

WORKSHOP

FY 17/18 Budget Policy Workshop

Tuesday, June 20, 2017

9:00 a.m. – 3:00 p.m.

**Leon County Board of County Commissioners' Chambers
Leon County Courthouse, 5th Floor**

Board of County Commissioners Leon County, Florida

Fiscal Year 2018 Budget Workshop

June 20, 2017

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Leon County Board of County Commissioners

Budget Workshop Item # 1

June 20, 2017

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Status Report on FY 2017 – FY 2021 Strategic Initiatives, Targets, and Bold Goals

Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Wanda Hunter, Assistant County Administrator Scott Ross, Director, Office of Financial Stewardship
Lead Staff/ Project Team:	Heather Peeples, Special Projects Coordinator

Statement of Issue:

This item seeks the Board's acceptance of the Status Report on FY 2017 – FY 2021 Strategic Initiatives, Targets, and Bold Goals.

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Accept the Status Report on FY 2017 – FY 2021 Strategic Initiatives, Targets, and Bold Goals.

Report and Discussion

Background:

During the 2011 Board retreat, the Board of County Commissioners initiated a two-year strategic planning process and revamped its annual retreat process with a stronger emphasis on strategic planning. This approach aligned the optimized resources of the organization with the Board's top priorities. During the retreat, the Board established four Strategic Priorities: Economy, Environment, Quality of Life, and Governance. As a component of the 2013 retreat, the Board approved transitioning to a five-year planning cycle, with continued annual reviews and updates, and semi-annual status reports. The Board adopted Leon County's revised FY2012 – FY2016 Strategic Plan on January 27, 2015.

The 2016 Board Retreat served to both close out the FY2012 - FY2016 Strategic Plan and to engage in the comprehensive plan year evaluation and development of the next five-year planning cycle. During the Retreat, the Board reestablished the Vision Statement and Strategic Priorities, adopted an organizational Mission Statement, and established new Strategic Initiatives. The new FY2017 – FY2021 Strategic Plan was enhanced by the incorporation of specific five-year Targets and Bold Goals adopted for each priority area. The Board formally adopted the FY 2017 – FY 2021 Strategic Plan on January 24, 2017.

This Budget Workshop item summarizes the current status of Strategic Initiatives, Targets, and Bold Goals.

Analysis:

As in the previous five-year planning cycle, the Board will receive biannual status updates on the Strategic Plan at both the Budget Workshop and Annual Board Retreat. This and all future status updates on the Strategic Plan will include a summary report on Strategic Initiatives, Targets, and Bold Goals.

Strategic Initiatives

Strategic Initiatives are program- or area-specific projects that align with the County's Strategic Priorities to serve and strengthen the community. Leon County's first five-year Strategic Plan grew to include 154 Strategic Initiatives, 148 (96%) of which were completed between FY2012 and FY2016. The remaining six Initiatives still in progress were included as part of the next five-year plan.

At the 2016 Board Retreat, the Board adopted several new Strategic Initiatives for a total 44 in the FY2017 – FY2021 Plan. As shown in Table 1, staff has already been able to complete several Strategic Initiatives across each Strategic Priority category (Economy, Environment, Quality of Life, or Governance). A total of 7 (16%) of the Strategic Initiatives have been completed in the first half of FY2017, with the remaining 37 (84%) in progress. The status of each FY2017 – FY2021 Strategic Initiatives is detailed in Attachment #1.

Table #1 – Status of the Strategic Initiatives			
Timeline	Status		
	Complete	In Progress	Total
As of Preparation of June 2017 Summary Report	6 (16%)	38 (84%)	44
Status by Main Strategic Priority Alignment			
Economy	2	10	12
Environment	1	10	11
Quality of Life	1	11	12
Governance	2	7	9
Total	6	38	44

Please note that many of the initiatives recorded as “Complete” do not “stop” - rather they are ongoing and will have continued impacts. These items require no further Board direction and will be carried out as part of staff’s work plan. The following is a list of completed Strategic Initiatives, with details found in the Attachments #1:

- Support the revision of Sec. 125.0104, F.S. to modify the eligibility for levying the local option High Tourism Impact Tax to include counties that are home to Preeminent State Research Universities in order to levy a sixth cent to support the convention center and arena district. (2016-3)

The revision of Sec. 125.0104, F.S. was adopted as part of the Board’s 2017 Legislative Priorities; however, the proposal was not amended into an existing bill during the legislative session. Staff will recommend this policy priority for inclusion in the Board’s 2018 Legislative Priorities.

- Continue to work with FSU to bid and host NCAA cross country national and regional championships at Apalachee Regional Park (ARP). (2016-5)

In April 2017, the NCAA announced that the ARP venue will host the 2018 and 2020 South Regional as well as the 2021 D1 Cross Country Championships. Leon County Tourism and Parks & Recreation staff will continue to work with FSU to prepare for these events.

- Continue to expand recreational amenities to include:
 - Develop a program to establish a signature landscaping feature with a regular blooming season. (2016-24B)

At the April 2017 Budget Workshop, the Board approved staff’s proposed planting program and allocated \$35,000 for FY2018. The Board may wish to consider funding signature plantings at other County parks in future budget cycles.

- Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates. (2016-26)

EMS continues to evaluate new emergency medical response strategies through ongoing efforts including participation in the Tallahassee Care Consortium and multi-disciplinary quality meetings with local hospitals. Strategies currently being implemented by EMS are outlined in Attachment #1.

- Continue to serve our seniors through programs and partnerships, including:
 - As Florida's first Dementia Caring Community, support the Florida Department of Elder Affairs in the further development of the pilot program, provide enhanced paramedic training and engage local partners in making the County a more dementia-friendly community. (2016-29A)

Ongoing efforts in support of this Strategic Initiative include a public education campaign to increase awareness of dementia and the available services as well as dementia sensitivity training for EMS staff.

- To continue to support Choose Tallahassee's efforts to market our community as a retirement destination. (2016-29C)

Tourism Development continues to provide administrative support to Choose Tallahassee including marketing expertise and guidance to support the organization's marketing efforts.

- Continue County support of primary healthcare through participation in Carenet in order to increase access to affordable healthcare for those in need. (2016-34)

At the April 2017 Budget Workshop, staff presented a status update on the Healthcare Competitive Provider Reimbursement Pool including several recommendations to enhance the efficiencies and effectiveness of the Carenet Program.

- Alongside community partners, engage citizens of diverse backgrounds, education, and age on issues that matter most to them through the Citizen Engagement Series and Club of Honest Citizens. (2016-36)

Attachment #1 outlines the Citizen Engagement Series and Club of Honest Citizens events held in FY2017. Additional events are planned for the remainder of the year including two guest speakers hosted as part of the newly launched Library Lecture Series.

- Continue County sponsorship of employees' participation in the Certified Public Manager training. (2016-41)

Leon County employees are invited to participate in the CPM program biannually. Currently, three employees are participating in the program, and a new class of employees will begin in the fall.

Targets & Bold Goals

At the Retreat, staff recommended and the Board approved the adoption of specific Targets that Leon County expects to realize as an organization over the next five-year plan cycle. These Targets are aligned with each priority area and will communicate to the public and staff throughout the County the specific results that we expect to achieve through the collective execution of our Strategic Initiatives.

Additionally, the Board approved a Bold Goal, for each priority area. Bold Goals differ from Targets in that they are truly stretch goals which will be big and difficult to achieve, but are worthy of staffs' best efforts because they are big and difficult to achieve. The adoption of Bold Goals is something the best organizations do because they recognize that all goals should not be tied to specific programs or current resources. Bold Goals, rather, require the County to explore new partnerships, identify new opportunities, and inspire new ideas.

Table #2 on the following page summarizes the status of Leon County's five-year Targets and Bold Goals for the first half of FY 2017. Additional updates on each Target and Bold Goals is also included below.

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Table #2 – Status of Targets & Bold Goals			
No.		Target/Bold Goal	% Complete
Economy	BG1	Grow the five-year tourism economy to \$5 billion	10% (\$487 Million)
	T1	Attract 80 state, regional, or national championships across all sports.	10% (8 Championships)
	T2	Co-create 500 entrepreneur ventures and 5,500 new jobs, including 200 high-wage job	See Narrative Below
	T3	Connect 5,000 students and citizens to middle skilled job career opportunities.	14% (712 Students and Citizens)
	T4	Host 100,000 residents and visitors as part of the Amphitheater County Concert Series.	2.3% (2,289 Residents and Visitors)
Environment	BG2	Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone	See Narrative Below
	T5	Plant 15,000 trees including 1,000 in canopy roads	3% (524 Trees)
	T6	Ensure 100% of new County building construction, renovation and repair utilize sustainable design	See Narrative Below
	T7	75% community recycling rate	See Narrative Below
	T8	Construct 30 miles of sidewalks, greenways and trails	29% (8.77 Miles)
Quality of Life	BG3	Secure more than \$100 million in Veteran Affairs benefits for Leon County veterans and their families	34% (\$34 Million)*
	T10	Construct 100 fire hydrants	6% (6 Fire Hydrants)
	T11	Train 8,500 citizens in CPR/AEDs	5% (444 Citizens)
	T12	Open 1,000 new acres of park land to the public	See Narrative Below
	T9	Double the number of downloadable books at the library	5% (731 Books)
Governance	BG4	Implement 500 citizen ideas, improvements, solutions and opportunities for co-creation	8% (41 Citizen Ideas)
	T13	Reduce by at least 30% the average time it takes to approve a single family building permit	See Narrative Below
	T14	Achieve 90% employee participation in the County's "My Rewards" Well Being Program	See Narrative Below
	T15	Reduce by 60% the outstanding debt of the County	See Narrative Below
	T16	100% of employees are trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace	10% (236 Employees)

* Estimate based upon available data.

Economy

Bold Goal: *Grow the Five-Year Tourism Economy to \$5 Billion*

Leon County currently contracts with the research firm Downs & St. Germain for tourism research services, including determining the quarterly tourism economy. For the first two quarters of FY 2017, the research firm has estimated the economic impact of tourism in Leon County at \$487 million, 10% of the County's five-year Bold Goal.

Targets:

Attract 80 State, Regional, or National Championships across All Sports

Since the start of FY 2017, eight championship sporting events have been held in Leon County, 10% of the County's five-year Target. These events include the Red Hills Horse Trials, Florida State Soccer Invitational, Youth Basketball of America Tournament (Youth Boys), and the Tallahassee Marathon & Half Marathon. The remaining championship events are cross county races hosted at Apalachee Regional Park (ARP).

The ARP has also been selected to host several NCAA championship events at the ARP over the next five years including the 2018 and 2020 Division I Cross Country Regional as well as the 2021 Cross County National Championship. The 2020 National Championship will be the first time in the race's 78-year history that it will be held in Florida.

Co-Create 500 Entrepreneur Ventures and 5,500 New Jobs, Including 200 High-Wage Jobs

On February 21, 2017 the Intergovernmental Agency approved the Tallahassee-Leon County Economic Development Strategic Plan. Included in the Strategic Plan is a "Work Plan," which guides the activities of the Office of Economic Vitality (OEV) toward achievement of the City and County's economic development goals and objectives. OEV has begun implementation of the Strategic Plan and will report progress at the Board's Annual Retreat in December.

Connect 5,000 Students and Citizens to Middle Skilled Job Career Opportunities

To reach this Target, staff have identified new opportunities to interact with the community beyond the Leon Works Expo, an annual event with attendance of approximately 500-600 people. This includes the launch of the Leon Works Junior Apprenticeship program as well as participation in the Ghazvini Learning Center's monthly career luncheons. As a result, 712 students and citizens have been connected to middle skilled job opportunities since the start of the fiscal year, 14% of the County's five-year Target.

Host 100,000 Residents and Visitors as Part of the Amphitheater County Concert Series

Tourism Development is still finalizing performances for the Amphitheater County Concert Series; however, one concert has already been held this fiscal year. The Avett Brothers concert was held on Friday, May 26, 2017 with 2,289 residents and visitors in attendance, 2% of the County's five-year Target.

Environment

Bold Goal: *Upgrade or Eliminate 500 Septic Tanks in the Primary Springs Protection Zone*

Leon County has been successful in securing grant funding through the state's Springs Restoration Matching Grant Program. Most recently, Leon County secured springs restoration funding from the Northwest Florida Water Management District (NWFWD) for the Woodside

Heights subdivision septic to sewer conversion project which will provide approximately 200 parcels with sewer services. NFWFMD has also indicated that Leon County has a strong likelihood for grant funding to assist in the Lake Munson and Belair/Annawood septic to sewer projects, which will assist in eliminating potentially 263 and 113 septic tanks respectively.

Targets:

Plant 15,000 Trees Including 1,000 in Canopy Roads

Since the start of FY 2017, Leon County has planted 524 Trees, 3% of the County's five-year Target. These trees were planted as part of several planned construction projects, as well as programs the County coordinates annually, such as the Adopt-A-Tree Program and Arbor Day plantings.

To support the planting of 1,000 trees in the canopy roads, the County will work with the Canopy Roads Committee to update the long term management plan for the Canopy Roads including an active tree planting program. During the April 25, 2017 Budget Workshop, the Board voted to include \$75,000 in the FY 2018 preliminary budget to develop an active tree planting program.

Ensure 100% of New County Building Construction, Renovation and Repair Utilize Sustainable Design

To achieve this Target, staff is currently working to implement policies and procedures that will ensure sustainable design is utilized in 100% of new construction, renovation, and repair by the year 2021. For instance, staff is the process of developing material standards for small renovations such as painting and carpet installation.

75% Community Recycling Rate

Annual county recycling rates are calculated and published by the Florida Department of Environmental Protection (FDEP) each summer. After Leon County has received its official recycling rate for 2016, staff will provide the Board with a status update including different strategies to reach the Target of a 75% community recycling rate by 2020.

Construct 30 Miles of Sidewalks, Greenways and Trails

Almost 9 miles of sidewalks (4.15 mi), greenways (3.46 mi) and trails (1.16 mi) have been constructed since the start of the fiscal year, 29% of the County's five-year Target. Project locations include Capital Cascades Crossing, Timberlane Road, Chaires Community Park, Magnolia Drive, Gadsden Street, as well as Capital Circle Northwest/Southwest and Broadmoor Park.

Quality of Life

Bold Goal: *Secure More Than \$100 Million in Veteran Affairs Benefits for Leon County Veterans and their Families*

As noted in the Fiscal Year 2018 Tentative Budget, staff estimates that over \$34,000,000 in Veteran Affairs benefits will be secured during FY 2017 for Leon County veterans and their families. This estimate represents over 34% of the County's five-year Target. This estimate is based upon the number of clients served by Leon County Veteran Services, which currently

includes 7,652 veterans. The number of clients served has increased from previous years in part due to improved data collection and tracking of veterans who receive services.

Targets:

Construct 100 Fire Hydrants

Since the start of the fiscal year, six (6) fire hydrants have been constructed in the unincorporated area, 6% of the County's five-year Target. At the Board's request, staff has included a recommended change to the hydrant policy with the potential to partner for the installation costs with neighborhoods in need of fire hydrants. In this item, staff proposes revisions to Policy No. 14-2, "Criteria for the Placement of Fire Hydrants on Current Water Systems" and increase funding to implement a new cost sharing program and to install more fire hydrants on the Prioritization List.

Train 8,500 Citizens in CPR/AEDs

EMS has held 17 trainings during the first half of the fiscal year during which 444 citizens have been trained in CPR/AEDs, 5% of the County's five-year Target. This does not include the County's annual Press the Chest training event, which was held on June 11, 2017. This one event trains over 500 citizens annually.

Open 1,000 New Acres of Park Land to the Public

Currently, no additional park land is planned to open to the public in FY 2017; however, St. Marks Greenway and the Northeast Park running trail are programmed to be open in the coming fall/winter and depending upon available funding for the capital improvement program, additional acres of park land are anticipated to open to the public in the next five years, including the Apalachee Regional Park.

Double the Number of Downloadable Books at the Library

At the start of the fiscal year, Leon County's libraries had 13,500 downloadable books in circulation. Library Services has since added 731 new downloadable books, 5% of the County's five-year Target. The majority of the downloadable books are new book titles; however, several additional copies of popular titles were also added to satisfy holds and reduce patron wait times.

Governance

Bold Goal: *Implement 500 Citizen Ideas, Improvements, Solutions and Opportunities for Co-Creation*

Staff has implemented 41 citizen ideas, improvements, solutions and opportunities for co-creation, 8% of the County's five-year Target. Included in this list are 16 recommendations voiced by citizens during community listening session and implemented as part of the Hurricane Hermine After Action Report. Several ideas were proposed by citizen committees such as the Tourist Development Council and Smokey Hollow Citizen's Committee while improvements, like the upgrades to the DSEM Office and Welcome Center, were the result of input from past LEADS Listening Sessions.

Targets:

Reduce By At Least 30% the Average Time It Takes To Approve a Single Family Building Permit

In FY 2015/2016, the average times to approve a single family building permit was 11 days, which is the baseline measurement for the above five-year Target. Average permitting times will continue to be calculated and reported to the Board on an annual basis to determine the percent reduction in permit times.

Achieve 90% Employee Participation in the County's "My Rewards" Well Being Program

The My Rewards Program is an incentive-based wellness program designed to help employees participate in healthy lifestyle behaviors. Employees who successfully complete the My Rewards Program each calendar year will receive a 2.5% discount off their annual health insurance premium contribution for the following year. Participation in the program is reported annually as employees have until October 31, 2017 to complete the tasks/activities required for participation.

Reduce By 60% the Outstanding Debt of the County

Based on the current debt service schedule and recent debt refinancing, the County is on pace to meet this Target.

100% of Employees Are Trained in Customer Experience, Diversity and Domestic Violence, Sexual Violence & Stalking in the Workplace

Since the start of the fiscal year, 81 employees have been trained in Customer Experience and 155 employees have been trained in Domestic Violence, Sexual Violence & Stalking in the Workplace. Human Resources staff is currently in the process of updating the training provided to employees on the topic of Diversity. By 2021, all employees will receive the updated training curriculum.

Options:

1. Accept the Status Report on FY 2017 – FY 2021 Strategic Initiatives, Targets, and Bold Goals.
2. Do not accept the Status Report on FY 2017 – FY 2021 Strategic Initiatives, Targets, and Bold Goals.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Detailed Strategic Initiatives Status Report

Initiative No.	Initiative Status	Strategic Priority 1	Strategic Priority 2	Lead Department	Strategic Initiatives / Actions	Action Status	Action Completion Date	Comments
1	In Progress	EC4 - Grow our tourism economy, its diversity, competitiveness and economic impact.		PLACE (Blueprint)	Utilizing a portion of the BP settlement funds, identify solutions for weatherization of the Capital City Amphitheater stage, inclusive of potential sound mitigation elements			
				PLACE (Blueprint)	Present preferred design and cost estimates for Amphitheater weatherization structure to the Intergovernmental Agency.	Action in Progress	June 2017	
2	In Progress	EC1 - Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits.	EC4 - Grow our tourism economy, its diversity, competitiveness and economic impact.	Administration	Continue to work with FSU on the Civic Center District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County's financial and programming roles and participation for future Board consideration.			
				Administration	County staff served on FSU's selection committee for a master plan consultant and are currently awaiting a final decision from the University.	Action In Progress	TBD	
3	Complete - Ongoing	EC4 - Grow our tourism economy, its diversity, competitiveness and economic impact.		Administration	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.			
				Administration	Recommend the Board adopt this issue as part of the 2017 State and Federal Legislative Priorities program	Action Complete	11/22/2016	Board adopted 2017 Legislative Priorities during 10/18/2016 workshop; ratified at 11/22/2016 meeting
				Administration	Pursue issue during 2017 Legislative Session	Action Complete	5/5/2017	Leon County's legislative team worked closely with Capitol Alliance Group and our local legislative delegation throughout the session to advocate for this policy request. Despite the County's effort, the proposal was not amended into an existing bill for the second year in a row.
4					Continue to pursue opportunities for workforce development, including:			
4A	In Progress	EC2 - Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation.		Administration	Based upon the projected unmet local market for middle skill jobs, continue to host Leon Works Exposition in collaboration with community and regional partners and launch Leon County's Jr. apprenticeship program.			
				Administration	Host the 2016 Leon Works Expo	Action Complete	10/20/2016	The 2016 Leon Works Expo was held on October 20th at the Lively Technical Center campus.
				Administration	Provide Status Report on the 2016 Leon Works Expo	Action Complete	12/13/2016	At the Board's December 13, 2016 meeting, staff presented a Status Report on the 2016 Leon Works Expo and the Board directed staff to prepare a Budget Discussion Item to consider continuing to host the Leon Works Expo in 2017 and on an annual basis thereafter.
				Administration	Launched the Leon Works Junior Apprenticeship (Spring 2017).	Action In Progress	5/19/2017	From January 9th to May 19th, selected students worked in a Leon County Department shadowing and assisting a County staff member in a skilled career field that the student is interested in pursuing. In addition to gaining work experience, Junior Apprentices earn an hourly salary and elective credit towards their high school diploma. This program was launched in partnership with TCC and Leon County Schools and is coordinated by County Administration and Human Resources.
				Administration	Present Budget Discussion Item considering funding for Leon Works programs.	Action In Progress	6/20/2017	

Initiative No.	Initiative Status	Strategic Priority 1	Strategic Priority 2	Lead Department	Strategic Initiatives / Actions	Action Status	Action Completion Date	Comments
4B	In Progress	EC2 - Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation		Administration	Work with partners, such as The Kearney Center and Leon County Schools, to increase access to training programs, apprenticeships, and other programs promoting middle-skilled jobs.			
				Administration	Monthly participation in Career Luncheons at Leon County School's Success Academy at Ghazvini Learning Center.	Action Ongoing	11/02/2017	Once a month, a County staff member in a skilled career field attends the Career Luncheon to meet with a new group of 30 students and discuss what careers are available in our community if they stay in school and get their high school diploma.
				Administration	Hold meeting with The Kearney Center, CareerSource, and Office of Economic Vitality staff.	Action In Progress	Summer 2017	Staff will schedule a meeting with community partners to discuss increasing the homeless community's access to training programs, apprenticeships, and other programs promoting middle-skilled jobs.
5	Complete - Ongoing	EC4 - Grow our tourism economy, its diversity, competitiveness and economic impact.		Tourism Development	Continue to work with FSU to bid and host NCAA cross country national and regional championships at Apalachee Regional Park (ARP).			
				Tourism Development	Staff partnered with Florida State Athletics in assembling the bid to host NCAA cross country Regional and National Championships at Apalachee Regional Park. Staff included facility and community assesses to make the bid more appealing.	Action Complete	Fall 2016	Provided specific community and Apalachee Regional Park information as well as marketing materials. Supported bid assembly through securing NCAA contracted hotel rooms. Supported Florida State Athletics supporting materials including marketing, hotel rooms, park images/specs and videos.
				Tourism Development	The National Collegiate Athletic Association site selection committee announced that host team Florida State University and the Apalachee Regional Park venue will host the 2018 and 2020 South Regional as well as the 2021 NCAA D1 Cross Country Championships.	Action Complete	4/18/2017	Leon County Tourism and Parks & Recreation staff and Florida State Athletics will continue the event planning/management process for each championship event.
6	In Progress	EC2 - Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation		PLACE (OEI)	Implement the Economic Development Strategic Plan as adopted and may be revised by the Intergovernmental Agency.			
				PLACE (OEI)	The Blueprint Intergovernmental Agency Board of Directors adopted the work plan with an associated timeline and metrics for evaluation.	Action Complete	2/20/2017	
7	In Progress	EC2 - Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation		PLACE (OEI)	Complete the joint County/City disparity study and enhancements to the MWSBE program.			
				PLACE (OEI)	IA approved the negotiation of contract awardal to MGT America with the direction reduce the contract by 25%	Action Complete	2/20/2017	
				PLACE (OEI)	March - April 2017: Staff held successful negotiation and entered into a contract with MGT America for the disparity study with a 25% reduction in cost as well as revised the timeline from 18 months to 15 months.	Action Complete	4/30/2017	
				PLACE (OEI)	MGT America contract period began	Action In Progress	5/1/2017	

Initiative No.	Initiative Status	Strategic Priority 1	Strategic Priority 2	Lead Department	Strategic Initiatives / Actions	Action Status	Action Completion Date	Comments
8	In Progress	EC4 - Grow our tourism economy, its diversity, competitiveness and economic impact.		PLACE (OEV)	Expand our economic competitiveness by coordinating with regional partners to host an Americas Competitive Exchange on Innovation and Entrepreneurship (ACE) conference.			
				PLACE (OEV)	Submitted an application to host the 8th ACE. The Office of Economic Vitality serves as the lead team coordinating the application and tour.	Action Complete	2/17/2017	
				PLACE (OEV)	Award the 8th ACE Tour. Tallahassee - Leon County will serve as one of five host communities from December 3-9, 2017. The Office of Economic Vitality serves as the lead team coordinating the application and tour.	Action Complete	3/8/2017	
				PLACE (OEV)	Official announcement made that Florida will serve as the host for the next ACE Tour.	Action Complete	4/7/2017	
9	In Progress	EC1 - Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits.	EC2 - Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation.	Administration	Evaluate sun setting the Downtown CRA and correspondingly evaluate the effectiveness of the Frenchtown/Southside CRA including the County's partnership with the City.			
				Administration	Status report evaluating the sun setting of the Downtown CRA and effectiveness of the Frenchtown/Southside CRA to be presented to the Board.	Action In Progress	Summer 2017	
10	In Progress	EC4 - Grow our tourism economy, its diversity, competitiveness and economic impact.		Tourism Development	Enhance sports tourism through the exploration of an NFL Preseason game and other possible events at Doak Campbell Stadium.			
				Tourism Development	Develop a presentation to present to Florida State Athletics	Action In Progress	Summer 2017	Explore financial benefits and partnerships between Florida State Athletics and the National Football League to host a Preseason game at Doak Campbell Stadium. Staff will need to provide Economic Impacts to understand the local impact, feasibility, and estimated investment needed to secure such an event.
				Tourism Development	Meet with Florida State Athletics to present the benefits of hosting a Pre-Season NFL Game.	Action In Progress	Fall of 2017	Work with County Administration to schedule meeting with Florida State Athletics.
				Tourism Development	Identify NFL Teams that would potentially participate.	Action In Progress	Fall of 2017	
				Tourism Development	Identify potential funding sources that would support hosting an NFL Preseason game in Doak Campbell Stadium.		Fall of 2017	Staff will schedule a meeting with the Florida Sports Foundation to discuss potential grant opportunities for hosting a NFL Preseason game with out of state visitors.
				Tourism Development	Develop a presentation to present to the potential NFL teams previously identified.		Fall of 2017	
				Tourism Development	Develop a presentation for the FY19 Leon County BOCC Budget Workshop outlining Leon County budget impact.	Action In Progress	Spring 2018	
				Tourism Development	Target hosting the NFL Preseason football game in 2019 or 2020.	Action In Progress	Fall 2019	
11	In Progress	EC2 - Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation.		PLACE (OEV)	To address issues of economic segregation and diversity, evaluate establishing a micro-lending program for small, minority and women-owned businesses.			
				PLACE (OEV)	The MWSBE Division will study this opportunity as a part of the disparity study and will finalize in Year 2 of the OEV Work Plan.	Action In Progress	2018	
12	In Progress	EC1 - Do well-designed public infrastructure which supports business, attracts private investment and has long term economic benefits.	EC4 - Grow our tourism economy, its diversity, competitiveness and economic impact.	Tourism Development	Further enhance our competitiveness in attracting national and regional running championships by making additional strategic investments at the Apalachee Regional Park (ARP).			

Initiative No.	Initiative Status	Strategic Priority 1	Strategic Priority 2	Lead Department	Strategic Initiatives / Actions	Action Status	Action Completion Date	Comments
				Resource Stewardship	Construction of the Apalachee Regional Park Access Road.	Action Complete	2/7/2017	On February 7, 2017, the Board voted to award the construction of the Apalachee Regional Park Access Road Improvement to North Florida Asphalt, Inc. in the amount of \$319,328. The improved access road will also enhance the Tourism Division's efforts to secure large cross country competitions by accommodating large buses and commercial vehicles.
				Resource Stewardship	Approval of Preliminary Master Plan.	Action In Progress	Summer 2017	Prior to seeking the Board's approval of the Preliminary Master Plan, staff sought citizen input at public meetings on 1/16 and 4/17.
13	In Progress	EN1 - Protect the quality and supply of our water.	EN2 - Conserve and protect environmentally sensitive lands and our natural ecosystems.	Public Works	Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment			
				Public Works	Complete the Woodside Heights Springs Restoration Grant for Septic to Sewer Upgrade	Action In Progress	December 2019	Project is currently in design and right-of-way acquisition.
				Public Works	Provide education on proper operation and maintenance of septic tanks, and impacts to groundwater if not properly maintained.	Action In Progress	September 2021	Staff is preparing grant applications for a multi-year educational program.
				Public Works	Coordinate with Northwest Florida Water Management District on Woodville Septic to Sewer Project potentially funded through the Springs Restoration Grant Program.	Action In Progress	April 2017	Draft scope of work provided to NFWFWM.
				Public Works	Staff participation in the FDEP Onsite Sewage Treatment and Disposal Systems Committee.	Action In Progress	July 2018	July 2018 deadline for FDEP to adopt updated BMAP incorporating OSTDS Implementation Plan.
14	In Progress	EN4 - Reduce our carbon footprint.		Resource Stewardship	Develop strategies to increase recycling and reuse rates.			
				Resource Stewardship	Conduct an updated waste composition study	Action In Progress	Winter 2017	Utilize a third-party consultant
				Resource Stewardship	Develop outreach and education to touch all unincorporated commercial properties which do not currently have a recycling account		Winter 2017	Estimated to be approximately 115 accounts
15	In Progress	EN3 - Promote orderly growth and sustainable practices.		Public Works	Implement the Apalachee Landfill closure process in an environmentally sensitive manner which complements the master planning for the site.			
				Public Works	Identify cost savings projects that Staff can perform internally to eliminate expenses associated with Closure Construction.	Action In Progress	June 2017	
				Public Works	Work with DEP to modify Closure Construction requirements associated with the Geosynthetic Liner between the Cells D and Class Three south.	Action In Progress	June 2017	
				Public Works	Amend the Closure bid Documents in accordance with completed cost savings projects.	Action In Progress	June 2017	
				Public Works	Coordination between Closure Requirements and Master Planning projects. Make sure the Closure documentation reflects Master Planning requirements.	Action in Progress		
				Public Works	Agenda item requesting Board approval to award the Closure Construction Contract.	Action In Progress	July 2017 - September 2017	
				Public Works	Public Meeting to advise citizens of the expectations during the closure construction		TBD	
				Public Works	Agenda item to advise the Board of status update on the Closure Status.		TBD	
				Public Works	Agenda item to advise the Board of the DEP Certified Completion of the Closure.		TBD	
16	In Progress	EN3 - Promote orderly growth and sustainable practices.		Resource Stewardship	Convene the Leon County Sustainable Communities summit on a bi-annual basis.			
				Resource Stewardship	Host the 2017 Summit themed "Exploring Our Backyard"	Action Complete	2/18/2017	Event included an industry workshop for 50 stakeholders on 2/8/17 and a community conference for 220 participants on 2/18/17
				Resource Stewardship	Identify theme and event structure through stakeholder meetings	Action In Progress	January 2018	
				Resource Stewardship	Host the 2019 Summit			

Initiative No.	Initiative Status	Strategic Priority 1	Strategic Priority 2	Lead Department	Strategic Initiatives / Actions	Action Status	Action Completion Date	Comments
17	In Progress	EN3 - Promote orderly growth and sustainable practices.		PLACE (Planning)	In partnership with the Canopy Roads Committee, update the long term management plan for the Canopy Roads including an active tree planting program.			
				PLACE (Planning)	Budget Workshop item to consider funding to partner with the Canopy Roads Citizen Committee in implementing an aggressive long term tree planting program that will support the County's Target to plant 1,000 trees along the canopy roads by the end of FY 2021.	Action Complete	4/25/2017	During the April 25, 2017 Budget Workshop, the Board voted to include \$75,000 in the FY 2018 preliminary budget to develop an active tree planting program that will support the County's Target to plant 1,000 of trees in canopy roads.
				PLACE (Planning)	In coordination with Public Works and the Canopy Road Citizen Committee, establish goals for the update of the Canopy Road Management Plan, including identification of target areas for replanting within the Canopy Road Protection Zones.	Action In Progress	October 2017	
				PLACE (Planning)	City and County adoption of the revised management plan		October 2018	
18	In Progress	EN3 - Promote orderly growth and sustainable practices.		PLACE (Planning)	Complete an evaluation of transportation fee alternatives to replace the existing concurrency management system of mobility fees.			
				PLACE (Planning)	Conduct RFP for consultant selection.	Action Complete	March 2017	
				PLACE (Planning)	Complete Phase 1 stakeholder outreach and analysis and present to Commissions to direct consultant on the desired methodology.	Action In Progress	December 2017	
				PLACE (Planning)	Complete Phase 2, which entails developing methodology and adoption of any necessary ordinances.	Action In Progress	December 2018	
19	In Progress	EN4 - Reduce our carbon footprint.		Resource Stewardship	Successfully launch a commercial and residential Property Assessed Clean Energy (PACE) program and identify opportunities, including the Leon County Spring Home Expo, to train industry professionals on sustainable building practices for participation in the PACE program.			
				Resource Stewardship	Board approval to join the FL Resiliency & Energy District (FRED) PACE Program enabling FDFC to operate a PACE program.	Action Complete	2/7/2017	
				Resource Stewardship	Formally launch the FDFC PACE Program.	Action In Progress	Summer 2017	
				Resource Stewardship	Ensure vendor participation in the Spring Home Expo	Action In Progress	Spring 2018	Program not launched in time to promote for the 2017 event. All providers will be asked to participate in future events.
20	In Progress	EN2 - Conserve and protect environmentally sensitive lands and our natural ecosystems.		Resource Stewardship	Add environmental education kiosks, trail markings/mapping at Greenways and Parks.			
				Resource Stewardship	Establish standard design and kiosk appearance	Action Complete	February 2017	Design completed 2/17. Future purchases will follow design standard.
				Resource Stewardship	Generate site specific collateral such as maps	Action Complete	May 2017	
				Resource Stewardship	Inventory all existing kiosks and establish priority for new kiosks, funding needs and implementation sequence.	Action In Progress	June 2017	
				Resource Stewardship	Conduct trail assessment for Alford Greenway to determine trail markings, related signage, and mapping	Action In Progress	Winter 2017	Project will be bid to contract with a outside vendor with the expertise in trail assessments and trail construction elements
				Resource Stewardship	Create formal trail marking and mapping for Fred George Greenway		Spring 2018	Scope is less complex than J R Alford. Project may be conducted with outside vendor or in house, yet to be determined.

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21	In Progress	EN4 - Reduce our carbon footprint.		Resource Stewardship	Explore new opportunities for solar on County facilities.			
				Resource Stewardship	Identify best opportunities and top priorities for solar	Action Complete	January 2017	A mix of sites including stormwater ponds were reviewed.
				Resource Stewardship	Consultant to expand on 2009 solar study to include newly identified locations.	Action Complete	February 2017	
				Resource Stewardship	Board consideration of priorities and funding	Action In Progress	June 2017	To be included in budget workshop
22	In Progress	EN1 - Protect the quality and supply of our water.		Public Works	Support the protection of Lake Talquin.			
				Public Works	Monitor FDEP development of a Total Maximum Daily Load for the Ochlockonee River and Lake Talquin to protect and restore the resource.	Action In Progress	December 2017	Draft TMDL presented at February public hearing; challenged by the State of Georgia and BASF
				Public Works	Obtain additional water quality samples to determine what, if any, further actions are needed for the Leon County discharges directly into Lake Talquin.	Action In Progress	December 2017	Water quality sampling to date indicates no further improvements from Leon County are achievable. FDEP has tentatively agreed to a cooperative program to investigate OSTDS effects.
23					Reduce nitrogen impacts in the PSPZ (primary springs protection zone) by identifying cost effective and financially feasible ways including:			
23A	In Progress	EN1 - Protect the quality and supply of our water.	EN2 - Conserve and protect environmentally sensitive lands and our natural ecosystems.	Public Works	Develop a septic tank replacement program.			
				Public Works	Use permit process to identify septic tanks (OSTDS) requiring repair or upgrade. Develop local grant program to upgrade replacement systems to high nitrogen removing systems at no additional expense to property owner.	Action In Progress	December 2017	The Board previously adopted the Strategy to use passive nitrogen-reducing OSTDS technology to assist residents. This technology is still under review by the Florida Dept. of Health.
23B	In Progress	EN1 - Protect the quality and supply of our water.	EN2 - Conserve and protect environmentally sensitive lands and our natural ecosystems.	Public Works	Evaluate requiring advanced wastewater treatment (AWT) for new construction.			
				Public Works	Identify impacts of requiring nitrogen-reducing OSTDS or connection to the City of Tallahassee advanced wastewater treatment system for any new construction.	Action In Progress	December 2017	The Board previously adopted the Strategy to use passive nitrogen-reducing OSTDS technology to assist residents. This technology is still under review by the Florida Dept. of Health.
24					Continue to expand recreational amenities to include:			
24A	In Progress	Q1 - Maintain and enhance our parks and recreational offerings and green spaces.	Q6 - Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.	Resource Stewardship	Develop a master plan for the Apalachee Regional Park.			
				Resource Stewardship	Conduct study to determine scope and supply source to extend water main for future facility development.	Action Complete	Fall 2016	Study complete, final action pending siting of restroom facilities.
				Resource Stewardship	Board approval of bid award for paving a portion of the western most access road	Action Complete	2/7/2017	Construction has commenced.
				Resource Stewardship	Approval of Preliminary Master Plan, seeking public input and Board approval.	Action In Progress	Summer 2017	First public meeting 1/16, second public meeting 4/17.
				Resource Stewardship	Final Master Plan, develop scope, sequence and estimate cost to implement Master Plan		TBD	Sequencing dependent on timeline of Landfill closure
				Resource Stewardship	BCC consideration of funding requests for build out of master plan, operational equipment, and operating staff support.	Action In Progress	Associated budget cycles	FY18 equipment request, FY19 staffing request to support ORS and Tourism

Initiative No.	Initiative Status	Strategic Priority 1	Strategic Priority 2	Lead Department	Strategic Initiatives / Actions	Action Status	Action Completion Date	Comments
24B	Complete - Ongoing	Q1 - Maintain and enhance our parks and recreational offerings and green spaces.	Q6 - Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.	Resource Stewardship	Develop a program to establish a signature landscaping feature with a regular blooming season.			
				Resource Stewardship	Engage landscape and horticulture experts to identify proposed plant(s) and site(s).	Action Complete	Spring 2017	Staff engaged several experts and agencies including Scott Davis, Ranger and Biologist with St. Marks National Wildlife Refuge; Jennifer Carver and David Copps with Florida Communities Trust (FCT), Florida Department of Environmental Protection; University of Florida/IFAS; and the City/County Urban Forester to vet ideas and approaches for successful implementation.
				Resource Stewardship	Provide status report to BOCC on proposed approach.	Action Complete	April 25, 2017	At the April Budget Workshop, the Board approved \$35,000 in the FY 2018 budget to establish a signature landscape feature (southern crab apple trees), with a regular blooming season at Pedrick Pond Park.
				Resource Stewardship	Implement planting		TBD	
				Resource Stewardship	Generate educational material to target area citizens and develop outreach for potential tourists.		TBD	Marketing to tourists will be delayed until growth of plantings reach notable size
24C	In Progress	Q1 - Maintain and enhance our parks and recreational offerings and green spaces.	Q6 - Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.	PLACE (Blueprint)	Implement the Tallahassee-Leon County Greenways Master Plan.			
				Resource Stewardship	Board approval of Designation Agreement with FDEP for the Lake Jackson Paddling Trail	Action Complete	September 2016	Considered part of "Other Greenway Projects" (Page 114 of the Master Plan)
				PLACE (Blueprint)	At the February 2017 Intergovernmental Agency Board meeting, the IA Board approved funding the planning and design of five greenways projects included in the Greenways Master Plan: 1) Integrated Bike Route and Greenways Implementation Plan 2) Lake Jackson South Greenway 3) Thomasville Road Greenway 4) Capital Circle Southwest Greenway 5) University Greenway	Action Complete	February 2017	
				Resource Stewardship	Installation of signage for Lake Jackson Blueway	Action Complete	April 2017	
				Resource Stewardship	BCC consideration of funding requests for staff to support the opening of additional greenway acreage.	Action In Progress	June 2017	Greenway lands include: 160 acres of the parent parcel at St Marks, 150 acres of the parent parcel at Fred George, and 32 acres of trails at the parent parcel at NE park.
				PLACE (Blueprint)	Conduct RFP for Integrated Bike Route and Greenways Implementation Plan in coordination with the CRTPA and PLACE (Planning).	Action In Progress	September 2017	

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24D	In Progress	Q1 - Maintain and enhance our parks and recreational offerings and green spaces.	Q6 - Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.	Resource Stewardship	Evaluate additional trail expansion opportunities.			
				Resource Stewardship	Develop temporary trail system at NE Park	Action Complete	January 2017	Host stakeholder meeting with representatives of cross country, trail running and biking. Staff cut trails and removed debris.
				Administration	Convened Nature Coast Regional Trail Meeting.	Action Complete	5/25/2017	In partnership with the Florida Greenways & Trails Foundation, staff convened a meeting of county administrators and staff from counties along the proposed Nature Coast Regional Connector Trail.
				Resource Stewardship	Construction of trail head for NE Park	Action In Progress	Spring 2017	Vegetative Management Permit required. Bid award is anticipated to fall within the thresholds for approval by the County Administrator.
				Resource Stewardship	Board approval of bid award for construction of St. Marks Headwaters Greenway trail head and 3 miles of trail	Action In Progress	June 2017	Bid being released in mid-March 2017 with 30 days for review. St. Marks Headwaters Greenway is one of the connection points in the Lafayette Greenway Project and is currently not open to the public
				Resource Stewardship	Design and Permit Phase II of the St. Marks Headwaters Greenway including 4 miles of trail	Action In Progress	Spring 2019	Notice to proceed given spring 2017, 18 to 24 months to complete. Phase II includes a trail head on Buck Lake Rd with approximately 30 parking spaces; permanent restroom; construction of two boardwalks and a pedestrian bridge; and approximately 4 miles of trails
				Resource Stewardship	Conduct trail assessment for Alford Greenway to determine trail markings, related signage, and mapping	Action In Progress	Winter 2017	Project will be bid to contract with a outside vendor with the expertise in trail assessments and trail construction elements
				Resource Stewardship	Host public meetings to refine scope and award bid for St. Marks Headwaters Greenway Phase II	TBD	Spring 2019	Design and permitting is anticipated to take 18 to 24 months, beginning spring 2017.
24E	In Progress	Q1 - Maintain and enhance our parks and recreational offerings and green spaces.	Q6 - Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.	PLACE (Planning)	Work with partners to utilize rights-of-way and utility easements to further expand the trail system.			
				PLACE (Planning)	Planning will support Blueprint in implementing the Greenways Master Plan by identifying partnership opportunities as part of new development or redevelopment within the community.	Action in Progress	Ongoing	Implementing the Greenways Master Plan is an on-going project receiving an annual funding allocation through the penny sales tax extension between 2020 -2039.
24F	In Progress	Q1 - Maintain and enhance our parks and recreational offerings and green spaces.	Q6 - Promote livability, health and sense of community by enhancing mobility, encouraging human scale development, and creating public spaces for people.	Resource Stewardship	Identify opportunities to create dog parks in the unincorporated area.			
				Resource Stewardship	Approval of Preliminary Master Plan for Apalachee Regional Park, which includes a dog park.	Action In Progress	4/25/2017	As a component of the budget workshop.
				Resource Stewardship	Approval of status report identifying potential sites and opportunities.	Action In Progress	6/13/2017	As a component of the budget workshop.

Initiative No.	Initiative Status	Strategic Priority 1	Strategic Priority 2	Lead Department	Strategic Initiatives / Actions	Action Status	Action Completion Date	Comments
25	In Progress	Q5 - Support strong neighborhoods.		PLACE (Planning)	Complete a comprehensive review and revision to the Land Use Element of the Comprehensive Plan, including a review of inclusionary housing.			
				PLACE (Planning)	Community Survey and Outreach on Draft Community Values.	Action In Progress	August 2017	
				PLACE (Planning)	Develop Draft Goals and Related Public Engagement.	Action In Progress	September 2017	
				PLACE (Planning)	Developing Draft Implementing Objectives 7 Policies & Related Public Engagement.	Action In Progress	December 2017	
				PLACE (Planning)	Refinement of Draft Element.	Action In Progress	March 2018	
				PLACE (Planning)	Submit Comp Plan Amendment.	Action In Progress	May 2018	
26	Complete - Ongoing	Q3 - Provide essential public safety infrastructure and services.		EMS	Continue to evaluate emergency medical response strategies to improve medical outcomes and survival rates.			
				EMS	Implement additional data sharing systems with TMH & CRMC	Action In Progress	Summer 2017	
				EMS	Participate in the CARES Cardiac Arrest Registry	Action In Progress	Spring 2017	
				EMS	Implement new stroke patient treatment protocol	Action In Progress	Spring 2017	
				EMS	Complete a comprehensive Medical Protocol Update	Action In Progress	Summer 2020	Coincides with release of American Heart Association recommendations
				EMS	Partner with Captial Area Healthy Start Coalition to provide infant CPR training programs to high-risk expectant mothers	Action In Progress	01/01/2017	First course offered in January 2017, will be ongoing partnership adjusted with participation levels.
				EMS	Provide community risk reduction programs such as CPR and AED training	Action Ongoing	Ongoing	
				EMS	Continue participation in the Tallahassee Care Consortium	Action Ongoing	Ongoing	
				EMS	Continue participation with the multi-disciplinary quality meetings at TMH & CRMC	Action Ongoing	Ongoing	
27	In Progress	Q4 - Support and promote access to basic health and welfare services to our community members most in need.		Human Services & Community Partnerships	Work with the City of Tallahassee to develop a new CHSP process in-light of the United Way's decision to conduct a separate funds distribution process.			
				Human Services & Community Partnerships	Meeting with the City and human services agencies to develop a new CHSP process.	Action In Progress	5/15/2017	
				Human Services & Community Partnerships	An MOU between the County and City memorializing commitment to the CHSP process will be brought before the Board in July.	Action In Progress	7/11/2017	An agenda item will be presented to the Board on CHSP modifications.

Initiative No.	Initiative Status	Strategic Priority 1	Strategic Priority 2	Lead Department	Strategic Initiatives / Actions	Action Status	Action Completion Date	Comments
28	In Progress	Q4 - Support and promote access to basic health and welfare services to our community members most in need.	Q5 - Support strong neighborhoods.	Human Services & Community Partnerships	Support the Joint County-City Affordable Housing Work Group's efforts to develop a holistic plan for the redevelopment of a multi-family affordable housing project and identification of additional transitional housing opportunities through community partnerships.			
				Human Services & Community Partnerships	Approval to Enter into an Agreement with the Florida Housing Coalition for Research and Analysis in Support of the Tallahassee-Leon County Affordable Housing Workgroup, to be funded equally by Leon County and the City of Tallahassee	Action Complete	1/24/2017	At the January 24, 2017 regular meeting, the Board approve the County Administrator to enter into an Agreement with the Florida Housing Coalition jointly with the City of Tallahassee. The Board also authorized the use of \$11,250 from the General Revenue Contingency Account and approved the associated Budget Amendment.
				Human Services & Community Partnerships	Tallahassee-Leon County Affordable Housing Workgroup Status Report.	Action Complete	5/23/2017	The Board approved the Workgroup's recommendation to invite Purpose Built Communities to assist in the redevelopment of Orange Avenue Apartments and the surrounding neighborhoods. Additionally, The Board Scheduled a joint workshop with the City to consider the Workgroup's final report and recommendations.
				Human Services & Community Partnerships	Presentation of the Joint County-City Affordable Housing Work Group.	Action In Progress	October or November 2017	The Workgroup's initial plan will be completed no later than June 30, 2017 and will be presented during a joint workshop.
29					Continue to serve our seniors through programs and partnerships, including:			
29A	Complete - Ongoing	Q4 - Support and promote access to basic health and welfare services to our community members most in need.		Community & Media Relations	As Florida's first Dementia Caring Community, support the Florida Department of Elder Affairs in the further development of the pilot program, provide enhanced paramedic training and engage local partners in making the County a more dementia-friendly community.			
				EMS	Dementia sensitivity training for paramedics and emergency medical technicians in Emergency Medical Services (EMS).	Action Ongoing	August 2016	Four dementia sensitivity training sessions were held in August 2016 for EMS paramedics and emergency medical technicians. The trainings were led by Florida Department of Elder Affairs staff and featured area medical professionals. The newly developed curriculum will now reinforce the existing dementia-training offered to EMS, and will be a future training requirement of all new EMS members.
				Community & Media Relations	Public education campaign to increase awareness of dementia and the available dementia services throughout the community.	Action Ongoing	August 2016	Leon County has continued public information efforts on social media, website, television, printed promotion, and radio and is ready to assist with any further public information efforts, as directed by the Florida Department of Elder Affairs.
29B	In Progress	Q4 - Support and promote access to basic health and welfare services to our community members most in need.		Resource Stewardship	Exploring opportunities to address fraud/scams targeted towards seniors.			
				Resource Stewardship	Establish opportunity for routine shredding of sensitive documents in conjunction with senior programming at Community Centers	Action In Progress	July 2017	Staff will arrange shredding service and co-promote with Senior Outreach Program. Service to occur at least twice at all six Program sites.
				Resource Stewardship	Work with the Senior Outreach Program to include Fraud/Scam speakers at Lunch N Learns	Action In Progress	TBD	
				Resource Stewardship	Explore the potential of hosting special workshops at each Community Center in conjunction with the Senior Outreach Program	Action In Progress	TBD	[If needed, use this space for additional details about an Action]

Initiative No.	Initiative Status	Strategic Priority 1	Strategic Priority 2	Lead Department	Strategic Initiatives / Actions	Action Status	Action Completion Date	Comments
29C	Complete - Ongoing	Q4 - Support and promote access to basic health and welfare services to our community members most in need.	EC4 - Grow our tourism economy, its diversity, competitiveness and economic impact.	Tourism Development	To continue to support Choose Tallahassee's efforts to market our community as a retirement destination.			
				Tourism Development	Meet with the Choose Tallahassee newly formed board and develop an understanding of their new marketing direction.	Action In Progress	Spring 2017	The newly formed executive committee is working to reform the Choose Tallahassee efforts and strategic direction. Staff is supporting with marketing expertise and guidance.
				Tourism Development	Continue to meet with Choose Tallahassee executive committee and full board as scheduled.	Action In Progress	Ongoing	Continue to support the efforts of Choose Tallahassee in marketing to retirees. Tourism provides administrative support through tourism staff and \$10,000 in advertising (i.e, marketing analysis, meeting minutes and notices, maintaininag the inquiry database, fulfilling telephone, mail and email inquiries, etc.).
30	In Progress	Q4 - Support and promote access to basic health and welfare services to our community members most in need.		Intervention and Detention Alternatives	Identify and evaluate pretrial alternatives to incarceration for low level and non-violent offenders through regional partnerships and state and national efforts, including data-driven justice initiatives.			
				Administration	Wanda Hunter, Assistant County Administrator, was a speaker on the panel discussion "Overcoming Barriers to Integrate and Share Justice and Health Data" at the 2017 NACo Legislative Conference in Washington, D.C.	Action Complete	2/27/2017	The panel discussion focused on using data and analysis to reduce incarceration. Topics included how to overcome challenges surrounding the sharing of justice, health and behavioral health information as well as different approaches to data integration, system sharing and analysis that can improve decision making across county systems.
				Intervention and Detention Alternatives	Completed training with NAMI (National Alliance on Mental Illness) for staff development regarding management of offenders with mental health illness.	Action Complete	3/2/2017	
				Intervention and Detention Alternatives	Scheduled 2-1-1 Big Bend to provide staff development on suicide prevention based on literature that individuals in the criminal justice system have a higher rate of suicide.	Action Complete	3/6/2017	
				Intervention and Detention Alternatives	Preparation of an agenda item for approval of a publication for distribution to citizens identifying mental health services in the community.	Action In Progress	3/15/2017	
				Intervention and Detention Alternatives	Continued participation in Data Driven Justice biweekly telephone conferences.	Action In Progress	Ongoing	
31	In Progress	Q7 - Assist local veterans and their dependents with securing entitled benefits and advocating their interests.		Human Services & Community Partnerships	Work with community partners to expand appreciation of local veterans including recognition of National Pearl Harbor Remembrance Day.			
				Human Services & Community Partnerships	Budget Discussion Item on Community Partnership to Recognize National Pearl Harbor Remembrance Day	Action in Progress	6/13/2017	
32	In Progress	Q3 - Provide essential public safety infrastructure and services.		Public Works	Increase safety in the unincorporated area through the development of a new street lighting program and evaluation of the need for additional signage.			
				Public Works	Develop the Street Lighting Eligibility Criteria and Implementation Policy for Board Approval	Action Complete	2/7/2017	On February 7, 2017, the Board adopted the proposed Policy, "Street Lighting Eligibility Criteria and Implementation."
					Consideration of recommended street lighting projects for FY2018.	Action In Progress	June 2017	
					Installation of the street lights on the six (6) proposed intersections for FY2017.	Action In Progress		
33	In Progress	Q3 - Provide essential public safety infrastructure and services.	Q4 - Support and promote access to basic health and welfare services to our community members most in need.	Animal Control	Improve pet overpopulation by engaging vested community partners in the implementation of spay and neutering strategies.			

Initiative No.	Initiative Status	Strategic Priority 1	Strategic Priority 2	Lead Department	Strategic Initiatives / Actions	Action Status	Action Completion Date	Comments
				Animal Control	Assist community partners with distribution of low/no cost spay and neutering vouchers	Action In Progress	Ongoing	
				Animal Control	Implement neighborhood sweeps to provide education and voucher disbursements	Action In Progress	Spring 2017	Will begin in Spring 2017 and then will be ongoing.
				Animal Control	Convene and assist community partners with the implementation of additional efforts aimed at increasing availability of spay and neutering services	Action In Progress	Spring 2018	
34	Complete - Ongoing	Q4 - Support and promote access to basic health and welfare services to our community members most in need.		Human Services & Community Partnerships	Continue County support of primary healthcare through participation in Carenet in order to increase access to affordable healthcare for those in need.			
				Human Services & Community Partnerships	Budget Discussion Item on the Healthcare Competitive Provider Reimbursement Pool	Action Complete	4/25/2017	At the April 2017 Budget Workshop, the Board directed staff to implement the following staff recommendations: * Define the types of patient visits eligible for reimbursement in the Healthcare Competitive Provider Reimbursement Pool in the FY 2018 contracts with Bond Community Health Center, Neighborhood Medical Center, and Apalachee Center, Inc. * Include provisions in the FY 2018 contracts with Bond Community Health Center, Neighborhood Medical Center, and Apalachee Center, Inc. in which repayment to the County would be required. * Include \$50,000 for enhancements to the HSCP Management System in the FY 2018 Preliminary Budget. * Maintain the current level of funding for overall healthcare services at \$1,739,582 for FY 2018. * Continue to utilize the Healthcare Competitive Provider Reimbursement Pool model.
				Human Services & Community Partnerships	Approval of Revised Contract Agreements with Healthcare Providers	Action in Progress	9/26/2017	
35	In Progress	Q2 - Provide relevant library offerings which promote literacy, life-long learning and social equity.		Library Services	Explore opportunities to increase to high speed internet access through a "mobile hot spot" library lending program.			
				Library Services	Study and research the topic, including similar initiatives in other counties, costs and equipment.	Action Complete	4/18/2017	
				Library Services	Budget Workshop item to consider establishing a Pilot Mobile Hotspots Library Lending Program that allows checking out hotspots for library users without internet access at home.	Action Complete	4/25/2017	During the April 25, 2017 Budget Workshop, the Board voted to include \$13,250 in the Proposed FY 2018 for a Pilot Mobile Hotspot Library Lending Program.

Initiative No.	Initiative Status	Strategic Priority 1	Strategic Priority 2	Lead Department	Strategic Initiatives / Actions	Action Status	Action Completion Date	Comments
36	Complete - Ongoing	G1 - Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service.	G3 - Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community.	Community & Media Relations	Alongside community partners, engage citizens of diverse backgrounds, education, and age on issues that matter most to them through the Citizen Engagement Series and Club of Honest Citizens.			
				Community & Media Relations	Staff hosted first Club of Honest Citizens Created Equal event with 600 residents in attendance.	Action Complete	1/11/2017	
				Community & Media Relations	Staff hosted the Citizen Engagement Series event "Prepare Now. When Disaster Strikes, It's Too Late to Plan" as part of Hurricane Season kick-off.	Action Complete	5/31/2017	
				Community & Media Relations	Library Lecture Series will take place in April, May, August and Fall 2017.	Action In Progress		
37	In Progress	G1 - Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service.		Administration	Continue to Support Commissioner Desloge during his term as NACo President.			
				Administration	Hosted the NACo Fall Board meeting in December 2016	Action Complete	12/10/2016	
				Administration	Assist Commissioner Desloge as needed during NACo 2017 Legislative Conference	Action Complete	1/1/2017	
				Administration	Assist Commissioner Desloge as needed during NACo 2017 Annual Conference	Action In Progress	7/24/2017	
38	In Progress	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.		Administration	In accordance with the Leon County Charter, convene a Charter Review Committee to review the Leon County Home Rule Charter and propose any amendments or revisions which may be advisable for placement on the general election ballot.			
				Administration	Workshop on Establishment of a Citizen Charter Review Committee (CCRC)	Action Complete	4/4/2017	The workshop provided an overview of the proposed charter review process as well as options and recommendations regarding the establishment of a CCRC by November 6, 2017.
				Administration	Staff will prepare an agenda item for the Board to make appointments to the CCRC.		10/10/2017	
				Administration	Board workshop to consider final report of the CCRC and consider any Board proposed amendments		4/3/2018	
				Administration	Public education campaign on proposed charter amendments.		August 2017 - November 2017	
				Administration	Public hearings for proposed charter amendments.		8/21/2018	
39	In Progress	G2 - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value.		Information & Technology	Implement migration from Groupwise to Microsoft Outlook to better integrate with other software applications that utilize automated notifications, workflows and approvals.			
				Information & Technology	Budget proposal on migration to Microsoft Outlook.	Action In Progress	6/13/2017	
				Information & Technology	Secure services for Active Directory health check and readiness for O365 migration	Action In Progress	Summer 2017	
				Information & Technology	Finalize Implementation and Training Plan for IT staff.	Action In Progress	Summer 2017	
				Information & Technology	Sign for licensing.	Action In Progress	Summer 2017	
				Information & Technology	Launch Migration/Implementation Configuration	Launch Configuration		
40	In Progress	G2 - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value.		Information & Technology	Continue the deployment of an updated permitting system that is modernized to use mobile and online technologies.			

Initiative No.	Initiative Status	Strategic Priority 1	Strategic Priority 2	Lead Department	Strategic Initiatives / Actions	Action Status	Action Completion Date	Comments
				Information & Technology	Implementation of the new Accela Citizen Access (ACA) permit tracking and enforcement software including the mobile application for Building Inspection staff.	Action In Progress	1/9/2017	Continued training, process improvements and report creation are still in progress. GIS interface being finalized.
				Information & Technology	Deployment of smart phones and new tablet field devices	Action Complete	December 2016	All inspectors outfitted with new devices.
				Information & Technology	Launch of ACA mobile app for public use.	Action In Progress	December 2017	Working with the vendor to implement.
41	Complete - Ongoing	G4 - Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices.		Human Resources	Continue County sponsorship of employees' participation in the Certified Public Manager training.			
				Human Resources	Identify new employees biannually to participate in the Certified Public Manager Program.	Action Ongoing	Ongoing	Currently, there are three employees participating in the CPM program. As this certification continues to be an ongoing program, a new group of employees will be identified this year to begin CPM training in the Fall.
42	In Progress	G1 - Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service.		Administration	Seek opportunities for partnerships through NACo and FAC's enterprise programs.			
				Human Services & Community Partnerships	Leon County continues to participate in the NACo's Live Healthy Program which offers residents prescription, dental, and other health discounts at no cost or for a small monthly fee.	Action Ongoing	Ongoing	
				Administration	County Administration continues to regularly discuss and evaluate new opportunities for partnership through their respective enterprise programs.	Action Ongoing	Ongoing	

Initiative No.	Initiative Status	Strategic Priority 1	Strategic Priority 2	Lead Department	Strategic Initiatives / Actions	Action Status	Action Completion Date	Comments
43	In Progress	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.		Administration	Continue to explore opportunities for efficiency and cost savings through intergovernmental functional consolidation where appropriate.			
				Administration	Status report on the potential for consolidation of animal services between the City and County.	Action Complete	July 2018	At the Board's May 9, 2017 meeting, staff presented a status report on the evaluation of having Animal Control officers dispatched centrally from the Consolidated Dispatch Agency (CDA), as well as the overall consolidation of animal control and/or animal shelter operations. Several preliminary meetings with City staff were conducted to discuss this matter. However, at this point in time, City staff has indicated that the City has other higher priorities it is focused on and is unable to commit the resources to discuss this issue further. County staff has indicated that we are always open to the discussion in the future when the City is able to commit the resources.
44	In Progress	G4 - Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices.		Financial Stewardship	Evaluate establishing a living wage for County employees and continue to provide opportunities for industry certifications and training for those employees in skilled craft, paraprofessional, and technician positions.			
				Financial Stewardship	A Budget Discussion item regarding implementing a living wage for County employees was presented to the Board at the April 2017 Budget Workshop.	Action In Progress	4/25/2017	At the April 2017 Budget Workshop, the Board voted to include \$135,720 in the FY 2018 Preliminary Budget, to bring the lowest paid employees to a living wage of \$12.00/hour. This new living wage will become effective October 1, 2017.
				Human Resources	Identify opportunities to partner with higher learning educational schools who offer skilled craft, paraprofessional and technical training.	Action Ongoing		

Leon County Board of County Commissioners

Budget Workshop Item #2

June 20, 2017

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Fiscal Year 2018 Preliminary Budget Overview

Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator Ken Morris, Assistant County Administrator
Lead Staff/ Project Team:	Scott Ross, Director, Office of Financial Stewardship Tim Barden, Budget Manager

Statement of Issue:

This agenda item seeks Board guidance on preparing the FY 2018 Tentative Budget for presentation at the first Public Hearing on the FY 2018 Tentative Budget on September 12, 2017, at 6:00 PM.

Fiscal Impact:

This item has a fiscal impact and establishes Board direction in developing the FY 2018 Tentative Budget.

Staff Recommendation:

Option #1: Accept staff's report on the preliminary budget overview.

Option #2: Pursuant to Leon County Policy No. 13-1, "Sidewalk Eligibility Criteria and Implementation" approve adding Gum Road between Aenon Church Road to Capital Circle Southwest to the sidewalk priority list.

Option #3: Approve revisions to Policy 14-2, "Criteria for the Placement of Fire Hydrants on Current Water Systems" establishing a matching program with neighborhoods for the installation of fire hydrants.

Report and Discussion

Executive Budget Summary:

Subsequent to the April 26, 2017 Budget Workshop, the Florida Legislature approved a November 2018 ballot initiative to consider establishing an additional \$25,000 homestead exemption. If passed, beginning in FY2020 the referendum increases the current \$50,000 homestead exemption to \$75,000 and would immediately reduce County tax collections by \$7.2 million recurring annually. A separate budget discussion item regarding the additional property tax exemption and fiscal plan options to address the impacts follows this item. The FY2018 preliminary budget may be impacted depending upon Board direction regarding the fiscal plan option selected.

As presented, the preliminary FY 2018 budget totals \$253,602,980 which reflects a 3.04% percent increase from FY 2017. The FY2018 budget is tentatively balanced as follows:

- No change in either the Countywide Millage Rate of 8.3144 mills or the 0.5 EMS MSTU with an increase in property values of 4.8% Countywide.
- Several million dollars in cost avoidance and budget reductions identified through the County's Employee Awards program - I² (squared) and Cross Departmental Action Teams (CDATs), as well as, through competitive procurements, innovative approaches to facility capital maintenance, and leveraging financial markets to reduce debt costs.
- Constant use of \$2.5 million in general fund balance reduced from \$5.0 million at the height of the recession.
- A capital improvement program focused on the maintenance of existing infrastructure supported by an increase in general revenue transfer to \$3.9 million from the current \$3.0 million increased from no funds being transferred at the height of the recession.
- The addition of 1.0 general revenue supported FTE to support 754 new acres of the St. Marks Greenway.
- 1.0 Mosquito Control Crew Chief to paid for through a realignment of existing resources in the Mosquito Control program with no increase in general revenue to support this position.
- The addition of 6.0 FTEs (one half crew) supported by dedicated EMS revenues.
- Funding to support specific Strategic Initiatives, including: A living wage of \$12.00/hr for our lowest paid employees, enhanced funding for trees on the canopy roads, funding for a signature landscaping feature at Pedrick Park, continued funding for LeonWorks, a Library pilot hot spot lending program and recognizing National Pearl Harbor Remembrance Day through a partnership with Honor Flight.
- Support for all Constitutional Officer budget requests. The Sheriff's 4.5% overall increase funds the last year of the three year pay plan adjustment and 12 new positions (four patrol deputies, a Deputy Bailiff, three non-sworn employees in Law Enforcement, and four non-sworn positions for the jail). One-time additional support for the replacement of high mileage patrol vehicles is included in the County's capital program.
- CRA payment of \$2.882 million which is an increase of \$486,012.
- Level funding for Primary Healthcare, CHSP and all outside agencies.

- Funding for all amenities at the Apalachee Regional cross country running course to support the NCAA Tournament in 2021 paid for with Tourist Development Taxes.

Background:

Historical Context and Budget Development Parameters

(Note: Some of the following “Historical Context and Budget Development Parameters” overview section was previously provided to the Board as part of the April 26, 2017 Budget Workshop materials. This overview continues to provide a relevant framework in which the June 20, 2017 Budget Workshop materials have been prepared.)

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.

In considering the development of the FY 2018 budget, it is important to consider that over the last several years the County/Nation has come out of the longest and deepest recession since the Great Depression. Due to the slow economic recovery, the Board was deliberate in providing relief to citizens during the toughest years the economy was in decline and at its bottom, by not raising fees and passing on property tax savings to the community, reducing the budget by over \$61 million and eliminating 83 positions. Coming out of the recession, the Board tackled significant long-term chronic fiscal issues by authorizing increases in stormwater fees and gas taxes to significantly reduce the transportation and stormwater enterprise program’s reliance on general revenue.

The Board’s actions have provided the necessary resources to continue maintaining the County as a financially viable organization. Two years ago, the Board’s efforts were specifically recognized by the international ratings agency Fitch during the County’s last bond rating review. After the review Fitch increased the County’s capital bond rating from a ‘-AA’ with an unstable outlook, to an ‘AA’ with a stable outlook, and affirmed Leon County’s General Obligation Bond rating at ‘AA+’. As part of the review 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.”

Last month, Fitch conducted an updated financial review of Leon County. ***Fitch affirmed the General Obligation Bond rating for Leon County at ‘AA+’ with an outlook of stable.*** Since Leon County has refinanced all outstanding debt with bank loans (in order to reduce debt service costs) Fitch no longer provides a capital bond rating for Leon County.

In recognition of the continued emphasis the County places on fiscal stewardship and transparency, the FY2017-2021 Strategic Plan Governance Priority includes:

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

When benchmarked against other like sized counties, the resulting favorable ranking is one key indicator of how Leon County continues to exercise responsible stewardship of County resources and sound financial management. When compared to other like sized counties (Attachment #1: FY 2017 Mid-Year Report) Leon County:

- Maintained the lowest net operating budget (\$226 million) compared to the next lowest, Alachua (\$274 million) and the highest, St. Johns (\$391 million).
- Maintained the lowest net budget per resident (\$788) compared to the next lowest Escambia (\$884), and the highest net budget per resident St. Johns (\$1,777).
- Maintained the lowest number of employees at 6 employees/1000 residents along with Escambia and Lake County; Osceola with 7 employees/1000 Alachua, Escambia, and St. Lucie with 8 employees/1000; and the highest St. Johns with 9 employees/1000 residents.

As recognized in comparison to peer Counties, Leon County continues to focus on constraining expenditures, minimizing staffing increases to only those most critical positions, and is well-served by an overall budget and strategic planning process which provides for deliberate and reasoned fiscal planning and budget optimization.

The balance of this workshop item is presented as follows:

- FY2018 Budget Policy Guidance
- Cost Avoidance and Savings
- Revenue and Expenditure Overview
- Position Changes
- Fund Balances
- Capital Program Funding and the Five-Year Capital Improvement Program
- Infrastructure Policies and Program Updates
- Conclusion

Analysis:

FY 2018 Budget Policy Guidance

To ensure the budget is developed in a deliberate and transparent manner, the Board adopted a Budget Calendar at the January 24, 2016 meeting. Subsequent to the adoption of the Budget Calendar, at the March 7, 2017 meeting, the Board provided initial policy direction by establishing maximum discretionary funding levels, including minor adjustments to the Commission office accounts and:

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

At the April 26, 2017 Budget Workshop, the following items were addressed:

- Leon County Medical Examiner Facility and Operating Contract

- A contract between the County and the District 2 Medical Examiner regarding the operation of the Medical Examiner Facility is under development
- Policy No. 98-25, “Disposition of Unclaimed and Indigent Bodies”
 - The amended policy was approved and the related fee schedule adopted
- Proposed Tourism Emerging Signature Event Grants
 - \$50,000 is included in the preliminary budget to support Emerging Signature Events
- Consideration of Establishing a Living Wage
 - \$135,720 is included in the preliminary budget to fund the implementation of the \$12.00/hour living wage
- Staff Report on the Healthcare Competitive Provider Reimbursement Pool
 - \$1,739,582 is included in the preliminary budget to fund healthcare services including the competitive reimbursement pool
 - \$50,000 is included in the preliminary budget to provide enhancements to the County Human Service Community Partnership software management system
- Annual Review of Outside Agency Contracts for Services
 - Funding in the amount of \$1,129,234 is included in the preliminary budget
- Status Update Regarding Curbside Collection Service Provided by Waste Pro, Inc. and Creation of Contract Compliance Specialist
 - Funding to hire the Contract Compliance Specialist through assessed Waste Pro liquidated damages in the current fiscal year was approved, and the position is included in the FY 2018 budget
- Authorization for the Florida Public Service Commission to Regulate Private Water and Wastewater Utilities
 - The first and only Public Hearing to transfer the regulation of private water and waste water utilities to the Public Service Commission is scheduled for June 20, 2017 at 6:00 PM
- Consideration of Funding to Support the County’s Five-Year Target to Plant 1,000 Trees in Canopy Roads
 - \$75,000 has been included in the preliminary budget to fund the first year of tree plantings
- Signature Landscaping Feature for County Parks
 - The capital program includes \$35,000 for this project to be developed at Pedric Pond Park
- Pilot Mobile Hot Spot Lending Program

- \$13,250 has been included in the Libraries operating budget to fund the pilot program

Detailed Board action and direction on these items, which were later ratified at the May 9, 2017 Board meeting, are included as Attachment #2. Based on these actions, staff has prepared the FY 2018 preliminary budget.

