee ordinances necessary to support the financial feasibility of this element shall be adopted, or amended to the required standard for the level of service by January 31, 1991.
  2. **Annual Budget.** The annual budget shall include in its capital appropriations all projects in the Schedule of Capital Improvements that are planned for expenditure during the next fiscal year.
  3. **Capital Improvements Program.** The annual multi-year Capital Improvement Program (CIP) shall be prepared in conjunction with the annual review and update of the Capital Improvements Element. The CIP shall contain all of the projects listed in the Schedule of Capital Improvements of the updated version of the Capital Improvements Element.

4. **Semiannual Report.** The mandatory semiannual report to the Department of Community Affairs concerning amendments to the Comprehensive Plan due to emergencies, developments of regional impact and selected small developments shall report on changes, if any, to adopt goals, objectives and policies in the Capital Improvements Element.
5. **Update of Capital Improvements Element.** The Capital Improvements Element shall be reviewed and updated annually. The element shall be updated in conjunction with the budget process and the release of the official population estimates and projections by the Bureau of Economic and Business Research (BEBR) of the University of Florida. The update shall include:
  - a. Revision of population projections
  - b. Update of inventory of public facilities
  - c. Update of costs of public facilities
  - d. Update of Public Facilities Requirements analysis (actual levels of service compared to adopted (standards))
  - e. Update of revenue forecasts
  - f. Revise and develop capital improvements projects for the next five fiscal years
  - g. Update analysis of financial capacity
7. **Concurrency Implementation and Monitoring System.** The local government shall establish and maintain Concurrency Implementation and Monitoring Systems. The Systems shall consist of the following components:
  - a. Annual report on the capacity and levels of service of public facilities compared to the standards for levels of service adopted in Policy 1.1.3.a-c and f. The report shall summarize the actual capacity of public facilities, and forecast the capacity of public all be based on the most recently updated Schedule of Capital Improvements in this Capital Improvements Element. The annual report shall constitute prima facie evidence of the capacity and levels of service of public facilities for the purpose of issuing development orders during the 12 months following completion of the annual report. The annual report shall also summarize and forecast capacities and levels of service for comparison to the standards adopted in Policy 1.1.3.d and e, but such portion of the annual report shall be for information purposes only, and shall not pertain to the issuance of development orders by the local government.
  - b. Public facility capacity review. The City of Tallahassee and Leon County shall use the procedures specified in Implementation Program 1, above, to enforce the requirements of Policy 1.3.3.a. and b. and as such the impacts of proposed development will be analyzed in relation to the availability of capacity at the time of permitting. Records shall be maintained during each fiscal year to indicate the cumulative impacts of all development orders approved during the fiscal year-to-date on the capacity of public facilities as set forth in the most recent annual report on capacity and levels of service of public facilities. The land development regulations of the local government shall provide that applications for development orders that are denied because of insufficient capacity of public facilities may be resubmitted after a time period to be specified in the land development regulations. Such time period is in lieu of, and not in addition to, other minimum waiting periods imposed on applications for development orders that are denied for reasons other than lack of capacity of public facilities. Land development regulations shall require that development commence within a specified time after a development order is issued, or the development order shall expire, subject to reasonable extensions of time based on Criteria included in the regulations.
  - c. Review of changes in planned capacity of public facilities. The local government shall review each amendment to this Capital Improvement Element, in particular any changes in standards for levels of service and changes in the Schedule of Capital Improvements, in order to enforce the requirements of Policy 1.3.1.d.
  - d. Concurrency implementation strategies. The local government shall annually review the concurrency implementation strategies that are incorporated in this Capital Improvements Element:



- (1) Standards for levels of service that are phased to reflect the local governments financial ability to increase public facility capacity, and resulting levels of service, from year to year. Standards for levels of service may be phased to specific fiscal years in order to provide clear, unambiguous standards for issuance of development orders. (See Policy 1.1.3)
  - (2) Standards for levels of service that are applied within appropriate geographical areas of the local government. Standards for Countywide public facilities are applied to development orders based on levels of service throughout the County. Standards for public facilities that serve less than the entire County are applied to development orders on the basis of levels of service within assigned service areas. (See Policy 1.3.3.c)
  - (3) Standards for levels of service are applied according to the timing of the impacts of development on public facilities. Final development orders, which impact public facilities in a matter of months, are issued subject to the availability of water, sewer, and solid waste facilities prior to the issuance of the building permit, and other facilities (i.e., parks stormwater management and, mass transit) must be available within 12 months of the final development order. Preliminary development orders can be issued subject to public facility capacity, but the capacity determination expires in two years unless the applicant provides financial assurances to the local government. As an alternative, the determination of public facility capacity for preliminary development orders can be waived with in agreement that a capacity determination must be made prior to issuance of any final development order for the subject property. Such a waiver specifically precludes the acquisition of rights to a final development order as a result of the issuance of the preliminary development order. (See Policy 1.3.3.a and b)
  - (4) Levels of service are compared to adopted standards on an annual basis. Annual monitoring is used, rather than case-by-case monitoring, for the following reasons:
    - (a) annual monitoring corresponds to annual expenditures for capital improvements during the local governments' fiscal years;
    - (b) annual monitoring covers seasonal variations in levels of service; and
    - (c) case-by-case monitoring would require applicants for development orders or the local government to conduct costly, time-consuming research which would often be partially redundant of prior research, or involve disparate methodologies and produce inconsistent results. (See Concurrency Implementation and Monitoring System component A, above.)
  - (5) Public facility capital improvements are prioritized among competing applications for the same amount of facility capacity according to the criteria in Policy 1.1.5.b.4. If any applications have to be deferred to a future fiscal year because of insufficient capacity of public facilities during the current fiscal year, the applications to be deferred will be selected on the basis of rational criteria.
- e. Capacity of Public Facilities for Development Orders Issued Prior to Adoption of the Plan. The City of Tallahassee and Leon County will "reserve" capacity of public facilities for development orders, in addition to approved Developments of Regional Impact, that were issued by the local government prior to the adoption of this Comprehensive Plan under the following circumstances:
- (1) A representative of the property which is the subject of the development order has requested and received a determination of vested rights, and
  - (2) A representative of the property which is the subject of the development order has accepted in writing the applicable requirements of Policy 1.3.3.b, c of the Capital Improvements Element.

The local governments find that it is not necessary to automatically "reserve" capacity of public facilities for all development orders issued prior to the adoption of the plan because experience indicates that many such development orders are not used, or are not used to the maximum allowable uses, densities or intensities. The local governments find that the population forecasts that are the basis for this plan are a reasonable prediction of the absorption rate for development, and that the capital facilities which are planned to serve the forecast development are

available for that absorption rate. Reserving public facility capacity for previously issued development orders would deny new applicants access to public facilities, and would arbitrarily enhance the value of dormant development orders. The local governments intend to develop and pursue programs that will give persons with legitimate and substantial vested rights an opportunity to proceed with their plans without arbitrary interference by the new

Comprehensive Plan. However; the local governments intend to require such persons to "continue in good faith" in order to "reserve" capacity of public facilities which are provided by the local government. The City of Tallahassee and Leon County will not "reserve" capacity of public facility for previously issued development orders that have not been vested under the local government's vesting ordinance and which have not continued development in good faith.

- 8. **5-Year Evaluation.** The required 5-year evaluation and appraisal report shall address the implementation of the goals, objectives and policies of the Capital Improvements Element. The monitoring procedures necessary to enable the completion of the 5-year evaluation include:
  - a. Review of Annual Reports of the Concurrency Implementation and Monitoring System.
  - b. Review of Semiannual Reports to DCA concerning amendments to the Comprehensive Plan.
    - 1) Review of Annual Updates of this Capital Improvements Element, including updated supporting documents.
- 9. **Contractor Performance System.** The local government will develop a system of monitoring the actual performance of contractors who design and/or construct public facilities for the local government. The monitoring system shall track such items as actual vs. planned time schedule, and actual vs. bid cost. The performance of contractors shall be considered when the local government awards contracts for public facilities. 9J-5.016(3)(c)6 and (4)(b)

### SCHEDULES OF CAPITAL IMPROVEMENTS

**NOTE:** Copies of the annual Schedules of Capital Improvements may be viewed in the printed version of the Tallahassee-Leon County Comprehensive Plan.



**Abbreviations & Acronyms**

AC	Advisory Committee	EMS	Emergency Medical Services
ADA	America Disabilities Act	EOC	Emergency Operations Center
AFS	Administrative Financial System	ESF	Emergency Support Function
AGI	Adjusted Gross Income	FAC	Florida Association of Counties
AMT	Alternative Minimum Tax	FASB	Financial Accounting Standards Board
BAR	Budget Amendment Request	FDOT	Florida Department of Transportation
BCP	Budget Change Proposal	FEMA	Federal Emergency Management Agency
BEA	Budget Enforcement Act	FICA	Federal Insurance Contributions Act
BEBR	Bureau of Economic and Business Research	FLUM	Future Land Use Map
BLS	Bureau of Labor Statistics	FNP	Florida Nutrition Program
BOCC	Board of County Commissioners	FS	Florida Statutes
CAFR	Comprehensive Annual Financial Report	FTE	Full-time Equivalency
CDAT	Cross Departmental Action Team	FY	Fiscal Year
CHSP	Community Human Services Partnership	GAAP	Generally Accepted Accounting Principles
CIP	Capital Improvement Program	GAL	Guardian Ad Litem
COLA	Cost of Living Adjustment	GAO	Government Accountability Office
CPI	Consumer Price Index	GASB	Governmental Accounting Standards Board
CRA	Community Redevelopment Act	GEM	Growth and Environmental Management
CRTPA	Capital Region Transportation Planning Agency	GFOA	Government Finance Officers Association
DEP	Department of Environmental Protection	GIS	Geographic Information Systems
DIA	Downtown Improvement Authority	GRPA	Government Performance & Results Act
DOR	Department of Revenue	HFA	Housing Finance Authority
DJJ	Department of Juvenile Justice		
DRI	Development of Regional Impact		
EDC	Economic Development Council		
EEO	Equal Employment Opportunity		

**Abbreviations & Acronyms**

HIPAA	Health Insurance Portability and Accountability Act	OMB	Office of Management & Budget
HR	Human Resources	OPS	Other Personnel Service
HSCP	Human Services and Community Partnerships	ORG	Organization
HUD	Housing & Urban Development	OSHA	Occupational Safety and Health Administration
ICLEI	International Council for Local Environmental Initiatives	PETS	Permit Enforcement Tracking System
ICMA	International City/County Management Association	PIO	Public Information Office
IDP	Individual Development Plan	PSCB	Public Safety Communications Board
IFAS	Integrated Fund Accounting System	PSCC	Public Safety Coordinating Council
JAG	Justice Assistance Grant	PUB	Planned Unit Development
JE	Journal Entry	RFP	Request for Proposals
JV	Journal Voucher	RP	Real Property
LCCOL	Leon County Code of Law	SAL	State Appropriations Limit
LCSO	Leon County Sheriff's Office	SCRAM	Secure Continuous Remote Alcohol Monitor
LEADS	Listens, Engages, Aligns, Delivers, Strives	SHIP	State Housing Initiative Plan
LOS	Level of Service	SLGS	State and Local Government Security
LOST	Local Option Sales Tax	SPTR	Supervised Pre -Trial Release
MIS	Management Information Services	TDC	Tourist Development Council
MOU	Memorandum of Understanding	TFA	Transaction Function Activity Code
MSTU	Municipal Services Taxing Unit	TIF	Tax Increment Financing
MWSBE	Minority/Women Small Business Enterprise	TIPS	Treasury Inflation Protected Securities
NA	Not Applicable, or Not Available	TLCPD	Tallahassee-Leon County Planning Department
NCGA	National Council on Governmental Accounting	TMDL	Total Maximum Daily Load
NCIC	National Crime Information Center	TRIM	Truth In Millage
NIPA	National Income and Product Accounts	USA	Urban Services Area
NPDES	Non-Point Discharge Elimination System	USDA	United States Department of Agriculture
		YTD	Year-to-Date

Citizens' Guide to the Budget  
Budget Terms

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**-A-**

**Accrual Accounting:**

A basis of accounting in which revenues are recorded when earned and expenses are recorded at the time they are incurred, instead of when cash is actually received or disbursed.

**Actual:**

Monies which have already been used or received.

**Ad Valorem Tax:**

A tax levied on the assessed value (net of any exemptions) of real or personal property. This is commonly referred to as property tax.

**Adjusted Final Millage:**

The actual tax rate levied by a local government when tax bills are issued. The rate is adjusted for corrected errors in property assessments for tax purposes and for changes in assessments made by property appraisal adjustment boards in each county. Usually, such changes are very slight and the adjusted millage sometimes does not change from the levy set by the taxing authority. State law provides for certain limitations.

**Adopted Budget:**

The financial plan of revenues and expenditures for a fiscal year as approved by the Leon County Board of Commission.

**Aggregate Millage Rate:**

The sum of all property tax levies imposed by the governing body of a county. State law limits the aggregate rate for a county or municipality to \$10.00 per \$ 1,000 of assessed taxable value.

**Amendment:**

A change to an adopted budget that may, or may not, increase or decrease a fund total. The change must be approved by the County Commission in certain instances.

**Appropriated Fund Balance:**

The fund balance is included as a revenue source in the annual budget.

**Appropriated Income:**

Florida Statute requires county governments to budget only ninety-five percent (95%) of the total revenue anticipated. Five (5%) percent of the total amount of revenues cannot be incorporated into the budget and made available for expenditure. Therefore, ninety-five percent (95%) of the one hundred percent (100%) of anticipated total revenues becomes the portion referred to as appropriated income.

**Appropriations:**

A specific amount of funds authorized to which financial obligations and expenditures may be made.

**Assessed Value:**

A value established by the County Property Appraiser for all real or personal property for use as a basis for levying property taxes.

**-B-**

**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 Florida's Constitution. In Leon County there are five elected constitutional officers: Tax Collector, Sheriff, Property Appraiser, Supervisor of Elections, and Clerk of the Court.

**Contingency:**

A budgetary reserve to provide for emergency or unanticipated expenditures during the fiscal year.

**Continuation Budget Request:**

Includes funding required to continue the existing level of service in the service area.

**County Administrator:**

The Chief Executive Officer (CEO) of the County appointed by the Leon County Commission.

**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 stats, 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.

**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.



**Budget Terminology**

**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.

**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.

**Budget Terminology**

**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.

**-N-**

**Net Budget:**

The legally adopted budget less all double counts required by fund accounting. For example, transfer between funds can appear in the budget of both funds and inflate the budget total. Other categories include internal service charge, reserves, debt proceeds, and other miscellaneous amounts.

**-O-**

**Object Code:**

An itemization of accounts within a fund that is used to identify and record the type and amount of expenditures. Some object codes are mandated by the State of Florida Uniform Accounting System.

**Operating Budget:**

A balanced fiscal plan for providing governmental programs and services for a single year.

**Operating Expenses:**

Fund expenses related directly to the fund's primary activities for the current year and not defined as personal or capital outlays.

**Operating Transfer:**

Legally authorized transfer from a fund receiving revenue, to the fund through which the resources are to be expended.

**Other Personnel Service (OPS):**

A temporary position of specific duration not to exceed two years. The positions may be full-time or part-time.

**-P-**

**Performance Objective:**

A statement that describes in specific and measurable terms the results the program is expected to achieve within a certain time frame.

**Personal Services Expense:**

Expenses for salaries, wages, workers compensation, health/life insurance, and retirement contributions provided to County employees.

**Program:**

A broad function or area of responsibility of government services. It is a basic organizational unit of government that is composed of a group of specific activities and operations directed at attaining a common purpose or goal.

**Projection:**

Estimates of anticipated revenues, expenditures, or other budget amounts for specific time periods, usually in fiscal years.

**Property Tax:**

Taxes levied on all non-exempt real and personal property located within Leon County. Property taxes computed based on multiplying the millage rate by the assessed value of the property often referred to as *ad valorem tax*.

**Budget Terminology**

**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 2017 Adopted Budget

## Statistical Summary

### POPULATION

	Leon County	Unincorporated	Incorporated
Total Population	284,443	96,447	187,996
Median Age	29.9		
Total Leon County Registered Voters as of 7/27/15 <i>(Supervisor of Elections website)</i>	192,888		

### LABOR FORCE *(Florida Research and Economic Information Database)*

	<u>2016</u> <i>(June 2016)</i>	<u>2015</u> <i>(Annual)</i>	<u>2014</u> <i>(Annual)</i>
Civilian Labor Force	147,526	148,346	150,251
Employment	141,610	140,973	141,909
Unemployment	5,916	7,373	8,342
Unemployment Rate (%)	4.0%	5.0%	5.6%

### MEDIAN HOUSEHOLD INCOME *(Source: US Census Bureau)*

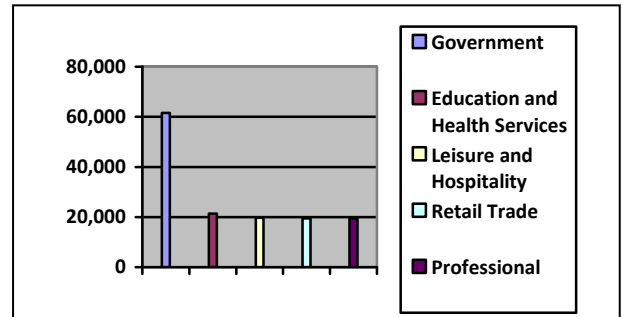
	<u>2015</u>	<u>2014</u>	<u>2013</u>
Leon County	\$46,620	\$46,369	\$46,014
Florida	\$47,212	\$44,956	\$44,390

### MAJOR EMPLOYERS *(Source: Tallahassee-Leon County EDC September 2015)*

State of Florida	22,612
Florida State University	12,512
Leon County Schools	4,550
Publix Supermarket	3,439
Tallahassee Memorial Healthcare	3,190

### EMPLOYMENT BY INDUSTRY *(Source: Florida Department of Economic Opportunity 2015)*

Government	61,600
Education and Health Services	21,400
Leisure and Hospitality	19,700
Retail Trade	19,400
Professional and Business Services	19,400



### EDUCATION

#### Leon County Public K-12 Schools *(www.leon.k12.fl.us)*

Elementary Schools	23
Middle Schools	8
High Schools	5
Special / Alternative Schools	7
Charter Schools	6

#### 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)

**Statistical Summary**

**Vocational/Technical Schools**

Lively Technical Center  
 North Florida Cosmetology Institute  
 Aveda Institute

**MUNICIPAL SERVICES**

**Libraries**

	<b>Branches</b>
Florida Agricultural & Mechanical University (FAMU)	5
Florida State University (FSU)	5
Legislative Library	1
Leon County Public Library System	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*)**

	<b>Stations</b>
Tallahassee Fire Department	16

**Hospitals**

	<b>Beds</b>
Tallahassee Memorial Healthcare (TMH)	772
Capital Regional Medical Center	198

**Convention/Conference Centers**

	<b>Seats</b>
Donald L. Tucker Civic Center	12,500
Florida State Conference Center	375

**Utilities**

*Tallahassee City Limits*  
 Electric, Gas, Water, Tapping, Sewer, Solid Waste, Stormwater  
*Outside City Limits*  
 Electric, Water, Sewer Utility Services, Gas, Solid Waste

**Franchise Agreements**

Sewer  
 Solid Waste  
 Water

**TRANSPORTATION**

**Tallahassee International Airport**

<b>Major Airlines</b>	
• American Airlines	
• Delta Air Lines	
• Silver Airways	
• U.S. Airways Express	
Commercial Service Carriers	3
Ground Transportation/Vehicle Rental Services	21

**Railroad Services**

CSX Transportation

**Statistical Summary**

**Bus Service**

Greyhound  
StarMetro

**Highways**

Federal Highways US 27, US 90, US 319  
Federal Interstates I-10  
State Highways SR-20, 59, 61, 155, 259, 263, 267, 363

**STATE & LOCAL TAXATION (2016/2017)**

**Local**

<u>Ad Valorem Millage Rates (Tentative)</u>	<u>City/DIA</u>	<u>City</u>	<u>Uninc.</u>
Countywide	8.3144	8.3144	8.3144
Emergency Medical Services (EMS) MSTU	0.50	0.50	0.50
City of Tallahassee	4.1000	4.1000	0.00
City of Tallahassee Downtown Improvement Authority (DIA)	1.00	0.00	0.00
Leon County School Board	6.8500	6.8500	6.8500
Northwest FL Water Management District	0.0366	0.0366	0.0366
<b>Total</b>	<b>20.8010</b>	<b>19.8010</b>	<b>15.7010</b>

Ad Valorem Tax Exemption Available Yes  
General Homestead Exemption 25,000  
**Note:** (Effective January 1, 2008, there is an additional \$25,000 exemption on Non-School taxes for the values greater than \$50,000)  
Senior Citizen Homestead Exemption Available Yes  
Discretionary Sales Surtax 1.5%  
Utility Service Tax (Public Service Tax) 10.0%  
Local Communications Services Tax (CST) 6.290%

**State**

Corporate Income Tax 5.5%  
Personal Income Tax 0.0%  
Retail Sales Tax 6.0%  
Motor Fuel (Gasoline) Tax 0.267  
**State Enterprise Zone** Yes EZ-3701  
**Federal Enterprise Zone** Yes

**FINANCIAL INSTITUTIONS**

Banks/Branches 20  
Credit Unions 15  
Savings and Loans 27

**QUALITY OF LIFE**

July Average Temperature (Fahrenheit) 92 (High) 72 (Low)  
January Average Temperature (Fahrenheit) 63 (High) 38 (Low)  
Average Rainfall (Inches) 63.21  
Average Number of Sunny or Partly Sunny Days 231

**RECREATION**

**Outdoors Activities**

Boat Landings 23  
Campgrounds 3

**Statistical Summary**

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

Museums

- Riley House Museum
- Goodwood-Museum & Gardens
- Historical Museum of Florida History
- Old Capital Museum
- Tallahassee Museum
- Black Archives Research Center
- Odyssey Science Center
- San Marcos Apalache Historic State Park
- Tallahassee Antique Car Museum
- Mission San Luis
- Knott House Museum
- Florida Association of Museums
- Meek-Eaton Black Archives Museum
- Florida Trust For Historic Preservation

Parks	96	61 City	35 County
Reservations	1		

**LEON COUNT 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	1099	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](http://www.nationsonline.org)





**December 2015**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Monday, December 7, 2015	Board Retreat	Board of County Commissioners (BOCC) Executive Staff