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 preliminary budget, County staff continually looks at efficiencies and cost avoidance throughout the year to avoid unnecessary increases in the budget and correspondingly award and recognize employee innovation. Through the County's Employee Awards program - I² (squared), to date the program has saved the County \$1,191,310 in recurring costs and \$74,801 in one-time costs (Attachment #3). Examples of some savings include:

- **Solid Waste Facility Water Savings:** The Solid Waste Management Division determined that the leachate processing and treatment at the Solid Waste Facility was not being measured properly. The number of gallons being billed versus the gallons being pumped from the facility raised concerns. By installing a new meter it was determined that the County was being overcharged for actual gallons being disposed. This resulted in annual savings of \$216,000 that is being credited back by the City of Tallahassee Utility Department.
- **Leon Trees Website (Citizen Engagement):** This project resulted from the Leon County Citizen Engagement Series with the Village Square. The project aim was to bring light to the importance of trees and their impact on the quality of life in our community by creating The Leon Trees website. Using in-house GIS staff to create the website, the County was able to save \$23,000 by not contracting with an outside vendor.
- **Water Consumption Analysis:** This project identified the cause of excessive water consumption at the B. L. Perry Branch Library. Staff analysis determined a billing error by the City of Tallahassee Utilities. The facility was being billed for two meters when only one was being used. Addressing the matter, resulted in a one-time cost recovery of \$21,528 and an annual cost savings of \$3,060.

In addition to the County employee incentive program (I²), an approximate \$4.0 million in cost savings and avoidances have been realized:

- **Approach to Building Capital Maintenance:** To mitigate the significant cost associated with equipment replacement, staff researched and has developed an alternative approach to the existing maintenance program producing cost savings of \$3.1 million over the five year planning horizon.

In developing the proposed five year capital improvement program, staff continues to focus the limited resources of the County towards maintaining our aging infrastructure. A large portion of the projected maintenance budget supports aging facilities. In particular, the County has a number of older large buildings (Jail, Sheriff's Administration, Courthouse,

Main Library and the Public Works Operation Center) that are operating with original equipment.

Historically, a separate capital project was developed for each individual facility and the anticipated costs for equipment replacement was included as part of the five year CIP. Beginning with the FY2018 budget, instead of individual facility budgets (Main Library, Courthouse etc.), projects are now being developed for building roofing, mechanical systems (e.g. HVAC), infrastructure (e.g. restrooms), and general maintenance and repairs. This is similar to how the transportation road resurfacing capital improvement program is currently managed.

Funding for these new projects is prioritized based upon which component(s) are in most need of replacement. Whereas previously in following standard industry practices working equipment may have been primarily replaced strictly based on age, Facilities Management will now take a more pro-active approach to extend the useful life and move to a more “just in time” approach to equipment replacement. This approach requires Facilities Management to continue practicing aggressive preventive maintenance and to actively manage when roofs, mechanical equipment and infrastructure will be replaced. This is a risk based approach, acknowledging that when extending the life of some components, there may be some failures that occur prematurely. If this occurs, funding and projects will be reprioritized to address these issues. Presently, premature failure may occur on mechanical components prior to them reaching their technical replacement age, and staff manages this within the exiting CIPs. Also, by extending the life of equipment, the County may be able to take advantage of improved equipment technologies that may be available in the future by extending the life of older equipment. In all circumstances, public safety will continue to remain the highest priority in helping determining project prioritization.

- **Partnerships with Career Source:** As reflected in two separate budget discussion items, staff has worked closely in leveraging the County’s relationship with Career Source to reduce the cost of the Summer Youth Training and Junior Apprenticeship programs by \$84,000.
- **Property/Liability Insurance Savings:** Due to the County’s low risk exposure, and with minimal claim fillings, the County saw premium reductions during the insurance renewal period. These savings totaled \$54,253.
- **EMS Billing Services:** The County uses a third party vendor to bill for services provided by EMS. When the contract was rebid, the incumbent vendor was the only vendor to be deemed responsive to the bid. Their bid provided lower collection costs than their previous contract, and this will provide estimated annual savings of \$100,000.
- **Landscape Mulching:** As part of the County yard waste program, mulch is produced and is available for Leon County citizens for free. This mulch is now being used at all County facilities. Previously, the County paid the landscape vendor to supply mulch, providing an estimated \$6,600 in annual savings.
- **Using the Florida Public Service Commission (PSC) to regulate private water utilities:** Recently a private water utility provider has requested a rate increase for the six water

systems they operate in the County. Based on this request the Board would need to establish a process that meets the requirement of Florida Statutes to review the proposed rate increase. The County does not have staff that can perform this detailed analysis and would have to contract with a consultant for the rate review. Inquiries with other jurisdiction indicate that these rate reviews cost approximately \$100,000 per request. By assigning jurisdiction to the PSC who has the dedicated staff to review rate changes, the County will avoid \$100,000 in consulting costs. A Public Hearing to formally make this request is scheduled for June 20, 2017 at 6:00 PM.

- **Orchard Pond Parkway Multi-Use Trail:** By working in a Public Private Partnership with the Orchard Pond LLC, for the construction of the Orchard Pond Greenway, the County acquired 123 acres of the old Orchard Pond dirt road for a multi-use trail at no cost. Using a cost of \$5,000 per acre, the County saved \$615,000 in land acquisition costs for the trail.

Cross Departmental Action Teams (CDAT)

In FY 2018, the Cross Departmental Action Teams (CDAT) convened to identify potential areas for cost savings, and process and efficiency improvements. Staff from all levels of the organization collaborates across County departmental areas to identify opportunities for costs savings. The effort is to compel and empower staff to work across departmental lines and recognize that the resources of the organization are not isolated to a singular department, but rather, there are numerous opportunities for collaboration, reductions and sharing of resources. For FY 2018, CDAT sessions identified cost savings in the amount of \$1.14 million:

- **County Operations Crews to Mitigate Costs of Baseball Field at Chaires Park:** The addition of a full size baseball field was included in FY2013 Parks and Recreation long term needs assessment. Preliminary funding has been allocated for the project and design and permitting are underway. However, due to site conditions at Chaires Park, the estimated cost of the baseball field including the necessary access, stormwater and parking has risen considerably. With the project completing the design and permitting phase, the current cost estimate is \$2.7 million compared to the previous very preliminary estimate of \$1.7 million. A cross departmental team of Public Works, Facilities Management, Parks and Recreation and OMB was formed to identify alternative approaches to reduce costs and complete the project. Through the team's efforts, they identified the opportunity to utilize Public Works operations crews to perform the grading and excavation prior to releasing the project for construction bid. Given existing workloads, crews would be scheduled to perform this work over an extended period of time. The approach will add approximately nine to twelve months to the project time line, however, it correspondingly is estimated to save \$1.0 million in construction costs.
- **Intervention and Detention Alternative (IDA) Credit Card Capability:** The ability for offenders to use credit cards to pay fines or monitoring fees is estimated to increase collections \$25,000 annually. Credit card use also reduces the risk to IDA staff managing large volumes of cash in a high risk environment. Many pre-trial clients do not carry cash but have credit or debit cards. Currently, if a client does not have cash and do not pay for the service, they may also not pay their arrearage during the remainder of their probationary or pre-trial period. As the Courts do not jail clients for non-payment of these fees, the only

method of collection is a civil judgment. Staff is currently installing the credit card system at the Intervention and Alternative Detention Office.

- **Locating Sheriff's Evidence Vault to the County Annex Building:** The Sheriff's office requested funding to construct a new vault to manage sensitive evidence and other materials. The Bank of America vault space at the County Annex recently became vacant when BOA elected not to renew their lease for this particular space. As staff from Facilities Management has established a close working relationship with the Sheriff's Office, they were able to identify this location as an alternative to building new space at the Sheriff's complex. The location also provides an added benefit of being close to the Courthouse and Sheriff's Warrants Division. The cost avoidance from not having to construct a new evidence vault is approximately \$50,000.
- **Partial Outsourcing of Vehicle Preventive Maintenance:** To increase the efficiency of Fleet Operations, minor preventative maintenance, such as oil changes, could be performed by the private sector. By allowing County departments to have oil change at numerous private locations throughout the County, increased operational efficiencies occur by saving travel time to the central Fleet Maintenance Facility. Additionally, mechanic time not spent on oil changes reduces down time for critical equipment by mechanics focusing on repair and maintenance for ambulances and Public Works Operation's equipment. Over the past several years, Fleet Management has requested an additional mechanic to reduce the downtime of these essential vehicles and equipment. The estimated annual cost savings and avoidance is a minimum of \$65,800.

Revenue and Expenditure Overview

As presented, the preliminary FY 2018 budget totals \$253,602,980, a 3.04% percent increase from FY 2017.

Attachment #4 contains the April 26, 2017 budget materials that indicated a possible shortfall of \$2.96 million to a small surplus of \$230,000. Held early in the budget process, the April budget forecasts were developed prior to the Constitutional Officers submitting their budgets, and before the June 1, 2017 preliminary property valuations were provided by the Property Appraiser's Office. Subsequent to this time, all departmental and constitutional budget requests have been analyzed by OMB staff and reviewed by the County Administrator. During this time, final revenue estimates have been prepared based on the most current information available. The details regarding revenue forecasts are reflected in the FY 2017 Mid-Year Report (Attachment #1). Specific program budget details are included as Attachment #5.

Table 1 shows the changes to the FY 2018 general revenues and expenditure compared to the adopted FY 2017 budget.

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**Table 1: General Revenue and Expenditure
Budget Variances FY 2017 versus FY2018***

Revenues	In Millions
Property Tax with current millage rate (8.3144)	\$5.628
General Revenues (Public Services Tax, 1/2 Cent Sales, State Revenue Sharing)	0.558
Gas Taxes	0.292
Interest Allocation	0.680
Total Revenue	\$7.158
Expenses	
Sheriff's Office	\$3.168
Leon County Employee Salary and Benefits	1.773
Support for Capital Projects	0.900
Community Redevelopment Agency	0.486
Development Service and Environmental Management Support	0.425
800 MHz Radio Communication Maintenance	0.347
Other Constitutional Officer Increases (Clerk, SOE, & Tax Collector)	0.271
Fuel Adjustment	0.185
Living Wage	0.135
Human Services (Indigent Burial, HSCP Mgmt. System)	0.080
Additional Canopy Road Tree Planting	0.075
Signature Landscaping Feature for County Parks	0.035
Library Mobile Hot Spots	0.013
Agreements and Contractual Adjustments (e.g. City and vendor contracts)	(0.171)
Debt Service Savings	(0.564)
Total Expenses	\$7.158

*Includes those revenues and expenditures that are supported by General Revenues; excludes self-supporting program areas such as TDC, EMS and Building Inspection. All program area budget details are included in Attachment #5.

Revenues

Property Taxes: The budget is based on maintaining the 8.3144 millage rate. The Property Appraiser's June 1, 2017 estimate reflects property values increasing 4.8%. Maintaining the current millage rate provides \$5.628 million in additional ad valorem revenue, which under the Florida Statute even without a change in the millage rate is considered a property tax increase. The increase is higher than the 4.25% estimate presented at the April 26, 2017 workshop. The property tax revenues above the April forecast have been used to offset a higher than anticipated payment to the CRA and an increase to the capital projects fund.

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

General Revenues: Increases in State Shared, ½ Cent Sales Tax and Public Services Tax revenues are anticipated to generate additional revenue of \$588,000. Total projections for these funds are slightly above the FY 2006 pre-recession collections, a further indication of an improving economy.

Gas Taxes: Gasoline consumption is projected to increase a modest 2% or \$292,000. As gas taxes are consumption based (taxes are per gallon, not a percentage of cost) and with the continued increase in fuel efficiency, future revenue increases are projected to increase modestly, or actually decline over time.

Interest Allocation: Given the current interest rate environment where the Federal Reserve is slowly increasing interest rates, interest and investment earnings are forecasted to generate an additional \$680,000.

Expenditures

Sheriff: The Sheriff requested a Law Enforcement and Correction budget with an increase of \$3.16 million or 4.5% percent. In addition to increases in salary and benefits (including health insurance and retirement), the budget requests: the third year of the previously approved pay plan increase, and 12 positions. These positions include: four patrol deputies; a Deputy Bailiff; three non-sworn employees in Law Enforcement; and four non-sworn positions for the jail. Sheriff staff worked closely with County staff during the budget development process to manage the increased budget request as much as possible, while still maintaining the public safety requirements of the Sheriff's Office. Based on these efforts, staff supports the Sheriff's budget request.

Leon County Employee Salary and Benefits: Leon County General revenue related expenses for personnel will increase \$1.77 million. This includes funding for performance raises (0-5%, with an average of 3%), health insurance (currently estimated at 7%), workers compensation and retirement.

Transfer to Capital: Consistent with the April 26, 2017 workshop, staff is recommending increasing the recurring transfer to the County capital program. During the recession, the County suspended the transfer of recurring dollars to the capital program, and instead relied on accumulated fund balances to fund capital projects. Since the end of the recession the transfer has slowly increased to \$3.0 million in FY 2017. Staff recommended at the April 26 workshop that a minimum of \$500,000 in programmed debt service savings be used to support the capital program. With the increase in property values, the total transfer is budgeted at \$3.9 million for FY2018 (an increase of \$900,000 over FY2017). As discussed in the following capital program section, a minimum transfer of \$5.0 to \$6.0 million a year is recommend to support the ongoing capital program.

CRA Payments: Additional growth in property value for the Frenchtown and Downtown CRAs have increased the County's payment by \$486,012 to a total of \$2.882 million.

DSEM Support: Over the last ten years, funding for DSEM, exclusive of Building Inspection, has been funded by a 50/50 split of permitting and general revenue based on the 2007 consultant

fee study. During previous budget cycles if permitting revenues were estimated less than 50 percent, DSEM fund balance was used to cover the difference in funding. However, during the recession and slow economic recovery, the DSEM fund balance was budgeted at greater levels to help reduce the general revenue transfers and now the DSEM fund balance is not at a level sufficient to support the FY2018 revenue shortfall.

In addition, while permitting activity has increased, many projects are being submitted under newer permitting review thresholds. Also, changes made to expedite the development review and approval process, such as the Administrative Stream-lined Application Process (ASAP) and the Concept Plan Approval, have resulted in an overall reduction in the amount of fees collected by DSEM. The revised review thresholds have resulted in a reduction in the number of projects requiring Development Review Committee Approval, and an increase in project applications for administrative approval. This lower permitting review threshold has a lower application fee resulting in less permitting revenue. Moreover, the current fee schedule for the environmental fees (NFI's and EMP's) associated with proposals that are exempt from the site and development plan review process are capped and do not reflect the actual cost of the review.

While this has expedited the permitting process for the customer, revenues are now beginning to lag the economic recovery. Based on the decreased level of DSEM fund balance and the improved expedited permitting process, the general revenue transfer is recommended to be increased by \$425,000. Alternatively, an update to the 2007 fee study may be advisable to consider increases to the fee schedule in the future; however, as general revenues are sufficient to support the increased transfer, a new fee study is not recommended at this time.

800 MHz Radio Communication Maintenance: The \$347,100 increase supports necessary replacement of microwave components and replacement and repair parts for 800 MHz radios. This amount represents the County's portion of the total costs, as this is a jointly funded program with the City of Tallahassee.

Other Constitutional Officers: The total net increase for the Supervisor of Elections, Clerk of Courts and the Tax Collector Commissions is \$341,237. However, the increases are off-set by a reduction in the Property Appraiser's budget of \$65,261 resulting in a total overall increase of \$275,976. Tax Collector commissions are projected to increase \$188,710 based on increased property tax collections. This increase includes the statutory requirement for the County to pay for the School Board's property tax collections. The Clerk of Courts and Comptroller's budget, including increases for Article V and personnel benefits are \$79,169. The Supervisor of Election increase of \$73,358 supports the increased cost of the Voting Operations Center rental space and employee costs.

Fuel: \$185,000 increase related to the projected costs of unleaded fuel and diesel.

Human Services: Human Services funding increased in the amount of \$80,000. The Indigent Burial Program increased by \$30,000 to provide adequate funding for body removal and disposal services required by Florida Statutes. Additionally, as approved at the April 26, 2017 workshop, \$50,000 is included in the budget for enhancements to the Human Service Community Partnership software management system.

Strategic Initiatives: In support of several adopted Strategic Initiatives, the FY 2018 preliminary budget includes:

- \$135,720 to implement a \$12.00/hour living wage for Leon County employees
- \$75,000 for increased canopy road tree planting
- \$35,000 for a signature landscape feature at Pedrick Park adjacent to the Eastside Library
- \$13,250 for a pilot Mobile Hot Spot Lending Program at the libraries

Contractual Adjustments: One-time contractual funding (i.e. joint disparity study and concurrency alternatives study) in FY 2017 are off-set by \$316,257 in increases to supports the County's share of the Planning Department, payment to the City for Parks and Recreation and other general contract maintenance increases (i.e. contract mowing and sod for roadside shoulders/swales).

Debt Service: County bonds refinanced in FY 2015 were paid off in FY 2017. This provides \$500,000 in savings in FY 2018. At the April 26, 2017 workshop, the Board approved the refinancing of a FY2014 bank loan which saves an additional \$64,000 in FY 2018 and \$489,075 over the life of the loan.

Position Changes

Although the national, state and local economies continue to improve, Leon County government continues to approach the annual budget process by identifying opportunities to constrain budgetary growth and to ensure the limited resources of the County continue align with the highest priorities of the Board. In developing the preliminary FY 2018 Budget, staff continues to build upon this effort by reviewing positions to ensure the organization is optimizing the use of all resources.

During FY 2017 several events transpired affecting County funded positions. As discussed in the April 2017 Budget Workshop, the Department of Development and Environmental Management added five positions to support the permitting process and a position was added to the Solid Waste Program to assist citizens with complaint associated with trash collection services. As recommended in the Hurricane Hermine After-Action Report, and as approved by the Board, the Emergency Management function transferred from the Sheriff's Office to County Government which included transferring seven positions to the County.

After a thorough review and analysis, very limited position requests are being considered in FY 2018:

- **Park Attendant:** A portion of the 754 acre St. Marks Headwaters Greenway is anticipated to open in the fall of this year. The fiscal impact of adding this position will be \$49,215. Out-year programming for this position was anticipated in the FY 2017 budget. Bids have been received for the first phase of the project and will be on a future Commission meeting for award. The new park attendant provides for the upkeep and maintenance of this facility. Such activities include: trail mowing; weeding fence lines; fence repairs; emptying trash receptacles; maintaining fire break lines; participating in controlled burns; and tree pruning.

- Full-time Mosquito Control Crew Chief: As presented in a separate budget discussion item, this position will be supported through a reallocation of existing funding and is recommended to enhance the truck spraying program by providing adequate and consistent supervision for all fogging shift work.
- Partial EMS Crew (6 positions): As indicated at the April 25, 2017 budget workshop, staff has prepared a separate budget discussion item that considers adding these positions. Staff is recommending that half a crew and ambulance be added in FY 2018 to provide an additional 12 hours of coverage, to address increasing call volumes.

Table 2 shows a summary of the FY 2018 recommended position changes.

Table 2: FY 2018 Recommended Position Changes

County Government	Position Delete/Add
<i>General Revenue Positions</i>	
Park Attendant	1.0
Crew Chief-Mosquito Control*	1.0
<i>Total General Revenue Positions</i>	2.0
<i>Non-General Revenue Positions</i>	
EMS-Partial Ambulance Crew**	6.0
<i>Non-General Revenue Position</i>	6.0
<i>Net County Government</i>	8.0

*As recommended in a separate budget discussion item, the Mosquito Control Crew Chief is cost neutral through a realignment of existing resources.

**EMS Partial Crew positions are discussed under separate discussion items for this workshop.

Table 3 shows the new position requests for the Sheriff.

Table 3: Sheriff Position Changes

Constitutional Officers	Position Adds
<i>Sheriff – Law Enforcement</i>	
Uniform Patrol Deputies	4.0
Deputy Bailiff	1.0
Crime Analyst	2.0
Evidence Custodian	1.0
<i>Sheriff – Corrections</i>	
Correctional Officers	4.0
Net Constitutionals	12.0

Fund Balances

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

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

Consistent with the prior year budget, the FY2018 budget includes \$2.5 million in general revenue fund balance in the operating budget. Since FY2015, the County has reduced the use of budgeted fund balance by 50% from a high of \$5.0 million in FY2015.

The County's general revenue fund balances have historically grown at a rate of \$4 to \$5 million a year. This is due to state budget requirements that counties budget 95% of expected revenues, and the nominal under expenditure of Board and Constitutional Officer's budgets. Hence, \$4 to \$5 million has not been an unreasonable amount to budget given the constraints placed on County resources; however, through this use, the historic accumulation of balances for significant one-time capital project (i.e. Consolidated Dispatch Center, Branch Libraries and Park Expansion) has been reduced. Without general fund balance accumulation, the County would need to consider issuing debt to support future capital project needs.

In addition to general fund balances, certain dedicated fund balances are recommended for appropriation as part of the FY2018 budget as follows.

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 a time that the drawdown of fund balance approaches policy levels. \$2.7 million of the estimated \$7.1 million fund balance is recommended to be included in the FY2018 Budget and is consistent with the FY 2015 financial plan. A separate budget discussion provides additional analysis regarding the proposed EMS staffing increase and long term fiscal plan for EMS.

Fire Services

The County and City jointly fund the Tallahassee Fire Department through fire rescue charges. At the May 26, 2015 Commission meeting, based on a third party rate study and as agreed to by interlocal agreement with the City of Tallahassee, the Board approved new fire rescue charges.

In recognition of the Board's long history of taxpayer sensitivity, balanced with the County's acknowledged need to maintain long term fiscal responsibility, for FY 2016 and FY 2017 \$1.2 million in designated fund balances were used to reduce the new fees by 15%. This action allowed the single family residential fees to remain unchanged for eight years. As previously approved, the five year plan to fund fire services has the fire services fees being set at the consultant's recommended levels beginning in FY 2018. The single family residential monthly increases for Zone #1 are \$2.51 and for Zone #2 are \$2.31.

As a reminder, fire service fees in the unincorporated area of the County are collected in three manners: the monthly City utility bill; quarterly billing by the City of Tallahassee for properties not on City utilities; and the property tax bill. The new rate schedule was adopted at a publicly noticed meeting.

In addition, property owners who pay their fire service fees via their tax bills received a first class letter that included the new fee schedule. Property owners who pay by the other methods did not previously receive individual notices. In order to remind them of the adopted increase, staff will work with the City to ensure these individuals are issued information of the rate schedule that was adopted in FY 2016. This reminder will include details regarding the discount they have received over the past two years, and the new rate effective October 1, 2017. Staff will provide Commissioner's Offices with update FAQs in anticipation of any questions that might arise.

The FY 2018 rate will be the same rate that City residents have been paying since the rate study was adopted by the City in accordance with the Fire Services Interlocal Agreement.

Tourist Development

The Tourism Development's FY2018 budget contemplates the appropriation of \$184,479 from unallocated fund balance to enhance target marketing in two major target markets, Atlanta and Tampa. In addition, to support the NCAA National Cross Country Track event in 2021, additional capital improvements need to be completed at the Apalachee Regional Park. To ensure the capital improvements are completed in time for the event, staff recommends appropriating \$1.0 million in existing TDC fund balance during the current fiscal year. These capital improvements include improved access to the site, restroom and pavilion for athletes and spectators, and enhanced signage. In addition, the TDC recommends establishing a contingency reserve in the current year for Emergency Response Marketing (\$250,000) for emergency public relations and advertising in response to unforeseen negative events such as a hurricane or the spread of the Zika virus. Staff recommends as part of the ratification process, including budget authorization to realize \$1.25 million in fund balance during the current year. TDC fund balance is currently estimated at \$2.1 million.

Intervention and Detention Alternatives

Over the past several years, probation fees have continued to decline leading to an increase in general revenue support for Probation in order to maintain current service levels. For FY 2018, \$366,000 in Probation Fund balance in excess of policy limits is recommended to support the Probation program. Use of fund balance brings the accumulated Probation's fund balance into policy limits. Out-year projections also show a continued use of fund balance in order to limit the increase in the general revenue transfer. Alternatively, if the dedicated fund balance is not used to support the program, services could be reduced and/or fees increased. The GPS monitoring program could be eliminated saving approximately \$200,000 per year. However, if this program is eliminated there may be a corresponding increase in the jail population. If fees are raised there is the possibility that revenues could actually decline due to the non-payment of fees. Staff recommends allocating available dedicated fund balance to continue service levels offered by the Office of Intervention and Detention Alternatives.

Solid Waste

Consistent with the projected five-year capital budget requirements for Solid Waste, \$717,160 in fund balance is recommended to fund the replacement of heavy equipment for: the transfer station, rural waste collection center, 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

The FY 2018 budget contemplates using only \$100,000 of available fund balance. Projections for future years show a moderate increase in permitting revenues and a limited amount of fund balance being used.

Other Special Revenue and Debt Service Fund Balances

Special revenue fund balances (i.e. Judicial Programs) are utilized to support programs with dedicated revenues and to correspondingly avoid the transfer of general revenues. For FY 2018, for special revenue, a total of \$334,490 in fund balance is recommended for appropriation. In the grants fund, previously accumulated grants matching fund balances (\$276,334) are recommended to support specific dedicated grants or contracts (i.e. Storage Tanks, Emergency Management) as well as allocating \$90,000 in grant matching funds. The remaining fund balance appropriated for use is in Judicial Programs (\$47,218).

For reference, a summary of projected fund balances is presented in the FY 2017 Mid-Year Report previously noted as Attachment #1.

Capital Program Funding and the Five-Year Capital Improvement Program

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

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

\$5.0 to \$6.0 million in recurring revenue could adequately support the capital program. In FY 2015, the budget included increasing the recurring revenue transfer to \$1.0 million. In FY 2016 and FY 2017, the transfer was increased to \$2.0 million and \$3.0 million respectively. The FY 2018 preliminary budget includes an additional \$900,000 bringing the recurring transfer to the \$3.9 million level. The \$900,000 increase is supported by planned debt service reductions and property values increasing more than anticipated. As noted previously in the cost avoidance/budget savings section, staff is recommending an alternative approach that considerably reduces funding requirements for maintenance capital projects.

Parks

In FY 2013 the Board approved an assessment that identified long-term needs at active park facilities. These projects included: scoring tower renovations, irrigation retrofits, parking

improvements, drainage improvements at seven fields, replacement of the concessions/comfort station at Canopy Oaks Park, an additional restroom/concession stand at Woodville and the construction of a baseball facility at Chaires Park.

At Woodville Park renovations and improvements to the existing concession/comfort station were recently completed. In addition, funding in FY2018 is programmed for the complete reconstruction of the basketball courts. However, given the limited resources available for capital projects beyond maintenance funding, staff is recommending delaying the addition of a second restroom/concession stand identified in the FY2013 study beyond the immediate five year capital improvement program.

Apalachee Regional Park

Over the last five years improvements have continually been made to this regional park. As part of the Parks Maintenance capital project much needed drainage improvements were made to the multi-use fields. In addition, due to the popularity of the cross country running course by a host of local, regional and national organizations, improvements have been made to this specific location of the park to accommodate the increased use to the track. Improvements include widening the track, installing electronic timing and scoring, paving a portion of access to the course, and the planned construction of a pavilion to accommodate event day use.

As discussed at the April 2017 Budget Workshop, the master plan for the Apalachee Regional Park was originally planned to be presented at the June 20 budget workshop. The master plan is currently being finalized, including phasing and funding options. Pending Board direction on the homestead amendment budget discussion item, the master plan will be presented at the Board's July 11, 2017 regular meeting for inclusion in the five year capital improvement program.

As previously noted \$1.0 million in existing TDC funding is recommended to construct required amenities at the cross country track in preparation for the 2021 NCAA event.

Sheriff and Detention Complex

In working closely with the Sheriff's Office, the five year capital improvement schedule has been updated for the detention center and the Sheriff Administrative Offices which are maintained on a day-to-day basis by the Sheriff's Office. However, large capital projects are managed by County staff in cooperation with the Sheriff's Office. The five-year capital program includes roof replacement for the administrative building and the mechanical and infrastructure needs of the detention center. Like other County buildings completed in the late 1980's, this location is considered aging infrastructure where inevitably components are near or at their end-of-life use, and will need to be replaced. A \$5.8 million expenditure plan to provide for these needs has been included in the five-year capital project.

As part of developing the FY2018 budget request, the Sheriff reviewed the vehicle needs for law enforcement. During the recession, a plan to extend the life of the vehicle fleet was implemented. This plan included the refurbishment of seats and the vehicle chaises. While this refurbishment plan did extend the life of the vehicles during the recession, the current fleet now has 44 vehicles older than ten years, and 31 vehicles in excess of 130,000 miles. County and Sheriff staffs have reviewed the Sheriff's fleet replacement schedule and jointly concur that a return to an industry standard replacement approach is warranted.

To begin to bring the Sheriff's fleet in line with this new vehicle replacement schedule, staff recommends that in addition to the eight vehicles requested in the Sheriff FY 2018 Law Enforcement budget request that \$921,800 in one-time funding from the existing Sheriff and Detention Complex capital project be allocated to purchase 20 new law enforcement vehicles this year.

Sidewalk, Street Lighting and Fire Hydrant Policies and Program Updates

Annually, consistent with the County street lighting and sidewalk policies, a status report and project update is to be provided to the Board. Additionally, as requested by the Board, a recommended modification to the County's fire hydrant policy addressing the County partnering with homeowner associations to fund new fire hydrants is presented.

Unincorporated Street Lighting

Pursuant to County Policy No. 17-2 "Street Lighting Eligibility Criteria and Implementation" a project status report (Attachment #6) will be presented to the Board annually. As part of the FY2017 budget process, the five year capital improvement plan included \$125,000 annually to support the street lighting program. Presently, staff is designing five projects to be completed in FY 2018. Pursuant to the policy, staff is also coordinating with the Florida Department of Transportation on seven street lighting projects for intersections that cross a state road. Based on the criteria established in the policy the following projects are scheduled for next fiscal year:

- Pedrick Road and Mahan Drive
- Aenon Church Road and Tennessee Street
- Fred George Road and Capital Circle Northwest
- Buck Lake Road from Mahan to Fallschase Parkway

Sidewalks

Pursuant to Leon County Policy No. 13-1, "Sidewalk Eligibility Criteria and Implementation" an annual status report (Attachment #7) will be presented to the Board. In addition, the policy states that any proposed new sidewalk segments that meet eligibility criteria shall be presented to the Board for its consideration and approval. A request was made by a citizen for a new sidewalk on Gum Road from Aenon Church Road to Capital Circle SW. Staff reviewed the requested and passed on the criteria in Policy No. 13-1 recommend the sidewalk be added to the project list.

Unincorporated Area Fire Hydrant Installations

\$100,000 of dedicated fire services fee revenue for the construction of new fire hydrants is included in FY 2018. The funding level is consistent with prior year budgets. Based on an average cost of \$6,250 - \$7,500, 12 to 16 hydrants are installed per year.

Policy 14-2, "Criteria for the Placement of Fire Hydrants on Current Water Systems" has a specific criterion that is utilized in establishing an unincorporated fire hydrant prioritization list. At the October 25, 2016 meeting, the Board directed staff to evaluate modifying the current policy to address partnering with neighborhoods for the installation of new hydrants. To address this issue, staff recommends amending the current policy (Attachment #8) to allow fire hydrant to be installed in areas and/or subdivisions not on the list through a cost sharing program. With the new program, a citizen or Homeowners Association (HOA) may make a request directly to the County for a fire hydrant. If the subdivision has an established HOA, staff recommends the

requests to be made through the HOA. However, if there is not a HOA, individual citizens may make the request.

The evaluation criteria for the cost-sharing program will remain consistent with what is already included in Policy No. 14-2. Upon receiving a request, staff will first determine if the segment is already included on the approved prioritization list for installation. If not, staff will consult the established utility regarding the feasibility of the location of the new hydrant. Additionally, requests will be evaluated based on criteria related to minimum flow rates and residual pressures, separation distances between new and established fire hydrant placements, and priority installations as determined by developed service density, as outlined in the policy.

The new policy would allow for the HOA or citizen and the County to evenly share in the cost of the hydrant installation up to a maximum cost of \$7,000. To fund the County's matching share, staff recommends allocating an additional \$50,000 from the fire services fund balance. Increased funding can support an additional 14 hydrant per year. The revised policy is included as Attachment #9.

Conclusion

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 align with the highest priorities of the Board. As discussed at the April 23, 2017 Budget workshop, for the first time in ten years, with modest growth in property values and a constant millage rate, the County was not facing a significant budget shortfall. Increasing values with a constant millage rate allows Leon County to maintain a quality level of service, budget appropriately for capital projects by drawing down the use of recurring fund balances and avoiding the need to issue debt.

However, if passed, the impacts of the proposed property tax exemption immediately reduce recurring County revenues by \$7.2 million in FY 2020. Subsequent to the legislature approving the November 2018 referendum, the County Administrator has imposed a temporary hiring freeze for non-essential employees and recommended immediate capital project deferrals as part of several of the options presented in the next budget discussion item. Continuing operating personnel and programmatic freezes or reductions and capital project deferrals are contingent on Board direction at the budget workshop. Based on the Board's policy guidance, the FY 2018 Preliminary Budget may need to be adjusted accordingly.

The balance of the budget discussion items are as follows:

- Fiscal Plan Options to Address Additional Homestead Exemption
- Emergency Medical Services Financial Status and Consideration of Additional Ambulance with Half Crew Funding
- Mosquito Control Budget Optimization and Program Enhancements
- Consideration of Continued County Funding and a New Funding Partnership to Support Leon Works Programs for FY2018 and FY2019
- Summer Youth Training Program Budget Reduction and CareerSource Capital Region Partnership Proposal for FY2018

- Acceptance of the FY2017 Woodville Sewer Design Springs Restoration Grant and Consideration of Matching Funds for Woodville and Future Springs Restoration Grant Funds for FY2017 and FY2018
- Authorize an Annual Program to Provide Amnesty Days at Leon County Rural Waste Service Centers
- National Pearl Harbor Remembrance Day Partnership with Honor Flight Tallahassee
- Establishing the Maximum Millage Rates for the FY2018 Tentative Budget

Options:

1. Accept staff's report on the preliminary budget overview.
2. Pursuant to Leon County Policy No. 13-1, "Sidewalk Eligibility Criteria and Implementation" approve adding a future sidewalk on Gum Road between Aenon Church Road to Capital Circle Southwest to the sidewalk priority list.
3. Approve revisions to Policy 14-2, "Criteria for the Placement of Fire Hydrants on Current Water Systems" establishing a matching program with neighborhoods for the installation of fire hydrants.
4. Board direction.

Recommendation:

Options # 1 - #3.

Attachments:

1. FY 2017 Mid-Year Financial Report
2. April 25, 2017 Workshop Ratification
3. Consolidated List of County Cost Avoidances and Savings
4. April 25, 2017 Estimated Budget Shortfall Range
5. FY 2018 Preliminary Operating Budget Detail Sheets
6. Annual Status Report on the Street Lighting Program
7. Annual Status Report on the Sidewalk Program
8. Current Fire Hydrant Policy
9. Revised Fire Hydrant Policy



PEOPLE FOCUSED. PERFORMANCE DRIVEN.

MID-YEAR FINANCIAL REPORT

Attachment #1
Page 1 of 60

FISCAL YEAR 2016/2017



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Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****MAJOR REVENUE SUMMARY**

Total FY17 budgeted revenues shown below represents approximately 80% of all FY17 budgeted County revenues. (1)

Revenue Source	FY17 Budget	FY16 YTD Actual	FY17 YTD Budget	FY17 YTD Actual	FY16 YTD Actuals vs. FY17 YTD Actuals	FY17 YTD Budget vs. FY17 YTD Actuals
Ad Valorem Taxes (2)	117,437,048	110,156,948	109,438,006	114,549,951	4.0%	4.7%
Stormwater Fees (3)	3,362,221	3,075,085	3,003,043	3,154,274	2.6%	5.0%
State Revenue Sharing (4)	5,461,550	2,573,874	2,528,672	2,599,369	1.0%	2.8%
Communication Serv. Tax (5)	3,264,200	1,704,922	1,643,433	1,697,129	-0.5%	3.3%
Public Services Tax (6)	8,315,350	2,820,531	3,419,426	3,066,501	8.7%	-10.3%
State Shared Gas Tax (7)	4,052,985	1,710,322	1,654,366	1,763,899	3.1%	6.6%
Local Option Gas Tax (7)	7,933,165	3,354,761	3,113,891	3,441,795	2.6%	10.5%
Local 1/2 Cent Sales Tax (4)	12,274,000	5,081,616	5,102,251	5,202,892	2.4%	2.0%
Local Option Sales Tax (4)	4,376,650	1,749,356	1,830,999	1,707,468	-2.4%	-6.7%
Local Option Tourist Tax (8)	4,907,600	2,102,014	1,940,670	2,288,453	8.9%	17.9%
Solid Waste Fees (9)	7,893,814	5,340,979	4,631,545	5,631,919	5.4%	21.6%
Building Permits Fees (10)	2,004,310	1,179,376	1,008,549	1,215,056	3.0%	20.5%
Environmental Permit Fees (11)	1,776,215	748,125	606,610	532,576	-28.8%	-12.2%
Ambulance Fees (12)	9,408,357	4,973,771	4,772,462	5,147,504	3.5%	7.9%
Probation and Pre-Trial Fees (13)	865,545	437,000	449,262	387,279	-11.4%	-13.8%
Court Facilities Fees (14)	1,003,682	458,861	517,323	395,663	-13.8%	-23.5%
Fire Services Fee (15)	7,094,946	4,566,538	4,327,751	4,459,648	-2.3%	3.0%
Interest Income - GF/FF (16)	547,818	135,114	273,909	214,171	58.5%	-21.8%
Interest Income - Other (16)	541,586	168,444	270,793	224,641	33.4%	-17.0%
TOTAL:	\$ 202,521,042	\$ 152,337,637	\$ 150,532,961	\$ 157,680,189	3.5%	4.7%

Notes:

(1) The percentage is based on all County revenues net of transfers and appropriated fund balance.

(2) Ad Valorem revenue is generated from property taxes. The revenue increase indicates that while the millage rate has remained level at 8.3144, a rise in property value is generating increased collections.

(3) The fee is used to support stormwater facility maintenance and operation; fund the Stormwater Engineering Section to plan, design, and construct stormwater treatment and flood prevention projects; to investigate drainage problems; to ensure Leon County compliance with state, federal, and local stormwater permits; and to monitor water quality in County lakes.

(4) The 1/2 Cent Sales Tax and State Revenue Sharing are both State shared revenues supported by state and local sales tax collections. Overall, local sales tax transactions have been higher, indicating a continued economic recovery.

(5) Statewide the Communication Service Tax has been in decline the past five years. Initially, Leon County was not following the trend; however, the current fiscal year shows the decline beginning to affect Leon County and anticipated is to continue in FY 2018.

(6) Significant increase due to completion of repayment to the City of Tallahassee for previous overpayments to the County and a correction to the calculation of the tax on Talquin electric billings. The variance of year to date vs. actual collections for FY17 is due to lower utility consumption associated with the warm winter.

(7) Improving economic conditions, low fuel prices have caused an increase in fuel consumption, reflecting an increase in gas tax revenue.

(8) Increase in the Local Option Tourist Tax due to increased number of events and increase in consumer based economic activity.

(9) The solid waste fee includes the Non Ad Valorem assessment paid on the property tax bill, the transfer tipping fees, and other solid waste fees; such as the rural waste center or hazardous material. The increase is due to increased tonnage going through the transfer station.

(10) As the construction market recovers and stabilizes in the current economy, an increase in new construction and commercial permits is being seen, resulting in an increase in revenue for FY17.

(11) As economic conditions continue to recover for the development/construction industry, development approval and environmental permit revenue is stabilizing and returning to pre FY14 numbers.

(12) To more accurately estimate revenues, the forecasting methodology shifted from a collection receivables basis to a cash basis. The increase in revenue is due to increased collections.

(13) The decrease in revenue for the Probation/Pre-Trial program, compared to FY16 budget, is primarily attributed to the continued issuance of fee waivers.

(14) Court Facilities fees have decreased due to a decline in traffic ticket fee revenue.

(15) The fire services fee was implemented in FY10. Revenues shown reflect collections by the City of Tallahassee and non ad valorem assessments placed on the County tax bill.

(16) The Federal Reserve has steadily increased interest rates, directly influencing interest earnings on County funds. It is anticipated for final interest and earnings to come in higher than forecasted returns. The FY18 estimates reflects this trend by estimating interest at 2%.

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****PRELIMINARY FY 2018 REVENUE ESTIMATES**

All revenues below are shown as they are budgeted, which is 95% of the actual amount anticipated. (1)

Revenue Source	FY16 Budget	FY17 Budget	FY18 Prelim. Budget	FY18 to FY17 % Change (2)
General Revenues or Restricted Revenues: Supplemented by General Revenues				
Ad Valorem Taxes (2)	113,884,423	117,437,048	123,065,867	4.6%
State Revenue Sharing Tax (3)	5,054,000	5,461,550	5,591,249	2.3%
Communication Services Tax	3,580,550	3,264,200	3,278,450	0.4%
Public Services Tax (3) (9)	6,068,401	8,315,350	8,517,014	2.4%
Local Government 1/2 Cent Sales Tax	11,857,900	12,274,000	12,463,050	1.5%
Environmental Permit Fees (4)	1,390,610	1,776,215	1,462,576	-21.4%
Probation Fees (5)	891,955	865,545	826,405	-4.7%
Court Facilities Fees (6)	950,000	1,003,682	789,347	-27.2%
Interest Income - General Fund/Fine & Forfeiture (7)	553,375	547,818	1,116,345	50.9%
Interest Income - Other (7)	544,541	541,586	772,730	29.9%
Subtotal:	\$ 144,775,755	\$ 151,486,994	\$ 157,883,033	
<i>Comparison to Previous Year Budget</i>	<i>N/A</i>	<i>6,711,239</i>	<i>6,396,039</i>	
Gas Taxes (2)				
State Shared Gas Tax	3,873,150	4,052,985	4,197,765	3.4%
Local Option Gas Taxes	7,739,650	7,933,165	8,164,300	2.8%
Subtotal:	\$ 11,612,800	\$ 11,986,150	\$ 12,362,065	3.0%
<i>Comparison to Previous Year Budget</i>	<i>N/A</i>	<i>373,350</i>	<i>375,915</i>	
Restricted Revenues: No General Revenue Support				
Stormwater Fees	3,372,130	3,362,221	3,378,272	0.5%
Ambulance Fees	9,621,600	9,408,357	10,051,903	6.4%
Building Permit Fees (3) (4)	1,579,090	2,004,310	2,093,091	4.2%
Local Option Sales Tax Extension	4,054,600	4,376,650	4,382,350	0.1%
Local Option Tourist Tax (10)	4,607,500	4,907,600	5,171,704	5.1%
Fire Services Fee (11)	6,808,662	7,094,946	8,002,791	11.3%
Solid Waste Fees (8)	8,041,997	7,893,814	8,566,477	7.9%
Subtotal*:	\$ 38,085,579	\$ 39,047,898	\$ 41,646,588	6.2%
<i>Comparison to Previous Year Budget</i>	<i>N/A</i>	<i>962,319</i>	<i>2,598,690</i>	
TOTAL:	\$ 194,474,134	\$ 202,521,042	\$ 211,891,686	4.4%

Notes:

(1) According to Florida Statutes, all revenues must be budgeted at 95%. Budget estimates are preliminary and may be adjusted if necessary as additional information becomes available prior to the June budget workshop.

(2) The FY18 estimates are based on preliminary valuations released by the Property Appraiser on June 1, 2017.

(3) Revenue collections, associated with consumer based economic activity, remain consistent, indicating the continued stabilized economic growth.

(4) Projected building permit fee collections reflect a slight decline while the the development fees decrease is related a decline in large environmental permit applications and an expedited permit process. Budgeted revenues are just below pre-recession levels.

(5) Probation Fees are forecasted to decrease in FY18 coinciding with a decline in the number of clients, a consistent balance of unpaid fees, and the continued issuance of fee waivers by the court.

(6) Court Facilities Fees are forecasted to decrease in FY18 which would indicate a decrease in issuance of traffic citations over FY17.

(7) Based on the movement by the Federal Reserve interest earnings are forecasted to return greater in FY 2018.

(8) The solid waste fee includes the Non Ad Valorem assessment paid on the property tax bill, the transfer tipping fees, and other solid waste fees; such as the rural waste center or hazardous material. FY18 estimates indicate the revenue will increase over the current fiscal year. This is due to a higher amount of waste resulting in increased tipping fees.

(9) The FY18 estimate indicates an increase in electric, natural gas, and water usage reflected in increased collections.

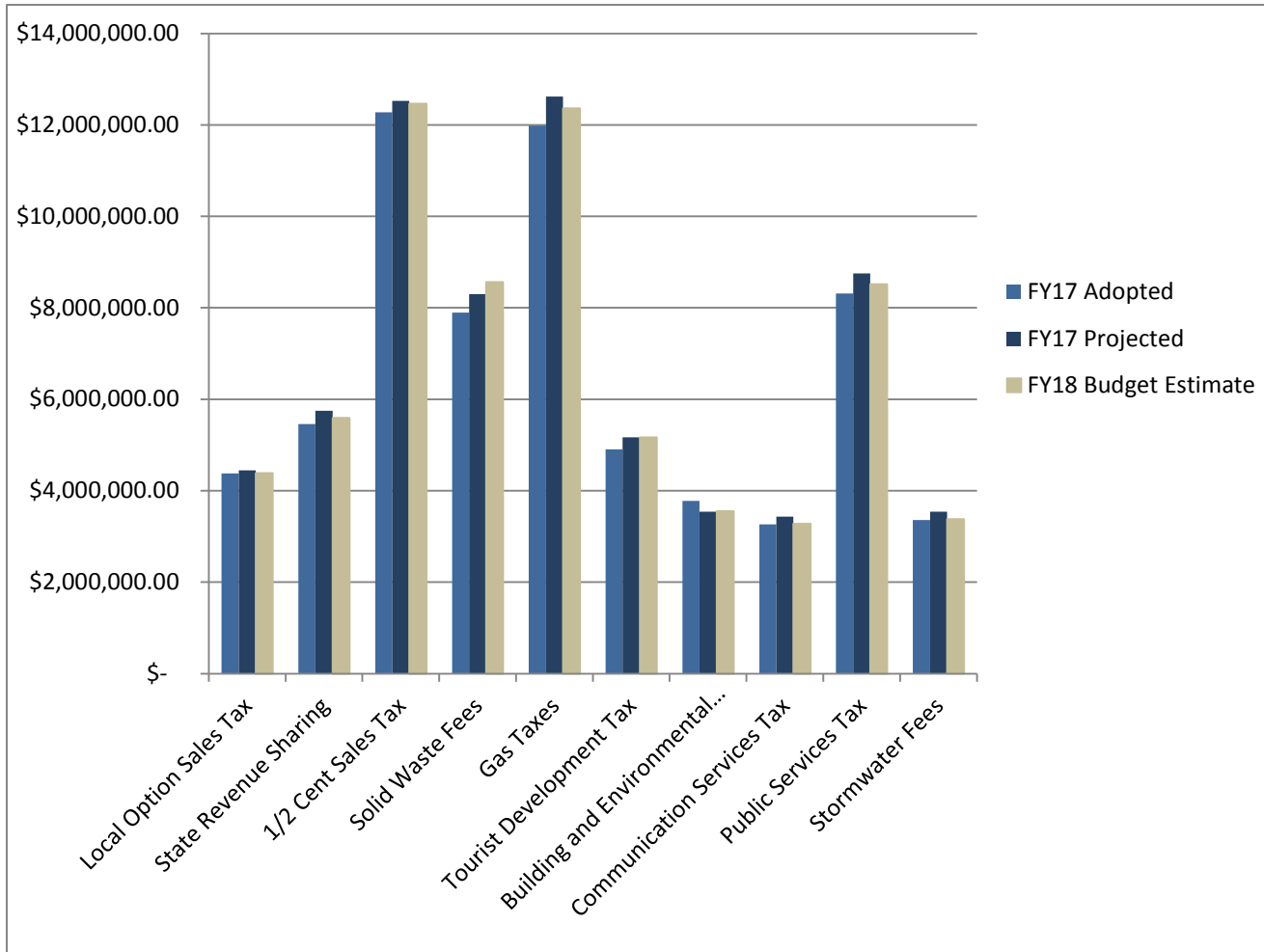
(10) Increase in collections based on increase in consumer based economic activity and increase in tourism due to increase in number of local events.

(11) The increase for FY18 is related to the expiration of the 15% discount that was applied during the first two years of implementation of the new Fire Services Rate Study adopted in FY15.

Leon County Government

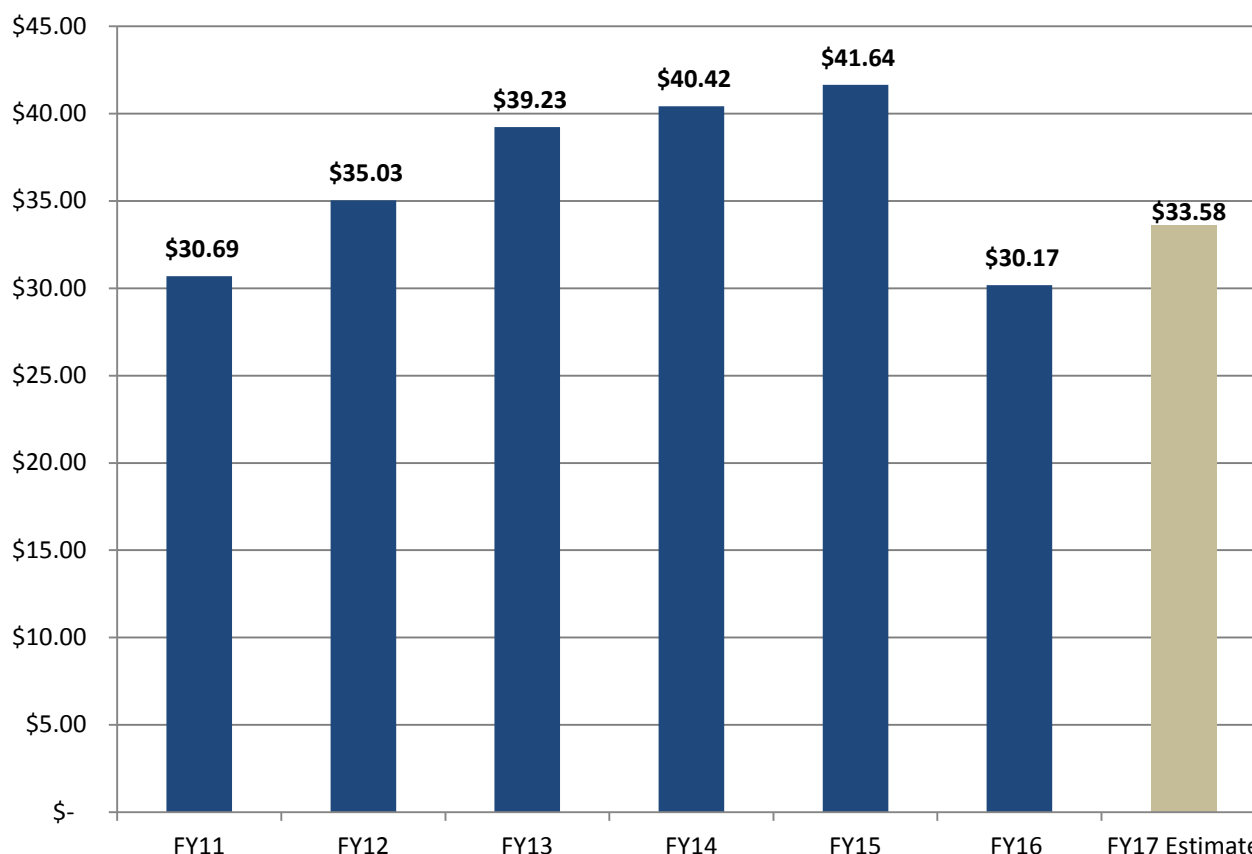
Fiscal Year 2017 Mid-Year Financial Report

FY 2017 AND FY 2018 REVENUE PROJECTIONS



Adopted Budget FY 2017, Projected Actual Collections FY 2017, and Estimated Budget FY 2018:

This chart illustrates a comparison between the current budget, the projected actual collections for FY 2017, and the FY 2018 budget estimates. The chart depicts FY 2018 revenues forecasted at 95% as required by Florida Statute. Detailed charts of these revenues are shown on the subsequent pages, including ad valorem taxes.

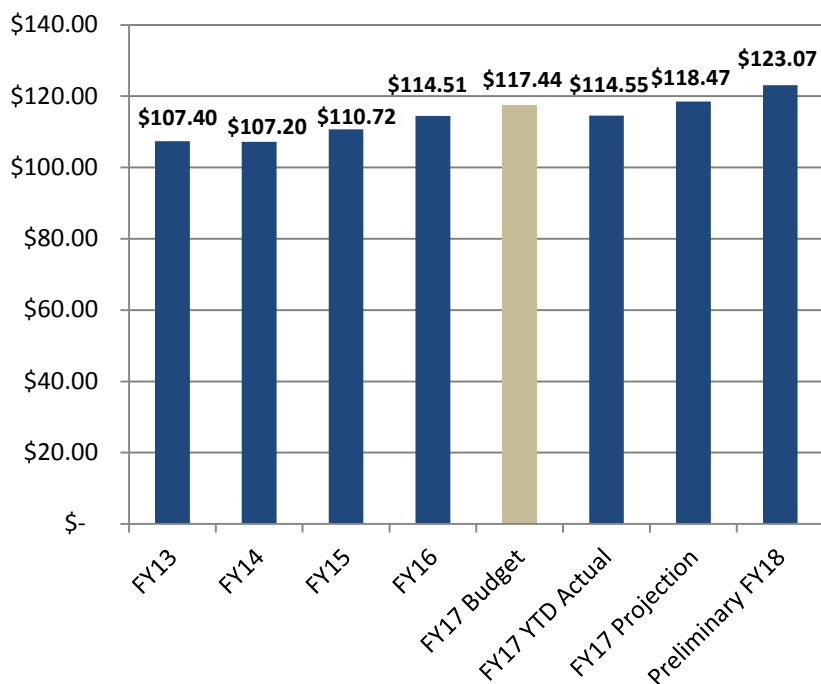
Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****GENERAL FUND/FIND AND FOREITURE – FUND BALANCE****General/Fine and Forfeiture Fund Balance (Millions)****General/Fine and Forfeiture Fund Balance:**

Fund Balance is maintained for cash flow purposes, as an emergency reserve and a reserve for one-time capital improvement needs. In addition, the amount of fund balance is used by rating agencies in determining the bond rating for local governments. The Leon County Reserves Policy requires fund balances to be between a minimum of 15% and a maximum of 30% of operating expenditures. The decrease from FY15 - FY16 is due to the midyear appropriation of \$9.6 million to fund one-time capital projects. The FY17 fund balance estimate includes an estimated \$6.0 million in FEMA reimbursements anticipated to be received and obligated by year-end and an additional estimated \$6.0 million in FEMA reimbursements are anticipated to be received during FY18. This fund balance reflects 24% of FY17 operating expenditures. The audited year ending fund balance for FY16 is \$30.17 million.

In order to be in compliance with the Leon County Reserves Policy minimum and maximum levels, the FY17 General/Fine and Forfeiture Fund Balance would have to remain between \$20.1 million and \$40.2 million. As depicted, the fund balance is within the range of the policy maximum.

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

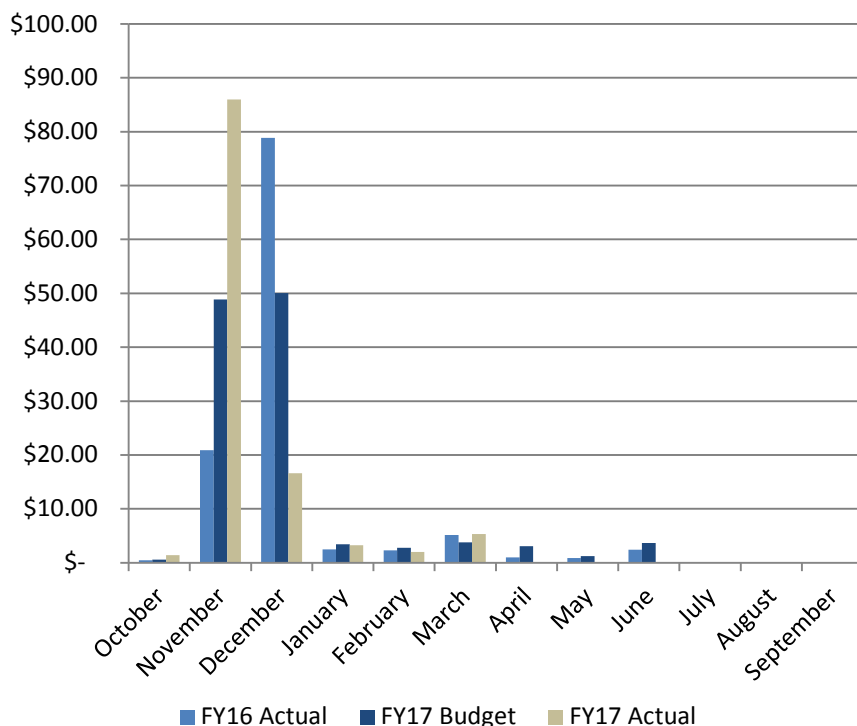
AD VALOREM TAXES**Fiscal Year Actuals & Projects (Millions)****Background:**

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

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

Trend:

In January 2008 a constitutional amendment was passed that established restrictions on property valuations, such as an additional \$25,000 homestead exemption and Save Our Homes tax portability. These restrictions limit the future growth in ad valorem taxes. Due to an increase in property values, with the millage rate remaining 8.3144, the FY17 projected actual Ad Valorem Taxes will increase from FY16.

Monthly Totals: Budget vs. Actuals (Millions)

Fiscal Year 2018 Ad Valorem taxes reflect a 4.8% increase in Ad Valorem revenue collections. Preliminary property valuations were provided by the Property Appraiser's Office on June 1, 2017. These valuations are used in developing materials for the June budget workshop.

FY16 Budget: \$113,884,423

FY16 Actual: \$114,506,192

FY17 Budget: \$117,437,048

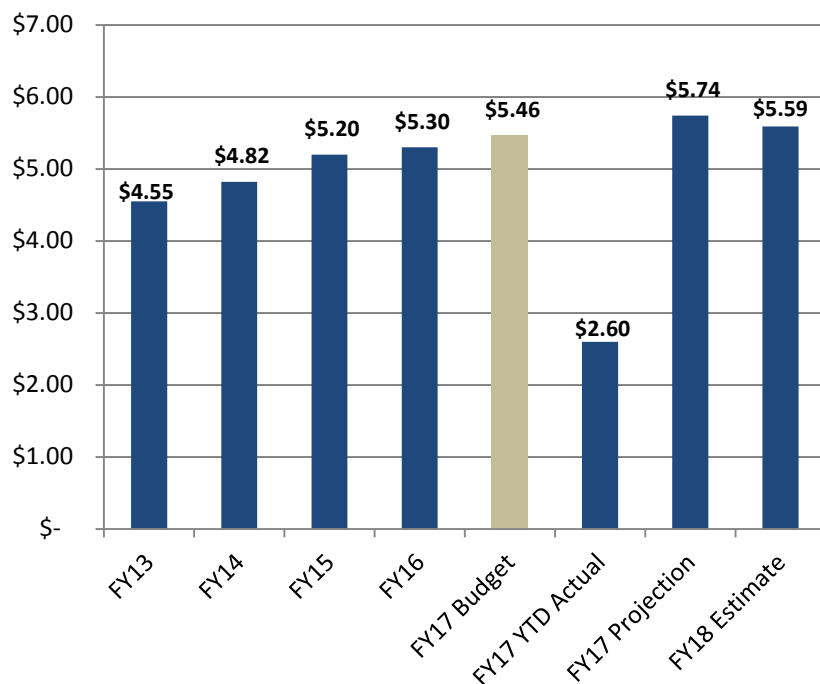
FY17 YTD Actual: \$114,549,951

FY17 Projection: \$118,472,160

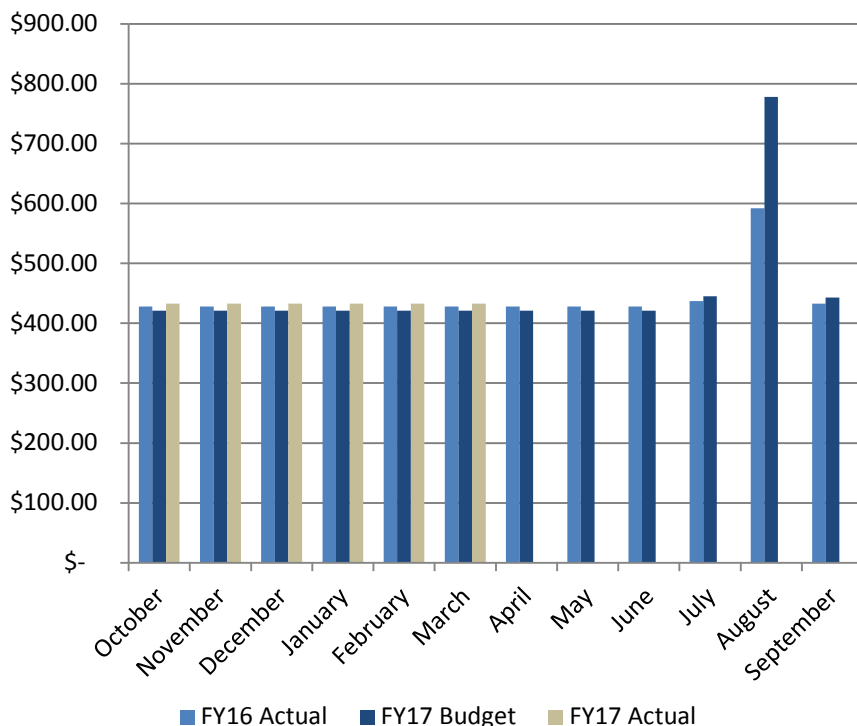
FY18 Preliminary Budget (4.8%): \$123,065,867

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

STATE REVENUE SHARINGS TAX**Fiscal Year Actuals & Projections (Millions)****Background:**

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.

Monthly Totals: Budget vs. Actuals (Thousands)**Trend:**

Leon County continues to collect increasing state revenue sharing taxes since the recession ended. This indicates a growing confidence in consumer spending, which has continued through FY17. While current year revenues are meeting the projected forecast, the FY18 forecast is only estimated to increase by approximately 2-3% over FY17.

FY16 Budget: \$5,054,000

FY16 Actual: \$5,324,185

FY17 Budget: \$5,461,550

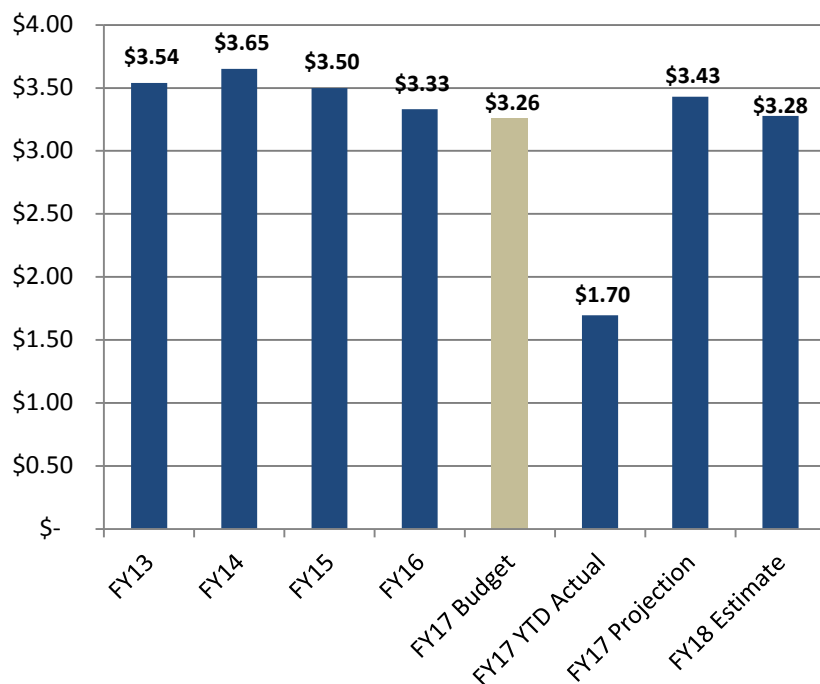
FY17 YTD Actual: \$2,599,369

FY17 Projection: \$5,749,000

FY18 Estimated Budget: \$5,591,249

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

COMMUNICATION SERVICES TAX**Fiscal Year Actuals & Projections (Millions)****Background:**

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.

Trend:

Statewide the CST has been in decline the past five years. Initially, Leon County was not following the trend: however in FY15, proceeds began declining. Current projections for FY17 anticipate revenues at slightly higher than the FY17 budget and the FY18 estimates are anticipated to be higher than the FY17 budget.

FY16 Budget: \$3,580,550

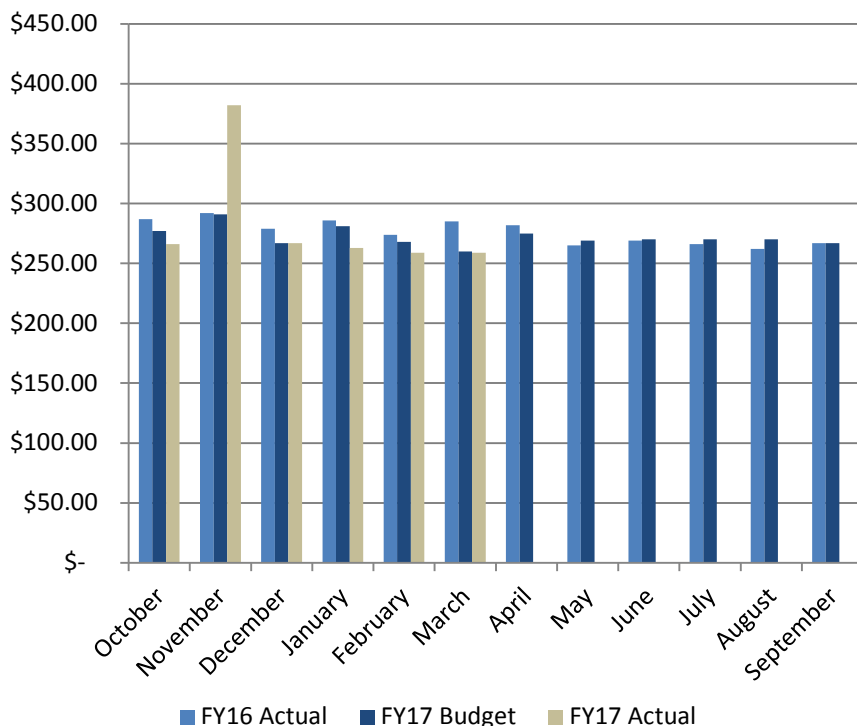
FY16 Actual: \$3,317,387

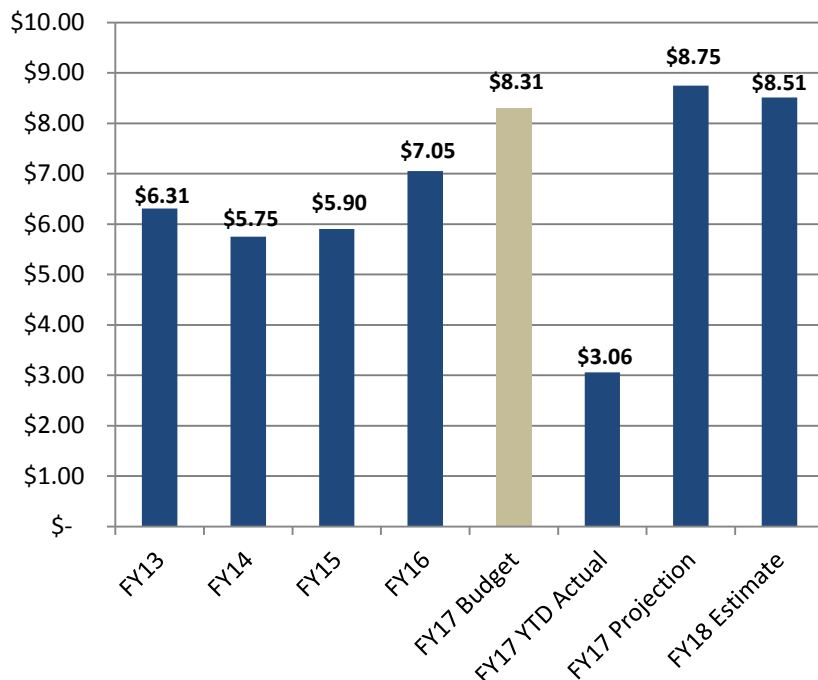
FY17 Budget: \$3,264,200

FY17 YTD Actual: \$1,697,129

FY17 Projection: \$3,436,000

FY18 Estimated Budget: \$3,278,450

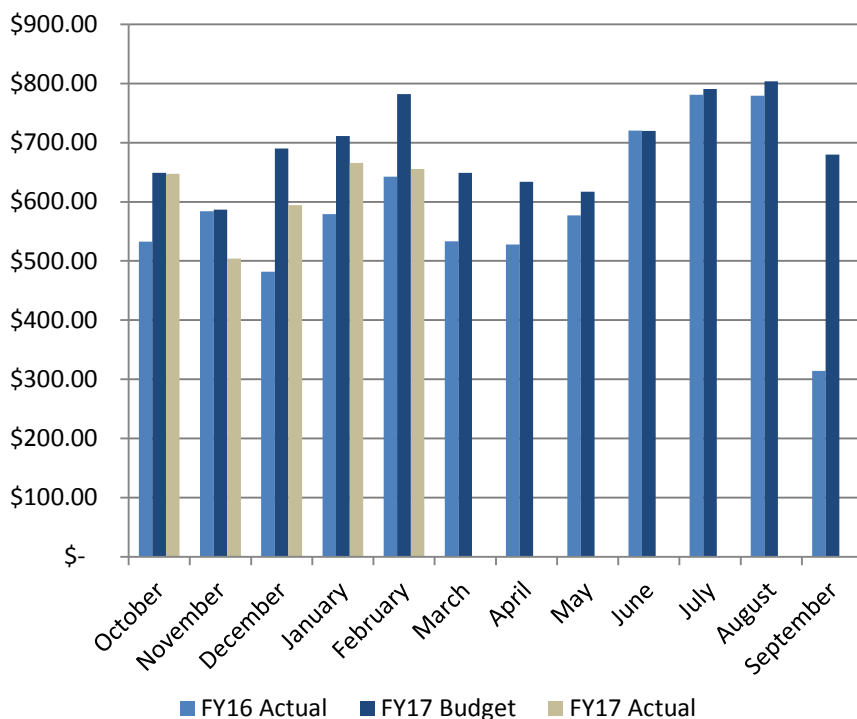
Monthly Totals: Budget vs. Actuals (Thousands)

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****PUBLIC SERVICES TAX****Fiscal Year Actuals & Projections (Millions)****Background:**

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.

Trend:

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

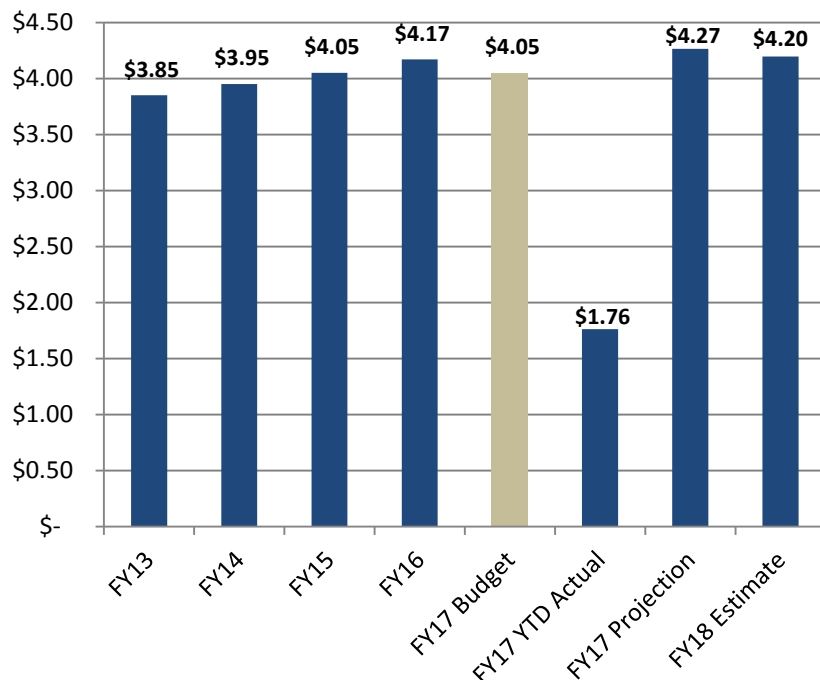
Monthly Totals: Budget vs. Actuals (Thousands)

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.

FY16 Budget: \$6,068,401
FY16 Actual: \$7,053,471

FY17 Budget: \$8,315,350
FY17 YTD Actual: \$3,066,501
FY17 Projection: \$8,753,000

FY18 Estimated Budget: \$8,517,014

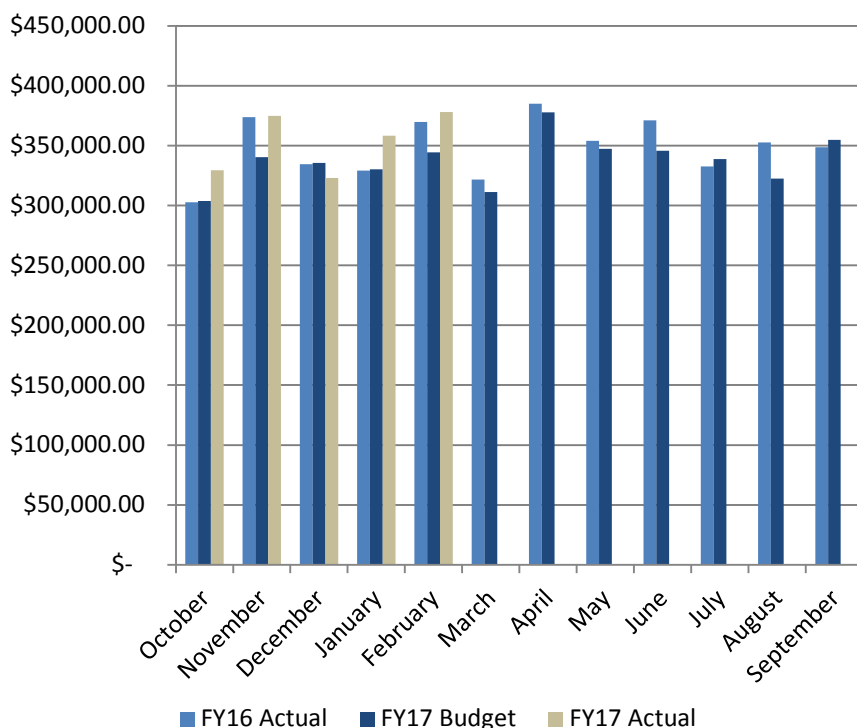
Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****STATE SHARED GAS TAX****Fiscal Year Actuals & Projections (Millions)****Background:**

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

Trend:

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

In FY17, 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. FY18 projects a moderate increase in this revenue.

Monthly Totals: Budget vs. Actuals (Thousands)

FY16 Budget: \$3,873,150

FY16 Actual: \$4,176,558

FY17 Budget: \$4,052,985

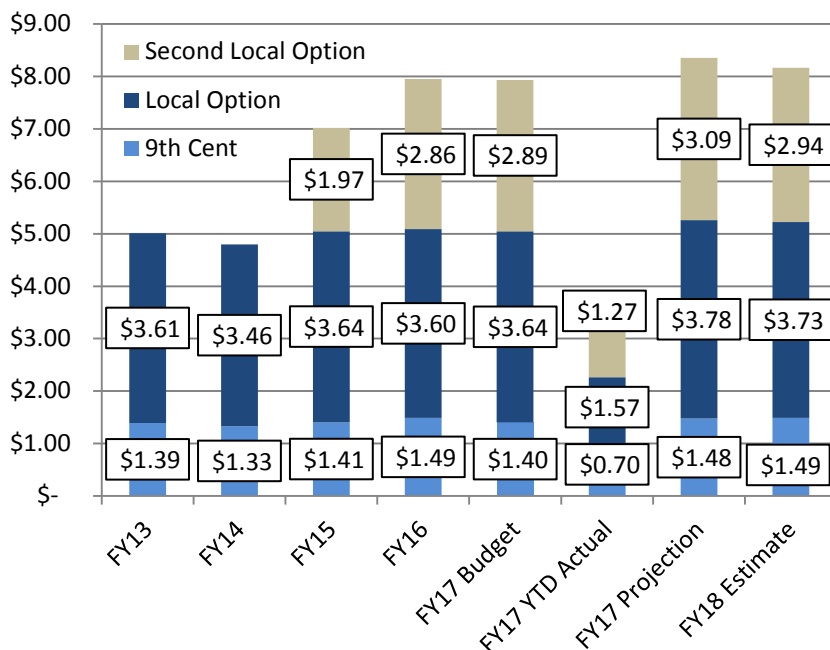
FY17 YTD Actual: \$1,763,899

FY17 Projection: \$4,266,300

FY18 Estimated Budget: \$4,197,765

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

LOCAL OPTION GAS TAX**Fiscal Year Actuals & Projections (Millions)****Background:**

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

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

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

The amounts shown are the County's share only.

Trend:

This is a consumption based tax on gallons purchased. In FY14, Leon County collected higher amount of gas tax revenue than FY 13 due to the new 2nd local option 5-cent gas tax. 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. FY18 estimated budget is consistent with FY16 and FY17 levels.

FY16 Budget: \$7,739,650

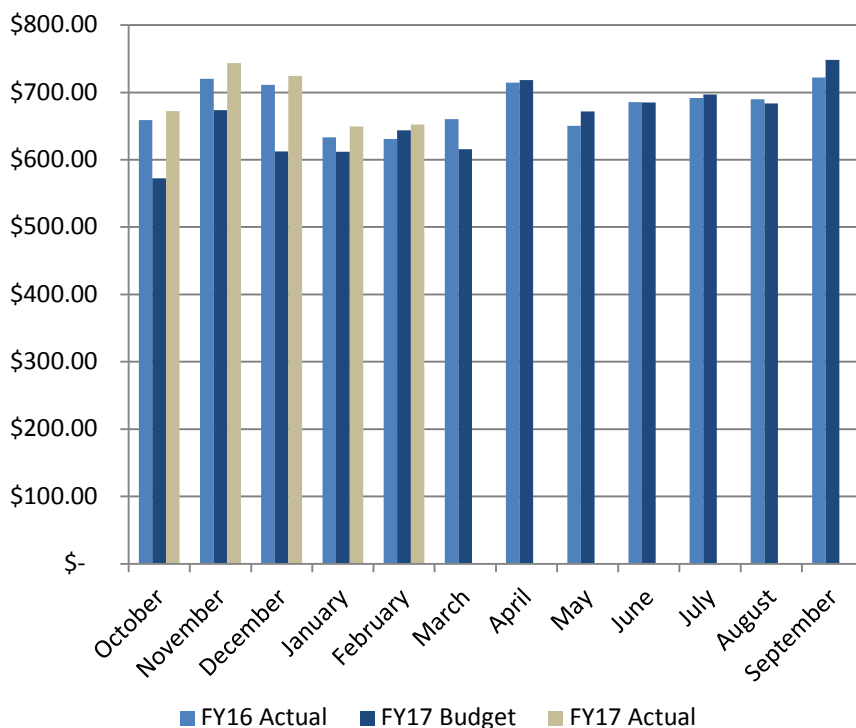
FY16 Actual: \$8,168,909

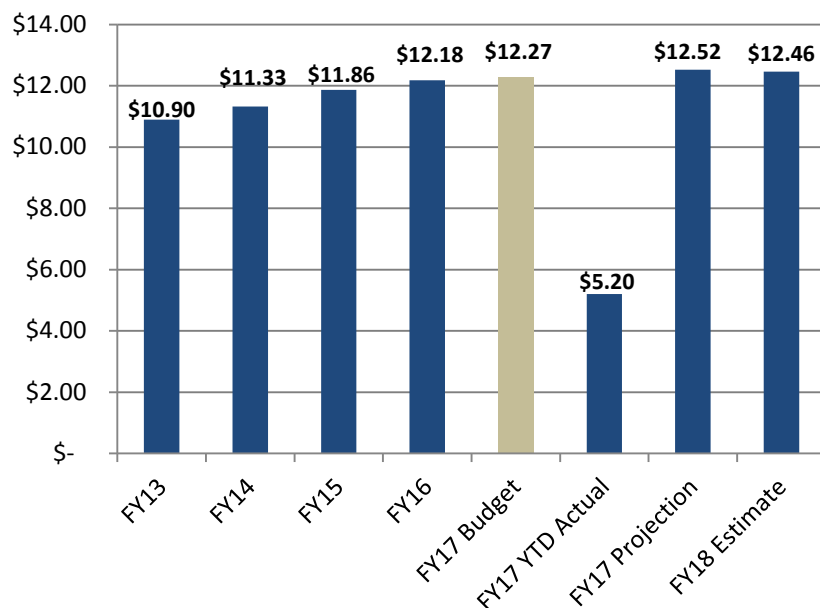
FY17 Budget: \$7,933,165

FY17 YTD Actual: \$3,441,795

FY17 Projection: \$8,350,700

FY18 Estimated Budget: \$8,164,300

Monthly Totals: Budget vs. Actuals (Thousands)

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****LOCAL GOVERNMENT HALF CENT SALES TAX****Fiscal Year Actuals & Projections (Millions)****Background:**

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). On April 9, 2015, the House approved the House Tax Cut Package, HB 7141, which changed the formula, but there is no impact to the portion of Local Government 1/2 Cent Sales Tax.

The amounts shown are the County's share only.

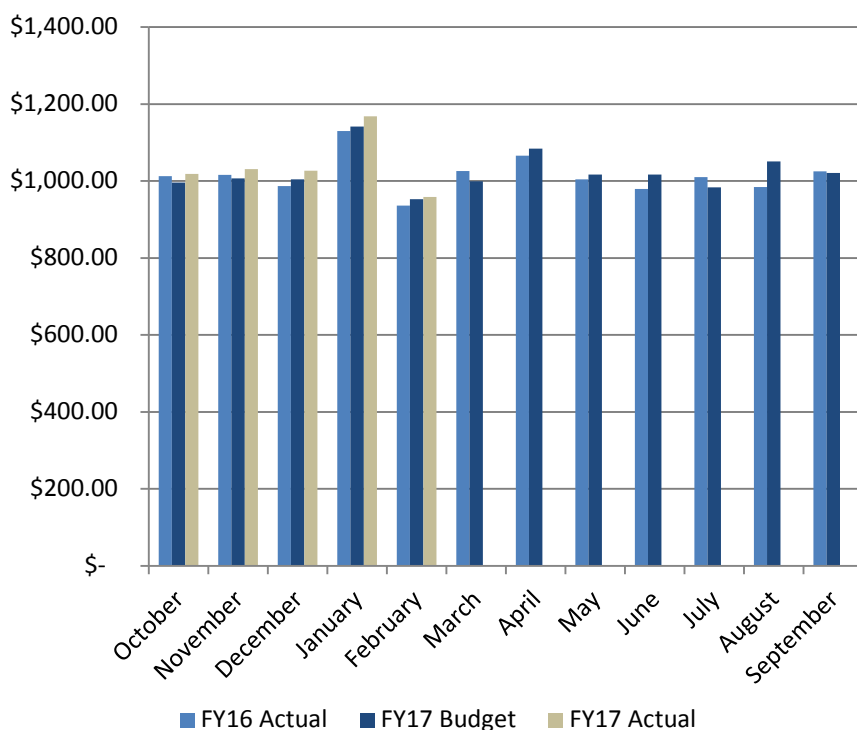
Trend:

Sales tax revenue declined from FY09 to FY11, a trend that ended in FY12. Since FY12 this revenue has trended upward. Projected actuals for FY17 and FY18 preliminary budget forecasts indicate slight growth in an improving economy with an upward trend of approximately 2%.

FY16 Budget: \$11,857,900
FY16 Actual: \$12,176,997

FY17 Budget: \$12,274,000
FY17 YTD Actual: \$5,202,892
FY17 Projection: \$12,522,426

FY18 Estimated Budget: \$12,463,050

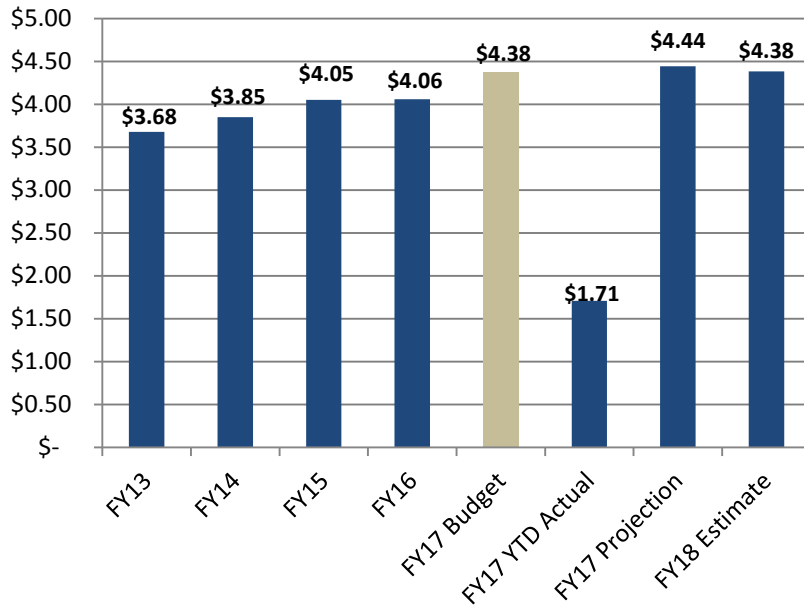
Monthly Totals: Budget vs. Actuals (Thousands)

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

LOCAL OPTION SALES TAX

Fiscal Year Actuals & Projections (Millions)



Background:

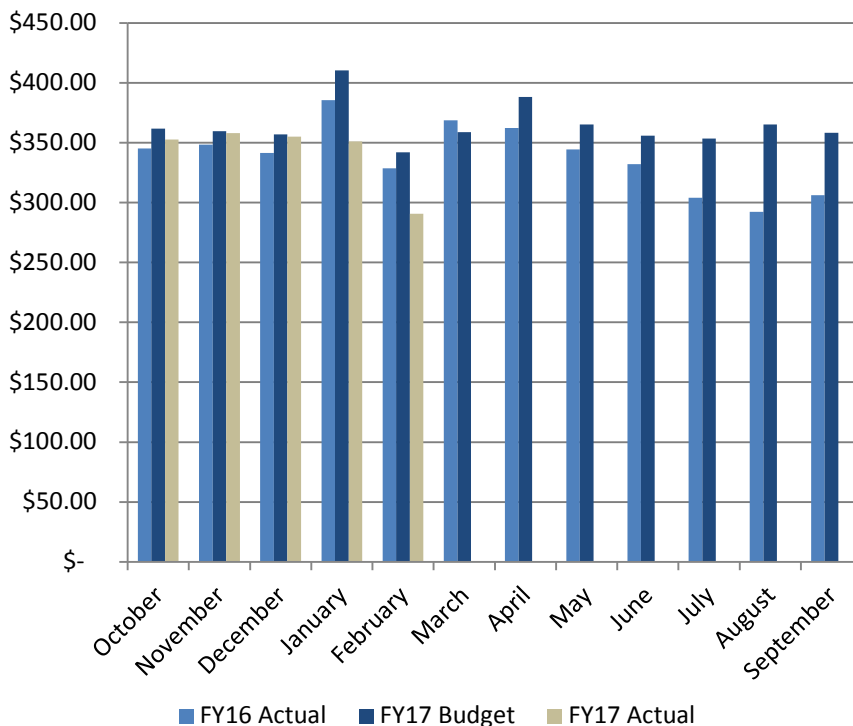
The Local Option Sales Tax is a 1 cent sales tax on all transactions up to \$5,000. In a November 2000 referendum, the sales tax was extended for an additional 15 years beginning in 2004. In a November 2014 referendum, the sales tax was extended for another 20 years beginning in 2019. The revenues are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

The amounts shown are the County's share only.

Trend:

Leon County anticipates collecting a slightly higher amount of local sales tax than budgeted in FY17. This indicates a recovering economy and an increase in consumer spending. The FY18 estimated budget continues the upward trend in expected consumer spending.

Monthly Totals: Budget vs. Actuals (Thousands)



FY16 Budget: \$4,054,600

FY16 Actual: \$4,059,531

FY17 Budget: \$4,376,650

FY17 YTD Actual: \$1,707,468

FY17 Projection: \$4,443,366

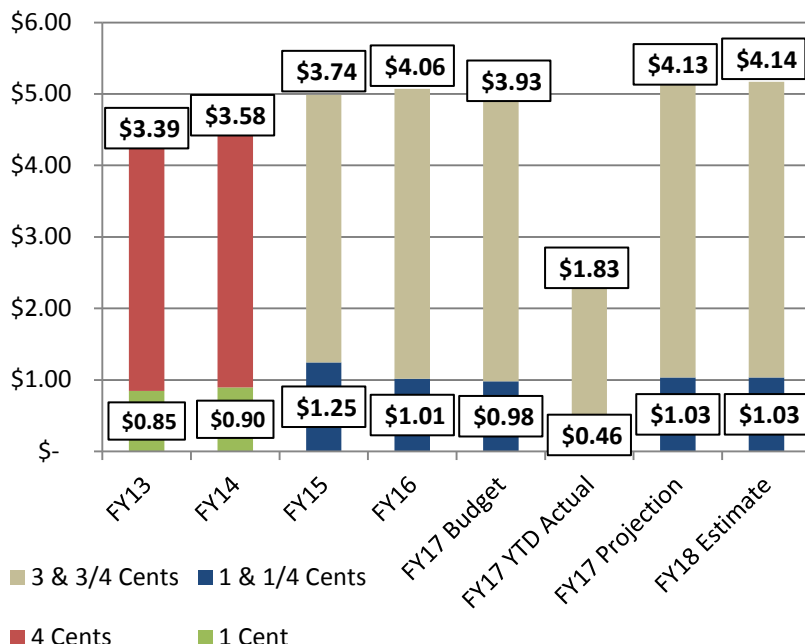
FY18 Estimated Budget: \$4,382,350

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

LOCAL OPTION TOURIST DEVELOPMENT TAX

Fiscal Year Actuals & Projections (Millions)



Background:

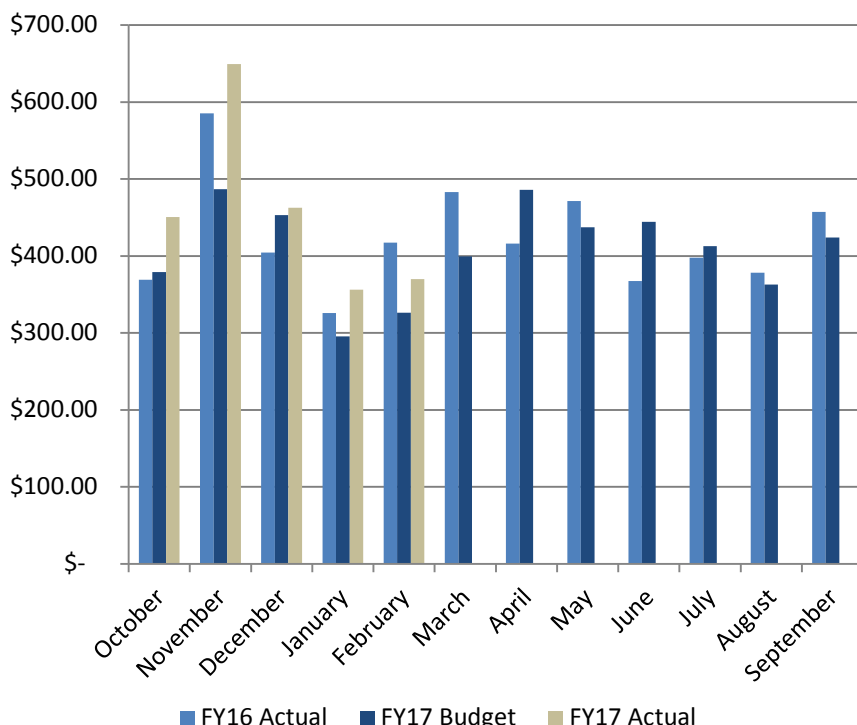
The Local Option Tourist Tax is a locally imposed 5% tax levied on rentals and leases of less than 6-month duration. This tax is administered locally by the Tax Collector. The funds are restricted to advertising, public relations, promotional programs, visitor services and approved special events (Florida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

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.

Trend:

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 FY18 estimate is projected with modest growth over the FY16 actual and FY17 projection due to an anticipated strong tourist season caused by a favorable football schedule.

Monthly Totals: Budget vs. Actuals (Thousands)



FY16 Budget: \$4,607,500

FY16 Actual: \$5,073,340

FY17 Budget: \$4,907,600

FY17 YTD Actual: \$2,288,453

FY17 Projection: \$5,165,895

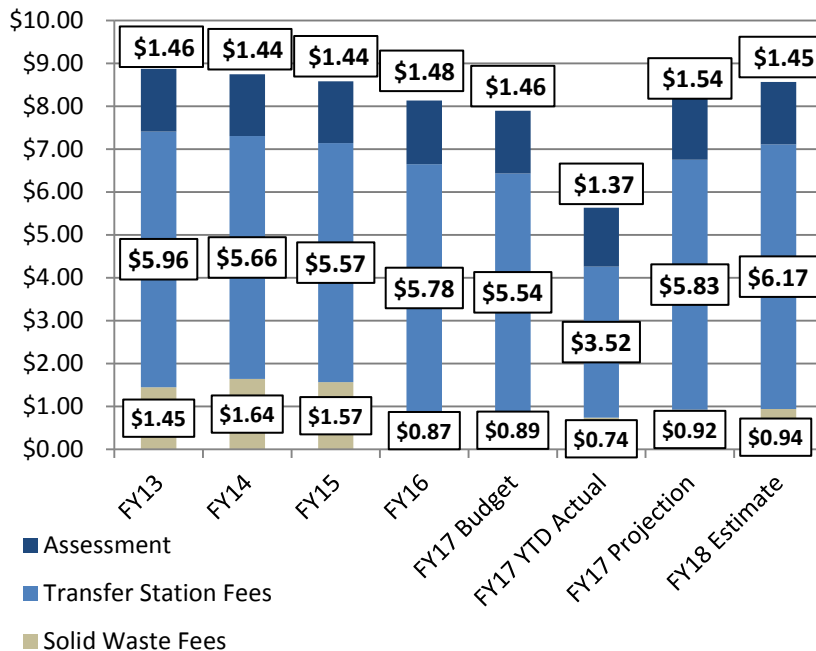
FY18 Estimated Budget: \$5,171,704

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

SOLID WASTE FEES

Fiscal Year Actuals & Projections (Millions)



Background:

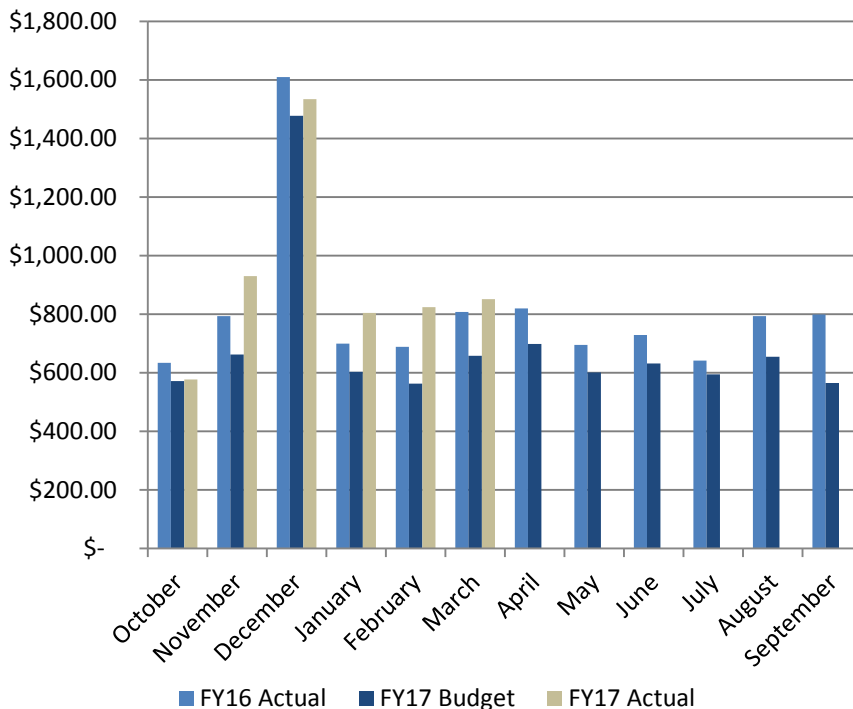
Solid Waste Fees are collected for sorting, reclaiming, disposing of solid waste at the County landfill and transfer station. Revenues collected will be used for the operation of all solid waste disposal sites.

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

Trend:

Leon County established a reduced tipping fee in FY13 due to a reduction in hauling rates. FY17 projected actuals indicate a moderate increase over the FY17 budget.

Monthly Totals: Budget vs. Actuals (Thousands)



FY16 Budget: \$8,041,997

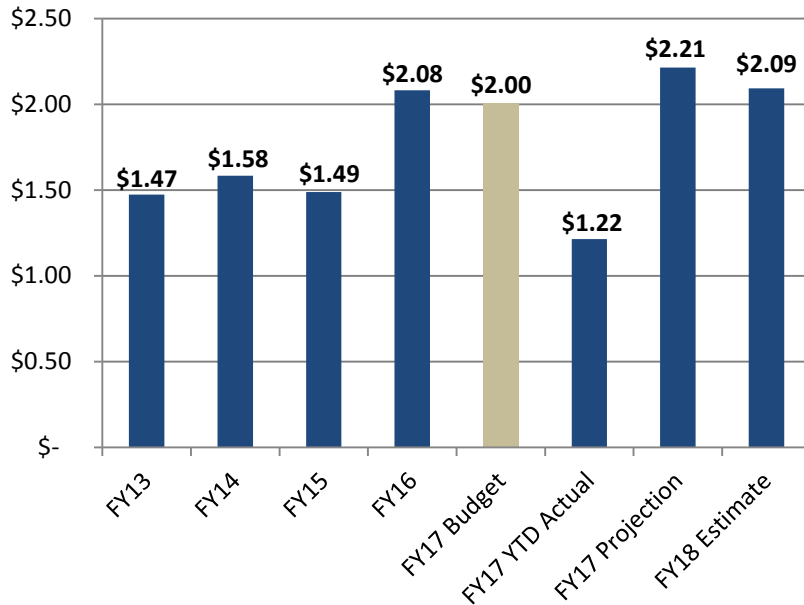
FY16 Actual: \$8,134,623

FY17 Budget: \$7,893,814

FY17 YTD Actual: \$5,631,919

FY17 Projection: \$8,297,078

FY18 Estimated Budget: \$8,566,477

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****BUILDING PERMIT FEES****Fiscal Year Actuals & Projections (Millions)****Background:**

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.

Trend:

Increased commercial and housing construction indicate an improve economy. The revenue projections indicate a return to pre-recession levels. FY17 projected actuals and FY18 estimates show a significant growth from previous years due to the economic recovery.

FY16 Budget: \$1,579,090

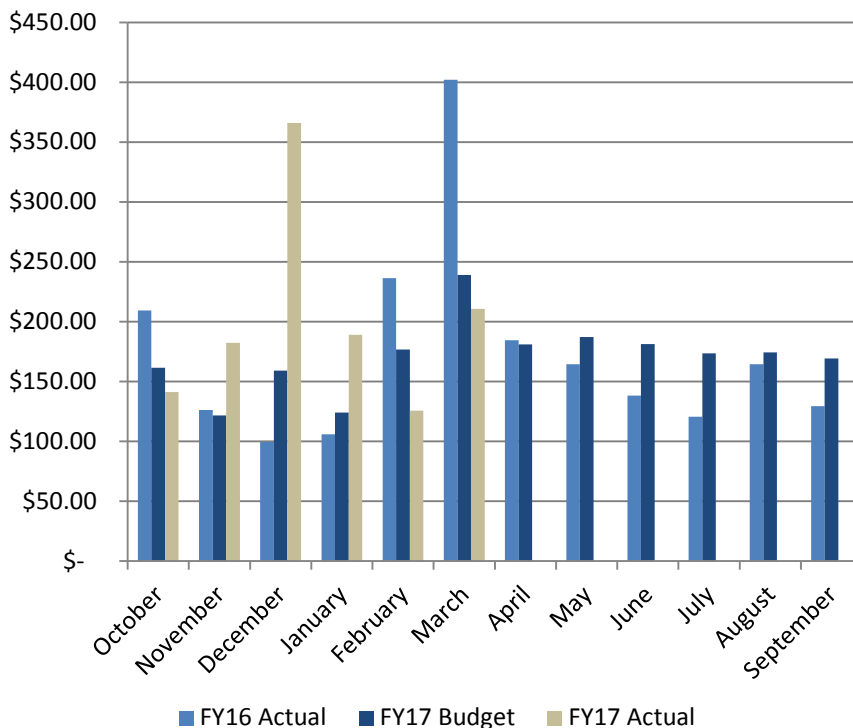
FY16 Actual: \$2,081,028

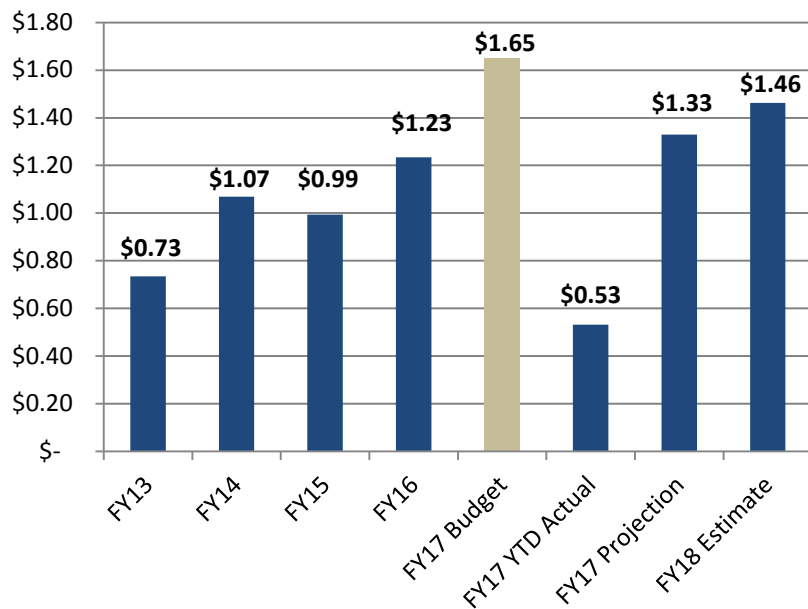
FY17 Budget: \$2,004,310

FY17 YTD Actual: \$1,215,056

FY17 Projection: \$2,214,684

FY18 Estimated Budget: \$2,093,091

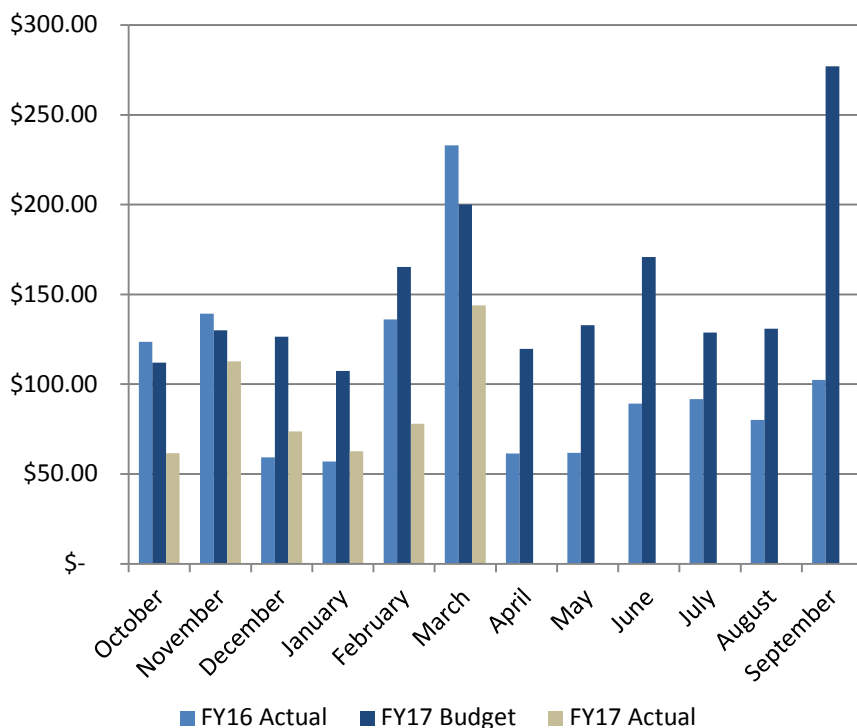
Monthly Totals: Budget vs. Actuals (Thousands)

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****ENVIRONMENTAL PERMIT FEES****Fiscal Year Actuals & Projections (Millions)****Background:**

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

Trend:

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.

Monthly Totals: Budget vs. Actuals (Thousands)

Beginning in FY13, an increase in development permitting started. This trend continued into FY16. It is projected that this trend will continue in FY17 and in FY18.

FY16 Budget: \$1,390,610

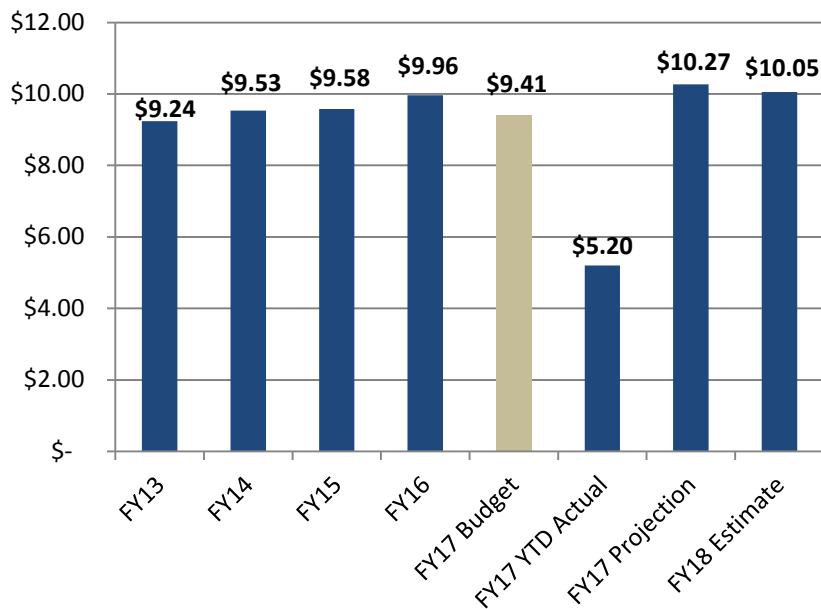
FY16 Actual: \$1,234,553

FY17 Budget: \$1,649,200

FY17 YTD Actual: \$532,576

FY17 Projection: \$1,329,050

FY18 Estimated Budget: \$1,462,576

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****AMBULANCE FEES****Fiscal Year Actuals & Projections (Millions)****Background:**

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).

Trend:

In FY08, the County established a collection policy to pursue uncollected bills, and to allow the write-off of billings determined uncollectible. In order to more accurately estimate revenues, the forecasting methodology shifted from a collection receivables basis to a cash basis. The current trend indicates a slight increase of ambulance fee revenue in FY17 and that trend is estimated to continue in the FY18 estimate.

FY16 Budget: \$9,621,600

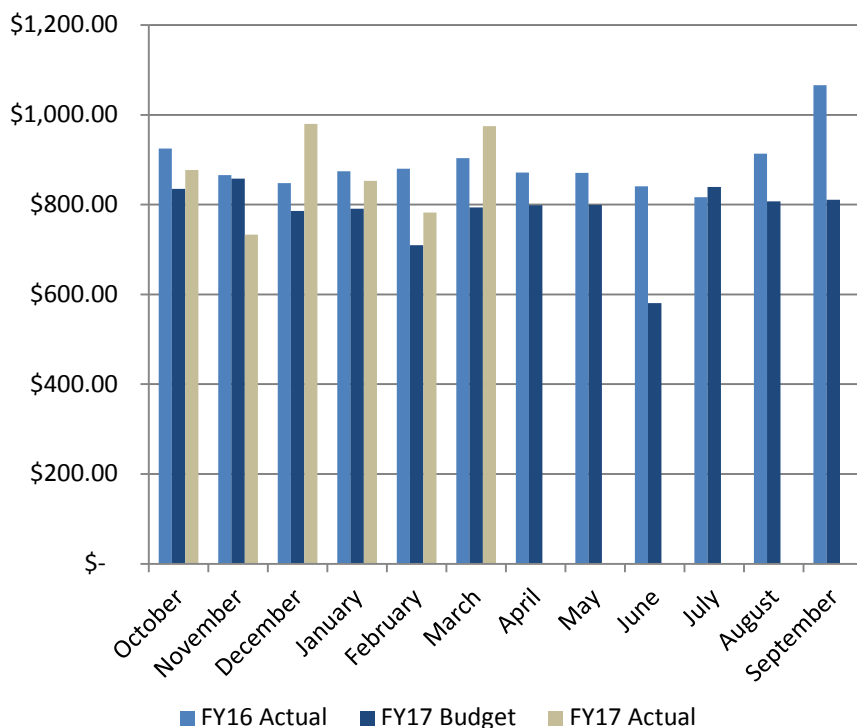
FY16 Actual: \$9,961,666

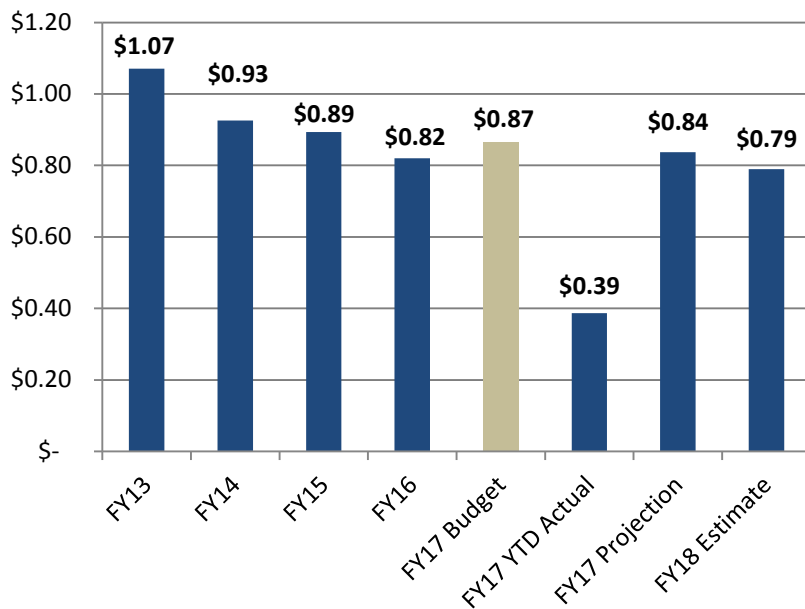
FY17 Budget: \$9,408,357

FY17 YTD Actual: \$5,147,504

FY17 Projection: \$10,272,767

FY18 Estimated Budget: \$10,051,903

Monthly Totals: Budget vs. Actuals (Thousands)

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****PROBATION FEES****Fiscal Year Actuals & Projections (Millions)****Background:**

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

Trend:

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, FY18 estimated budget shows a continued decline in revenue collection.

FY16 Budget: \$891,955

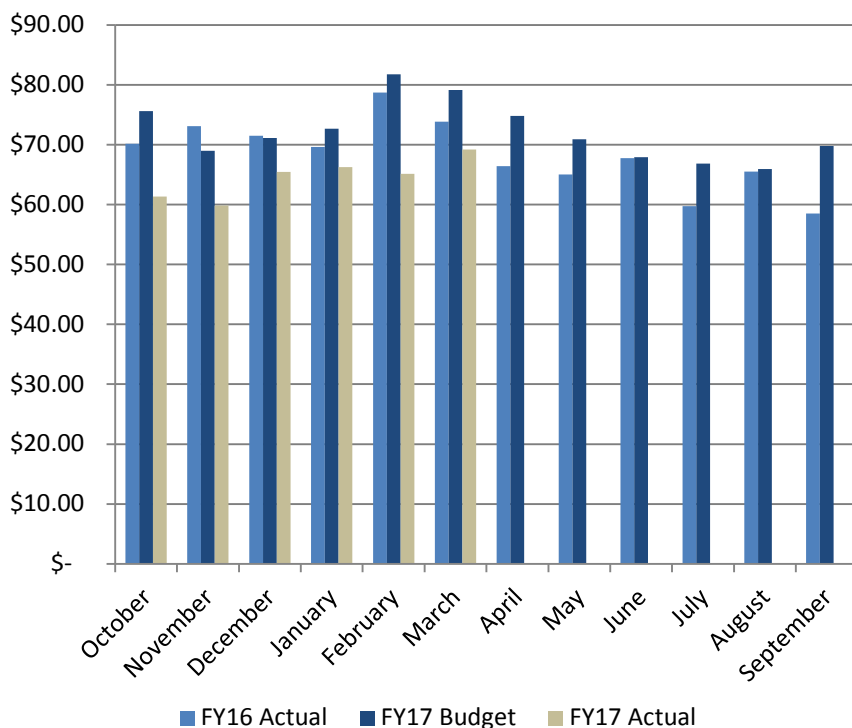
FY16 Actual: \$819,973

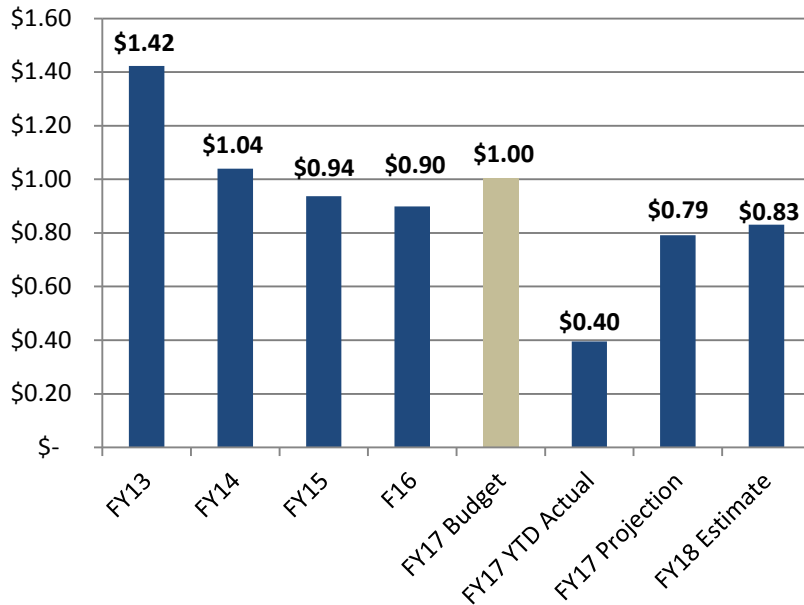
FY17 Budget: \$865,545

FY17 YTD Actual: \$387,279

FY17 Projection: \$837,547

FY18 Estimated Budget: \$789,347

Monthly Totals: Budget vs. Actuals (Thousands)

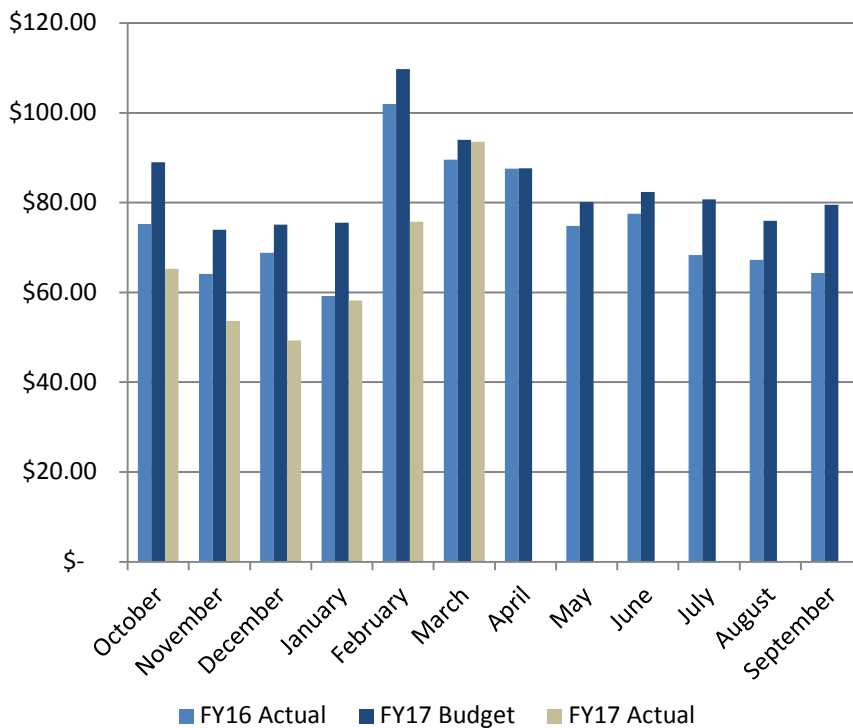
Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****COURT FACILITIES FEES****Fiscal Year Actuals & Projections (Millions)****Background:**

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 in surcharges on August 25, 2009.

Trend:

In FY10, an approved fee increase resulted in increased revenues. The first two years with the approved fee increase, FY11 through FY13 showed moderate revenue increases. Due to a decline in the issuance of moving traffic violations, FY14 experienced a sharp decrease. FY17 projection and FY18 estimate indicate a continued decrease in fees collected.

Monthly Totals: Budget vs. Actuals (Thousands)

FY16 Budget: \$950,000

FY16 Actual: \$898,780

FY17 Budget: \$1,003,682

FY17 YTD Actual: \$395,663

FY17 Projection: \$791,326

FY18 Estimated Budget: \$830,892

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

PROGRAM EXPENDITURE SUMMARY*

*Reflects expenditures posted to financial system as of 04/11/2017

Fund	Org	Description	FY17 Adj. Budget	FY17 Expenditures	FY17 Budget \$ Balance	FY17 Budget % Balance Remaining
<u>Board of County Commissioners</u>						
001	100	County Commission	1,535,073	798,583	736,490	47.98%
001	101	District 1	12,500	4,391	8,109	64.87%
001	102	District 2	12,500	2,526	9,974	79.79%
001	103	District 3	12,500	5,299	7,201	57.61%
001	104	District 4	12,500	2,344	10,156	81.25%
001	105	District 5	12,500	3,737	8,763	70.10%
001	106	At Large (Group 1)	12,500	3,522	8,978	71.82%
001	107	At Large (Group 2)	12,500	7,204	5,296	42.36%
001	108	Commissioners Account	25,395	7,075	18,320	72.14%
Subtotal:			1,647,968	834,682	813,286	49.35%
<u>County Administration</u>						
<u>Country Administration</u>						
001	110	Country Administration	1,013,761	528,204	485,557	47.90%
<u>Strategic Initiatives</u>						
001	113	Volunteer Center	192,717	94,634	98,083	50.89%
001	115	Strategic Initiatives	768,841	369,937	398,904	51.88%
001	116	Community and Media Relations	591,667	265,503	326,164	55.13%
125	864	Emergency Management ¹	108,341	0	108,341	100.00%
130	180	Enhanced 911	1,355,300	688,782	666,518	49.18%
<u>Human Resources</u>						
001	160	Human Resources	1,485,403	626,420	858,983	57.83%
Subtotal:			5,516,030	2,573,480	2,942,550	53.35%
<u>Office of Information Technology</u>						
<u>Management Information Systems</u>						
001	171	Management Information Systems	6,148,796	3,472,122	2,676,674	43.53%
001	421	Geographic Information Services	1,923,845	1,040,383	883,462	45.92%
<u>Public Safety Complex</u>						
001	411	Public Safety Complex Technology ²	250,334	79,260	171,074	68.34%
Subtotal:			8,322,975	4,591,764	3,731,211	44.83%
<u>County Attorney</u>						
001	120	County Attorney	2,158,617	907,820	1,250,797	57.94%
Subtotal:			2,158,617	907,820	1,250,797	57.94%
<u>Department of Public Works</u>						
<u>Support Services</u>						
106	400	Support Services	633,112	380,697	252,415	39.87%
106	978	Public Works Chargebacks	(350,000)	0	-350,000	100.00%
<u>Operations</u>						
106	431	Transportation Maintenance	4,339,474	1,802,361	2,537,113	58.47%
106	432	Right-of-Way	2,659,422	996,363	1,663,059	62.53%
123	433	Stormwater Maintenance	3,078,652	1,253,269	1,825,383	59.29%
001	216	Mosquito Control	685,593	211,602	473,991	69.14%
125	214	Mosquito Control Grant ¹	55,962	2,027	53,935	96.38%
<u>Engineering Services</u>						
106	414	Engineering Services	3,693,490	1,633,270	2,060,220	55.78%
<u>Solid Waste</u>						
435	401	Landfill Closure	265,282	96,035	169,247	63.80%
401	437	Rural Waste Collection Centers	654,736	270,899	383,837	58.62%
401	441	Transfer Station Operations	6,580,549	3,303,215	3,277,334	49.80%
401	442	Landfill (Solid Waste Management Facility)	1,140,682	441,585	699,097	61.29%
401	443	Hazardous Waste	661,782	314,981	346,801	52.40%
<u>Fleet Maintenance</u>						
505	425	Fleet Maintenance	2,807,477	1,193,412	1,614,065	57.49%
Subtotal:			26,906,213	11,899,717	15,006,496	55.77%
<u>Department of Development Support & Environmental Management</u>						
<u>Building Inspection</u>						
120	220	Building Inspection	1,673,305	685,600	987,705	59.03%
<u>Environmental Compliance</u>						
121	420	Environmental Compliance	1,511,145	757,479	753,666	49.87%

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

PROGRAM EXPENDITURE SUMMARY*

*Reflects expenditures posted to financial system as of 04/11/2017

<u>Fund</u>	<u>Org</u>	<u>Description</u>	<u>FY17 Adj. Budget</u>	<u>FY17 Expenditures</u>	<u>FY17 Budget \$ Balance</u>	<u>FY17 Budget % Balance Remaining</u>
<u>Development Services</u>						
121	422	Development Services	855,389	405,080	450,309	52.64%
<u>Permit Compliance</u>						
121	423	Permit Compliance	481,525	238,859	242,666	50.40%
<u>Support Services</u>						
121	424	Support Services	330,592	124,358	206,234	62.38%
<u>DEP Storage Tank</u>						
125	866	DEP Storage Tank ¹	166,047	75,317	90,730	54.64%
Subtotal:			5,018,003	2,286,694	2,731,309	54.43%
<u>Department of Planning, Land Management, & Community Enhancement</u>						
<u>Planning Department</u>						
001	817	Planning Department	1,295,927	172,410	1,123,517	86.70%
Subtotal:			1,295,927	172,410	1,123,517	86.70%
<u>Office of Financial Stewardship</u>						
<u>Office of Management and Budget</u>						
001	130	Office of Management and Budget	721,574	381,752	339,822	47.09%
<u>Real Estate Management</u>						
001	156	Real Estate Management	295,085	128,244	166,841	56.54%
<u>Purchasing</u>						
001	140	Procurement	501,991	249,125	252,866	50.37%
001	141	Warehouse	108,608	64,215	44,393	40.87%
<u>Risk Management</u>						
501	132	Risk Management	240,442	105,843	134,599	55.98%
501	821	Workers Compensation Management / Insurance	3,296,292	1,865,310	1,430,982	43.41%
Subtotal:			5,163,992	2,794,489	2,369,503	45.89%
<u>Office of Tourism Development</u>						
<u>Tourist Development</u>						
160	301	Administration	525,530	217,405	308,125	58.63%
160	302	Advertising	1,321,473	408,501	912,972	69.09%
160	303	Marketing	1,493,644	715,711	777,933	52.08%
160	304	Special Projects	645,000	99,856	545,144	84.52%
160	305	1 Cent Expenditures	5,042,522	0	5,042,522	100.00%
Subtotal:			9,028,169	1,441,473	7,586,696	84.03%
<u>Office of Library Services</u>						
<u>Library Services</u>						
001	240	Policy, Planning & OPS	847,469	362,646	484,823	57.21%
001	241	Public Library Services	4,493,362	2,054,643	2,438,719	54.27%
001	242	Collection Services	1,525,808	693,717	832,091	54.53%
Subtotal:			6,866,639	3,111,005	3,755,634	54.69%
<u>Office of Public Safety</u>						
<u>Emergency Medical Services</u>						
135	185	Emergency Medical Services	16,511,669	7,693,822	8,817,847	53.40%
<u>Animal Services</u>						
140	201	Animal Services	1,705,879	468,073	1,237,806	72.56%
Subtotal:			18,217,548	8,161,895	10,055,653	55.20%
<u>Office of Intervention & Detention Alternative</u>						
<u>County Probation</u>						
111	542	County Probation Division	1,127,559	536,863	590,696	52.39%
<u>Supervised Pretrial Release</u>						
111	544	Pretrial Release	1,143,133	507,074	636,059	55.64%
<u>Drug & Alcohol Testing</u>						
111	599	Drug and Alcohol Testing	168,734	72,223	96,511	57.20%
<u>FDLE JAG Grant Pretrial</u>						
125	982061	FDLE JAG Grant Pretrial FY16	40,000	0	40,000	100.00%
Subtotal:			2,479,426	1,116,160	1,363,266	54.98%

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

PROGRAM EXPENDITURE SUMMARY*

*Reflects expenditures posted to financial system as of 04/11/2017

<u>Fund</u>	<u>Org</u>	<u>Description</u>	<u>FY17 Adj. Budget</u>	<u>FY17 Expenditures</u>	<u>FY17 Budget \$ Balance</u>	<u>FY17 Budget % Balance Remaining</u>
<u>Office of Human Services & Community Partnerships</u>						
<u>Veteran Services</u>						
001	390	Veteran Services	327,763	157,116	170,647	52.06%
<u>Housing Services</u>						
001	371	Housing Services	479,687	247,814	231,873	48.34%
161	808	Housing Finance Authority	292,960	34,493	258,467	88.23%
<u>Health & Human Services</u>						
001	370	Social Service Programs	5,503,247	2,479,436	3,023,811	54.95%
<u>Health Department</u>						
001	190	Health Department	296,681	103,168	193,513	65.23%
<u>Primary Health Care</u>						
001	971	Primary Health Care	1,818,956	525,401	1,293,555	71.12%
<u>State Housing Initiatives Partnership</u>						
124	932047	SHIP 2014-2017 ¹	322,949	225,477	97,472	30.18%
124	932048	SHIP 2015-2018 ¹	896,896	0	896,896	100.00%
124	932049	SHIP 2016-2019 ¹	636,425	0	636,425	100.00%
124	932050	SHIP Disaster Fund ¹	302,517	9,510	293,007	96.86%
124	932051	SHIP Housing Counseling Fund ¹	13,899	0	13,899	100.00%
Subtotal:			10,891,980	3,782,414	7,109,566	65.27%
<u>Office of Resource Stewardship</u>						
<u>Cooperative Extension</u>						
001	361	Extension Education	470,954	102,948	368,006	78.14%
<u>Office of Sustainability</u>						
001	127	Office of Sustainability	303,010	112,382	190,628	62.91%
<u>Parks & Recreation</u>						
140	436	Parks & Recreation	2,903,276	1,332,078	1,571,198	54.12%
<u>Facilities Management</u>						
001	150	Facilities Management	7,452,418	3,438,981	4,013,437	53.85%
165	154	Bank of America	427,510	172,916	254,594	59.55%
166	155	Huntington Oaks Plaza Operating	134,525	22,010	112,515	83.64%
001	410	Public Safety Complex ²	1,528,056	545,671	982,385	64.29%
Subtotal:			13,219,749	5,726,986	7,492,763	56.68%
<u>Constitutional Officers⁴</u>						
<u>Clerk of the Circuit Court</u>						
110	537	Circuit Court Fees	407,457	237,683	169,774	41.67%
001	132	Clerk Finance (Risk Management)	1,609,217	938,710	670,507	41.67%
<u>Property Appraiser</u>						
001	512	Property Appraiser	5,159,673	3,857,644	1,302,029	25.23%
<u>Sheriff</u>						
110	510	Law Enforcement	36,216,890	27,023,694	9,193,196	25.38%
110	511	Corrections (Jail Operations)	34,549,212	20,153,707	14,395,505	41.67%
<u>Supervisor of Elections</u>						
060	520	Voter Registration	2,607,135	973,408	1,633,727	62.66%
060	521	Elections	1,580,223	1,039,975	540,248	34.19%
<u>Tax Collector</u>						
001	513	General Fund Property Tax Commissions	4,717,758	4,301,332	416,426	8.83%
123	513	Stormwater Utility Non Ad-Valorem	65,920	59,182	6,738	10.22%
135	513	Emergency Medical Services MSTU	144,369	0	144,369	100.00%
145	513	Fire Service Fee	39,090	29,808	9,282	23.75%
162	513	Special Assessment Paving	5,500	3,462	2,038	37.06%
164	513	Sewer Services Killearn Lakes I and II	5,000	4,253	747	14.94%
401	513	Landfill Non-Ad Valorem	32,620	25,484	7,136	21.88%
Subtotal:			87,140,064	58,648,342	28,491,722	32.70%

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

PROGRAM EXPENDITURE SUMMARY*

*Reflects expenditures posted to financial system as of 04/11/2017

<u>Fund</u>	<u>Org</u>	<u>Description</u>	<u>FY17 Adj. Budget</u>	<u>FY17 Expenditures</u>	<u>FY17 Budget \$ Balance</u>	<u>FY17 Budget % Balance Remaining</u>
Judicial Officers						
Court Administration						
001	540	Court Administration	225,425	111,828	113,597	50.39%
001	547	Guardian Ad Litem	21,627	6,272	15,355	71.00%
110	532	State Attorney	109,955	16,836	93,119	84.69%
110	533	Public Defender	133,195	14,204	118,991	89.34%
110	555	Legal Aid	259,914	128,750	131,164	50.46%
114	586	Teen Court	115,179	53,443	61,736	53.60%
117	509	Alternative Juvenile Program	55,480	36,628	18,852	33.98%
117	546	Law Library	55,480	0	55,480	100.00%
117	548	Judicial/Article V Local Requirements	55,480	36,338	19,142	34.50%
117	555	Legal Aid	55,480	22,000	33,480	60.35%
Subtotal:			1,087,215	426,299	660,916	60.79%
Non-Operating						
Line Item Funding						
001	888	Line Item Funding	497,759	373,880	123,880	24.89%
160	888	Council on Culture and Arts Regranting	1,226,900	313,278	913,622	74.47%
City of Tallahassee						
140	838	City Payment, Tallahassee (Parks & Recreation)	1,273,620	318,405	955,215	75.00%
145	838	City Payment, Tallahassee (Fire Fees)	7,747,906	0	7,747,906	100.00%
164	838	City Payment, Tallahassee (Killearn Lakes Sewer)	232,500	0	232,500	100.00%
Other Non-Operating						
001	114	Economic Vitality	735,731	0	735,731	100.00%
001	278	Summer Youth Employment	80,425	0	80,425	100.00%
001	402	Capital Regional Transportation Planning Agency ³	119,523	54,076	65,447	54.76%
001	403	Blueprint 2000 ³	331,846	187,839	144,007	43.40%
001	820	Insurance Audit, and Other Expenses	992,280	389,120	603,160	60.79%
001	831	Tax Deed Applications	89,781	89,781	0	0.00%
001	972	CRA-TIF PAYMENT	2,402,311	2,402,311	0	0.00%
110	508	Diversory Program	100,000	50,000	50,000	50.00%
110	620	Juvenile Detention Payment - State	960,500	430,239	530,261	55.21%
116	800	Drug Abuse	53,395	20,733	32,662	61.17%
131	529	800 MHZ System Maintenance	1,338,826	951,692	387,134	28.92%
	971	Primary Health Care	200,000	0	200,000	
145	843	Volunteer Fire Department	482,479	183,613	298,866	61.94%
502	900	Communications Control	953,689	365,700	587,989	61.65%
Interdepartmental Billing						
		Countywide Automation	439,118	0	439,118	100.00%
		Indirects (Internal Cost Allocations)	0	0	0	100.00%
		Risk Allocations	1,113,517	0	1,113,517	100.00%
Subtotal:			21,372,106	6,130,667	15,241,439	71.31%
Total Operating			202,417,479	108,163,298	94,254,181	46.56%
Total Non-Operating			21,321,105	5,918,089	15,403,016	72.24%
Total CIP			63,346,033	9,451,120	53,894,913	85.08%
Operating Grants			2,543,036	312,331	2,230,705	87.72%
Non Operating Grants			16,720,341	1,589,409	15,130,932	90.49%
Total Debt Service			8,570,548	689,064	7,881,484	91.96%
Total Reserves			6,457,863	964,393	5,493,470	85.07%
TOTAL NET EXPENDITURES:			321,376,405	127,087,704	194,288,701	60.46%

Notes:

1. Operating Grants include Mosquito Control, DEP Storage Tank, SHIP, and Emergency Management.

2. The Public Safety Complex budget was established to fund the salary and benefits and for maintenance, repair and information systems costs. Total expenses are shared with the City.

3. Expenditures are for employee costs associated with employees who have opted for County benefits. These costs are reimbursed by Blueprint 2000.

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

SUMMARY OF FUND BALANCE & RETAINED EARNINGS (unaudited)

<u>Org</u>	<u>Fund Title</u>	<u>FY15 Actual</u>	<u>FY16 Actual</u>	<u>FY17 Est. Bal. (A)</u>	<u>FY17 Adopted Bud</u>	<u>Fund Bal. as % of Budget (B)</u>
General & Fine and Forfeiture Funds *						
001	General Fund (C)	39,800,756	28,921,968	32,058,528	64,708,645	N/A
110	Fine and Forfeiture Fund	1,840,601	1,247,521	1,520,269	73,040,591	N/A
	Subtotal:	41,641,357	30,169,489	33,578,797	137,749,236	24%

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

Special Revenue Funds						
106	County Transportation Trust Fund	5,994,258	4,030,990	5,589,684	15,875,769	35%
111	Probation Services Fund	1,017,467	1,069,379	1,218,524	3,105,539	39%
114	Teen Court Fund	37,020	10,566	0	125,761	0%
116	Drug Abuse Trust Fund	936	936	936	61,370	2%
117	Judicial Programs Fund	232,576	319,222	285,954	225,222	127%
120	Building Inspection Fund (D)	1,723,885	2,245,648	2,689,674	2,022,550	133%
121	Development Support Fund (E)	885,124	525,507	401,499	4,103,299	10%
123	Stormwater Utility Fund	1,991,776	1,105,831	1,755,514	4,764,519	37%
124	Ship Trust Fund	180	181	0	636,425	0%
125	Grants	1,328,914	1,863,764	775,959	676,248	115%
126	Non-Countywide General Revenue Fund (F)	3,612,218	3,168,872	3,669,917	21,401,338	17%
127	Grants (G)	190,574	199,179	228,535	60,000	381%
130	911 Emergency Communications Fund	1,555,151	555,476	527,193	1,362,300	39%
131	Radio Communications Systems Fund (H)	0	14,578	41,770	1,342,826	3%
135	Emergency Medical Services Fund	9,420,586	9,020,680	7,117,544	19,225,563	37%
140	Municipal Service Fund	3,128,975	1,176,319	292,775	9,642,684	3%
145	Fire Services Fund	1,128,724	1,230,522	1,663,912	8,319,405	20%
160	Tourist Development Fund (1st-5th Cents) (I)	2,044,057	2,368,661	2,141,180	5,454,065	39%
160	Tourist Develop. Cultural, Visual Arts, Heritage (I)	5,042,522	5,042,522	5,109,854	0	N/A
161	Housing Finance Authority Fund	671,455	650,011	409,508	92,960	441%
162	Special Assessment Paving Fund	264,056	418,434	546,994	178,315	307%
164	Killearn Lakes Units I and II Sewer Fund	2,477	5,331	5,733	237,500	2%
165	Bank of America Building Op. Fund	1,698,517	915,607	661,822	1,791,024	37%
166	Huntington Oaks Plaza Fund	188,044	274,526	103,865	151,196	69%
	Subtotal:	42,159,492	36,212,743	35,238,346	100,855,878	35%

Debt Service Funds						
211	Debt Service - Series 2003 A&B	1,286	2,516	2,516	580,798	0%
220	Debt Service - Series 2004	224,712	98,414	0	6,943,954	0%
221	ESCO Lease	0	0	0	484,514	0%
222	Debt Service - Series 2014	0	2,203	2,203	561,282	0%
	Subtotal:	225,998	100,930	2,516	8,570,548	0%

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

SUMMARY OF FUND BALANCE & RETAINED EARNINGS (unaudited)

<u>Org</u>	<u>Fund Title</u>	<u>FY15 Actual</u>	<u>FY16 Actual</u>	<u>FY17 Est. Bal. (A)</u>	<u>FY17 Adopted Bud</u>	<u>Fund Bal. as % of Budget (B)</u>
<u>Capital Projects Funds</u>						
305	Capital Improvements Fund (J)	19,940,027	29,391,988	8,288,648	8,989,230	In addition to funding for budgeted
306	Gas Tax Transportation Fund	3,728,625	6,770,546	821,652	2,498,003	capital projects, the balances for
308	Local Option Sales Tax Fund (K)	8,599,509	5,104,357	209,753	0	funds 305 and 308 reflect capital
309	Local Option Sales Tax Extension Fund	7,422,380	4,770,800	54	5,025,000	reserves budgeted during FY14 as
311	Construction Series 2003 A&B Fund (L)	6,906	6,998	6,998	0	"sinking funds" for maintaining
318	1999 Bond Construction Fund (L)	134,416	50,024	50,024	0	existing County infrastructure.
321	Energy Savings Contract ESCO Capital Fund (L)	20,472	20,746	20,746	0	Balances committed for specific
330	911 Capital Projects Fund	1,997,757	3,243,836	3,243,836	12,540	capital projects not completed
341	Countywide Road District Fund - Impact Fee	746,460	189,940	190,316	0	during the fiscal year will be carried
343	NW Urban Collector Fund - Impact Fee	364,341	70,651	70,790	0	forward into the FY18 budget unless
344	SE Urban Collector Fund - Impact Fee	97,961	99,272	99,469	0	otherwise noted.
	Subtotal:	43,058,854	49,719,156	13,002,285	16,524,773	
<u>Enterprise Funds</u>						
401	Solid Waste Fund (M)	5,320,453	2,508,759	2,634,155	11,061,618	
	Subtotal:	5,320,453	2,508,759	2,634,155	11,061,618	
<u>Internal Service Funds</u>						
501	Insurance Service Fund	1,610,635	2,000,631	2,003,346	3,586,511	
502	Communications Trust Fund	128,086	47,058	75,669	953,689	
505	Motor Pool Fund	45,677	42,321	249,714	2,818,519	
	Subtotal:	1,784,398	2,090,010	2,328,729	7,358,719	
	TOTAL:	134,190,552	120,801,086	86,784,828	282,120,772	

Notes:

A. Balances are estimated as year ending for FY 2017.

B. FY 2017 percentage estimates are only provided for General and Special Revenue funds. 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.

C. The estimated FY17 Fund Balance contemplates \$6 million in reimbursement from FEMA associated with debris clean up costs from Hurricane Hermine.

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

E. The decrease in the Development Support fund balance is associated with the County's revised permit review process generating less revenue. During the economic downturn, at the direction of the Board in an effort to expedite the review and approval time-frames for proposed development projects, County development review thresholds were revised. The revisions allowed more proposed development projects to qualify for administrative review and approval, and also resulted in a reduced level of associated review fees based on a reduction in required project-related meetings.

F. Non countywide general revenue includes State Shared and 1/2 cent sales tax. This fund is used to account for non countywide general revenue sources. Funds are not expended directly from the fund, but are transferred to funds that provide non countywide services, and to the general fund as required by Florida Statute.

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

H. The Radio Communications Systems Fund is used to account for the digital radio system.

I. The 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.

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. The estimated FY17 fund balance contemplates \$1.25 million in revenue from the sale of the Micosukee Road property across from the Public Works Complex.

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

L. Bond construction funds are anticipated to close at the end of FY 2017.

M. Amount reflected in unrestricted retained earnings. The FY16 decrease is associated with increased closure liability costs associated with the closing of the landfill. As required by the landfill closure permit, an additional \$2.8 million was transferred from the unrestricted fund balance to the closure reserve account.