<i>December 2015</i>						
SU	M	T	W	T	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**January 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, January 8, 2016	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 29, 2016	Departments/Constitutional/Judicial Officers submit Internal Service Requests	Facilities Management Management Information Systems Human Resources Office of Management and Budget (OMB)

<i>January 2016</i>						
SU	M	T	W	T	FR	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**February 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Tuesday, February 9, 2016	Establish maximum funding levels for outside agencies at Regular Meeting	Board of County Commissioners (BOCC)
Wednesday, February 17, 2016 Thursday, February 18, 2016	GOVMAX Budget Training	OMB/ All Departments
Thursday, February 18, 2016	Deadline for New Capital Project Requests	OMB/All Departments

<i>February 2016</i>						
SU	M	T	W	T	F	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29					

**March 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday, March 18, 2016	Deadline for Departments to notify OMB for budget issues and submit requested Operating and Capital budgets	OMB/ All Departments

<i>March 2016</i>						
SU	M	T	W	T	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**April 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Tuesday , April 5, 2016 Wednesday, April 6, 2016	Executive Administrative Hearings with Departments	County Administrator/OMB/ All Departments
Tuesday, April 26, 2016 9:00 am — 3:00 pm	Budget Policy Workshop	BOCC/County Administrator/ OMB/All Departments

<i>April 2016</i>						
SU	M	T	W	T	F	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**May 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Tuesday, May 10, 2016	Presentation of Mid-Year Financial Report	BOCC/County Administrator/ OMB/All Departments

<i>May 2016</i>						
SU	M	T	W	T	FR	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**June 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Wednesday, June 1, 2016	Receive Tentative Certified Values from Property Appraiser	Property Appraiser
Wednesday, June 1, 2016	Notice to Property Appraisers regarding possible Non-Ad Valorem assessments for TRIM notice	Public Works/OMB/ Property Appraiser
Tuesday, June 14, 2016	Budget Workshop	BOCC/County Administrator/ OMB/All Departments

<i>June 2016</i>						
SU	M	T	W	T	F	SA
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**July 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Friday , July 1, 2016	Certified Taxable Values provided by Property Appraiser	Property Appraiser
Friday, July 1, 2016	Non-Ad Valorem assessments to be included on TRIM due to Property Appraiser	BOCC/ County Administrator/ OMB/ Property Appraiser
Tuesday, July 12, 2016 9:00 am — 3:00 pm (if necessary)	FY16 Budget Workshops	BOCC/ County Administrator/ OMB/All Departments
Tuesday, July 12, 2016	Ratification of Budget Workshops and establishing the maximum millage rate for TRIM	County Administrator/ OMB

<i>July 2016</i>						
SU	M	T	W	T	FR	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**August 2016**

Thursday, August 4, 2016	TRIM Maximum Millage Notice due to Property Appraiser and Department of Revenue	County Administrator/OMB/ Property Appraiser
Wednesday, August 24, 2016	Last day for Property Appraiser to mail TRIM notices	Property Appraiser

<i>August 2016</i>						
SU	M	T	W	T	F	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**September 2016**

Tuesday, September 13, 2016	BOCC– 1st Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2016/2017	BOCC/ County Administrator/ OMB/ Departments/ Citizens
Thursday, September 15, 2016	Certification of Non-Ad Valorem assessment roll due to Tax Collector	GIS
Tuesday, September 20, 2016	BOCC 2nd Public Budget Hearing on Adoption of Tentative Millage Rates and Tentative Budgets for FY 2016/2017	BOCC/ County Administrator/ OMB/ Departments/ Citizens
Friday, September 23, 2016	Submit Adopted Budget Resolutions to Property Appraiser and Tax Collector	County Administrator/OMB

<i>September 2016</i>						
SU	M	T	W	T	FR	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

**October 2016**

<i>Date</i>	<i>Activity</i>	<i>Participants</i>
Saturday, October 1, 2016	Beginning of New Fiscal Year	OMB
Thursday, October 20, 2016	30 day deadline to publish the adopted budget online	OMB
Thursday, October 20, 2016	Final Day to Submit TRIM Compliance Certification to Department of Revenue (DOR)	County Administrator/ OMB

<i>October 2016</i>						
SU	M	T	W	T	FR	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



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**Budget Cost Summaries**

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## Total Expenditures by Account

Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Budget
51100 Executive Salaries	830,541	815,716	846,223
51200 Regular Salaries And Wages	68,045,250	69,907,622	71,889,009
51250 Regular OPS Salaries	531,477	1,203,978	781,774
51300 Other Salaries & Wages	513,414	422,754	461,958
51400 Overtime	4,009,148	3,246,382	3,210,246
51500 Special Pay	251,515	182,138	198,512
52100 Fica Taxes	5,339,696	5,576,110	5,820,038
52200 Retirement Contribution	10,146,278	10,540,316	11,161,842
52205 Other Retirement Contributions	33,886	31,745	32,256
52210 Deferred Compensation Match	108,537	142,147	138,855
52300 Life & Health Insurance	12,192,885	15,777,485	15,939,753
52305 Disability Insurance	0	6,877	6,877
52400 Workers Compensation	1,763,310	1,729,580	1,576,018
52500 Unemployment Compensation	27,681	80,000	80,000
52600 Class C Travel	284	0	0
53100 Professional Services	1,364,324	2,104,512	1,926,680
53101 Baker Act Payments	425,437	397,727	397,727
53102 Mental Health & Alcohol	272,733	309,874	302,374
53105 Gum Road Target Planning Area - FEMA Maps	9,495	0	0
53143 Other Administrative / Professional	0	24,000	24,000
53144 Professional Services / Medical	1,534,186	219,481	64,855
53160 Bank Service Charges	165,386	162,673	166,000
53200 Accounting And Auditing	262,791	262,000	263,000
53300 Court Reporter Services	3,690	5,170	4,670
53400 Other Contractual Services	29,374,791	34,300,994	36,153,426
53441 Other Contractual / Poll Workers	169,529	0	0
53442 Other Cont / Elec Temp Agency Help	73,313	0	0
53443 Other Cont / Election Security	51,407	0	0
53444 Other Cont / Elec Equip Delivery	21,738	0	0
53450 Other Contractual Services - GPS	123,000	123,000	123,000
53500 Investigations	53,876	113,400	87,050
54000 Travel & Per Diem	347,935	455,866	413,834
54041 Travel and Per Diem	92,294	82,480	96,590
54042 Travel/Private Vehicle	0	0	300
54100 Communications	610,679	731,323	767,883
54101 Communication - Phone System	343,211	512,777	462,674
54110 Com-net Communications	651,527	1,008,950	1,011,589
54200 Postage	225,412	303,716	293,391
54300 Utility Services	3,759,598	3,802,475	3,881,915
54400 Rentals And Leases	479,772	690,210	751,625
54410 Rental and Leases / Polling Place St	10,990	0	0
54443 Rentals and Leases / Other	117,558	88,148	17,869
54500 Insurance	543,257	577,771	509,480
54502 A D & D Law Enforcement	20,651	29,400	36,200
54503 Public Official Liability	310,434	324,670	324,670
54504 Bonds	1,130	6,000	6,000
54505 Vehicle Coverage	635,666	742,099	769,658
54506 Property Insurance	1,615,217	1,691,816	1,710,173
54507 Aviation Insurance	35,752	58,333	44,768
54508 VFD - G/L Property, Equipment	22,305	30,870	23,205



## Total Expenditures by Account

Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Budget
54509 Excess Deposit Premium	163,914	160,440	151,515
54510 Service Fee	56,175	58,695	58,695
54513 State Assessment	56,155	90,930	94,500
54514 Workers Comp Claims	1,941,576	1,200,000	1,200,000
54515 At Fault Vehicle Repair Claims	35,110	150,000	150,000
54516 General Liability Claims	93,223	100,000	100,000
54541 Insurance / Auto	181,137	207,010	222,076
54542 Insurance / Professional Liability	228,543	399,999	479,264
54544 Insurance Prisoner/Medical	74,860	71,344	72,771
54545 Insurance / Aircraft	199,110	67,778	67,778
54600 Repairs And Maintenance	4,621,581	4,737,451	5,218,146
54601 Vehicle Repair	1,432,690	1,220,420	1,307,512
54608 Maintenance and Repair	63	0	0
54615 Maintenance and Repair	94,361	0	0
54641 Repair and Maintenance/Autos	458,955	520,675	628,852
54643 Repair and Maintenance / Radios	241,600	12,000	12,000
54644 Repair and Maintenance / Office Equipment	249,142	647,302	681,987
54646 Repair and Maintenance / Facilities	812,671	715,008	785,142
54700 Printing And Binding	255,659	563,652	501,512
54712 Printing & Binding / Elections Ballots	58,712	0	0
54713 Printing & Binding / PW Training Mate	859	0	0
54800 Promotional Activities	462,477	735,242	738,068
54801 Recruitment	52,810	69,425	69,425
54860 TDC Direct Sales Promotions	41,729	69,835	59,667
54861 TDC Community Relations	5,305	13,300	13,300
54862 TDC Merchandise	1,437	4,000	4,000
54900 Other Current Charges & Obligations	5,333,949	5,472,371	6,040,123
54901 Nuisance Abatement	0	0	50,000
54908 Other Current Charges & Obligations	15,298	26,200	26,200
54909 Employee Incentives	20,571	43,900	57,900
54913 Clerk Circuit Court Fees	413,828	422,105	407,457
54917 Employee Assistance Program	1,540	3,000	3,000
54918 Staff Development & Training	7,516	55,983	37,983
54942 Other Current Charges / Auto	58,045	112,375	115,675
54948 Other Current Charges / Other	48,432	146,730	151,941
54949 Uniform Cleaning	58,993	86,860	86,860
54950 Tuition Assistance	29,122	56,225	56,225
54961 Administrative Hearing	2,186	0	0
54962 Canvassing Board	655	0	0
54963 Election Notices	20,976	0	0
54964 Voter Registration Notices	3,411	0	0
54965 Other Current Charges - Personnel	2,505	0	0
54980 Reimb Of Admin Costs	-417,263	-450,000	-350,000
54990 Indirect Costs	0	0	0
55100 Office Supplies	211,844	300,063	283,292
55111 Office Supplies / Early Voting	85	0	0
55112 Office Supplies / Precincts	296	0	0
55200 Operating Supplies	3,503,079	3,630,448	3,595,349
55210 Fuel & Oil	1,740,945	1,404,910	1,150,743
55235 Investigative Supplies	29,776	0	0

## Total Expenditures by Account

Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Budget
55240 Data Processing Supplies	15,571	74,000	257,000
55241 Operating Supplies / Fuel and Lubrication	34,399	1,052,679	718,978
55242 Operating Supplies / Ammo	67,090	96,500	107,000
55244 Operating Supplies / Investigative	0	35,464	34,228
55246 Operating Supplies / Other Jail Supplies	431,045	400,000	371,254
55248 Operating Supplies / Motorcycles and Boats	15,664	10,000	10,000
55249 Operating Supplies / Miscellaneous	60,768	367,964	219,113
55250 Operating Supplies / Uniforms	434,918	380,530	454,314
55261 Operating Supplies / Early Voting	217	0	0
55262 Operating Supplies / Precincts	89	0	0
55270 Data Processing Supplies	0	0	0
55299 Reimbursable Supplies	-10	0	0
55300 Road Materials And Supplies	537,243	532,176	530,738
55400 Publications, Subscriptions & Membe	263,735	274,629	278,662
55401 Training	331,860	388,933	420,156
56100 Land	112,927	0	0
56200 Building	3,152,782	304,850	463,900
56201 Building Improvements	504,545	1,690,600	1,375,400
56205 Technology Enhancements to Building	78,575	0	23,600
56293 Building - Architectual and Engineering	24,198	0	30,000
56294 Building - Construction	0	89,050	1,875,900
56300 Improvements Other Than Buildings	19,043,810	9,207,504	8,104,403
56393 Improvements: Architectural and Engineering	69,299	0	150,000
56394 Improvements: Construction	0	706,200	208,000
56400 Machinery And Equipment	7,101,387	5,782,050	6,479,000
56410 Machinery & Equipment <\$750	11,355	512,700	603,400
56411 Machinery and Equipment	3,940	0	0
56441 Machinery and Equipment / Auto	0	175,000	345,500
56442 Machinery and Equipment - Jail	31,351	14,000	115,157
56443 Machinery and Equipment / Radio	0	0	27,000
56444 Machinery and Equipment / Office	355,481	332,200	434,470
56445 Machinery and Equipment / Investigation	0	91,795	58,450
56447 Machinery and Equipment / Marine - Motorcycle	18,890	0	0
56480 Machinery and Equipment - Other	514,563	27,824	33,234
56490 Capitalized Systems Costs	0	520,580	438,280
56600 Books, Publications & Libr Material	645,295	685,585	687,485
57100 Principal	7,096,605	7,119,540	7,639,077
57200 Interest	1,773,069	1,444,679	927,271
57300 Other Debt Service Costs	-9,930	4,200	4,200
58100 Aids To Government Agencies	4,403,727	4,711,446	5,443,022
58160 TDC Local T&E	689	1,500	1,500
58200 Aids To Private Organizations	308,533	210,000	235,000
58214 Cultural Resource Grant Prog (837)	904,500	230,375	245,380
58215 Local Arts Agency Program (837)	150,000	1,071,500	1,131,520
58222 Economic Development Council (856)	306,750	237,000	0
58224 Legal Services Of North Fl (801)	176,500	313,090	315,394
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	185,759	185,759	222,759
58231 Keep Tall Leon County Beautiful	21,375	21,375	0

Total Expenditures by Account

Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Budget
58241 Friends of the LeRoy Collins Public Library	3,000	3,000	3,000
58246 United Partners for Human Services	23,750	23,750	23,750
58247 Whole Child Leon (Foundation for Leon County Schools)	68,000	38,000	38,000
58248 Commission on the Status of Women & Girls	20,000	20,000	20,000
58249 Trauma Center	200,000	200,000	200,000
58253 Domestic Violence Coordinating Council	25,000	25,000	25,000
58256 Veterans Day Parade	2,500	2,500	5,000
58257 Palmer Munroe Teen Center	150,000	150,000	0
58258 Operation Thank You!	27,015	0	12,500
58261 Honor Flight	15,000	15,000	15,000
58262 Homeless Shelter Relocation	100,000	100,000	100,000
58263 Knight Creative Communities Initiative	25,000	0	0
58264 North Florida Homeless Veterans Stand Down	0	10,000	10,000
58300 Other Grants & Aids	588,284	427,305	599,835
58313 Housing Related Activities	8,329	3,000	3,000
58320 Sponsorships & Contributions	15,280	16,100	16,100
58340 Tubercular Care-transportation	0	2,000	2,000
58341 Indigent Burial	22,450	34,405	34,405
58342 Child Protection Exams	59,000	59,000	59,000
58343 Medicaid	2,582,296	2,660,101	2,841,790
58344 Human Service Grants	831,659	1,000,000	1,200,000
58345 Emergency Assistance	6,916	40,000	40,000
58346 Medical Examiner	493,698	501,760	511,795
58349 Military Personnel Grant Program	42,900	100,000	100,000
58365 Disadvantaged Youth Program	0	100,000	0
585000 Housing Grants & Aids	226,308	879,466	636,425
587000 Rental Housing	158,421	0	0
59000 Sheriff Contingency - Operating	0	200,000	200,000
59010 Sheriff - Less SRO Contract	0	-1,319,295	-1,422,896
59100 Transfer	874,868	0	0
59302 Budget Transfers	1,520,544	1,518,474	1,609,217
59304 Budget Transfer	121,155	121,155	121,155
59306 Budget Transfer	4,732,020	4,805,388	5,159,673
59307 Budget Transfer	4,715,198	4,818,728	5,010,257
59308 SOE - Budget Transfer	589,871	0	0
59900 Budgeted Contingency	0	540,924	649,270
59902 Reserve For Future Projects	0	12,540	12,540
59918 Reserve For Fund Balance	0	25,059	0
59930 Reserve For Article V	0	34,590	32,975
<b>Total</b>	<b>237,990,080</b>	<b>238,553,913</b>	<b>246,129,886</b>

Leon County Fiscal Year 2017 Adopted Budget

County Commission

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-100-511 County Commission</b>				
51100 Executive Salaries	570,124	556,535	566,825	566,825
51200 Regular Salaries And Wages	446,783	462,532	474,253	488,366
51250 Regular OPS Salaries	6,473	0	0	0
51300 Other Salaries & Wages	914	0	0	0
52100 Fica Taxes	74,544	80,394	80,163	81,239
52200 Retirement Contribution	226,241	242,010	227,807	228,865
52300 Life & Health Insurance	145,534	147,820	184,398	196,442
52400 Workers Compensation	2,663	2,115	1,627	1,654
001-100-511 Totals	1,473,278	1,491,406	1,535,073	1,563,391
<b>001-101-511 Commission District 1</b>				
54000 Travel & Per Diem	4,017	5,000	5,000	5,000
54100 Communications	3	500	100	100
54900 Other Current Charges & Obligations	4,068	3,400	3,400	3,400
55100 Office Supplies	327	400	400	400
55200 Operating Supplies	0	200	600	600
001-101-511 Totals	8,416	9,500	9,500	9,500
<b>001-102-511 Commission District 2</b>				
54000 Travel & Per Diem	-420	5,200	5,200	5,200
54100 Communications	1,323	300	0	0
54700 Printing And Binding	25	200	200	200
54900 Other Current Charges & Obligations	0	2,929	2,929	2,929
55100 Office Supplies	466	700	700	700
55200 Operating Supplies	1,467	100	400	400
55400 Publications, Subscriptions & Memberships	0	71	71	71
001-102-511 Totals	2,861	9,500	9,500	9,500
<b>001-103-511 Commission District 3</b>				
54000 Travel & Per Diem	5,171	5,000	5,000	5,000
54200 Postage	0	1,000	0	0
54700 Printing And Binding	0	1,000	0	0
54900 Other Current Charges & Obligations	1,310	1,000	3,000	3,000
55100 Office Supplies	0	400	400	400
55200 Operating Supplies	269	1,100	1,100	1,100
001-103-511 Totals	6,750	9,500	9,500	9,500
<b>001-104-511 Commission District 4</b>				
54000 Travel & Per Diem	3,400	8,200	8,200	8,200
55100 Office Supplies	0	300	300	300
55200 Operating Supplies	2,009	1,000	1,000	1,000
001-104-511 Totals	5,408	9,500	9,500	9,500
<b>001-105-511 Commission District 5</b>				
54000 Travel & Per Diem	8,203	7,700	7,700	7,700
54900 Other Current Charges & Obligations	109	0	0	0
55100 Office Supplies	158	300	300	300
55200 Operating Supplies	360	1,200	900	900
55400 Publications, Subscriptions & Memberships	391	300	600	600
001-105-511 Totals	9,221	9,500	9,500	9,500

Leon County Fiscal Year 2017 Adopted Budget

County Commission

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-106-511 Commission At-Large (Group 1)</b>				
54000 Travel & Per Diem	5,940	5,000	5,000	5,000
54200 Postage	0	50	50	50
54700 Printing And Binding	0	100	100	100
54900 Other Current Charges & Obligations	0	1,350	1,350	1,350
55100 Office Supplies	738	1,000	1,000	1,000
55200 Operating Supplies	2,242	2,000	2,000	2,000
001-106-511 Totals	<u>8,920</u>	<u>9,500</u>	<u>9,500</u>	<u>9,500</u>
<b>001-107-511 Commission At-Large (Group 2)</b>				
54000 Travel & Per Diem	7,663	6,250	6,900	6,900
54100 Communications	0	650	0	0
54700 Printing And Binding	0	150	400	400
54900 Other Current Charges & Obligations	354	1,200	1,200	1,200
55100 Office Supplies	371	500	500	500
55200 Operating Supplies	16	250	0	0
55400 Publications, Subscriptions & Memberships	803	500	500	500
001-107-511 Totals	<u>9,208</u>	<u>9,500</u>	<u>9,500</u>	<u>9,500</u>
<b>001-108-511 Commissioners' Account</b>				
54100 Communications	4,116	0	4,650	4,650
54101 Communication - Phone System	559	2,330	1,180	1,180
54200 Postage	59	1,500	1,500	1,500
54400 Rentals And Leases	0	3,000	3,000	3,000
54700 Printing And Binding	0	4,000	500	500
54900 Other Current Charges & Obligations	90	1,000	1,000	1,000
55100 Office Supplies	40	700	700	700
55200 Operating Supplies	13,046	12,865	12,865	12,865
55400 Publications, Subscriptions & Memberships	378	0	0	0
001-108-511 Totals	<u>18,288</u>	<u>25,395</u>	<u>25,395</u>	<u>25,395</u>
County Commission Totals	<u>1,542,350</u>	<u>1,583,301</u>	<u>1,626,968</u>	<u>1,655,286</u>

County Administration

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-110-512 County Administration</b>				
51200 Regular Salaries And Wages	527,202	541,301	708,277	728,963
52100 Fica Taxes	30,597	32,622	44,848	46,142
52200 Retirement Contribution	102,920	103,948	138,716	142,878
52205 Other Retirement Contributions	14,460	14,397	15,620	15,620
52300 Life & Health Insurance	39,362	58,241	65,537	69,045
52305 Disability Insurance	0	3,508	3,508	3,508
52400 Workers Compensation	1,371	1,184	1,157	1,191
54000 Travel & Per Diem	15,100	17,725	23,630	23,630
54100 Communications	846	923	923	923
54101 Communication - Phone System	1,719	2,800	2,800	2,800
54700 Printing And Binding	0	60	60	60
54900 Other Current Charges & Obligations	0	3,152	3,152	3,152
55200 Operating Supplies	3,711	1,800	1,800	1,800
55400 Publications, Subscriptions & Memberships	3,476	3,733	3,733	3,733
55401 Training	320	0	0	0
001-110-512 Totals	<u>741,084</u>	<u>785,394</u>	<u>1,013,761</u>	<u>1,043,445</u>
County Administration Totals	<u><u>741,084</u></u>	<u><u>785,394</u></u>	<u><u>1,013,761</u></u>	<u><u>1,043,445</u></u>

Strategic Initiatives

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-113-513 Volunteer Center</b>				
51200 Regular Salaries And Wages	118,668	120,431	123,144	126,806
51400 Overtime	261	2,000	2,000	2,000
52100 Fica Taxes	8,180	9,310	9,519	9,798
52200 Retirement Contribution	8,554	8,665	9,179	9,454
52210 Deferred Compensation Match	611	766	766	766
52300 Life & Health Insurance	22,820	24,182	25,294	26,924
52400 Workers Compensation	308	258	199	205
53400 Other Contractual Services	0	300	300	300
54000 Travel & Per Diem	2,306	3,223	3,223	3,223
54100 Communications	909	1,008	1,428	1,428
54101 Communication - Phone System	149	1,575	365	365
54200 Postage	179	238	238	238
54400 Rentals And Leases	138	2,113	2,113	2,113
54700 Printing And Binding	738	1,397	1,397	1,397
54800 Promotional Activities	8,706	6,934	6,934	6,934
55100 Office Supplies	4,884	2,209	2,209	2,209
55200 Operating Supplies	3,662	672	672	672
55400 Publications, Subscriptions & Memberships	2,713	1,842	3,542	3,542
55401 Training	175	195	195	195
001-113-513 Totals	<u>183,962</u>	<u>187,318</u>	<u>192,717</u>	<u>198,569</u>
<b>001-115-513 Strategic Initiatives</b>				
51200 Regular Salaries And Wages	690,867	377,276	384,904	396,370
51400 Overtime	163	0	0	0
52100 Fica Taxes	48,691	28,469	29,569	30,446
52200 Retirement Contribution	55,135	30,113	28,742	29,605
52300 Life & Health Insurance	106,087	88,609	74,460	79,424
52400 Workers Compensation	1,796	793	624	644
53100 Professional Services	10,837	0	0	0
53400 Other Contractual Services	4,081	150,000	170,000	170,000
54000 Travel & Per Diem	15,127	13,400	10,400	10,400
54100 Communications	1,376	0	0	0
54101 Communication - Phone System	176	4,900	555	555
54200 Postage	413	0	0	0
54400 Rentals And Leases	3,966	0	0	0
54601 Vehicle Repair	180	398	0	0
54700 Printing And Binding	19,101	0	0	0
54800 Promotional Activities	100,577	0	0	0
54900 Other Current Charges & Obligations	8,036	26,700	36,700	36,700
55100 Office Supplies	3,940	1,080	1,080	1,080
55200 Operating Supplies	13,731	4,000	4,000	4,000
55210 Fuel & Oil	403	1,000	0	0
55400 Publications, Subscriptions & Memberships	5,028	6,207	6,207	6,207
55401 Training	410	1,600	1,600	1,600
58248 Commission on the Status of Women & Girls	20,000	20,000	20,000	20,000
001-115-513 Totals	<u>1,110,121</u>	<u>754,545</u>	<u>768,841</u>	<u>787,031</u>

Strategic Initiatives

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-116-513 Community and Media Relations</b>				
51200 Regular Salaries And Wages	0	244,926	231,900	238,784
52100 Fica Taxes	0	19,134	17,766	18,294
52200 Retirement Contribution	0	17,345	17,257	17,774
52300 Life & Health Insurance	0	45,293	39,428	42,070
52400 Workers Compensation	0	519	375	387
53100 Professional Services	0	30,684	30,684	30,684
54000 Travel & Per Diem	0	9,500	9,500	9,500
54100 Communications	0	972	972	972
54101 Communication - Phone System	0	3,500	0	0
54200 Postage	0	2,512	2,512	2,512
54505 Vehicle Coverage	0	0	776	776
54601 Vehicle Repair	0	0	400	400
54700 Printing And Binding	0	15,500	15,500	15,500
54800 Promotional Activities	0	99,400	99,400	99,400
54900 Other Current Charges & Obligations	0	63,000	63,000	63,000
55100 Office Supplies	0	1,180	1,180	1,180
55200 Operating Supplies	0	5,500	5,500	5,500
55210 Fuel & Oil	0	0	460	460
55400 Publications, Subscriptions & Memberships	0	1,477	1,477	1,477
55401 Training	0	3,580	3,580	3,580
001-116-513 Totals	<u>0</u>	<u>564,022</u>	<u>541,667</u>	<u>552,250</u>
Strategic Initiatives Totals	<u><u>1,294,083</u></u>	<u><u>1,505,885</u></u>	<u><u>1,503,225</u></u>	<u><u>1,537,850</u></u>



Leon County Fiscal Year 2017 Adopted Budget

Human Resources

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-160-513 Human Resources</b>				
51200 Regular Salaries And Wages	696,561	795,729	822,951	847,502
51400 Overtime	7	0	0	0
51500 Special Pay	100	0	0	0
52100 Fica Taxes	50,459	56,692	63,248	65,127
52200 Retirement Contribution	66,000	69,271	74,031	76,252
52210 Deferred Compensation Match	570	1,400	1,400	1,400
52300 Life & Health Insurance	101,484	127,328	146,754	156,446
52400 Workers Compensation	1,869	1,715	1,437	1,481
52500 Unemployment Compensation	192	0	0	0
53100 Professional Services	5,385	20,000	20,000	25,000
53500 Investigations	7,256	11,750	9,400	9,400
54000 Travel & Per Diem	4,735	5,438	9,388	9,388
54100 Communications	239	1,215	1,215	1,215
54101 Communication - Phone System	637	2,655	1,280	1,280
54200 Postage	666	2,685	1,185	1,185
54400 Rentals And Leases	8,959	8,095	9,095	9,095
54700 Printing And Binding	2,632	3,850	3,850	3,850
54800 Promotional Activities	152	2,172	2,172	2,172
54801 Recruitment	51,985	67,925	67,925	67,925
54900 Other Current Charges & Obligations	25,887	39,864	50,864	50,864
54909 Employee Incentives	20,571	43,900	57,900	57,900
54917 Employee Assistance Program	1,540	3,000	3,000	3,000
54918 Staff Development & Training	7,516	55,983	37,983	31,483
54950 Tuition Assistance	24,922	49,225	49,225	49,225
55100 Office Supplies	4,440	4,440	4,440	4,440
55200 Operating Supplies	3,793	5,772	5,772	5,772
55400 Publications, Subscriptions & Memberships	1,575	2,599	2,599	2,599
55401 Training	4,500	6,389	8,289	8,289
001-160-513 Totals	1,094,632	1,389,092	1,455,403	1,492,290
Human Resources Totals	1,094,632	1,389,092	1,455,403	1,492,290

Management Information Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-171-513 Management Information Services</b>				
51200 Regular Salaries And Wages	2,754,892	2,875,722	3,075,010	3,165,370
51400 Overtime	2,103	12,360	12,360	12,360
52100 Fica Taxes	201,512	201,055	236,571	243,401
52200 Retirement Contribution	216,485	229,720	245,716	252,949
52210 Deferred Compensation Match	600	3,828	3,828	3,828
52300 Life & Health Insurance	306,526	413,977	468,530	496,861
52400 Workers Compensation	7,163	6,218	5,015	5,162
53400 Other Contractual Services	221,300	210,000	210,000	210,000
54000 Travel & Per Diem	18,090	17,300	17,300	17,300
54100 Communications	28,099	30,000	30,000	30,000
54101 Communication - Phone System	4,403	15,810	10,615	10,615
54200 Postage	1,477	1,500	1,500	1,500
54300 Utility Services	725	0	0	0
54400 Rentals And Leases	8,882	8,684	11,000	11,000
54505 Vehicle Coverage	2,820	4,105	3,846	3,846
54600 Repairs And Maintenance	1,387,459	1,508,750	1,644,550	1,645,300
54601 Vehicle Repair	4,222	3,086	3,085	3,085
54700 Printing And Binding	279	1,750	1,750	1,750
54801 Recruitment	825	1,500	1,500	1,500
55100 Office Supplies	6,720	6,740	6,590	6,590
55200 Operating Supplies	114,445	90,850	90,850	90,850
55210 Fuel & Oil	1,323	2,250	1,755	1,755
55400 Publications, Subscriptions & Memberships	1,220	1,500	1,500	1,500
55401 Training	40,394	40,925	40,925	40,925
001-171-513 Totals	<u>5,331,961</u>	<u>5,687,630</u>	<u>6,123,796</u>	<u>6,257,447</u>
<b>001-411-529 Public Safety Complex Technology</b>				
51200 Regular Salaries And Wages	55,573	85,351	89,475	92,160
52100 Fica Taxes	3,857	6,766	7,081	7,286
52200 Retirement Contribution	3,987	6,197	6,728	6,930
52300 Life & Health Insurance	14,522	18,839	19,621	20,761
52400 Workers Compensation	145	185	146	151
54000 Travel & Per Diem	0	1,000	1,000	1,000
54100 Communications	4,106	960	960	960
54101 Communication - Phone System	8,758	16,875	23,680	23,680
54110 Com-net Communications	0	4,500	4,800	5,000
54400 Rentals And Leases	4,214	4,908	4,908	4,908
54600 Repairs And Maintenance	64,085	87,635	87,635	87,635
55100 Office Supplies	245	300	300	300
55200 Operating Supplies	1,554	2,000	2,000	2,000
55401 Training	0	2,000	2,000	2,000
001-411-529 Totals	<u>161,046</u>	<u>237,516</u>	<u>250,334</u>	<u>254,771</u>
Management Information Services Totals	<u>5,493,007</u>	<u>5,925,146</u>	<u>6,374,130</u>	<u>6,512,218</u>

Leon County Fiscal Year 2017 Adopted Budget

County Attorney

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-120-514 County Attorney</b>				
51200 Regular Salaries And Wages	1,050,222	1,043,048	1,091,661	1,124,035
52100 Fica Taxes	65,099	68,443	72,133	74,248
52200 Retirement Contribution	119,141	128,913	121,946	125,525
52205 Other Retirement Contributions	19,426	17,348	16,636	16,636
52210 Deferred Compensation Match	1,000	1,749	1,749	1,749
52300 Life & Health Insurance	97,697	122,355	123,370	130,509
52305 Disability Insurance	0	3,369	3,369	3,369
52400 Workers Compensation	1,901	1,886	1,483	1,527
52600 Class C Travel	45	0	0	0
53100 Professional Services	335,364	450,000	450,000	450,000
53300 Court Reporter Services	3,690	1,000	500	500
53400 Other Contractual Services	12,238	11,116	12,300	12,300
54000 Travel & Per Diem	25,321	21,900	25,200	25,200
54100 Communications	2,557	2,000	2,500	2,500
54101 Communication - Phone System	476	2,870	1,220	1,220
54200 Postage	467	900	475	475
54400 Rentals And Leases	4,209	4,200	4,250	4,250
54600 Repairs And Maintenance	83	410	100	100
54700 Printing And Binding	8,375	10,000	8,375	8,375
55100 Office Supplies	6,921	5,000	7,000	7,000
55200 Operating Supplies	5,267	4,550	5,000	5,000
55400 Publications, Subscriptions & Memberships	62,503	49,250	59,250	59,250
55401 Training	210	1,000	100	100
001-120-514 Totals	<u>1,822,212</u>	<u>1,951,307</u>	<u>2,008,617</u>	<u>2,053,868</u>
County Attorney Totals	<u>1,822,212</u>	<u>1,951,307</u>	<u>2,008,617</u>	<u>2,053,868</u>

Permit and Code Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>121-423-537 Permit &amp; Code Services</b>				
51200 Regular Salaries And Wages	307,793	283,269	280,025	288,414
51400 Overtime	17	0	0	0
51500 Special Pay	161	0	0	0
52100 Fica Taxes	22,275	19,397	21,753	22,392
52200 Retirement Contribution	22,209	20,437	21,027	21,658
52210 Deferred Compensation Match	769	2,626	2,626	2,626
52300 Life & Health Insurance	67,746	69,246	70,283	74,832
52400 Workers Compensation	801	609	456	471
53100 Professional Services	0	1,120	1,120	1,120
54000 Travel & Per Diem	0	2,145	2,145	2,145
54100 Communications	19	480	480	480
54101 Communication - Phone System	1,224	6,985	3,160	3,160
54200 Postage	6,165	3,122	3,122	3,122
54400 Rentals And Leases	0	339	339	339
54505 Vehicle Coverage	2,035	1,983	1,858	1,858
54600 Repairs And Maintenance	0	636	636	636
54601 Vehicle Repair	800	1,447	1,195	1,195
54700 Printing And Binding	203	500	500	500
54900 Other Current Charges & Obligations	4,486	3,500	3,500	3,500
54901 Nuisance Abatement	0	0	50,000	50,000
55100 Office Supplies	1,841	2,911	2,911	2,911
55200 Operating Supplies	4,715	10,997	10,997	10,997
55210 Fuel & Oil	1,100	1,375	1,265	1,265
55400 Publications, Subscriptions & Memberships	974	1,127	1,127	1,127
55401 Training	577	1,000	1,000	1,000
121-423-537 Totals	<u>445,909</u>	<u>435,251</u>	<u>481,525</u>	<u>495,748</u>
Permit and Code Services Totals	<u><u>445,909</u></u>	<u><u>435,251</u></u>	<u><u>481,525</u></u>	<u><u>495,748</u></u>

DS Support Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>121-424-537 DS Support Services</b>				
51200 Regular Salaries And Wages	248,352	234,081	217,367	223,797
52100 Fica Taxes	16,380	16,092	15,451	15,905
52200 Retirement Contribution	36,627	33,422	31,836	32,790
52210 Deferred Compensation Match	1,037	0	0	0
52300 Life & Health Insurance	30,801	32,494	34,892	37,059
52400 Workers Compensation	646	493	351	360
53400 Other Contractual Services	0	250	250	250
54000 Travel & Per Diem	2,482	4,515	4,515	4,515
54100 Communications	471	580	580	580
54200 Postage	14	720	720	720
54400 Rentals And Leases	7,357	6,300	6,300	6,300
54600 Repairs And Maintenance	0	3,246	3,246	3,246
54700 Printing And Binding	702	2,000	2,000	2,000
55100 Office Supplies	667	1,308	1,308	1,308
55200 Operating Supplies	565	8,194	8,194	8,194
55400 Publications, Subscriptions & Memberships	906	1,682	1,682	1,682
55401 Training	730	1,900	1,900	1,900
121-424-537 Totals	<u>347,736</u>	<u>347,277</u>	<u>330,592</u>	<u>340,606</u>
DS Support Services Totals	<u><u>347,736</u></u>	<u><u>347,277</u></u>	<u><u>330,592</u></u>	<u><u>340,606</u></u>

Building Plans Review & Inspection

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>120-220-524 Building Plans Review and Inspection</b>				
51200 Regular Salaries And Wages	763,608	922,565	1,096,746	1,128,203
51250 Regular OPS Salaries	2,968	41,550	0	0
51400 Overtime	383	5,040	16,381	16,381
51500 Special Pay	39	0	0	0
52100 Fica Taxes	55,932	66,310	84,563	86,963
52200 Retirement Contribution	61,812	79,977	96,142	98,940
52210 Deferred Compensation Match	1,295	2,406	2,406	2,406
52300 Life & Health Insurance	128,863	200,528	221,292	235,635
52400 Workers Compensation	13,986	12,281	11,000	11,311
53400 Other Contractual Services	0	2,000	2,000	2,000
54000 Travel & Per Diem	1,144	1,232	1,232	1,232
54100 Communications	8,010	22,741	11,400	11,400
54101 Communication - Phone System	508	1,445	770	770
54200 Postage	117	3,000	3,000	3,000
54400 Rentals And Leases	2,452	4,994	4,994	4,994
54505 Vehicle Coverage	6,624	6,456	6,047	6,047
54600 Repairs And Maintenance	0	618	618	618
54601 Vehicle Repair	12,716	10,817	11,040	11,040
54700 Printing And Binding	834	7,500	7,500	7,500
54900 Other Current Charges & Obligations	0	1,820	1,820	1,820
55100 Office Supplies	615	3,784	3,784	3,784
55200 Operating Supplies	7,419	10,720	11,320	11,320
55210 Fuel & Oil	11,770	15,125	13,800	13,800
55400 Publications, Subscriptions & Memberships	1,533	5,448	5,448	5,448
55401 Training	9,115	12,700	12,700	12,700
56400 Machinery And Equipment	0	0	3,000	3,000
120-220-524 Totals	<u>1,091,743</u>	<u>1,441,057</u>	<u>1,629,003</u>	<u>1,680,312</u>
Building Plans Review & Inspection Totals	<u>1,091,743</u>	<u>1,441,057</u>	<u>1,629,003</u>	<u>1,680,312</u>

Environmental Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>121-420-537 Environmental Services</b>				
51200 Regular Salaries And Wages	974,427	1,001,791	1,058,863	1,090,508
51400 Overtime	93	3,000	3,000	3,000
52100 Fica Taxes	70,470	76,786	81,842	84,251
52200 Retirement Contribution	96,334	98,949	108,314	111,562
52210 Deferred Compensation Match	647	5,359	5,359	5,359
52300 Life & Health Insurance	146,165	183,431	176,331	186,981
52400 Workers Compensation	20,971	16,434	12,427	12,799
54000 Travel & Per Diem	1,591	4,400	4,400	4,400
54100 Communications	3,538	9,768	9,768	9,768
54101 Communication - Phone System	442	2,350	1,100	1,100
54200 Postage	1,250	1,970	1,970	1,970
54400 Rentals And Leases	0	339	339	339
54505 Vehicle Coverage	6,861	7,674	7,190	7,190
54601 Vehicle Repair	9,039	8,798	8,800	8,800
54700 Printing And Binding	221	1,205	1,205	1,205
54900 Other Current Charges & Obligations	100	1,050	1,050	1,050
55100 Office Supplies	1,471	3,162	3,162	3,162
55200 Operating Supplies	6,994	6,176	6,176	6,176
55210 Fuel & Oil	9,901	12,375	10,684	10,684
55400 Publications, Subscriptions & Memberships	1,211	1,165	1,165	1,165
55401 Training	2,027	8,000	8,000	8,000
121-420-537 Totals	<u>1,353,753</u>	<u>1,454,182</u>	<u>1,511,145</u>	<u>1,559,469</u>
<b>125-866-524 DEP Storage Tank</b>				
51200 Regular Salaries And Wages	111,858	110,877	114,769	118,212
51400 Overtime	0	3,000	3,000	3,000
52100 Fica Taxes	8,261	8,783	9,081	9,344
52200 Retirement Contribution	7,929	8,050	8,631	8,889
52300 Life & Health Insurance	12,115	16,897	17,897	18,851
52400 Workers Compensation	3,122	2,364	1,866	1,922
54000 Travel & Per Diem	73	2,341	2,341	2,341
54200 Postage	0	400	400	400
54505 Vehicle Coverage	0	1,279	1,199	1,199
54601 Vehicle Repair	532	1,444	1,445	1,445
55200 Operating Supplies	869	2,188	2,188	2,188
55210 Fuel & Oil	1,780	2,750	2,070	2,070
55400 Publications, Subscriptions & Memberships	0	60	60	60
55401 Training	0	1,100	1,100	1,100
125-866-524 Totals	<u>146,539</u>	<u>161,533</u>	<u>166,047</u>	<u>171,021</u>
Environmental Services Totals	<u>1,500,292</u>	<u>1,615,715</u>	<u>1,677,192</u>	<u>1,730,490</u>

Development Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>121-422-537 Development Services</b>				
51200 Regular Salaries And Wages	465,295	501,300	517,023	532,412
51250 Regular OPS Salaries	0	20,156	0	0
52100 Fica Taxes	32,578	37,417	40,446	41,625
52200 Retirement Contribution	32,815	35,872	38,576	39,733
52210 Deferred Compensation Match	251	2,844	2,844	2,844
52300 Life & Health Insurance	89,896	115,924	126,155	134,030
52400 Workers Compensation	3,021	2,439	1,872	1,929
54000 Travel & Per Diem	5,287	8,300	8,300	8,300
54100 Communications	0	1,224	1,224	1,224
54101 Communication - Phone System	407	1,875	1,035	1,035
54200 Postage	1,523	3,882	3,882	3,882
54400 Rentals And Leases	0	339	339	339
54505 Vehicle Coverage	1,838	3,395	3,181	3,181
54601 Vehicle Repair	1,642	944	720	720
54700 Printing And Binding	317	4,025	4,025	4,025
54900 Other Current Charges & Obligations	11,808	31,092	31,092	31,092
55100 Office Supplies	1,628	3,996	3,996	3,996
55200 Operating Supplies	3,277	5,071	5,071	5,071
55210 Fuel & Oil	2,030	825	690	690
55400 Publications, Subscriptions & Memberships	2,257	4,105	4,105	4,105
55401 Training	1,991	5,475	5,475	5,475
121-422-537 Totals	<u>657,859</u>	<u>790,500</u>	<u>800,051</u>	<u>825,708</u>
Development Services Totals	<u><u>657,859</u></u>	<u><u>790,500</u></u>	<u><u>800,051</u></u>	<u><u>825,708</u></u>



PW Support Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>106-400-541 Support Services</b>				
51200 Regular Salaries And Wages	343,183	319,277	376,590	387,724
52100 Fica Taxes	21,070	21,675	26,728	27,519
52200 Retirement Contribution	26,661	31,725	15,908	16,385
52210 Deferred Compensation Match	976	766	766	766
52300 Life & Health Insurance	40,179	48,648	56,422	60,082
52400 Workers Compensation	892	678	1,352	1,391
53400 Other Contractual Services	132,134	126,700	137,929	128,229
54000 Travel & Per Diem	57	3,260	3,260	3,260
54101 Communication - Phone System	228	1,700	585	585
54200 Postage	13	220	220	220
54400 Rentals And Leases	32	8,229	0	0
54600 Repairs And Maintenance	0	300	300	300
54700 Printing And Binding	0	164	164	164
55100 Office Supplies	2,649	3,120	2,730	2,730
55200 Operating Supplies	5,773	5,773	5,773	5,773
55400 Publications, Subscriptions & Memberships	2,104	2,995	2,995	2,995
55401 Training	49	1,000	1,390	1,390
106-400-541 Totals	<u>576,002</u>	<u>576,230</u>	<u>633,112</u>	<u>639,513</u>
PW Support Services Totals	<u><u>576,002</u></u>	<u><u>576,230</u></u>	<u><u>633,112</u></u>	<u><u>639,513</u></u>