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****CAPITAL IMPROVEMENT PROGRAM SUMMARY**

Project Service Types	# of Projects	% of CIP Budget	Adjusted Budget	YTD Activity	% of Budget Committed	Project Balance
Culture and Recreation	18	11.3%	7,161,372	971,733	13.6%	6,189,639
General Government	41	16.5%	10,429,315	3,415,344	32.7%	7,013,971
Health and Safety	7	11.5%	7,313,469	179,661	2.5%	7,133,808
Physical Environment	31	25.8%	16,356,832	1,798,470	11.0%	14,558,362
Transportation	18	34.9%	22,085,045	3,085,910	14.0%	18,999,135
TOTAL	115	100%	\$63,346,033	\$9,451,120	14.9%	\$53,894,913

Note: This Capital Improvement Program Summary reflects the adjusted budget and year-to-date (YTD) activity from October 1, 2016 - April 11, 2017. YTD totals do not include project encumbrances.

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****CULTURE AND RECREATION**

Project #	Project Description	Adjusted Budget	YTD Activity	% of Budget Expended	Project Balance
045001	Apalachee Parkway Regional Park	897,093	1,975	0.2%	895,118
047002	Boat Landing Improvements and Renovations	123,184	26,329	21.4%	96,855
086066	Concrete Masonry Restrooms (Pre-Fabricated Buildings)	123,700	-	0.0%	123,700
043007	Fred George Park	500,000	6,903	1.4%	493,097
046009	Greenways Capital Maintenance	441,159	38,140	8.6%	403,019
043001	J.Lee Vause Park Improvements	122,550	-	0.0%	122,550
045004	J.R. Alford Greenway	140,000	-	0.0%	140,000
076011	Library Services Technology	174,000	11,443	6.6%	162,558
086053	Main Library Improvements	365,342	161,737	44.3%	203,605
044005	Miccosukee Community Center	15,000	-	0.0%	15,000
044003	Miccosukee Greenways*	238,603	98,008	41.1%	140,595
046007	New Parks/Greenways Vehicle and Equipment	174,366	55,248	31.7%	119,118
044001	Northeast Community Park	250,000	6,965	2.8%	243,035
043008	Okeeheepkee Prairie Park	342,461	-	0.0%	342,461
046001	Parks Capital Maintenance	2,501,184	316,827	12.7%	2,184,357
046006	Playground Equipment Replacement	136,250	117,993	86.6%	18,257
047001	St. Marks Headwaters Greenway*	103,334	15,045	14.6%	88,289
041002	Woodville Community Park	513,146	115,120	22.4%	398,026
TOTAL CULTURE AND RECREATION		\$7,161,372	\$971,733	13.6%	\$6,189,639

GENERAL GOVERNMENT

086064	Air Conditioning Unit Replacements	52,671	8,169	15.5%	44,502
086073	Amtrak Building Renovations	303,207	11,092	3.7%	292,116
086011	Architectural & Engineering Services	60,000	11,077	18.5%	48,923
076055	Building Inspection Technology	11,476	-	0.0%	11,476
096019	Capital Grant Match Program	81,205	-	0.0%	81,205
086054	Centralized Storage Facility	219,758	7,648	3.5%	212,110
086017	Common Area Furnishings	30,000	1,782	5.9%	28,218
086062	Community Services Building Renovations	51,519	-	0.0%	51,519
086030	Cooperative Extension Renovations Roof Replacement	153,713	-	0.0%	153,713
086027	Courthouse Renovations	429,627	159,390	37.1%	270,237
086024	Courthouse Repairs	1,018,012	193,386	19.0%	824,626
086016	Courthouse Security	20,000	12,372	61.9%	7,628
086007	Courtroom Minor Renovations	60,000	30,972	51.6%	29,028
076023	Courtroom Technology	335,666	72,675	21.7%	262,991
076003	Data Wiring	39,412	9,247	23.5%	30,165
076004	Digital Phone System	306,092	135,974	44.4%	170,118
076063	E-Filing System for Court Documents	249,813	31,506	12.6%	218,307
086037	Elevator Generator Upgrades	546,970	104,354	19.1%	442,616
076008	File Server Maintenance	513,687	243,603	47.4%	270,084
076001	Financial Hardware and Software	240,378	64,373	26.8%	176,005
026010	Fleet Management Shop Equipment	50,000	42,121	84.2%	7,879
086071	Fleet Management Shop Improvements	38,250	995	2.6%	37,255
086057	General County Maintenance and Minor Renovations	406,753	51,754	12.7%	354,999
026003	General Vehicle and Equipment Replacement	849,892	545,812	64.2%	304,080
086068	Lake Jackson Town Center Sense of Place Initiative	701,731	633,112	90.2%	68,619
083002	Lake Jackson Town Center - Huntington Oaks	242,775	-	0.0%	242,775
086025	Leon County Government Annex Renovations-BOA Building	776,567	149,243	19.2%	627,324
076064	MIS Data Center - HVAC	311,015	12,174	3.9%	298,841
076018	Network Backbone Upgrade	193,043	61,809	32.0%	131,234

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****GENERAL GOVERNMENT**

Project #	Project Description	Adjusted Budget	YTD Activity	% of Budget Expended	Project Balance
026018	New General Vehicles and Equipment	66,000	14,813	22.4%	51,187
086033	Parking Lot Maintenance	255,413	31,642	12.4%	223,771
076051	Public Defender Technology	87,679	77,490	88.4%	10,189
076061	Records Management	144,909	-	0.0%	144,909
086074	SOE Space Consolidation	903,176	302,204	33.5%	600,972
076047	State Attorney Technology (MIS)	30,000	15,863	52.9%	14,137
076005	Supervisor of Elections Technology	102,526	18,933	18.5%	83,593
076022	Technology in Chambers	48,300	47,662	98.7%	638
076024	User Computer Upgrades	319,303	280,814	87.9%	38,489
096028	Voting Equipment Replacement	94,000	-	0.0%	94,000
086065	Welcome Center Improvements	41,300	11,817	28.6%	29,484
076042	Work Order Management	43,477	19,466	44.8%	24,011
TOTAL GENERAL GOVERNMENT		10,429,315	3,415,344	32.7%	\$7,013,971

HEALTH AND SAFETY

076058	Emergency Medical Services Technology	37,128	16,385	44.1%	20,743
026014	EMS Vehicle and Equipment Replacement	1,174,961	-	0.0%	1,174,961
086052	Health Department Improvements	225,758	10,192	4.5%	215,566
086031	Jail Complex Maintenance	2,991,486	27,010	0.9%	2,964,476
086067	Medical Examiner Facility	2,342,365	97,924	4.2%	2,244,441
096016	Public Safety Complex	490,110	28,151	5.7%	461,959
096002	Volunteer Fire Department	51,661	-	0.0%	51,661
TOTAL HEALTH AND SAFETY		\$7,313,469	\$179,661	2.5%	\$7,133,808

PHYSICAL ENVIRONMENT

054011	Baum Road Drainage Improvements	73,760	-	0.0%	73,760
067002	Blueprint 2000 Water Quality Enhancements	309,361	-	0.0%	309,361
055011	Crump Road Drainage Improvements	415,674	-	0.0%	415,674
063005	Fords Arm - Lexington Pond Retrofit	3,652,442	1,270	0.0%	-
076009	Geographic Information System	459,680	96,250	20.9%	363,430
076060	GIS Incremental Basemap Update	298,500	267,439	89.6%	31,061
036042	Hazardous Waste Vehicle and Equipment Replacement	186,000	-	0.0%	186,000
036019	Household Hazardous Waste Improvements	85,650	-	0.0%	85,650
064001	Killlearn Acres Flood Mitigation	497,677	-	0.0%	497,677
064006	Killlearn Lakes Plantation Stormwater	2,027,960	229,501	11.3%	1,798,459
061001	Lake Henrietta Renovations	472,554	-	0.0%	472,554
062001	Lake Munson Restoration	227,599	-	0.0%	227,599
062002	Lakeview Bridge	157,232	3,591	2.3%	153,641
036002	Landfill Improvements	186,029	-	0.0%	186,029
062004	Longwood Outfall Retrofit	223,345	-	0.0%	223,345
026020	New Stormwater Vehicles and Equipment	380,511	380,305	99.9%	206
045007	Pedrick Pond Stormwater Improvement	43,320	-	0.0%	43,320
076015	Permit and Enforcement Tracking System	215,450	27,241	12.6%	188,209
036033	Rural/Hazardous Waste Vehicle and Equipment Replacement	432,809	171,982	39.7%	260,827
036003	Solid Waste Heavy Equipment/Vehicle Replacement	544,032	252,330	46.4%	291,702
036028	Solid Waste Master Plan	100,000	-	0.0%	100,000

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****PHYSICAL ENVIRONMENT**

Project #	Project Description	Adjusted Budget	YTD Activity	% of Budget Expended	Project Balance
036041	Solid Waste Pre-Fabricated Buildings	55,274	-	0.0%	55,274
067006	Stormwater Infrastructure Preventive Maintenance	550,000	-	0.0%	550,000
066026	Stormwater Pond Repairs	110,659	37,205	33.6%	73,454
066003	Stormwater Structure Inventory and Maintenance	611,720	-	0.0%	611,720
026004	Stormwater Vehicle and Equipment Replacement	557,897	278,025	49.8%	279,872
066004	Total Maximum Daily Load - TMDL Compliance	350,000	-	0.0%	350,000
036010	Transfer Station Heavy Equipment Replacement	434,800	41,085	9.4%	393,715
036023	Transfer Station Improvements	297,219	12,246	4.1%	284,973
062005	Westside Stormwater - Gum Road Area	400,000	-	0.0%	400,000
061002	Woodside Heights*	1,999,678	-	0.0%	1,999,678
TOTAL PHYSICAL ENVIRONMENT		16,356,832	1,798,470	11.0%	\$14,558,362

TRANSPORTATION

026015	Arterial/Collector Roads Pavement Markings	135,200	-	0.0%	135,200
056001	Arterial/Collector Resurfacing	5,858,067	1,796,091	30.7%	4,061,976
054003	Bannerman - Thomasville to Meridian	446,663	290,783	65.1%	155,880
056005	Community Safety and Mobility*	1,450,179	236,595	16.3%	1,213,584
057001	Intersection and Safety Improvements*	5,165,923	313,484	6.1%	4,852,439
055010	Magnolia Drive Multi-Use Trail*	200,324	210	0.1%	200,114
051006	Natural Bridge Road*	30,000	3,070	10.2%	26,930
026022	New Public Works Vehicle and Equipment	93,000	39,705	42.7%	53,295
053003	North Monroe Turn Lane (Landscaping)	47,449	-	0.0%	47,449
053007	Old Bainbridge Road Safety Improvements	322,000	-	0.0%	322,000
026006	Open Graded Cold Mix-OGCM Stabilization	963,441	-	0.0%	963,441
056011	Public Works Design and Engineering Services	100,000	24,248	24.2%	75,752
026005	Public Works Vehicle and Equipment Replacement	1,136,563	221,726	19.5%	914,837
053002	Pullen Road at Old Bainbridge Road*	299,164	17,593	5.9%	281,571
056013	Sidewalk Program	2,286,544	17,805	0.8%	-
051008	Springhill Road Bridge Rehabilitation	350,500	-	0.0%	350,500
057013	Street Lights/Unincorporated Area	125,000	-	0.0%	125,000
056010	Transportation and Stormwater Improvements	3,075,028	124,599	4.1%	2,950,429
TOTAL TRANSPORTATION		\$22,085,045	\$3,085,910	14.0%	\$18,999,135

* The remaining funds for the grant funded projects are listed in the Grants section of the report.

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

GRANTS PROGRAM SUMMARY

The County utilizes grants to fund a number of programs and activities in Leon County. As reflected in the table below, the County is currently administering approximately \$19.2 million in grant funding. As grants often cross multiple fiscal years, it is not uncommon to see the actual expenditures for a fiscal year less than the total funding available. All balances are carried into the subsequent fiscal year consistent with any grant award requirements.

Most grants are accepted by the Board of County Commissioners and placed within one of three funds, Fund 124 (SHIP Grants), Fund 125 (Reimbursement Grants) and Fund 127 (Interest Bearing Grants). While placed in a Grants Fund, a program budget can be a federal or state authorization, a contractual arrangement between two governing bodies, a contract between the County and a non-governmental entity, a method to keep a specific revenue source separate from operating budgets, or a pure grant award.

Some programs are anticipated as part of the regular budget process: Mosquito Control, the Underground Storage Tank Program, the FDLE Justice Assistance Grant (JAG), the Department of Health Emergency Medical Grant, and the Emergency Management Base Grant. These grant funds are administered within various County department operating budgets, and are reported in the expenditure section of the annual report.

The Grants Program is cooperatively monitored by department program managers, the Office of Management and Budget (OMB), and the Clerk's Finance Division. OMB monitors all aspects of these grants, particularly block grants. Program Managers in conjunction with OMB often pursue grants independently and administer grants throughout the year. OMB and the Clerk's Finance Division monitor overall expenditures and revenues as well as coordinate the year-end close-out and carry forward processes with all grant funded programs.

Budget by Administering Department				
Department	% of Total Grants	FY17 Budget	FY17 Expended	Balance
Administration	4.48%	863,186	541,368	321,818
Dev. Sup. & Environmental Management	0.86%	166,047	75,317	90,730
Public Services	0.96%	184,479	66,820	117,659
Library Services	2.62%	504,650	74,379	430,271
Human Services and Community Partnerships	15.22%	2,932,025	258,440	2,673,585
Resource Stewardship	14.26%	2,746,897	280,458	2,466,439
Public Works	58.62%	11,292,806	977,696	10,315,110
Intervention & Detention Alternatives	1.12%	216,329	84,835	131,494
Judicial	0.82%	158,617	42,428	116,189
Constitutional	0.56%	108,341	0	108,341
Miscellaneous	0.47%	90,000	0	90,000
SUBTOTAL:	100%	19,263,377	2,401,740	16,861,637
Minus Operating/Transfers Grants		2,543,036	312,331	2,230,705
TOTAL		16,720,341	2,089,409	14,630,932

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****Grants Program Summary**

*Denotes Interest Bearing Grant

Org	Grant/Program	Description/Purpose	FY17 Budget	Spent	% Unspent
Administration					
915068	Leon Works Expo/Junior Apprentice	Funding from the Florida Legislature, through Tallahassee Community College to support the 2017 Leon Works Expo and an entry level skills training initiative through Leon Works Junior Apprenticeship Program	99,425	32,374	67.4%
983016	EDC/Qualified Targeted Industry	Funding for the establishment of a 1.0 million economic development incentive fund for the joint Tallahassee/Leon County Office of Economic Vitality	500,000	500,000	0.0%
952001	EMPA Base Grant	Funding for Emergency Management Preparedness & Assistance and Emergency Management Performance Grant Program	87,141	3,437	96.1%
952002	EMPG Base Grant		118,620	5,557	95.3%
952003	EM-SHSGP Federal Grant		58,000	-	100.0%
Subtotal:			863,186	541,368	37.3%
Development Support & Environment Management					
866	DEP Storage Tank Program	Annual Inspections of petroleum storage tank facilities, tank removals and abandonements (operating)	166,047	75,317	54.6%
Subtotal:			166,047	75,317	54.6%
Public Services					
Emergency Medical Services					
961045	EMS Equipment	EMS equipment	19,469	-	100.0%
961051	DOH-EMS Match M4081	Automated external Difibrillators	60,000	-	100.0%
961052	DOH-EMS Match M4253	Funding from the Florida Department of Health for CPR training to the public	38,407	27,445	28.5%
961053	DOH-EMS Match M4254	Funding from the Florida Department of Health for the purchase of 45 Automated External Defibrillators (AEDs)	39,358	39,375	0.0%
961054	DOH-EMS Match M4255	Funding from the Florida Department of Health for the purchase of a direct telemedicince connection between Tallahassee Memorial Hospital and the County	27,245	-	0.0%
Subtotal:			184,479	66,820	63.8%

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****Grants Program Summary**

*Denotes Interest Bearing Grant

Org	Grant/Program	Description/Purpose	FY17 Budget	Spent	% Unspent
Library Services					
912013	E-Rate	Federal Communications Commission funding for the purchase of Internet access computers and related charges	33,684	-	100.0%
913023	Patron Donations	Individual patron donations designated for particular use within the library system	147,180	27,657	81.2%
913024	Capelouto Donation	Donation to the Library to purchase Holocaust materials	3,415	748	78.1%
913045	Friends-Literacy	Annual donation in support of basic literacy	46,340	5,013	89.2%
913115*	Friends Endowment	Endowment funds from Friends of the Library, a 501 (c)(3) support group	192,471	40,961	78.7%
913200*	Van Brunt Library Trust	Proceeds from the Caroline Van Brunt estate dedicated to the Library	81,560	-	100.0%
Subtotal:			504,650	74,379	85.3%

Human Services and Community Partnerships**Housing**

(124) 932047	SHIP 2014-2017	Affordable housing (operating)	322,949	225,477	30.2%
(124) 932048	SHIP 2015-2018	Affordable housing (operating)	896,896	-	100.0%
(124) 932049	SHIP 2016-2019	Affordable housing (operating)	636,425	-	100.0%
(124) 932050	SHIP Disaster Fund	Allocation for declared disasters	302,517	9,510	96.9%
(124) 932050	SHIP Housing Counseling Fund	Assistance/Counseling for first time home buyers or prospective home buyers	13,899	-	100.0%
932016	Florida Hardest Hit Program	Contract for HHF Advisory Services for the HFA Florida Hardest Hit Fund Unemployment Mortgage Assistance Program and Mortgage Loan Reinstatement Program	11,012	2,866	74.0%
932077	CDBG 2013 Community Development	CDBG Small Cities grant for housing rehabilitation and replacement	748,327	20,588	97.2%
Subtotal:			2,932,025	258,440	91.2%

Resource Stewardship**Parks and Recreation**

044003	Miccosukee Canopy Road Greenway	Construction/trail improvements on the Miccosukee Canopy Road Greenway	269,030	103,208	61.6%
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Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****Grants Program Summary**

*Denotes Interest Bearing Grant

Org	Grant/Program	Description/Purpose	FY17 Budget	Spent	% Unspent
047001	St. Marks Headwaters Greenway	Construction/Improvements on the St. Marks Headwaters Greenway	1,355,482	6,530	99.5%
921043	Boating Improvement	State funding for boating improvements - Completed Reeves Landing, Lake Talquin Restrooms, New Cypress Landing; Rhoden Cove is pending	225,600	159,058	29.5%
921064	Amtrak Community Room		1,900	760	60.0%
921116*	Miccosukee Community Center		8,038	1,903	76.3%
921126*	Chaires Community Center		18,125	875	95.2%
921136*	Woodville Community Center	Fee revenue collected for the rental of community facilities. Separate expenditure accounts have been established to allow for the payment of approved expenditures associated with improvements to the respective facilities	35,222	900	97.4%
921146*	Fort Braden Community Center		20,230	4,047	80.0%
921156*	Bradfordville Community Center		20,073	3,015	85.0%
921166*	Lake Jackson Community Center		17,542	-	100.0%
Facilities Management					
925015	Energy Efficiency Retrofit Project	Upgrade the HVAC System at the Dr. B.L. Perry, Jr. Branch Library	68,374	-	100.0%
925017	BP Horizon Oil Spill	Funding to pursue programming for the Capital City Amphitheater as well as future building improvements for the amphitheater	706,693	-	100.0%
915058	Community Foundation of North Florida	Donation providing for the annual placement of a wreath at the WWII Memorial	588	163	72.4%
Subtotal:			2,746,897	280,458	89.8%
Public Works					
916017	Big Bend Scenic Byway	Phase 2 of the development of a series of improvements along the Big Bend Scenic Byway	784,131	-	100.0%

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****Grants Program Summary**

*Denotes Interest Bearing Grant

Org	Grant/Program	Description/Purpose	FY17 Budget	Spent	% Unspent
214	Mosquito Control	Mosquito control activities (operating)	55,962	2,027	96.4%
921053*	Tree Bank	Payment for the planting of trees which can not be practically planted on development sites	46,875	2,332	95.0%
001000*	Side Walks District 1	Fee paid by developers to County for sidewalk construction in lieu of constructing sidewalk with development	13,394	-	100.0%
002000*	Side Walks District 2	Fee paid by developers to County for sidewalk construction in lieu of constructing sidewalk with development	23,696	-	100.0%
003000*	Side Walks District 3	Fee paid by developers to County for sidewalk construction in lieu of constructing sidewalk with development	67,334	-	100.0%
004000*	Side Walks District 4	Fee paid by developers to County for sidewalk construction in lieu of constructing sidewalk with development	52,719	-	100.0%
005000*	Side Walks District 5	Fee paid by developers to County for sidewalk construction in lieu of constructing sidewalk with development	6,145	-	100.0%
053002	Pullen Road at Old Bainbridge Road	Capacity Fee	56,428	13,485	76.1%
054010	Beechridge Trail Improvements	Significant Benefit Funds	4,928	-	100.0%
055010	Magnolia Drive Multi-use Trail	Funding for design and construction of Magnolia Drive Multi-use trail	6,339,397	861,629	86.4%
056005	Community Safety and Mobility	Funding from Ox Bottom Homeowners Association for the installation of a roundabout at the Intersection of Ox Bow Road and Single Tree Trace. Under the terms of the agreement, the County will survey, design and construct the Ox Bow Road roundabout	36,225	-	100.0%
057001	Intersection and Safety Improvements	Capacity Fee	13,121	-	100.0%

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****Grants Program Summary**

*Denotes Interest Bearing Grant

Org	Grant/Program	Description/Purpose	FY17 Budget	Spent	% Unspent
057008	SR 20/Geddie Road	LAP Agreement with Florida DOT	225,000	-	100.0%
918001	Southwood Payment - Woodville Highway	Proportional share	50,178	-	100.0%
926105	Robinson Rd Flood Relief	Legislative Appropriation	12,905	-	100.0%
926155	Woodville Heights Sewer Project	Legislative Appropriation	18,914	-	100.0%
926165	NWFWMD Grant-Woodside Heights	Funding for the Woodside Heights subdivision septic to sewer conversion project	2,950,000	98,223	96.7%
009010	Significant Benefit District 1	Fee paid by developers to County for road and safety improvements	370,518	-	100.0%
009009	Significant Benefit District 2	Fee paid by developers to County for road and safety improvements	84,669	-	100.0%
009011	Significant Benefit District 3	Fee paid by developers to County for road and safety improvements	2,415	-	100.0%
009012	Significant Benefit District 4	Fee paid by developers to County for road and safety improvements	77,852	-	100.0%
Subtotal:			11,292,806	977,696	91.3%

Intervention and Detention Alternatives**Supervised Pre-trial Release**

982061	FDLE JAG Grant Pretrial FY16	Funding for positions in drug/alcohol testing programs (operating)	40,000	-	100.0%
915013	Slosberg-Driver's Education	A program that funds organizations providing driver education	176,329	84,835	51.9%
Subtotal:			216,329	84,835	60.8%

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Grants Program Summary

*Denotes Interest Bearing Grant

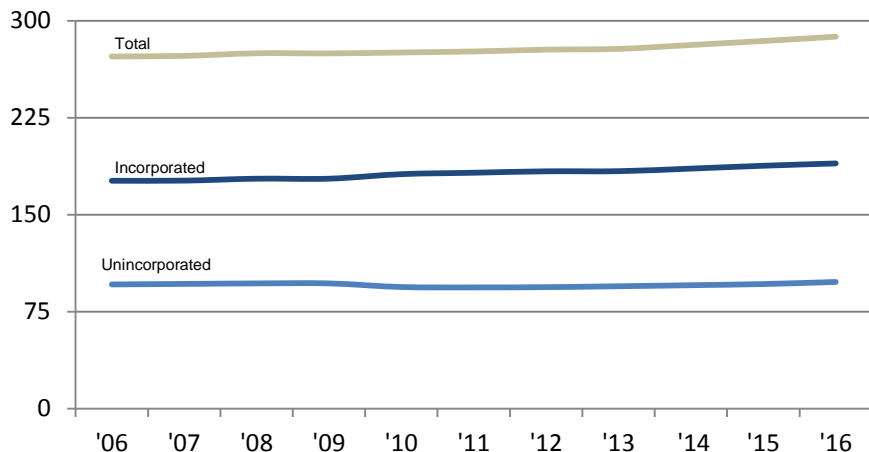
Org	Grant/Program	Description/Purpose	FY17 Budget	Spent	% Unspent
Judicial					
943085	DCF - Drug Testing	Testing and treatment cost relating to Adult Drug Court	33,617	2,665	92.1%
944010	Veterans Drug Court	Funding received to pay for testing and treatment costs related to Veterans Drug Court	125,000	39,763	68.2%
Subtotal:			158,617	42,428	73.3%
Constitutionals					
	Sheriff				
864	Emergency Management Base Grant	Emergency management activities (operating)	108,341	-	100.0%
Subtotal:			108,341	-	100.0%
Miscellaneous					
991	Grant Match Funding	Funding set aside to meet grant matching requirements	90,000	-	100.0%
Subtotal:			90,000	-	100.0%
Grants Subtotal			19,263,377	2,401,740	16,861,637
Less Operating Grants			2,543,036	312,331	2,230,705
TOTAL			16,720,341	2,089,409	87.5%

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Population

Thousands



Sources:

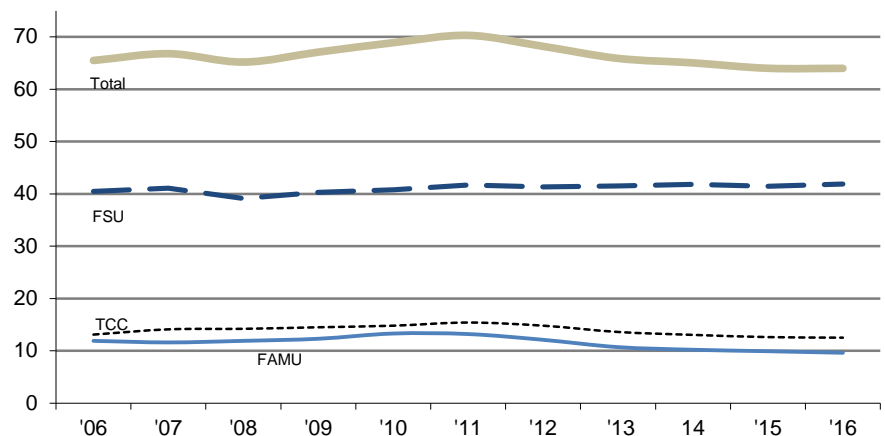
- 2016 Population Estimates and Projections from Tallahassee/Leon County Planning Department.
- 2016, University of Florida BEBR, Florida Estimates of Population 2015.
- 2010 United States Census

According to the 2016 estimates from the Florida Bureau of Economic and Business Research, [Florida Statistical Abstract](#), the current Leon County population is 287,671 where 66% represents the incorporated area and 34% represents the unincorporated area. Total county population estimates grew by 1.13% from 2015. In 2009, there was a minimal decline in population estimates. According to 2016 estimates, the total population has seen a 4.42% 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 (4.52%), Leon (4.42%), Wakulla (2.67%), and Jefferson (-1.78%).

Higher Education Enrollment

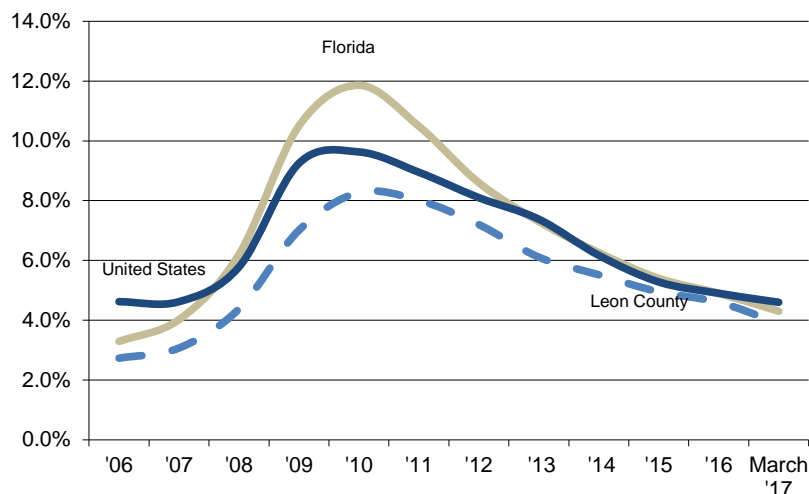
Thousands



Source: 2016 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 2016 was 63,991, an increase of 33 students from Fall 2015.

In the last decade, FSU has had an average annual increase in enrollment of .36%, while TCC and FAMU have seen average decreases of .35% and 1.97%, respectively, over the same period.

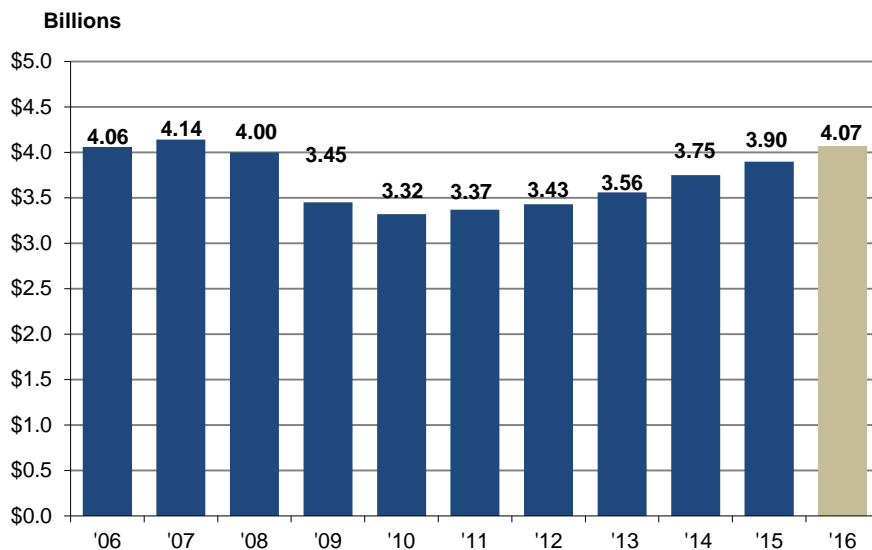
Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****Unemployment Statistics**

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

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

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

Leon County's unemployment rate continues to be lower than both statewide and national levels. The current unemployment rate for the County stands at 3.9%.

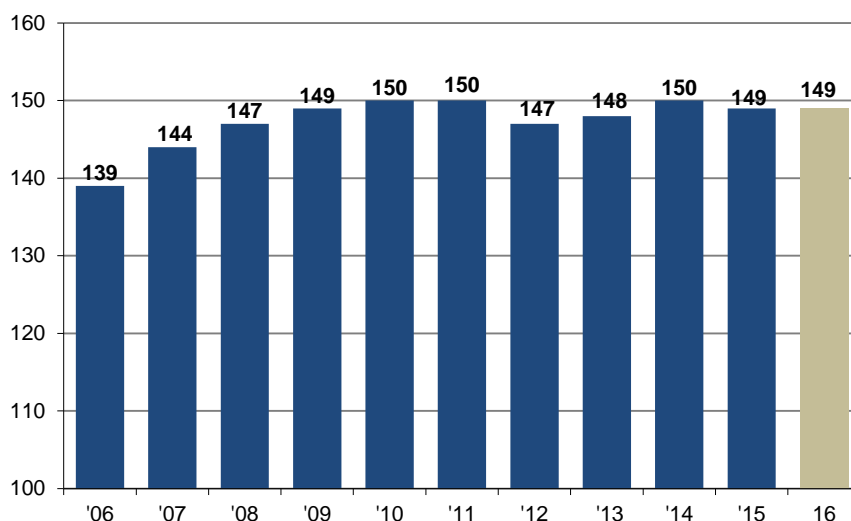
Taxable Sales

Source: The Florida Legislature - Office of Economic and Demographic Research Leon County (April 2017)

Taxable sales data is popularly used as one indicator of regional economic activity. The data is derived from sales tax returns filed monthly by retail establishments with the Florida Department of Revenue. Taxable sales experienced a steady increase beginning in 2003 and peaked in 2007 before the beginning of the economic downturn. In 2009, taxable sales decreased 13.91% from the 2008 figure, a substantial drop. In 2010, taxable sales further decreased by 3.75%. In 2011, however, taxable sales increased by roughly \$51 million, or approximately 1.5%, and continued improving with a \$60.3 million increase in 2012. This upward trend seems to be persistent, as taxable sales saw an increase of 4.34% from the 2015 figure of \$3.9 billion to the 2016 figure of \$4.07 billion.

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****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 2016 was 149,890, which is a modest 0.42% increase from 2015.

Employment by Industry – 2006 vs. 2016

Industry	Employees 2006	% Labor Force	Employees 2016	% Labor Force	% Change
Government	62,800	31.6%	60,500	30.3%	-4%
Education and Health Services	17,800	9%	21,800	10.9%	23%
Professional and Business Services	19,100	9.6%	20,300	10.2%	6%
Retail Trade	19,400	9.8%	18,700	9.4%	-4%
Leisure and Hospitality	16,400	8.2%	19,600	9.8%	20%
Other Services	7,900	4%	9,400	4.7%	20%
Financial Activities	8,300	4.2%	7,500	3.7%	-11%
Construction	9,800	4.9%	7,500	3.7%	-24%
Manufacturing	4,500	2.2%	3,100	1.6%	-29%
Information	3,500	1.8%	3,200	1.6%	-9%
Wholesale	3,700	1.9%	3,700	1.8%	-2%
Trade, Transportation, and Utilities	25,400	12.8%	24,400	12.2%	-4%
Total	198,600	100.00%	199,700	100.0%	1%

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 2006, 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 Manufacturing has seen the largest decrease.

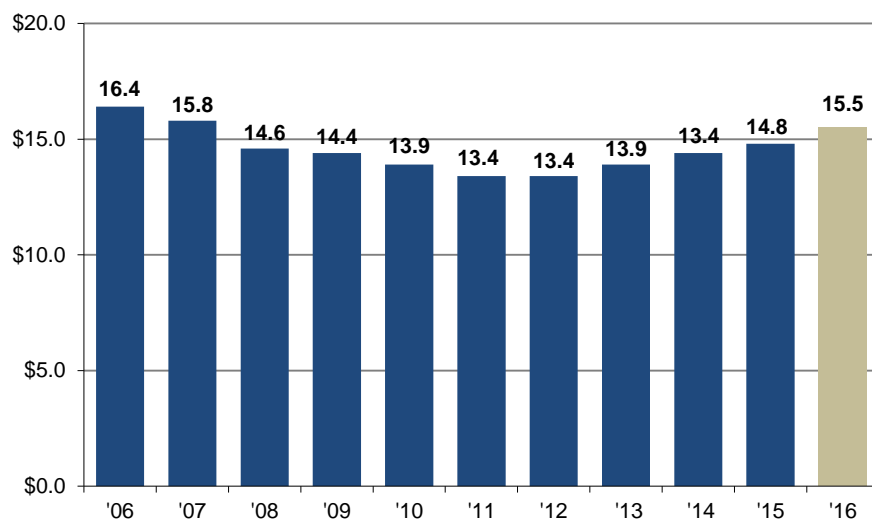
Total labor force in these major industries for 2016 is almost identical to the numbers observed in 2006.

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Taxable Value

Billions

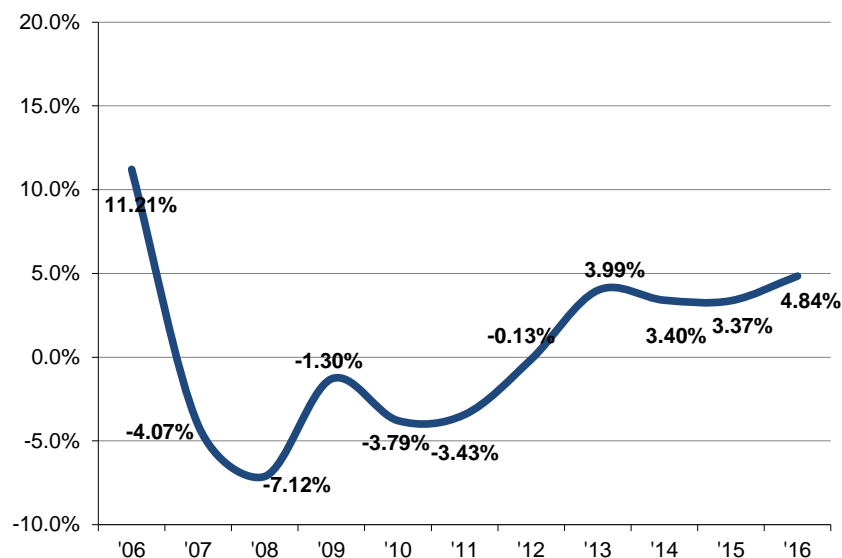


Source: Certification of Final Taxable Value, Forms DR-403v
2016 figures based on estimated Taxable Values provided by Leon County Property Appraiser (June 1, 2017)

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 from 2013 onwards.

Valuations from the prior year ending December 31 are used to develop the next year budget (i.e. 2016 valuations are used to develop the FY 2017/2018 budget).

Annual Percentage Change in Taxable Value



Source: Certification of Final Taxable Value, Forms DR-403v
2016 figures based on estimated Taxable Values provided by Leon County Property Appraiser (June 1, 2017)

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. Taxable values increased a 3.37% in 2015 and 4.84% in 2016.

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****Principal Taxpayers**

2015			2016		
Name	Total Taxable Value	Total Taxes	Name	Total Taxable Value	Total Taxes
Smith Interest General Partnership	\$137,185,018	\$2,698,203	Smith Interest General Partnership	\$141,283,764	\$2,731,286
CenturyLink	\$120,306,347	\$2,389,967	CenturyLink	\$116,392,145	\$2,260,825
Capital Regional Medical Center	\$68,069,784	\$1,378,359	Florida Gas Transmission Company	\$77,270,281	\$1,221,669
Florida Gas Transmission Company	\$78,195,038	\$1,264,137	Capital Regional Medical Center	\$69,311,817	\$1,371,948
DRA CRT Tallahassee, LLC	\$56,315,787	\$1,140,350	Talquin Electric Cooperative	\$59,892,717	\$942,365
Talquin Electric Coop, Inc.	\$62,550,547	\$1,007,156	District Joint Venture, LLC	\$57,315,734	\$1,134,728
Wal-Mart Stores, Inc.	\$48,473,931	\$944,646	DRA CRT Tallahassee Center, LLC	\$55,743,136	\$1,103,770
Comcast Cablevision	\$47,993,760	\$877,807	Wal-Mart Stores, Inc.	\$50,903,513	\$968,247
Bainbridge Campus Circle Apartments, LLC	\$40,592,293	\$773,986	Comcast Cablevision	\$48,931,761	\$962,788
St. Joe Company	\$38,732,050	\$754,072	Woodlands of Tallahassee, LLC	\$39,398,190	\$780,124
Total	\$698,414,555	\$13,228,683		\$716,443,058	\$13,477,750

Notes:

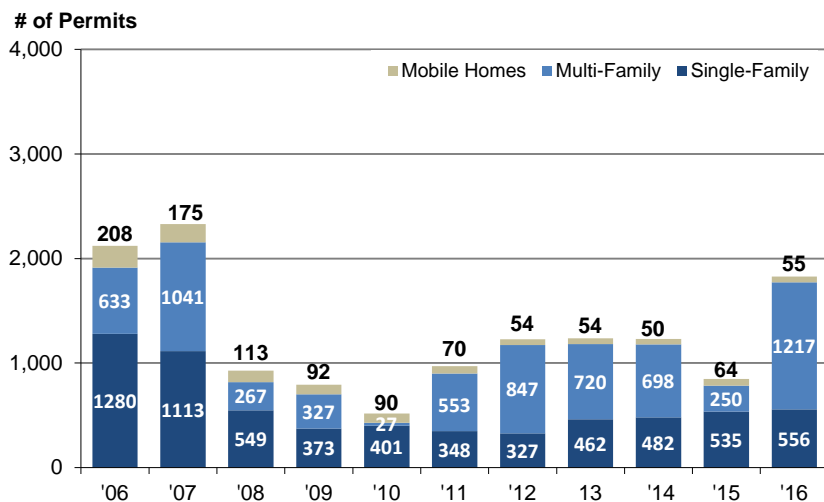
Taxes paid reflect all taxing authorities (i.e. School Board, City, Northwest Water Management District, and the Downtown Improvement Authority).

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

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Residential Building Permits

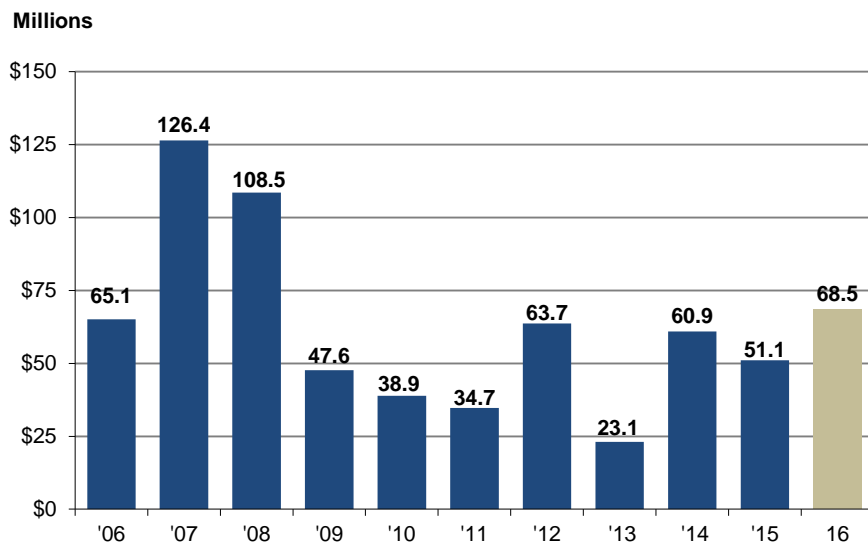


Source: Leon County Growth & Environmental Management, City of Tallahassee Building Inspection Division, and Tallahassee-Leon County Planning Department, 2016 Statistical Digest.

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

Residential building permits in 2016 reached the highest annual total since 2007, largely due to a sudden explosion in the number of Multi-Family permits, entailing multi-family developments such as Evergreen at Southwood, Arbor Crossing at Buck Lake and Apalachee Point Villas.

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

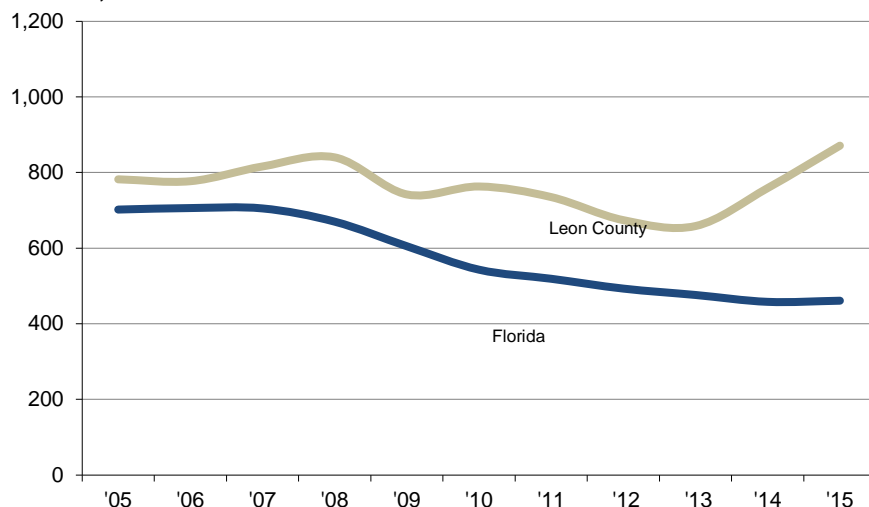
Over the past 10 years, the number of commercial permits and value of these permits have been volatile. Spikes in 2007 and 2012 were both followed by significant reductions the following years. The 2012 spike can be attributed to three large apartment buildings receiving new construction permits at the same time. Since their peak in 2007, the value of commercial permits has decreased by almost 60%. The value of permits issued in 2016 was 34% higher than in 2015, but still 46% less than the peak in 2007.

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Violent Crime Rate

Per 100,000 Residents



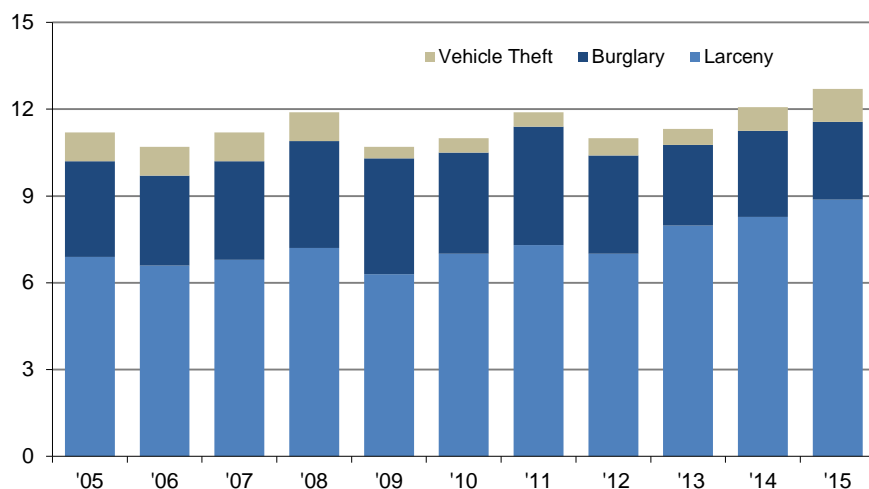
Source: Florida Statistical Analysis Center, FDLE

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

Over the past ten years, Leon County has experienced an increase in violent crimes at an average rate of .30% per year, though 2015 saw a 14.8% increase over the 2014 index. The 2015 figure stands at 870.80 Violent Crimes per 100,000 residents.

Crimes Against Property in Leon County

Thousands



Source: Florida Department of Law Enforcement. Crime in Florida, Florida uniform crime report, 1995-2015. FDLE. Florida Statistical Analysis Center.

Generally, property crime in Leon County has fluctuated since 2005. Over a ten-year period, there has been an average .89% increase for Leon County property crimes. The greatest in the past ten years occurred between 2010 and 2011 when property crime increased by 7.49%.

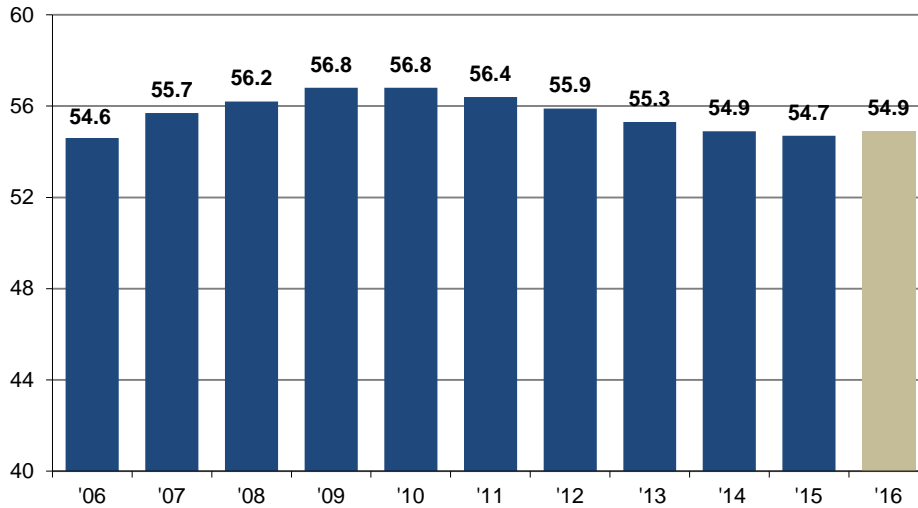
Leon County saw a 4.05% increase in Property Crimes between 2014 and 2015, while the State of Florida saw a 4.08% decrease.

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Homestead Parcels

Hundreds



Source: Property Appraiser, Official Tax Roll Certification, DR-403EB R, 2016

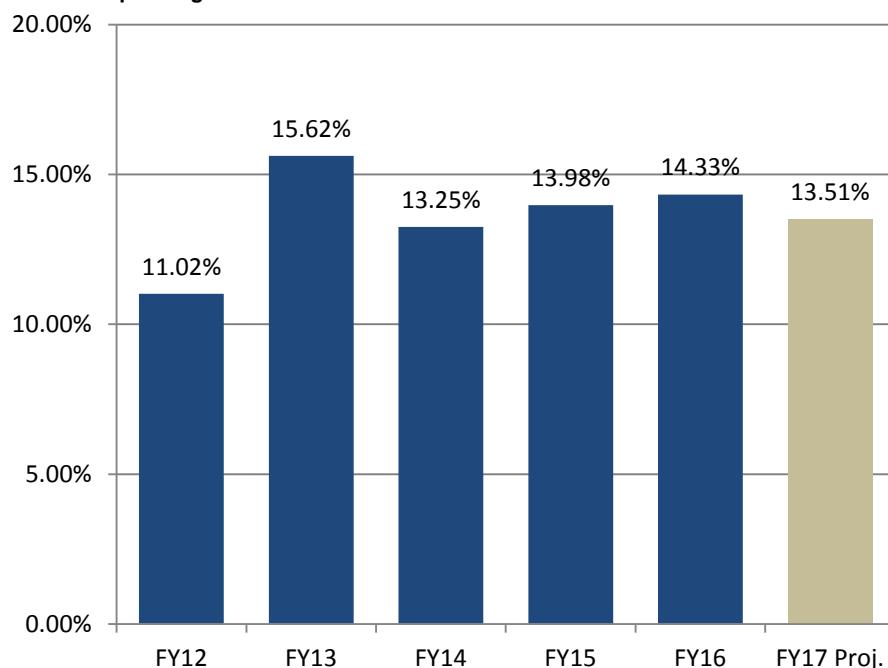
Homestead parcels showed consistent growth between 2002 and 2010, with parcels peaking at 56,829. Since that time, however, the number of parcels has decreased by 1,943, or 3.42%.

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Intergovernmental Revenue

Percent of Operating Revenue



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

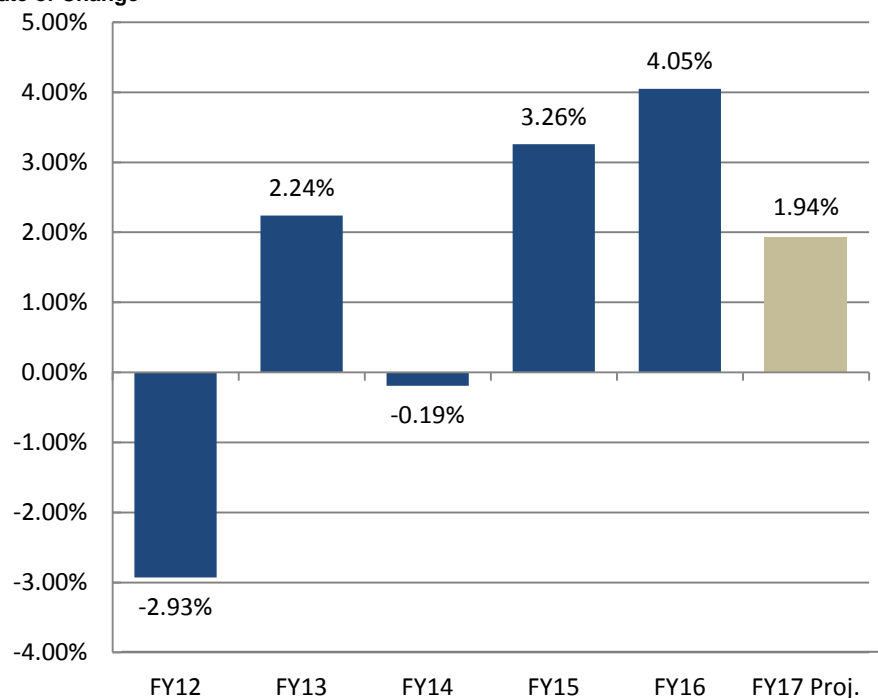
Grants are not generally included in intergovernmental revenue projections; however, grants are included in this projection and account for a significant portion of actual intergovernmental revenue. Intergovernmental revenue is expected to account for 13.51% of operating revenues, a relatively consistent amount for the fourth consecutive fiscal year.

Formula: Intergovernmental Revenues divided by Total Operating Revenues.

Source: FY 2017 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 FY17. Property tax revenue is projected to increase by roughly \$2.2 million over the FY16 actual property tax collections due to a projected increase in property values.

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

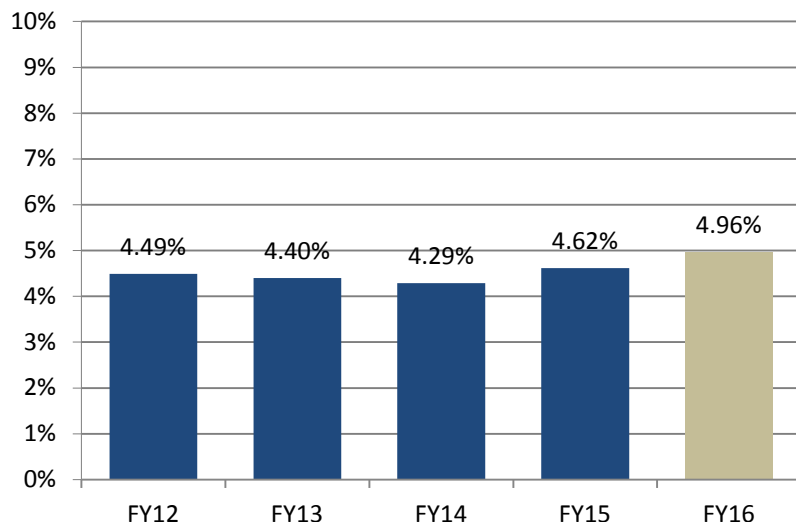
Source: 2016 Certification of Final Taxable Value and Statistical Digest.

Leon County Government

Fiscal Year 2017 Mid-Year Report

Revenue Projections

Budgeted v. Actual Revenues



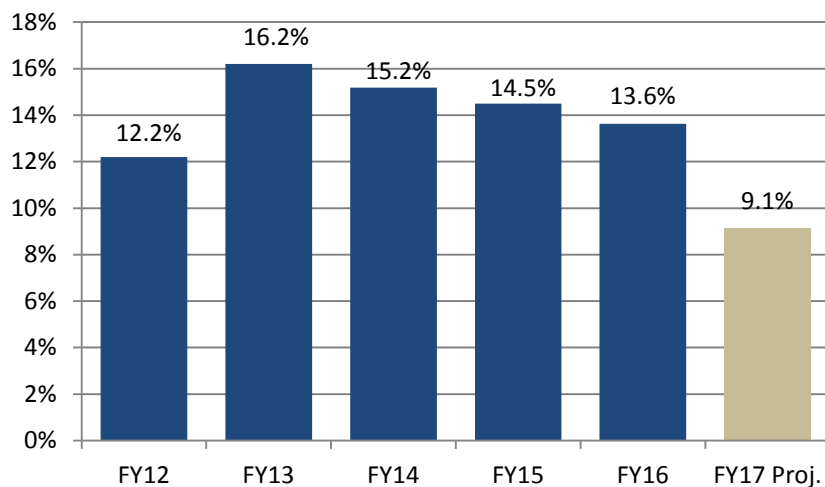
Analysis: This indicator examines the differences between actual revenues received versus budgeted revenues during the past fiscal year. Typically, actual revenues versus budgeted revenues fall in the range of plus or minus five percent.

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 2017 Revenue Summary Report and FY 2017 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 FY17 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.

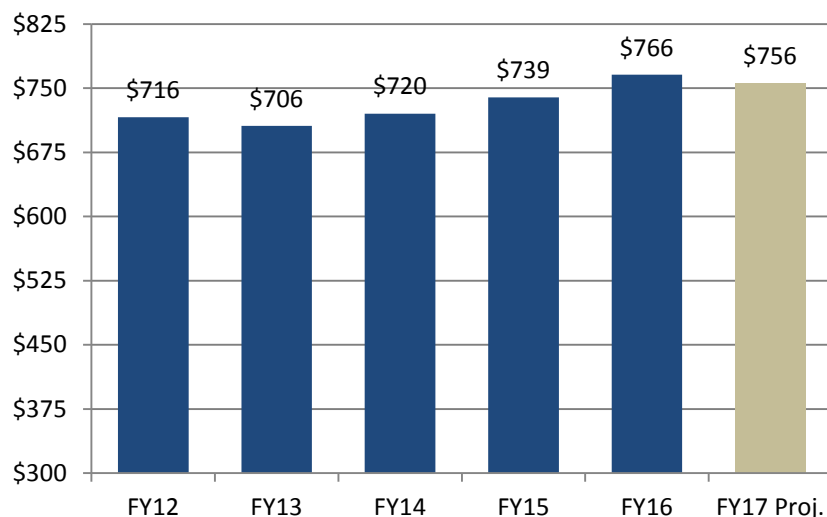
Formula: Capital Outlay Divided by Total Operating Expenditures.

Source: FY 2017 Expenditure Summary Report and FY 2017 Budget Summary.

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Revenue Per Capita



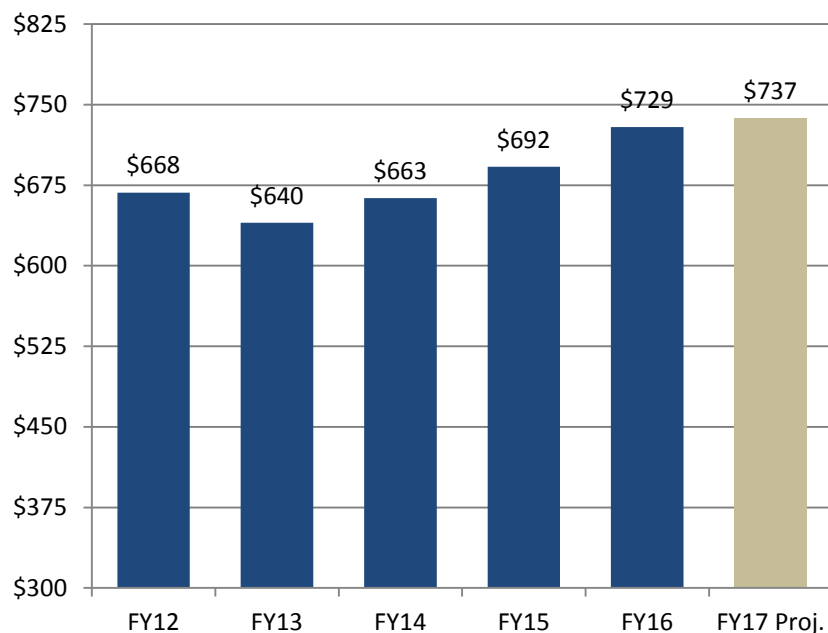
Analysis: Examining per capita revenue indicates changes in revenue relative to changes in population size. If the County's population increases, revenue will need to increase to meet the needs for services of the population. As per capita revenue decreases, it becomes difficult to maintain the existing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

As Leon County's population grows, so too does the revenue, evidenced by a relatively consistent revenue per capita amount from FY12 to projections for FY17.

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

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

Expenditures Per Capita



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

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

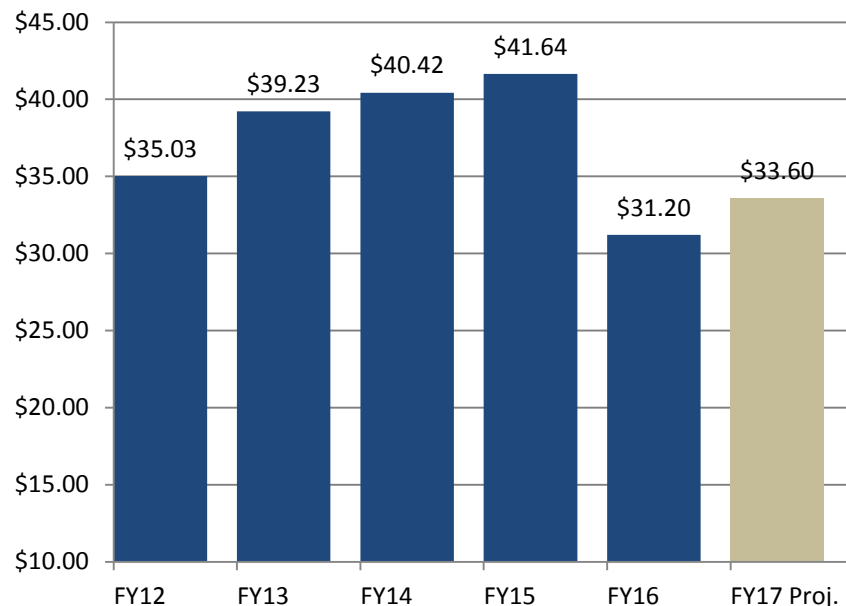
Source: FY 2017 Expenditure Summary Report, the 2017 Statistical Digest, and the FY 2017 Budget Summary.

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

General/Fine & Forfeiture Fund Balance

Millions



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.

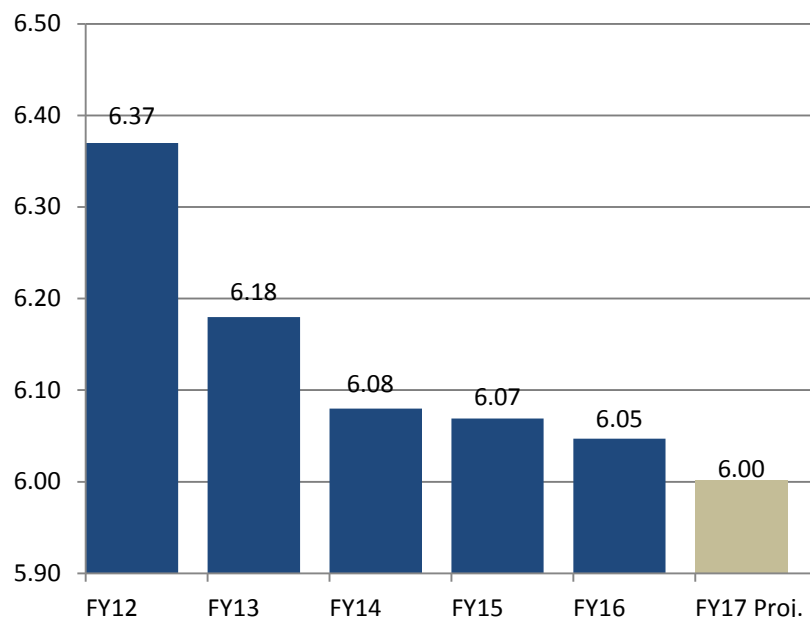
Formula: Prior year fund balance plus actual revenues minus actual expenditures.

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

Employees Per Capita

Employees per 1,000 Leon County Residents

Thousands



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.

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

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

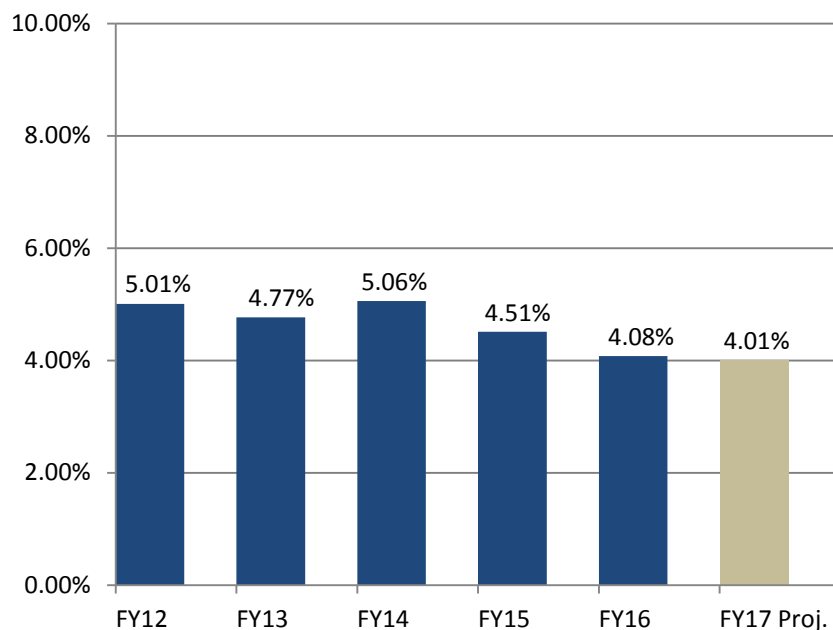
Source: FY16-17 Annual Budget Document and Tallahassee/Leon County Office of Economic Vitality Demographics Data.

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Debt Service

Percentage of Total Operating Expenditures



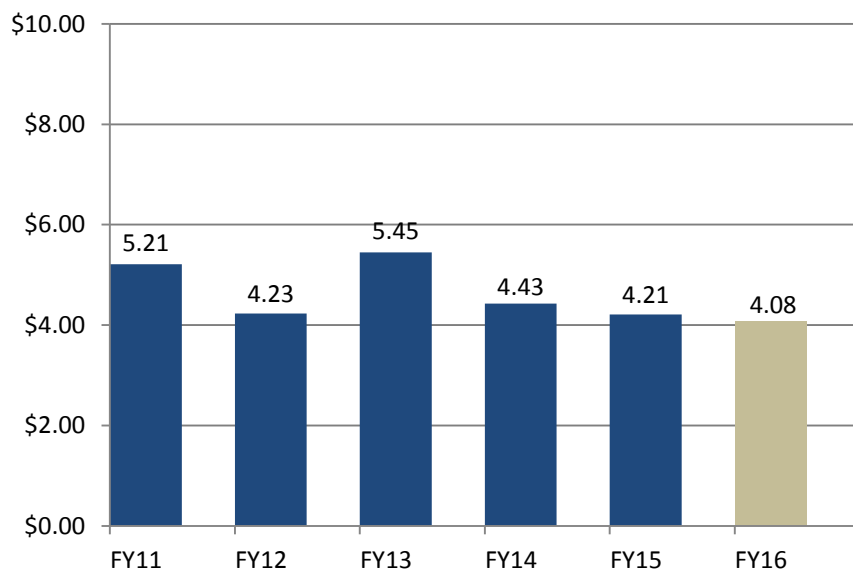
Analysis: Debt service is defined as the amount of principal and interest that a local government pays each year on net direct bonded long-term debt, plus the interest on direct short-term debt. Increasing debt service reduces expenditure flexibility by adding to the County's financial obligations. Leon 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 2016 Expenditure Summary and the FY 2016 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

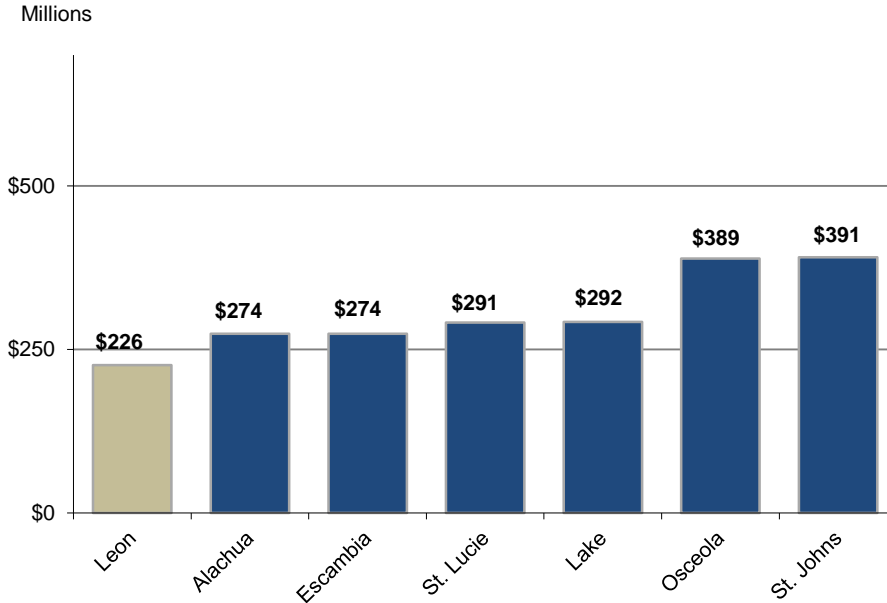
Source: FY 2016 Comprehensive Annual Financial Report

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Comparative Data for Like-Sized Counties

Total Net Budget (FY17)

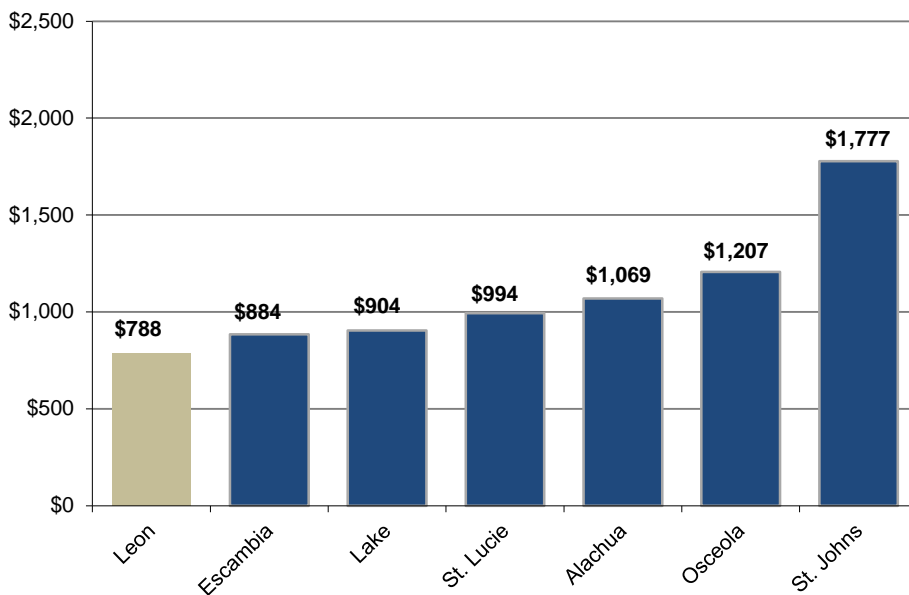


Leon County ranks lowest in operating budget among like-sized counties, with a net budget of \$226 million.

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

Source: FY17 Leon County Office of Management and Budget Survey

Net Budget Per Countywide Resident (FY17)



Leon County is the lowest for dollars spent per county resident—second to Escambia County. St. Johns County spends over two times the amount per resident that Leon County spends.