Leon County Fiscal Year 2017 Adopted Budget

Operations

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-216-562 Mosquito Control</b>				
51200 Regular Salaries And Wages	151,217	184,244	195,614	201,479
51250 Regular OPS Salaries	68,958	84,705	84,705	87,246
51400 Overtime	12,598	11,000	11,000	11,000
52100 Fica Taxes	17,179	19,915	21,547	22,191
52200 Retirement Contribution	17,074	18,793	21,071	21,706
52210 Deferred Compensation Match	930	655	655	655
52300 Life & Health Insurance	38,439	45,595	47,869	51,082
52400 Workers Compensation	11,996	16,845	17,327	17,845
53400 Other Contractual Services	12,464	29,916	29,916	29,916
54100 Communications	9,217	7,128	7,128	7,128
54101 Communication - Phone System	87	920	205	205
54200 Postage	1,472	2,000	2,000	2,000
54300 Utility Services	3,100	4,800	4,800	4,800
54505 Vehicle Coverage	0	9,963	11,548	11,548
54507 Aviation Insurance	0	8,333	8,333	8,333
54600 Repairs And Maintenance	1,687	3,228	3,228	3,228
54601 Vehicle Repair	20,429	14,468	14,590	14,590
54700 Printing And Binding	1,988	1,835	2,335	2,335
54800 Promotional Activities	1,015	4,000	7,400	7,400
55100 Office Supplies	984	1,326	1,326	1,326
55200 Operating Supplies	131,030	165,853	162,200	162,200
55210 Fuel & Oil	19,669	27,960	23,358	23,358
55400 Publications, Subscriptions & Memberships	210	300	300	300
55401 Training	3,260	3,406	3,406	3,406
001-216-562 Totals	525,002	667,188	681,861	695,277
<b>106-431-541 Transportation Maintenance</b>				
51200 Regular Salaries And Wages	1,720,269	1,792,970	1,833,568	1,887,948
51400 Overtime	39,308	42,590	42,590	42,590
51500 Special Pay	200	0	0	0
52100 Fica Taxes	123,934	139,458	143,649	147,814
52200 Retirement Contribution	132,665	137,768	143,363	147,621
52210 Deferred Compensation Match	12,674	10,058	10,058	10,058
52300 Life & Health Insurance	465,486	597,955	602,829	641,622
52400 Workers Compensation	113,577	119,696	111,038	114,330
53400 Other Contractual Services	293,850	361,710	379,531	379,531
54100 Communications	5,560	10,255	10,255	10,255
54101 Communication - Phone System	1,537	4,475	2,510	2,510
54200 Postage	1	210	210	210
54300 Utility Services	98,860	128,675	66,099	66,099
54400 Rentals And Leases	5,407	3,967	4,864	4,864
54505 Vehicle Coverage	48,334	65,897	62,909	62,909
54600 Repairs And Maintenance	4,874	3,720	3,720	3,720
54601 Vehicle Repair	224,072	215,265	225,905	225,905
54900 Other Current Charges & Obligations	1,414	8,220	8,220	8,220
55100 Office Supplies	4,221	4,305	4,305	4,305
55200 Operating Supplies	54,828	42,621	43,541	43,541
55210 Fuel & Oil	164,356	226,280	182,185	182,185
55300 Road Materials And Supplies	308,603	345,924	363,289	363,289
55400 Publications, Subscriptions & Memberships	625	1,695	1,695	1,695
55401 Training	2,456	6,300	6,300	6,300
56400 Machinery And Equipment	0	0	9,500	0
106-431-541 Totals	3,827,109	4,270,014	4,262,133	4,357,521

Leon County Fiscal Year 2017 Tentative Budget

Operations

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>106-432-541 Right-Of-Way Management</b>				
51200 Regular Salaries And Wages	871,087	1,014,703	1,052,819	1,084,372
51400 Overtime	86,382	72,814	72,814	72,814
51500 Special Pay	100	0	0	0
52100 Fica Taxes	67,062	76,451	82,449	84,871
52200 Retirement Contribution	74,543	78,376	85,020	87,569
52210 Deferred Compensation Match	5,402	4,482	4,482	4,482
52300 Life & Health Insurance	277,098	393,095	382,519	407,317
52400 Workers Compensation	64,040	77,208	69,612	71,702
53400 Other Contractual Services	175,725	214,482	513,703	530,393
54000 Travel & Per Diem	81	0	0	0
54100 Communications	184	0	0	0
54300 Utility Services	6,547	17,183	11,435	11,435
54400 Rentals And Leases	0	553	553	553
54505 Vehicle Coverage	23,537	27,992	31,854	31,854
54600 Repairs And Maintenance	6,773	17,700	17,700	17,700
54601 Vehicle Repair	146,479	135,875	134,940	134,940
54900 Other Current Charges & Obligations	670	3,265	3,265	3,265
55100 Office Supplies	4,376	2,825	2,825	2,825
55200 Operating Supplies	37,630	50,401	50,976	50,976
55210 Fuel & Oil	90,264	127,615	95,673	95,673
55300 Road Materials And Supplies	14,892	54,643	35,840	35,840
55400 Publications, Subscriptions & Memberships	510	931	931	931
55401 Training	4,116	6,280	6,280	6,280
106-432-541 Totals	1,957,498	2,376,874	2,655,690	2,735,792
<b>123-433-538 Stormwater Maintenance</b>				
51200 Regular Salaries And Wages	1,132,703	1,186,096	1,391,333	1,429,102
51400 Overtime	60,735	46,506	46,506	46,506
52100 Fica Taxes	86,284	89,583	109,658	112,545
52200 Retirement Contribution	99,853	100,510	119,787	123,085
52210 Deferred Compensation Match	8,771	15,418	15,418	15,418
52300 Life & Health Insurance	223,990	350,677	363,730	385,933
52400 Workers Compensation	65,692	96,574	103,858	106,715
53400 Other Contractual Services	278,631	293,977	312,385	312,385
54100 Communications	1,160	4,020	4,020	4,020
54200 Postage	0	25	25	25
54300 Utility Services	3,663	11,660	11,660	11,660
54400 Rentals And Leases	5,294	10,848	10,848	10,848
54505 Vehicle Coverage	81,173	78,567	89,226	89,226
54600 Repairs And Maintenance	2,965	12,250	12,250	12,250
54601 Vehicle Repair	232,964	171,186	196,535	196,535
54900 Other Current Charges & Obligations	11,490	47,605	23,585	13,915
55100 Office Supplies	771	930	930	930
55200 Operating Supplies	36,984	47,021	39,933	39,933
55210 Fuel & Oil	108,156	167,970	157,283	157,283
55300 Road Materials And Supplies	70,725	63,584	63,584	63,584
55400 Publications, Subscriptions & Memberships	475	645	645	645
55401 Training	2,523	5,453	5,453	5,453
123-433-538 Totals	2,515,001	2,801,105	3,078,652	3,137,996
<b>125-214-562 Mosquito Control Grant</b>				
54300 Utility Services	0	1,200	0	0
54700 Printing And Binding	0	500	0	0
54800 Promotional Activities	600	3,400	0	0
55200 Operating Supplies	0	22,350	29,971	29,971
55401 Training	1,010	2,550	2,550	2,550
56400 Machinery And Equipment	22,330	0	0	0
125-214-562 Totals	23,940	30,000	32,521	32,521

Leon County Fiscal Year 2017 Proposed Budget

Operations

<b>Organizational Code / Account</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Adopted</b>	<b>FY 2017 Proposed</b>	<b>FY 2018 Projected</b>
Operations Totals	<u>8,848,549</u>	<u>10,145,181</u>	<u>10,710,857</u>	<u>10,959,107</u>

Engineering Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>125-054003-541 Bannerman Road</b>				
56300 Improvements Other Than Buildings	940,375	0	0	0
125-054003-541 Totals	<u>940,375</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>125-054010-541 Beech Ridge Trail Extension</b>				
56300 Improvements Other Than Buildings	195,267	0	0	0
125-054010-541 Totals	<u>195,267</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>125-057001-541 Intersection and Safety Improvements</b>				
56300 Improvements Other Than Buildings	76,559	0	0	0
125-057001-541 Totals	<u>76,559</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>305-045007-572 Pedrick Road Pond Walking Trail</b>				
56300 Improvements Other Than Buildings	106,436	0	0	0
305-045007-572 Totals	<u>106,436</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>305-056010-541 Stormwater and Transportation Improvements</b>				
56300 Improvements Other Than Buildings	848,504	0	0	0
305-056010-541 Totals	<u>848,504</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>305-057013-541 Street Lights Placement in Unincorporated Areas</b>				
56300 Improvements Other Than Buildings	0	0	0	125,000
305-057013-541 Totals	<u>0</u>	<u>0</u>	<u>0</u>	<u>125,000</u>
<b>305-064006-538 Killearn Lake Plantation Stormwater</b>				
56300 Improvements Other Than Buildings	1,146	0	0	0
305-064006-538 Totals	<u>1,146</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>305-066003-538 Stormwater Structure Inventory and Mapping</b>				
56300 Improvements Other Than Buildings	124,725	0	0	0
305-066003-538 Totals	<u>124,725</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>305-066004-538 TMDL Compliance Activities</b>				
56300 Improvements Other Than Buildings	0	100,000	150,000	100,000
305-066004-538 Totals	<u>0</u>	<u>100,000</u>	<u>150,000</u>	<u>100,000</u>
<b>305-067006-538 Stormwater Infrastructure Preventative Maintenance</b>				
56300 Improvements Other Than Buildings	0	0	0	500,000
305-067006-538 Totals	<u>0</u>	<u>0</u>	<u>0</u>	<u>500,000</u>
<b>305-076008-519 File Server Maintenance</b>				
56400 Machinery And Equipment	369,779	0	0	0
56410 Machinery & Equipment <\$750	0	375,000	505,000	375,000
305-076008-519 Totals	<u>369,779</u>	<u>375,000</u>	<u>505,000</u>	<u>375,000</u>
<b>306-053007-541 Old Bainbridge Road Safety Improvements</b>				
56293 Building - Architectual and Engineering	0	0	0	50,000
306-053007-541 Totals	<u>0</u>	<u>0</u>	<u>0</u>	<u>50,000</u>
<b>306-054011-541 Baum Road Drainage Improvement</b>				
56394 Improvements: Construction	0	0	0	155,000
306-054011-541 Totals	<u>0</u>	<u>0</u>	<u>0</u>	<u>155,000</u>

Engineering Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>306-056007-541 Florida Department of Transportation Permitting Fees</b>				
56300 Improvements Other Than Buildings	49,375	50,000	0	0
306-056007-541 Totals	49,375	50,000	0	0
<b>306-056010-541 Stormwater and Transportation Improvements</b>				
56300 Improvements Other Than Buildings	129,733	600,000	0	500,000
306-056010-541 Totals	129,733	600,000	0	500,000
<b>306-056011-541 Public Works Design and Engineering Services</b>				
56300 Improvements Other Than Buildings	60,000	75,000	100,000	100,000
306-056011-541 Totals	60,000	75,000	100,000	100,000
<b>306-056013-541 Sidewalk Program</b>				
56300 Improvements Other Than Buildings	917,751	1,416,450	1,458,203	1,472,785
306-056013-541 Totals	917,751	1,416,450	1,458,203	1,472,785
<b>306-064005-538 Bradfordville Pond 4 Outfall Stabilization</b>				
56300 Improvements Other Than Buildings	50,000	0	0	0
306-064005-538 Totals	50,000	0	0	0
<b>308-054003-541 Bannerman Road</b>				
56300 Improvements Other Than Buildings	26,426	0	0	0
308-054003-541 Totals	26,426	0	0	0
<b>308-054010-541 Beech Ridge Trail Extension</b>				
56300 Improvements Other Than Buildings	652,948	0	0	0
308-054010-541 Totals	652,948	0	0	0
<b>308-056001-541 Arterial/Collector Resurfacing</b>				
56300 Improvements Other Than Buildings	503,257	0	0	0
308-056001-541 Totals	503,257	0	0	0
<b>308-057001-541 Intersection &amp; Safety Improvements</b>				
56300 Improvements Other Than Buildings	151,794	0	0	0
308-057001-541 Totals	151,794	0	0	0
<b>309-051006-541 Natural Bridge Road</b>				
56300 Improvements Other Than Buildings	19,335	0	0	0
309-051006-541 Totals	19,335	0	0	0
<b>309-056001-541 Arterial/Collector Resurfacing</b>				
56300 Improvements Other Than Buildings	4,050,358	4,050,000	3,225,000	3,375,000
309-056001-541 Totals	4,050,358	4,050,000	3,225,000	3,375,000
<b>309-056005-541 Community Safety &amp; Mobility</b>				
56300 Improvements Other Than Buildings	965,355	750,000	550,000	600,000
309-056005-541 Totals	965,355	750,000	550,000	600,000
<b>309-057001-541 Intersection &amp; Safety Improvements</b>				
56300 Improvements Other Than Buildings	172,713	355,854	0	0
309-057001-541 Totals	172,713	355,854	0	0

Engineering Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>309-061001-538 Lake Henrietta Renovation</b>				
56393 Improvements: Architectural and Engineering	21,304	0	150,000	350,000
56394 Improvements: Construction	0	350,000	0	0
309-061001-538 Totals	<u>21,304</u>	<u>350,000</u>	<u>150,000</u>	<u>350,000</u>
<b>309-062001-538 Lake Munson Restoration</b>				
56300 Improvements Other Than Buildings	1,252	0	0	0
309-062001-538 Totals	<u>1,252</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>309-062002-538 Lakeview Bridge</b>				
56300 Improvements Other Than Buildings	25,324	0	0	0
309-062002-538 Totals	<u>25,324</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>309-062005-538 Gum Road Target Planning Area</b>				
56300 Improvements Other Than Buildings	2,504	0	0	0
309-062005-538 Totals	<u>2,504</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>309-063005-538 Lexington Pond Retrofit</b>				
56100 Land	112,927	0	0	0
309-063005-538 Totals	<u>112,927</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>309-064001-538 Killearn Acres Flood Mitigation</b>				
56300 Improvements Other Than Buildings	2,504	200,000	0	0
309-064001-538 Totals	<u>2,504</u>	<u>200,000</u>	<u>0</u>	<u>0</u>
<b>309-064006-538 Killearn Lakes Plantation Stormwater</b>				
56300 Improvements Other Than Buildings	226,730	0	0	0
309-064006-538 Totals	<u>226,730</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>309-065001-538 Lafayette Street Stormwater</b>				
56300 Improvements Other Than Buildings	610,844	0	0	0
309-065001-538 Totals	<u>610,844</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>309-067002-538 Blue Print 2000 Water Quality Enhancements</b>				
56300 Improvements Other Than Buildings	192,113	0	0	0
309-067002-538 Totals	<u>192,113</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>341-053003-541 North Monroe Turn Lane</b>				
56300 Improvements Other Than Buildings	1,264,206	0	0	0
341-053003-541 Totals	<u>1,264,206</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>343-053002-541 Pullen Road at Old Bainbridge Road</b>				
56300 Improvements Other Than Buildings	42,396	0	0	0
343-053002-541 Totals	<u>42,396</u>	<u>0</u>	<u>0</u>	<u>0</u>
Engineering Services Totals	<u>12,913,939</u>	<u>8,322,304</u>	<u>6,138,203</u>	<u>7,702,785</u>

Fleet Management

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>505-425-591 Fleet Maintenance</b>				
51200 Regular Salaries And Wages	482,252	403,393	437,748	450,859
51400 Overtime	4,382	3,000	3,000	3,000
52100 Fica Taxes	29,439	30,904	33,713	34,716
52200 Retirement Contribution	37,677	37,998	32,867	33,854
52210 Deferred Compensation Match	2,865	3,171	3,171	3,171
52300 Life & Health Insurance	113,322	111,009	131,658	140,549
52400 Workers Compensation	6,624	6,826	6,070	6,249
53400 Other Contractual Services	10,217	6,710	8,730	8,730
54000 Travel & Per Diem	0	500	500	500
54100 Communications	0	1,980	0	0
54101 Communication - Phone System	235	1,535	600	600
54200 Postage	103	75	150	150
54300 Utility Services	22,829	30,000	5,000	0
54400 Rentals And Leases	2,840	1,485	3,500	3,500
54505 Vehicle Coverage	6,229	5,737	5,374	5,374
54600 Repairs And Maintenance	800,413	691,956	691,956	691,956
54601 Vehicle Repair	2,307	6,419	5,085	5,085
54700 Printing And Binding	22	550	500	500
55100 Office Supplies	869	1,405	1,355	1,355
55200 Operating Supplies	1,088,168	1,534,245	1,427,010	1,438,108
55210 Fuel & Oil	2,503	3,585	2,680	2,680
55400 Publications, Subscriptions & Memberships	254	1,000	1,000	1,000
55401 Training	0	5,010	5,810	5,810
505-425-591 Totals	<u>2,613,551</u>	<u>2,888,493</u>	<u>2,807,477</u>	<u>2,837,746</u>
Fleet Management Totals	<u><u>2,613,551</u></u>	<u><u>2,888,493</u></u>	<u><u>2,807,477</u></u>	<u><u>2,837,746</u></u>



Parks and Recreation

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>140-436-572 Parks and Recreation Services</b>				
51200 Regular Salaries And Wages	906,221	958,397	1,005,051	1,076,197
51250 Regular OPS Salaries	0	30,000	30,000	30,000
51400 Overtime	29,722	30,120	45,120	45,120
51500 Special Pay	50	0	0	0
52100 Fica Taxes	66,746	73,854	78,454	80,761
52200 Retirement Contribution	66,974	68,997	75,457	77,724
52210 Deferred Compensation Match	1,955	3,499	3,499	3,499
52300 Life & Health Insurance	242,505	308,099	321,054	341,839
52400 Workers Compensation	27,936	32,848	27,975	28,814
53100 Professional Services	8,815	6,890	13,390	13,390
53400 Other Contractual Services	412,757	354,773	472,343	472,343
54000 Travel & Per Diem	492	500	500	500
54100 Communications	17,877	22,064	22,064	22,064
54101 Communication - Phone System	2,313	3,475	2,820	2,820
54200 Postage	358	350	350	350
54300 Utility Services	159,610	205,050	90,928	90,928
54400 Rentals And Leases	6,503	5,989	12,489	12,489
54505 Vehicle Coverage	23,388	16,146	15,282	15,282
54600 Repairs And Maintenance	0	3,800	3,800	3,800
54601 Vehicle Repair	89,555	82,207	88,130	88,130
54700 Printing And Binding	1,235	1,000	1,000	1,000
54800 Promotional Activities	1,674	1,500	2,250	2,250
54900 Other Current Charges & Obligations	2,978	3,620	3,620	3,620
55100 Office Supplies	2,109	2,250	2,250	2,250
55200 Operating Supplies	164,051	197,965	199,965	199,965
55210 Fuel & Oil	68,232	81,320	70,851	70,851
55300 Road Materials And Supplies	58,736	68,025	68,025	68,025
55400 Publications, Subscriptions & Memberships	1,055	1,200	1,200	1,200
55401 Training	6,430	8,023	8,023	8,023
56400 Machinery And Equipment	27,623	43,950	40,000	40,000
58200 Aids To Private Organizations	179,000	179,000	179,000	179,000
140-436-572 Totals	<u>2,576,898</u>	<u>2,794,911</u>	<u>2,884,890</u>	<u>2,982,234</u>
Parks and Recreation Totals	<u>2,576,898</u>	<u>2,794,911</u>	<u>2,884,890</u>	<u>2,982,234</u>

Facilities Management

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-150-519 Facilities Management</b>				
51200 Regular Salaries And Wages	1,567,279	1,601,824	1,372,636	1,413,696
51250 Regular OPS Salaries	1,290	0	0	0
51400 Overtime	49,466	53,000	53,000	53,000
52100 Fica Taxes	115,092	120,323	106,476	109,614
52200 Retirement Contribution	151,802	152,677	110,481	113,797
52210 Deferred Compensation Match	8,597	7,655	7,655	7,655
52300 Life & Health Insurance	357,220	431,905	431,115	459,583
52400 Workers Compensation	45,766	47,225	34,097	35,120
53100 Professional Services	6,340	0	0	0
53400 Other Contractual Services	1,571,363	1,966,775	1,968,020	2,003,056
54000 Travel & Per Diem	834	1,146	1,146	1,146
54100 Communications	6,517	16,569	16,569	16,569
54101 Communication - Phone System	7,053	10,230	7,815	7,815
54200 Postage	45	200	200	200
54300 Utility Services	1,474,647	1,357,840	2,097,964	2,097,964
54400 Rentals And Leases	25,396	4,908	32,408	32,908
54505 Vehicle Coverage	20,056	20,643	20,120	20,120
54600 Repairs And Maintenance	1,112,805	817,117	817,639	817,639
54601 Vehicle Repair	29,696	31,387	43,585	43,585
54700 Printing And Binding	623	2,100	2,100	2,100
55100 Office Supplies	6,782	13,119	13,119	13,119
55200 Operating Supplies	116,847	109,848	110,258	110,680
55210 Fuel & Oil	39,243	49,195	39,445	39,445
55400 Publications, Subscriptions & Memberships	2,910	6,745	6,745	6,745
55401 Training	2,314	12,825	12,825	12,825
56400 Machinery And Equipment	12,128	10,000	10,000	10,000
56480 Machinery and Equipment - Other	8,099	0	0	0
001-150-519 Totals	<u>6,740,210</u>	<u>6,845,256</u>	<u>7,315,418</u>	<u>7,428,381</u>
<b>001-410-529 Public Safety Complex Facilities</b>				
51200 Regular Salaries And Wages	174,366	164,512	170,433	175,494
51400 Overtime	10,968	15,000	15,000	15,000
52100 Fica Taxes	13,344	12,770	13,223	13,610
52200 Retirement Contribution	19,023	17,305	18,173	18,718
52210 Deferred Compensation Match	1,191	0	0	0
52300 Life & Health Insurance	39,713	45,179	47,490	50,592
52400 Workers Compensation	5,716	4,848	4,927	5,074
53400 Other Contractual Services	392,809	651,347	573,667	576,053
54100 Communications	3,638	6,400	6,400	6,400
54200 Postage	0	250	250	250
54300 Utility Services	331,994	351,171	351,171	351,171
54400 Rentals And Leases	0	5,002	5,002	5,002
54500 Insurance	0	2,138	2,138	2,138
54506 Property Insurance	100,855	104,498	104,498	104,498
54600 Repairs And Maintenance	67,061	32,000	98,000	98,000
54900 Other Current Charges & Obligations	0	800	800	800
55100 Office Supplies	1,078	3,150	3,150	3,150
55200 Operating Supplies	128,421	87,234	107,234	107,234
55400 Publications, Subscriptions & Memberships	1,835	625	2,000	2,000
55401 Training	3,416	2,500	4,500	4,500
001-410-529 Totals	<u>1,295,428</u>	<u>1,506,729</u>	<u>1,528,056</u>	<u>1,539,684</u>

Facilities Management

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>165-154-519 County Government Annex</b>				
51200 Regular Salaries And Wages	37,022	37,987	29,443	30,326
52100 Fica Taxes	2,693	2,906	2,252	2,320
52200 Retirement Contribution	2,716	2,758	2,214	2,281
52300 Life & Health Insurance	5,856	6,363	6,822	7,294
52400 Workers Compensation	1,437	1,669	1,010	1,040
53100 Professional Services	29,905	60,000	60,000	60,000
53400 Other Contractual Services	914	178,907	207,509	213,734
54100 Communications	645	500	500	500
54200 Postage	0	1,000	1,000	1,000
54300 Utility Services	266,910	348,238	6,750	6,750
54600 Repairs And Maintenance	198,780	100,993	103,934	106,963
55200 Operating Supplies	3,460	6,076	6,076	6,076
165-154-519 Totals	<u>550,339</u>	<u>747,397</u>	<u>427,510</u>	<u>438,284</u>
<b>166-155-519 Huntington Oaks Plaza Operating</b>				
53100 Professional Services	0	31,000	31,000	31,000
53400 Other Contractual Services	10,231	23,900	24,000	24,000
54200 Postage	0	225	225	225
54600 Repairs And Maintenance	79,077	63,950	63,950	63,950
54700 Printing And Binding	0	200	200	200
54800 Promotional Activities	0	5,000	5,000	5,000
55200 Operating Supplies	4,545	10,150	10,150	10,150
166-155-519 Totals	<u>93,853</u>	<u>134,425</u>	<u>134,525</u>	<u>134,525</u>
Facilities Management Totals	<u>8,679,830</u>	<u>9,233,807</u>	<u>9,405,509</u>	<u>9,540,874</u>

Real Estate Management

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-156-519 Real Estate Management</b>				
51200 Regular Salaries And Wages	170,182	170,216	102,344	105,382
51400 Overtime	237	0	0	0
52100 Fica Taxes	12,216	13,242	7,881	8,112
52200 Retirement Contribution	12,184	12,279	7,615	7,844
52210 Deferred Compensation Match	11	0	0	0
52300 Life & Health Insurance	41,648	47,537	27,927	29,814
52400 Workers Compensation	442	367	166	170
53100 Professional Services	19,584	13,500	13,500	13,500
53400 Other Contractual Services	0	0	40,000	40,000
54000 Travel & Per Diem	1,892	2,045	0	0
54100 Communications	263	1,512	432	432
54101 Communication - Phone System	7	370	20	20
54200 Postage	103	3,000	2,000	2,000
54400 Rentals And Leases	0	3,200	0	0
54700 Printing And Binding	825	2,500	2,500	2,500
54900 Other Current Charges & Obligations	42,009	60,000	61,600	61,600
55100 Office Supplies	3,362	1,000	500	500
55200 Operating Supplies	-2,667	4,000	2,400	2,400
55400 Publications, Subscriptions & Memberships	3,192	5,100	200	200
55401 Training	227	3,000	1,000	1,000
58200 Aids To Private Organizations	0	0	25,000	25,000
001-156-519 Totals	<u>305,716</u>	<u>342,868</u>	<u>295,085</u>	<u>300,474</u>
<b>001-831-513 Tax Deed Applications</b>				
54100 Communications	-515	0	0	0
54900 Other Current Charges & Obligations	36,741	62,500	45,000	45,000
001-831-513 Totals	<u>36,226</u>	<u>62,500</u>	<u>45,000</u>	<u>45,000</u>
Real Estate Management Totals	<u>341,942</u>	<u>405,368</u>	<u>340,085</u>	<u>345,474</u>

Planning Department

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-817-515 Planning Department</b>				
51200 Regular Salaries And Wages	61,538	61,317	138,502	142,596
52100 Fica Taxes	4,537	4,716	9,990	10,287
52200 Retirement Contribution	4,385	4,452	10,264	10,572
52300 Life & Health Insurance	12,200	13,414	22,823	24,354
52400 Workers Compensation	160	133	223	229
54400 Rentals And Leases	16,524	25,000	25,000	25,000
58100 Aids To Government Agencies	747,904	826,008	849,125	686,625
001-817-515 Totals	<u>847,247</u>	<u>935,040</u>	<u>1,055,927</u>	<u>899,663</u>
Planning Department Totals	<u><u>847,247</u></u>	<u><u>935,040</u></u>	<u><u>1,055,927</u></u>	<u><u>899,663</u></u>

Office of Management and Budget

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-130-513 Office of Management &amp; Budget</b>				
51200 Regular Salaries And Wages	485,328	526,550	439,065	452,204
51250 Regular OPS Salaries	480	0	0	0
52100 Fica Taxes	36,222	40,707	33,888	34,894
52200 Retirement Contribution	36,637	38,149	32,935	33,925
52210 Deferred Compensation Match	0	1,293	1,293	1,293
52300 Life & Health Insurance	54,686	70,888	64,107	68,135
52400 Workers Compensation	1,313	1,138	715	736
53100 Professional Services	56,961	62,781	64,004	65,264
54000 Travel & Per Diem	1,397	4,018	4,018	4,018
54100 Communications	306	302	380	380
54101 Communication - Phone System	182	2,630	455	455
54200 Postage	46	200	200	200
54400 Rentals And Leases	5,659	4,947	4,947	4,947
54700 Printing And Binding	7,954	4,380	4,380	4,380
54900 Other Current Charges & Obligations	1,111	0	0	0
55100 Office Supplies	1,340	2,649	2,649	2,649
55200 Operating Supplies	1,186	1,480	1,480	1,480
55400 Publications, Subscriptions & Memberships	825	1,505	1,505	1,505
55401 Training	574	2,378	2,378	2,378
58229 Tallahassee Trust For Historic Preservation	63,175	63,175	63,175	63,175
001-130-513 Totals	755,383	829,170	721,574	742,018
Office of Management and Budget Totals	755,383	829,170	721,574	742,018

Leon County Fiscal Year 2017 Adopted Budget

Purchasing

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-140-513 Procurement</b>				
51200 Regular Salaries And Wages	229,726	278,981	368,699	379,743
52100 Fica Taxes	17,373	22,169	29,058	29,901
52200 Retirement Contribution	18,261	22,100	34,637	35,677
52210 Deferred Compensation Match	1,162	878	878	878
52300 Life & Health Insurance	8,135	33,687	40,948	42,911
52400 Workers Compensation	597	604	602	621
53400 Other Contractual Services	0	776	796	796
54000 Travel & Per Diem	4,251	5,250	5,630	5,630
54101 Communication - Phone System	371	1,725	770	770
54200 Postage	679	865	767	767
54400 Rentals And Leases	3,804	3,436	3,436	3,436
54505 Vehicle Coverage	1,237	2,012	756	756
54600 Repairs And Maintenance	597	1,412	1,412	1,412
54601 Vehicle Repair	436	600	420	420
54700 Printing And Binding	0	315	255	255
54900 Other Current Charges & Obligations	3,655	4,604	4,179	4,179
55100 Office Supplies	758	1,300	1,550	1,550
55200 Operating Supplies	1,636	2,200	2,180	2,180
55210 Fuel & Oil	448	500	345	345
55400 Publications, Subscriptions & Memberships	1,178	1,160	1,160	1,160
55401 Training	2,555	3,513	3,513	3,513
001-140-513 Totals	296,860	388,087	501,991	516,900
<b>001-141-513 Warehouse</b>				
51200 Regular Salaries And Wages	73,834	71,068	72,092	74,255
51400 Overtime	305	0	0	0
52100 Fica Taxes	5,401	5,713	5,790	5,956
52200 Retirement Contribution	5,187	5,159	5,422	5,584
52210 Deferred Compensation Match	929	1,641	1,641	1,641
52300 Life & Health Insurance	12,294	16,730	17,340	18,288
52400 Workers Compensation	2,866	3,123	2,472	2,547
53400 Other Contractual Services	1,018	884	884	884
54100 Communications	0	404	456	456
54101 Communication - Phone System	176	225	175	175
54600 Repairs And Maintenance	300	426	426	426
54601 Vehicle Repair	4,487	1,493	995	995
55100 Office Supplies	80	300	300	300
55200 Operating Supplies	229	615	615	615
55210 Fuel & Oil	51	150	0	0
55299 Reimbursable Supplies	-10	0	0	0
001-141-513 Totals	107,148	107,931	108,608	112,122
Purchasing Totals	404,008	496,018	610,599	629,022

Risk Management

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>501-132-513 Risk Management</b>				
51200 Regular Salaries And Wages	85,489	77,873	80,661	82,976
52100 Fica Taxes	4,610	6,055	6,196	6,373
52200 Retirement Contribution	4,376	5,399	5,803	5,977
52300 Life & Health Insurance	13,572	17,368	14,502	15,463
52400 Workers Compensation	166	161	126	130
53100 Professional Services	77,038	127,344	127,344	127,344
54000 Travel & Per Diem	0	1,900	1,900	1,900
54100 Communications	35	360	360	360
54101 Communication - Phone System	88	400	215	215
54200 Postage	28	160	160	160
54700 Printing And Binding	387	0	0	0
55100 Office Supplies	56	300	300	300
55200 Operating Supplies	53	950	950	950
55400 Publications, Subscriptions & Memberships	535	1,025	1,025	1,025
55401 Training	0	900	900	900
501-132-513 Totals	<u>186,433</u>	<u>240,195</u>	<u>240,442</u>	<u>244,073</u>
Risk Management Totals	<u><u>186,433</u></u>	<u><u>240,195</u></u>	<u><u>240,442</u></u>	<u><u>244,073</u></u>



Leon County Fiscal Year 2017 Adopted Budget

Tourism Development

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-888-573 Line Item - COCA Contract</b>				
58215 Local Arts Agency Program (837)	150,000	150,000	150,000	150,000
001-888-573 Totals	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
<b>160-301-552 Administration</b>				
51200 Regular Salaries And Wages	208,909	217,691	243,542	250,127
51250 Regular OPS Salaries	14,319	21,749	0	0
52100 Fica Taxes	15,661	16,999	18,406	18,900
52200 Retirement Contribution	33,301	34,778	35,403	36,465
52210 Deferred Compensation Match	106	766	766	766
52300 Life & Health Insurance	39,402	43,742	46,155	49,188
52400 Workers Compensation	580	497	397	407
53400 Other Contractual Services	115,380	115,500	115,500	115,500
54000 Travel & Per Diem	9,470	7,500	7,500	7,500
54101 Communication - Phone System	1,267	3,150	1,380	1,380
54200 Postage	10	0	0	0
54300 Utility Services	14,221	14,500	0	0
54400 Rentals And Leases	8,839	9,500	9,500	9,500
54505 Vehicle Coverage	799	779	730	730
54600 Repairs And Maintenance	22,852	34,000	34,000	34,000
54601 Vehicle Repair	119	522	520	520
54900 Other Current Charges & Obligations	1,060	1,971	1,971	1,971
55100 Office Supplies	952	1,000	1,000	1,000
55200 Operating Supplies	8,474	3,000	3,000	3,000
55210 Fuel & Oil	279	1,000	460	460
55400 Publications, Subscriptions & Memberships	2,128	2,300	2,300	2,300
55401 Training	0	3,000	3,000	3,000
160-301-552 Totals	<u>498,129</u>	<u>533,944</u>	<u>525,530</u>	<u>536,714</u>
<b>160-302-552 Advertising</b>				
53400 Other Contractual Services	856,097	1,083,786	1,141,473	1,152,311
160-302-552 Totals	<u>856,097</u>	<u>1,083,786</u>	<u>1,141,473</u>	<u>1,152,311</u>

Leon County Fiscal Year 2017 Adopted Budget

Tourism Development

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>160-303-552 Marketing</b>				
51200 Regular Salaries And Wages	433,208	453,676	488,689	502,751
51250 Regular OPS Salaries	14,319	21,749	0	0
52100 Fica Taxes	33,508	37,321	38,765	39,840
52200 Retirement Contribution	31,596	34,279	35,252	36,309
52210 Deferred Compensation Match	758	0	0	0
52300 Life & Health Insurance	34,153	63,499	64,766	68,095
52400 Workers Compensation	1,858	1,757	1,367	1,408
53400 Other Contractual Services	78,999	87,700	87,700	87,700
54000 Travel & Per Diem	59,717	81,070	70,890	70,890
54100 Communications	5,448	7,823	7,823	7,823
54101 Communication - Phone System	456	1,550	1,015	1,015
54200 Postage	45,783	48,000	48,000	48,000
54400 Rentals And Leases	2,021	3,347	3,347	3,347
54608 Maintenance and Repair	63	0	0	0
54700 Printing And Binding	5,233	5,400	5,400	5,400
54800 Promotional Activities	55,959	29,500	29,500	29,500
54860 TDC Direct Sales Promotions	41,729	69,835	59,667	59,667
54861 TDC Community Relations	5,305	13,300	13,300	13,300
54862 TDC Merchandise	1,437	4,000	4,000	4,000
54900 Other Current Charges & Obligations	221,178	221,000	285,000	285,000
54948 Other Current Charges / Other	47,152	100,000	100,000	100,000
55100 Office Supplies	3,498	3,700	3,700	3,700
55200 Operating Supplies	4,621	5,000	5,000	5,000
55250 Operating Supplies / Uniforms	2,101	2,000	2,000	2,000
55400 Publications, Subscriptions & Memberships	14,503	17,363	17,363	17,363
55401 Training	295	8,000	8,000	8,000
58160 TDC Local T&E	689	1,500	1,500	1,500
58300 Other Grants & Aids	5,000	0	0	0
58320 Sponsorships & Contributions	15,280	16,100	16,100	16,100
160-303-552 Totals	1,165,869	1,338,469	1,398,144	1,417,708
<b>160-304-552 Special Projects</b>				
58300 Other Grants & Aids	249,784	340,000	515,000	515,000
160-304-552 Totals	249,784	340,000	515,000	515,000
<b>160-888-573 Council on Culture &amp; Arts (COCA)</b>				
58214 Cultural Resource Grant Program (837)	904,500	230,375	245,380	250,288
58215 Local Arts Agency Program (837)	0	921,500	981,520	1,001,150
160-888-573 Totals	904,500	1,151,875	1,226,900	1,251,438
Tourism Development Totals	3,824,379	4,598,074	4,957,047	5,023,171

Library Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-240-571 Lib - Policy, Planning, &amp; Operations</b>				
51200 Regular Salaries And Wages	296,494	298,633	306,457	315,634
51400 Overtime	45	0	0	0
51500 Special Pay	200	0	0	0
52100 Fica Taxes	21,861	23,504	23,993	24,697
52200 Retirement Contribution	33,491	34,143	36,090	37,173
52210 Deferred Compensation Match	1,007	1,203	1,203	1,203
52300 Life & Health Insurance	26,359	51,973	45,412	47,982
52400 Workers Compensation	773	645	500	515
53100 Professional Services	266,230	295,279	295,279	295,279
53400 Other Contractual Services	4,348	5,750	5,750	5,750
54000 Travel & Per Diem	148	1,500	1,500	1,500
54100 Communications	1,230	2,280	2,280	2,280
54101 Communication - Phone System	8,985	21,885	12,325	12,325
54200 Postage	13,150	20,159	19,659	18,659
54400 Rentals And Leases	33,087	30,481	30,481	30,481
54600 Repairs And Maintenance	600	600	600	600
54700 Printing And Binding	387	500	500	500
54800 Promotional Activities	389	400	400	400
55100 Office Supplies	14,316	15,540	15,540	15,540
55200 Operating Supplies	36,777	38,062	38,062	38,062
55400 Publications, Subscriptions & Memberships	2,966	2,990	3,490	4,490
55401 Training	5,224	4,948	4,948	4,948
58241 Friends of the LeRoy Collins Public Library	3,000	3,000	3,000	3,000
001-240-571 Totals	<u>771,066</u>	<u>853,475</u>	<u>847,469</u>	<u>861,018</u>
<b>001-241-571 Library Public Services</b>				
51200 Regular Salaries And Wages	1,221,456	2,966,414	3,105,797	3,198,021
51250 Regular OPS Salaries	22,727	24,717	24,717	25,459
51400 Overtime	45	0	0	0
51500 Special Pay	100	0	0	0
52100 Fica Taxes	89,808	227,820	243,448	250,566
52200 Retirement Contribution	95,475	222,989	244,483	251,750
52210 Deferred Compensation Match	6,800	13,450	13,450	13,450
52300 Life & Health Insurance	227,559	610,243	660,473	702,439
52400 Workers Compensation	3,258	6,432	7,112	7,334
53400 Other Contractual Services	1,900	47,983	47,983	47,983
54000 Travel & Per Diem	0	3,397	3,397	3,397
54100 Communications	0	1,200	1,200	1,200
54200 Postage	13	0	0	0
54400 Rentals And Leases	0	6,232	6,232	6,232
54505 Vehicle Coverage	0	3,000	5,641	5,641
54600 Repairs And Maintenance	12,094	39,328	39,328	39,328
54601 Vehicle Repair	0	3,500	6,310	6,310
54700 Printing And Binding	1,353	7,500	7,500	7,500
54800 Promotional Activities	0	850	850	850
54900 Other Current Charges & Obligations	1,342	1,695	1,695	1,695
55100 Office Supplies	6,719	33,073	33,073	33,073
55200 Operating Supplies	6,960	31,132	31,132	31,132
55210 Fuel & Oil	0	1,280	3,460	3,460
55400 Publications, Subscriptions & Memberships	0	2,495	2,495	2,495
55401 Training	921	3,586	3,586	3,586
56600 Books, Publications & Libr Material	622,582	0	0	0
001-241-571 Totals	<u>2,321,111</u>	<u>4,258,316</u>	<u>4,493,362</u>	<u>4,642,901</u>

Library Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-242-571 Library Collection Services</b>				
51200 Regular Salaries And Wages	462,847	476,875	497,771	512,705
51400 Overtime	26	0	0	0
52100 Fica Taxes	33,067	36,875	38,620	39,762
52200 Retirement Contribution	37,451	39,002	39,387	40,564
52210 Deferred Compensation Match	1,451	2,626	2,626	2,626
52300 Life & Health Insurance	131,428	149,531	157,214	167,600
52400 Workers Compensation	2,738	979	2,336	2,406
53400 Other Contractual Services	115,157	97,478	103,506	106,077
54000 Travel & Per Diem	5	90	90	90
54200 Postage	3,506	5,020	2,918	2,918
54505 Vehicle Coverage	4,285	4,100	1,010	1,010
54600 Repairs And Maintenance	1,625	1,645	1,645	1,645
54601 Vehicle Repair	4,909	3,308	1,365	1,365
54700 Printing And Binding	6,380	8,700	5,550	5,550
55100 Office Supplies	1,830	4,133	4,133	4,133
55200 Operating Supplies	25,838	37,206	36,482	36,482
55210 Fuel & Oil	3,164	4,325	540	540
55400 Publications, Subscriptions & Memberships	1,323	3,795	3,795	3,795
55401 Training	4,246	4,315	4,315	4,315
56600 Books, Publications & Libr Material	0	622,505	622,505	622,505
001-242-571 Totals	<u>841,275</u>	<u>1,502,508</u>	<u>1,525,808</u>	<u>1,556,088</u>
<b>001-243-571 Library Extension Services</b>				
51200 Regular Salaries And Wages	1,640,582	0	0	0
51500 Special Pay	200	0	0	0
52100 Fica Taxes	119,872	0	0	0
52200 Retirement Contribution	123,499	0	0	0
52210 Deferred Compensation Match	8,930	0	0	0
52300 Life & Health Insurance	278,104	0	0	0
52400 Workers Compensation	5,902	0	0	0
53400 Other Contractual Services	31,822	0	0	0
54000 Travel & Per Diem	982	0	0	0
54100 Communications	707	0	0	0
54600 Repairs And Maintenance	27,230	0	0	0
54601 Vehicle Repair	3,274	0	0	0
54800 Promotional Activities	153	0	0	0
55100 Office Supplies	13,422	0	0	0
55200 Operating Supplies	19,639	0	0	0
55210 Fuel & Oil	449	0	0	0
55400 Publications, Subscriptions & Memberships	1,612	0	0	0
55401 Training	770	0	0	0
001-243-571 Totals	<u>2,277,148</u>	<u>0</u>	<u>0</u>	<u>0</u>
Library Services Totals	<u><u>6,210,601</u></u>	<u><u>6,614,299</u></u>	<u><u>6,866,639</u></u>	<u><u>7,060,007</u></u>

Emergency Medical Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>135-185-526 Emergency Medical Services</b>				
51200 Regular Salaries And Wages	5,068,898	5,195,119	5,420,735	6,272,633
51250 Regular OPS Salaries	361,980	366,421	366,421	377,414
51400 Overtime	1,273,857	1,135,928	1,135,928	1,135,928
51500 Special Pay	12,420	0	0	0
52100 Fica Taxes	494,066	467,700	523,427	535,413
52200 Retirement Contribution	1,173,296	1,413,223	1,457,777	1,492,253
52210 Deferred Compensation Match	17,344	16,620	16,620	16,620
52300 Life & Health Insurance	862,131	1,159,461	1,204,818	1,279,501
52400 Workers Compensation	287,254	321,404	279,259	285,249
53100 Professional Services	20,045	56,580	56,580	56,580
53400 Other Contractual Services	4,234,389	4,175,542	4,196,508	4,204,644
54000 Travel & Per Diem	7,384	14,800	14,800	14,800
54100 Communications	59,567	57,200	57,200	57,200
54101 Communication - Phone System	2,930	8,790	5,280	5,280
54200 Postage	1,250	2,000	2,000	2,000
54300 Utility Services	48,950	20,000	60,000	60,000
54400 Rentals And Leases	10,048	9,532	9,532	9,532
54505 Vehicle Coverage	139,706	151,409	182,953	182,953
54600 Repairs And Maintenance	62,978	88,722	88,722	88,722
54601 Vehicle Repair	423,362	317,988	354,400	354,400
54700 Printing And Binding	327	10,000	10,000	10,000
54800 Promotional Activities	12,758	16,000	23,500	23,500
55100 Office Supplies	3,776	8,015	8,015	8,015
55200 Operating Supplies	570,352	562,752	586,629	574,629
55210 Fuel & Oil	352,930	405,275	347,540	347,540
55400 Publications, Subscriptions & Memberships	5,825	7,925	7,925	7,925
55401 Training	60,332	57,100	57,100	57,100
56400 Machinery And Equipment	31,568	38,000	0	0
135-185-526 Totals	<u>15,599,725</u>	<u>16,083,506</u>	<u>16,473,669</u>	<u>17,459,831</u>
Emergency Medical Services Totals	<u><u>15,599,725</u></u>	<u><u>16,083,506</u></u>	<u><u>16,473,669</u></u>	<u><u>17,459,831</u></u>