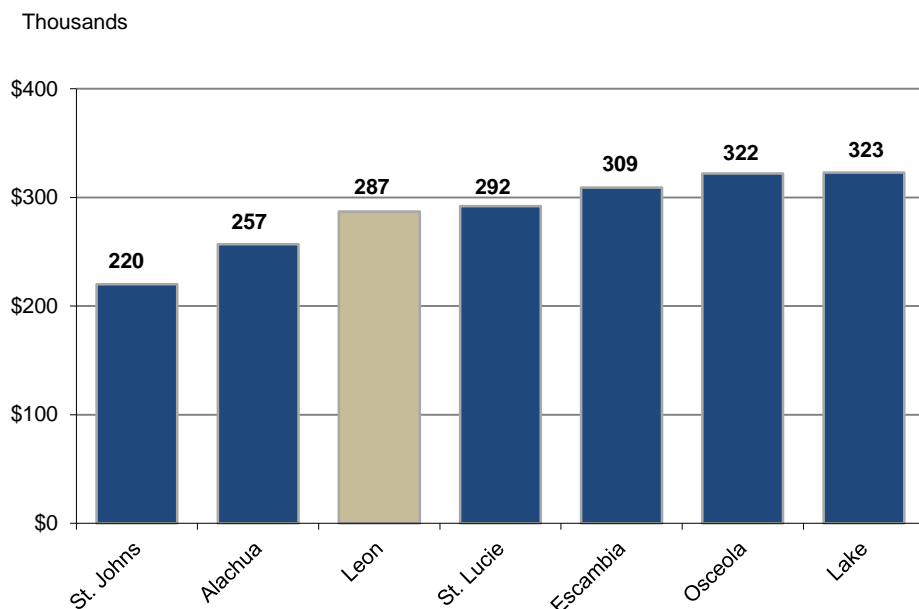
Source: FY17 Leon County Office of Management and Budget Survey

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Comparative Data for Like-Sized Counties

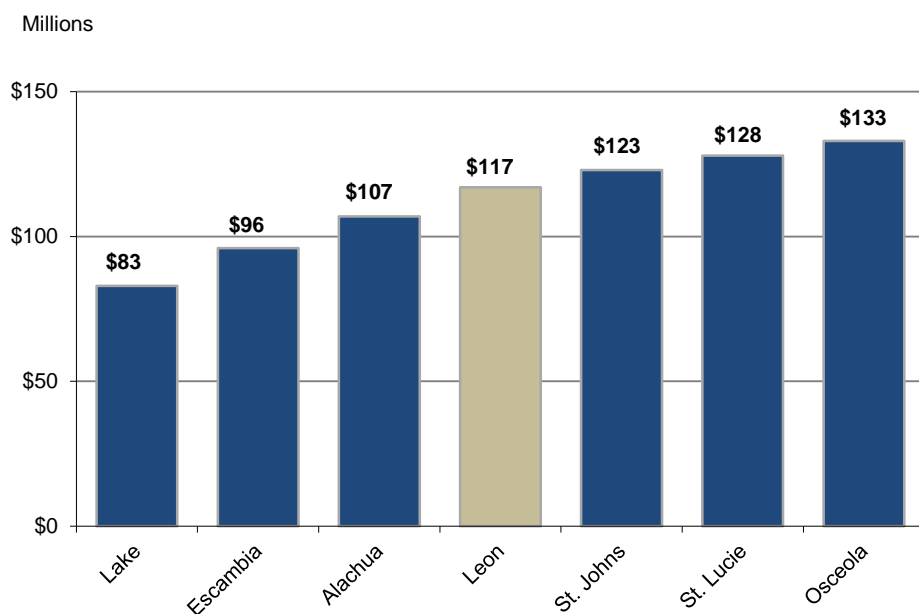
Countywide Population (2016)



The Florida Bureau of Economic and Business Research estimated the Leon County 2016 population at 287,671 residents. The selection of comparative counties is largely based on population served.

Source: University of Florida, Bureau of Economic and Business Research, 4/15/2017

Anticipated Ad Valorem Tax Collections (FY17)



Among the seven like-sized counties, Leon County represents the median, collecting \$117 million in ad valorem taxes. Ad valorem taxes account for 51% of the County's operating revenue.

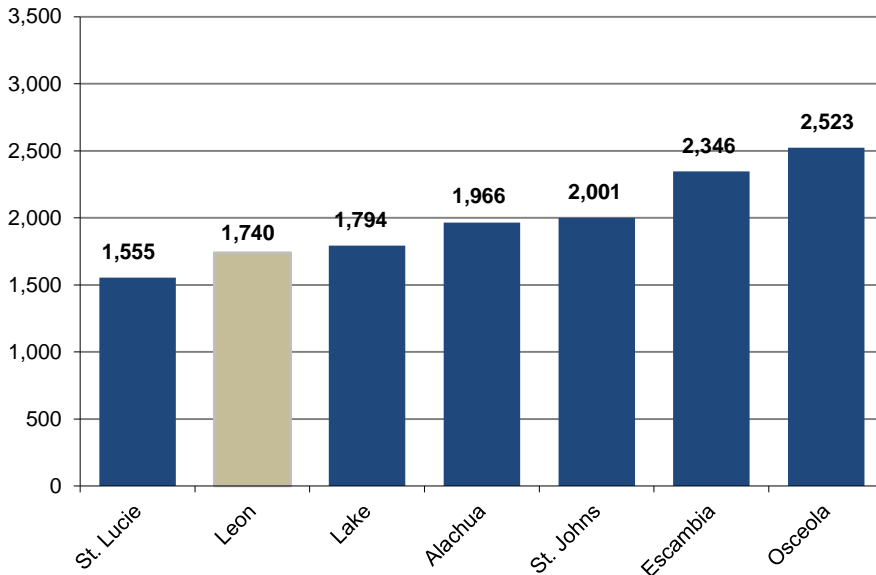
Source: 2017 County Survey

Leon County Government

FY 2017 Mid-Year Financial Report

Comparative Data for Like-Sized Counties

Total Number of County Employees (FY17)

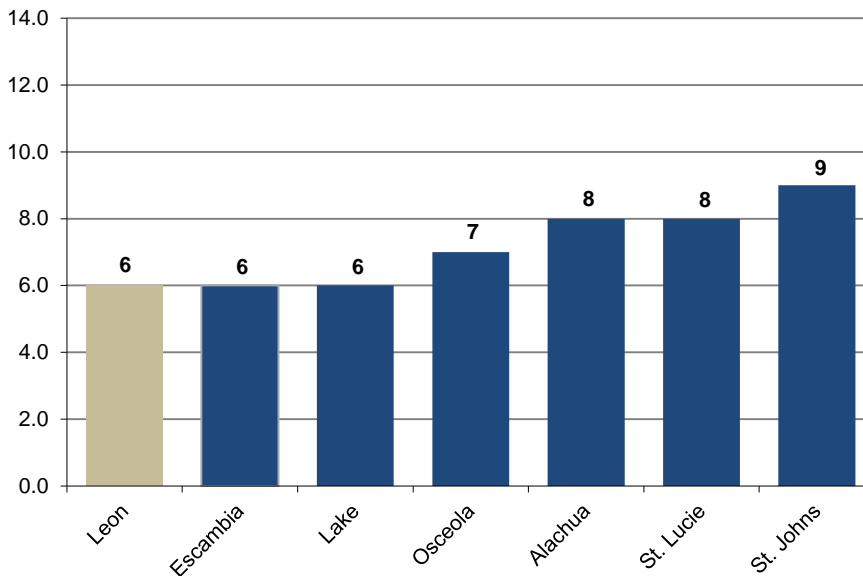


County employees consist of Board, Constitutional, and Judicial Offices. Leon County continues to rank the second lowest number of county employees among like-size counties.

Source: FY17 Leon County Office of Management and Budget Survey

Leon County (tied with Escambia and Lake Counties) has a ratio of 6 employees for every thousand County residents, among the lowest ratios for like-sized counties.

County Employees per 1,000 Residents (FY16)



Source: University of Florida, Bureau of Economic and Business Research, 4/20/2017 & FY17 Leon County Office of Management and Budget Survey

* Comparative Counties updated based on 2016 population estimates.
Source: University of Florida, Bureau of Economic and Business Research, 4/20/2017.

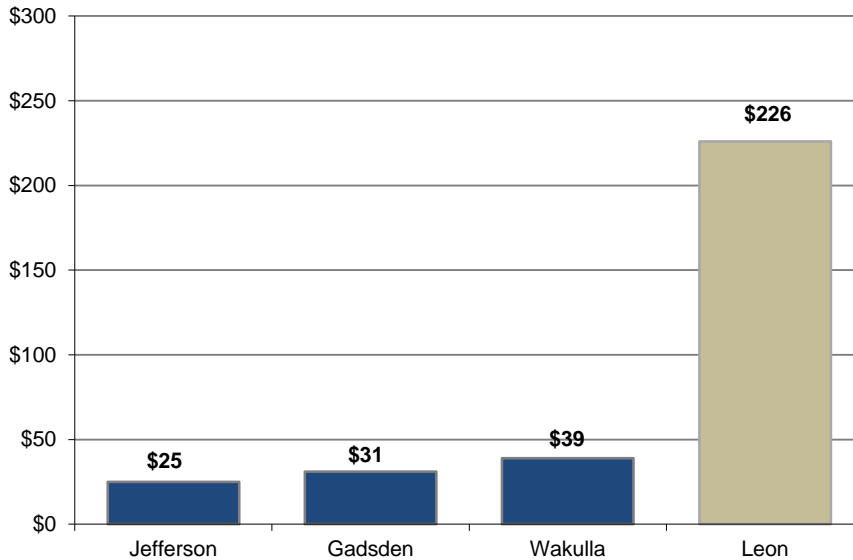
Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Comparative Data for Surrounding Counties

Total Net Budget (FY17)

Millions

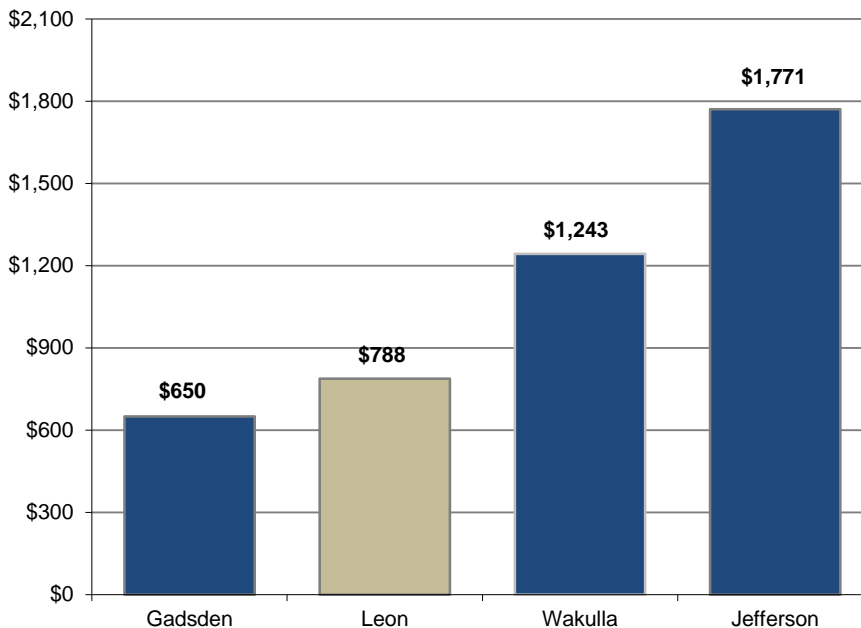


Leon County ranks highest in operating budget among surrounding counties, with a net budget of \$226 million. Jefferson County ranks lowest with a net budget of \$25 million.

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

Source: FY17 Leon County Office of Management and Budget Survey

Net Budget Per Countywide Resident (FY17)



Leon County is the second lowest for dollars spent per county resident. Gadsden County spends 21% less per county resident.

Source: University of Florida, Bureau of Economic and Business Research, 4/20/2017 & FY17 Leon County Office of Management and Budget Survey

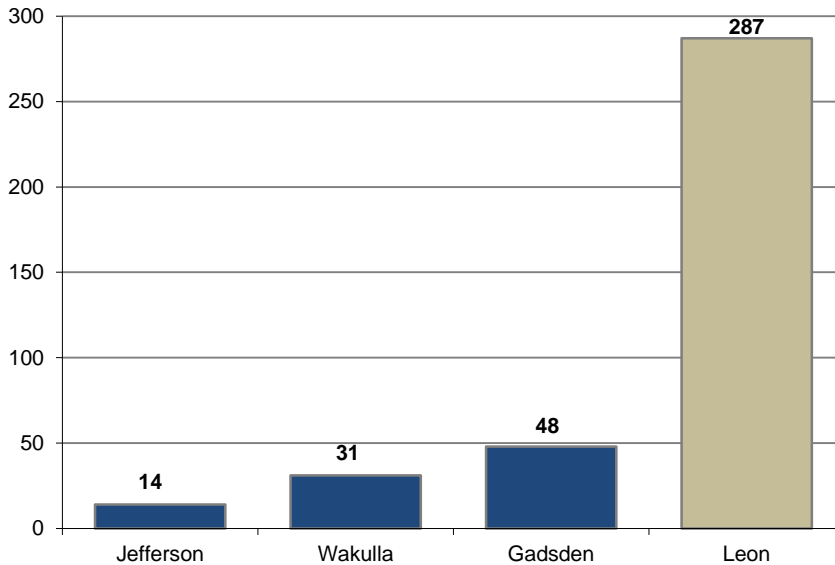
Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Comparative Data for Surrounding Counties

Countywide Population (2016)

Thousands

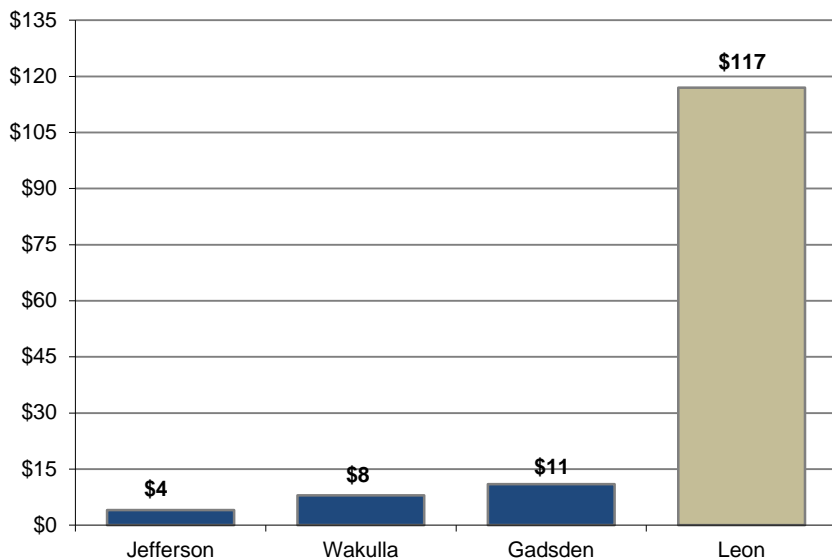


The Florida Bureau of Economic and Business Research estimated the 2016 Leon County population at 287,671. Leon County has approximately 239,000 more residents than neighboring Gadsden County which has the next highest population.

Source: University of Florida, Bureau of Economic and Business Research, 4/20/2017

Anticipated Ad Valorem Tax Collections (FY17)

Millions



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

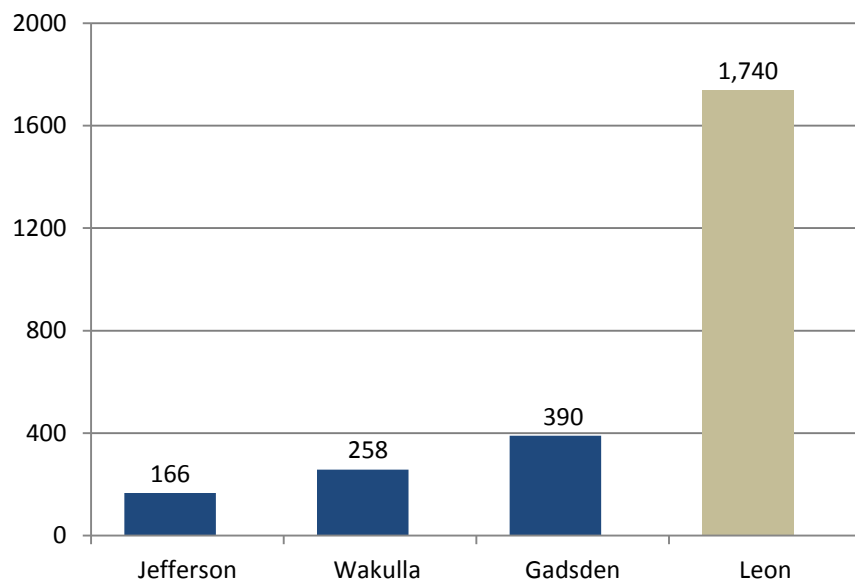
Source: Florida Department of Revenue 2016 Taxable Value by County

Leon County Government

Fiscal Year 2017 Mid-Year Financial Report

Comparative Data for Surrounding Counties

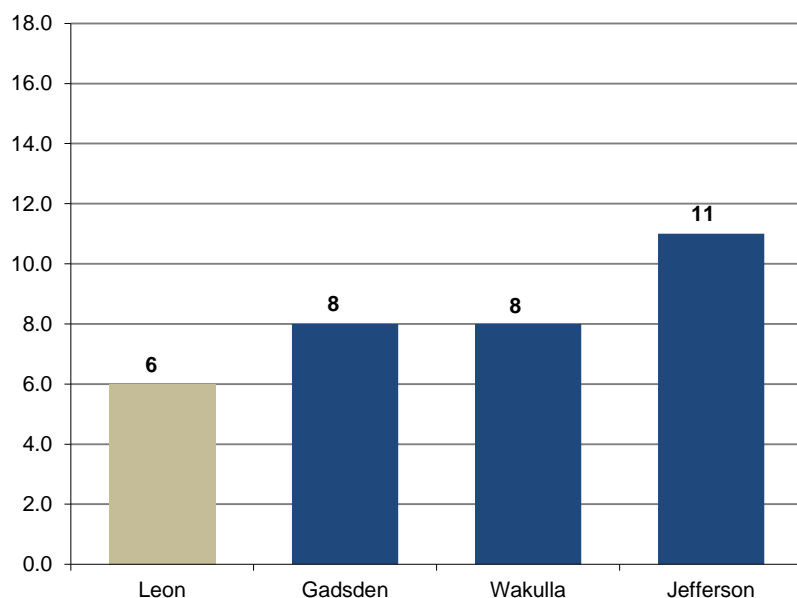
Total Number of County Employees (FY17)



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

Source: FY17 Leon County Office of Management and Budget Survey

Total County Employees per 1,000 Residents (FY17)



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, 4/20/2017 & FY17 Leon County Office of Management and Budget Survey

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****Comparative Data – All Counties
Net Budget per Countywide Resident**

County	Net Budget Per Capita	Staff Per 1,000
Hernando County	\$372	7.9
Columbia County	\$496	8.2
Washington County	\$641	7.8
Gadsden County	\$650	8.0
Santa Rosa County	\$762	5.4
Okaloosa County	\$783	7.6
Leon County	\$788	6.0
Orange County	\$862	8.0
Seminole County	\$876	6.3
Escambia County	\$884	8.8
Hillsborough County	\$899	8.7
Highlands County	\$899	8.7
Lake County	\$904	5.5
Brevard County	\$917	6.5
Marion County	\$949	7.6
Saint Lucie County	\$994	5.3
Lee County	\$994	7.8
Union County	\$1,013	6.6
Alachua County	\$1,069	7.7
Holmes County	\$1,074	7.2
Hamilton County	\$1,084	10.7
Pasco County	\$1,106	7.9
Pinellas County	\$1,125	5.4
Lafayette County	\$1,130	8.7
Clay County	\$1,176	6.7
Citrus County	\$1,188	7.7
Osceola County	\$1,207	7.3
Nassau County	\$1,216	8.8
Hardee County	\$1,237	11.8
Wakulla County	\$1,243	8.2
Bradford County	\$1,259	7.8

County	Net Budget Per Capita	Staff Per 1,000
Okeechobee County	\$1,271	10.1
Gulf County	\$1,305	11.2
Volusia County	\$1,348	6.5
Hendry County	\$1,397	10.1
Levy County	\$1,420	12.3
Manatee County	\$1,520	9.1
Madison County	\$1,525	11.4
Putnam County	\$1,525	9.4
Gilchrist County	\$1,553	10.7
Calhoun County	\$1,563	9.2
Indian River County	\$1,601	9.4
Bay County	\$1,613	7.4
DeSoto County	\$1,683	9.3
Sumter County	\$1,704	6.3
Flagler County	\$1,731	7.2
Jefferson County	\$1,771	11.4
Saint Johns County	\$1,777	9.1
Sarasota County	\$1,782	8.9
Miami-Dade County	\$1,793	9.9
Duval County	\$1,795	7.8
Suwannee County	\$1,876	9.6
Broward County	\$1,878	6.3
Liberty County	\$1,933	6.9
Charlotte County	\$1,942	6.5
Martin County	\$1,990	10.9
Polk County	\$2,001	6.5
Walton County	\$2,099	15.6
Glades County	\$2,211	14.6
Collier County	\$2,534	10.3
Franklin County	\$2,709	14.0
Palm Beach County	\$3,120	8.1
Monroe County	\$3,674	16.8

1. 2016 population date source: University of Florida, Bureau of Economic and Business Research, 4/20/2017.
2. Baker, Jackson and Taylor Counties were nonresponsive to the 2017 Leon County Survey

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****Percent of Exempt Property**

County	%Exempt	Net Budget Per Capita	Staff Per 1,000
Collier County	11%	\$2,534	10.3
Walton County	11%	\$2,099	15.6
Palm Beach County	16%	\$3,120	8.1
Lee County	16%	\$994	7.8
Manatee County	16%	\$1,520	9.1
Martin County	17%	\$1,990	10.9
Sarasota County	18%	\$1,782	8.9
Miami-Dade County	18%	\$1,793	9.9
Indian River County	19%	\$1,601	9.4
Saint Johns County	19%	\$1,777	9.1
Seminole County	20%	\$876	6.3
Sumter County	20%	\$1,704	6.3
Broward County	20%	\$1,878	6.3
Nassau County	21%	\$1,210	8.5
Monroe County	21%	\$3,477	17.2
Orange County	21%	\$862	8.0
Hardee County	22%	\$1,237	11.8
Okaloosa County	22%	\$783	7.6
Charlotte County	23%	\$1,942	6.5
Hamilton County	23%	\$1,084	10.7
Osceola County	23%	\$1,207	7.3
Pinellas County	23%	\$1,125	5.4
Hillsborough County	24%	\$1,360	7.2
Bay County	24%	\$1,613	7.4
Polk County	25%	\$2,001	6.5
Flagler County	26%	\$1,731	7.2
Saint Lucie County	26%	\$994	5.3
Lake County	27%	\$904	5.5
Volusia County	27%	\$1,348	6.5
Suwannee County	27%	\$1,876	9.6
Citrus County	28%	\$1,188	7.7
Pasco County	28%	\$1,106	7.9

County	%Exempt	Net Budget Per Capita	Staff Per 1,000
DeSoto County	28%	\$1,683	9.3
Okeechobee County	28%	\$1,271	10.1
Marion County	29%	\$949	7.6
Franklin County	29%	\$2,709	14.0
Washington County	30%	\$641	7.8
Madison County	30%	\$1,525	11.4
Clay County	30%	\$1,176	6.7
Highlands County	30%	\$899	8.7
Putnam County	31%	\$1,525	9.4
Calhoun County	31%	\$1,563	9.2
Santa Rosa County	31%	\$762	5.4
Gilchrist County	32%	\$1,553	10.7
Duval County	32%	\$1,795	7.8
Gulf County	33%	\$2,113	11.1
Levy County	33%	\$1,153	12.3
Jefferson County	35%	\$1,771	11.4
Columbia County	35%	\$496	8.2
Hernando County	35%	\$372	7.9
Escambia County	36%	\$884	8.8
Bradford County	37%	\$917	6.5
Brevard County	37%	\$917	6.5
Wakulla County	38%	\$1,243	8.2
Leon County	38%	\$788	6.0
Gadsden County	41%	\$650	8.0
Lafayette County	41%	\$1,130	8.7
Holmes County	42%	\$1,074	7.2
Hendry County	44%	\$1,397	10.1
Alachua County	46%	\$1,069	7.7
Union County	50%	\$1,013	6.6
Glades County	60%	\$2,211	14.6
Liberty County	65%	\$1,933	6.9

Note: Baker, Jackson and Taylor Counties were nonresponsive to the 2017 Leon County Survey

Leon County Government**Fiscal Year 2017 Mid-Year Financial Report****Total County Employees per 1,000 Residents**

County	Staff Per 1,000	# of Employees	Population
Saint Lucie County	5.3	1,555.18	292,826
Santa Rosa County	5.4	895	167,009
Pinellas County	5.4	5,197.30	954,569
Lake County	5.5	1,794	323,985
Leon County	6.0	1740	287,671
Broward County	6.3	11,771	1,854,513
Sumter County	6.3	2817.01	118,577
Volusia County	6.5	3,355	517,411
Polk County	6.5	4,226.98	646,989
Charlotte County	6.5	1108	170,450
Brevard County	6.5	3,722.25	568,919
Union County	6.6	105	15,887
Clay County	6.7	1,384.00	205,321
Liberty County	6.9	60	8736
Flagler County	7.2	746.99	103,095
Holmes County	7.2	144	20,003
Hillsborough County	7.2	9,738.11	1,352,797
Bay County	7.4	1,302	176,016
Marion County	7.6	2,618	345,749
Okaloosa County	7.6	1,457	192,925
Citrus County	7.7	1,096	143,054
Alachua County	7.7	1,967	257,062
Bradford County	7.8	214	27,440
Washington County	7.8	194	24,888
Duval County	7.8	7,195	923,647
Lee County	7.8	5,288	680,539
Hernando County	7.9	1,412	179,503
Pasco County	7.9	3,899	495,868
Orange County	8.0	10,196	1,280,387
Gadsden County	8.0	390	48,486
Palm Beach County	8.1	11,210	1,391,741

County	Staff Per 1,000	# of Employees	Population
Osceola County	8.2	2,346.77	322,862
Wakulla County	8.2	258	31,599
Columbia County	8.2	561	68,566
Highlands County	8.7	888	101,531
Lafayette County	8.7	75	8,621
Escambia County	8.8	2,715	309,986
Nassau County	8.8	684	77,841
Sarasota County	8.9	3,571	399,538
Seminole County	8.9	3571	449,124
Manatee County	9.1	3,246	357,591
Saint Johns County	9.1	2001.3	220,257
Calhoun County	9.2	134	14,580
DeSoto County	9.3	327	35,141
Putnam County	9.4	687	72,972
Indian River County	9.4	1369	146,410
Suwannee County	9.6	425	44,349
Levy County	12.3	499	40,553
Miami-Dade County	9.9	26,801	2,700,794
Hendry County	10	387	38,370
Okeechobee County	10.1	413	40,806
Collier County	10	3,608	350,202
Gilchrist County	10.7	180	16,848
Hamilton County	11	157	14,665
Martin County	10.9	1,647	150,870
Gulf County	11	186	16,628
Jefferson County	11.4	166	14,498
Madison County	11	220	19,238
Hardee County	11.8	326	27,637
Franklin County	14	167	11,916
Glades County	14.6	191	13,047
Walton County	16	981	62,943
Monroe County	16.8	1279.06	76,047

Note: Baker, Jackson and Taylor Counties were nonresponsive to the 2017 Leon County Survey

Leon County Board of County Commissioners

Agenda Item

May 9, 2017

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Ratification of the April 25, 2017 Fiscal Year 2018 Budget Workshop

Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator, Scott Ross, Director, Office of Financial Stewardship
Lead Staff/ Project Team:	Tim Barden, Budget Manager Josh Pascua, Management and Budget Analyst

Statement of Issue:

This agenda item seeks ratification of Board actions taken at the April 25, 2017 Fiscal Year 2018 Budget Workshop.

Fiscal Impact:

This agenda item has a fiscal impact and establishes Board direction for the FY 2018 preliminary budget.

Staff Recommendation:

Option #1: Ratify the actions taken by the Board during the April 25, 2017 FY 2018 Budget Workshop regarding the 13 Budget Workshop Items.

Title:
Ratification of the April 25, 2017, FY 2018 Budget Workshop
May 09, 2017
Page 2

Report and Discussion

Background:

As specified on the Board adopted budget calendar, a workshop was conducted on April 25, 2017. The purpose of the workshop was to provide staff direction regarding the development of the FY 2018 preliminary budget.

Analysis:

In accordance with the actions taken during the April 25, 2017 Budget Workshop, the Board authorized the following:

1. Workshop Item #1: Fiscal Year 2018 Preliminary Budget Overview

The Board approved Option #1: Accept staff's report on the preliminary budget overview.

As included in the agenda item, Option #1 approves a resolution and associated Budget Amendment for the addition of an Administrative Associate (\$22,334) for Development Services and Environmental Management in the current Fiscal Year (Attachment #1). Option #1 additionally approved the adoption of a new Solid Waste Fee Resolution (Attachment #2).

2. Workshop Item #2: Leon County Medical Examiner Facility and Operating Contract

The Board approved Option #1: Authorize the County Administrator to execute a contract, in a form approved by the County Attorney, with the District 2 Medical Examiner for the operations and use of the new Medical Examiner Facility.

3. Workshop Item #3: Policy No. 98-25, "Disposition of Unclaimed and Indigent Bodies"

The Board approved Options #1 and #2:

1. Adopt the proposed policies and procedures as amended in Policy No. 98-25 "Disposition of Unclaimed and Indigent Bodies" (Attachment #3) and the associated Resolution (Attachment #4).
2. Approve the proposed Fee Schedule Resolution (Attachment #5).

4. Workshop Item #4: Proposed Tourism Emerging Signature Event Grants

The Board approved Options #1 and #2:

1. Approve the modifications to the Tourism grant programs as recommended by the Tourist Development Council in recognition of Emerging Signature Events.
2. Direct staff to include an additional \$50,000 in the FY 2018 Tourism budget to support Emerging Signature Events from the Tourist Development Tax.

Title:

Ratification of the April 25, 2017, FY 2018 Budget Workshop

May 09, 2017

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5. Workshop Item #5: Consideration of Establishing a Living Wage

The Board approved Option #1 as amended: Include \$135,720 in the FY 2018 Preliminary Budget, to bring the lowest paid employees to a living wage of \$12.00/hour.

6. Workshop Item #6: Staff Report on the Healthcare Competitive Provider Reimbursement Pool

The Board approved Options #1 and #2:

1. Accept the staff report on the Healthcare Competitive Provider Reimbursement Pool.
2. Direct staff to implement the following recommendations outlined in the item:
 - a. Define the types of patient visits eligible for reimbursement in the Healthcare Competitive Provider Reimbursement Pool in the FY 2018 contracts with Bond Community Health Center, Neighborhood Medical Center, and Apalachee Center, Inc.
 - b. Include provisions in the FY 2018 contracts with Bond Community Health Center, Neighborhood Medical Center, and Apalachee Center, Inc. in which repayment to the County would be required.
 - c. Include \$50,000 for enhancements to the HSCP Management System in the FY 2018 Preliminary Budget.
 - d. Maintain the current level of funding for overall healthcare services at \$1,739,582 for FY 2018.
 - e. Continue to utilize the Healthcare Competitive Provider Reimbursement Pool model.

7. Workshop Item #7: Annual Review of Outside Agency Contract for Services

The Board approved Option #1: Current level funding is tentatively included in the FY 2018 Preliminary Budget:

- Legal Services of North Florida: \$257,500
- DISC Village: \$222,759
- TMH Trauma Center: \$200,000
- Tallahassee Senior Citizens Foundation: \$179,000
- St. Francis Wildlife Association: \$71,250
- Tallahassee Trust for Historic Preservation: \$63,175
- Whole Child Leon: \$38,000
- Domestic Violence Coordinating Council: \$25,000
- United Partners for Human Services: \$23,750
- OASIS Center: \$20,000
- Sharing Tree: \$20,000
- Sustainable Tallahassee: \$8,800

Title:

Ratification of the April 25, 2017, FY 2018 Budget Workshop

May 09, 2017

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8. Workshop Item #8: Status Update Regarding Curbside Collection Service Provided by Waste Pro, Inc. and Creation of Contract Compliance Specialist

The Board approved Options #1 and #2:

1. Accept the status update regarding curbside collection service through Waste Pro, Inc.
2. Authorize staff to add a Contract Compliance Specialist in the current year and include in the FY 2018 Preliminary budget, to be funded by liquidated damages from the Waste Pro contract, and approve the Resolution and associated Budget Amendment Request (Attachment #6).

9. Workshop Item #9: Authorization for the Florida Public Service Commission to Regulate Private Water and Wastewater Utilities

The Board approved Option #1: Direct staff to schedule the first and only public hearing for June 20, 2017, at 6:00 p.m. authorizing the Florida Public Service Commission to regulate private water and wastewater utilities.

10. Workshop Item #10: Consideration of Funding to Support the County's Five-Year Target to Plant 1,000 Trees in Canopy Roads

The Board approved Option #1: Include \$75,000 in the FY 2018 preliminary budget to develop an active tree planting program that will support the County's Target to plant 1,000 of trees in canopy roads.

11. Workshop Item #11: Signature Landscaping Feature for County Parks

The Board approved Option #1: Include \$35,000 in the FY 2018 budget to establish a signature landscape feature, with a regular blooming season at Pedrick Pond Park.

12. Workshop Item #12: Pilot Mobile Hotspot Library Lending Program

The Board approved Option #1: Include \$13,250 in the Proposed FY 2018 for a Pilot Mobile Hotspot Library Lending Program.

13. Workshop Item #13: Refinancing 2014 Capital Refunding Bank Loan

The Board approved Option #1: Authorize staff to conduct the necessary steps to refinance the 2014 Capital Improvement Refunding Bank Loan with the current vendor, Regions Bank.

Title:

Ratification of the April 25, 2017, FY 2018 Budget Workshop
May 09, 2017

Page 5

Options:

1. Ratify the actions taken by the Board during the April 25, 2017 FY 2018 Budget Workshop regarding the 13 Budget Workshop Items.
2. Do not ratify the actions taken by the Board during the April 25, 2017 FY 2018 Budget Workshop.
3. Board direction.

Recommendation:

Option #1.

Attachments

1. Resolution and Budget Amendment for Administrative Assistant position in the Development Support and Environmental Services Department
2. Solid Waste Tipping Fee Resolution
3. Indigent Burial Policy
4. Indigent Burial Policy Resolution
5. Indigent Burial Resolution and Fee Schedule
6. Resolution and Budget Amendment for Contract Compliance Specialist for Solid Waste Division

I² Award - Cost Savings Breakdown (Since Inception)

Fiscal Year	Project Title	Annual Cost Savings*	One Time Cost Savings
FY17	Citizen Rescue at Miles Johnson Road	\$ -	\$ -
FY17	Clerk Phone System Upgrade	\$ -	\$ -
FY17	Library Telescope Lending Program	\$ -	\$ -
FY16	Wakulla Bus Crash	\$ -	\$ -
FY16	Orchard Pond Parkway	\$ -	\$ -
FY16	Natural Bridge Replacement	\$ -	\$ -
FY16	Library Tree	\$ -	\$ -
FY16	Intervention and Detention Alternatives Point of Sale Solution	\$ -	\$ -
FY16	Intersection Safety Improvement	\$ -	\$ -
FY16	Leachate Treatment and Disposal Overbilling Correction	\$ 432,000.00	\$ -
FY16	Hazardous Waste Program		\$ -
FY16	Leon Trees Cost Avoidance	\$ 46,000.00	\$ -
FY16	Green Infrastructure	\$ -	\$ -
FY16	Animal Control Schedule Modifications Cost Savings	\$ 108,706.00	\$ -
FY16	Water Consumption Analysis - Overbilling Correction	\$ 6,120.48	\$ 21,528.17
FY16	Operation Save - Overbilling Correction	\$ -	\$ 6,700.00
FY16	Special Event Grant Online Application Staff Time Savings	\$ 11,000.00	
FY16	Kinhega Roundabout - Signal Maintenance Cost Avoidance	\$ 6,000.00	
FY16	9/11 Day of Remembrance	\$ -	\$ -
FY15	Bucket List Book Club	\$ -	\$ -
FY15	Library Public PC Refresh Project Cost Avoidance	\$ 277,605.00	
FY15	Printer Consolidation and Copier Management	\$ 195,879.00	
FY15	Waste Stream Tire Elimination	\$ 108,000.00	
FY15	DV,SV,Stalking Workplace Training	\$ -	\$ -
FY15	Chaires Park Drainage Project - Schedule Cost Savings		\$ 36,573.29
FY15	William Campground Renovations	\$ -	\$ -
FY15		\$ -	\$ -
FY15	Killearn Lakes-Pitter Partnership Mobilization Cost Avoidance		\$ 10,000.00
Subtotal		\$ 1,191,310.48	\$ 74,801.46
Total Cost Savings		\$ 1,266,111.94	

*Note: Annual Cost savings is adjusted to reflect total annual cost savings since the date it was awarded.

Title: Fiscal Year 2018 Preliminary Budget Overview
 April 25, 2017
 Page 1

Table #1: Preliminary FY 2018 Estimated Change in Revenues and Expenditures

Preliminary Estimated Changes in Revenues	In Millions	
Property Taxes with current millage rate (8.3144)	\$3.80	\$5.00
General Revenues (Public Services Tax, 1/2 Cent Sales, State Revenue Sharing)	0.40	0.50
Interest Allocation	0.40	0.50
Gas Taxes	0.15	0.20
Total Estimated Change in Revenues*	\$4.75	\$6.20
Preliminary Annual Changes in Expenses		
County and Constitutional Officer Employee/Operating Expenses	4.50	5.50
Contractual Obligations & Interlocals (e.g. CRA, City)	0.85	1.00
General Revenue Support for Probation & DSEM	0.55	0.65
800 MHz Radio Communications	0.20	0.35
Fuel Cost	0.18	0.28
Property Tax Collection Commissions	0.14	0.18
Debt Service	(0.45)	(0.45)
Subtotal	\$5.97	\$7.51
Strategic Initiatives Budget Discussion Items		
Living Wage	0.00	0.078
Additional Canopy Road Tree Planting	0.00	0.075
Signature Landscaping Feature for County Parks	0.00	0.035
Library Mobile Hot Spots	0.00	0.013
Subtotal	\$0.00	\$0.201
Total Estimated Change in Expenses	\$5.97	\$7.71
Preliminary Budget Shortfall Range	(\$1.22)	(\$1.51)

Comparing the highest projected expenditure increase (\$7.71M) with the lowest projected revenue increase (\$4.75M) results in a “worst case” shortfall of \$2.96M. However, comparing the lowest projected expenditure increase (\$5.97M) with the highest projected revenue increase (\$6.20M), results in approximately \$230,000 in additional revenue.

Proposed 2018 Operating Budget Expenditure Detail

<u>Department</u>	<u>Page #</u>
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5. Department of Public Works	35
6. Department of Development Support & Environmental Management	46
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8. Office of Financial Stewardship	60
9. Office of Tourism Development	69
10. Office of Information Technology	77
11. Office of Library Services	84
12. Office of Public Safety	90
13. Office of Intervention & Detention Alternative	94
14. Office of Human Services & Community Partnerships	103
15. Office of Resource Stewardship	118
16. Constitutionals	134
17. Judicial	156
18. Non-Operating	176
19. Debt Service	191

Leon County Fiscal Year 2018 Proposed Budget

Expenditures By Department and Division

Board of County Commissioners

	FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	Adopted Change	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
1) County Commission	1,597,694	1,626,968	1,703,508	4.7%	1,733,004	1,763,891	1,796,238	1,830,136
	1,597,694	1,626,968	1,703,508	4.7%	1,733,004	1,763,891	1,796,238	1,830,136

- 1) Increase reflects County Commission costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average. The performance raises pertain to the Commission staff only. In accordance with the County Charter, Commissioner salaries are set by ordinance according to a formula established by the State of Florida. Additionally, at the March 7, 2017 Board meeting, the Board approved \$3,000 increase in Commissioner operating budgets.

Administration

	FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	Adopted Change	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
2) County Administration*	910,903	1,013,761	1,062,107	4.8%	1,093,227	1,125,291	1,158,462	1,192,799
3) Emergency Management*	1,162,187	1,476,455	1,510,012	2.3%	1,533,715	1,557,991	1,582,853	1,608,336
4) Human Resources*	1,163,048	1,455,403	1,418,564	-2.5%	1,455,561	1,494,023	1,534,013	1,575,617
5) Strategic Initiatives*	1,185,253	1,310,508	1,397,809	6.7%	1,388,997	1,417,361	1,446,961	1,477,859
	4,421,390	5,256,127	5,388,492	2.5%	5,471,500	5,594,666	5,722,289	5,854,611

- 2) *See personnel note below.
- 3) At the March 7, 2017 Board meeting, the Board approved the transition of the Emergency Management function from the Sheriff's Office to the County. This transition was a result of a recommendation in the Hurricane Hermine After Action Report approved on January 24, 2017. A total of seven positions were transferred. The increase also reflects the inclusion of two Emergency Management grants transferred from the Sheriff's office; and match funding previously budgeted separately in as a transfer to the Sheriff's office.
- 4) Decrease is related to a reduction in training and staff development funding. Additionally, at the April 25, 2017 Budget Workshop, the Board approved a minimum Living Wage of \$12.00 per hour for all County Employees. The total cost increase for FY18 is \$135,720 to establish the Living Wage. This cost is included in each respective department and not reflected in the Human Resources budget.
- 5) Increase reflects the realignment of an Assistant to the County Administrator position, an increase of \$36,000 for the continued funding of Leon Works and the Junior Apprentice Program, and \$12,500 in promotional activities.

County Attorney's Office

	FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	Adopted Change	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
6) County Attorney*	1,870,847	2,008,617	2,084,538	3.8%	2,132,912	2,183,069	2,235,016	2,288,896
	1,870,847	2,008,617	2,084,538	3.8%	2,132,912	2,183,069	2,235,016	2,288,896

- 6) *See personnel note below.

Department of Public Works

	FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	Adopted Change	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
7) Engineering Services*	2,940,289	3,693,490	3,740,274	1.3%	3,847,798	3,959,591	4,075,867	4,196,797
8) Fleet Management*	2,336,972	2,807,477	2,932,906	4.5%	2,960,030	2,978,102	3,007,179	3,032,315
9) Operations*	9,368,998	10,710,857	11,325,093	5.7%	11,616,189	11,870,658	12,133,873	12,456,002
10) PW Support Services*	547,883	633,112	604,072	-4.6%	619,363	635,240	651,729	668,862
	15,194,141	17,844,936	18,602,345	4.2%	19,043,380	19,443,591	19,868,648	20,353,976

- 7) *See personnel note below.
- 8) Increase reflects \$185,000 in fuel cost due to an increase in the price of fuel per gallon.
- 9) Increase reflects funding for stormwater maintenance in the amount of \$73,000, Forest services agreement costs increase of \$31,000, and a \$75,000 increase for Canopy Road tree planting approved at the April 25, 2017 Budget Workshop.
- 10) Decrease reflects the realignment and reclassification of the Assistant Public Works Director position to the Office of Resource Stewardship.

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

Leon County Fiscal Year 2018 Proposed Budget
Expenditures By Department and Division
Department of Development Support & Environmental Management

		FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	Adopted Change	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
11)	Building Plans Review & Inspection*	1,268,831	1,629,003	1,902,799	16.8%	1,963,603	2,027,054	2,093,306	2,162,520
12)	Development Services*	754,574	800,051	935,084	16.9%	966,298	998,887	1,032,905	1,068,443
13)	DS Support Services*	282,100	330,592	318,877	-3.5%	327,470	336,395	345,672	355,320
14)	Environmental Services*	1,561,113	1,677,192	1,725,951	2.9%	1,780,933	1,838,053	1,897,386	1,959,068
15)	Permit and Code Services*	510,048	481,525	501,166	4.1%	515,892	531,239	547,239	563,934
		<u>4,376,666</u>	<u>4,918,363</u>	<u>5,383,877</u>	<u>9.5%</u>	<u>5,554,196</u>	<u>5,731,628</u>	<u>5,916,508</u>	<u>6,109,285</u>

- 11) Increase related to personnel costs associated with the addition of a Senior Compliance Specialist approved in FY17. In addition, one Senior Administrative Assistant was reclassified to a Customer Experience Liason and a Chief Development Resources Officer was created in FY17 to assist citizens with the development process. These positions are split funded between Building and Support Services.
- 12) Increase related to personnel costs associated with the addition of a Principle Planner approved in FY17. 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 evaluation of workload activity.
- 13) The decrease is related to personnel budget funding splits between the Building Plans Review and Inspection and the DS Support Services divisions based on an annual evaluation of workload activity.
- 14) Increase related to personnel costs in addition to operating increases in fuel, vehicle repair and communications.
- 15) Increase related to personnel costs in addition to operating increases in fuel and communications.

Department of PLACE

		FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	Adopted Change	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
16)	Planning Department	934,521	1,055,927	986,992	-6.5%	1,006,280	1,026,059	1,046,344	1,067,149
		<u>934,521</u>	<u>1,055,927</u>	<u>986,992</u>	<u>-6.5%</u>	<u>1,006,280</u>	<u>1,026,059</u>	<u>1,046,344</u>	<u>1,067,149</u>

- 16) The decrease is reflects a decrease in one-time funding for the Mobility Fee Study project that was funded in FY17.

Office of Financial Stewardship

		FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	Adopted Change	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
17)	Office of Management and Budget*	668,966	721,574	768,095	6.4%	785,551	802,387	819,944	838,258
18)	Purchasing*	595,879	610,599	631,950	3.5%	651,127	670,298	690,895	712,252
19)	Real Estate Management*	389,316	340,085	347,064	2.1%	327,752	333,691	339,893	346,373
20)	Risk Management*	193,953	240,442	210,511	-12.4%	214,333	218,310	222,451	226,763
		<u>1,848,114</u>	<u>1,912,700</u>	<u>1,957,620</u>	<u>2.3%</u>	<u>1,978,763</u>	<u>2,024,686</u>	<u>2,073,183</u>	<u>2,123,646</u>

- 17) *See personnel note below.
- 18) *See personnel note below.
- 19) *See personnel note below.
- 20) Decrease reflects a reduction in broker services fees in the amount of \$35,000.

Office of Tourism Development

		FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	Adopted Change	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
21)	Tourism Development*	4,439,791	4,957,047	5,452,109	10.0%	5,520,420	5,316,071	5,382,547	5,450,831
		<u>4,439,791</u>	<u>4,957,047</u>	<u>5,452,109</u>	<u>10.0%</u>	<u>5,520,420</u>	<u>5,316,071</u>	<u>5,382,547</u>	<u>5,450,831</u>

- 21) Increase reflects the use of fund balance, as recommended by the Tourist Development Council, to fund the following: \$50,000 in Emerging Event funding to supplement the Signature Event Grant Program to attract and maintain multi-day festival events; additional public relations and advertising funding in the amount of \$175,000 for Target Designated Market Area (DMA) Activation Marketing in Atlanta & Tampa; and \$185,000 in sports event funding offset by revenue generated from the events. Additionally, \$45,000 is being allocated in capital improvement funding for improvements to the Welcome Center.

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

Leon County Fiscal Year 2018 Proposed Budget
Expenditures By Department and Division
Office of Information and Technology

	FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	Adopted Change	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
22) Geographic Information Systems*	1,891,060	1,923,845	1,983,854	3.1%	2,031,157	2,080,275	2,131,297	2,184,305
23) Management Information Services*	5,798,215	6,374,130	6,641,127	4.2%	6,784,848	6,933,186	7,087,183	7,246,826
	7,689,275	8,297,975	8,624,981	3.9%	8,816,005	9,013,461	9,218,480	9,431,131

22) *See personnel note below.

23) Increase reflects \$130,300 for contractual obligations associated with critical software updates and licensing including HR NeoGov, CISCO, IBM Hardware and McAfee virus protection. In addition, \$25,000 for data wiring equipment previously budgeted in a capital improvement project.

Office of Library Services

	FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	Adopted Change	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
24) Library Services*	6,237,669	6,866,639	7,007,788	2.1%	7,209,043	7,364,973	7,566,209	7,776,219
	6,237,669	6,866,639	7,007,788	2.1%	7,209,043	7,364,973	7,566,209	7,776,219

24) Increase related to personnel costs in addition to the Board initiative for Library Mobile Hotspots for \$13,250.

Office of Public Safety

	FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	Adopted Change	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
25) Animal Control*	1,459,758	1,526,763	1,497,552	-1.9%	1,551,582	1,608,236	1,624,632	1,641,773
26) Emergency Medical Services*	15,839,623	16,473,669	17,465,446	6.0%	17,782,701	18,113,031	18,457,064	18,815,572
	17,299,381	18,000,432	18,962,998	5.3%	19,334,283	19,721,267	20,081,696	20,457,345

25) Decrease reflects a reduction in the Animal Control contract with the City of Tallahassee due to the completion of the joint HVAC capital project for the Animal Shelter.

26) Increase is related to the addition of a partial ambulance crew (6 positions) and ambulance to meet increased call volume. Additional increases include: the ALS Agreement with City Fire Department (\$84,294); vehicle repair(\$75,585), fuel (\$151,205) and machinery and equipment (\$38,000), offset by decreases in vehicle insurance coverage (\$54,405).

Office of Intervention & Detention Alternatives

	FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	Adopted Change	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
27) County Probation*	1,539,291	1,475,318	1,510,904	2.4%	1,552,076	1,595,026	1,639,863	1,686,665
28) Drug & Alcohol Testing*	136,399	168,734	154,222	-8.6%	158,024	161,983	166,103	170,391
29) Supervised Pretrial Release*	1,168,720	1,183,133	1,226,589	3.7%	1,257,803	1,290,306	1,324,170	1,359,461
	2,844,410	2,827,185	2,891,715	2.3%	2,967,903	3,047,315	3,130,136	3,216,517

27) *See personnel note below.

28) Decrease related to personnel changes offset by the increase in personnel costs as noted below.

29) *See personnel note below.

Office of Human Services & Community Partnerships

	FY 2016 Actual	FY 2017 Adopted	FY 2018 Proposed	Adopted Change	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
30) Housing Services*	665,235	1,197,822	962,448	-19.7%	522,713	537,925	553,748	570,208
31) Human Services*	7,309,228	7,756,708	7,759,392	0.0%	7,749,531	7,765,433	7,781,779	7,648,585
31) Veteran Services*	282,655	327,763	346,227	5.6%	352,010	358,018	364,255	370,739
33) Volunteer Services*	186,259	192,717	198,865	3.2%	204,982	211,353	217,986	224,900
	8,443,376	9,475,010	9,266,932	-2.2%	8,829,236	8,872,729	8,917,768	8,814,432

30) Decrease reflects the transfer of the Housing Finance Authority (HFA) budget from the County. Additionally, SHIP funds received from the State decreased for FY18.

31) Budget reflects funding of \$30,000 for the Indigent Burial Program to support the increase in the body transport and disposal rates approved in FY17, \$50,000 for enhancement of the Human Services & Community Partnerships Management System approved at the April 25, 2017 Budget Workshop, offset by a decrease in Baker Marchman Act and Health Department funding.

31) Increase reflects additional funding for Operation Thank You (\$2,400) and additional operating increases in rentals and leases and printing and binding

33) Reflects increase in personnel costs and slight increases in communication, promotional activities and operating supplies.

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

Leon County Fiscal Year 2018 Proposed Budget
Expenditures By Department and Division
Office of Resource Stewardship

		FY 2016	FY 2017	FY 2018	Adopted	FY 2019	FY 2020	FY 2021	FY 2022
		Actual	Adopted	Proposed	Change	Projected	Projected	Projected	Projected
34)	Cooperative Extension*	361,620	470,954	455,990	-3.2%	497,172	509,864	522,937	522,937
35)	Facilities Management*	8,591,865	9,405,509	9,421,511	0.2%	9,593,035	9,728,226	9,869,164	10,009,613
36)	Office of Sustainability*	172,118	303,010	307,686	1.5%	332,893	321,812	343,946	333,310
37)	Parks and Recreation*	2,810,976	2,884,890	3,076,060	6.6%	3,129,655	3,187,681	3,248,477	3,312,218
38)	Solid Waste*	9,193,345	9,037,749	9,730,123	7.7%	9,812,108	9,873,480	9,812,877	9,872,858
		<u>21,129,923</u>	<u>22,102,112</u>	<u>22,991,370</u>	<u>4.0%</u>	<u>23,364,863</u>	<u>23,621,063</u>	<u>23,797,401</u>	<u>24,050,936</u>

- 34) Decrease reflects salary and benefit reductions related to the Cooperative Extension Agreement between the County and the University of Florida.
- 35) *See personnel note below.
- 36) *See personnel note below.
- 37) Increase reflects funding for the addition of one a new Park Attendant position for the anticipated opening the 754 acre St. Mark's Headwater's Greenway. In addition, \$35,000 is budget for the Signature Landscape Feature initiative approved by the Board at the April 25, 2017 Budget Workshop. Other operating increases relate to utilities, fuel, and vehicle repair and maintenance.
- 38) Increase is related to the addition of a new Contract Compliance Specialist Position added in FY17 to manage the County's contract with Waste Pro. In addition, contractual services increase include: hauling and disposal services from increased tonnage in the amount of \$492,000; curbside bulky waste and yard debris processing and disposal costs increases in the amount of \$195,000.

Constitutional

		FY 2016	FY 2017	FY 2018	Adopted	FY 2019	FY 2020	FY 2021	FY 2022
		Actual	Adopted	Proposed	Change	Projected	Projected	Projected	Projected
39)	Clerk of the Circuit Court	1,940,579	2,016,674	2,095,843	3.9%	2,154,466	2,214,763	2,276,783	2,340,574
40)	Property Appraiser	4,737,694	5,159,673	5,094,412	-1.3%	5,247,244	5,404,661	5,566,801	5,566,801
41)	Sheriff	70,318,681	70,766,102	73,935,086	4.5%	76,555,267	78,625,292	80,170,537	82,400,851
42)	Supervisor of Elections	5,082,773	4,187,358	4,259,755	1.7%	3,925,837	5,373,476	4,072,149	4,767,605
43)	Tax Collector	4,809,119	5,010,257	5,211,560	4.0%	5,415,293	5,626,122	5,838,873	5,838,873
		<u>86,888,846</u>	<u>87,140,064</u>	<u>90,596,656</u>	<u>4.0%</u>	<u>93,298,107</u>	<u>97,244,314</u>	<u>97,925,143</u>	<u>100,914,704</u>

- 39) Increase related to personnel costs.
- 40) Decrease reflects a elimination of prior year employee retirement funding for leave payouts.
- 41) Increase reflects personnel costs for year three of Step Pay Plan adjustments, in addition to a total of 12 new positions: four new road patrol deputy positions; one Deputy Bailiff; two Crime Analysts; and one Evidence Custodian in Law Enforcement; in addition to four Correctional Officers for the jail.
- 42) Increase related to personnel costs and rental lease payments due to the expansion of the Voting Operations Center.
- 43) Increase reflect estimated commission payments associated with increase collection due to property values increasing by 4.79%. Additionally increases are related to commission payments for the MSTU, solid waste, fire, stormwater and other special assessments.

Judicial

		FY 2016	FY 2017	FY 2018	Adopted	FY 2019	FY 2020	FY 2021	FY 2022
	Department / Division	Actual	Adopted	Proposed	Change	Projected	Projected	Projected	Projected
44)	Court Administration	235,208	225,425	235,233	4.4%	242,383	249,844	257,635	265,768
45)	Guardian Ad Litem	18,659	21,627	22,455	3.8%	22,455	22,455	22,455	22,455
46)	Other Court-Related Programs	509,550	597,013	609,924	2.2%	615,601	627,219	514,429	526,861
47)	Public Defender	136,024	133,195	136,008	2.1%	136,008	136,008	136,008	136,008
48)	State Attorney	107,100	109,955	111,734	1.6%	11,734	111,734	111,734	111,734
		<u>1,006,542</u>	<u>1,087,215</u>	<u>1,115,354</u>	<u>2.6%</u>	<u>1,028,181</u>	<u>1,147,260</u>	<u>1,042,261</u>	<u>1,062,826</u>

- 44) *See personnel note below.
- 45) Reflects increase related to communication and phone system costs.
- 46) Increase related to personnel costs and the increased use of Court Innovations fund balance to support programs, such as Teen Court, due programmed expenditures exceeding revenue projections.
- 47) Increase related to an increase communications costs of \$1,779.
- 48) Increase related to an increase communications costs of \$2,813.

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

Leon County Fiscal Year 2018 Proposed Budget
Expenditures By Department and Division
Non-Operating

		FY 2016	FY 2017	FY 2018	Adopted	FY 2019	FY 2020	FY 2021	FY 2022
	Department / Division	Actual	Adopted	Proposed	Change	Projected	Projected	Projected	Projected
49)	Budgeted Reserves	2,210,948	487,573	478,654	-1.8%	490,197	566,018	555,567	598,909
50)	Communications	1,091,665	1,392,807	1,464,634	5.2%	1,464,634	1,464,634	1,464,634	1,464,634
51)	Fire Control	8,422,375	8,230,385	7,906,017	-3.9%	7,979,279	8,054,766	8,130,008	8,207,012
52)	Line Item Funding	125,000	100,000	100,000	0.0%	100,000	0	0	0
53)	Other Non-Operating	7,265,902	7,713,989	8,645,524	12.1%	8,613,424	9,049,553	9,459,713	9,514,947
54)	Risk Allocations	1,110,716	1,113,517	1,131,707	1.6%	1,131,707	1,131,707	1,131,707	1,131,707
55)	Risk Financing & Workers Comp	3,111,040	3,296,292	3,094,658	-6.1%	3,123,805	3,153,244	3,182,976	3,213,005
		<u>23,337,646</u>	<u>22,334,563</u>	<u>22,821,194</u>	<u>2.2%</u>	<u>22,903,046</u>	<u>23,419,922</u>	<u>23,924,605</u>	<u>24,130,214</u>

- 49) Reflects decreases in budgeted reserves in the the Fine and Forfeiture, Transportation, and Municipal Service reserves offset by increases in Building and Insurance Fund contingencies.
- 50) Reflects increase cost related to phone system including repair and maintenance.
- 51) Decrease costs associated with payments to the City of Tallahassee for fire services. Additionally, the budget eliminated the \$1.224 million in unincorporated fund balance used to apply a 15% discount for two years to keep fire service fee rates level for FY16 & FY17. For FY18, the fire rates increased based on the rate study approved by the Board in May, 2015.
- 52) Line item funding is budgeted at level funding with continued funding in the amount \$100,000 for the Homeless Shelter Relocation. FY19 will be the last year of this five year, \$500,000 obligation.
- 53) Increase reflects a \$486,012 increase in payment to the Community Development Agency(CRA) based on the June 1st estimated from the Property Appraiser indicating an increase property values. Additionally, there is an increase of \$352,000 for the capital costs related to the 800 MHz Radio Communications System.
- 54) Reflects an a slight increase in cost allocations of insurance premiums associated with property, vehicle, and general liability.
- 55) Reflects a decrease in vehicle at-fault claims and repair and maintenance in the Risk Management budget.

Debt Service

		FY 2016	FY 2017	FY 2018	Adopted	FY 2019	FY 2020	FY 2021	FY 2022
	Department / Division	Actual	Adopted	Proposed	Change	Projected	Projected	Projected	Projected
56)	Debt Service	8,564,986	8,570,548	8,057,345	-6.0%	7,576,225	7,574,595	3,271,756	3,273,235
		<u>8,564,986</u>	<u>8,570,548</u>	<u>8,057,345</u>	<u>-6.0%</u>	<u>7,576,225</u>	<u>7,574,595</u>	<u>3,271,756</u>	<u>3,273,235</u>

- 56) Decrease reflects the refinancing of current bond debt service resulting in \$564,000 in savings.

Capital Improvement Program

		FY 2016	FY 2017	FY 2018	Adopted	FY 2019	FY 2020	FY 2021	FY 2022
	Department / Division	Actual	Adopted	Proposed	Change	Projected	Projected	Projected	Projected
	Budgeted Capital Reserves	0	12,540	62,130	395.5%	62,130	62,130	62,130	62,130
	Engineering Services	14,622,576	6,138,203	7,572,785	23.4%	9,416,510	12,637,228	13,135,668	13,135,688
	Facilities Management	4,057,205	4,665,650	4,102,449	-12.1%	3,671,343	2,870,551	3,598,894	2,725,128
	Fleet Management	1,904,609	2,527,600	2,215,650	-12.3%	2,295,900	2,430,850	2,212,850	3,364,850
57)	Management Information Services	1,568,643	2,166,580	1,554,130	-28.3%	1,453,780	1,328,780	1,453,780	1,328,780
	Miscellaneous	6,000	50,000	0	-100.0%	50,000	0	50,000	0
	Parks & Recreation	2,329,065	1,831,900	2,245,399	22.6%	1,195,000	1,836,000	1,930,000	2,060,000
	Public Works - Operations	1,466,397	835,200	1,085,200	29.9%	835,200	835,200	835,200	835,200
	Solid Waste	854,708	1,334,950	584,588	-56.2%	900,625	766,202	700,100	1,254,000
		<u>26,809,202</u>	<u>19,562,623</u>	<u>19,422,331</u>	<u>-0.7%</u>	<u>19,880,488</u>	<u>22,766,941</u>	<u>23,978,622</u>	<u>24,765,776</u>

- 57) In the FY2018 for some areas of the capital budget, instead of individual facility budgets, projects are now being developed for building, roofing, mechanical systems infrastructure, and general maintenance and repairs. This is similar to how the transportation road resurfacing capital improvement program is currently managed. Additionally, funding is also allocated for the Sidewalk Program (\$1,472,785), Arterial/Collector Road Resurfacing, Community Safety and Mobility (\$600,000), Stormwater and Transportation Projects (\$500,000), Public Works Vehicles (\$466,500), and Lake Henrietta Renovation (\$350,000).

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

Leon County Fiscal Year 2018 Proposed Budget
Expenditures By Department and Division
Grants Administration

	FY 2016	FY 2017	FY 2018	Adopted	FY 2019	FY 2020	FY 2021	FY 2022
Department / Division	Actual	Adopted	Proposed	Change	Projected	Projected	Projected	Projected
Byrne Grant	163	0	0	0.0%	0	0	0	0
Grant Economic Development	43,182	0	0	0.0%	0	0	0	0
Grants Adult Drug Court	16,656	0	0	0.0%	0	0	0	0
58) Grants Court Admin	108,352	125,000	125,000	0.0%	127,024	129,188	131,504	133,982
Grants EMS	180,608	60,000	60,000	0.0%	60,000	60,000	60,000	60,000
Grants Housing	2,224	0	0	0.0%	0	0	0	0
Grant Human Services	10,000	0	0	0.0%	0	0	0	0
59) Grants IDA	87,305	84,835	84,835	0.0%	84,835	84,835	84,835	84,835
60) Grants Library	98,810	15,000	15,000	0.0%	15,000	15,000	15,000	15,000
Grants Parks	75,285	0	0	0.0%	0	0	0	0
Grants Public Works	2,095,576	0	0	0.0%	0	0	0	0
Grants Sustainability	48,471	0	0	0.0%	0	0	0	0
Grants Volunteer	101	0	0	0.0%	0	0	0	0
	2,766,734	284,835	284,835	0.0%	286,859	289,023	291,339	293,817

58) 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.

59) Reflects funds collected for driver's education through the collection of traffic fines in the Slosberg Drivers' Education Fund.

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

Transfers

	FY 2016	FY 2017	FY 2018	Adopted	FY 2019	FY 2020	FY 2021	FY 2022
Department / Division	Actual	Adopted	Proposed	Change	Projected	Projected	Projected	Projected
61) Transfers	58,533,133	40,208,828	40,045,083	-0.4%	42,152,871	44,624,898	42,718,089	44,856,033
	58,533,133	40,208,828	40,045,083	-0.4%	42,152,871	44,624,898	42,718,089	44,856,033

61) Reflects a decrease in transfers to General Fund, Probation Services, Municipal Services, and Bond Series 2014, offset by increase Transportation, Developmental Support and Environmental Services, Supervisor of Elections, Stormwater, Radio Communications System(800 MHz), Bond Series 2012A & 2012B, Capital Improvements, Transportation Improvements, and Solid Waste funds.

Summary Totals

	FY 2016	FY 2017	FY 2018	Adopted	FY 2019	FY 2020	FY 2021	FY 2022
	Actual	Adopted	Proposed	Change	Projected	Projected	Projected	Projected
Leon County Government	98,327,198	107,150,038	111,305,265	3.88%	112,961,789	114,724,470	116,752,464	118,825,111
Constitutional Officers	86,888,846	87,140,064	90,596,656	3.97%	93,298,107	97,244,314	97,925,143	100,914,704
Judicial	1,006,542	1,087,215	1,115,354	2.59%	1,028,181	1,147,260	1,042,261	1,062,826
Non-Operating	23,337,646	22,334,563	22,821,194	2.18%	22,903,046	23,419,922	23,924,605	24,130,214
Capital	26,809,202	19,562,623	19,422,331	-0.72%	19,880,488	22,766,941	23,978,622	24,765,776
Debt Service	8,564,986	8,570,548	8,057,345	-5.99%	7,576,225	7,574,595	3,271,756	3,273,235
Grants	2,766,734	284,835	284,835	0.00%	286,859	289,023	291,339	293,817
Total Budget Net Transfers	247,701,153	246,129,886	253,602,980	3.04%	257,934,695	267,166,525	267,186,190	273,265,683
Total Operating Budget	220,891,951	226,567,263	234,180,649	3.36%	238,054,207	244,399,584	243,207,568	248,499,907
Total Capital Budget	26,809,202	19,562,623	19,422,331	-0.72%	19,880,488	22,766,941	23,978,622	24,765,776
Total County Budget	306,234,286	286,338,714	293,648,063	2.55%	300,087,566	311,791,423	309,904,279	318,121,716
Total County Minus Transfers	247,701,153	246,129,886	253,602,980	3.04%	257,934,695	267,166,525	267,186,190	273,265,683

Leon County Fiscal Year 2018 Proposed Budget

Board of County Commissioners

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,531,827	1,535,073	1,610,718	-	1,610,718	1,664,302
Operating	64,808	91,895	112,768	-	112,768	112,768
Capital Outlay	1,059	-	-	-	-	-
Total Budgetary Costs	1,597,694	1,626,968	1,723,486	-	1,723,486	1,777,070
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Commission	1,597,694	1,626,968	1,723,486	-	1,723,486	1,777,070
Total Budget	1,597,694	1,626,968	1,723,486	-	1,723,486	1,777,070
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,597,694	1,626,968	1,723,486	-	1,723,486	1,777,070
Total Revenues	1,597,694	1,626,968	1,723,486	-	1,723,486	1,777,070
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Commission	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

Leon County Fiscal Year 2018 Proposed Budget

Board of County Commissioners

County Commission Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,531,827	1,535,073	1,610,718	-	1,610,718	1,664,302
Operating	64,808	91,895	112,768	-	112,768	112,768
Capital Outlay	1,059	-	-	-	-	-
Total Budgetary Costs	1,597,694	1,626,968	1,723,486	-	1,723,486	1,777,070
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Commission At-Large (Group 1) (001-106-511)	5,680	9,500	12,500	-	12,500	12,500
Commission At-Large (Group 2) (001-107-511)	9,133	9,500	12,500	-	12,500	12,500
Commission District 1 (001-101-511)	9,187	9,500	12,500	-	12,500	12,500
Commission District 2 (001-102-511)	2,326	9,500	12,500	-	12,500	12,500
Commission District 3 (001-103-511)	5,896	9,500	12,500	-	12,500	12,500
Commission District 4 (001-104-511)	5,992	9,500	12,500	-	12,500	12,500
Commission District 5 (001-105-511)	9,087	9,500	12,500	-	12,500	12,500
Commissioners' Account (001-108-511)	18,566	25,395	25,268	-	25,268	25,268
County Commission (001-100-511)	1,531,827	1,535,073	1,610,718	-	1,610,718	1,664,302
Total Budget	1,597,694	1,626,968	1,723,486	-	1,723,486	1,777,070
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,597,694	1,626,968	1,723,486	-	1,723,486	1,777,070
Total Revenues	1,597,694	1,626,968	1,723,486	-	1,723,486	1,777,070
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Commission	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

Leon County Fiscal Year 2018 Proposed Budget

Board of County Commissioners

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

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,531,827	1,535,073	1,610,718	-	1,610,718	1,664,302
Total Budgetary Costs	1,531,827	1,535,073	1,610,718	-	1,610,718	1,664,302
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,531,827	1,535,073	1,610,718	-	1,610,718	1,664,302
Total Revenues	1,531,827	1,535,073	1,610,718	-	1,610,718	1,664,302
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Commission Aide	7.00	7.00	7.00	-	7.00	7.00
County Commissioner	7.00	7.00	7.00	-	7.00	7.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

The major variances for the FY 2018 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.