Animal Control

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>140-201-562 Animal Control</b>				
51200 Regular Salaries And Wages	206,619	278,443	270,307	278,310
51400 Overtime	30,434	24,479	24,479	24,479
51500 Special Pay	4,165	8,800	8,800	8,800
52100 Fica Taxes	17,200	12,580	21,149	21,760
52200 Retirement Contribution	18,150	19,789	20,064	20,665
52210 Deferred Compensation Match	954	1,312	1,312	1,312
52300 Life & Health Insurance	53,750	82,308	85,017	90,467
52400 Workers Compensation	5,530	4,808	3,477	3,582
53300 Court Reporter Services	0	4,170	4,170	4,170
53400 Other Contractual Services	807,800	961,313	932,571	969,927
54000 Travel & Per Diem	437	3,400	342	342
54100 Communications	2,826	4,200	4,200	4,200
54101 Communication - Phone System	483	2,905	1,260	1,260
54200 Postage	60	300	300	300
54505 Vehicle Coverage	7,925	9,046	10,033	10,033
54600 Repairs And Maintenance	0	400	400	400
54601 Vehicle Repair	14,162	15,621	16,535	16,535
54700 Printing And Binding	843	1,800	1,800	1,800
54800 Promotional Activities	0	2,500	3,500	3,500
54908 Other Current Charges & Obligations	0	1,200	1,200	1,200
55100 Office Supplies	500	1,397	1,397	1,397
55200 Operating Supplies	14,530	20,582	10,392	10,392
55210 Fuel & Oil	20,541	32,820	22,355	22,355
55400 Publications, Subscriptions & Memberships	140	733	733	733
55401 Training	6,873	4,755	9,720	9,720
56400 Machinery And Equipment	12,170	0	0	0
58226 St Francis Wildlife Association (851)	71,250	71,250	71,250	71,250
140-201-562 Totals	<u>1,297,343</u>	<u>1,570,911</u>	<u>1,526,763</u>	<u>1,578,889</u>
Animal Control Totals	<u><u>1,297,343</u></u>	<u><u>1,570,911</u></u>	<u><u>1,526,763</u></u>	<u><u>1,578,889</u></u>

County Probation

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-888-523 Line Item - Detention/Correction</b>				
58230 Disc Village/JAC	185,759	185,759	222,759	222,759
58253 Domestic Violence Coordinating Council	0	0	25,000	0
58257 Palmer Munroe Teen Center	150,000	150,000	0	0
001-888-523 Totals	<u>335,759</u>	<u>335,759</u>	<u>247,759</u>	<u>222,759</u>
<b>110-508-569 Diversionary Programs</b>				
53400 Other Contractual Services	100,330	100,000	100,000	100,000
110-508-569 Totals	<u>100,330</u>	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
<b>111-542-523 County Probation</b>				
51200 Regular Salaries And Wages	729,682	771,549	759,221	781,981
51400 Overtime	781	0	0	0
52100 Fica Taxes	51,569	56,844	58,826	60,565
52200 Retirement Contribution	67,734	70,731	59,005	60,777
52210 Deferred Compensation Match	1,363	3,169	3,169	3,169
52300 Life & Health Insurance	161,165	188,495	184,102	196,109
52400 Workers Compensation	24,606	28,566	20,805	21,431
53400 Other Contractual Services	614	4,220	4,220	4,220
54000 Travel & Per Diem	787	3,158	3,158	3,158
54100 Communications	470	636	636	636
54101 Communication - Phone System	2,229	7,240	5,795	5,795
54200 Postage	480	2,359	2,359	2,359
54400 Rentals And Leases	2,961	4,902	4,902	4,902
54600 Repairs And Maintenance	932	1,000	1,000	1,000
54700 Printing And Binding	1,095	2,000	2,000	2,000
54948 Other Current Charges / Other	440	480	480	480
55100 Office Supplies	3,071	6,131	6,131	6,131
55200 Operating Supplies	5,157	4,845	9,345	9,345
55400 Publications, Subscriptions & Memberships	371	400	400	400
55401 Training	1,636	2,005	2,005	2,005
111-542-523 Totals	<u>1,057,144</u>	<u>1,158,730</u>	<u>1,127,559</u>	<u>1,166,463</u>
County Probation Totals	<u>1,493,233</u>	<u>1,594,489</u>	<u>1,475,318</u>	<u>1,489,222</u>

Leon County Fiscal Year 2017 Adopted Budget

Supervised Pretrial Release

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>111-544-523 Pretrial Release</b>				
51200 Regular Salaries And Wages	545,339	603,175	597,309	615,210
51400 Overtime	15,884	0	0	0
52100 Fica Taxes	40,148	40,946	46,119	47,488
52200 Retirement Contribution	40,887	42,694	44,877	46,222
52210 Deferred Compensation Match	815	654	654	654
52300 Life & Health Insurance	111,305	135,968	129,108	137,625
52400 Workers Compensation	16,001	19,649	14,553	14,988
53400 Other Contractual Services	31,361	64,000	64,000	64,000
53450 Other Contractual Services - GPS	123,000	123,000	123,000	123,000
54000 Travel & Per Diem	2,183	3,099	3,099	3,099
54100 Communications	414	1,500	1,500	1,500
54101 Communication - Phone System	1,315	3,845	2,475	2,475
54200 Postage	193	2,000	2,000	2,000
54400 Rentals And Leases	7,928	3,236	3,236	3,236
54700 Printing And Binding	534	1,140	1,140	1,140
54900 Other Current Charges & Obligations	80,000	80,000	99,857	99,857
54948 Other Current Charges / Other	840	950	950	950
55100 Office Supplies	1,770	2,100	2,100	2,100
55200 Operating Supplies	5,659	7,016	7,016	7,016
55400 Publications, Subscriptions & Memberships	86	140	140	140
111-544-523 Totals	1,025,660	1,135,112	1,143,133	1,172,700
<b>125-982060-521 FDLE JAG Grant</b>				
51200 Regular Salaries And Wages	18,164	0	0	0
52100 Fica Taxes	1,387	0	0	0
52200 Retirement Contribution	1,334	0	0	0
52300 Life & Health Insurance	2,752	0	0	0
52400 Workers Compensation	659	0	0	0
55200 Operating Supplies	60,150	0	0	0
125-982060-521 Totals	84,445	0	0	0
<b>125-982061-521 FDLE JAG Grant</b>				
51200 Regular Salaries And Wages	0	120,000	40,000	40,000
125-982061-521 Totals	0	120,000	40,000	40,000
Supervised Pretrial Release Totals	1,110,105	1,255,112	1,183,133	1,212,700



Veteran Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-390-553 Veteran Services</b>				
51200 Regular Salaries And Wages	106,468	114,133	128,864	132,729
51400 Overtime	119	1,200	1,200	1,200
52100 Fica Taxes	8,065	9,143	10,133	10,430
52200 Retirement Contribution	7,307	8,130	9,691	9,982
52210 Deferred Compensation Match	0	1,531	1,531	1,531
52300 Life & Health Insurance	4,296	21,160	17,903	18,867
52400 Workers Compensation	277	243	211	217
54000 Travel & Per Diem	3,950	7,542	7,542	7,542
54101 Communication - Phone System	299	1,545	765	765
54200 Postage	178	767	767	767
54400 Rentals And Leases	2,913	2,400	2,400	2,400
54600 Repairs And Maintenance	0	160	160	160
54700 Printing And Binding	0	102	102	102
54800 Promotional Activities	292	15,774	774	774
55100 Office Supplies	641	1,940	1,940	1,940
55200 Operating Supplies	123	250	250	250
55400 Publications, Subscriptions & Memberships	735	280	330	330
55401 Training	320	700	700	700
58200 Aids To Private Organizations	10,000	0	0	0
58256 Veterans Day Parade	2,500	2,500	5,000	5,000
58258 Operation Thank You!	27,015	0	12,500	12,500
58261 Honor Flight	15,000	15,000	15,000	15,000
58264 North Florida Homeless Veterans Stand Down	0	10,000	10,000	10,000
58349 Military Personnel Grant Program	42,900	100,000	100,000	100,000
001-390-553 Totals	<u>233,396</u>	<u>314,500</u>	<u>327,763</u>	<u>333,186</u>
Veteran Services Totals	<u>233,396</u>	<u>314,500</u>	<u>327,763</u>	<u>333,186</u>

Leon County Fiscal Year 2017 Adopted Budget

Housing Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-371-569 Housing Services</b>				
51200 Regular Salaries And Wages	292,012	301,242	307,769	316,969
51400 Overtime	342	0	2,000	2,000
52100 Fica Taxes	21,382	22,718	23,994	24,699
52200 Retirement Contribution	22,714	31,371	25,344	26,103
52210 Deferred Compensation Match	571	985	985	985
52300 Life & Health Insurance	54,016	65,458	71,295	75,771
52400 Workers Compensation	756	619	501	514
52600 Class C Travel	51	0	0	0
53400 Other Contractual Services	0	652	652	652
54000 Travel & Per Diem	2,353	6,600	6,600	6,600
54100 Communications	211	301	301	301
54101 Communication - Phone System	1,257	3,390	2,150	2,150
54200 Postage	358	800	800	800
54400 Rentals And Leases	8,264	4,428	4,428	4,428
54505 Vehicle Coverage	1,660	1,576	1,115	1,115
54600 Repairs And Maintenance	0	200	200	200
54601 Vehicle Repair	641	944	945	945
54700 Printing And Binding	0	1,000	1,000	1,000
54800 Promotional Activities	0	2,402	2,402	2,402
54900 Other Current Charges & Obligations	791	1,473	1,473	1,473
55100 Office Supplies	2,361	4,700	4,700	4,700
55200 Operating Supplies	2,067	4,283	4,283	4,283
55210 Fuel & Oil	919	1,650	1,150	1,150
55400 Publications, Subscriptions & Memberships	662	800	800	800
55401 Training	762	3,550	3,550	3,550
001-371-569 Totals	414,150	461,142	468,437	483,590
<b>124-932047-554 SHIP 2014-2017</b>				
585000 Housing Grants & Aids	169,028	879,466	0	0
124-932047-554 Totals	169,028	879,466	0	0
<b>124-932049-554 SHIP 2016-2019</b>				
585000 Housing Grants & Aids	0	0	636,425	0
124-932049-554 Totals	0	0	636,425	0
<b>161-808-554 Housing Finance Authority</b>				
53100 Professional Services	42,372	49,000	49,000	49,000
54000 Travel & Per Diem	9,178	15,000	15,000	15,000
54200 Postage	540	2,150	2,150	2,150
54700 Printing And Binding	2,016	2,150	2,150	2,150
54800 Promotional Activities	11,491	10,000	10,000	10,000
54900 Other Current Charges & Obligations	121	2,750	6,350	6,350
55100 Office Supplies	25	1,110	1,110	1,110
55200 Operating Supplies	2,135	3,000	3,000	3,000
55400 Publications, Subscriptions & Memberships	0	1,200	1,200	1,200
58313 Housing Related Activities	8,329	3,000	3,000	3,000
585000 Housing Grants & Aids	1,830	0	0	0
587000 Rental Housing	253	0	0	0
161-808-554 Totals	78,291	89,360	92,960	92,960
Housing Services Totals	661,469	1,429,968	1,197,822	576,550

Leon County Fiscal Year 2017 Adopted Budget

Human Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-190-562 Health Department</b>				
58100 Aids To Government Agencies	243,345	237,345	237,345	237,345
001-190-562 Totals	243,345	237,345	237,345	237,345
<b>001-370-527 Medical Examiner</b>				
58346 Medical Examiner	493,698	501,760	511,795	522,031
001-370-527 Totals	493,698	501,760	511,795	522,031
<b>001-370-562 Tubercular Care &amp; Child Protection Exams</b>				
58340 Tubercular Care-transportation	0	2,000	2,000	2,000
58342 Child Protection Exams	59,000	59,000	59,000	59,000
001-370-562 Totals	59,000	61,000	61,000	61,000
<b>001-370-563 Baker Act &amp; Marchman Act</b>				
53101 Baker Act Payments	425,437	397,727	397,727	405,682
53102 Mental Health & Alcohol	267,164	294,874	294,874	300,771
001-370-563 Totals	692,601	692,601	692,601	706,453
<b>001-370-564 Medicaid &amp; Indigent Burials</b>				
53400 Other Contractual Services	28,896	0	0	0
55200 Operating Supplies	6	0	0	0
58341 Indigent Burial	19,200	34,405	34,405	34,405
58343 Medicaid	2,582,296	2,660,101	2,841,790	2,847,241
001-370-564 Totals	2,630,398	2,694,506	2,876,195	2,881,646
<b>001-370-569 CHSP &amp; Emergency Assistance</b>				
51200 Regular Salaries And Wages	23,626	40,158	41,062	42,294
52100 Fica Taxes	1,660	3,072	3,141	3,235
52200 Retirement Contribution	1,726	2,915	3,088	3,181
52210 Deferred Compensation Match	0	112	112	112
52300 Life & Health Insurance	4,387	6,764	7,096	7,576
52400 Workers Compensation	61	87	67	69
55200 Operating Supplies	0	0	2,500	2,500
58246 United Partners for Human Services	23,750	23,750	23,750	23,750
58247 Whole Child Leon (Foundation for Leon County Schools)	68,000	38,000	38,000	38,000
58341 Indigent Burial	3,250	0	0	0
58344 Human Service Grants	831,659	1,000,000	1,200,000	1,200,000
58345 Emergency Assistance	6,916	40,000	40,000	40,000
58365 Disadvantaged Youth Program	0	100,000	0	0
001-370-569 Totals	965,036	1,254,858	1,358,816	1,360,717

Human Services

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-971-562 Primary Health Care</b>				
51200 Regular Salaries And Wages	41,719	44,658	45,663	47,033
52100 Fica Taxes	2,846	3,442	3,591	3,696
52200 Retirement Contribution	3,007	3,242	3,434	3,537
52300 Life & Health Insurance	11,489	13,559	17,831	18,970
52400 Workers Compensation	112	97	75	77
53144 Professional Services / Medical	206,274	157,671	0	0
53400 Other Contractual Services	0	6,000	6,000	6,000
54200 Postage	73	250	250	250
54800 Promotional Activities	0	500	500	500
54900 Other Current Charges & Obligations	2,009,944	1,581,911	1,739,582	1,739,582
55100 Office Supplies	64	780	780	780
55200 Operating Supplies	53	2,500	500	500
55400 Publications, Subscriptions & Memberships	0	250	250	250
55401 Training	0	500	500	500
58249 Trauma Center	200,000	200,000	0	0
001-971-562 Totals	<u>2,475,581</u>	<u>2,015,360</u>	<u>1,818,956</u>	<u>1,821,675</u>
<b>140-971-562 Primary Health Care-Trauma Center</b>				
58249 Trauma Center	0	0	200,000	200,000
140-971-562 Totals	<u>0</u>	<u>0</u>	<u>200,000</u>	<u>200,000</u>
Human Services Totals	<u>7,559,661</u>	<u>7,457,430</u>	<u>7,756,708</u>	<u>7,790,867</u>

Cooperative Extension

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-361-537 Cooperative Extension</b>				
51200 Regular Salaries And Wages	343,344	346,098	0	0
51400 Overtime	240	0	0	0
52100 Fica Taxes	25,549	26,527	0	0
52200 Retirement Contribution	28,378	28,593	0	0
52210 Deferred Compensation Match	1,800	2,078	0	0
52300 Life & Health Insurance	43,975	46,901	0	0
52400 Workers Compensation	822	1,339	0	0
54000 Travel & Per Diem	20,636	32,124	0	0
54100 Communications	2,195	2,460	0	0
54101 Communication - Phone System	1,195	4,550	2,325	2,325
54200 Postage	44	50	0	0
54300 Utility Services	10,846	12,000	0	0
54400 Rentals And Leases	7,577	2,471	0	0
54505 Vehicle Coverage	889	867	812	812
54600 Repairs And Maintenance	312	1,000	0	0
54601 Vehicle Repair	2,337	2,187	2,185	2,185
54700 Printing And Binding	276	1,423	0	0
54800 Promotional Activities	2,353	2,800	0	0
54900 Other Current Charges & Obligations	3,000	3,000	0	0
55100 Office Supplies	5,237	5,708	0	0
55200 Operating Supplies	21,159	6,194	0	0
55210 Fuel & Oil	1,042	1,280	810	810
55400 Publications, Subscriptions & Memberships	1,024	2,595	0	0
55401 Training	295	8,015	0	0
58100 Aids To Government Agencies	0	0	464,822	464,822
001-361-537 Totals	<u>524,526</u>	<u>540,260</u>	<u>470,954</u>	<u>470,954</u>
Cooperative Extension Totals	<u><u>524,526</u></u>	<u><u>540,260</u></u>	<u><u>470,954</u></u>	<u><u>470,954</u></u>

Office of Sustainability

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-127-513 Office of Sustainability</b>				
51200 Regular Salaries And Wages	45,253	69,648	107,830	111,040
51250 Regular OPS Salaries	16,298	15,000	0	0
52100 Fica Taxes	4,622	2,674	8,248	8,495
52200 Retirement Contribution	4,376	6,137	8,048	8,290
52210 Deferred Compensation Match	79	0	0	0
52300 Life & Health Insurance	5,993	16,803	17,632	18,827
52400 Workers Compensation	159	559	175	180
53100 Professional Services	7,588	14,680	23,480	23,480
53400 Other Contractual Services	0	0	41,375	41,375
54000 Travel & Per Diem	1,417	2,000	3,550	3,550
54101 Communication - Phone System	34	215	175	175
54300 Utility Services	398	500	500	500
54505 Vehicle Coverage	834	813	762	762
54600 Repairs And Maintenance	4,100	5,000	8,000	8,000
54601 Vehicle Repair	649	0	1,220	1,220
54700 Printing And Binding	1,016	500	2,500	2,500
54800 Promotional Activities	4,134	9,700	31,507	31,507
54900 Other Current Charges & Obligations	18,655	23,500	23,500	23,500
55100 Office Supplies	0	0	250	250
55200 Operating Supplies	12,643	17,070	18,220	18,220
55210 Fuel & Oil	98	0	113	113
55400 Publications, Subscriptions & Memberships	1,000	4,100	3,925	3,925
55401 Training	50	2,000	2,000	2,000
58200 Aids To Private Organizations	10,000	0	0	0
58231 Keep Tall Leon County Beautiful	21,375	21,375	0	0
001-127-513 Totals	<u>160,771</u>	<u>212,274</u>	<u>303,010</u>	<u>307,909</u>
Office of Sustainability Totals	<u>160,771</u>	<u>212,274</u>	<u>303,010</u>	<u>307,909</u>

Solid Waste

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>401-435-534 Landfill Closure</b>				
53100 Professional Services	13,443	0	0	0
401-435-534 Totals	<u>13,443</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>401-437-534 Rural Waste Service Centers</b>				
51200 Regular Salaries And Wages	227,540	176,971	225,557	232,325
51250 Regular OPS Salaries	10,171	9,901	9,901	10,198
51400 Overtime	25,266	34,000	25,000	25,000
51500 Special Pay	200	0	0	0
52100 Fica Taxes	19,647	11,895	18,041	18,579
52200 Retirement Contribution	19,750	12,898	17,706	18,237
52210 Deferred Compensation Match	717	1,093	1,093	1,093
52300 Life & Health Insurance	59,420	74,208	97,902	104,536
52400 Workers Compensation	26,591	14,305	14,319	14,749
53400 Other Contractual Services	38,260	76,800	76,891	76,982
54000 Travel & Per Diem	0	300	300	300
54100 Communications	436	1,000	2,100	2,100
54200 Postage	612	1,775	1,775	1,775
54300 Utility Services	5,672	8,000	2,787	2,787
54505 Vehicle Coverage	17,338	17,037	20,537	20,537
54600 Repairs And Maintenance	15,981	55,000	47,500	47,500
54601 Vehicle Repair	30,778	46,626	41,900	41,900
54700 Printing And Binding	653	2,300	2,300	2,300
54900 Other Current Charges & Obligations	175	140	140	140
55100 Office Supplies	345	682	682	682
55200 Operating Supplies	5,655	8,100	8,100	8,100
55210 Fuel & Oil	37,323	50,830	40,205	40,205
55400 Publications, Subscriptions & Memberships	0	189	0	0
56400 Machinery And Equipment	0	7,200	0	0
401-437-534 Totals	<u>542,530</u>	<u>611,250</u>	<u>654,736</u>	<u>670,025</u>
<b>401-441-534 Transfer Station Operations</b>				
51200 Regular Salaries And Wages	391,939	495,965	468,082	482,021
51400 Overtime	39,829	62,985	20,000	20,000
52100 Fica Taxes	30,830	39,484	34,991	35,990
52200 Retirement Contribution	30,841	35,872	37,504	38,623
52210 Deferred Compensation Match	2,202	3,734	3,734	3,734
52300 Life & Health Insurance	75,062	116,027	118,131	125,009
52400 Workers Compensation	36,938	31,257	23,768	24,482
53100 Professional Services	14,646	0	65,000	0
53400 Other Contractual Services	4,299,801	4,479,429	5,548,042	5,548,042
54100 Communications	631	535	535	535
54101 Communication - Phone System	150	1,005	385	385
54300 Utility Services	46,400	38,368	5,168	5,168
54400 Rentals And Leases	3,739	3,260	3,260	3,260
54505 Vehicle Coverage	1,183	1,232	1,089	1,089
54600 Repairs And Maintenance	31,706	94,677	121,035	121,035
54601 Vehicle Repair	87,015	33,822	37,940	37,940
54700 Printing And Binding	0	200	200	200
54900 Other Current Charges & Obligations	950	450	450	450
55100 Office Supplies	229	1,070	1,070	1,070
55200 Operating Supplies	15,845	19,280	19,280	19,280
55210 Fuel & Oil	56,993	79,270	69,635	69,635
55400 Publications, Subscriptions & Memberships	0	200	200	200
55401 Training	0	1,050	1,050	1,050
401-441-534 Totals	<u>5,166,926</u>	<u>5,539,172</u>	<u>6,580,549</u>	<u>6,539,198</u>

Solid Waste

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>401-442-534 Solid Waste Management Facility</b>				
51200 Regular Salaries And Wages	439,956	280,028	143,206	147,503
51400 Overtime	17,901	23,000	13,000	13,000
51500 Special Pay	100	0	0	0
52100 Fica Taxes	33,286	22,408	9,862	10,148
52200 Retirement Contribution	34,637	22,583	10,769	11,093
52210 Deferred Compensation Match	1,097	2,953	2,953	2,953
52300 Life & Health Insurance	100,790	92,876	52,650	56,119
52400 Workers Compensation	35,747	20,621	7,151	7,365
53100 Professional Services	71,351	62,500	69,500	53,000
53400 Other Contractual Services	417,111	414,800	374,800	374,800
54000 Travel & Per Diem	631	5,680	500	500
54100 Communications	1,256	2,140	1,260	1,260
54101 Communication - Phone System	4,669	10,200	9,045	9,045
54200 Postage	375	800	500	500
54300 Utility Services	145,047	85,540	69,683	69,683
54400 Rentals And Leases	7,804	41,383	14,883	14,883
54505 Vehicle Coverage	7,527	7,358	6,785	6,785
54600 Repairs And Maintenance	54,350	90,630	58,980	58,980
54601 Vehicle Repair	70,490	89,997	88,250	88,250
54700 Printing And Binding	293	500	500	500
54800 Promotional Activities	0	0	25,000	0
54900 Other Current Charges & Obligations	167,244	118,950	118,950	118,950
55100 Office Supplies	1,062	2,500	1,000	1,000
55200 Operating Supplies	37,580	65,480	15,500	15,500
55210 Fuel & Oil	56,731	82,475	41,755	41,755
55400 Publications, Subscriptions & Memberships	764	780	200	200
55401 Training	1,902	5,336	4,000	4,000
56400 Machinery And Equipment	11,494	0	0	0
401-442-534 Totals	<u>1,721,192</u>	<u>1,551,518</u>	<u>1,140,682</u>	<u>1,107,772</u>
<b>401-443-534 Hazardous Waste</b>				
51200 Regular Salaries And Wages	149,737	149,484	154,605	159,226
51250 Regular OPS Salaries	0	16,030	16,030	16,511
51400 Overtime	32,943	36,000	36,000	36,000
52100 Fica Taxes	13,510	13,237	13,630	14,021
52200 Retirement Contribution	12,899	11,978	16,772	17,274
52210 Deferred Compensation Match	1,042	985	985	985
52300 Life & Health Insurance	15,993	23,030	23,748	24,836
52400 Workers Compensation	16,045	13,183	10,178	10,483
53400 Other Contractual Services	294,599	266,134	315,580	319,823
54000 Travel & Per Diem	3,148	2,600	2,600	2,600
54100 Communications	2	0	0	0
54101 Communication - Phone System	66	470	185	185
54200 Postage	25	25	25	25
54300 Utility Services	8,187	9,600	1,412	1,412
54505 Vehicle Coverage	1,333	1,423	1,946	1,946
54600 Repairs And Maintenance	4,134	8,000	8,000	8,000
54601 Vehicle Repair	2,705	4,641	4,895	4,895
54700 Printing And Binding	0	1,370	1,370	1,370
54800 Promotional Activities	4,500	4,500	4,500	4,500
54900 Other Current Charges & Obligations	1,739	1,800	1,800	1,800
55100 Office Supplies	239	450	450	450
55200 Operating Supplies	44,177	45,300	45,300	45,300
55210 Fuel & Oil	2,160	1,165	970	970
55400 Publications, Subscriptions & Memberships	463	601	601	601
55401 Training	185	200	200	200
56400 Machinery And Equipment	0	7,200	0	0
401-443-534 Totals	<u>609,832</u>	<u>619,406</u>	<u>661,782</u>	<u>673,413</u>



Solid Waste

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>401-471-534 Recycling Services &amp; Education</b>				
51200 Regular Salaries And Wages	26,121	99,460	0	0
51400 Overtime	2,772	2,960	0	0
52100 Fica Taxes	2,009	5,031	0	0
52200 Retirement Contribution	2,029	7,201	0	0
52210 Deferred Compensation Match	176	766	0	0
52300 Life & Health Insurance	7,865	36,331	0	0
52400 Workers Compensation	1,388	3,950	0	0
53100 Professional Services	20,000	0	0	0
53400 Other Contractual Services	0	20,000	0	0
54000 Travel & Per Diem	990	1,780	0	0
54100 Communications	2	300	0	0
54101 Communication - Phone System	41	360	0	0
54200 Postage	10	100	0	0
54300 Utility Services	377	1,500	0	0
54505 Vehicle Coverage	816	802	0	0
54600 Repairs And Maintenance	685	6,000	0	0
54601 Vehicle Repair	969	870	0	0
54700 Printing And Binding	148	2,000	0	0
54800 Promotional Activities	23,078	24,831	0	0
54900 Other Current Charges & Obligations	577	0	0	0
55100 Office Supplies	449	250	0	0
55200 Operating Supplies	1,797	2,700	0	0
55210 Fuel & Oil	55	415	0	0
55400 Publications, Subscriptions & Memberships	745	1,975	0	0
55401 Training	0	750	0	0
401-471-534 Totals	<u>93,099</u>	<u>220,332</u>	<u>0</u>	<u>0</u>
Solid Waste Totals	<u>8,147,021</u>	<u>8,541,678</u>	<u>9,037,749</u>	<u>8,990,408</u>

Clerk of the Circuit Court

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-132-586 Clerk - Finance Administration</b>				
59302 Budget Transfers	1,520,544	1,518,474	1,609,217	1,641,401
001-132-586 Totals	<u>1,520,544</u>	<u>1,518,474</u>	<u>1,609,217</u>	<u>1,641,401</u>
<b>110-537-614 Clerk - Article V Expenses</b>				
54913 Clerk Circuit Court Fees	413,828	422,105	407,457	415,606
110-537-614 Totals	<u>413,828</u>	<u>422,105</u>	<u>407,457</u>	<u>415,606</u>
Clerk of the Circuit Court Totals	<u>1,934,372</u>	<u>1,940,579</u>	<u>2,016,674</u>	<u>2,057,007</u>

Property Appraiser

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-512-586 Property Appraiser</b>				
59306 Budget Transfer	4,732,020	4,805,388	5,159,673	5,314,463
001-512-586 Totals	<u>4,732,020</u>	<u>4,805,388</u>	<u>5,159,673</u>	<u>5,314,463</u>
Property Appraiser Totals	<u><u>4,732,020</u></u>	<u><u>4,805,388</u></u>	<u><u>5,159,673</u></u>	<u><u>5,314,463</u></u>

Leon County Fiscal Year 2017 Adopted Budget

Sheriff

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>110-510-586 Law Enforcement</b>				
51100 Executive Salaries	71,944	71,325	71,502	71,502
51200 Regular Salaries And Wages	18,702,699	18,570,514	18,756,175	19,318,860
51300 Other Salaries & Wages	217,697	278,512	296,741	296,741
51400 Overtime	1,048,831	864,950	865,418	882,726
51500 Special Pay	182,828	167,445	181,900	187,357
52100 Fica Taxes	1,464,894	1,498,297	1,510,901	1,563,783
52200 Retirement Contribution	3,389,183	3,443,001	3,671,444	3,818,302
52300 Life & Health Insurance	3,162,050	3,922,415	3,992,713	4,232,276
52400 Workers Compensation	476,395	429,220	400,348	400,348
52500 Unemployment Compensation	2,186	10,000	10,000	10,000
52600 Class C Travel	188	0	0	0
53100 Professional Services	15,477	0	0	0
53143 Other Administrative / Professional	0	24,000	24,000	24,000
53144 Professional Services / Medical	31,754	44,890	47,055	47,055
53400 Other Contractual Services	108,398	90,600	105,600	105,600
53500 Investigations	46,226	84,000	60,000	60,000
54041 Travel and Per Diem	92,294	73,980	82,450	82,450
54042 Travel / Private Vehicle	0	0	100	100
54100 Communications	262,353	298,474	344,305	344,305
54200 Postage	15,378	22,790	22,790	22,790
54300 Utility Services	154,504	235,000	174,908	174,908
54400 Rentals And Leases	0	0	85,911	85,911
54443 Rentals and Leases / Other	86,894	70,279	0	0
54506 Property Insurance	0	24,275	25,489	25,489
54541 Insurance / Auto	169,193	193,317	208,080	208,080
54542 Insurance / Professional Liability	23,119	224,886	264,958	264,958
54545 Insurance / Aircraft	199,110	67,778	67,778	67,778
54615 Maintenance and Repair	94,361	0	0	0
54641 Repair and Maintenance / Autos	431,491	493,428	595,484	595,484
54643 Repair and Maintenance / Radios	241,600	10,356	10,356	10,356
54644 Repair and Maintenance / Office Equipment	14,139	444,753	457,210	457,210
54646 Repair and Maintenance / Facilities	190,298	152,167	197,238	197,238
54700 Printing And Binding	38,897	54,700	56,898	56,898
54900 Other Current Charges & Obligations	56,145	0	0	0
54942 Other Current Charges / Auto	58,045	112,375	115,675	115,675
54948 Other Current Charges / Other	0	44,300	42,011	42,011
54949 Uniform Cleaning	24,846	46,060	46,060	46,060
54950 Tuition Assistance	2,100	5,500	5,500	5,500
55100 Office Supplies	35,077	37,628	33,668	33,668
55200 Operating Supplies	326,807	0	0	0
55210 Fuel & Oil	668,009	0	0	0
55235 Investigative Supplies	29,776	0	0	0
55240 Data Processing Supplies	0	44,000	60,000	60,000
55241 Operating Supplies / Fuel and Lubrication	1,838	1,006,995	687,871	687,871
55242 Operating Supplies / Ammo	67,090	96,500	107,000	107,000
55244 Operating Supplies / Investigative	0	35,464	34,228	34,228
55248 Operating Supplies / Motorcycles and Boats	15,664	10,000	10,000	10,000
55249 Operating Supplies / Miscellaneous	60,768	367,964	219,113	219,113
55250 Operating Supplies / Uniforms	331,213	218,303	273,357	273,357
55400 Publications, Subscriptions & Memberships	49,727	31,093	29,918	29,918
55401 Training	69,751	59,500	82,420	82,420
56400 Machinery And Equipment	119,321	0	0	0
56411 Machinery and Equipment	3,940	0	0	0
56441 Machinery and Equipment / Auto	0	175,000	345,500	345,500
56443 Machinery and Equipment / Radio	0	0	27,000	27,000
56444 Machinery and Equipment / Office	0	57,200	322,282	322,282
56445 Machinery and Equipment / Investigation	0	91,795	58,450	58,450
56447 Machinery and Equipment / Marine - Motorcycle	18,890	0	0	0
56480 Machinery and Equipment - Other	506,465	27,824	33,234	33,234
58100 Aids To Government Agencies	2,134,240	2,392,933	2,418,747	2,418,747

Leon County Fiscal Year 2017 Adopted Budget

Sheriff

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>110-510-586 Law Enforcement</b>				
59000 Sheriff Contingency - Operating	0	100,000	100,000	100,000
59010 Sheriff - Less SRO Contract	0	-1,319,295	-1,422,896	-1,422,896
59100 Transfer	327,375	0	0	0
110-510-586 Totals	35,841,464	35,506,491	36,216,890	37,241,643
<b>110-511-586 Corrections</b>				
51100 Executive Salaries	71,944	71,325	71,502	71,502
51200 Regular Salaries And Wages	13,693,760	14,166,796	14,748,200	15,190,646
51300 Other Salaries & Wages	3,832	0	4,555	4,555
51400 Overtime	1,201,894	728,450	728,450	735,735
51500 Special Pay	50,502	46,260	62,220	64,087
52100 Fica Taxes	1,084,992	1,127,819	1,169,290	1,204,369
52200 Retirement Contribution	2,650,618	2,625,038	2,903,878	3,020,033
52300 Life & Health Insurance	2,769,174	3,613,026	3,628,205	3,845,897
52400 Workers Compensation	367,125	330,214	323,381	333,082
52500 Unemployment Compensation	-3,203	20,000	20,000	20,000
53105 Gum Road Target Planning Area - FEMA Maps	9,495	16,920	0	0
53144 Professional Services / Medical	1,296,158	0	17,800	17,800
53400 Other Contractual Services	5,173,648	6,777,635	7,134,248	7,134,248
54000 Travel & Per Diem	22,545	8,500	0	0
54041 Travel and Per Diem	0	0	14,140	14,140
54042 Travel / Private Vehicle	0	0	200	200
54100 Communications	74,700	76,158	79,758	79,758
54200 Postage	1,897	2,090	2,090	2,090
54300 Utility Services	956,109	921,650	921,650	921,650
54443 Rentals and Leases / Other	30,663	17,869	17,869	17,869
54506 Property Insurance	195,515	13,693	226,334	226,334
54541 Insurance / Auto	11,944	205,291	13,996	13,996
54542 Insurance / Professional Liability	204,366	174,038	213,151	213,151
54544 Insurance Prisoner/Medical	74,860	71,344	72,771	72,771
54641 Repair and Maintenance / Autos	27,464	27,247	33,368	33,368
54643 Repair and Maintenance / Radios	0	562,841	1,644	1,644
54644 Repair and Maintenance / Office Equipment	127,522	152,186	174,414	174,414
54646 Repair and Maintenance / Facilities	622,374	1,644	587,904	587,904
54700 Printing And Binding	17,336	15,000	12,500	12,500
54900 Other Current Charges & Obligations	9,585	0	0	0
54948 Other Current Charges / Other	0	0	8,500	8,500
54949 Uniform Cleaning	34,146	40,800	40,800	40,800
54950 Tuition Assistance	2,100	1,000	1,500	1,500
55100 Office Supplies	17,713	1,500	26,288	26,288
55200 Operating Supplies	117,373	28,943	175,003	175,003
55240 Data Processing Supplies	15,571	400,000	195,000	195,000
55241 Operating Supplies / Fuel and Lubrication	32,561	57,350	31,107	31,107
55246 Operating Supplies / Other Jail Supplies	431,045	28,000	371,254	371,254
55250 Operating Supplies / Uniforms	101,603	45,684	178,957	178,957
55400 Publications, Subscriptions & Memberships	2,428	160,227	4,939	4,939
55401 Training	12,529	2,439	5,000	5,000
56442 Machinery and Equipment - Jail	31,351	14,000	115,158	115,158
56444 Machinery and Equipment / Office	355,481	2,500	112,188	112,188
59000 Sheriff Contingency - Operating	0	0	100,000	100,000
59100 Transfer	212,442	275,000	0	0
59990 Budgeted Contingency	0	100,000	0	0
110-511-586 Totals	32,113,163	32,930,477	34,549,212	35,379,437
<b>125-864-586 Emergency Management- Base Grant</b>				
59304 Budget Transfer	121,155	121,155	121,155	121,155
125-864-586 Totals	121,155	121,155	121,155	121,155

Leon County Fiscal Year 2017 Adopted Budget

Sheriff

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>130-180-586 Enhanced 9-1-1</b>				
51200 Regular Salaries And Wages	190,333	211,112	249,127	256,601
51400 Overtime	279	8,000	8,000	8,000
52100 Fica Taxes	13,818	18,630	21,649	21,649
52200 Retirement Contribution	21,567	22,913	27,672	27,672
52300 Life & Health Insurance	23,857	46,886	41,606	41,606
52400 Workers Compensation	360	308	327	327
53400 Other Contractual Services	0	30,000	30,000	30,000
54000 Travel & Per Diem	7,192	9,875	9,875	9,875
54100 Communications	35,142	53,328	53,328	54,395
54110 Com-net Communications	238,208	360,000	360,000	360,000
54200 Postage	0	450	450	450
54400 Rentals And Leases	2,114	6,000	6,000	6,000
54542 Insurance / Professional Liability	1,058	1,075	1,155	1,155
54600 Repairs And Maintenance	290,274	280,000	280,000	280,000
54644 Repair and Maintenance / Office Equipment	107,481	50,363	50,363	50,363
54700 Printing And Binding	0	60	60	60
54900 Other Current Charges & Obligations	2,331	0	0	0
55100 Office Supplies	1,207	1,225	665	665
55200 Operating Supplies	112	5,000	5,000	5,000
55210 Fuel & Oil	226	2,000	0	0
55240 Data Processing Supplies	0	0	2,000	2,000
55270 Data Processing Supplies	0	755	0	0
55400 Publications, Subscriptions & Memberships	548	12,596	755	755
55401 Training	7,044	0	12,596	12,596
56400 Machinery And Equipment	4,998	0	0	0
59100 Transfer	335,051	0	0	0
59900 Budgeted Contingency	0	0	194,672	206,081
59990 Budgeted Contingency	0	155,924	0	0
130-180-586 Totals	1,283,200	1,276,500	1,355,300	1,375,250
Sheriff Totals	69,358,982	69,834,623	72,242,557	74,117,485

Supervisor of Elections

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>060-520-513 Voter Registration</b>				
51100 Executive Salaries	116,528	116,531	136,394	136,394
51200 Regular Salaries And Wages	1,180,554	1,229,275	1,298,966	1,315,283
52100 Fica Taxes	95,373	105,067	109,955	112,957
52200 Retirement Contribution	189,546	187,699	175,111	220,685
52210 Deferred Compensation Match	1,758	3,400	3,500	3,500
52300 Life & Health Insurance	129,201	175,674	185,596	196,950
52400 Workers Compensation	6,471	7,009	4,522	4,649
53100 Professional Services	8,054	9,000	16,300	11,050
53400 Other Contractual Services	31,150	0	19,100	6,600
53442 Other Cont / Elec Temp Agency Help	7,202	0	0	0
54000 Travel & Per Diem	20,570	15,750	32,850	17,750
54100 Communications	3,978	6,800	6,700	7,800
54101 Communication - Phone System	1,305	4,000	915	5,000
54200 Postage	27,604	23,600	58,550	62,850
54400 Rentals And Leases	27,080	44,322	202,478	204,424
54505 Vehicle Coverage	0	0	1,634	1,634
54600 Repairs And Maintenance	58,443	103,958	172,799	97,895
54601 Vehicle Repair	6	4,125	1,825	4,000
54700 Printing And Binding	21,437	16,800	51,500	27,000
54900 Other Current Charges & Obligations	11,970	34,800	35,600	33,200
54961 Administrative Hearing	2,186	0	0	0
54964 Voter Registration Notices	2,500	0	0	0
54965 Other Current Charges - Personnel	2,505	0	0	0
55100 Office Supplies	6,148	8,000	7,000	8,000
55200 Operating Supplies	4,775	11,540	7,940	7,940
55210 Fuel & Oil	0	1,800	850	1,800
55400 Publications, Subscriptions & Memberships	5,499	6,895	7,850	7,900
55401 Training	41,126	8,700	24,400	8,200
56400 Machinery And Equipment	3,239	0	30,500	3,000
56410 Machinery & Equipment <\$750	4,939	4,300	14,300	4,000
060-520-513 Totals	<u>2,011,147</u>	<u>2,129,045</u>	<u>2,607,135</u>	<u>2,510,461</u>
<b>060-520-586 Elections</b>				
59308 SOE-BUDGET TRANSFER	182,122	0	0	0
060-520-586 Totals	<u>182,122</u>	<u>0</u>	<u>0</u>	<u>0</u>

Leon County Fiscal Year 2017 Adopted Budget

Supervisor of Elections

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>060-521-513 Elections</b>				
51250 Regular OPS Salaries	3,304	552,000	250,000	250,000
51300 Other Salaries & Wages	178,301	0	0	0
52100 Fica Taxes	13,893	42,032	21,383	19,125
52200 Retirement Contribution	243	18,437	6,500	10,000
52300 Life & Health Insurance	0	150,000	15,000	15,000
52400 Workers Compensation	899	2,941	1,129	1,250
53100 Professional Services	16,037	38,800	17,800	27,800
53400 Other Contractual Services	6,030	731,984	317,400	340,400
53441 Other Contractual / Poll Workers	169,529	0	0	0
53442 Other Cont / Elec Temp Agency Help	66,111	0	0	0
53443 Other Cont / Election Security	51,407	0	0	0
53444 Other Cont / Elec Equip Delivery	21,738	0	0	0
54000 Travel & Per Diem	7,500	14,000	5,000	6,000
54100 Communications	6,004	17,720	17,000	17,200
54101 Communication - Phone System	13,906	19,000	14,730	19,000
54200 Postage	82,322	128,310	90,900	96,860
54400 Rentals And Leases	204,465	360,800	179,448	177,024
54410 Rental and Leases / Polling Place St	10,990	0	0	0
54505 Vehicle Coverage	1,789	1,744	0	0
54600 Repairs And Maintenance	261,982	289,295	266,115	284,952
54601 Vehicle Repair	1,173	0	1,825	1,825
54700 Printing And Binding	57,979	356,626	272,646	257,275
54712 Printing & Binding / Elections Ballots	58,712	0	0	0
54713 Printing & Binding / PW Training Mate	859	0	0	0
54900 Other Current Charges & Obligations	27,865	71,000	40,675	44,850
54962 Canvassing Board	655	0	0	0
54963 Election Notices	20,976	0	0	0
54964 Voter Registration Notices	911	0	0	0
55100 Office Supplies	17,519	20,260	18,561	11,500
55111 Office Supplies / Early Voting	85	0	0	0
55112 Office Supplies / Precincts	296	0	0	0
55200 Operating Supplies	10,809	33,786	8,761	25,700
55210 Fuel & Oil	1,690	1,800	850	1,800
55261 Operating Supplies / Early Voting	217	0	0	0
55262 Operating Supplies / Precincts	89	0	0	0
55401 Training	0	5,000	0	2,500
56400 Machinery And Equipment	10,617	0	30,400	5,500
56410 Machinery & Equipment <\$750	6,416	7,600	4,100	500
060-521-513 Totals	1,333,315	2,863,135	1,580,223	1,616,061
<b>060-521-586 Elections</b>				
59308 SOE-BUDGET TRANSFER	407,749	0	0	0
060-521-586 Totals	407,749	0	0	0
<b>060-525-513 SOE Grants</b>				
53100 Professional Services	3,147	0	0	0
54700 Printing And Binding	51,944	0	0	0
060-525-513 Totals	55,091	0	0	0
Supervisor of Elections Totals	3,989,424	4,992,180	4,187,358	4,126,522