Leon County Fiscal Year 2018 Proposed Budget

Board of County Commissioners

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

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	9,187	9,500	12,500	-	12,500	12,500
Total Budgetary Costs	9,187	9,500	12,500	-	12,500	12,500
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	9,187	9,500	12,500	-	12,500	12,500
Total Revenues	9,187	9,500	12,500	-	12,500	12,500

The major variances for the FY18 budget are as follows:

Increases to program funding:

1. Travel & Per Diem in the amount of \$3,000 as approved at the March 7, 2017 Board meeting.

Leon County Fiscal Year 2018 Proposed Budget

Board of County Commissioners

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

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	2,326	9,500	12,500	-	12,500	12,500
Total Budgetary Costs	2,326	9,500	12,500	-	12,500	12,500
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	2,326	9,500	12,500	-	12,500	12,500
Total Revenues	2,326	9,500	12,500	-	12,500	12,500

The major variances for the FY18 budget are as follows:

Increases to program funding:

1. Travel & Per Diem in the amount of \$3,000 as approved at the March 7, 2017 Board meeting.

Leon County Fiscal Year 2018 Proposed Budget

Board of County Commissioners

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

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	5,896	9,500	12,500	-	12,500	12,500
Total Budgetary Costs	5,896	9,500	12,500	-	12,500	12,500
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	5,896	9,500	12,500	-	12,500	12,500
Total Revenues	5,896	9,500	12,500	-	12,500	12,500

The major variances for the FY18 budget are as follows:

Increases to program funding:

1. Travel & Per Diem in the amount of \$3,000 as approved at the March 7, 2017 Board meeting.

Leon County Fiscal Year 2018 Proposed Budget

Board of County Commissioners

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

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	4,933	9,500	12,500	-	12,500	12,500
Capital Outlay	1,059	-	-	-	-	-
Total Budgetary Costs	5,992	9,500	12,500	-	12,500	12,500
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	5,992	9,500	12,500	-	12,500	12,500
Total Revenues	5,992	9,500	12,500	-	12,500	12,500

The major variances for the FY18 budget are as follows:

Increases to program funding:

1. Travel & Per Diem in the amount of \$3,000 as approved at the March 7, 2017 Board meeting.

Leon County Fiscal Year 2018 Proposed Budget

Board of County Commissioners

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

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	9,087	9,500	12,500	-	12,500	12,500
Total Budgetary Costs	9,087	9,500	12,500	-	12,500	12,500
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	9,087	9,500	12,500	-	12,500	12,500
Total Revenues	9,087	9,500	12,500	-	12,500	12,500

The major variances for the FY18 budget are as follows:

Increases to program funding:

1. Travel & Per Diem in the amount of \$3,000 as approved at the March 7, 2017 Board meeting.

Leon County Fiscal Year 2018 Proposed Budget

Board of County Commissioners

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

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	5,680	9,500	12,500	-	12,500	12,500
Total Budgetary Costs	5,680	9,500	12,500	-	12,500	12,500
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	5,680	9,500	12,500	-	12,500	12,500
Total Revenues	5,680	9,500	12,500	-	12,500	12,500

The major variances for the FY18 budget are as follows:

Increases to program funding:

1. Travel & Per Diem in the amount of \$3,000 as approved at the March 7, 2017 Board meeting.

Leon County Fiscal Year 2018 Proposed Budget

Board of County Commissioners

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

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	9,133	9,500	12,500	-	12,500	12,500
Total Budgetary Costs	9,133	9,500	12,500	-	12,500	12,500
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	9,133	9,500	12,500	-	12,500	12,500
Total Revenues	9,133	9,500	12,500	-	12,500	12,500

The major variances for the FY18 budget are as follows:

Increases to program funding:

1. Travel & Per Diem in the amount of \$3,000 as approved at the March 7, 2017 Board meeting.

Leon County Fiscal Year 2018 Proposed Budget

Board of County Commissioners

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

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	18,566	25,395	25,268	-	25,268	25,268
Total Budgetary Costs	18,566	25,395	25,268	-	25,268	25,268
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	18,566	25,395	25,268	-	25,268	25,268
Total Revenues	18,566	25,395	25,268	-	25,268	25,268

The major variances for the FY18 budget are as follows:

Decreases to program funding:

1. Communications (Phone System) cost reductions in the amount of \$127.

Leon County Fiscal Year 2018 Proposed Budget

Administration

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	2,802,372	3,260,890	3,558,257	-	3,558,257	3,675,046
Operating	1,486,221	1,677,774	1,733,600	48,500	1,782,100	1,746,100
Transportation	1,022	1,636	10,678	-	10,678	10,678
Capital Outlay	10,621	-	25,000	-	25,000	25,000
Constitutional Payments	121,155	121,155	-	-	-	-
Budgeted Reserves	-	194,672	12,457	-	12,457	14,546
Total Budgetary Costs	4,421,390	5,256,127	5,339,992	48,500	5,388,492	5,471,370
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Administration	910,903	1,013,761	1,062,107	-	1,062,107	1,093,097
Strategic Initiatives	1,185,253	1,310,508	1,349,309	48,500	1,397,809	1,388,997
Human Resources	1,163,048	1,455,403	1,418,564	-	1,418,564	1,455,561
Emergency Management	1,162,187	1,476,455	1,510,012	-	1,510,012	1,533,715
Total Budget	4,421,390	5,256,127	5,339,992	48,500	5,388,492	5,471,370
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	3,259,203	3,779,672	3,829,980	48,500	3,878,480	3,937,655
125 Grants	121,155	121,155	328,462	-	328,462	336,015
130 9-1-1 Emergency Communications	1,041,032	1,355,300	1,181,550	-	1,181,550	1,197,700
Total Revenues	4,421,390	5,256,127	5,339,992	48,500	5,388,492	5,471,370
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Administration	4.00	5.00	5.00	-	5.00	5.00
Emergency Management	7.00	7.00	7.00	-	7.00	7.00
Human Resources	12.00	12.00	12.00	-	12.00	12.00
Strategic Initiatives	11.50	12.50	12.50	-	12.50	12.50
Total Full-Time Equivalents (FTE)	34.50	36.50	36.50	-	36.50	36.50

Leon County Fiscal Year 2018 Proposed Budget

Administration

County Administration Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	882,450	977,663	1,025,248	-	1,025,248	1,056,238
Operating	28,453	36,098	36,859	-	36,859	36,859
Total Budgetary Costs	910,903	1,013,761	1,062,107	-	1,062,107	1,093,097
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Administration (001-110-512)	910,903	1,013,761	1,062,107	-	1,062,107	1,093,097
Total Budget	910,903	1,013,761	1,062,107	-	1,062,107	1,093,097
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	910,903	1,013,761	1,062,107	-	1,062,107	1,093,097
Total Revenues	910,903	1,013,761	1,062,107	-	1,062,107	1,093,097
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Administration	4.00	5.00	5.00	-	5.00	5.00
Total Full-Time Equivalents (FTE)	4.00	5.00	5.00	-	5.00	5.00

Leon County Fiscal Year 2018 Proposed Budget

Administration

County Administration - County Administration (001-110-512)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	882,450	977,663	1,025,248	-	1,025,248	1,056,238
Operating	28,453	36,098	36,859	-	36,859	36,859
Total Budgetary Costs	910,903	1,013,761	1,062,107	-	1,062,107	1,093,097
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	910,903	1,013,761	1,062,107	-	1,062,107	1,093,097
Total Revenues	910,903	1,013,761	1,062,107	-	1,062,107	1,093,097
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Administrator	1.00	1.00	1.00	-	1.00	1.00
Deputy County Administrator	1.00	1.00	1.00	-	1.00	1.00
Assistant County Administrator	1.00	2.00	2.00	-	2.00	2.00
Senior Executive Assistant	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	4.00	5.00	5.00	-	5.00	5.00

The major variances for the FY 2018 County Administration Budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in phone system and communication costs in the amount of \$891 associated with number of phones, internet usage and maintenance costs of the system.

Leon County Fiscal Year 2018 Proposed Budget

Administration

Strategic Initiatives Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	750,595	825,025	869,865	-	869,865	897,053
Operating	433,893	483,847	477,766	48,500	526,266	490,266
Transportation	765	1,636	1,678	-	1,678	1,678
Total Budgetary Costs	1,185,253	1,310,508	1,349,309	48,500	1,397,809	1,388,997
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Community and Media Relations (001-116-513)	487,905	541,667	596,741	12,500	609,241	620,898
Strategic Initiatives (001-115-513)	697,348	768,841	752,568	36,000	788,568	768,099
Total Budget	1,185,253	1,310,508	1,349,309	48,500	1,397,809	1,388,997
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,185,253	1,310,508	1,349,309	48,500	1,397,809	1,388,997
Total Revenues	1,185,253	1,310,508	1,349,309	48,500	1,397,809	1,388,997
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Strategic Initiatives	7.00	8.00	7.50	-	7.50	7.50
Community and Media Relations	4.50	4.50	5.00	-	5.00	5.00
Total Full-Time Equivalents (FTE)	11.50	12.50	12.50	-	12.50	12.50

Leon County Fiscal Year 2018 Proposed Budget

Administration

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

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	460,153	518,299	502,255	-	502,255	517,786
Operating	236,430	250,542	250,313	36,000	286,313	250,313
Transportation	765	-	-	-	-	-
Total Budgetary Costs	697,348	768,841	752,568	36,000	788,568	768,099
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	697,348	768,841	752,568	36,000	788,568	768,099
Total Revenues	697,348	768,841	752,568	36,000	788,568	768,099
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Special Projects Coordinator	1.00	1.00	1.00	-	1.00	1.00
Assistant to the County Administrator	2.00	2.00	1.50	-	1.50	1.50
Management Analyst	-	1.00	1.00	-	1.00	1.00
Management Intern	1.00	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
Total Full-Time Equivalents (FTE)	7.00	8.00	7.50	-	7.50	7.50

The major variances for the FY 2018 Strategic Initiatives budget are as follows:

Decreases to Program Funding:

1. The Community & Media Relations Director was promoted to Assistant to the County Administrator during FY 2017 and will retain supervision of the Community & Media Relations Division, in addition to responsibility for the County's Emergency Management division. As part of this re-organization, one of the Assistant to the County Administrator positions will be 50% funded in the Community & Media Relations Division. This reduction is offset by an increase in costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Decrease in phone system and communication costs in the amount of \$229 associated with number of phones, internet usage and maintenance costs of the system.

Leon County Fiscal Year 2018 Proposed Budget

Administration

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

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	290,442	306,726	367,610	-	367,610	379,267
Operating	197,462	233,305	227,453	12,500	239,953	239,953
Transportation	-	1,636	1,678	-	1,678	1,678
Total Budgetary Costs	487,905	541,667	596,741	12,500	609,241	620,898
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	487,905	541,667	596,741	12,500	609,241	620,898
Total Revenues	487,905	541,667	596,741	12,500	609,241	620,898
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Director, Community & Media Relations	1.00	1.00	-	-	-	-
Assistant to the County Administrator	-	-	0.50	-	0.50	0.50
Public Information Specialist	2.00	2.00	3.00	-	3.00	3.00
Public Information/Communications Manager	1.00	1.00	1.00	-	1.00	1.00
Digital Community Engagement Specialist	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	4.50	4.50	5.00	-	5.00	5.00

The Community & Media Relations Director was promoted to Assistant to the County Administrator during FY 2017 and will retain supervision of the Community & Media Relations Division, in addition to responsibility for the County's Emergency Management division. As part of this re-organization, the Director of Community & Media Relations position will be reclassified to a Public Information Specialist position. Additionally, the Assistant to the County Administrator position will be 50% funded in the Community & Media Relations Division.

The major variances for the FY 2018 Community and Media Relations Budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in phone system and communication costs in the amount of \$648 associated with number of phones, internet usage and maintenance costs of the system.
3. Promotional Activities related to radio advertisements in the amount of \$12,500.

Leon County Fiscal Year 2018 Proposed Budget

Administration

Human Resources (001-160-513)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	891,161	1,109,821	1,073,952	-	1,073,952	1,110,949
Operating	271,887	345,582	344,612	-	344,612	344,612
Total Budgetary Costs	1,163,048	1,455,403	1,418,564	-	1,418,564	1,455,561
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,163,048	1,455,403	1,418,564	-	1,418,564	1,455,561
Total Revenues	1,163,048	1,455,403	1,418,564	-	1,418,564	1,455,561
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Director of Human Resources	1.00	1.00	1.00	-	1.00	1.00
Employee Engagement & Performance Manager	1.00	1.00	1.00	-	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00	1.00
Health and Wellness Coordinator	1.00	1.00	1.00	-	1.00	1.00
Employee Development Coordinator	1.00	1.00	1.00	-	1.00	1.00
Compensation Analyst	1.00	1.00	1.00	-	1.00	1.00
HR Records Coordinator	1.00	1.00	1.00	-	1.00	1.00
Human Resources Generalist	2.00	2.00	2.00	-	2.00	2.00
Employee Relations Manager	1.00	1.00	1.00	-	1.00	1.00
Benefits Specialist	1.00	1.00	1.00	-	1.00	1.00
HRIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	-	12.00	12.00

The major variances for the FY 2018 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 estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Professional Services in the amount of \$5,000 for consulting services related to Healthcare Reform and Benefits Administration.
3. Increase in phone system and communication costs in the amount of \$530 associated with number of phones, internet usage and maintenance costs of the system.

Leon County Fiscal Year 2018 Proposed Budget

Administration

Emergency Management Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	278,166	348,381	589,192	-	589,192	610,806
Operating	751,988	812,247	874,363	-	874,363	874,363
Transportation	257	-	9,000	-	9,000	9,000
Capital Outlay	10,621	-	25,000	-	25,000	25,000
Constitutional Payments	121,155	121,155	-	-	-	-
Budgeted Reserves	-	194,672	12,457	-	12,457	14,546
Total Budgetary Costs	1,162,187	1,476,455	1,510,012	-	1,510,012	1,533,715
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Emergency Management (125-864-525)	-	-	121,155	-	121,155	121,155
Emergency Management- Base Grant (125-864-586)	121,155	121,155	-	-	-	-
Emerg. Mgmt.(EMPA) Base Grant-State (125-952001-525)	-	-	121,506	-	121,506	125,808
Emerg. Mgmt.(EMPG) Base Grant-Federal (125-952002-525)	-	-	85,801	-	85,801	89,052
Enhanced 9-1-1 (130-180-586)	1,041,032	1,355,300	-	-	-	-
Enhanced E-911-Administration (130-180-525)	-	-	1,181,550	-	1,181,550	1,197,700
Total Budget	1,162,187	1,476,455	1,510,012	-	1,510,012	1,533,715
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
125 Grants	121,155	121,155	328,462	-	328,462	336,015
130 9-1-1 Emergency Communications	1,041,032	1,355,300	1,181,550	-	1,181,550	1,197,700
Total Revenues	1,162,187	1,476,455	1,510,012	-	1,510,012	1,533,715
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Emergency Management- Base Grant	2.00	2.00	-	-	-	-
Emergency Mgmt.-(EMPA) Base Grant-State	-	-	1.00	-	1.00	1.00
Emergency Mgmt.-(EMPG) Base Grant-Federal	-	-	1.00	-	1.00	1.00
Enhanced E-911-Administration	-	-	5.00	-	5.00	5.00
Enhanced 9-1-1	5.00	5.00	-	-	-	-
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

Leon County Fiscal Year 2018 Proposed Budget

Administration

Emergency Management - Enhanced 9-1-1 (130-180-586)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	278,166	348,381	-	-	-	-
Operating	751,988	812,247	-	-	-	-
Transportation	257	-	-	-	-	-
Capital Outlay	10,621	-	-	-	-	-
Budgeted Reserves	-	194,672	-	-	-	-
Total Budgetary Costs	1,041,032	1,355,300	-	-	-	-
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
130 9-1-1 Emergency Communications	1,041,032	1,355,300	-	-	-	-
Total Revenues	1,041,032	1,355,300	-	-	-	-
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Administrative Associate IV	1.00	1.00	-	-	-	-
Customer Services Specialist	1.00	1.00	-	-	-	-
GIS Mapping Specialist	2.00	2.00	-	-	-	-
9-1-1 Systems Manager	1.00	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	5.00	5.00	-	-	-	-

On March 7, 2017, Emergency Management Services and E-911 transitioned from the Leon County Sheriff's Office to Leon County, based on recommendations from the Hurricane Hermine After-Action Report. This transition included five FTE positions in E-911 and the associated budgets. E-911 is now budgeted under Emergency Management - Enhanced E-911 - Administration (130-180-525).

Leon County Fiscal Year 2018 Proposed Budget

Administration

Emergency Management - Enhanced E-911-Administration (130-180-525)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	-	-	381,885	-	381,885	395,946
Operating	-	-	782,208	-	782,208	782,208
Capital Outlay	-	-	5,000	-	5,000	5,000
Budgeted Reserves	-	-	12,457	-	12,457	14,546
Total Budgetary Costs	-	-	1,181,550	-	1,181,550	1,197,700
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
130 9-1-1 Emergency Communications	-	-	1,181,550	-	1,181,550	1,197,700
Total Revenues	-	-	1,181,550	-	1,181,550	1,197,700
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
E 9-1-1 Systems Administrator	-	-	1.00	-	1.00	1.00
Data Analyst	-	-	1.00	-	1.00	1.00
Administrative Associate IV	-	-	1.00	-	1.00	1.00
GIS Mapping Specialist	-	-	1.00	-	1.00	1.00
9-1-1 Systems Manager	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	5.00	-	5.00	5.00

On March 7, 2017, Emergency Management Services and E-911 transitioned from the Leon County Sheriff's Office to Leon County, based on recommendations from the the Hurricane Hermine After-Action Report. This transition included five FTE positions and associated budgets for E-911.

The major variances for the FY 2018 Enhanced 911 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Repairs and maintenance in the amount of \$68,648 associated with upgrades and maintenance to the 911 system.
3. Other current charges and obligations in the amount of \$30,000 associated with anticipated upgrades to the 911 system and facility.
4. Training in the amount of \$21,747 associated with training new staff.

Decreases to Program Funding:

1. Communications and phone system in the amount of \$142,044 associated with contract updates and billing corrections.

Leon County Fiscal Year 2018 Proposed Budget

Administration

Emergency Management - Emergency Management- Base Grant (125-864-586)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Constitutional Payments	121,155	121,155	-	-	-	-
Total Budgetary Costs	121,155	121,155	-	-	-	-
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
125 Grants	121,155	121,155	-	-	-	-
Total Revenues	121,155	121,155	-	-	-	-
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Emergency Management Coordinator	1.00	1.00	-	-	-	-
Emergency Management Director	1.00	1.00	-	-	-	-
Total Full-Time Equivalents (FTE)	2.00	2.00	-	-	-	-

Leon County Fiscal Year 2018 Proposed Budget

Administration

Emergency Management - Emergency Management (125-864-525)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	-	-	92,155	-	92,155	92,155
Transportation	-	-	9,000	-	9,000	9,000
Capital Outlay	-	-	20,000	-	20,000	20,000
Total Budgetary Costs	-	-	121,155	-	121,155	121,155
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
125 Grants	-	-	121,155	-	121,155	121,155
Total Revenues	-	-	121,155	-	121,155	121,155

On January 24, 2017, the Board approved the return the day-to-day oversight of Leon County Emergency Management under the Board, reporting to the County Administrator, by exercising the 60-day termination clause in the Emergency Management Interlocal Agreement. This grant match funding for two Emergency Management grant was previously transferred to the Sheriff's office. For FY18, this funding is budgeted in the Grant Fund 125.

Leon County Fiscal Year 2018 Proposed Budget

Administration

Emergency Management - Emergency Mgmt.-(EMPA) Base Grant-State (125-952001-525)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	-	-	121,506	-	121,506	125,808
Total Budgetary Costs	-	-	121,506	-	121,506	125,808
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
125 Grants	-	-	121,506	-	121,506	125,808
Total Revenues	-	-	121,506	-	121,506	125,808
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Emergency Management Director	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00

Note:

On March 7, 2017, Emergency Management Services and E-911 transitioned from the Leon County Sheriff's Office to Leon County, based on recommendations from the Hurricane Hermine After-Action Report. The funding budgeted here is for required match-funding associated with an annual grant from the state to provide for Leon County's Emergency Management Director.

Leon County Fiscal Year 2018 Proposed Budget

Administration

Emergency Management - Emergency Mgmt.-(EMPG) Base Grant-Federal (125-952002-525)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	-	-	85,801	-	85,801	89,052
Total Budgetary Costs	-	-	85,801	-	85,801	89,052
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
125 Grants	-	-	85,801	-	85,801	89,052
Total Revenues	-	-	85,801	-	85,801	89,052
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Emergency Management Coordinator	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	-	-	1.00	-	1.00	1.00

Note:

On March 7, 2017, Emergency Management Services and E-911 transitioned from the Leon County Sheriff's Office to Leon County, based on recommendations from the Hurricane Hermine After-Action Report. The funding budgeted here is for required match-funding associated with an annual grant from the federal government to provide for Leon County's Emergency Management Coordinator.

Leon County Fiscal Year 2018 Proposed Budget

County Attorney's Office

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,415,873	1,432,347	1,508,190	-	1,508,190	1,556,564
Operating	454,973	576,270	576,348	-	576,348	576,348
Total Budgetary Costs	1,870,847	2,008,617	2,084,538	-	2,084,538	2,132,912
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Attorney	1,870,847	2,008,617	2,084,538	-	2,084,538	2,132,912
Total Budget	1,870,847	2,008,617	2,084,538	-	2,084,538	2,132,912
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,870,847	2,008,617	2,084,538	-	2,084,538	2,132,912
Total Revenues	1,870,847	2,008,617	2,084,538	-	2,084,538	2,132,912
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Attorney	12.00	12.00	12.00	-	12.00	12.00
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	-	12.00	12.00

Leon County Fiscal Year 2018 Proposed Budget

County Attorney's Office

County Attorney (001-120-514)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,415,873	1,432,347	1,508,190	-	1,508,190	1,556,564
Operating	454,973	576,270	576,348	-	576,348	576,348
Total Budgetary Costs	1,870,847	2,008,617	2,084,538	-	2,084,538	2,132,912
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,870,847	2,008,617	2,084,538	-	2,084,538	2,132,912
Total Revenues	1,870,847	2,008,617	2,084,538	-	2,084,538	2,132,912
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Attorney	1.00	1.00	1.00	-	1.00	1.00
Deputy County Attorney	1.00	1.00	1.00	-	1.00	1.00
Asst County Attorney	3.00	3.00	3.00	-	3.00	3.00
Legal Administrator	1.00	1.00	1.00	-	1.00	1.00
Paralegal	1.00	1.00	1.00	-	1.00	1.00
Sr. Paralegal	1.00	1.00	1.00	-	1.00	1.00
Legal Records Specialist	1.00	1.00	1.00	-	1.00	1.00
Legal Assistant	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	-	12.00	12.00

The major variances for the FY 2018 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.

Leon County Fiscal Year 2018 Proposed Budget

Department of Public Works

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	10,047,297	11,478,833	11,822,768	68,166	11,890,934	12,277,235
Operating	3,959,027	5,078,375	5,068,925	356,449	5,425,374	5,480,108
Transportation	1,169,487	1,278,228	1,286,037	-	1,286,037	1,286,037
Capital Outlay	18,330	9,500	-	-	-	-
Total Budgetary Costs	15,194,141	17,844,936	18,177,730	424,615	18,602,345	19,043,380
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
PW Support Services	547,883	633,112	604,072	-	604,072	619,363
Operations	9,368,998	10,710,857	11,085,497	239,596	11,325,093	11,616,189
Engineering Services	2,940,289	3,693,490	3,740,274	-	3,740,274	3,847,798
Fleet Management	2,336,972	2,807,477	2,747,887	185,019	2,932,906	2,960,030
Total Budget	15,194,141	17,844,936	18,177,730	424,615	18,602,345	19,043,380
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	725,670	681,861	695,852	75,714	771,566	783,223
106 Transportation Trust	9,639,811	11,244,425	11,475,361	125,600	11,600,961	11,895,867
123 Stormwater Utility	2,446,533	3,078,652	3,227,090	38,282	3,265,372	3,372,720
125 Grants	45,156	32,521	31,540	-	31,540	31,540
505 Motor Pool	2,336,972	2,807,477	2,747,887	185,019	2,932,906	2,960,030
Total Revenues	15,194,141	17,844,936	18,177,730	424,615	18,602,345	19,043,380
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Engineering Services	32.00	35.00	35.00	-	35.00	35.00
Fleet Management	9.00	9.25	9.00	-	9.00	9.00
Operations	130.00	137.00	137.00	1.00	138.00	138.00
PW Support Services	4.00	4.50	4.00	-	4.00	4.00
Total Full-Time Equivalents (FTE)	175.00	185.75	185.00	1.00	186.00	186.00
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operations	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2018 Proposed Budget

Department of Public Works

Support Services (106-400-541)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	403,581	477,766	458,485	-	458,485	473,776
Operating	144,301	155,346	145,587	-	145,587	145,587
Total Budgetary Costs	547,883	633,112	604,072	-	604,072	619,363
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
106 Transportation Trust	547,883	633,112	604,072	-	604,072	619,363
Total Revenues	547,883	633,112	604,072	-	604,072	619,363
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Director of Public Works	1.00	1.00	1.00	-	1.00	1.00
Assistant Public Works Director	-	0.50	-	-	-	-
Administrative Services Manager	1.00	1.00	1.00	-	1.00	1.00
Records Manager	1.00	1.00	1.00	-	1.00	1.00
Senior Administrative Associate I	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	4.00	4.50	4.00	-	4.00	4.00

The major variances for the FY 2018 Support Services Budget are as follows:

Decreases to Program Funding:

1. Personnel cost reduction associated with the realignment of the Assistant Public Works Director position to the Office of Resource Stewardship. This cost reduction is offset by an increase in costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services in the amount of \$8,819 associated with the completion of American Public Works Association accreditation assessment.

Leon County Fiscal Year 2018 Proposed Budget

Department of Public Works

Operations Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	6,500,325	7,186,888	7,545,768	68,166	7,613,934	7,855,296
Operating	1,728,931	2,288,463	2,308,683	171,430	2,480,113	2,529,847
Transportation	1,121,411	1,226,006	1,231,046	-	1,231,046	1,231,046
Capital Outlay	18,330	9,500	-	-	-	-
Total Budgetary Costs	9,368,998	10,710,857	11,085,497	239,596	11,325,093	11,616,189
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Mosquito Control (001-216-562)	725,670	681,861	695,852	75,714	771,566	783,223
Mosquito Control Grant (125-214-562)	45,156	32,521	31,540	-	31,540	31,540
Right-Of-Way Management (106-432-541)	2,229,068	2,655,690	2,788,387	75,000	2,863,387	2,941,597
Stormwater Maintenance (123-433-538)	2,446,533	3,078,652	3,227,090	38,282	3,265,372	3,372,720
Transportation Maintenance (106-431-541)	3,922,571	4,262,133	4,342,628	50,600	4,393,228	4,487,109
Total Budget	9,368,998	10,710,857	11,085,497	239,596	11,325,093	11,616,189
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	725,670	681,861	695,852	75,714	771,566	783,223
106 Transportation Trust	6,151,639	6,917,823	7,131,015	125,600	7,256,615	7,428,706
123 Stormwater Utility	2,446,533	3,078,652	3,227,090	38,282	3,265,372	3,372,720
125 Grants	45,156	32,521	31,540	-	31,540	31,540
Total Revenues	9,368,998	10,710,857	11,085,497	239,596	11,325,093	11,616,189
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Mosquito Control	5.20	5.20	5.20	1.00	6.20	6.20
Transportation Maintenance	53.00	54.00	54.00	-	54.00	54.00
Right-Of-Way Management	35.00	35.00	35.00	-	35.00	35.00
Stormwater Maintenance	36.80	42.80	42.80	-	42.80	42.80
Total Full-Time Equivalents (FTE)	130.00	137.00	137.00	1.00	138.00	138.00
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Mosquito Control	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2018 Proposed Budget

Department of Public Works

Operations - Mosquito Control (001-216-562)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	382,686	399,788	405,953	68,166	474,119	485,776
Operating	289,512	232,577	231,072	7,548	238,620	238,620
Transportation	53,472	49,496	58,827	-	58,827	58,827
Total Budgetary Costs	725,670	681,861	695,852	75,714	771,566	783,223
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	725,670	681,861	695,852	75,714	771,566	783,223
Total Revenues	725,670	681,861	695,852	75,714	771,566	783,223
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Stormwater Superintendent	0.20	0.20	0.20	-	0.20	0.20
Mosquito Control Supervisor	1.00	1.00	1.00	-	1.00	1.00
Senior Mosquito Control Technician	1.00	1.00	-	-	-	-
Mosquito Control Technician	2.00	2.00	2.00	-	2.00	2.00
Crew Chief II	-	-	1.00	1.00	2.00	2.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	5.20	5.20	5.20	1.00	6.20	6.20
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Mosquito Control Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2018 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 estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average. Personnel costs also increased due to the reclassification of a Senior Mosquito Control Technician position to a Crew Chief II position and the creation of an additional Crew Chief II position. Additional personnel costs increases are associated with the establishment of the Living Wage at a minimum of \$12.00 per hour for County employees, as approved by the Board at the April 25, 2017 Budget Workshop.
2. Contractual services in the amount of \$6,210 and Postage in the amount of \$640 associated with mosquito alert and identification services to monitor for mosquito transmitted diseases.
3. Operating supplies in the amount of \$698 associated with a proposed new Crew Chief II position.
4. Vehicle repair in the amount of \$12,270 associated with increased vehicle usage in response to more calls for mosquito control services over the past year.

Decreases to Program Funding:

1. Aviation Insurance in the amount of \$1,698 and Vehicle Coverage in the amount of \$4,218 associated with lower insurance premiums.

Leon County Fiscal Year 2018 Proposed Budget

Department of Public Works

Operations - Transportation Maintenance (106-431-541)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	2,754,473	2,887,095	2,971,076	-	2,971,076	3,068,557
Operating	721,540	894,539	896,786	50,600	947,386	943,786
Transportation	446,558	470,999	474,766	-	474,766	474,766
Capital Outlay	-	9,500	-	-	-	-
Total Budgetary Costs	3,922,571	4,262,133	4,342,628	50,600	4,393,228	4,487,109
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
106 Transportation Trust	3,922,571	4,262,133	4,342,628	50,600	4,393,228	4,487,109
Total Revenues	3,922,571	4,262,133	4,342,628	50,600	4,393,228	4,487,109
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Director of Operations	1.00	1.00	1.00	-	1.00	1.00
Transportation Superintendent	1.00	1.00	1.00	-	1.00	1.00
Work Control Coordinator	1.00	1.00	1.00	-	1.00	1.00
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	8.00	8.00	-	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
Total Full-Time Equivalents (FTE)	53.00	54.00	54.00	-	54.00	54.00

The major variances for the FY 2018 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 estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% 5% based on a 3% average.
2. Contractual services in the amount of \$16,000 associated with an increase in sidewalk maintenance from new sidewalks and the installation of "Facility Guide Signs" within Florida Department of Transportation (FDOT) and Leon County rights-of-way, as well as \$11,762 associated with annual contractual increases.
3. Operating supplies in the amount of \$18,600 associated with replacing sign shop equipment and maintaining an additional 8.18 miles of road in the National Forest per the Cooperative Forest Road Agreement with the US Department of Agriculture approved on April 4, 2017.
4. Road Materials in the amount of \$16,000 associated with maintaining an additional 8.18 miles of road in the National Forest. This is partially offset by a \$10,454 reduction in anticipated asphalt needs.
4. Fuel costs in the amount of \$28,096 associated with an anticipated increase in fuel consumption.

Decreases to Program Funding:

1. Vehicle Coverage decreased in the amount of \$22,979 associated with lower insurance premiums.

Leon County Fiscal Year 2018 Proposed Budget

Department of Public Works

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

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,660,647	1,749,715	1,857,969	-	1,857,969	1,916,235
Operating	295,384	643,508	655,792	75,000	730,792	750,736
Transportation	273,037	262,467	274,626	-	274,626	274,626
Total Budgetary Costs	2,229,068	2,655,690	2,788,387	75,000	2,863,387	2,941,597
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
106 Transportation Trust	2,229,068	2,655,690	2,788,387	75,000	2,863,387	2,941,597
Total Revenues	2,229,068	2,655,690	2,788,387	75,000	2,863,387	2,941,597
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
R-O-W Mgmt. Superintendent	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	2.00	2.00	2.00	-	2.00	2.00
R-O-W Management Supervisor	2.00	2.00	2.00	-	2.00	2.00
Equipment Operator	4.00	4.00	4.00	-	4.00	4.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Crew Chief I	5.00	5.00	5.00	-	5.00	5.00
Heavy Equipment Operator	2.00	2.00	2.00	-	2.00	2.00
Service Worker	2.00	2.00	2.00	-	2.00	2.00
Maintenance Technician	12.00	12.00	12.00	-	12.00	12.00
Crew Chief	2.00	2.00	2.00	-	2.00	2.00
Work Program Crew Chief	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	35.00	35.00	35.00	-	35.00	35.00

The major variances for the FY 2018 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 estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services in the amount of \$75,000 for planting additional trees along canopy roads in accordance to the County's Bold Target to plant 15,000 trees, including 1,000 on canopy roads, over five years.
3. Vehicle repair and maintenance costs in the amount of \$25,895 associated with an anticipated increase in the amount of vehicle maintenance needed, based on previous years.
4. Fuel costs in the amount of \$13,746 associated with an anticipated increase in fuel consumption.

Decreases to Program Funding:

1. Vehicle Coverage in the amount of \$27,482 associated with lower insurance premiums.

Leon County Fiscal Year 2018 Proposed Budget

Department of Public Works

Operations - Stormwater Maintenance (123-433-538)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,702,520	2,150,290	2,310,770	-	2,310,770	2,384,728
Operating	395,669	485,318	493,493	38,282	531,775	565,165
Transportation	348,344	443,044	422,827	-	422,827	422,827
Total Budgetary Costs	2,446,533	3,078,652	3,227,090	38,282	3,265,372	3,372,720
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
123 Stormwater Utility	2,446,533	3,078,652	3,227,090	38,282	3,265,372	3,372,720
Total Revenues	2,446,533	3,078,652	3,227,090	38,282	3,265,372	3,372,720
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Stormwater Superintendent	0.80	0.80	0.80	-	0.80	0.80
Senior Construction Inspector	1.00	-	-	-	-	-
Work Control Coordinator	-	1.00	1.00	-	1.00	1.00
Maintenance & Construction Supervisor	2.00	2.00	2.00	-	2.00	2.00
Crew Chief II	5.00	6.00	6.00	-	6.00	6.00
In-Mate Supervisor	4.00	4.00	4.00	-	4.00	4.00
Equipment Operator	9.00	12.00	12.00	-	12.00	12.00
Crew Chief I	-	1.00	1.00	-	1.00	1.00
Heavy Equipment Operator	1.00	1.00	1.00	-	1.00	1.00
Maintenance Technician	13.00	14.00	14.00	-	14.00	14.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	36.80	42.80	42.80	-	42.80	42.80

The major variances for the FY 2018 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 estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual services in the amount of \$37,482 associated with higher contract costs for sod and street sweeping.
3. Operating Supplies in the amount of \$4,188 and Road Materials (pipe, cement, road base, etc.) in the amount of \$10,500 associated with additional work being done by the stormwater excavation crew added in FY 2017.
4. Vehicle repair and maintenance costs in the amount of \$12,715 associated with an anticipated increase/decrease in the amount of vehicle maintenance needed, based on previous years.
5. Anticipated annual maintenance and permitting costs in the amount of \$800 associated with building a stormwater pond at Serenity Cemetery.

Decreases to Program Funding:

1. Other Current Charges and Obligations in the amount of \$8,920 associated with three-year stormwater operating permits paid for in FY 2017 not needing to be paid for in FY 2018.
2. Vehicle Coverage in the amount of \$33,776 associated with lower insurance premiums.

Leon County Fiscal Year 2018 Proposed Budget

Department of Public Works

Operations - Mosquito Control Grant (125-214-562)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	26,826	32,521	31,540	-	31,540	31,540
Capital Outlay	18,330	-	-	-	-	-
Total Budgetary Costs	45,156	32,521	31,540	-	31,540	31,540
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
125 Grants	45,156	32,521	31,540	-	31,540	31,540
Total Revenues	45,156	32,521	31,540	-	31,540	31,540

The major variances for the FY 2018 budget are as follows:

Decreases to Program Funding:

1. Decrease in program funding is due to a moderate decrease in the grant amount received from the State.

Leon County Fiscal Year 2018 Proposed Budget

Department of Public Works

Engineering Services (106-414-541)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	2,666,293	3,165,952	3,210,331	-	3,210,331	3,317,855
Operating	238,369	488,455	488,514	-	488,514	488,514
Transportation	35,628	39,083	41,429	-	41,429	41,429
Total Budgetary Costs	2,940,289	3,693,490	3,740,274	-	3,740,274	3,847,798
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
106 Transportation Trust	2,940,289	3,693,490	3,740,274	-	3,740,274	3,847,798
Total Revenues	2,940,289	3,693,490	3,740,274	-	3,740,274	3,847,798
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Director of Engineering Services	1.00	1.00	1.00	-	1.00	1.00
Water Resource Scientist	1.00	1.00	1.00	-	1.00	1.00
Construction Manager II	-	1.00	1.00	-	1.00	1.00
Chief of Engineering Coordination	1.00	1.00	1.00	-	1.00	1.00
Chief of Building Engineering	-	1.00	1.00	-	1.00	1.00
Chief of Engineering Design	1.00	1.00	1.00	-	1.00	1.00
Stormwater Management Coordinator	1.00	1.00	1.00	-	1.00	1.00
Customer Support Engineer	-	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	3.00	3.00	-	3.00	3.00
Design Analyst	2.00	2.00	2.00	-	2.00	2.00
Survey Technician II	1.00	1.00	1.00	-	1.00	1.00
Senior Construction Inspector	2.00	2.00	2.00	-	2.00	2.00
Facilities Planner	-	1.00	1.00	-	1.00	1.00
Engineer Intern	1.00	1.00	1.00	-	1.00	1.00
Senior Engineering Design Sp.	2.00	1.00	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	1.00
Survey Party Chief	1.00	1.00	1.00	-	1.00	1.00
Construction Inspector	2.00	2.00	2.00	-	2.00	2.00
Administrative Associate VI	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Construction Inspection Aide	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	32.00	35.00	35.00	-	35.00	35.00

Leon County Fiscal Year 2018 Proposed Budget

Department of Public Works

Engineering Services (106-414-541)

The major variances for the FY 2018 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 estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Vehicle repair and maintenance costs in the amount of \$4,078 associated with an anticipated increase/decrease in the amount of vehicle maintenance needed, based on previous years.

Decreases to Program Funding:

1. Vehicle Coverage in the amount of \$3,577 associated with lower insurance premiums.

Leon County Fiscal Year 2018 Proposed Budget

Department of Public Works

Fleet Maintenance (505-425-591)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	477,098	648,227	608,184	-	608,184	630,308
Operating	1,847,426	2,146,111	2,126,141	185,019	2,311,160	2,316,160
Transportation	12,448	13,139	13,562	-	13,562	13,562
Total Budgetary Costs	2,336,972	2,807,477	2,747,887	185,019	2,932,906	2,960,030
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
505 Motor Pool	2,336,972	2,807,477	2,747,887	185,019	2,932,906	2,960,030
Total Revenues	2,336,972	2,807,477	2,747,887	185,019	2,932,906	2,960,030
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Assistant Public Works Director	-	0.25	-	-	-	-
Director of Fleet Management	1.00	1.00	1.00	-	1.00	1.00
Shop Supervisor	1.00	1.00	1.00	-	1.00	1.00
Equipment Mechanic	2.00	2.00	2.00	-	2.00	2.00
Senior Equipment Mechanic	3.00	3.00	3.00	-	3.00	3.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Fleet Analyst	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	9.00	9.25	9.00	-	9.00	9.00

The major variances for the FY 2018 Fleet Management Budget are as follows:

Increases to Program Funding:

1. Operating Supplies in the amount of \$185,019 associated with purchasing fuel for the Fleet and projected higher fuel prices. This is partially offset by a reduction in the projected fuel consumption across a number of departments.

Decreases to Program Funding:

1. Personnel cost reduction associated with the realignment of the Assistant Public Works Director position to the Office of Resource Stewardship. This cost reduction is offset by an increase in costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Repairs and Maintenance in the amount of \$5,000 related to lower projected costs for tires and repairs on heavy equipment.
2. Vehicle Coverage in the amount of \$1,487 associated with lower insurance premiums.

Leon County Fiscal Year 2018 Proposed Budget

Department of Development Support & Environmental Management

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	4,176,832	4,552,893	5,008,195	-	5,008,195	5,178,514
Operating	128,395	291,286	291,216	10,200	301,416	301,416
Transportation	71,439	71,184	74,266	-	74,266	74,266
Capital Outlay	-	3,000	-	-	-	-
Total Budgetary Costs	4,376,667	4,918,363	5,373,677	10,200	5,383,877	5,554,196
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
DS Support Services	282,100	330,592	318,877	-	318,877	327,470
Permit and Code Services	510,048	481,525	498,566	2,600	501,166	515,892
Building Plans Review & Inspection	1,268,831	1,629,003	1,902,799	-	1,902,799	1,963,603
Environmental Services	1,561,113	1,677,192	1,718,351	7,600	1,725,951	1,780,933
Development Services	754,574	800,051	935,084	-	935,084	966,298
Total Budget	4,376,667	4,918,363	5,373,677	10,200	5,383,877	5,554,196
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
120 Building Inspection	1,268,831	1,629,003	1,902,799	-	1,902,799	1,963,603
121 Development Services & Environmental Mgmt. Fund	2,952,753	3,123,313	3,304,156	10,200	3,314,356	3,419,159
125 Grants	155,082	166,047	166,722	-	166,722	171,434
Total Revenues	4,376,667	4,918,363	5,373,677	10,200	5,383,877	5,554,196
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Building Plans Review & Inspection	18.72	21.39	24.75	-	24.75	24.75
Development Services	10.00	10.00	11.00	-	11.00	11.00
DS Support Services	3.81	3.36	2.75	-	2.75	2.75
Environmental Services	17.00	18.00	17.00	-	17.00	17.00
Permit and Code Services	6.47	6.25	6.50	-	6.50	6.50
Total Full-Time Equivalents (FTE)	56.00	59.00	62.00	-	62.00	62.00
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Building Plans Review & Inspection	1.00	-	-	-	-	-
Development Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	2.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2018 Proposed Budget

Department of Development Support & Environmental Management

DS Support Services (121-424-537)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	271,516	299,897	288,182	-	288,182	296,775
Operating	10,584	30,695	30,695	-	30,695	30,695
Total Budgetary Costs	282,100	330,592	318,877	-	318,877	327,470
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
121 Development Services & Environmental Management Fund	282,100	330,592	318,877	-	318,877	327,470
Total Revenues	282,100	330,592	318,877	-	318,877	327,470
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Director Development Support & Environmental Mgmt.	0.85	0.75	0.75	-	0.75	0.75
Customer Experience Liaison	-	-	0.25	-	0.25	0.25
Chief Development Resource Officer	-	-	0.25	-	0.25	0.25
Records Manager	0.50	0.50	0.25	-	0.25	0.25
Administrative Associate V	1.61	1.36	1.25	-	1.25	1.25
Sr. Administrative Associate II	0.85	0.75	-	-	-	-
Total Full-Time Equivalents (FTE)	3.81	3.36	2.75	-	2.75	2.75

The major variances for the FY 2018 DS Support Services budget are as follows:

Increases to Program Funding:

1. Customer Experience Liaison reclassified from a Senior Administrative Associate II position and a Chief Development Officer position added as part of the Department of Development Support and Environmental Management 2017 Service Upgrade.

Decreases to Program Funding:

1. Decrease of \$11,715 in personnel costs offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2018 Proposed Budget

Department of Development Support & Environmental Management

Permit and Code Services Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	482,449	396,170	412,524	-	412,524	427,250
Operating	22,846	81,037	81,423	2,600	84,023	84,023
Transportation	4,754	4,318	4,619	-	4,619	4,619
Total Budgetary Costs	510,048	481,525	498,566	2,600	501,166	515,892
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Permit & Code Services (121-423-537)	510,048	481,525	498,566	2,600	501,166	515,892
Total Budget	510,048	481,525	498,566	2,600	501,166	515,892
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
121 Development Services & Environmental Mgmt. Fund	510,048	481,525	498,566	2,600	501,166	515,892
Total Revenues	510,048	481,525	498,566	2,600	501,166	515,892
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Permit & Code Services	6.47	6.25	6.50	-	6.50	6.50
Total Full-Time Equivalents (FTE)	6.47	6.25	6.50	-	6.50	6.50

Leon County Fiscal Year 2018 Proposed Budget

Department of Development Support & Environmental Management

Permit and Code Services - Permit & Code Services (121-423-537)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	482,449	396,170	412,524	-	412,524	427,250
Operating	22,846	81,037	81,423	2,600	84,023	84,023
Transportation	4,754	4,318	4,619	-	4,619	4,619
Total Budgetary Costs	510,048	481,525	498,566	2,600	501,166	515,892
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
121 Development Services & Environmental Management Fund	510,048	481,525	498,566	2,600	501,166	515,892
Total Revenues	510,048	481,525	498,566	2,600	501,166	515,892
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Code Compliance Supervisor	0.75	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	2.25	-	2.25	2.25
Compliance Board Coordinator	0.50	0.25	0.25	-	0.25	0.25
Permit Processing Supervisor	0.25	0.25	0.25	-	0.25	0.25
Permit Technician	0.50	0.75	0.75	-	0.75	0.75
Administrative Associate V	0.61	0.50	0.50	-	0.50	0.50
Administrative Associate III	0.50	0.50	0.50	-	0.50	0.50
Administrative Associate IV	0.61	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	6.47	6.25	6.50	-	6.50	6.50

The major variances for the FY 2018 Permit & Code Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% 5% based on a 3% average.
2. To more efficiently intake and issue permits, allocation of work divided among three Senior Compliance Specialist positions.
3. Increase in phone system and communication costs in the amount of \$2,986 associated with number of phones, internet usage and maintenance costs of the system.
4. Fuel costs increased in the amount of \$301 associated with an anticipated increase in fuel consumption.

Leon County Fiscal Year 2018 Proposed Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,208,701	1,528,530	1,799,564	-	1,799,564	1,860,368
Operating	26,237	66,586	66,693	-	66,693	66,693
Transportation	33,893	30,887	36,542	-	36,542	36,542
Capital Outlay	-	3,000	-	-	-	-
Total Budgetary Costs	1,268,831	1,629,003	1,902,799	-	1,902,799	1,963,603
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Building Plans Review and Inspection (120-220-524)	1,268,831	1,629,003	1,902,799	-	1,902,799	1,963,603
Total Budget	1,268,831	1,629,003	1,902,799	-	1,902,799	1,963,603
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
120 Building Inspection	1,268,831	1,629,003	1,902,799	-	1,902,799	1,963,603
Total Revenues	1,268,831	1,629,003	1,902,799	-	1,902,799	1,963,603
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Building Plans Review and Inspection	18.72	21.39	24.75	-	24.75	24.75
Total Full-Time Equivalents (FTE)	18.72	21.39	24.75	-	24.75	24.75
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Building Plans Review and Inspection	1.00	-	-	-	-	-
Total OPS Full-Time Equivalents (FTE)	1.00	-	-	-	-	-

Leon County Fiscal Year 2018 Proposed Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection - Building Plans Review and Inspection (120-220-524)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,208,701	1,528,530	1,799,564	-	1,799,564	1,860,368
Operating	26,237	66,586	66,693	-	66,693	66,693
Transportation	33,893	30,887	36,542	-	36,542	36,542
Capital Outlay	-	3,000	-	-	-	-
Total Budgetary Costs	1,268,831	1,629,003	1,902,799	-	1,902,799	1,963,603
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
120 Building Inspection	1,268,831	1,629,003	1,902,799	-	1,902,799	1,963,603
Total Revenues	1,268,831	1,629,003	1,902,799	-	1,902,799	1,963,603
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Director Development Support & Environ Mgmt.	0.15	0.25	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 Administration	1.00	1.00	1.00	-	1.00	1.00
Customer Experience Liaison	-	-	0.75	-	0.75	0.75
Chief Development Resource Officer	-	-	0.75	-	0.75	0.75
Code Compliance Supervisor	0.25	0.25	0.25	-	0.25	0.25
Plans Examiner	3.00	2.00	3.00	-	3.00	3.00
Senior Plans Examiner	-	1.00	-	-	-	-
Director of Permit & Code Services	0.25	0.25	0.25	-	0.25	0.25
Records Manager	0.50	0.50	0.75	-	0.75	0.75
Senior Compliance Specialist	-	-	0.75	-	0.75	0.75
Sr. Combination Inspector	3.00	2.00	1.00	-	1.00	1.00
Combination Inspector	3.00	5.00	6.00	-	6.00	6.00
Building Inspection Supervisor	1.00	1.00	1.00	-	1.00	1.00
Compliance Board Coordinator	0.50	0.75	0.75	-	0.75	0.75
Records Technician	1.00	1.00	1.00	-	1.00	1.00
Permit Processing Supervisor	0.75	0.75	0.75	-	0.75	0.75
Permit Technician	1.50	2.25	2.25	-	2.25	2.25
Administrative Associate V	0.78	1.14	1.25	-	1.25	1.25
Administrative Associate III	0.50	0.50	1.50	-	1.50	1.50
Administrative Associate IV	0.39	0.50	0.50	-	0.50	0.50
Senior Administrative Associate II	0.15	0.25	-	-	-	-
Total Full-Time Equivalents (FTE)	18.72	21.39	24.75	-	24.75	24.75
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Building Inspection OPS	1.00	-	-	-	-	-
Total OPS Full-Time Equivalents (FTE)	1.00	-	-	-	-	-

Leon County Fiscal Year 2018 Proposed Budget

Office of Financial Stewardship

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,421,933	1,404,803	1,483,127	-	1,483,127	1,527,972
Operating	359,952	417,206	383,338	-	383,338	384,636
Transportation	3,054	2,516	2,980	-	2,980	2,980
Grants-in-Aid	63,175	88,175	88,175	-	88,175	63,175
Total Budgetary Costs	1,848,114	1,912,700	1,957,620	-	1,957,620	1,978,763
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Office of Management and Budget	668,966	721,574	768,095	-	768,095	785,551
Risk Management	193,953	240,442	210,511	-	210,511	214,333
Purchasing	595,879	610,599	631,950	-	631,950	651,127
Real Estate Management	389,316	340,085	347,064	-	347,064	327,752
Total Budget	1,848,114	1,912,700	1,957,620	-	1,957,620	1,978,763
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,654,161	1,672,258	1,747,109	-	1,747,109	1,764,430
501 Insurance Service	193,953	240,442	210,511	-	210,511	214,333
Total Revenues	1,848,114	1,912,700	1,957,620	-	1,957,620	1,978,763
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Office of Management and Budget	7.00	7.00	7.00	-	7.00	7.00
Purchasing	7.25	8.00	8.00	-	8.00	8.00
Real Estate Management	3.00	3.00	3.00	-	3.00	3.00
Risk Management	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	18.25	19.00	19.00	-	19.00	19.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Financial Stewardship

Office of Management & Budget (001-130-513)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	543,994	572,003	617,536	-	617,536	633,694
Operating	61,797	86,396	87,384	-	87,384	88,682
Grants-in-Aid	63,175	63,175	63,175	-	63,175	63,175
Total Budgetary Costs	668,966	721,574	768,095	-	768,095	785,551
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	668,966	721,574	768,095	-	768,095	785,551
Total Revenues	668,966	721,574	768,095	-	768,095	785,551
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Budget Manager	-	1.00	1.00	-	1.00	1.00
Principal Mgmt & Budget Analys	2.00	1.00	-	-	-	-
Sr. Mgmt & Budget Analyst	-	-	1.00	-	1.00	1.00
Dir Office of Fin. Stewardship	1.00	1.00	1.00	-	1.00	1.00
Mgmt & Budget Analyst	3.00	3.00	3.00	-	3.00	3.00
Management Analyst	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

The major variances for the FY 2018 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 are 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 \$1,260 for the licensing software agreement with Govmax, the County's budgeting software.

Leon County Fiscal Year 2018 Proposed Budget

Office of Financial Stewardship

Risk Management (501-132-513)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	106,784	107,288	112,288	-	112,288	116,110
Operating	87,170	133,154	98,223	-	98,223	98,223
Total Budgetary Costs	193,953	240,442	210,511	-	210,511	214,333
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
501 Insurance Service	193,953	240,442	210,511	-	210,511	214,333
Total Revenues	193,953	240,442	210,511	-	210,511	214,333
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Risk Manager	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2018 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 are 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 professional services in order to align budget with recent expenditure trends including a \$15,000 decrease in insurance broker services.

Leon County Fiscal Year 2018 Proposed Budget

Office of Financial Stewardship

Purchasing Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	570,152	579,579	600,406	-	600,406	619,583
Operating	22,672	28,504	28,564	-	28,564	28,564
Transportation	3,054	2,516	2,980	-	2,980	2,980
Total Budgetary Costs	595,879	610,599	631,950	-	631,950	651,127
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Procurement (001-140-513)	489,563	501,991	520,148	-	520,148	535,690
Warehouse (001-141-513)	106,315	108,608	111,802	-	111,802	115,437
Total Budget	595,879	610,599	631,950	-	631,950	651,127
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	595,879	610,599	631,950	-	631,950	651,127
Total Revenues	595,879	610,599	631,950	-	631,950	651,127
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Procurement	5.25	6.00	6.00	-	6.00	6.00
Warehouse	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	7.25	8.00	8.00	-	8.00	8.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Financial Stewardship

Purchasing - Procurement (001-140-513)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	467,107	474,822	493,011	-	493,011	508,553
Operating	19,884	25,648	25,707	-	25,707	25,707
Transportation	2,573	1,521	1,430	-	1,430	1,430
Total Budgetary Costs	489,563	501,991	520,148	-	520,148	535,690
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	489,563	501,991	520,148	-	520,148	535,690
Total Revenues	489,563	501,991	520,148	-	520,148	535,690
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Dir of Purchasing	1.00	1.00	1.00	-	1.00	1.00
Purchasing Specialist	0.50	1.00	1.00	-	1.00	1.00
Purchasing & Contract Admin	1.00	1.00	1.00	-	1.00	1.00
Purchasing Agt/Ptry Ctrl Spec.	1.00	1.00	1.00	-	1.00	1.00
Contract Compliance Specialist	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	0.75	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	5.25	6.00	6.00	-	6.00	6.00

The major variances for the FY 2018 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 are 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 Vehicle Coverage in the amount of \$276.

Leon County Fiscal Year 2018 Proposed Budget

Office of Financial Stewardship

Purchasing - Warehouse (001-141-513)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	103,046	104,757	107,395	-	107,395	111,030
Operating	2,789	2,856	2,857	-	2,857	2,857
Transportation	481	995	1,550	-	1,550	1,550
Total Budgetary Costs	106,315	108,608	111,802	-	111,802	115,437
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	106,315	108,608	111,802	-	111,802	115,437
Total Revenues	106,315	108,608	111,802	-	111,802	115,437
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Materials Management Spec.	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

The major variances for the FY 2018 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 are 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. Vehicle Repair in the amount of \$555.

Leon County Fiscal Year 2018 Proposed Budget

Office of Financial Stewardship

Real Estate Management Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	201,003	145,933	152,897	-	152,897	158,585
Operating	188,313	169,152	169,167	-	169,167	169,167
Grants-in-Aid	-	25,000	25,000	-	25,000	-
Total Budgetary Costs	389,316	340,085	347,064	-	347,064	327,752
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Real Estate Management (001-156-519)	284,982	295,085	302,064	-	302,064	282,752
Tax Deed Applications (001-831-513)	104,334	45,000	45,000	-	45,000	45,000
Total Budget	389,316	340,085	347,064	-	347,064	327,752
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	389,316	340,085	347,064	-	347,064	327,752
Total Revenues	389,316	340,085	347,064	-	347,064	327,752
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Real Estate Management	3.00	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Financial Stewardship

Real Estate Management - Real Estate Management (001-156-519)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	201,003	145,933	152,897	-	152,897	158,585
Operating	83,979	124,152	124,167	-	124,167	124,167
Grants-in-Aid	-	25,000	25,000	-	25,000	-
Total Budgetary Costs	284,982	295,085	302,064	-	302,064	282,752
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	284,982	295,085	302,064	-	302,064	282,752
Total Revenues	284,982	295,085	302,064	-	302,064	282,752
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Real Estate Manager	1.00	1.00	1.00	-	1.00	1.00
Real Estate Specialist	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

Note: The Real Estate Manager position is being held vacant and is unfunded. Leon County is currently contracting with a private leasing company to perform this function.

The major variances for the FY 2018 Real Estate Management budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates are 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 2018 Proposed Budget

Office of Financial Stewardship

Real Estate Management - Tax Deed Applications (001-831-513)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	104,334	45,000	45,000	-	45,000	45,000
Total Budgetary Costs	104,334	45,000	45,000	-	45,000	45,000
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	104,334	45,000	45,000	-	45,000	45,000
Total Revenues	104,334	45,000	45,000	-	45,000	45,000

For FY18 this budget is recommended at the same level as FY17.

Leon County Fiscal Year 2018 Proposed Budget

Department of Development Support & Environmental Management

Building Plans Review & Inspection - Building Plans Review and Inspection (120-220-524)

The major variances for the FY 2018 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 estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.
2. At the April 25, 2017 Budget Workshop, the Board approved funding for a new Administrative Associate III position. This position will alleviate workload issues associated with increased development permitting, especially building permitting that is returning to post recession levels.
3. To more efficiently intake and issue permits in FY17, the Senior Compliance Specialist position is split funded between Permit and Code Services.
4. Increase in phone system and communication costs in the amount of \$107 associated with number of phones, internet usage and maintenance costs of the system.
5. Fuel costs increased in the amount of \$3,980 associated with an anticipated increase in fuel consumption.
6. Vehicle repair and maintenance increased in the amount of \$3,980 associated with an anticipated increase in the amount of vehicle maintenance needed, based on previous years offset by slight decrease of \$1,395 in Vehicle Coverage.

Decreases to Program Funding:

1. Decrease in Capital Outlay of \$3,000 for computer equipment for inspector's vehicles and for computing operating supplies.

Leon County Fiscal Year 2018 Proposed Budget

Department of Development Support & Environmental Management

Environmental Services Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,507,543	1,601,380	1,643,500	-	1,643,500	1,698,482
Operating	25,765	44,424	44,592	7,600	52,192	52,192
Transportation	27,805	31,388	30,259	-	30,259	30,259
Total Budgetary Costs	1,561,113	1,677,192	1,718,351	7,600	1,725,951	1,780,933
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
DEP Storage Tank (125-866-524)	155,082	166,047	166,722	-	166,722	171,434
Environmental Services (121-420-537)	1,406,031	1,511,145	1,551,629	7,600	1,559,229	1,609,499
Total Budget	1,561,113	1,677,192	1,718,351	7,600	1,725,951	1,780,933
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
121 Development Services & Environmental Mgmt. Fund	1,406,031	1,511,145	1,551,629	7,600	1,559,229	1,609,499
125 Grants	155,082	166,047	166,722	-	166,722	171,434
Total Revenues	1,561,113	1,677,192	1,718,351	7,600	1,725,951	1,780,933
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Environmental Services	15.00	16.00	15.00	-	15.00	15.00
DEP Storage Tank	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	17.00	18.00	17.00	-	17.00	17.00

Leon County Fiscal Year 2018 Proposed Budget

Department of Development Support & Environmental Management

Environmental Services - Environmental Services (121-420-537)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,359,293	1,446,136	1,489,053	-	1,489,053	1,539,323
Operating	22,876	38,335	38,503	7,600	46,103	46,103
Transportation	23,862	26,674	24,073	-	24,073	24,073
Total Budgetary Costs	1,406,031	1,511,145	1,551,629	7,600	1,559,229	1,609,499
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
121 Development Services & Environmental Management Fund	1,406,031	1,511,145	1,551,629	7,600	1,559,229	1,609,499
Total Revenues	1,406,031	1,511,145	1,551,629	7,600	1,559,229	1,609,499
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Director of Environmental Services	1.00	1.00	1.00	-	1.00	1.00
Senior Environmental Engineer	2.00	3.00	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 Spec.	5.00	5.00	5.00	-	5.00	5.00
Stormwater Sr Design Analyst	1.00	1.00	1.00	-	1.00	1.00
Sr. Env. Compliance Spec.	1.00	1.00	1.00	-	1.00	1.00
Environmental Review Specialist	1.00	1.00	-	-	-	-
Environmental Review Biologist	1.00	1.00	1.00	-	1.00	1.00
Sr. Env. Review Biologist	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	15.00	16.00	15.00	-	15.00	15.00

The major variances for the FY 2018 Environmental Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% 5% based on a 3% average.
2. Increase of \$7,600 in Communications to offset additional charges for new tablets and smartphones, and the associated Wi-Fi services.
3. Reclassification of a vacant Environmental Review Specialist Position to a Senior Environmental Engineer position during FY 16-17.

Decreases to Program Funding:

1. Transportation costs related to vehicle insurance, maintenance, and fuel, in the amount of \$2,601.

Leon County Fiscal Year 2018 Proposed Budget

Department of Development Support & Environmental Management

Environmental Services - DEP Storage Tank (125-866-524)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	148,250	155,244	154,447	-	154,447	159,159
Operating	2,889	6,089	6,089	-	6,089	6,089
Transportation	3,943	4,714	6,186	-	6,186	6,186
Total Budgetary Costs	155,082	166,047	166,722	-	166,722	171,434
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
125 Grants	155,082	166,047	166,722	-	166,722	171,434
Total Revenues	155,082	166,047	166,722	-	166,722	171,434
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Environmental Compliance Spec.	1.00	1.00	1.00	-	1.00	1.00
Sr. Env. Compliance Spec.	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

The major variances for the FY 2018 DEP Storage Tank budget are as follows:

Increases to Program Funding:

1. Transportation costs related to vehicle insurance, maintenance, and fuel, in the amount of \$1,472.

Decreases to Program Funding:

1. Changes in Life and Health Insurance Coverage offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2018 Proposed Budget

Department of Development Support & Environmental Management

Development Services (121-422-537)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	706,624	726,916	864,425	-	864,425	895,639
Operating	42,964	68,544	67,813	-	67,813	67,813
Transportation	4,987	4,591	2,846	-	2,846	2,846
Total Budgetary Costs	754,574	800,051	935,084	-	935,084	966,298
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
121 Development Services & Environmental Management Fund	754,574	800,051	935,084	-	935,084	966,298
Total Revenues	754,574	800,051	935,084	-	935,084	966,298
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Dir of Development Services	1.00	1.00	1.00	-	1.00	1.00
Development Services Admin.	1.00	1.00	1.00	-	1.00	1.00
Planner II	2.00	2.00	2.00	-	2.00	2.00
Addressing Customer Sv. Tech.	1.00	1.00	1.00	-	1.00	1.00
Senior Planner	2.00	2.00	2.00	-	2.00	2.00
Planner I	1.00	1.00	1.00	-	1.00	1.00
Concurrency Mgmt. Planner	1.00	1.00	1.00	-	1.00	1.00
Addressing Program Supervisor	1.00	1.00	1.00	-	1.00	1.00
Principal Planner	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	10.00	10.00	11.00	-	11.00	11.00
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Part-Time OPS Planning Intern	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2018 Development Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average. Principal Planner position added as part of staff enhancements and increased permitting activity. Position was approved by the Board earlier in the fiscal year on 10/18/16.

Decreases to Program Funding:

1. Increase in phone system and communication costs in the amount of \$731 associated with number of phones, internet usage and maintenance costs of the system.
2. Operating supplies expenses offset by printing, binding, and other contractual expenses totaling \$1,644.
3. Vehicle transportation costs decreased in the amount of \$1,745 associated with an anticipated decrease in vehicle insurance, maintenance, and fuel & oil consumption, based on previous years.

Leon County Fiscal Year 2018 Proposed Budget

Department of PLACE

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	154,030	181,802	200,432	-	200,432	204,489
Operating	-	25,000	25,000	-	25,000	25,000
Grants-in-Aid	780,490	849,125	761,560	-	761,560	776,791
Total Budgetary Costs	934,521	1,055,927	986,992	-	986,992	1,006,280
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Planning Department	934,521	1,055,927	986,992	-	986,992	1,006,280
Total Budget	934,521	1,055,927	986,992	-	986,992	1,006,280
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	934,521	1,055,927	986,992	-	986,992	1,006,280
Total Revenues	934,521	1,055,927	986,992	-	986,992	1,006,280
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Planning Department	26.00	23.50	23.50	-	23.50	23.50
Total Full-Time Equivalents (FTE)	26.00	23.50	23.50	-	23.50	23.50

Leon County Fiscal Year 2018 Proposed Budget

Department of PLACE

Planning Department Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	154,030	181,802	200,432	-	200,432	204,489
Operating	-	25,000	25,000	-	25,000	25,000
Grants-in-Aid	780,490	849,125	761,560	-	761,560	776,791
Total Budgetary Costs	934,521	1,055,927	986,992	-	986,992	1,006,280
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Planning Department (001-817-515)	934,521	1,055,927	986,992	-	986,992	1,006,280
Total Budget	934,521	1,055,927	986,992	-	986,992	1,006,280
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	934,521	1,055,927	986,992	-	986,992	1,006,280
Total Revenues	934,521	1,055,927	986,992	-	986,992	1,006,280
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Planning Department	26.00	23.50	23.50	-	23.50	23.50
Total Full-Time Equivalents (FTE)	26.00	23.50	23.50	-	23.50	23.50

Leon County Fiscal Year 2018 Proposed Budget

Department of PLACE

Planning Department - Planning Department (001-817-515)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	154,030	181,802	200,432	-	200,432	204,489
Operating	-	25,000	25,000	-	25,000	25,000
Grants-in-Aid	780,490	849,125	761,560	-	761,560	776,791
Total Budgetary Costs	934,521	1,055,927	986,992	-	986,992	1,006,280
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	934,521	1,055,927	986,992	-	986,992	1,006,280
Total Revenues	934,521	1,055,927	986,992	-	986,992	1,006,280
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Planner II	8.00	6.00	6.00	-	6.00	6.00
Urban County Forester II	-	1.00	1.00	-	1.00	1.00
Planner I	1.00	1.00	1.00	-	1.00	1.00
Dir. of PLACE	-	-	0.50	-	0.50	0.50
GIS Coordinator (City)	1.00	1.00	1.00	-	1.00	1.00
Executive Secretary	1.00	1.00	1.00	-	1.00	1.00
Transportation Planner	1.00	1.00	1.00	-	1.00	1.00
Director of PLACE	1.00	0.50	-	-	-	-
Graphics & Mapping Specialist	2.00	2.00	2.00	-	2.00	2.00
Planning Research Supervisor	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
Total Full-Time Equivalents (FTE)	26.00	23.50	23.50	-	23.50	23.50

The Planning Department budget represents the County's share of the Planning Department costs. For budgeting purposes, Planning Department employees may choose either County or City benefits. The personnel budget was established for 1.5 full time equivalent employees opting for County benefits. The operating budget reflects the County's share of rent for the Planning Department office space. The grants-in-aid portion of the budget includes the County's share of the Planning Department's operating budget. As part of the interlocal agreement for the joint County City Planning Department, the County's share of the Planning Department's budget is 34.2%. This is based on the percentage of Leon County residents living in the unincorporated portions of the County.

The major variances for the FY18 Planning Department budget are as follows:

Increase to Program Funding:

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

Decreases to Program Funding:

1. Decrease is due to one-time funding of the mobility study in FY17 in the amount of \$162,500, offset by an increase to the base budget in the amount of \$74,935.

Leon County Fiscal Year 2018 Proposed Budget**Office of Tourism Development**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	885,874	973,508	946,889	-	946,889	977,406
Operating	1,730,593	2,073,829	2,069,626	380,800	2,450,426	2,461,841
Transportation	1,412	1,710	1,438	-	1,438	1,438
Grants-in-Aid	1,821,912	1,908,000	2,003,356	50,000	2,053,356	2,079,735
Total Budgetary Costs	4,439,791	4,957,047	5,021,309	430,800	5,452,109	5,520,420
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Tourism Development	4,439,791	4,957,047	5,021,309	430,800	5,452,109	5,520,420
Total Budget	4,439,791	4,957,047	5,021,309	430,800	5,452,109	5,520,420
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism Development	4,289,791	4,807,047	4,871,309	430,800	5,302,109	5,370,420
Total Revenues	4,439,791	4,957,047	5,021,309	430,800	5,452,109	5,520,420
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Tourism Development	12.00	12.00	12.00	-	12.00	12.00
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	-	12.00	12.00
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Tourism Development	-	-	0.50	-	0.50	0.50
Total OPS Full-Time Equivalents (FTE)	-	-	0.50	-	0.50	0.50

Leon County Fiscal Year 2018 Proposed Budget

Office of Tourism Development

Tourism Development Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	885,874	973,508	946,889	-	946,889	977,406
Operating	1,730,593	2,073,829	2,069,626	380,800	2,450,426	2,461,841
Transportation	1,412	1,710	1,438	-	1,438	1,438
Grants-in-Aid	1,821,912	1,908,000	2,003,356	50,000	2,053,356	2,079,735
Total Budgetary Costs	4,439,791	4,957,047	5,021,309	430,800	5,452,109	5,520,420
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Administration (160-301-552)	498,894	525,530	498,596	-	498,596	509,589
Advertising (160-302-552)	979,289	1,141,473	1,141,473	175,000	1,316,473	1,327,888
Council on Culture & Arts (COCA) (160-888-573)	1,110,915	1,226,900	1,318,956	-	1,318,956	1,345,335
Line Item - COCA Contract (001-888-573)	150,000	150,000	150,000	-	150,000	150,000
Line Item - Special Events (160-888-574)	90,000	-	-	-	-	-
Marketing (160-303-552)	1,145,828	1,398,144	1,397,284	205,800	1,603,084	1,622,608
Special Projects (160-304-552)	464,863	515,000	515,000	50,000	565,000	565,000
Total Budget	4,439,791	4,957,047	5,021,309	430,800	5,452,109	5,520,420
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
160 Tourism Development	4,289,791	4,807,047	4,871,309	430,800	5,302,109	5,370,420
Total Revenues	4,439,791	4,957,047	5,021,309	430,800	5,452,109	5,520,420
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Administration	3.50	3.50	3.50	-	3.50	3.50
Marketing	8.50	8.50	8.50	-	8.50	8.50
Total Full-Time Equivalents (FTE)	12.00	12.00	12.00	-	12.00	12.00
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Administration	-	-	0.25	-	0.25	0.25
Marketing	-	-	0.25	-	0.25	0.25
Total OPS Full-Time Equivalents (FTE)	-	-	0.50	-	0.50	0.50

Leon County Fiscal Year 2018 Proposed Budget**Office of Tourism Development****Tourism Development - Line Item - COCA Contract (001-888-573)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Grants-in-Aid	150,000	150,000	150,000	-	150,000	150,000
Total Budgetary Costs	150,000	150,000	150,000	-	150,000	150,000
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	150,000	150,000	150,000	-	150,000	150,000
Total Revenues	150,000	150,000	150,000	-	150,000	150,000

The FY18 Budget is at the same level funding as the previous year.

Leon County Fiscal Year 2018 Proposed Budget**Office of Tourism Development****Tourism Development - Administration (160-301-552)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	343,364	344,669	317,968	-	317,968	328,961
Operating	154,118	179,151	179,190	-	179,190	179,190
Transportation	1,412	1,710	1,438	-	1,438	1,438
Total Budgetary Costs	498,894	525,530	498,596	-	498,596	509,589
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
160 Tourism Development	498,894	525,530	498,596	-	498,596	509,589
Total Revenues	498,894	525,530	498,596	-	498,596	509,589
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
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	0.50
Total Full-Time Equivalents (FTE)	3.50	3.50	3.50	-	3.50	3.50
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
TDC Consolidated OPS	-	-	0.25	-	0.25	0.25
Total OPS Full-Time Equivalents (FTE)	-	-	0.25	-	0.25	0.25

The Office of Tourism Development is funded entirely through tourist development taxes. No general revenue funding is used to support its operations.

The major variances for the FY 2018 Tourist Development Administration Budget are as follows:

Decreases to Program Funding:

1. Decrease in personnel costs in the amount of \$26,986 due to the realignment of personnel salaries for OPS position requested to maintain coverage for the Visitor Services Representative position when the current part-time employees are unable to fulfill the hours needed. This would decrease the current demand on Senior Management to staff the desk when it is vacant.

Leon County Fiscal Year 2018 Proposed Budget**Office of Tourism Development****Tourism Development - Advertising (160-302-552)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	979,289	1,141,473	1,141,473	175,000	1,316,473	1,327,888
Total Budgetary Costs	979,289	1,141,473	1,141,473	175,000	1,316,473	1,327,888
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
160 Tourism Development	979,289	1,141,473	1,141,473	175,000	1,316,473	1,327,888
Total Revenues	979,289	1,141,473	1,141,473	175,000	1,316,473	1,327,888

The Office of Tourism Development is funded entirely through tourist development taxes. No general revenue funding is used to support its operations.

The major variances for the FY 2018 Tourist Development Advertising Budget are as follows:

Increase to Program Funding:

1. A budget proposal increase in the amount of \$175,000 for Target DMA (Designated Market Area) Activation Marketing. This funding will allow for the activation of fully integrated marketing activities in two major target DMA markets (Atlanta and Tampa) with focused, intensified activities to generate increased visibility and visitation from each geographic area.

Leon County Fiscal Year 2018 Proposed Budget**Office of Tourism Development****Tourism Development - Marketing (160-303-552)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	542,509	628,839	628,921	-	628,921	648,445
Operating	597,186	753,205	748,963	205,800	954,763	954,763
Grants-in-Aid	6,133	16,100	19,400	-	19,400	19,400
Total Budgetary Costs	1,145,828	1,398,144	1,397,284	205,800	1,603,084	1,622,608
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
160 Tourism Development	1,145,828	1,398,144	1,397,284	205,800	1,603,084	1,622,608
Total Revenues	1,145,828	1,398,144	1,397,284	205,800	1,603,084	1,622,608
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Senior Sports Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Marketing Communications Manager	1.00	1.00	1.00	-	1.00	1.00
Sports Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Leisure Travel Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Visitor Services Manager	1.00	1.00	1.00	-	1.00	1.00
Senior Marketing Manager	1.00	1.00	1.00	-	1.00	1.00
Meetings & Convention Sales Manager	1.00	1.00	1.00	-	1.00	1.00
Public Relations Marketing Specialist	1.00	1.00	1.00	-	1.00	1.00
Visitor Services Representative	0.50	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	8.50	8.50	8.50	-	8.50	8.50
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
TDC Consolidated OPS	-	-	0.25	-	0.25	0.25
Total OPS Full-Time Equivalents (FTE)	-	-	0.25	-	0.25	0.25

The Office of Tourism Development is funded entirely through tourist development taxes. No general revenue funding is used to support its operations.

The major variances for the FY 2018 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 estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average. Additional personnel costs associated with the establishment of the Living Wage at a minimum of \$12.00 per hour for County employees, as approved by the Board at the April 25, 2017 Budget Workshop.
2. Budget proposal request of \$17,800 for additional distribution of visitor guides throughout the Florida Turnpike, contracts for bloggers and costs related to event photography.
3. Increase in the amount of \$188,000 for the sports bid pool marketing and funding for the Transportation Assistance program. The program encourages meeting planners to choose Tallahassee as the host city for meetings and conventions by providing funding to assist in transporting meeting attendees between lodging sites and public meeting venues, or between accommodations and an area attraction for an off-site function.

Decreases to Program Funding:

1. The change in Visitor Services Representative's duties, which consist of less travel and training, caused a reduction in operating expenses in the amount of \$3,341.
2. Decrease in the amount of \$14,435 related to postage and shipping costs and decrease in TDC direct sales promotions related to the realignment of Visitor Services Representative's duties.

Leon County Fiscal Year 2018 Proposed Budget**Office of Tourism Development****Tourism Development - Special Projects (160-304-552)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Grants-in-Aid	464,863	515,000	515,000	50,000	565,000	565,000
Total Budgetary Costs	464,863	515,000	515,000	50,000	565,000	565,000
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
160 Tourism Development	464,863	515,000	515,000	50,000	565,000	565,000
Total Revenues	464,863	515,000	515,000	50,000	565,000	565,000

The Office of Tourism Development is funded entirely through tourist development taxes. No general revenue funding is used to support its operations.

The major variances for the FY 2018 Tourist Development Special Projects Budget are as follows:

Increase to Program Funding:

1. An increase of \$50,000 approved by the Board at the April 25, 2017 Budget Workshop to support "Emerging" Signature Events to reach Signature Event status.

Leon County Fiscal Year 2018 Proposed Budget**Office of Tourism Development****Tourism Development - Council on Culture & Arts (COCA) (160-888-573)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Grants-in-Aid	1,110,915	1,226,900	1,318,956	-	1,318,956	1,345,335
Total Budgetary Costs	1,110,915	1,226,900	1,318,956	-	1,318,956	1,345,335
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
160 Tourism Development	1,110,915	1,226,900	1,318,956	-	1,318,956	1,345,335
Total Revenues	1,110,915	1,226,900	1,318,956	-	1,318,956	1,345,335

The FY 2018 budget reflects the anticipated grant level funding to support the Council on Culture & Arts (COCA) per the interlocal agreement with the City. This agreement redirects the previous Performing Arts Center 1 cent, plus allocating an additional ¼ cent, for a total of 1 ¼ of the 5 cent tourist development bed tax to support COCA re granting. The additional ¼ cent is dedicated towards a capital grant program, administered by COCA, and is funded for 5 years beginning in FY15 through FY19.

Leon County Fiscal Year 2018 Proposed Budget

Office of Information and Technology

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	5,245,630	5,514,322	5,705,528	-	5,705,528	5,895,529
Operating	2,436,599	2,774,967	2,733,932	152,480	2,886,412	2,887,435
Transportation	7,046	8,686	8,041	-	8,041	8,041
Capital Outlay	-	-	25,000	-	25,000	25,000
Total Budgetary Costs	7,689,275	8,297,975	8,472,501	152,480	8,624,981	8,816,005
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Management Information Services	5,798,215	6,374,130	6,488,647	152,480	6,641,127	6,784,848
Geographic Information Systems	1,891,060	1,923,845	1,983,854	-	1,983,854	2,031,157
Total Budget	7,689,275	8,297,975	8,472,501	152,480	8,624,981	8,816,005
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	7,689,275	8,297,975	8,472,501	152,480	8,624,981	8,816,005
Total Revenues	7,689,275	8,297,975	8,472,501	152,480	8,624,981	8,816,005
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Geographic Information Systems	15.83	14.66	14.66	-	14.66	14.66
Management Information Services	43.17	44.34	44.34	-	44.34	44.34
Total Full-Time Equivalents (FTE)	59.00	59.00	59.00	-	59.00	59.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Information and Technology

Management Information Services Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	3,849,337	4,170,081	4,301,713	-	4,301,713	4,444,411
Operating	1,941,832	2,195,363	2,153,893	152,480	2,306,373	2,307,396
Transportation	7,046	8,686	8,041	-	8,041	8,041
Capital Outlay	-	-	25,000	-	25,000	25,000
Total Budgetary Costs	5,798,215	6,374,130	6,488,647	152,480	6,641,127	6,784,848
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Management Information Services (001-171-513)	5,580,916	6,123,796	6,223,532	152,480	6,376,012	6,515,029
Public Safety Complex Technology (001-411-529)	217,299	250,334	265,115	-	265,115	269,819
Total Budget	5,798,215	6,374,130	6,488,647	152,480	6,641,127	6,784,848
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	5,798,215	6,374,130	6,488,647	152,480	6,641,127	6,784,848
Total Revenues	5,798,215	6,374,130	6,488,647	152,480	6,641,127	6,784,848
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Management Information Services	41.67	42.84	42.84	-	42.84	42.84
Public Safety Complex Technology	1.50	1.50	1.50	-	1.50	1.50
Total Full-Time Equivalents (FTE)	43.17	44.34	44.34	-	44.34	44.34

Leon County Fiscal Year 2018 Proposed Budget

Office of Information and Technology

Management Information Services - Management Information Services (001-171-513)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	3,725,958	4,047,030	4,173,063	-	4,173,063	4,311,307
Operating	1,847,912	2,068,080	2,017,428	152,480	2,169,908	2,170,681
Transportation	7,046	8,686	8,041	-	8,041	8,041
Capital Outlay	-	-	25,000	-	25,000	25,000
Total Budgetary Costs	5,580,916	6,123,796	6,223,532	152,480	6,376,012	6,515,029
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	5,580,916	6,123,796	6,223,532	152,480	6,376,012	6,515,029
Total Revenues	5,580,916	6,123,796	6,223,532	152,480	6,376,012	6,515,029
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Oracle Enterprise Architect	1.00	1.00	1.00	-	1.00	1.00
Director of MIS/GIS	0.67	0.67	0.67	-	0.67	0.67
IT Coordinator - Work Order & EDMS	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Administrative Services	1.00	1.00	1.00	-	1.00	1.00
Applications & Database Manager	1.00	1.00	1.00	-	1.00	1.00
Public Safety Applications Manager	1.00	1.00	1.00	-	1.00	1.00
IT Coordinator-Web Development	1.00	1.00	1.00	-	1.00	1.00
Network & 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 Specialist II	5.00	5.00	5.00	-	5.00	5.00
MIS Special Projects Coordinator	1.00	1.00	1.00	-	1.00	1.00
Network Systems Analyst I	6.00	3.50	2.50	-	2.50	2.50
Applications Systems Analyst I	6.00	4.00	3.00	-	3.00	3.00
Applications Systems Analyst II	3.00	5.00	6.00	-	6.00	6.00
Network Systems Analyst II	1.50	3.00	4.00	-	4.00	4.00
Network Systems Analyst III	1.00	2.00	1.00	-	1.00	1.00
EDMS Technician	1.00	1.00	1.00	-	1.00	1.00
Network Systems Analyst III	-	-	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	3.00	3.00	-	3.00	3.00
IT Coordinator-Network	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate VI	0.50	0.67	0.67	-	0.67	0.67
Total Full-Time Equivalents (FTE)	41.67	42.84	42.84	-	42.84	42.84

Leon County Fiscal Year 2018 Proposed Budget

Office of Information and Technology

Management Information Services - Management Information Services (001-171-513)

The major variances for the FY 2018 Management Information Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in phone system and communication costs in the amount of \$1,598 associated with number of phones, internet usage and maintenance costs of the system.
3. Contractual services in the amount of \$22,180 related to an upgrade of the Banner finance system and the Medical Examiner Facility coming online. These increases are offset by \$15,500 related to moving away from the previous Committee Tracking Management System and Reservation System, as well as reducing Countywide Desktop Training.
4. Repairs and Maintenance in the amount of \$130,300 related to licensing cost increases for a number of critical software/hardware packages such as software for Animal Control, CISCO firewall and security software, IBM hardware and software, and HR Neogov which will allow for more digitization of the hiring process.

Leon County Fiscal Year 2018 Proposed Budget

Office of Information and Technology

Management Information Services - Public Safety Complex Technology (001-411-529)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	123,379	123,051	128,650	-	128,650	133,104
Operating	93,920	127,283	136,465	-	136,465	136,715
Total Budgetary Costs	217,299	250,334	265,115	-	265,115	269,819
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	217,299	250,334	265,115	-	265,115	269,819
Total Revenues	217,299	250,334	265,115	-	265,115	269,819
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Network Systems Analyst II	0.50	-	-	-	-	-
Network Systems Analyst I	1.00	1.50	1.50	-	1.50	1.50
Total Full-Time Equivalents (FTE)	1.50	1.50	1.50	-	1.50	1.50

The Public Safety Complex (PSC) officially opened in July 2013. The PSC budget is jointly funded 50/50 with the City of Tallahassee. The budget presented here shows 100% of the costs of the PSC Technology; the City's share is reflected as offsetting revenue.

The major variances for the FY 2018 Public Safety Complex Technology budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Increase in phone system and communication costs in the amount of \$9,182 associated with number of phones, internet usage and maintenance costs of the system.

Leon County Fiscal Year 2018 Proposed Budget

Office of Information and Technology

Geographic Info. Systems (001-421-539)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,396,293	1,344,241	1,403,815	-	1,403,815	1,451,118
Operating	494,767	579,604	580,039	-	580,039	580,039
Total Budgetary Costs	1,891,060	1,923,845	1,983,854	-	1,983,854	2,031,157
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,891,060	1,923,845	1,983,854	-	1,983,854	2,031,157
Total Revenues	1,891,060	1,923,845	1,983,854	-	1,983,854	2,031,157
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
GIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
Director of MIS/GIS	0.33	0.33	0.33	-	0.33	0.33
Unix System Administrator-GIS	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	1.00	1.00	1.00	-	1.00	1.00
GIS Network Systems Administrator	1.00	1.00	1.00	-	1.00	1.00
Applications Systems Analyst I	1.00	1.00	3.00	-	3.00	3.00
Applications Systems Analyst II	2.00	2.00	1.00	-	1.00	1.00
GIS Specialist I	1.00	1.00	-	-	-	-
GIS Technician II	2.00	1.00	1.00	-	1.00	1.00
GIS Integration Specialist	1.00	1.00	1.00	-	1.00	1.00
GIS Specialist II	-	-	1.00	-	1.00	1.00
GIS Specialist III	3.00	3.00	2.00	-	2.00	2.00
Administrative Associate VI	0.50	0.33	0.33	-	0.33	0.33
Total Full-Time Equivalents (FTE)	15.83	14.66	14.66	-	14.66	14.66

The major variances for the FY 2018 Geographic Information Systems budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average. Additionally, personnel costs increased associated with the reclassification of a GIS Specialist III position to a GIS Applications System Analyst 1 position, as well as a GIS Specialist 1 to a GIS Specialist position.
2. Increase in phone system and communication costs in the amount of \$435 associated with number of phones, internet usage and maintenance costs of the system

Leon County Fiscal Year 2018 Proposed Budget**Office of Library Services**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	4,936,285	5,451,089	5,568,401	-	5,568,401	5,750,936
Operating	647,700	771,719	774,680	20,050	794,730	783,950
Transportation	10,957	18,326	14,652	-	14,652	14,652
Capital Outlay	639,726	622,505	622,505	4,500	627,005	659,505
Grants-in-Aid	3,000	3,000	3,000	-	3,000	-
Total Budgetary Costs	6,237,669	6,866,639	6,983,238	24,550	7,007,788	7,209,043
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Library Services	6,237,669	6,866,639	6,983,238	24,550	7,007,788	7,209,043
Total Budget	6,237,669	6,866,639	6,983,238	24,550	7,007,788	7,209,043
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	6,237,669	6,866,639	6,983,238	24,550	7,007,788	7,209,043
Total Revenues	6,237,669	6,866,639	6,983,238	24,550	7,007,788	7,209,043
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Library Services	101.70	101.70	101.70	-	101.70	101.70
Total Full-Time Equivalents (FTE)	101.70	101.70	101.70	-	101.70	101.70
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Library Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2018 Proposed Budget**Office of Library Services****Library Services Summary**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	4,936,285	5,451,089	5,568,401	-	5,568,401	5,750,936
Operating	647,700	771,719	774,680	20,050	794,730	783,950
Transportation	10,957	18,326	14,652	-	14,652	14,652
Capital Outlay	639,726	622,505	622,505	4,500	627,005	659,505
Grants-in-Aid	3,000	3,000	3,000	-	3,000	-
Total Budgetary Costs	6,237,669	6,866,639	6,983,238	24,550	7,007,788	7,209,043
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Lib - Policy, Planning, & Operations (001-240-571)	749,976	847,469	864,350	-	864,350	875,499
Library Collection Services (001-242-571)	1,506,286	1,525,808	1,552,913	-	1,552,913	1,584,177
Library Public Services (001-241-571)	3,981,407	4,493,362	4,565,975	24,550	4,590,525	4,749,367
Total Budget	6,237,669	6,866,639	6,983,238	24,550	7,007,788	7,209,043
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	6,237,669	6,866,639	6,983,238	24,550	7,007,788	7,209,043
Total Revenues	6,237,669	6,866,639	6,983,238	24,550	7,007,788	7,209,043
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Lib - Policy, Planning, & Operations	6.00	6.00	6.00	-	6.00	6.00
Library Public Services	82.70	82.70	82.70	-	82.70	82.70
Library Collection Services	13.00	13.00	13.00	-	13.00	13.00
Total Full-Time Equivalents (FTE)	101.70	101.70	101.70	-	101.70	101.70
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Library Public Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Library Services

Library Services - Lib - Policy, Planning, & Operations (001-240-571)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	386,448	413,655	430,146	-	430,146	444,295
Operating	360,528	430,814	431,204	-	431,204	431,204
Grants-in-Aid	3,000	3,000	3,000	-	3,000	-
Total Budgetary Costs	749,976	847,469	864,350	-	864,350	875,499
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	749,976	847,469	864,350	-	864,350	875,499
Total Revenues	749,976	847,469	864,350	-	864,350	875,499
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Library Director	1.00	1.00	1.00	-	1.00	1.00
Administration & Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Library Budget & Collection Development Manager	1.00	1.00	1.00	-	1.00	1.00
Library Services Specialist	1.00	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
Total Full-Time Equivalents (FTE)	6.00	6.00	6.00	-	6.00	6.00

The major variances for the FY 2018 Library Public Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average. Additional personnel costs associated with the establishment of the Living Wage at a minimum of \$12.00 per hour for County employees, as approved by the Board at the April 25, 2017 Budget Workshop.

Leon County Fiscal Year 2018 Proposed Budget**Office of Library Services****Library Services - Library Public Services (001-241-571)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	3,849,626	4,299,480	4,372,852	-	4,372,852	4,512,308
Operating	131,701	178,471	178,471	20,050	198,521	185,407
Transportation	80	15,411	14,652	-	14,652	14,652
Capital Outlay	-	-	-	4,500	4,500	37,000
Total Budgetary Costs	3,981,407	4,493,362	4,565,975	24,550	4,590,525	4,749,367
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	3,981,407	4,493,362	4,565,975	24,550	4,590,525	4,749,367
Total Revenues	3,981,407	4,493,362	4,565,975	24,550	4,590,525	4,749,367
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Literacy Project Coordinator	1.00	1.00	1.00	-	1.00	1.00
Library Special Services Coordinator	3.00	3.00	3.00	-	3.00	3.00
Library Services Coordinator	9.00	10.00	10.00	-	10.00	10.00
Senior Library Services Specialist	1.00	1.00	1.00	-	1.00	1.00
Applications Systems Analyst I	1.00	1.00	-	-	-	-
Applications Systems Analyst II	-	-	1.00	-	1.00	1.00
Senior Library Assistant	15.00	14.00	16.00	-	16.00	16.00
Library Assistant	1.00	1.00	1.00	-	1.00	1.00
Information Professional	16.00	16.00	16.00	-	16.00	16.00
Senior Library Services Specialist	3.00	3.00	3.00	-	3.00	3.00
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
Administrative Associate IV	1.00	1.00	-	-	-	-
Computer Support Technician	1.00	1.00	1.00	-	1.00	1.00
Information Professional-Part Time	2.50	2.50	2.50	-	2.50	2.50
Library Services Specialist-Part Time	0.50	0.50	0.50	-	0.50	0.50
Senior Library Assistant-Part Time	6.20	7.20	5.20	-	5.20	5.20
Library Assistant-Part Time	12.50	11.50	11.50	-	11.50	11.50
Total Full-Time Equivalents (FTE)	82.70	82.70	82.70	-	82.70	82.70
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Library Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Library Services

Library Services - Library Public Services (001-241-571)

The major variances for the FY 2018 Library Public Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average. Additional personnel costs associated with the establishment of the Living Wage at a minimum of \$12.00 per hour for County employees, as approved by the Board at the April 25, 2017 Budget Workshop.
2. Repairs and maintenance increase due to increase in cost of service agreement for security. The total for the FY18 security service agreement is approximately \$34,000, an increase of \$6,800.
3. Increase of \$13,250 to machinery and equipment to purchase mobile hotspots to establish a Pilot Mobile Hotspots Library Lending Program as approved by the Board at the April 25, 2017 Budget Workshop. An additional increase of \$4,500 is for the replacement of one bookcheck resensitizer/desensitizer for library security at B.L. Perry Library.
4. Fuel costs increased in the amount of \$2,440 associated with an anticipated increase in fuel consumption. This cost is offset by a decrease in vehicle coverage, repair and maintenance costs.

Decreases to Program Funding:

1. Vehicle coverage decreased in the amount of \$1,419 associated with lower insurance premiums.
2. Vehicle repair and maintenance decreased in the amount of \$1,780 associated with an anticipated decrease in the amount of vehicle maintenance needed, based on previous years.

Leon County Fiscal Year 2018 Proposed Budget

Office of Library Services

Library Services - Library Collection Services (001-242-571)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	700,211	737,954	765,403	-	765,403	794,333
Operating	155,472	162,434	165,005	-	165,005	167,339
Transportation	10,877	2,915	-	-	-	-
Capital Outlay	639,726	622,505	622,505	-	622,505	622,505
Total Budgetary Costs	1,506,286	1,525,808	1,552,913	-	1,552,913	1,584,177
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,506,286	1,525,808	1,552,913	-	1,552,913	1,584,177
Total Revenues	1,506,286	1,525,808	1,552,913	-	1,552,913	1,584,177
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Senior Library Assistant	1.00	1.00	1.00	-	1.00	1.00
Courier	1.00	1.00	1.00	-	1.00	1.00
Information Professional	1.00	1.00	1.00	-	1.00	1.00
Library Services Specialist	8.00	8.00	8.00	-	8.00	8.00
Library Services Manager	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	13.00	13.00	13.00	-	13.00	13.00

The major variances for the FY 2018 Library Public Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average. Additional personnel costs associated with the establishment of the Living Wage at a minimum of \$12.00 per hour for County employees, as approved by the Board at the April 25, 2017 Budget Workshop.
2. Increase in media pre-processing fees and OCLC (Online Computer Library Center) cataloguing and resource sharing and interlibrary loan charges by \$3,826.

Decreases to Program Funding:

1. Contractual expenses decreased in the amount of \$1,800 to offset increase in promotional activities for social media.
2. Postage cost reductions in the amount of \$918.
3. Fuel costs decreased in the amount of \$540 associated with an anticipated decrease in fuel consumption.
4. Vehicle repair and maintenance decreased in the amount of \$1,365 associated with an anticipated decrease in the amount of vehicle maintenance needed, based on previous years.
5. Vehicle coverage decreased in the amount of \$1,010 associated with lower insurance premiums.

Leon County Fiscal Year 2018 Proposed Budget

Office of Public Safety

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	10,490,179	10,839,590	11,075,454	497,640	11,573,094	11,892,961
Operating	5,826,635	6,155,776	6,034,465	129,723	6,164,188	6,215,606
Transportation	873,895	933,816	1,113,257	3,209	1,116,466	1,116,466
Capital Outlay	37,421	-	38,000	-	38,000	38,000
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
Total Budgetary Costs	17,299,381	18,000,432	18,332,426	630,572	18,962,998	19,334,283
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Emergency Medical Services	15,839,623	16,473,669	16,838,083	627,363	17,465,446	17,782,701
Animal Control	1,459,758	1,526,763	1,494,343	3,209	1,497,552	1,551,582
Total Budget	17,299,381	18,000,432	18,332,426	630,572	18,962,998	19,334,283
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
135 Emergency Medical Services MSTU	15,839,623	16,473,669	16,838,083	627,363	17,465,446	17,782,701
140 Municipal Service	1,459,758	1,526,763	1,494,343	3,209	1,497,552	1,551,582
Total Revenues	17,299,381	18,000,432	18,332,426	630,572	18,962,998	19,334,283
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Animal Control	7.00	7.00	7.00	-	7.00	7.00
Emergency Medical Services	121.20	122.20	122.20	6.00	128.20	128.20
Total Full-Time Equivalents (FTE)	128.20	129.20	129.20	6.00	135.20	135.20
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Emergency Medical Services	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Public Safety

Emergency Medical Services (135-185-526)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	10,077,197	10,404,985	10,626,865	497,640	11,124,505	11,429,338
Operating	4,899,824	5,183,791	5,116,340	129,723	5,246,063	5,258,485
Transportation	825,182	884,893	1,056,878	-	1,056,878	1,056,878
Capital Outlay	37,421	-	38,000	-	38,000	38,000
Total Budgetary Costs	15,839,623	16,473,669	16,838,083	627,363	17,465,446	17,782,701
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
135 Emergency Medical Services MSTU	15,839,623	16,473,669	16,838,083	627,363	17,465,446	17,782,701
Total Revenues	15,839,623	16,473,669	16,838,083	627,363	17,465,446	17,782,701
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
EMS Billing & Collection Technician	-	1.00	1.00	-	1.00	1.00
Medical Director	1.00	1.00	1.00	-	1.00	1.00
Director 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	7.00	6.00	6.00	-	6.00	6.00
EMS Billing Coordinator	1.00	1.00	1.00	-	1.00	1.00
Charge Paramedic	15.00	13.00	13.00	-	13.00	13.00
Administrative Associate V	2.00	2.00	2.00	-	2.00	2.00
Paramedic II (Level 1) - SS	6.00	12.00	12.00	-	12.00	12.00
Paramedic I	9.00	8.00	7.00	4.00	11.00	11.00
EMT I	9.00	-	1.00	2.00	3.00	3.00
EMS Supply Technician	2.00	2.00	2.00	-	2.00	2.00
Paramedic I - Part Time	5.40	4.80	4.80	-	4.80	4.80
EMT I - Part-Time	1.20	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	9.00
Paramedic I - System Status	36.00	34.00	32.00	-	32.00	32.00
Paramedic II (Level I) - PT	0.60	0.60	1.80	-	1.80	1.80
Paramedic - System Status	5.00	4.00	4.00	-	4.00	4.00
Paramedic II (Level 2) - SS	-	3.00	2.00	-	2.00	2.00
EMT II - System Status	-	4.00	6.00	-	6.00	6.00
Paramedic II (Level I)	-	1.00	2.00	-	2.00	2.00
EMT II	-	8.00	8.00	-	8.00	8.00
EMT II - Part-Time	-	1.20	0.60	-	0.60	0.60
Financial Compliance Manager	-	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	121.20	122.20	122.20	6.00	128.20	128.20
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
EMS Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Public Safety

Emergency Medical Services (135-185-526)

The major variances for the FY 2018 Emergency Medical Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average. Additional personnel costs associated with the establishment of the Living Wage at a minimum of \$12.00 per hour for County employees, as approved by the Board at the April 25, 2017 Budget Workshop.
2. Budget proposal of \$720,000 reflects \$420,000 associated with the salaries, benefits and overtime for a half crew and the remaining \$300,000 for a new ambulance is included in the EMS capital project fund. The increase of an ambulance and crew will help address the increase in call volume.
4. Other contractual services in the amount of \$113,990, associated with the Advanced Life Support agreement with the City of Tallahassee and new documentation management software.
5. Machinery and equipment costs in the amount of \$38,000. This increase reflects the costs for ambulance replacement equipment.
6. Vehicle repair and maintenance increased in the amount of \$75,185 associated with an anticipated increase in the amount of vehicle maintenance needed, based on previous years.
7. Fuel costs increased in the amount of \$151,205 associated with an anticipated increase in fuel consumption.
8. Increase in operating supplies such as disposables, medical supplies, and bariatric tarp lifting systems for all ambulances is anticipated in the amount of \$12,233.

Decreases to Program Funding:

1. Decrease in phone system and communication costs in the amount of \$3,510 associated with number of phones, internet usage and maintenance costs of the system.
2. Vehicle coverage decreased in the amount of \$54,405 associated with lower insurance premiums.

Leon County Fiscal Year 2018 Proposed Budget

Office of Public Safety

Animal Control (140-201-562)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	412,983	434,605	448,589	-	448,589	463,623
Operating	926,811	971,985	918,125	-	918,125	957,121
Transportation	48,714	48,923	56,379	3,209	59,588	59,588
Grants-in-Aid	71,250	71,250	71,250	-	71,250	71,250
Total Budgetary Costs	1,459,758	1,526,763	1,494,343	3,209	1,497,552	1,551,582
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
140 Municipal Service	1,459,758	1,526,763	1,494,343	3,209	1,497,552	1,551,582
Total Revenues	1,459,758	1,526,763	1,494,343	3,209	1,497,552	1,551,582
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Director of Animal Control	1.00	1.00	1.00	-	1.00	1.00
Senior Animal Control Officer	3.00	1.00	1.00	-	1.00	1.00
Animal Control Officer	2.00	4.00	4.00	-	4.00	4.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	7.00	7.00	7.00	-	7.00	7.00

The major variances for the FY 2018 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 estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Fuel costs increased in the amount of \$14,827 associated with an anticipated increase in fuel consumption.

Decreases to Program Funding:

1. A decrease of \$53,575 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 phone system and communication costs in the amount of \$285 associated with number of phones, internet usage and maintenance costs of the system.
3. Vehicle repair and maintenance decreased in the amount of \$1,102 associated with an anticipated increase/decrease in the amount of vehicle maintenance needed, based on previous years.
4. Vehicle coverage decreased in the amount of \$3,060 associated with higher/lower insurance premiums.

Leon County Fiscal Year 2018 Proposed Budget

Office of Intervention & Detention Alternatives

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	2,009,853	2,079,907	2,143,875	-	2,143,875	2,220,063
Operating	498,798	499,519	500,081	-	500,081	500,081
Grants-in-Aid	335,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	2,844,410	2,827,185	2,891,715	-	2,891,715	2,967,903
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Probation	1,539,291	1,475,318	1,510,904	-	1,510,904	1,552,076
Supervised Pretrial Release	1,168,720	1,183,133	1,226,589	-	1,226,589	1,257,803
Drug & Alcohol Testing	136,399	168,734	154,222	-	154,222	158,024
Total Budget	2,844,410	2,827,185	2,891,715	-	2,891,715	2,967,903
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	335,759	247,759	247,759	-	247,759	247,759
110 Fine and Forfeiture	100,000	100,000	100,000	-	100,000	100,000
111 Probation Services	2,360,433	2,439,426	2,503,956	-	2,503,956	2,580,144
125 Grants	48,218	40,000	40,000	-	40,000	40,000
Total Revenues	2,844,410	2,827,185	2,891,715	-	2,891,715	2,967,903
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Probation	16.00	16.00	16.00	-	16.00	16.00
Drug & Alcohol Testing	2.00	2.00	2.00	-	2.00	2.00
Supervised Pretrial Release	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	32.00	32.00	32.00	-	32.00	32.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Intervention & Detention Alternatives

County Probation Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,073,545	1,085,128	1,120,705	-	1,120,705	1,161,877
Operating	129,987	142,431	142,440	-	142,440	142,440
Grants-in-Aid	335,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	1,539,291	1,475,318	1,510,904	-	1,510,904	1,552,076
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Probation (111-542-523)	1,103,532	1,127,559	1,163,145	-	1,163,145	1,204,317
Diversionary Programs (110-508-569)	100,000	100,000	100,000	-	100,000	100,000
Line Item - Detention/Correction (001-888-523)	335,759	247,759	247,759	-	247,759	247,759
Total Budget	1,539,291	1,475,318	1,510,904	-	1,510,904	1,552,076
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	335,759	247,759	247,759	-	247,759	247,759
110 Fine and Forfeiture	100,000	100,000	100,000	-	100,000	100,000
111 Probation Services	1,103,532	1,127,559	1,163,145	-	1,163,145	1,204,317
Total Revenues	1,539,291	1,475,318	1,510,904	-	1,510,904	1,552,076
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Probation	16.00	16.00	16.00	-	16.00	16.00
Total Full-Time Equivalents (FTE)	16.00	16.00	16.00	-	16.00	16.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Intervention & Detention Alternatives

County Probation - Line Item - Detention/Correction (001-888-523)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Grants-in-Aid	335,759	247,759	247,759	-	247,759	247,759
Total Budgetary Costs	335,759	247,759	247,759	-	247,759	247,759
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	335,759	247,759	247,759	-	247,759	247,759
Total Revenues	335,759	247,759	247,759	-	247,759	247,759

The FY 2018 Detention/Correction budget is recommended at the same funding level as the previous year.

Leon County Fiscal Year 2018 Proposed Budget

Office of Intervention & Detention Alternatives

County Probation - Diversionary Programs (110-508-569)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	100,000	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	100,000	100,000	100,000	-	100,000	100,000
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
110 Fine and Forfeiture	100,000	100,000	100,000	-	100,000	100,000
Total Revenues	100,000	100,000	100,000	-	100,000	100,000

The FY 2018 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.

Leon County Fiscal Year 2018 Proposed Budget

Office of Intervention & Detention Alternatives

County Probation - County Probation (111-542-523)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,073,545	1,085,128	1,120,705	-	1,120,705	1,161,877
Operating	29,987	42,431	42,440	-	42,440	42,440
Total Budgetary Costs	1,103,532	1,127,559	1,163,145	-	1,163,145	1,204,317
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
111 Probation Services	1,103,532	1,127,559	1,163,145	-	1,163,145	1,204,317
Total Revenues	1,103,532	1,127,559	1,163,145	-	1,163,145	1,204,317
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Dir Off of Intervn & Det. Alt	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
Prob./Pre-trial Off II (GPS)	4.00	4.00	-	-	-	-
Probation/Pretrial Officer II	-	-	4.00	-	4.00	4.00
Sr.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
Interven & Det. Alter Coord	1.00	1.00	1.00	-	1.00	1.00
Probation Technician	3.00	3.00	3.00	-	3.00	3.00
Total Full-Time Equivalents (FTE)	16.00	16.00	16.00	-	16.00	16.00

The major variances for the FY 2018 County Probation budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Increase in Rentals and Leases of \$1,110 and Communication-Phone System of \$9 is offset by decrease in printing and binding of \$1,210 and due to reallocation based on anticipated expenditures.
3. Slight increase in Operating expenses due to realignment of funds within line-item for Sonitrol security monitoring.

Leon County Fiscal Year 2018 Proposed Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	816,405	872,620	915,638	-	915,638	946,852
Operating	352,315	310,513	310,951	-	310,951	310,951
Total Budgetary Costs	1,168,720	1,183,133	1,226,589	-	1,226,589	1,257,803
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
FDLE JAG Grant (125-982060-521)	12,096	-	-	-	-	-
FDLE JAG Grant (125-982061-521)	36,122	40,000	40,000	-	40,000	40,000
Pretrial Release (111-544-523)	1,120,502	1,143,133	1,186,589	-	1,186,589	1,217,803
Total Budget	1,168,720	1,183,133	1,226,589	-	1,226,589	1,257,803
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
111 Probation Services	1,120,502	1,143,133	1,186,589	-	1,186,589	1,217,803
125 Grants	48,218	40,000	40,000	-	40,000	40,000
Total Revenues	1,168,720	1,183,133	1,226,589	-	1,226,589	1,257,803
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Pretrial Release	14.00	14.00	14.00	-	14.00	14.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release - Pretrial Release (111-544-523)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	789,080	832,620	875,638	-	875,638	906,852
Operating	331,423	310,513	310,951	-	310,951	310,951
Total Budgetary Costs	1,120,502	1,143,133	1,186,589	-	1,186,589	1,217,803
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
111 Probation Services	1,120,502	1,143,133	1,186,589	-	1,186,589	1,217,803
Total Revenues	1,120,502	1,143,133	1,186,589	-	1,186,589	1,217,803
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Pre-Trial Supervisor	1.00	1.00	1.00	-	1.00	1.00
Prob./Pre-trial Off II (GPS)	8.00	8.00	1.00	-	1.00	1.00
Probation/Pretrial Officer II	-	-	7.00	-	7.00	7.00
Sr.Probation/Pretrial Officer	1.00	1.00	1.00	-	1.00	1.00
Drug Screening Technician	1.00	1.00	1.00	-	1.00	1.00
Assistant Drug Screening Coord	1.00	1.00	1.00	-	1.00	1.00
Pre-Trial Technician	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	14.00	14.00	14.00	-	14.00	14.00

The major variances for the FY 2018 Pretrial Release budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Increase in phone system and communication costs in the amount of \$438 associated with number of phones, internet usage, and maintenance costs of the system.

Leon County Fiscal Year 2018 Proposed Budget

Office of Intervention & Detention Alternatives

Supervised Pretrial Release - FDLE JAG Grant (125-982061-521)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	27,325	40,000	40,000	-	40,000	40,000
Operating	8,796	-	-	-	-	-
Total Budgetary Costs	36,122	40,000	40,000	-	40,000	40,000
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
125 Grants	36,122	40,000	40,000	-	40,000	40,000
Total Revenues	36,122	40,000	40,000	-	40,000	40,000

Level Funding for the FY2018 FDLE JAG Grant Budget is as follows:

FY 2018 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 FY17 came in lower than the previous year's budget.

Leon County Fiscal Year 2018 Proposed Budget

Office of Intervention & Detention Alternatives

Drug & Alcohol Testing (111-599-523)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	119,903	122,159	107,532	-	107,532	111,334
Operating	16,497	46,575	46,690	-	46,690	46,690
Total Budgetary Costs	136,399	168,734	154,222	-	154,222	158,024
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
111 Probation Services	136,399	168,734	154,222	-	154,222	158,024
Total Revenues	136,399	168,734	154,222	-	154,222	158,024
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Drug Screening Technician	1.00	1.00	1.00	-	1.00	1.00
Drug Screening Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

The major variances for the FY 2018 Drug & Alcohol Testing budget are as follows:

Increases to Program Funding:

1. Increase in phone system and communication costs in the amount of \$115 associated with number of phones, internet usage and maintenance costs of the system.
2. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Phone system costs in the amount of \$115

Decreases to Program Funding:

1. Change in personnel hired at a lower salary rate offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average offset by personnel changes.

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	836,182	896,682	952,535	15,000	967,535	983,892
Operating	2,426,503	2,605,108	2,463,667	88,024	2,551,691	2,579,475
Transportation	3,785	3,210	2,613	-	2,613	2,613
Capital Outlay	73,695	-	-	5,000	5,000	-
Grants-in-Aid	5,103,211	5,970,010	5,689,417	50,676	5,740,093	5,263,256
Total Budgetary Costs	8,443,376	9,475,010	9,108,232	158,700	9,266,932	8,829,236
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Human Services	7,309,228	7,756,708	7,677,790	81,602	7,759,392	7,749,531
Veteran Services	282,655	327,763	344,129	2,098	346,227	352,010
Housing Services	665,235	1,197,822	887,448	75,000	962,448	522,713
Volunteer Services	186,259	192,717	198,865	-	198,865	204,982
Total Budget	8,443,376	9,475,010	9,108,232	158,700	9,266,932	8,829,236
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	8,156,541	8,545,625	8,523,871	158,700	8,682,571	8,629,236
124 SHIP Trust	161,729	636,425	384,361	-	384,361	-
140 Municipal Service	-	200,000	200,000	-	200,000	200,000
161 Housing Finance Authority	125,107	92,960	-	-	-	-
Total Revenues	8,443,376	9,475,010	9,108,232	158,700	9,266,932	8,829,236
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Housing Services	6.00	6.00	6.00	-	6.00	6.00
Human Services	2.00	2.00	2.00	-	2.00	2.00
Veteran Services	3.00	3.00	3.00	-	3.00	3.00
Volunteer Services	2.00	2.00	2.00	-	2.00	2.00
Total Full-Time Equivalents (FTE)	13.00	13.00	13.00	-	13.00	13.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Human Services Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	174,300	125,160	129,616	-	129,616	134,447
Operating	2,289,725	2,443,463	2,389,018	30,926	2,419,944	2,497,728
Capital Outlay	73,695	-	-	-	-	-
Grants-in-Aid	4,771,509	5,188,085	5,159,156	50,676	5,209,832	5,117,356
Total Budgetary Costs	7,309,228	7,756,708	7,677,790	81,602	7,759,392	7,749,531
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Baker Act & Marchman Act (001-370-563)	583,710	692,601	638,156	-	638,156	638,156
CHSP & Emergency Assistance (001-370-569)	1,280,450	1,358,816	1,360,720	5,000	1,365,720	1,367,702
Health Department (001-190-562)	192,367	237,345	237,345	-	237,345	237,345
Medicaid & Indigent Burials (001-370-564)	2,745,827	2,876,195	2,881,641	30,000	2,911,641	2,911,641
Medical Examiner (001-370-527)	513,126	511,795	477,420	46,602	524,022	509,330
Primary Health Care (001-971-562)	1,969,749	1,818,956	1,821,508	-	1,821,508	1,824,357
Primary Health Care-Trauma Center (140-971-562)	-	200,000	200,000	-	200,000	200,000
Tubercular Care & Child Protection Exams (001-370-562)	24,000	61,000	61,000	-	61,000	61,000
Total Budget	7,309,228	7,756,708	7,677,790	81,602	7,759,392	7,749,531
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	7,309,228	7,556,708	7,477,790	81,602	7,559,392	7,549,531
140 Municipal Service	-	200,000	200,000	-	200,000	200,000
Total Revenues	7,309,228	7,756,708	7,677,790	81,602	7,759,392	7,749,531
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
CHSP & Emergency Assistance	1.00	1.00	1.00	-	1.00	1.00
Primary Health Care	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Human Services - Health Department (001-190-562)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Capital Outlay	73,695	-	-	-	-	-
Grants-in-Aid	118,672	237,345	237,345	-	237,345	237,345
Total Budgetary Costs	192,367	237,345	237,345	-	237,345	237,345
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	192,367	237,345	237,345	-	237,345	237,345
Total Revenues	192,367	237,345	237,345	-	237,345	237,345

The FY 2018 Health Department budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Human Services - Medical Examiner (001-370-527)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	-	-	-	25,926	25,926	103,710
Grants-in-Aid	513,126	511,795	477,420	20,676	498,096	405,620
Total Budgetary Costs	513,126	511,795	477,420	46,602	524,022	509,330
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	513,126	511,795	477,420	46,602	524,022	509,330
Total Revenues	513,126	511,795	477,420	46,602	524,022	509,330

The major variances for the FY 2018 Medical Examiner budget are as follows:

Increase in costs are associated with the opening of the Medical Examiner Facility in the last quarter of FY2018, offset by a reduction in the Medical Examiner contract related to a reduction in billing.

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Human Services - Tubercular Care & Child Protection Exams (001-370-562)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Grants-in-Aid	24,000	61,000	61,000	-	61,000	61,000
Total Budgetary Costs	24,000	61,000	61,000	-	61,000	61,000
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	24,000	61,000	61,000	-	61,000	61,000
Total Revenues	24,000	61,000	61,000	-	61,000	61,000

The FY 2018 Tubercular Care & Child Protection Exams budget is recommended at the same funding level as the previous year.

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Human Services - Baker Act & Marchman Act (001-370-563)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	583,710	692,601	638,156	-	638,156	638,156
Total Budgetary Costs	583,710	692,601	638,156	-	638,156	638,156
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	583,710	692,601	638,156	-	638,156	638,156
Total Revenues	583,710	692,601	638,156	-	638,156	638,156

The major variances for the FY 2018 Baker Act & Marchman Act budget are as follows:

Decreases to Program Funding:

1. Decrease of \$54,445 is due to a reconciliation of actual payments for the required services.

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Human Services - Medicaid & Indigent Burials (001-370-564)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	3,700	-	-	-	-	-
Grants-in-Aid	2,742,127	2,876,195	2,881,641	30,000	2,911,641	2,911,641
Total Budgetary Costs	2,745,827	2,876,195	2,881,641	30,000	2,911,641	2,911,641
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	2,745,827	2,876,195	2,881,641	30,000	2,911,641	2,911,641
Total Revenues	2,745,827	2,876,195	2,881,641	30,000	2,911,641	2,911,641

Level Funding is provided for the FY 2018 Medicaid & Indigent Burials budget as follows:

1. Program costs for Medicaid are anticipated to increase by \$5,451.
2. Increase in \$30,000 for transportation expenses for the Indigent burial program.

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Human Services - CHSP & Emergency Assistance (001-370-569)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	106,866	54,566	56,470	-	56,470	58,452
Operating	-	2,500	2,500	5,000	7,500	7,500
Grants-in-Aid	1,173,584	1,301,750	1,301,750	-	1,301,750	1,301,750
Total Budgetary Costs	1,280,450	1,358,816	1,360,720	5,000	1,365,720	1,367,702
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,280,450	1,358,816	1,360,720	5,000	1,365,720	1,367,702
Total Revenues	1,280,450	1,358,816	1,360,720	5,000	1,365,720	1,367,702
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Human Services Analyst	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2018 Community Human Services Partnership & Emergency Assistance budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Increase of \$5,000 is for the County's share of maintenance costs for the Community Human Service Partnership (CHSP) Portal system.

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Human Services - Primary Health Care (001-971-562)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	67,434	70,594	73,146	-	73,146	75,995
Operating	1,702,315	1,748,362	1,748,362	-	1,748,362	1,748,362
Grants-in-Aid	200,000	-	-	-	-	-
Total Budgetary Costs	1,969,749	1,818,956	1,821,508	-	1,821,508	1,824,357
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,969,749	1,818,956	1,821,508	-	1,821,508	1,824,357
Total Revenues	1,969,749	1,818,956	1,821,508	-	1,821,508	1,824,357
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Healthcare Serv. Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2018 Primary Health Care budget are as follows:

The FY 2018 Primary Health Care budget is at level funding with a slight increase in personnel expenses of \$2,552 for costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Human Services - Primary Health Care-Trauma Center (140-971-562)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Grants-in-Aid	-	200,000	200,000	-	200,000	200,000
Total Budgetary Costs	-	200,000	200,000	-	200,000	200,000
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
140 Municipal Service	-	200,000	200,000	-	200,000	200,000
Total Revenues	-	200,000	200,000	-	200,000	200,000

The FY 2018 Tallahassee Memorial Healthcare Trauma Center budget is recommended at the same funding level as the previous fiscal year. Previously funded in the General fund.

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Veteran Services (001-390-553)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	145,026	169,533	180,156	-	180,156	185,939
Operating	28,096	15,730	18,073	2,098	20,171	20,171
Grants-in-Aid	109,533	142,500	145,900	-	145,900	145,900
Total Budgetary Costs	282,655	327,763	344,129	2,098	346,227	352,010
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	282,655	327,763	344,129	2,098	346,227	352,010
Total Revenues	282,655	327,763	344,129	2,098	346,227	352,010
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Veterans Services Manager	1.00	1.00	1.00	-	1.00	1.00
Veterans Services Counselor	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

The major variances for the FY 2018 Veteran Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Operating costs increase of \$2,098 for the Annual User Fee for the VetraSpec System. The VetraSpec System is a secure online Veterans Claims management software system allowing data to be accessed from any computer with internet access where data is stored in one centralized secure location.
3. Expenses associated with printing pamphlets and brochures as print media for various events and activities held throughout the year.

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Housing Services Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	353,493	431,888	466,309	15,000	481,309	480,935
Operating	85,786	123,299	34,165	55,000	89,165	39,165
Transportation	3,785	3,210	2,613	-	2,613	2,613
Capital Outlay	-	-	-	5,000	5,000	-
Grants-in-Aid	222,170	639,425	384,361	-	384,361	-
Total Budgetary Costs	665,235	1,197,822	887,448	75,000	962,448	522,713
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Housing Finance Authority (161-808-554)	125,107	92,960	-	-	-	-
Housing Services (001-371-569)	378,399	468,437	503,087	75,000	578,087	522,713
SHIP 2014-2017 (124-932047-554)	500	-	-	-	-	-
SHIP 2016-2019 (124-932049-554)	161,229	636,425	-	-	-	-
SHIP 2017-2020 (124-932052-554)	-	-	384,361	-	384,361	-
Total Budget	665,235	1,197,822	887,448	75,000	962,448	522,713
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	378,399	468,437	503,087	75,000	578,087	522,713
124 SHIP Trust	161,729	636,425	384,361	-	384,361	-
161 Housing Finance Authority	125,107	92,960	-	-	-	-
Total Revenues	665,235	1,197,822	887,448	75,000	962,448	522,713
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Housing Services	6.00	6.00	6.00	-	6.00	6.00
Total Full-Time Equivalents (FTE)	6.00	6.00	6.00	-	6.00	6.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Housing Services - Housing Services (001-371-569)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	353,493	431,888	466,309	15,000	481,309	480,935
Operating	21,120	33,339	34,165	55,000	89,165	39,165
Transportation	3,785	3,210	2,613	-	2,613	2,613
Capital Outlay	-	-	-	5,000	5,000	-
Total Budgetary Costs	378,399	468,437	503,087	75,000	578,087	522,713
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	378,399	468,437	503,087	75,000	578,087	522,713
Total Revenues	378,399	468,437	503,087	75,000	578,087	522,713
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
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
Affordable Housing Coordinator	1.00	-	-	-	-	-
Housing Services Specialist	-	-	1.00	-	1.00	1.00
Housing Services Coordinator	-	1.00	-	-	-	-
Administrative Associate V	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	6.00	6.00	6.00	-	6.00	6.00

The major variances for the FY 2018 Housing Services budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Personnel costs increase of \$15,000 is associated with an OPS position to assist with the transition of the office records storage to an electronic system.
3. Increase of \$55,000 associated with \$50,000 for Enhancements to the HSCP Management System as approved by the Board at the April 25, 2017 Budget Workshop, and \$5,000 for Spring and Fall Housing Expo Events.
4. Increase in Machinery and Equipment costs of \$5,000 for purchase of mobile computer tablet/laptop and software system for the Housing Rehabilitation staff to more effectively conduct environmental reviews and feasibility studies in the field.

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Housing Services - SHIP 2017-2020 (124-932052-554)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Grants-in-Aid	-	-	384,361	-	384,361	-
Total Budgetary Costs	-	-	384,361	-	384,361	-
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
124 SHIP Trust	-	-	384,361	-	384,361	-
Total Revenues	-	-	384,361	-	384,361	-

The FY 2018 SHIP 2017-2020 Grants is anticipated in the amount of \$426,361. A total of \$42,000 was transferred to the General Fund Balance from Grants-in-Aid for SHIP 2017-2020 to cover allowable administrative costs associated with the program.

Leon County Fiscal Year 2018 Proposed Budget

Office of Human Services & Community Partnerships

Volunteer Services (001-113-513)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	163,364	170,101	176,454	-	176,454	182,571
Operating	22,895	22,616	22,411	-	22,411	22,411
Total Budgetary Costs	186,259	192,717	198,865	-	198,865	204,982
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	186,259	192,717	198,865	-	198,865	204,982
Total Revenues	186,259	192,717	198,865	-	198,865	204,982
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Director of Volunteer Services	1.00	1.00	1.00	-	1.00	1.00
Volunteer Services Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

The major variances for the FY 2018 Volunteer Center budget are as follows:

Increases to Program Funding:

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

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	6,130,034	5,782,258	6,052,724	67,171	6,119,895	6,325,707
Operating	13,874,723	14,986,810	14,478,009	960,033	15,438,042	15,564,541
Transportation	623,082	639,222	664,920	7,028	671,948	671,948
Capital Outlay	52,009	50,000	132,765	-	132,765	132,765
Grants-in-Aid	450,076	643,822	628,720	-	628,720	669,902
Total Budgetary Costs	21,129,923	22,102,112	21,957,138	1,034,232	22,991,370	23,364,863
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Office of Sustainability	172,118	303,010	307,686	-	307,686	332,893
Cooperative Extension	361,620	470,954	455,990	-	455,990	497,172
Parks and Recreation	2,810,976	2,884,890	2,931,517	144,543	3,076,060	3,129,655
Facilities Management	8,591,865	9,405,509	9,238,318	183,193	9,421,511	9,593,035
Solid Waste	9,193,345	9,037,749	9,023,627	706,496	9,730,123	9,812,108
Total Budget	21,129,923	22,102,112	21,957,138	1,034,232	22,991,370	23,364,863
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	8,455,888	9,617,438	9,509,022	140,685	9,649,707	9,882,324
140 Municipal Service	2,810,976	2,884,890	2,931,517	144,543	3,076,060	3,129,655
165 County Government Annex	587,834	427,510	408,927	40,008	448,935	454,231
166 Huntington Oaks Plaza	81,881	134,525	84,045	2,500	86,545	86,545
401 Solid Waste	9,193,345	9,037,749	9,023,627	706,496	9,730,123	9,812,108
Total Revenues	21,129,923	22,102,112	21,957,138	1,034,232	22,991,370	23,364,863
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Cooperative Extension	13.00	-	-	-	-	-
Facilities Management	39.00	37.00	38.00	-	38.00	38.00
Office of Sustainability	1.20	2.50	2.50	-	2.50	2.50
Parks and Recreation	29.00	29.00	29.00	1.00	30.00	30.00
Solid Waste	34.45	27.40	28.15	-	28.15	28.15
Total Full-Time Equivalents (FTE)	116.65	95.90	97.65	1.00	98.65	98.65
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Office of Sustainability	1.00	1.00	1.00	-	1.00	1.00
Solid Waste	2.00	2.00	2.00	-	2.00	2.00
Total OPS Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Office of Sustainability Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	123,724	141,933	166,700	-	166,700	171,907
Operating	26,206	158,982	139,144	-	139,144	159,144
Transportation	813	2,095	1,842	-	1,842	1,842
Grants-in-Aid	21,375	-	-	-	-	-
Total Budgetary Costs	172,118	303,010	307,686	-	307,686	332,893
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Office of Sustainability (001-127-513)	172,118	303,010	307,686	-	307,686	332,893
Total Budget	172,118	303,010	307,686	-	307,686	332,893
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	172,118	303,010	307,686	-	307,686	332,893
Total Revenues	172,118	303,010	307,686	-	307,686	332,893
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Office of Sustainability	1.20	2.50	2.50	-	2.50	2.50
Total Full-Time Equivalents (FTE)	1.20	2.50	2.50	-	2.50	2.50
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Office of Sustainability	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Office of Sustainability - Office of Sustainability (001-127-513)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	123,724	141,933	166,700	-	166,700	171,907
Operating	26,206	158,982	139,144	-	139,144	159,144
Transportation	813	2,095	1,842	-	1,842	1,842
Grants-in-Aid	21,375	-	-	-	-	-
Total Budgetary Costs	172,118	303,010	307,686	-	307,686	332,893
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	172,118	303,010	307,686	-	307,686	332,893
Total Revenues	172,118	303,010	307,686	-	307,686	332,893
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Recycle&Sustainability Manager	1.00	1.00	1.00	-	1.00	1.00
Communicatio & Outreach Coord.	-	1.00	1.00	-	1.00	1.00
Director, Office of Resource Stewardship	0.20	-	-	-	-	-
Digital Community Engagement Specialist	-	0.50	0.50	-	0.50	0.50
Total Full-Time Equivalents (FTE)	1.20	2.50	2.50	-	2.50	2.50
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Sustainability Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2018 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Increases in personnel costs reflect organizational realignment.

Decreases to Program Funding:

1. Reduced Operating expenses in the amount of \$19,838 including a decrease in phone system and communication costs in the amount of \$161 associated with the number of phones, internet usage, and maintenance costs of the system.
2. Vehicle repair and maintenance decreased in the amount of \$2,500 associated with an anticipated decrease in the amount of vehicle maintenance needed, based on previous years.
3. Transportation cost reductions in the amount of \$253 associated with a decrease based on previous years.

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Cooperative Extension (001-361-537)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	96,774	-	-	-	-	-
Operating	12,555	2,325	2,416	-	2,416	2,416
Transportation	2,590	3,807	3,854	-	3,854	3,854
Grants-in-Aid	249,701	464,822	449,720	-	449,720	490,902
Total Budgetary Costs	361,620	470,954	455,990	-	455,990	497,172
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	361,620	470,954	455,990	-	455,990	497,172
Total Revenues	361,620	470,954	455,990	-	455,990	497,172
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Director of County Extension	1.00	-	-	-	-	-
Extension Agent II - Home Econ	1.00	-	-	-	-	-
Ext Agent II Natural Resource	1.00	-	-	-	-	-
Extension Agent 4-H Youth	2.00	-	-	-	-	-
Urban County Forester II	1.00	-	-	-	-	-
Extension Agent - Agriculture	1.00	-	-	-	-	-
Ext. Agent - Family & Cons Svc	1.00	-	-	-	-	-
Extension Agent - Horticulture	1.00	-	-	-	-	-
Co-op Ext. Program Asst.	1.00	-	-	-	-	-
Administrative Associate III	1.00	-	-	-	-	-
Administrative Associate IV	2.00	-	-	-	-	-
Total Full-Time Equivalents (FTE)	13.00	-	-	-	-	-

Leon County revised its agreement with the University of Florida (UF) in November 2015 for providing educational Extension Program. The agreement revised the partnership whereby all Cooperative Extension staff are now University of Florida employees, with the County maintaining the same level of financial support for personnel and operating costs, but on a reimbursement basis.

The major variances for the FY 2018 Cooperative Extension budget are as follows:

Increases to program Funding:

1. Operating costs increased by \$91 related to increase in Communication - Phone System costs.
2. Fuel and Oil costs increased by \$285.

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.

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Parks and Recreation Services (140-436-572)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,507,495	1,586,610	1,635,722	64,215	1,699,937	1,755,332
Operating	932,838	905,017	880,051	73,300	953,351	951,551
Transportation	164,793	174,263	196,744	7,028	203,772	203,772
Capital Outlay	26,850	40,000	40,000	-	40,000	40,000
Grants-in-Aid	179,000	179,000	179,000	-	179,000	179,000
Total Budgetary Costs	2,810,976	2,884,890	2,931,517	144,543	3,076,060	3,129,655
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
140 Municipal Service	2,810,976	2,884,890	2,931,517	144,543	3,076,060	3,129,655
Total Revenues	2,810,976	2,884,890	2,931,517	144,543	3,076,060	3,129,655
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Parks & Recreation Director	1.00	1.00	1.00	-	1.00	1.00
Parks & Community Centers Supv	1.00	1.00	1.00	-	1.00	1.00
Greenways & Env. Lands Supv.	1.00	1.00	1.00	-	1.00	1.00
Parks Supervisor	1.00	1.00	1.00	-	1.00	1.00
Crew Chief II	1.00	1.00	1.00	-	1.00	1.00
In-Mate Supervisor	2.00	2.00	2.00	-	2.00	2.00
Park Attendant	15.00	15.00	15.00	1.00	16.00	16.00
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
Total Full-Time Equivalents (FTE)	29.00	29.00	29.00	1.00	30.00	30.00

The major variances for the FY 2018 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%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.
2. Park Attendant position costs associated with the opening of the St. Marks Headwaters Greenway.
3. Overtime costs in the amount of \$15,000 associated with coverage for community centers and weekend events at County parks and greenways.
4. Transportation cost adjustments related to vehicle insurance, maintenance and fuel in the amount of \$22,481.
5. Expenses associated with "new" parks vehicles with \$7,028 for vehicle repair, fuel & oil, and vehicle coverage.
6. Operating Expenses in the amount of \$73,300 consisting of Invasive Plant Control costs, port-a-let costs, and funding for utility costs associated with irrigation, lights, and concession stand expenses. Expenses were offset by \$103,300 for Contract Mowing for new park properties acquired, floor waxing for five community centers, port-a-let rentals, greenways, uniforms, radio equipment.

Decreases to Program Funding:

1. Decrease in Operating Supplies in the amount of \$18,900 associated with a decrease in other contractual services.
2. Decrease in phone system and communication costs in the amount of \$66 associated with number of phones, internet usage and maintenance costs of the system.

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Facilities Management Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	2,663,221	2,426,447	2,536,848	-	2,536,848	2,629,457
Operating	5,822,902	6,865,912	6,513,290	183,193	6,696,483	6,775,398
Transportation	95,742	103,150	95,415	-	95,415	95,415
Capital Outlay	10,000	10,000	92,765	-	92,765	92,765
Total Budgetary Costs	8,591,865	9,405,509	9,238,318	183,193	9,421,511	9,593,035
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
County Government Annex (165-154-519)	587,834	427,510	408,927	40,008	448,935	454,231
Facilities Management (001-150-519)	6,613,059	7,315,418	7,277,595	140,685	7,418,280	7,574,938
Huntington Oaks Plaza Operating (166-155-519)	81,881	134,525	84,045	2,500	86,545	86,545
Public Safety Complex Facilities (001-410-529)	1,309,090	1,528,056	1,467,751	-	1,467,751	1,477,321
Total Budget	8,591,865	9,405,509	9,238,318	183,193	9,421,511	9,593,035
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	7,922,149	8,843,474	8,745,346	140,685	8,886,031	9,052,259
165 County Government Annex	587,834	427,510	408,927	40,008	448,935	454,231
166 Huntington Oaks Plaza	81,881	134,525	84,045	2,500	86,545	86,545
Total Revenues	8,591,865	9,405,509	9,238,318	183,193	9,421,511	9,593,035
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Facilities Management	35.00	33.00	34.00	-	34.00	34.00
Public Safety Complex Facilities	3.00	3.00	3.00	-	3.00	3.00
County Government Annex	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	39.00	37.00	38.00	-	38.00	38.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Facilities Management - Facilities Management (001-150-519)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	2,335,394	2,115,460	2,281,900	-	2,281,900	2,365,575
Operating	4,171,923	5,086,808	4,890,280	140,685	5,030,965	5,103,948
Transportation	95,742	103,150	95,415	-	95,415	95,415
Capital Outlay	10,000	10,000	10,000	-	10,000	10,000
Total Budgetary Costs	6,613,059	7,315,418	7,277,595	140,685	7,418,280	7,574,938
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	6,613,059	7,315,418	7,277,595	140,685	7,418,280	7,574,938
Total Revenues	6,613,059	7,315,418	7,277,595	140,685	7,418,280	7,574,938
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Director of Facilities Management	1.00	-	-	-	-	-
Dir Resource Stewardship	-	1.00	1.00	-	1.00	1.00
Facilities Sr Operations Mnger	1.00	1.00	1.00	-	1.00	1.00
Construction Manager II	1.50	0.50	-	-	-	-
Facilities Planner	1.00	-	-	-	-	-
Customer Services Technician	1.00	1.00	1.00	-	1.00	1.00
Facilities Maint. Supervisor	1.00	1.00	1.00	-	1.00	1.00
Fac. Maint. Superintendent	2.50	2.50	2.50	-	2.50	2.50
Facilities Support Tech II	14.00	14.00	14.00	-	14.00	14.00
Facilities Operations Supv. I	2.00	2.00	2.00	-	2.00	2.00
Facilities Operations Tech I	2.00	2.00	2.00	-	2.00	2.00
Facilities Operations Tech II	2.00	2.00	2.00	-	2.00	2.00
PSC Operations Manager	-	-	0.50	-	0.50	0.50
Facilities Support Tech III	2.00	2.00	2.00	-	2.00	2.00
Facilities Support Tech II	1.00	1.00	1.00	-	1.00	1.00
Facilities Manager	-	-	1.00	-	1.00	1.00
Administrative Associate III	1.00	1.00	1.00	-	1.00	1.00
Administrative Associate IV	2.00	1.00	1.00	-	1.00	1.00
Administrative Associate V	-	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	35.00	33.00	34.00	-	34.00	34.00

FY18 Notes: Reclassification of Director of Resource Stewardship. No dollars are included with this reclass.

The major variances for the FY 2018 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%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.

Decreases to Program Funding:

1. Decrease in Operating costs of \$196,528 offset by costs of \$140,685 for Carpet Tile and Flooring Services, Fire Extinguisher inspections, a continuing service contract for full maintenance (Everite), costs associated with Serenity Cemetery mowing and maintenance.

2. Decrease in transportation costs of \$7,735 associated with an anticipated decrease in the amount of vehicle repair, maintenance and coverage needed, based on previous years.

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Facilities Management - Public Safety Complex Facilities (001-410-529)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	277,669	269,246	210,728	-	210,728	218,063
Operating	1,031,421	1,258,810	1,174,258	-	1,174,258	1,176,493
Capital Outlay	-	-	82,765	-	82,765	82,765
Total Budgetary Costs	1,309,090	1,528,056	1,467,751	-	1,467,751	1,477,321
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,309,090	1,528,056	1,467,751	-	1,467,751	1,477,321
Total Revenues	1,309,090	1,528,056	1,467,751	-	1,467,751	1,477,321
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Construction Manager II	0.50	0.50	-	-	-	-
Fac. Maint. Superintendent	0.50	0.50	0.50	-	0.50	0.50
PSC Operations Manager	-	-	0.50	-	0.50	0.50
PSC Facilities Support Tech III	2.00	2.00	1.00	-	1.00	1.00
Facilities Support Tech IV	-	-	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	3.00	3.00	3.00	-	3.00	3.00

The Public Safety Complex (PSC) officially opened in July 2013. The PSC budget is jointly funded 50/50 with the City of Tallahassee. The budget presented here shows 100% of the costs of the PSC; the City's share is reflected as a revenue.

The major variances for the FY18 Public Safety Complex Facilities budget are as follows:

Increases in Program Funding:

1. Capital Outlay costs of \$82,765 consisting of \$65,234 Operating Supplies and \$17,531 from Other Contractual Services, for modular construction and office furniture for various agencies, such as Emergency Medical Services/Animal Control space reconfiguration, Emergency Operations Center space reconfiguration, and Consolidated Dispatch Agency space reconfiguration. The average estimated cost for a (1) person modular workstation is \$2,500. Estimate does not include chairs and cabinetry.

Decrease to Program Funding:

1. Personnel reduction of \$58,518 associated with the organizational realignment of a Construction Manager II position to the Facilities Management division offset by costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% 5% based on a 3% average.

2. Shift from Operating to Capital expenses associated with a building services agreement for engineering assistance for the Public Safety Complex.

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Facilities Management - County Government Annex (165-154-519)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	50,158	41,741	44,220	-	44,220	45,819
Operating	537,676	385,769	364,707	40,008	404,715	408,412
Total Budgetary Costs	587,834	427,510	408,927	40,008	448,935	454,231
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
165 County Government Annex	587,834	427,510	408,927	40,008	448,935	454,231
Total Revenues	587,834	427,510	408,927	40,008	448,935	454,231
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Facilities Support Tech II	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2018 budget are as follows:

Increases to Program Funding:

1. Contractual services in the amount of \$40,008 related to replacement of flooring and pneumatic controls.

Decreases to Program Funding:

1. Postage in the amount of \$1,000.
2. Utility Services in the amount of \$6,750 associated with transferring utility billing to Facilities Management.

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Facilities Management - Huntington Oaks Plaza Operating (166-155-519)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	81,881	134,525	84,045	2,500	86,545	86,545
Total Budgetary Costs	81,881	134,525	84,045	2,500	86,545	86,545
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
166 Huntington Oaks Plaza	81,881	134,525	84,045	2,500	86,545	86,545
Total Revenues	81,881	134,525	84,045	2,500	86,545	86,545

The major variances for the FY 2018 budget are as follows:

Increases to Program Funding:

1. Contractual services in the amount of \$2,500 related to replacement of flooring, as well as \$1,620 in miscellaneous contractual increases.

Decreases to Program Funding:

1. Professional Services in the amount of \$23,000 associated with a reduction in: architectural and engineering services; attorney fees; broker fees; and miscellaneous professional services.
2. Repairs and Maintenance in the amount of \$18,500 associated with an anticipated reduction in exterior, roof, plumbing, and HVAC repair costs.
3. Operating supplies in the amount of \$5,375.
4. Promotional activities in the amount of \$5,000.

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Solid Waste Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,738,821	1,627,268	1,713,454	2,956	1,716,410	1,769,011
Operating	7,080,221	7,054,574	6,943,108	703,540	7,646,648	7,676,032
Transportation	359,144	355,907	367,065	-	367,065	367,065
Capital Outlay	15,159	-	-	-	-	-
Total Budgetary Costs	9,193,345	9,037,749	9,023,627	706,496	9,730,123	9,812,108
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Hazardous Waste (401-443-534)	663,813	661,782	672,730	9,500	682,230	693,655
Landfill Closure (401-435-534)	394,684	-	-	-	-	-
Recycling Services & Education (401-471-534)	102,033	-	-	-	-	-
Rural Waste Service Centers (401-437-534)	695,527	654,736	668,257	7,956	676,213	688,255
Solid Waste Management Facility (401-442-534)	908,748	1,140,682	608,231	40,000	648,231	679,530
Transfer Station Operations (401-441-534)	6,428,540	6,580,549	6,622,015	492,540	7,114,555	7,138,837
Yard Waste (401-416-534)	-	-	452,394	156,500	608,894	611,831
Total Budget	9,193,345	9,037,749	9,023,627	706,496	9,730,123	9,812,108
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
401 Solid Waste	9,193,345	9,037,749	9,023,627	706,496	9,730,123	9,812,108
Total Revenues	9,193,345	9,037,749	9,023,627	706,496	9,730,123	9,812,108
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Yard Waste	-	-	1.30	-	1.30	1.30
Rural Waste Service Centers	7.15	8.65	8.40	-	8.40	8.40
Transfer Station Operations	12.45	11.90	12.65	-	12.65	12.65
Solid Waste Management Facility	8.60	3.60	2.55	-	2.55	2.55
Hazardous Waste	3.25	3.25	3.25	-	3.25	3.25
Recycling Services & Education	3.00	-	-	-	-	-
Total Full-Time Equivalents (FTE)	34.45	27.40	28.15	-	28.15	28.15
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Rural Waste Service Centers	1.00	1.00	1.00	-	1.00	1.00
Hazardous Waste	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	2.00	2.00	2.00	-	2.00	2.00

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Solid Waste - Yard Waste (401-416-534)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	-	-	77,517	-	77,517	80,454
Operating	-	-	349,030	156,500	505,530	505,530
Transportation	-	-	25,847	-	25,847	25,847
Total Budgetary Costs	-	-	452,394	156,500	608,894	611,831
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
401 Solid Waste	-	-	452,394	156,500	608,894	611,831
Total Revenues	-	-	452,394	156,500	608,894	611,831
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Solid Waste Supervisor	-	-	0.15	-	0.15	0.15
Crew Chief II	-	-	0.25	-	0.25	0.25
Solid Waste Operator	-	-	0.90	-	0.90	0.90
Total Full-Time Equivalents (FTE)	-	-	1.30	-	1.30	1.30

Beginning in FY 2018, the Yard Waste program is budgeted separately from the Solid Waste Management Facility to better account for yard debris recycling costs.

The major variances for the FY 2018 budget are as follows:

Increases to Program Funding:

1. \$156,506 for contractual services associated with an increase for the yard debris processing/disposal contract and the paradigm scale software contract.

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Solid Waste - Rural Waste Service Centers (401-437-534)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	402,532	409,519	418,000	2,956	420,956	432,907
Operating	191,129	142,575	142,458	5,000	147,458	147,549
Transportation	94,286	102,642	107,799	-	107,799	107,799
Capital Outlay	7,580	-	-	-	-	-
Total Budgetary Costs	695,527	654,736	668,257	7,956	676,213	688,255
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
401 Solid Waste	695,527	654,736	668,257	7,956	676,213	688,255
Total Revenues	695,527	654,736	668,257	7,956	676,213	688,255
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Solid Waste Operator	2.00	3.00	3.00	-	3.00	3.00
In-Mate Supervisor	-	0.50	0.25	-	0.25	0.25
Rural Collection Center Supv.	1.00	1.00	1.00	-	1.00	1.00
Rural Waste Site Attendant	1.00	1.00	1.00	-	1.00	1.00
Rural Waste SVC Center Attenda	3.15	3.15	3.15	-	3.15	3.15
Total Full-Time Equivalents (FTE)	7.15	8.65	8.40	-	8.40	8.40
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Rural Waste Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2018 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average. Additional personnel costs are associated with the establishment of the Living Wage at a minimum of \$12.00 per hour for County employees, as approved by the Board at the April 25, 2017 Budget Workshop.
2. Repairs and Maintenance in the amount of \$5,000 for software and repairs to the equipment associated with the fee program components.
3. Vehicle repair and maintenance increased in the amount of \$2,580 associated with an anticipated increase in the amount of vehicle maintenance needed, based on previous years.
4. Fuel costs increased in the amount of \$17,970 associated with an anticipated increase in fuel consumption.