Leon County Fiscal Year 2017 Adopted Budget

Tax Collector

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-513-586 Tax Collector</b>				
59307 Budget Transfer	4,474,544	4,537,178	4,717,758	4,906,468
001-513-586 Totals	<u>4,474,544</u>	<u>4,537,178</u>	<u>4,717,758</u>	<u>4,906,468</u>
<b>123-513-586 Tax Collector</b>				
59307 Budget Transfer	66,047	65,920	65,920	65,920
123-513-586 Totals	<u>66,047</u>	<u>65,920</u>	<u>65,920</u>	<u>65,920</u>
<b>135-513-586 Tax Collector</b>				
59307 Budget Transfer	101,797	138,816	144,369	150,144
135-513-586 Totals	<u>101,797</u>	<u>138,816</u>	<u>144,369</u>	<u>150,144</u>
<b>145-513-586 Tax Collector</b>				
59307 Budget Transfer	33,793	33,695	39,090	46,908
145-513-586 Totals	<u>33,793</u>	<u>33,695</u>	<u>39,090</u>	<u>46,908</u>
<b>162-513-586 Tax Collector</b>				
59307 Budget Transfer	5,500	5,500	5,500	5,500
162-513-586 Totals	<u>5,500</u>	<u>5,500</u>	<u>5,500</u>	<u>5,500</u>
<b>164-513-586 Tax Collector</b>				
59307 Budget Transfer	4,478	5,000	5,000	5,000
164-513-586 Totals	<u>4,478</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
<b>401-513-586 Tax Collector</b>				
59307 Budget Transfer	29,038	32,620	32,620	32,620
401-513-586 Totals	<u>29,038</u>	<u>32,620</u>	<u>32,620</u>	<u>32,620</u>
Tax Collector Totals	<u>4,715,198</u>	<u>4,818,729</u>	<u>5,010,257</u>	<u>5,212,560</u>

Court Administration

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-540-601 Court Administration</b>				
51200 Regular Salaries And Wages	163,816	125,252	127,279	131,097
52100 Fica Taxes	10,247	9,901	9,854	10,145
52200 Retirement Contribution	10,001	9,093	9,572	9,859
52300 Life & Health Insurance	24,524	26,775	34,360	36,632
52400 Workers Compensation	316	256	195	201
53400 Other Contractual Services	0	9,900	9,900	9,900
54000 Travel & Per Diem	0	198	198	198
54100 Communications	3,630	4,329	4,329	4,329
54200 Postage	0	200	200	200
54400 Rentals And Leases	8,246	0	0	0
54700 Printing And Binding	230	200	200	200
54900 Other Current Charges & Obligations	0	1,401	1,401	1,401
55100 Office Supplies	129	450	450	450
55200 Operating Supplies	14,132	10,892	10,892	10,892
55401 Training	1,043	1,800	1,800	1,800
001-540-601 Totals	<u>236,314</u>	<u>200,647</u>	<u>210,630</u>	<u>217,304</u>
<b>001-540-713 Court Information Systems</b>				
54101 Communication - Phone System	7,510	11,060	14,795	14,795
001-540-713 Totals	<u>7,510</u>	<u>11,060</u>	<u>14,795</u>	<u>14,795</u>
Court Administration Totals	<u>243,824</u>	<u>211,707</u>	<u>225,425</u>	<u>232,099</u>

State Attorney

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>110-532-602 State Attorney</b>				
51300 Other Salaries & Wages	37,000	37,000	37,000	37,000
53500 Investigations	0	1,500	1,500	1,500
54000 Travel & Per Diem	0	1,900	1,900	1,900
54100 Communications	4,216	5,000	5,000	5,000
54600 Repairs And Maintenance	987	2,000	2,000	2,000
54900 Other Current Charges & Obligations	18,779	15,000	15,000	15,000
55200 Operating Supplies	12,596	36,200	36,200	36,200
110-532-602 Totals	<u>73,578</u>	<u>98,600</u>	<u>98,600</u>	<u>98,600</u>
<b>110-532-713 State Attorney</b>				
54101 Communication - Phone System	4,539	19,085	11,355	11,355
110-532-713 Totals	<u>4,539</u>	<u>19,085</u>	<u>11,355</u>	<u>11,355</u>
State Attorney Totals	<u>78,117</u>	<u>117,685</u>	<u>109,955</u>	<u>109,955</u>

Public Defender

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>110-533-603 Public Defender</b>				
51300 Other Salaries & Wages	37,000	37,000	37,000	37,000
53100 Professional Services	4,450	10,438	10,438	10,438
53500 Investigations	394	16,150	16,150	16,150
54100 Communications	7,232	12,240	12,240	12,240
54200 Postage	389	1,291	1,291	1,291
54400 Rentals And Leases	9,270	11,640	11,640	11,640
54900 Other Current Charges & Obligations	1,103	7,000	7,000	7,000
55100 Office Supplies	0	210	210	210
55200 Operating Supplies	48,378	22,556	22,556	22,556
110-533-603 Totals	<u>108,217</u>	<u>118,525</u>	<u>118,525</u>	<u>118,525</u>
<b>110-533-713 Public Defender</b>				
54101 Communication - Phone System	5,878	30,425	14,670	14,670
110-533-713 Totals	<u>5,878</u>	<u>30,425</u>	<u>14,670</u>	<u>14,670</u>
Public Defender Totals	<u>114,095</u>	<u>148,950</u>	<u>133,195</u>	<u>133,195</u>

Other Court-Related Programs

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>110-555-715 Legal Aid</b>				
58224 Legal Services Of North Fl (801)	125,000	259,510	259,914	260,341
110-555-715 Totals	<u>125,000</u>	<u>259,510</u>	<u>259,914</u>	<u>260,341</u>
<b>114-586-662 Court Administration - Teen Court</b>				
51200 Regular Salaries And Wages	91,756	70,640	68,125	70,169
52100 Fica Taxes	6,439	5,502	5,309	5,466
52200 Retirement Contribution	6,635	5,128	5,123	5,277
52300 Life & Health Insurance	31,102	29,724	25,749	27,447
52400 Workers Compensation	239	153	112	114
53400 Other Contractual Services	1,832	2,300	2,300	2,300
54000 Travel & Per Diem	773	1,325	1,325	1,325
54200 Postage	202	250	250	250
54400 Rentals And Leases	442	1,401	1,401	1,401
54700 Printing And Binding	182	400	400	400
54900 Other Current Charges & Obligations	0	750	750	750
55100 Office Supplies	194	700	700	700
55200 Operating Supplies	859	1,650	1,650	1,650
55400 Publications, Subscriptions & Memberships	200	200	200	200
55401 Training	1,026	1,785	1,785	1,785
114-586-662 Totals	<u>141,881</u>	<u>121,908</u>	<u>115,179</u>	<u>119,234</u>
<b>117-509-569 Alternative Juvenile Programs</b>				
51200 Regular Salaries And Wages	31,306	55,081	57,572	59,299
51500 Special Pay	0	-22,005	-21,189	-23,373
52100 Fica Taxes	4,007	4,301	4,404	4,537
52200 Retirement Contribution	3,997	4,058	4,329	4,459
52300 Life & Health Insurance	12,171	13,386	6,968	7,444
52400 Workers Compensation	142	121	94	97
55200 Operating Supplies	0	0	3,302	3,302
117-509-569 Totals	<u>51,623</u>	<u>54,942</u>	<u>55,480</u>	<u>55,765</u>
<b>117-546-714 Law Library</b>				
56600 Books, Publications & Libr Material	0	53,580	55,480	55,765
117-546-714 Totals	<u>0</u>	<u>53,580</u>	<u>55,480</u>	<u>55,765</u>
<b>117-548-662 Judicial Programs/Article V</b>				
51200 Regular Salaries And Wages	6,975	49,038	51,540	53,086
51300 Other Salaries & Wages	0	0	16,420	16,077
51500 Special Pay	0	-18,362	-33,219	-33,219
52100 Fica Taxes	534	4,195	4,341	4,463
52200 Retirement Contribution	-143	2,371	2,857	2,944
52300 Life & Health Insurance	-4,833	7,528	7,704	7,975
52400 Workers Compensation	36	103	79	82
53400 Other Contractual Services	-2,509	3,575	0	0
55200 Operating Supplies	2,643	5,132	5,758	5,758
117-548-662 Totals	<u>2,703</u>	<u>53,580</u>	<u>55,480</u>	<u>57,166</u>
<b>117-555-715 Legal Aid - Court</b>				
58224 Legal Services Of North Fl (801)	51,500	53,580	55,480	55,765
117-555-715 Totals	<u>51,500</u>	<u>53,580</u>	<u>55,480</u>	<u>55,765</u>
Other Court-Related Programs Totals	<u>372,707</u>	<u>597,100</u>	<u>597,013</u>	<u>604,036</u>

Guardian Ad Litem

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-547-685 Guardian Ad Litem</b>				
53400 Other Contractual Services	2,896	3,618	3,618	3,618
54100 Communications	9,365	13,824	13,824	13,824
54200 Postage	940	2,500	2,500	2,500
56400 Machinery And Equipment	0	6,000	0	0
001-547-685 Totals	<u>13,200</u>	<u>25,942</u>	<u>19,942</u>	<u>19,942</u>
<b>001-547-713 GAL Information Systems</b>				
54101 Communication - Phone System	771	3,720	1,685	1,685
001-547-713 Totals	<u>771</u>	<u>3,720</u>	<u>1,685</u>	<u>1,685</u>
Guardian Ad Litem Totals	<u>13,972</u>	<u>29,662</u>	<u>21,627</u>	<u>21,627</u>

Fire Control

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>145-838-522 Fire Services Payment</b>				
53400 Other Contractual Services	6,626,631	7,463,670	7,747,906	7,838,122
145-838-522 Totals	<u>6,626,631</u>	<u>7,463,670</u>	<u>7,747,906</u>	<u>7,838,122</u>
<b>145-843-522 Volunteer Fire Department</b>				
54200 Postage	11,855	0	0	0
54800 Promotional Activities	202,841	482,479	482,479	482,479
145-843-522 Totals	<u>214,697</u>	<u>482,479</u>	<u>482,479</u>	<u>482,479</u>
Fire Control Totals	<u>6,841,328</u>	<u>7,946,149</u>	<u>8,230,385</u>	<u>8,320,601</u>

Leon County Fiscal Year 2017 Adopted Budget

Other Non-Operating

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-112-513 Minority/Women Small Business Enterprise</b>				
51200 Regular Salaries And Wages	110,976	99,302	0	0
52100 Fica Taxes	8,190	7,598	0	0
52200 Retirement Contribution	8,104	7,786	0	0
52210 Deferred Compensation Match	627	548	0	0
52300 Life & Health Insurance	12,816	11,945	0	0
52400 Workers Compensation	288	214	0	0
53100 Professional Services	280	250,000	0	0
53400 Other Contractual Services	24,800	25,545	0	0
54000 Travel & Per Diem	1,633	4,800	0	0
54101 Communication - Phone System	94	600	0	0
54200 Postage	87	600	0	0
54400 Rentals And Leases	273	1,178	0	0
54700 Printing And Binding	511	2,000	0	0
54800 Promotional Activities	4,220	10,600	0	0
54900 Other Current Charges & Obligations	1,777	1,185	0	0
55100 Office Supplies	85	1,000	0	0
55200 Operating Supplies	934	2,879	0	0
55400 Publications, Subscriptions & Memberships	750	1,500	0	0
55401 Training	850	1,850	0	0
001-112-513 Totals	<u>177,296</u>	<u>431,130</u>	<u>0</u>	<u>0</u>
<b>001-114-512 PLACE - Economic Development</b>				
51200 Regular Salaries And Wages	178,747	111,059	0	0
52100 Fica Taxes	13,376	8,543	0	0
52200 Retirement Contribution	12,773	7,806	0	0
52210 Deferred Compensation Match	514	0	0	0
52300 Life & Health Insurance	17,749	11,064	0	0
52400 Workers Compensation	465	233	0	0
53400 Other Contractual Services	127,776	0	0	0
54000 Travel & Per Diem	3,886	4,500	0	0
54101 Communication - Phone System	75	750	0	0
54200 Postage	1,680	265	0	0
54800 Promotional Activities	69	0	0	0
55100 Office Supplies	124	349	0	0
55200 Operating Supplies	571	1,200	0	0
55400 Publications, Subscriptions & Memberships	1,142	1,300	0	0
55401 Training	0	500	0	0
58100 Aids To Government Agencies	0	0	304,983	310,366
58222 Economic Development Council (856)	306,750	237,000	0	0
001-114-512 Totals	<u>665,698</u>	<u>384,569</u>	<u>304,983</u>	<u>310,366</u>
<b>001-278-551 Summer Youth Employment</b>				
51300 Other Salaries & Wages	38,670	70,242	70,242	70,242
52100 Fica Taxes	2,958	5,371	5,371	5,371
52400 Workers Compensation	101	337	337	337
53100 Professional Services	2,600	2,655	0	0
54200 Postage	288	100	100	100
54700 Printing And Binding	0	500	500	500
55200 Operating Supplies	4,423	1,220	3,875	3,875
001-278-551 Totals	<u>49,040</u>	<u>80,425</u>	<u>80,425</u>	<u>80,425</u>



Other Non-Operating

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-402-515 Capital Regional Transportation Planning Agency</b>				
51200 Regular Salaries And Wages	185,748	177,794	71,766	73,919
52100 Fica Taxes	13,790	13,974	5,588	5,752
52200 Retirement Contribution	13,703	12,908	9,323	9,602
52300 Life & Health Insurance	15,059	21,120	17,729	18,865
52400 Workers Compensation	483	385	117	121
54900 Other Current Charges & Obligations	0	15,000	15,000	15,000
001-402-515 Totals	228,784	241,181	119,523	123,259
<b>001-403-515 Blueprint 2000</b>				
51200 Regular Salaries And Wages	44,533	45,362	258,351	266,025
52100 Fica Taxes	3,182	3,496	19,435	20,005
52200 Retirement Contribution	3,244	3,293	19,236	19,813
52300 Life & Health Insurance	12,104	13,331	34,420	36,459
52400 Workers Compensation	80	83	404	417
001-403-515 Totals	63,143	65,565	331,846	342,719
<b>001-820-519 Non-Operating General Fund</b>				
52500 Unemployment Compensation	28,505	50,000	50,000	50,000
53100 Professional Services	92,741	153,000	153,000	153,000
53102 Mental Health & Alcohol	5,569	15,000	7,500	7,500
53160 Bank Service Charges	165,386	162,673	166,000	166,000
53200 Accounting And Auditing	262,791	262,000	263,000	263,000
53400 Other Contractual Services	0	115,481	54,289	54,289
54000 Travel & Per Diem	0	5,000	5,000	5,000
54400 Rentals And Leases	18,624	20,218	20,218	20,218
54900 Other Current Charges & Obligations	160,366	57,787	68,519	68,519
54908 Other Current Charges & Obligations	15,298	25,000	25,000	25,000
55100 Office Supplies	16	0	0	0
55400 Publications, Subscriptions & Memberships	61,831	62,582	63,754	63,754
58100 Aids To Government Agencies	0	0	75,000	0
58200 Aids To Private Organizations	109,533	31,000	31,000	31,000
001-820-519 Totals	920,660	959,741	982,280	907,280
<b>001-972-559 CRA-Payment</b>				
54900 Other Current Charges & Obligations	1,660,665	2,109,741	2,396,091	2,635,700
001-972-559 Totals	1,660,665	2,109,741	2,396,091	2,635,700
<b>106-978-541 Public Works Admin Chargebacks</b>				
54980 Reimb Of Admin Costs	-417,263	-450,000	-350,000	-350,000
106-978-541 Totals	-417,263	-450,000	-350,000	-350,000
<b>110-620-689 Juvenile Detention Payment - State</b>				
58100 Aids To Government Agencies	985,639	1,022,660	860,500	877,710
110-620-689 Totals	985,639	1,022,660	860,500	877,710
<b>116-800-562 Drug Abuse</b>				
53400 Other Contractual Services	71,648	52,920	53,395	54,463
116-800-562 Totals	71,648	52,920	53,395	54,463
<b>125-991-595 Grant Match Funds</b>				
54900 Other Current Charges & Obligations	0	90,000	90,000	90,000
125-991-595 Totals	0	90,000	90,000	90,000

Other Non-Operating

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>131-529-519 800 Mhz System Maintenance</b>				
53400 Other Contractual Services	588,482	606,136	649,937	669,435
54900 Other Current Charges & Obligations	720,554	605,196	688,889	709,556
131-529-519 Totals	<u>1,309,036</u>	<u>1,211,332</u>	<u>1,338,826</u>	<u>1,378,991</u>
<b>140-838-572 Payment to City- Parks &amp; Recreation</b>				
53400 Other Contractual Services	1,080,239	1,271,502	1,273,620	1,327,749
140-838-572 Totals	<u>1,080,239</u>	<u>1,271,502</u>	<u>1,273,620</u>	<u>1,327,749</u>
<b>164-838-535 Sewer Services Killearn Lakes Units I and II</b>				
58100 Aids To Government Agencies	292,600	232,500	232,500	232,500
164-838-535 Totals	<u>292,600</u>	<u>232,500</u>	<u>232,500</u>	<u>232,500</u>
Other Non-Operating Totals	<u>7,087,186</u>	<u>7,703,266</u>	<u>7,713,989</u>	<u>8,011,162</u>

Risk Financing & Workers Comp

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>501-821-596 Workers' Comp Risk Management</b>				
54502 A D & D Law Enforcement	20,651	29,400	36,200	36,200
54503 Public Official Liability	310,434	324,670	324,670	324,670
54504 Bonds	1,130	6,000	6,000	6,000
54505 Vehicle Coverage	216,196	277,325	262,395	262,395
54506 Property Insurance	766,410	789,392	747,677	747,677
54507 Aviation Insurance	35,752	50,000	36,435	36,435
54508 VFD - G/L Property, Equipment	22,305	30,870	23,205	23,205
54509 Excess Deposit Premium	163,914	160,440	151,515	151,515
54510 Service Fee	56,175	58,695	58,695	58,695
54513 State Assessment	56,155	90,930	94,500	94,500
54514 Workers Comp Claims	1,941,576	1,200,000	1,200,000	1,200,000
54515 At Fault Vehicle Repair Claims	35,110	150,000	150,000	150,000
54516 General Liability Claims	93,223	100,000	100,000	100,000
54600 Repairs And Maintenance	41,630	75,000	75,000	75,000
54900 Other Current Charges & Obligations	0	50,000	30,000	30,000
501-821-596 Totals	<u>3,760,662</u>	<u>3,392,722</u>	<u>3,296,292</u>	<u>3,296,292</u>
Risk Financing & Workers Comp Totals	<u><u>3,760,662</u></u>	<u><u>3,392,722</u></u>	<u><u>3,296,292</u></u>	<u><u>3,296,292</u></u>

Communications

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>001-470-519 MIS Automation - General Fund</b>				
54110 Com-net Communications	136,675	160,540	163,910	163,910
54600 Repairs And Maintenance	0	0	88,940	88,940
001-470-519 Totals	136,675	160,540	252,850	252,850
<b>060-470-513 MIS Automation-SOE</b>				
54600 Repairs And Maintenance	0	0	14,480	14,480
060-470-513 Totals	0	0	14,480	14,480
<b>106-470-541 MIS Automation - Transportation Trust</b>				
54110 Com-net Communications	9,600	12,530	8,420	8,420
54600 Repairs And Maintenance	0	0	7,370	7,370
106-470-541 Totals	9,600	12,530	15,790	15,790
<b>110-470-602 MIS Automation - State Attorney</b>				
54110 Com-net Communications	12,480	14,140	14,140	14,140
54600 Repairs And Maintenance	0	0	10,926	10,926
110-470-602 Totals	12,480	14,140	25,066	25,066
<b>110-470-603 MIS Automation - Public Defender</b>				
54110 Com-net Communications	16,393	21,520	21,520	21,520
54600 Repairs And Maintenance	0	0	21,683	21,683
110-470-603 Totals	16,393	21,520	43,203	43,203
<b>111-470-523 MIS Automation - Probation Services</b>				
54110 Com-net Communications	3,860	6,590	6,860	6,860
54600 Repairs And Maintenance	0	0	5,250	5,250
111-470-523 Totals	3,860	6,590	12,110	12,110
<b>120-470-524 MIS Automation - Building Inspection</b>				
54110 Com-net Communications	1,800	1,900	1,970	1,970
54600 Repairs And Maintenance	0	0	930	930
120-470-524 Totals	1,800	1,900	2,900	2,900
<b>121-470-537 MIS Automation - Growth Management</b>				
54110 Com-net Communications	6,300	7,150	7,410	7,410
54600 Repairs And Maintenance	0	0	8,215	8,215
121-470-537 Totals	6,300	7,150	15,625	15,625
<b>135-470-526 MIS Automation - EMS Fund</b>				
54110 Com-net Communications	8,595	8,920	9,310	9,310
54600 Repairs And Maintenance	0	0	4,490	4,490
135-470-526 Totals	8,595	8,920	13,800	13,800
<b>140-470-562 MIS Automation - Animal Control</b>				
54110 Com-net Communications	710	710	792	792
54600 Repairs And Maintenance	0	0	2,285	2,285
140-470-562 Totals	710	710	3,077	3,077
<b>140-470-572 MIS Automation - Parks and Recreation</b>				
54110 Com-net Communications	335	2,940	2,277	2,277
54600 Repairs And Maintenance	0	0	930	930
140-470-572 Totals	335	2,940	3,207	3,207

Communications

Organizational Code / Account	FY 2015 Actual	FY 2016 Adopted	FY 2017 Proposed	FY 2018 Projected
<b>160-470-552 MIS Automation - Tourism Development</b>				
54110 Com-net Communications	8,815	8,820	8,590	8,590
54600 Repairs And Maintenance	0	0	2,875	2,875
160-470-552 Totals	<u>8,815</u>	<u>8,820</u>	<u>11,465</u>	<u>11,465</u>
<b>401-470-534 MIS Automation - Solid Waste Fund</b>				
54110 Com-net Communications	18,485	19,400	19,510	19,510
54600 Repairs And Maintenance	0	0	3,810	3,810
401-470-534 Totals	<u>18,485</u>	<u>19,400</u>	<u>23,320</u>	<u>23,320</u>
<b>501-470-513 MIS Automation-Risk Fund</b>				
54600 Repairs And Maintenance	0	0	355	355
501-470-513 Totals	<u>0</u>	<u>0</u>	<u>355</u>	<u>355</u>
<b>502-900-590 Communications Trust</b>				
54100 Communications	17,579	0	0	0
54101 Communication - Phone System	250,927	253,052	293,209	293,209
54110 Com-net Communications	188,856	378,720	381,480	381,480
54600 Repairs And Maintenance	0	205,936	279,000	279,000
502-900-590 Totals	<u>457,362</u>	<u>837,708</u>	<u>953,689</u>	<u>953,689</u>
<b>505-470-519 MIS Automation - Motor Pool Fund</b>				
54110 Com-net Communications	415	570	600	600
54600 Repairs And Maintenance	0	0	1,270	1,270
505-470-519 Totals	<u>415</u>	<u>570</u>	<u>1,870</u>	<u>1,870</u>
Communications Totals	<u>681,825</u>	<u>1,103,438</u>	<u>1,392,807</u>	<u>1,392,807</u>