Decreases to Program Funding:

1. Vehicle Coverage in the amount of \$15,393 associated with lower insurance premiums.

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Solid Waste - Transfer Station Operations (401-441-534)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	750,073	706,210	756,562	-	756,562	780,844
Operating	5,519,430	5,765,675	5,700,670	492,540	6,193,210	6,193,210
Transportation	159,037	108,664	164,783	-	164,783	164,783
Total Budgetary Costs	6,428,540	6,580,549	6,622,015	492,540	7,114,555	7,138,837
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
401 Solid Waste	6,428,540	6,580,549	6,622,015	492,540	7,114,555	7,138,837
Total Revenues	6,428,540	6,580,549	6,622,015	492,540	7,114,555	7,138,837
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Assistant Public Works Director	-	0.25	-	-	-	-
Solid Waste Superintendent	1.00	1.00	1.00	-	1.00	1.00
Solid Waste Supervisor	1.00	1.00	1.00	-	1.00	1.00
Solid Waste Financial Spec.	0.80	0.80	0.80	-	0.80	0.80
Solid Waste Operator	4.00	5.00	5.00	-	5.00	5.00
Contract Compliance Specialist	-	-	1.00	-	1.00	1.00
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	0.80	-	-	-	-	-
Administrative Associate V	0.60	0.60	0.60	-	0.60	0.60
Service Worker	1.00	-	-	-	-	-
Total Full-Time Equivalents (FTE)	12.45	11.90	12.65	-	12.65	12.65

The major variances for the FY 2018 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual Services in the amount of \$492,540 associated with an increase in the hauling & disposal contract cost due to an anticipated increase in waste tonnage being processed.
3. Vehicle repair and maintenance increased in the amount of \$9,225 associated with an anticipated increase/decrease in the amount of vehicle maintenance needed, based on previous years.
4. Fuel costs increased in the amount of \$46,880 associated with an anticipated increase in fuel consumption.

Decreases to Program Funding:

1. Professional Services in the amount of \$65,000 associated with a one-time waste composition study in FY 2017 not being budgeted in FY 2018.

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Solid Waste - Solid Waste Management Facility (401-442-534)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	229,085	239,591	181,488	-	181,488	187,787
Operating	580,275	764,301	366,158	40,000	406,158	431,158
Transportation	99,388	136,790	60,585	-	60,585	60,585
Total Budgetary Costs	908,748	1,140,682	608,231	40,000	648,231	679,530
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
401 Solid Waste	908,748	1,140,682	608,231	40,000	648,231	679,530
Total Revenues	908,748	1,140,682	608,231	40,000	648,231	679,530
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Solid Waste Supervisor	1.00	1.00	0.85	-	0.85	0.85
Crew Chief II	1.00	1.00	0.75	-	0.75	0.75
Solid Waste Financial Spec.	0.20	0.20	0.20	-	0.20	0.20
Contract Compliance Tech.	1.00	-	-	-	-	-
Solid Waste Operator	3.00	1.00	0.10	-	0.10	0.10
In-Mate Supervisor	-	-	0.25	-	0.25	0.25
Weighmaster	1.00	-	-	-	-	-
Administrative Associate V	0.40	0.40	0.40	-	0.40	0.40
Maintenance Technician	1.00	-	-	-	-	-
Total Full-Time Equivalents (FTE)	8.60	3.60	2.55	-	2.55	2.55

On May 12, 2015, the Board approved the closure of the Landfill. The major variances for the FY 2018 budget are as follows:

Increases to Program Funding:

1. Contractual services in the amount of \$40,000 associated with increased costs for curbside pickup of bulky items delivered to Marpan Recycling.

Decreases to Program Funding:

1. Budgeting the Yard Waste program separately from the Solid Waste Management Facility in FY 2018 to better account for yard debris recycling costs.

Leon County Fiscal Year 2018 Proposed Budget

Office of Resource Stewardship

Solid Waste - Hazardous Waste (401-443-534)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	284,339	271,948	279,887	-	279,887	287,019
Operating	366,426	382,023	384,792	9,500	394,292	398,585
Transportation	5,469	7,811	8,051	-	8,051	8,051
Capital Outlay	7,580	-	-	-	-	-
Total Budgetary Costs	663,813	661,782	672,730	9,500	682,230	693,655
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
401 Solid Waste	663,813	661,782	672,730	9,500	682,230	693,655
Total Revenues	663,813	661,782	672,730	9,500	682,230	693,655
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Hazardous Waste Manager	1.00	1.00	1.00	-	1.00	1.00
Hazardous Materials Technician	2.00	2.00	2.00	-	2.00	2.00
In-Mate Supervisor	0.25	0.25	0.25	-	0.25	0.25
Total Full-Time Equivalents (FTE)	3.25	3.25	3.25	-	3.25	3.25
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Haz Waste Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The major variances for the FY 2018 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0% - 5% based on a 3% average.
2. Contractual Services in the amount of \$9,500 associated with increases in the contracts to recycle and dispose of electronics, oil, and antifreeze.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	54,893,460	55,624,879	57,647,731	538,813	58,186,544	60,674,602
Operating	16,517,240	17,440,091	18,570,380	-	18,570,380	18,381,559
Transportation	57,756	6,984	5,810	-	5,810	5,810
Capital Outlay	453,905	1,093,112	622,495	-	622,495	618,025
Grants-in-Aid	2,423,150	2,418,747	2,482,569	-	2,482,569	2,482,569
Interfund Transfers	463,977	-	-	-	-	-
Constitutional Payments	12,079,359	11,900,302	11,976,617	-	11,976,617	12,383,301
Sheriff Offset	-	(1,222,896)	(1,247,759)	-	(1,247,759)	(1,247,759)
Total Budgetary Costs	86,888,846	87,261,219	90,057,843	538,813	90,596,656	93,298,107
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Clerk of the Circuit Court	1,940,579	2,016,674	2,095,843	-	2,095,843	2,154,466
Property Appraiser	4,737,694	5,159,673	5,094,412	-	5,094,412	5,247,244
Sheriff	70,318,681	70,887,257	73,396,273	538,813	73,935,086	76,555,267
Supervisor of Elections	5,082,773	4,187,358	4,259,755	-	4,259,755	3,925,837
Tax Collector	4,809,119	5,010,257	5,211,560	-	5,211,560	5,415,293
Total Budget	86,888,846	87,261,219	90,057,843	538,813	90,596,656	93,298,107
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	10,787,250	11,486,648	11,671,525	-	11,671,525	12,070,735
060 Supervisor of Elections	5,082,773	4,187,358	4,259,755	-	4,259,755	3,925,837
110 Fine and Forfeiture	70,619,631	71,173,559	73,821,471	538,813	74,360,284	76,988,969
123 Stormwater Utility	68,020	65,920	65,920	-	65,920	65,920
125 Grants	121,155	121,155	-	-	-	-
135 Emergency Medical Services MSTU	138,816	144,369	150,144	-	150,144	156,149
145 Fire Services Fee	31,071	39,090	45,908	-	45,908	47,377
162 County Accepted Roadways and Drainage Systems	5,503	5,500	5,500	-	5,500	5,500
164 Special Assessment - Killlearn Lakes Units I and II	4,574	5,000	5,000	-	5,000	5,000
401 Solid Waste	30,053	32,620	32,620	-	32,620	32,620
Total Revenues	86,888,846	87,261,219	90,057,843	538,813	90,596,656	93,298,107
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Clerk of the Circuit Court	168.00	168.00	168.00	-	168.00	168.00
Property Appraiser	52.00	52.00	52.00	-	52.00	52.00
Sheriff	601.00	609.00	608.00	12.00	620.00	620.00
Supervisor of Elections	19.00	19.00	19.00	-	19.00	19.00
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalents (FTE)	926.00	934.00	933.00	12.00	945.00	945.00
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Supervisor of Elections	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Clerk of the Circuit Court Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	422,105	407,457	425,198	-	425,198	433,702
Constitutional Payments	1,518,474	1,609,217	1,670,645	-	1,670,645	1,720,764
Total Budgetary Costs	1,940,579	2,016,674	2,095,843	-	2,095,843	2,154,466
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Clerk - Article V Expenses (110-537-614)	422,105	407,457	425,198	-	425,198	433,702
Clerk - Finance Administration (001-132-586)	1,518,474	1,609,217	1,670,645	-	1,670,645	1,720,764
Total Budget	1,940,579	2,016,674	2,095,843	-	2,095,843	2,154,466
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,518,474	1,609,217	1,670,645	-	1,670,645	1,720,764
110 Fine and Forfeiture	422,105	407,457	425,198	-	425,198	433,702
Total Revenues	1,940,579	2,016,674	2,095,843	-	2,095,843	2,154,466
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Clerk - Finance Administration	25.00	25.00	25.00	-	25.00	25.00
Clerk - Article V Expenses	143.00	143.00	143.00	-	143.00	143.00
Total Full-Time Equivalents (FTE)	168.00	168.00	168.00	-	168.00	168.00

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Clerk of the Circuit Court - Clerk - Finance Administration (001-132-586)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Constitutional Payments	1,518,474	1,609,217	1,670,645	-	1,670,645	1,720,764
Total Budgetary Costs	1,518,474	1,609,217	1,670,645	-	1,670,645	1,720,764
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	1,518,474	1,609,217	1,670,645	-	1,670,645	1,720,764
Total Revenues	1,518,474	1,609,217	1,670,645	-	1,670,645	1,720,764
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Clerk - Finance Division	25.00	25.00	25.00	-	25.00	25.00
Total Full-Time Equivalents (FTE)	25.00	25.00	25.00	-	25.00	25.00

The major variances for the FY 2018 Clerk Finance budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for a salary adjustment to be determined by the Clerk.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Clerk of the Circuit Court - Clerk - Article V Expenses (110-537-614)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	422,105	407,457	425,198	-	425,198	433,702
Total Budgetary Costs	422,105	407,457	425,198	-	425,198	433,702
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
110 Fine and Forfeiture	422,105	407,457	425,198	-	425,198	433,702
Total Revenues	422,105	407,457	425,198	-	425,198	433,702
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Clerk - Courts	101.50	101.50	101.50	-	101.50	101.50
Clerk - Information Services	10.00	10.00	10.00	-	10.00	10.00
Clerk - Administration	31.50	31.50	31.50	-	31.50	31.50
Total Full-Time Equivalents (FTE)	143.00	143.00	143.00	-	143.00	143.00

Clerk's Article V expenses relate to Article V of the Florida Constitution. In FY08 new reporting requirements for Article V entities were implemented. Effective July 1, 2004, Article V of the Florida Constitution required counties provide funding for certain costs incurred by the state court system. As defined in s. 29.008, F.S., counties must fund the following: (1) Communications services, including telephone expenses, computer equipment/networks, courier/subpoena services, and auxiliary aids; (2) Existing radio systems; (3) Existing multi agency criminal justice information systems; (4) Facilities costs including construction or lease of facilities for court functions, maintenance of these facilities, utility costs, security; and (5) Local Requirements including Legal Aid.

Increases to Program Funding:

1. FY 2018 budget reflects costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates, and funding for a salary adjustment to be determined by the Clerk.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Property Appraiser (001-512-586)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Constitutional Payments	4,737,694	5,159,673	5,094,412	-	5,094,412	5,247,244
Total Budgetary Costs	4,737,694	5,159,673	5,094,412	-	5,094,412	5,247,244
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	4,737,694	5,159,673	5,094,412	-	5,094,412	5,247,244
Total Revenues	4,737,694	5,159,673	5,094,412	-	5,094,412	5,247,244
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Property Appraiser	1.00	1.00	1.00	-	1.00	1.00
Financial Officer	1.00	1.00	1.00	-	1.00	1.00
Administrative Supervisor/Secretary/Telephone Operator	1.00	1.00	1.00	-	1.00	1.00
Assistant Property Appraiser	1.00	1.00	1.00	-	1.00	1.00
Chief Deputy of Appraisals	1.00	1.00	1.00	-	1.00	1.00
Commercial Analyst	3.00	3.00	3.00	-	3.00	3.00
Exemption/Customer Service Supervisor	1.00	1.00	1.00	-	1.00	1.00
Data Entry Operator	2.00	2.00	2.00	-	2.00	2.00
Chief Information Officer	1.00	1.00	1.00	-	1.00	1.00
Director of Management Services	1.00	1.00	1.00	-	1.00	1.00
Director of Real Estate	1.00	1.00	1.00	-	1.00	1.00
Exempt/Customer Service Technicians	6.00	6.00	6.00	-	6.00	6.00
GIS Coordinator	1.00	1.00	1.00	-	1.00	1.00
GIS/IT Specialist	4.00	4.00	4.00	-	4.00	4.00
Land Appraisers/Sales	3.00	3.00	3.00	-	3.00	3.00
Land Supervisor	1.00	1.00	1.00	-	1.00	1.00
NAL Supervisor	1.00	1.00	1.00	-	1.00	1.00
TPP Supervisor	1.00	1.00	1.00	-	1.00	1.00
Network System Administrator	1.00	1.00	1.00	-	1.00	1.00
Residential Appraisal/Specialist	11.00	11.00	11.00	-	11.00	11.00
RE Title/NAL Technician	4.00	4.00	4.00	-	4.00	4.00
Supervisor/Administrator Field Operations	1.00	1.00	1.00	-	1.00	1.00
TPP Appraiser/Auditor	3.00	3.00	3.00	-	3.00	3.00
Tax Roll Administrator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	52.00	52.00	52.00	-	52.00	52.00

The major variances for the FY 2018 Property Appraiser budget are as follows:

Decreases to Program Funding:

1. Requested budget reduction of \$65,261 is due to one-time technology enhancements and leave payout for retirees. This is offset by increased costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates, and funding for a salary adjustment to be determined by the Property Appraiser.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Sheriff Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	52,634,922	53,416,823	55,264,028	538,813	55,802,841	58,423,022
Operating	14,173,421	15,139,616	16,284,910	-	16,284,910	16,284,910
Transportation	52,192	-	-	-	-	-
Capital Outlay	449,864	1,013,812	612,525	-	612,525	612,525
Grants-in-Aid	2,423,150	2,418,747	2,482,569	-	2,482,569	2,482,569
Interfund Transfers	463,977	-	-	-	-	-
Constitutional Payments	121,155	121,155	-	-	-	-
Sheriff Offset	-	(1,222,896)	(1,247,759)	-	(1,247,759)	(1,247,759)
Total Budgetary Costs	70,318,681	70,887,257	73,396,273	538,813	73,935,086	76,555,267
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Corrections (110-511-586)	32,931,271	34,549,212	35,361,830	176,172	35,538,002	36,773,455
Emergency Management- Base Grant	121,155	121,155	-	-	-	-
Law Enforcement (110-510-586)	37,266,255	36,216,890	38,034,443	362,641	38,397,084	39,781,812
Total Budget	70,318,681	70,887,257	73,396,273	538,813	73,935,086	76,555,267
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
110 Fine and Forfeiture	70,197,526	70,766,102	73,396,273	538,813	73,935,086	76,555,267
125 Grants	121,155	121,155	-	-	-	-
Total Revenues	70,318,681	70,887,257	73,396,273	538,813	73,935,086	76,555,267
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Law Enforcement	308.00	312.00	319.00	8.00	327.00	327.00
Corrections	293.00	297.00	289.00	4.00	293.00	293.00
Total Full-Time Equivalents (FTE)	601.00	609.00	608.00	12.00	620.00	620.00

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Sheriff - Law Enforcement (110-510-586)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	29,817,099	29,757,142	30,891,205	362,641	31,253,846	32,638,574
Operating	4,166,360	4,577,431	5,465,911	-	5,465,911	5,465,911
Capital Outlay	404,059	786,466	542,517	-	542,517	542,517
Grants-in-Aid	2,423,150	2,418,747	2,482,569	-	2,482,569	2,482,569
Interfund Transfers	455,587	-	-	-	-	-
Sheriff Offset	-	(1,322,896)	(1,347,759)	-	(1,347,759)	(1,347,759)
Total Budgetary Costs	37,266,255	36,216,890	38,034,443	362,641	38,397,084	39,781,812
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
110 Fine and Forfeiture	37,266,255	36,216,890	38,034,443	362,641	38,397,084	39,781,812
Total Revenues	37,266,255	36,216,890	38,034,443	362,641	38,397,084	39,781,812

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Sheriff - Law Enforcement (110-510-586)

Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Administrative Associate V	-	-	4.00	-	4.00	4.00
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	4.00	-	4.00	4.00
Clerk Specialist	1.00	1.00	1.00	-	1.00	1.00
Communications Officer	1.00	1.00	1.00	-	1.00	1.00
Deputy	188.00	192.00	191.00	5.00	196.00	196.00
Evidence Custodian	2.00	2.00	2.00	1.00	3.00	3.00
Finance Operations Manager	1.00	1.00	1.00	-	1.00	1.00
Fiscal Accounts Payable	1.00	1.00	1.00	-	1.00	1.00
Fleet Maintenance Manager	1.00	1.00	1.00	-	1.00	1.00
Lieutenant	13.00	13.00	15.00	-	15.00	15.00
Sergeant Accreditation	1.00	1.00	1.00	-	1.00	1.00
Major	3.00	3.00	-	-	-	-
Process Server	7.00	7.00	7.00	-	7.00	7.00
Records Clerk	2.00	2.00	5.00	-	5.00	5.00
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	32.00	-	32.00	32.00
Sheriff	1.00	1.00	1.00	-	1.00	1.00
Victim Advocate	1.00	1.00	1.00	-	1.00	1.00
IT Technician	3.00	3.00	3.00	-	3.00	3.00
Administrative Assistant	1.00	1.00	1.00	-	1.00	1.00
Civil Enforcement Supervisor	1.00	1.00	1.00	-	1.00	1.00
Crime Analyst	3.00	3.00	3.00	2.00	5.00	5.00
Fingerprint Clerk	1.00	1.00	1.00	-	1.00	1.00
Fiscal Operations Purch/Prop	2.00	2.00	2.00	-	2.00	2.00
Fleet Maintenance Mechanic	3.00	3.00	3.00	-	3.00	3.00
Human Resources Generalist	4.00	4.00	4.00	-	4.00	4.00
Payroll Specialist	1.00	1.00	1.00	-	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00	1.00
IT Manager	1.00	1.00	1.00	-	1.00	1.00
Publication Specialist	1.00	1.00	1.00	-	1.00	1.00
Records Custodian	1.00	1.00	1.00	-	1.00	1.00
Records Specialist	2.00	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	-	-	-	-
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
Chief	-	-	6.00	-	6.00	6.00
Total Full-Time Equivalents (FTE)	308.00	312.00	319.00	8.00	327.00	327.00

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Sheriff - Law Enforcement (110-510-586)

The major variances for the FY 2018 Sheriff Law Enforcement budget are as follows:

The changes in the position totals between Law Enforcement and Corrections are related to a realignment of positions within the Sheriff's department in the current fiscal year.

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for a salary adjustment to be determined by the Sheriff. 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 the final year of the three year salary adjustments of a Salary Step Pay Plan. Additional personnel increases reflect the costs associated with the addition of four new uniform patrol deputy positions, one bailiff, two crime analyst, and one evidence custodian position for Law Enforcement for a total of \$362,641.

The Sheriff's budget increased by a total of 4.48%. Increases to the Law Enforcement portion of the Sheriff's budget include:

2. \$181,817 for repair and maintenance of vehicles and equipment.
3. \$371,600 for Fleet maintenance related to replacing vehicles in addition to vehicles for the four new deputy positions.
4. \$247,653 for operating supplies, including uniforms, fuel, and ammunition.
5. \$36,243 for training.
6. \$6,700 for travel and per diem.
7. \$74,875 for communications
8. \$26,073 for various insurance coverage's.
9. \$202,225 for other current charges for auto maintenance.
10. \$51,300 for data processing supplies
11. \$63,822 for the County's Share of the operation of the Consolidated Dispatch Agency.

Increases in capital outlay funding:

1. \$58,392 for information technology equipment including: mobile data computers, hand held devices, desktop computers, laptops, network switches, replacement scanner, and wireless access points.
2. \$13,200 for radios for the four new deputy vehicles.
3. \$46,250 for aviation related to radio upgrade, fuel tank, and equipment replacement.
4. \$10,875 for equipment replacement for the forestry patrol.
5. \$15,070 for investigations equipment including replacement equipment for the narcotics unit, lights for the crime scene unit, and a computer for the evidence warehouse.
6. \$4,500 for kiosks for community relations and to increase agency responsiveness.
7. \$22,630 for specialty teams equipment including a diver recall system, high threat headset for the SWAT Team, and equipment replacement for the Hazardous Devices team.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Sheriff - Corrections (110-511-586)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	22,817,823	23,659,681	24,372,823	176,172	24,548,995	25,784,448
Operating	10,007,061	10,562,185	10,818,999	-	10,818,999	10,818,999
Transportation	52,192	-	-	-	-	-
Capital Outlay	45,805	227,346	70,008	-	70,008	70,008
Interfund Transfers	8,390	-	-	-	-	-
Sheriff Offset	-	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	32,931,271	34,549,212	35,361,830	176,172	35,538,002	36,773,455
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
110 Fine and Forfeiture	32,931,271	34,549,212	35,361,830	176,172	35,538,002	36,773,455
Total Revenues	32,931,271	34,549,212	35,361,830	176,172	35,538,002	36,773,455
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Major	1.00	1.00	-	-	-	-
Captain	3.00	3.00	3.00	-	3.00	3.00
Lieutenant	9.00	9.00	10.00	-	10.00	10.00
Sergeant	23.00	23.00	28.00	-	28.00	28.00
Correctional Officer	206.00	206.00	202.00	4.00	206.00	206.00
Correctional Technician	31.00	33.00	31.00	-	31.00	31.00
Administrative Assistant	2.00	2.00	2.00	-	2.00	2.00
Inmate Records Clerk	4.00	4.00	1.00	-	1.00	1.00
Facilities Maintenance Manager	1.00	1.00	1.00	-	1.00	1.00
Maintenance II	-	1.00	1.00	-	1.00	1.00
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	1.00	-	1.00	1.00
Facilities Maintenance - General	3.00	3.00	1.00	-	1.00	1.00
Facilities Maintenance - HVAC	1.00	1.00	1.00	-	1.00	1.00
Facilities Maintenance - Plumber	1.00	1.00	1.00	-	1.00	1.00
Inmate Records Specialist	2.00	2.00	1.00	-	1.00	1.00
Correctional Detective	1.00	1.00	-	-	-	-
IT Support Supervisor	1.00	1.00	1.00	-	1.00	1.00
Chief	-	-	1.00	-	1.00	1.00
Property Manager	-	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	293.00	297.00	289.00	4.00	293.00	293.00

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Sheriff - Corrections (110-511-586)

The Supervisor of Elections budget varies year to year depending on the election cycles. Funding increases for Presidential Primary elections and general elections cycles and decrease in off-year election cycles. The upcoming FY2018 cycle is a general election.

The major variances for the FY 2018 Sheriff Corrections budget are as follows:

The changes in the position totals between Law Enforcement and Corrections are related to a realignment of positions within the Sheriff's department in the current fiscal year.

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for a salary adjustment to be determined by the Sheriff. 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 reflects the final year of the three year salary adjustments of a Salary Step Pay Plan. Additional personnel costs are associated with the addition of four Correctional Officers for the jail for total cost of \$176,172.

The Sheriff's budget increased by a total of 4.48%. Increases to the Corrections portion of the Sheriff's budget include

3. \$162,873 for contractual services.
4. \$30,945 for insurance coverages.
5. \$124,369 for software maintenance, and repairs and maintenance of vehicles and equipment.
6. \$6,500 for other current charges and obligations.
7. \$64,790 for operating supplies for the jail including clothing, bedding, and fuel.
8. \$10,128 for training.

Increases in capital outlay funding including:

1. \$29,000 for information technology including expansion of existing video management system storage as well as replacement printers and monitors.
2. \$41,008 to replace jail equipment including medication carts, a convection oven, office furniture, and radios.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Supervisor of Elections Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	2,258,538	2,208,056	2,383,703	-	2,383,703	2,251,580
Operating	1,921,714	1,893,018	1,860,272	-	1,860,272	1,662,947
Transportation	5,564	6,984	5,810	-	5,810	5,810
Capital Outlay	4,041	79,300	9,970	-	9,970	5,500
Constitutional Payments	892,917	-	-	-	-	-
Total Budgetary Costs	5,082,773	4,187,358	4,259,755	-	4,259,755	3,925,837
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Elections (060-520-586)	419,671	-	-	-	-	-
Elections (060-521-513)	2,204,848	1,580,223	1,633,231	-	1,633,231	1,214,792
Elections (060-521-586)	473,246	-	-	-	-	-
SOE Grants (060-525-513)	36,969	-	-	-	-	-
Voter Registration (060-520-513)	1,948,039	2,607,135	2,626,524	-	2,626,524	2,711,045
Total Budget	5,082,773	4,187,358	4,259,755	-	4,259,755	3,925,837
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
060 Supervisor of Elections	5,082,773	4,187,358	4,259,755	-	4,259,755	3,925,837
Total Revenues	5,082,773	4,187,358	4,259,755	-	4,259,755	3,925,837
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Voter Registration	19.00	19.00	19.00	-	19.00	19.00
Total Full-Time Equivalents (FTE)	19.00	19.00	19.00	-	19.00	19.00
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Elections	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Supervisor of Elections - Voter Registration (060-520-513)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	1,731,364	1,914,044	1,926,657	-	1,926,657	2,012,280
Operating	214,664	643,982	692,517	-	692,517	697,015
Transportation	-	4,309	750	-	750	750
Capital Outlay	2,012	44,800	6,600	-	6,600	1,000
Total Budgetary Costs	1,948,039	2,607,135	2,626,524	-	2,626,524	2,711,045
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
060 Supervisor of Elections	1,948,039	2,607,135	2,626,524	-	2,626,524	2,711,045
Total Revenues	1,948,039	2,607,135	2,626,524	-	2,626,524	2,711,045
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
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	3.00	3.00	-	3.00	3.00
Election Records Clerk	-	1.00	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	1.00
Total Full-Time Equivalents (FTE)	19.00	19.00	19.00	-	19.00	19.00

The Supervisor of Elections budget varies year to year depending on the election cycles. Funding for the Supervisor of Elections increases for Presidential Primary and general elections cycles and decrease in off-year election cycles. The upcoming FY2018 cycle is a general election.

The major variances for the FY 2018 Supervisor of Election Voter Registration budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for a salary adjustment to be determined by the Supervisor of Elections. The increases are offset by decreases in salaries from the retirement of some longtime employees.
2. \$189,933 for rentals and leases associated with the consolidation of work space and the increased square footage of leased space at the Voting Operations Center.
3. \$31,245 for promotional activities.
4. \$5,500 for office supplies.
5. \$3,735 for publications, subscriptions, and memberships.

Decreases in Program Funding:

1. \$46,950 for postage.
2. \$22,850 for printing and binding.
3. \$23,150 for other current charges and obligations.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Supervisor of Elections - Elections (060-521-513)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	527,174	294,012	457,046	-	457,046	239,300
Operating	1,670,081	1,249,036	1,167,755	-	1,167,755	965,932
Transportation	5,564	2,675	5,060	-	5,060	5,060
Capital Outlay	2,029	34,500	3,370	-	3,370	4,500
Total Budgetary Costs	2,204,848	1,580,223	1,633,231	-	1,633,231	1,214,792
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
060 Supervisor of Elections	2,204,848	1,580,223	1,633,231	-	1,633,231	1,214,792
Total Revenues	2,204,848	1,580,223	1,633,231	-	1,633,231	1,214,792
OPS Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Elections Consolidated OPS	1.00	1.00	1.00	-	1.00	1.00
Total OPS Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

The Supervisor of Elections budget varies year to year depending on the election cycles. Funding for the Supervisor of Elections increases for Presidential Primary and general elections cycles and decrease in off-year election cycles. The upcoming FY2018 cycle is a general election.

The major variances for the FY 2018 Supervisor of Election Elections budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates estimated at 7%, increases in worker's compensation rates and funding for a salary adjustment to be determined by the Supervisor of Elections. Additional personnel increases are related to OPS funding.
2. \$39,578 for printing and binding.
3. \$33,350 for promotional activities.
4. \$49,125 for office supplies.
5. \$6,458 for operating supplies.
6. \$2,385 for transportation costs

Decreases to Program Funding:

1. \$9,050 for professional services.
2. \$3,090 for contractual services.
3. \$5,504 for communications.
4. \$56,275 for postage.
5. \$19,825 for other current charges and obligations.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Tax Collector Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Constitutional Payments	4,809,119	5,010,257	5,211,560	-	5,211,560	5,415,293
Total Budgetary Costs	4,809,119	5,010,257	5,211,560	-	5,211,560	5,415,293
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Tax Collector (001-513-586)	4,531,082	4,717,758	4,906,468	-	4,906,468	5,102,727
Tax Collector (123-513-586)	68,020	65,920	65,920	-	65,920	65,920
Tax Collector (135-513-586)	138,816	144,369	150,144	-	150,144	156,149
Tax Collector (145-513-586)	31,071	39,090	45,908	-	45,908	47,377
Tax Collector (162-513-586)	5,503	5,500	5,500	-	5,500	5,500
Tax Collector (164-513-586)	4,574	5,000	5,000	-	5,000	5,000
Tax Collector (401-513-586)	30,053	32,620	32,620	-	32,620	32,620
Total Budget	4,809,119	5,010,257	5,211,560	-	5,211,560	5,415,293
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	4,531,082	4,717,758	4,906,468	-	4,906,468	5,102,727
123 Stormwater Utility	68,020	65,920	65,920	-	65,920	65,920
135 Emergency Medical Services MSTU	138,816	144,369	150,144	-	150,144	156,149
145 Fire Services Fee	31,071	39,090	45,908	-	45,908	47,377
162 County Accepted Roadways and Drainage Systems	5,503	5,500	5,500	-	5,500	5,500
164 Special Assessment - Killlearn Lakes Units I and II Sewer	4,574	5,000	5,000	-	5,000	5,000
401 Solid Waste	30,053	32,620	32,620	-	32,620	32,620
Total Revenues	4,809,119	5,010,257	5,211,560	-	5,211,560	5,415,293
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalents (FTE)	86.00	86.00	86.00	-	86.00	86.00

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Tax Collector - Tax Collector (001-513-586)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Constitutional Payments	4,531,082	4,717,758	4,906,468	-	4,906,468	5,102,727
Total Budgetary Costs	4,531,082	4,717,758	4,906,468	-	4,906,468	5,102,727
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	4,531,082	4,717,758	4,906,468	-	4,906,468	5,102,727
Total Revenues	4,531,082	4,717,758	4,906,468	-	4,906,468	5,102,727
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Tax Collector	86.00	86.00	86.00	-	86.00	86.00
Total Full-Time Equivalents (FTE)	86.00	86.00	86.00	-	86.00	86.00

Notes:

The County budget allocation is not the entire Tax Collector's budget, but only the portion relative to statutorily charged commissions paid by the County.

This budget reflects estimated commission payments based on an increase in property values associated with the collection of ad valorem taxes. In addition to property taxes levied by the County, according to Florida Statutes, the County is also responsible for all commissions with regard to the School Board ad valorem taxes.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Tax Collector - Tax Collector (123-513-586)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Constitutional Payments	68,020	65,920	65,920	-	65,920	65,920
Total Budgetary Costs	68,020	65,920	65,920	-	65,920	65,920
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
123 Stormwater Utility	68,020	65,920	65,920	-	65,920	65,920
Total Revenues	68,020	65,920	65,920	-	65,920	65,920

Notes:

The budget reflects estimated commission payments associated with the collection of the non ad valorem stormwater assessment.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Tax Collector - Tax Collector (135-513-586)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Constitutional Payments	138,816	144,369	150,144	-	150,144	156,149
Total Budgetary Costs	138,816	144,369	150,144	-	150,144	156,149
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
135 Emergency Medical Services MSTU	138,816	144,369	150,144	-	150,144	156,149
Total Revenues	138,816	144,369	150,144	-	150,144	156,149

Notes:

This budget reflects estimated commission payments associated with the collection of Emergency Medical Services MSTU ad valorem taxes.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Tax Collector - Tax Collector (145-513-586)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Constitutional Payments	31,071	39,090	45,908	-	45,908	47,377
Total Budgetary Costs	31,071	39,090	45,908	-	45,908	47,377
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
145 Fire Services Fee	31,071	39,090	45,908	-	45,908	47,377
Total Revenues	31,071	39,090	45,908	-	45,908	47,377

Notes:

This budget reflects estimated commission payments associated with the collection of the non ad valorem fire service assessment.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Tax Collector - Tax Collector (162-513-586)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Constitutional Payments	5,503	5,500	5,500	-	5,500	5,500
Total Budgetary Costs	5,503	5,500	5,500	-	5,500	5,500
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
162 County Accepted Roadways and Drainage Systems Program (CARDS) (162)	5,503	5,500	5,500	-	5,500	5,500
Total Revenues	5,503	5,500	5,500	-	5,500	5,500

Notes:

The budget reflects estimated commission payments associated with the collection of the special assessments on subdivision lots associated with County infrastructure improvements, primarily roadway and associated stormwater improvements.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Tax Collector - Tax Collector (164-513-586)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Constitutional Payments	4,574	5,000	5,000	-	5,000	5,000
Total Budgetary Costs	4,574	5,000	5,000	-	5,000	5,000
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
164 Special Assessment - Killearn Lakes Units I and II Sewer	4,574	5,000	5,000	-	5,000	5,000
Total Revenues	4,574	5,000	5,000	-	5,000	5,000

Notes:

The budget reflects estimated commission payments associated with the collection of the special assessments on subdivision lots associated with County infrastructure improvements, specifically the sewer system in Killearn Lakes Unit I & II.

Leon County Fiscal Year 2018 Proposed Budget

Constitutional

Tax Collector - Tax Collector (401-513-586)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Constitutional Payments	30,053	32,620	32,620	-	32,620	32,620
Total Budgetary Costs	30,053	32,620	32,620	-	32,620	32,620
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
401 Solid Waste	30,053	32,620	32,620	-	32,620	32,620
Total Revenues	30,053	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.

Leon County Fiscal Year 2018 Proposed Budget

Judicial

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	446,738	461,578	482,063	-	482,063	493,732
Operating	258,511	254,763	257,667	-	257,667	257,667
Capital Outlay	-	55,480	57,855	-	57,855	58,434
Grants-in-Aid	301,293	315,394	317,769	-	317,769	318,348
Total Budgetary Costs	1,006,542	1,087,215	1,115,354	-	1,115,354	1,128,181
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Court Administration	235,208	225,425	235,233	-	235,233	242,383
Other Court-Related Programs	509,550	597,013	609,924	-	609,924	615,601
State Attorney	107,100	109,955	111,734	-	111,734	111,734
Public Defender	136,024	133,195	136,008	-	136,008	136,008
Guardian Ad Litem	18,659	21,627	22,455	-	22,455	22,455
Total Budget	1,006,542	1,087,215	1,115,354	-	1,115,354	1,128,181
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	253,868	247,052	257,688	-	257,688	264,838
110 Fine and Forfeiture	500,417	503,064	507,656	-	507,656	507,656
114 Family Law Legal Services	105,908	115,179	75,554	-	75,554	121,609
117 Judicial Programs	146,349	221,920	274,456	-	274,456	234,078
Total Revenues	1,006,542	1,087,215	1,115,354	-	1,115,354	1,128,181
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Court Administration	2.72	2.72	2.72	-	2.72	2.72
Other Court-Related Programs	5.78	5.78	5.78	-	5.78	5.78
Total Full-Time Equivalents (FTE)	8.50	8.50	8.50	-	8.50	8.50

Leon County Fiscal Year 2018 Proposed Budget

Judicial

Court Administration Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	175,490	181,260	193,584	-	193,584	200,734
Operating	59,718	44,165	41,649	-	41,649	41,649
Total Budgetary Costs	235,208	225,425	235,233	-	235,233	242,383
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Court Administration (001-540-601)	227,773	210,630	222,954	-	222,954	230,104
Court Information Systems (001-540-713)	7,435	14,795	12,279	-	12,279	12,279
Total Budget	235,208	225,425	235,233	-	235,233	242,383
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	235,208	225,425	235,233	-	235,233	242,383
Total Revenues	235,208	225,425	235,233	-	235,233	242,383
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Court Administration	2.72	2.72	2.72	-	2.72	2.72
Total Full-Time Equivalents (FTE)	2.72	2.72	2.72	-	2.72	2.72

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Court Administration - Court Administration (001-540-601)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	175,490	181,260	193,584	-	193,584	200,734
Operating	52,283	29,370	29,370	-	29,370	29,370
Total Budgetary Costs	227,773	210,630	222,954	-	222,954	230,104
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	227,773	210,630	222,954	-	222,954	230,104
Total Revenues	227,773	210,630	222,954	-	222,954	230,104
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
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
Total Full-Time Equivalents (FTE)	2.72	2.72	2.72	-	2.72	2.72

The major variances for the FY 2018 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 estimated at 7%, increases in worker's compensation rates and funding for performance raises in a range of 0%-5% based on a 3% average.

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Court Administration - Court Information Systems (001-540-713)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	7,435	14,795	12,279	-	12,279	12,279
Total Budgetary Costs	7,435	14,795	12,279	-	12,279	12,279
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	7,435	14,795	12,279	-	12,279	12,279
Total Revenues	7,435	14,795	12,279	-	12,279	12,279

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 2018 Court Information Systems budget are as follows:

Decreases to Program Funding:

1. Decrease in phone system and communication costs in the amount of \$2,516 associated with number of phones, internet usage and maintenance costs of the system.

Leon County Fiscal Year 2018 Proposed Budget

Judicial

Other Court-Related Programs Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	197,248	206,318	214,479	-	214,479	218,998
Operating	11,009	19,821	19,821	-	19,821	19,821
Capital Outlay	-	55,480	57,855	-	57,855	58,434
Grants-in-Aid	301,293	315,394	317,769	-	317,769	318,348
Total Budgetary Costs	509,550	597,013	609,924	-	609,924	615,601
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Alternative Juvenile Programs (117-509-569)	50,511	55,480	58,578	-	58,578	57,058
Court Administration - Teen Court (114-586-662)	105,908	115,179	75,554	-	75,554	121,609
Judicial Programs/Article V (117-548-662)	51,838	55,480	100,168	-	100,168	60,152
Law Library (117-546-714)	-	55,480	57,855	-	57,855	58,434
Legal Aid - Court (117-555-715)	44,000	55,480	57,855	-	57,855	58,434
Legal Aid (110-555-715)	257,293	259,914	259,914	-	259,914	259,914
Total Budget	509,550	597,013	609,924	-	609,924	615,601
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
110 Fine and Forfeiture	257,293	259,914	259,914	-	259,914	259,914
114 Family Law Legal Services	105,908	115,179	75,554	-	75,554	121,609
117 Judicial Programs	146,349	221,920	274,456	-	274,456	234,078
Total Revenues	509,550	597,013	609,924	-	609,924	615,601
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Court Administration - Teen Court	3.00	3.00	2.22	-	2.22	3.00
Alternative Juvenile Programs	1.00	1.00	1.00	-	1.00	1.00
Judicial Programs/Article V	1.78	1.78	2.56	-	2.56	1.78
Total Full-Time Equivalents (FTE)	5.78	5.78	5.78	-	5.78	5.78

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Other Court-Related Programs - Legal Aid (110-555-715)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Grants-in-Aid	257,293	259,914	259,914	-	259,914	259,914
Total Budgetary Costs	257,293	259,914	259,914	-	259,914	259,914
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
110 Fine and Forfeiture	257,293	259,914	259,914	-	259,914	259,914
Total Revenues	257,293	259,914	259,914	-	259,914	259,914

The major variances for the FY 2018 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 for an attorney and an administrative assistant in the amount of \$125,000 for a maximum of four years due to funding decreases from federal and state resources.

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Other Court-Related Programs - Court Administration - Teen Court (114-586-662)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	101,743	104,418	64,793	-	64,793	110,848
Operating	4,165	10,761	10,761	-	10,761	10,761
Total Budgetary Costs	105,908	115,179	75,554	-	75,554	121,609
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
114 Family Law Legal Services	105,908	115,179	75,554	-	75,554	121,609
Total Revenues	105,908	115,179	75,554	-	75,554	121,609
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Case Coordinator	1.00	1.00	1.00	-	1.00	1.00
Teen Court Director/Volunteer Coordinator	1.00	1.00	0.59	-	0.59	1.00
Teen Court Education Coordinator	1.00	1.00	0.63	-	0.63	1.00
Total Full-Time Equivalents (FTE)	3.00	3.00	2.22	-	2.22	3.00

The major variances for the FY 2018 Teen Court budget are as follows:

Decreases to Program Funding:

1. Due to a decline in Teen Court revenues associated with a reduction in traffic citations, the courts requested that some Teen Court personnel cost be shifted to the Judicial Programs (Fund 117). The total amount realigned is \$39,625.

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Other Court-Related Programs - Alternative Juvenile Programs (117-509-569)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	50,511	52,178	55,276	-	55,276	53,756
Operating	-	3,302	3,302	-	3,302	3,302
Total Budgetary Costs	50,511	55,480	58,578	-	58,578	57,058
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
117 Judicial Programs	50,511	55,480	58,578	-	58,578	57,058
Total Revenues	50,511	55,480	58,578	-	58,578	57,058
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Juvenile Alt. Sanction Coordinator	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	1.00	1.00	-	1.00	1.00

On June 8, 2004 the Board of County Commissioners authorized the imposition of a \$65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be spent in subsequent fiscal years for the funding of either State or local requirements. For FY18, the budget reflects a slight increase in anticipated revenue.

The major variances for the FY 2018 Alternative Juvenile Programs budget are as follows:

Increases to Program Funding:

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

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Other Court-Related Programs - Law Library (117-546-714)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Capital Outlay	-	55,480	57,855	-	57,855	58,434
Total Budgetary Costs	-	55,480	57,855	-	57,855	58,434
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
117 Judicial Programs	-	55,480	57,855	-	57,855	58,434
Total Revenues	-	55,480	57,855	-	57,855	58,434

On June 8, 2004 the Board of County Commissioners authorized the imposition of a \$65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be spent in subsequent fiscal years for the funding of either State or local requirements. For FY18, the budget reflects a slight increase in anticipated revenue.

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Other Court-Related Programs - Judicial Programs/Article V (117-548-662)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	44,993	49,722	94,410	-	94,410	54,394
Operating	6,845	5,758	5,758	-	5,758	5,758
Total Budgetary Costs	51,838	55,480	100,168	-	100,168	60,152
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
117 Judicial Programs	51,838	55,480	100,168	-	100,168	60,152
Total Revenues	51,838	55,480	100,168	-	100,168	60,152
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Teen Court Director/Volunteer Coordinator	-	-	0.41	-	0.41	-
Teen Court Education Coordinator	-	-	0.37	-	0.37	-
Trial Court Marshal	0.28	0.28	0.28	-	0.28	0.28
Court Liaison Officer	0.50	0.50	0.50	-	0.50	0.50
Integrated Computer Sy Int Dev	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.78	1.78	2.56	-	2.56	1.78

On June 8, 2004 the Board of County Commissioners authorized the imposition of a \$65 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be spent in subsequent fiscal years for the funding of either State or local requirements. For FY18, the budget reflects a slight increase in anticipated revenue.

The major variances for the FY 2018 Judicial Programs/Article V budget are as follows:

Increases to Program Funding:

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

2. Personnel expenses increase by \$39,625 due to realignment of position costs from Teen Court (Fund 114) to Judicial Programs/Article V. Due to decreases in revenues for Teen Court, a portion of the expenses needed to be transferred to the Judicial Programs fund in order to maintain the program.

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Other Court-Related Programs - Legal Aid - Court (117-555-715)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Grants-in-Aid	44,000	55,480	57,855	-	57,855	58,434
Total Budgetary Costs	44,000	55,480	57,855	-	57,855	58,434
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
117 Judicial Programs	44,000	55,480	57,855	-	57,855	58,434
Total Revenues	44,000	55,480	57,855	-	57,855	58,434

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 FY18, the budget increase reflects a slight increase in anticipated revenue.

Leon County Fiscal Year 2018 Proposed Budget**Judicial****State Attorney Summary**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	70,100	72,955	74,734	-	74,734	74,734
Total Budgetary Costs	107,100	109,955	111,734	-	111,734	111,734
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
State Attorney (110-532-602)	107,100	98,600	98,600	-	98,600	98,600
State Attorney (110-532-713)	-	11,355	13,134	-	13,134	13,134
Total Budget	107,100	109,955	111,734	-	111,734	111,734
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
110 Fine and Forfeiture	107,100	109,955	111,734	-	111,734	111,734
Total Revenues	107,100	109,955	111,734	-	111,734	111,734

Leon County Fiscal Year 2018 Proposed Budget**Judicial****State Attorney - State Attorney (110-532-602)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	70,100	61,600	61,600	-	61,600	61,600
Total Budgetary Costs	107,100	98,600	98,600	-	98,600	98,600
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
110 Fine and Forfeiture	107,100	98,600	98,600	-	98,600	98,600
Total Revenues	107,100	98,600	98,600	-	98,600	98,600

The FY 2018 State Attorney's budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2018 Proposed Budget**Judicial****State Attorney - State Attorney (110-532-713)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	-	11,355	13,134	-	13,134	13,134
Total Budgetary Costs	-	11,355	13,134	-	13,134	13,134
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
110 Fine and Forfeiture	-	11,355	13,134	-	13,134	13,134
Total Revenues	-	11,355	13,134	-	13,134	13,134

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 2018 State Attorney budget are as follows:

Increases to Program Funding:

1. Increase in phone system and communication costs in the amount of \$1,779 associated with number of phones, internet usage and maintenance costs of the system.

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Public Defender Summary**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	99,024	96,195	99,008	-	99,008	99,008
Total Budgetary Costs	136,024	133,195	136,008	-	136,008	136,008
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Public Defender (110-533-603)	136,024	118,525	118,525	-	118,525	118,525
Public Defender (110-533-713)	-	14,670	17,483	-	17,483	17,483
Total Budget	136,024	133,195	136,008	-	136,008	136,008
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
110 Fine and Forfeiture	136,024	133,195	136,008	-	136,008	136,008
Total Revenues	136,024	133,195	136,008	-	136,008	136,008

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Public Defender - Public Defender (110-533-603)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	37,000	37,000	37,000	-	37,000	37,000
Operating	99,024	81,525	81,525	-	81,525	81,525
Total Budgetary Costs	136,024	118,525	118,525	-	118,525	118,525
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
110 Fine and Forfeiture	136,024	118,525	118,525	-	118,525	118,525
Total Revenues	136,024	118,525	118,525	-	118,525	118,525

The FY 2018 Public Defender's budget is recommended at the same funding level as the previous fiscal year.

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Public Defender - Public Defender (110-533-713)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	-	14,670	17,483	-	17,483	17,483
Total Budgetary Costs	-	14,670	17,483	-	17,483	17,483
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
110 Fine and Forfeiture	-	14,670	17,483	-	17,483	17,483
Total Revenues	-	14,670	17,483	-	17,483	17,483

In FY08 new reporting for Article V entities were implemented. In previous years, communication costs associated with the phone system were reported in the Public Defender's operating budget. These expenses are currently budgeted in Public Defender's Information Systems and the actual expenses will be reported separately each year.

The major variances for the FY 2018 Public Defender communications budget are as follows:

Increases to Program Funding:

1. Increase in phone system and communication costs in the amount of \$2,813 associated with number of phones, internet usage and maintenance costs of the system.

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Guardian Ad Litem Summary**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	18,659	21,627	22,455	-	22,455	22,455
Total Budgetary Costs	18,659	21,627	22,455	-	22,455	22,455
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
GAL Information Systems (001-547-713)	161	1,685	2,513	-	2,513	2,513
Guardian Ad Litem (001-547-685)	18,498	19,942	19,942	-	19,942	19,942
Total Budget	18,659	21,627	22,455	-	22,455	22,455
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	18,659	21,627	22,455	-	22,455	22,455
Total Revenues	18,659	21,627	22,455	-	22,455	22,455

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Guardian Ad Litem - Guardian Ad Litem (001-547-685)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	18,498	19,942	19,942	-	19,942	19,942
Total Budgetary Costs	18,498	19,942	19,942	-	19,942	19,942
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	18,498	19,942	19,942	-	19,942	19,942
Total Revenues	18,498	19,942	19,942	-	19,942	19,942

The major variances for the FY 2018 Guardian Ad Litem budget are as follows:

Increase to Program Funding:

1. Contractual services increase of \$1,300 due to increase in rental parking costs.

Decreases to Program Funding:

1. Postage decreased by \$1,300 to offset parking increase.

Leon County Fiscal Year 2018 Proposed Budget**Judicial****Guardian Ad Litem - GAL Information Systems (001-547-713)**

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	161	1,685	2,513	-	2,513	2,513
Total Budgetary Costs	161	1,685	2,513	-	2,513	2,513
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	161	1,685	2,513	-	2,513	2,513
Total Revenues	161	1,685	2,513	-	2,513	2,513

The major variances for the FY 2018 Guardian Ad Litem - GAL Information Systems are as follows:

Increases to Program Funding:

1. Increase in phone system and communication costs in the amount of \$828 associated with number of phones, internet usage and maintenance costs of the system.

Leon County Fiscal Year 2018 Proposed 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.

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	585,240	562,319	611,436	-	611,436	620,440
Operating	18,710,122	19,418,293	19,621,339	5,500	19,626,839	20,020,527
Transportation	271,246	262,395	206,300	-	206,300	208,363
Capital Outlay	-	-	-	352,000	352,000	-
Grants-in-Aid	3,771,037	1,603,983	1,545,965	-	1,545,965	1,563,519
Budgeted Reserves	-	487,573	478,654	-	478,654	490,197
Total Budgetary Costs	23,337,645	22,334,563	22,463,694	357,500	22,821,194	22,903,046
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Line Item Funding	125,000	100,000	100,000	-	100,000	100,000
Fire Control	8,422,375	8,230,385	7,906,017	-	7,906,017	7,979,279
Cost Allocations	-	-	-	-	-	-
Risk Allocations	1,110,716	1,113,517	1,131,707	-	1,131,707	1,131,707
Risk Financing & Workers Comp	3,111,040	3,296,292	3,089,158	5,500	3,094,658	3,123,805
Communications	1,091,665	1,392,807	1,464,634	-	1,464,634	1,464,634
Budgeted Reserves	2,210,948	487,573	478,654	-	478,654	490,197
Other Non-Operating	7,265,902	7,713,989	8,293,524	352,000	8,645,524	8,613,424
Total Budget	23,337,645	22,334,563	22,463,694	357,500	22,821,194	22,903,046
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	291,072	(1,533,318)	(897,983)	-	(897,983)	(806,596)
060 Supervisor of Elections	16,542	30,584	31,545	-	31,545	31,545
106 Transportation Trust	1,589,132	1,592,745	1,492,019	-	1,492,019	1,492,019
110 Fine and Forfeiture	1,464,227	1,263,968	1,200,277	-	1,200,277	1,217,831
111 Probation Services	548,898	666,113	677,225	-	677,225	677,225
114 Family Law Legal Services	9,634	10,582	10,590	-	10,590	10,590
116 Drug Abuse Trust	43,783	61,370	104,136	-	104,136	105,178
117 Judicial Programs	3,169	3,302	4,182	-	4,182	4,182
120 Building Inspection	241,099	323,547	424,224	-	424,224	435,940
121 Development Services & Environmental Management Fund	685,107	788,986	632,530	-	632,530	746,029
123 Stormwater Utility	409,535	477,628	425,731	-	425,731	425,731
125 Grants	1,710	91,690	91,702	-	91,702	91,702
130 9-1-1 Emergency Communications	6,000	7,000	5,000	-	5,000	5,000
131 Radio Communication Systems	1,270,889	1,342,826	1,337,926	352,000	1,689,926	1,377,944
135 Emergency Medical Services MSTU	1,432,226	1,469,525	1,554,431	-	1,554,431	1,554,431
140 Municipal Service	1,847,160	1,986,497	2,064,254	-	2,064,254	2,119,671
145 Fire Services Fee	8,442,375	8,280,315	7,956,883	-	7,956,883	8,030,145
160 Tourism Development	204,580	304,323	341,476	-	341,476	341,476
164 Special Assessment - Killearn Lakes Units I and II Sewer	222,085	232,500	232,500	-	232,500	232,500
165 County Government Annex	60,524	62,528	64,092	-	64,092	64,092
166 Huntington Oaks Plaza	17,235	16,671	17,622	-	17,622	17,622
401 Solid Waste	564,236	569,381	533,465	-	533,465	533,465
501 Insurance Service	3,130,040	3,321,069	3,135,252	5,500	3,140,752	3,170,709
502 Communications Trust	825,935	953,689	1,013,727	-	1,013,727	1,013,727
505 Motor Pool	10,453	11,042	10,888	-	10,888	10,888
Total Revenues	23,337,645	22,334,563	22,463,694	357,500	22,821,194	22,903,046

Leon County Fiscal Year 2018 Proposed Budget

Non-Operating

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 FY18, the Board approved the allocation of line item funding as follows:

Homeless Shelter Relocation (Capital Costs) \$100,000 (Year 4 of 5 year commitment)

Agencies previously budgeted in this budget were evaluated and, based on the reviews, the remaining agencies were realigned to the respective departments for the administration of contracts:

Office of Human Services and Community Partnerships
 United Partners for Human Services - \$23,750
 Whole Child Leon Project - \$38,000
 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

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Grants-in-Aid	125,000	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	125,000	100,000	100,000	-	100,000	100,000
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Line Item - Human Service Agencies	125,000	100,000	100,000	-	100,000	100,000
Total Budget	125,000	100,000	100,000	-	100,000	100,000
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	125,000	100,000	100,000	-	100,000	100,000
Total Revenues	125,000	100,000	100,000	-	100,000	100,000

Leon County Fiscal Year 2018 Proposed Budget

Non-Operating

Line Item Funding - Line Item - Human Service Agencies (001-888-569)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Grants-in-Aid	125,000	100,000	100,000	-	100,000	100,000
Total Budgetary Costs	125,000	100,000	100,000	-	100,000	100,000
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	125,000	100,000	100,000	-	100,000	100,000
Total Revenues	125,000	100,000	100,000	-	100,000	100,000

Funding associated with the County's commitment to fund a portion of the capital costs associated with the relocation of the homeless shelter are recommended at the previous year's level. This is the fourth year out of a five-year commitment, which will total \$500,000 in capital construction assistance.

Leon County Fiscal Year 2018 Proposed Budget

Non-Operating

Fire Control Summary

During FY 2009, the County entered into an interlocal agreement for a functionally consolidated Fire and Emergency Medical Services program with the City of Tallahassee. In 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. 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 becomes effective at the start of FY18.

The year over year increase is primarily due to the transfer of property owners from quarterly billing to the tax bill. This causes an increase due to previous arrearage being placed on the tax bill. Billing for these services in the unincorporated area will be through the City electric bill, or quarterly direct billing for properties not served by City utilities. Property owners who do not respond to direct billing will have the fee placed on their tax bill in subsequent years. Approximately 11,159 or 54% of property owners in Leon County pay the fire service fee through their property tax bill. The predicted decrease in payments is based on billing estimates provided by the City of Tallahassee.

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	8,422,375	8,230,385	7,906,017	-	7,906,017	7,979,279
Total Budgetary Costs	8,422,375	8,230,385	7,906,017	-	7,906,017	7,979,279
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Fire Services Payment (145-838-522)	7,939,926	7,747,906	7,423,538	-	7,423,538	7,496,800
Volunteer Fire Department (145-843-522)	482,449	482,479	482,479	-	482,479	482,479
Total Budget	8,422,375	8,230,385	7,906,017	-	7,906,017	7,979,279
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
145 Fire Services Fee	8,422,375	8,230,385	7,906,017	-	7,906,017	7,979,279
Total Revenues	8,422,375	8,230,385	7,906,017	-	7,906,017	7,979,279

Leon County Fiscal Year 2018 Proposed Budget

Non-Operating

Cost Allocations Summary

Cost allocations are a method for the County to distribute general and administrative costs throughout the organization. On an annual basis, the County engages a cost plan consultant to determine the appropriate distribution of costs. These are costs incurred by the General Fund on behalf of the entire organization. Costs include such items as Purchasing, Facilities Management, Human Resources, Office of Management & Budget, the County Attorney's Office, Management Information Systems and other non-departmental costs.

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	-	-	-	-	-	-
Total Budgetary Costs	-	-	-	-	-	-
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Indirect Costs - Building Inspections (120-499-524)	233,000	244,000	305,000	-	305,000	305,000
Indirect Costs - County Government Annex (165-499-519)	22,000	24,000	24,000	-	24,000	24,000
Indirect Costs - Emergency 911 (130-499-525)	6,000	7,000	5,000	-	5,000	5,000
Indirect Costs - EMS (135-499-526)	1,367,000	1,400,000	1,481,000	-	1,481,000	1,481,000
Indirect Costs - Fire Services (145-499-522)	20,000	25,000	28,000	-	28,000	28,000
Indirect Costs - General Fund (001-499-519)	(6,339,100)	(6,784,200)	(6,684,501)	-	(6,684,501)	(6,798,000)
Indirect Costs - Growth Management (121-499-537)	662,000	757,000	601,501	-	601,501	715,000
Indirect Costs - Huntington Oaks Plaza (166-499-519)	3,000	4,000	5,000	-	5,000	5,000
Indirect Costs - Insurance Service (501-499-596)	19,000	24,000	30,000	-	30,000	30,000
Indirect Costs - Judicial Programs (117-499-601)	2,100	2,200	3,000	-	3,000	3,000
Indirect Costs - Municipal Services (Animal Control) (140-499-562)	92,000	115,000	144,000	-	144,000	144,000
Indirect Costs - Municipal Services (Parks & Rec.) (140-499-572)	497,000	520,000	525,000	-	525,000	525,000
Indirect Costs - Probation Services (111-499-523)	510,000	638,000	638,000	-	638,000	638,000
Indirect Costs - Radio Communications (131-499-519)	3,000	4,000	4,000	-	4,000	4,000
Indirect Costs - Solid Waste (401-499-534)	523,000	523,000	489,000	-	489,000	489,000
Indirect Costs - Stormwater Utility (123-499-538)	392,000	442,000	390,000	-	390,000	390,000
Indirect Costs - Teen Court (114-499-662)	8,000	9,000	9,000	-	9,000	9,000
Indirect Costs - Tourism Development (160-499-552)	189,000	236,000	273,000	-	273,000	273,000
Indirect Costs - Transportation Trust (106-499-541)	1,791,000	1,810,000	1,730,000	-	1,730,000	1,730,000
Total Budget	-	-	-	-	-	-

Leon County Fiscal Year 2018 Proposed Budget

Non-Operating

Risk Allocations Summary

The County maintains an internal services fund for risk management. The fund derives its revenue from workers' compensation contributions and allocations from various funds based on liability allocations (i.e. property insurance).

The amounts reflected below are the allocations for property and liability. Workers' Compensation is charged directly to each department's Personnel Services budget.

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	1,110,716	1,113,517	1,131,707	-	1,131,707	1,131,707
Total Budgetary Costs	1,110,716	1,113,517	1,131,707	-	1,131,707	1,131,707
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Building Inspection (120-495-524)	6,199	7,049	8,170	-	8,170	8,170
County Government Annex - Risk (165-495-519)	38,524	38,528	40,092	-	40,092	40,092
EMS - Risk (135-495-526)	56,306	55,725	60,286	-	60,286	60,286
Fine & Forfeiture - Risk (110-495-689)	300,378	285,199	231,502	-	231,502	231,502
Fleet Maintenance - Risk (505-495-591)	9,883	9,172	9,178	-	9,178	9,178
General Fund - Risk (001-495-519)	469,752	482,884	536,622	-	536,622	536,622
Grants - Risk (125-495-595)	1,710	1,690	1,702	-	1,702	1,702
Growth Management - Risk (121-495-537)	15,957	16,361	16,244	-	16,244	16,244
Huntington Oaks - Risk (166-495-519)	14,235	12,671	12,622	-	12,622	12,622
Insurance Service - Risk (501-495-596)	-	422	425	-	425	425
Judicial Programs - Risk (117-495-569)	1,069	1,102	1,182	-	1,182	1,182
Municipal Services - Risk (140-495-572)	32,813	31,593	33,945	-	33,945	33,945
Probation Services - Risk (111-495-523)	32,308	16,003	27,310	-	27,310	27,310
Solid Waste - Risk (401-495-534)	21,836	23,061	21,625	-	21,625	21,625
Stormwater Utility - Risk (123-495-538)	17,535	15,628	15,656	-	15,656	15,656
Supervisor of Elections - Risk (060-495-513)	16,542	16,104	16,105	-	16,105	16,105
Teen Court - Risk (114-495-662)	1,634	1,582	1,590	-	1,590	1,590
Tourism Development - Risk (160-495-552)	6,760	6,858	7,306	-	7,306	7,306
Transportation Trust - Risk (106-495-541)	67,275	66,955	67,279	-	67,279	67,279
VFD Fire Services - Risk (145-495-552)	-	24,930	22,866	-	22,866	22,866
Total Budget	1,110,716	1,113,517	1,131,707	-	1,131,707	1,131,707

Leon County Fiscal Year 2018 Proposed Budget

Non-Operating

Workers' Comp Risk Management (501-821-596)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	2,839,794	3,033,897	2,882,858	5,500	2,888,358	2,915,442
Transportation	271,246	262,395	206,300	-	206,300	208,363
Total Budgetary Costs	3,111,040	3,296,292	3,089,158	5,500	3,094,658	3,123,805
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
501 Insurance Service	3,111,040	3,296,292	3,089,158	5,500	3,094,658	3,123,805
Total Revenues	3,111,040	3,296,292	3,089,158	5,500	3,094,658	3,123,805

The major variances for the FY 2018 budget are as follows:

Increases to Program Funding:

1. Medical Examiner Facility Increase to Insurance in the amount of \$5,500.

Decreases to Program Funding:

1. The budget for Worker's Comp Risk Management decreased due to lower insurance premiums. This decrease is partially offset by new insurance for the Medical Examiner's facility anticipated to open in the last quarter of FY 2018.

Leon County Fiscal Year 2018 Proposed Budget

Non-Operating

Communications Summary

The Communications Trust Fund accounts for the resources and expenditures associated with the County's centralized telecommunications network, which includes the telephone and internet systems. The individual departments and agencies are assessed based on the number of internet connections, data lines, and telephone usage within their individual areas. The increase in funding is due to the expansion of the phone system to other Leon County government offices, specifically the Clerk of the Circuit Court & Comptroller, offset by a slight decline in the provider's rates.

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	1,091,665	1,392,807	1,464,634	-	1,464,634	1,464,634
Total Budgetary Costs	1,091,665	1,392,807	1,464,634	-	1,464,634	1,464,634

Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Communications Trust (502-900-590)	825,935	953,689	1,013,727	-	1,013,727	1,013,727
MIS Automation - Animal Control (140-470-562)	710	3,077	2,882	-	2,882	2,882
MIS Automation - Building Inspection (120-470-524)	1,900	2,900	2,770	-	2,770	2,770
MIS Automation - EMS Fund (135-470-526)	8,920	13,800	13,145	-	13,145	13,145
MIS Automation - General Fund (001-470-519)	160,540	252,850	264,295	-	264,295	264,295
MIS Automation - Growth Management (121-470-537)	7,150	15,625	14,785	-	14,785	14,785
MIS Automation - Motor Pool Fund (505-470-519)	570	1,870	1,710	-	1,710	1,710
MIS Automation - Parks and Recreation (140-470-572)	2,940	3,207	3,850	-	3,850	3,850
MIS Automation - Probation Services (111-470-523)	6,590	12,110	11,915	-	11,915	11,915
MIS Automation - Public Defender (110-470-603)	21,520	43,203	41,885	-	41,885	41,885
MIS Automation - Solid Waste Fund (401-470-534)	19,400	23,320	22,840	-	22,840	22,840
MIS Automation - State Attorney (110-470-602)	14,140	25,066	24,180	-	24,180	24,180
MIS Automation - Stormwater (123-470-538)	-	-	75	-	75	75
MIS Automation - Tourism Development (160-470-552)	8,820	11,465	11,170	-	11,170	11,170
MIS Automation - Transportation Trust (106-470-541)	12,530	15,790	19,740	-	19,740	19,740
MIS Automation-Risk Fund (501-470-513)	-	355	225	-	225	225
MIS Automation-SOE (060-470-513)	-	14,480	15,440	-	15,440	15,440
Total Budget	1,091,665	1,392,807	1,464,634	-	1,464,634	1,464,634

Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	160,540	252,850	264,295	-	264,295	264,295
060 Supervisor of Elections	-	14,480	15,440	-	15,440	15,440
106 Transportation Trust	12,530	15,790	19,740	-	19,740	19,740
110 Fine and Forfeiture	35,660	68,269	66,065	-	66,065	66,065
111 Probation Services	6,590	12,110	11,915	-	11,915	11,915
120 Building Inspection	1,900	2,900	2,770	-	2,770	2,770
121 Development Services & Environmental Management Fund	7,150	15,625	14,785	-	14,785	14,785
123 Stormwater Utility	-	-	75	-	75	75
135 Emergency Medical Services MSTU	8,920	13,800	13,145	-	13,145	13,145
140 Municipal Service	3,650	6,284	6,732	-	6,732	6,732
160 Tourism Development	8,820	11,465	11,170	-	11,170	11,170
401 Solid Waste	19,400	23,320	22,840	-	22,840	22,840
501 Insurance Service	-	355	225	-	225	225
502 Communications Trust	825,935	953,689	1,013,727	-	1,013,727	1,013,727
505 Motor Pool	570	1,870	1,710	-	1,710	1,710
Total Revenues	1,091,665	1,392,807	1,464,634	-	1,464,634	1,464,634

Leon County Fiscal Year 2018 Proposed Budget

Non-Operating

Budgeted Reserves Summary

Each year the County sets aside, budgeted reserves and contingency funds. This is an integral part of the budgeting process allowing the 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.

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Grants-in-Aid	2,210,948	-	-	-	-	-
Budgeted Reserves	-	487,573	478,654	-	478,654	490,197
Total Budgetary Costs	2,210,948	487,573	478,654	-	478,654	490,197
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Budgeted Reserves - Building Inspection (120-990-599)	-	69,598	108,284	-	108,284	120,000
Budgeted Reserves - Drug Court (116-990-599)	-	7,975	8,098	-	8,098	8,127
Budgeted Reserves - Fine and Forfeiture (110-990-599)	-	50,000	25,000	-	25,000	25,000
Budgeted Reserves - General Fund (001-990-599)	-	200,000	200,000	-	200,000	200,000
Budgeted Reserves - Insurance Service (501-990-599)	-	-	15,444	-	15,444	16,254
Budgeted Reserves - Municipal Service (140-990-599)	-	40,000	26,828	-	26,828	25,816
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	25,000	-	25,000	25,000
Budgeted Reserves -General Fund (001-990-519)	2,210,948	-	-	-	-	-
Total Budget	2,210,948	487,573	478,654	-	478,654	490,197
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	2,210,948	200,000	200,000	-	200,000	200,000
106 Transportation Trust	-	50,000	25,000	-	25,000	25,000
110 Fine and Forfeiture	-	50,000	25,000	-	25,000	25,000
116 Drug Abuse Trust	-	7,975	8,098	-	8,098	8,127
120 Building Inspection	-	69,598	108,284	-	108,284	120,000
123 Stormwater Utility	-	20,000	20,000	-	20,000	20,000
140 Municipal Service	-	40,000	26,828	-	26,828	25,816
160 Tourism Development	-	50,000	50,000	-	50,000	50,000
501 Insurance Service	-	-	15,444	-	15,444	16,254
Total Revenues	2,210,948	487,573	478,654	-	478,654	490,197

Leon County Fiscal Year 2018 Proposed Budget

Non-Operating

Organizational Code / Account	FY 2016	FY 2017	FY 2018	FY 2019
001-990-519 Budgeted Reserves -General Fund *				
586002 Catastrophe Reserves	2,210,948	0	0	0
001-990-519 Totals	2,210,948	0	0	0
001-990-599 Budgeted Reserves - General Fund				
59900 Budgeted Contingency	0	200,000	200,000	200,000
001-990-599 Totals	0	200,000	200,000	200,000
106-990-599 Budgeted Reserves - Transport. Trust				
59900 Budgeted Contingency	0	50,000	25,000	25,000
106-990-599 Totals	0	50,000	25,000	25,000
110-990-599 Budgeted Reserves - Fine and Forfeiture				
59900 Budgeted Contingency	0	25,000	0	0
59930 Reserve For Article V	0	25,000	25,000	25,000
110-990-599 Totals	0	50,000	25,000	25,000
116-990-599 Budgeted Reserves - Drug Court				
59930 Reserve For Article V	0	7,975	8,098	8,127
116-990-599 Totals	0	7,975	8,098	8,127
120-990-599 Budgeted Reserves - Building Inspection				
59900 Budgeted Contingency	0	69,598	108,284	120,000
120-990-599 Totals	0	69,598	108,284	120,000
123-990-599 Budgeted Reserves - Stormwater Utility				
59900 Budgeted Contingency	0	20,000	20,000	20,000
123-990-599 Totals	0	20,000	20,000	20,000
140-990-599 Budgeted Reserves - Municipal Service				
59900 Budgeted Contingency	0	40,000	26,828	25,816
140-990-599 Totals	0	40,000	26,828	25,816
160-990-599 Budgeted Reserves - Tourism Development				
59900 Budgeted Contingency	0	50,000	50,000	50,000
160-990-599 Totals	0	50,000	50,000	50,000
501-990-599 Budgeted Reserves - Insurance Service				
59926 Reserve For Future Liability	0	0	15,444	16,254
501-990-599 Totals	0	0	15,444	16,254
Budgeted Reserves Totals	2,210,948	487,573	478,654	490,197

*Note:

Catastrophe Reserves are budgeted during the carry forward process.

Leon County Fiscal Year 2018 Proposed Budget

Non-Operating

Other Non-Operating Summary

These expenses relate to costs that are not associated with a specific County Department. A detailed description regarding for these costs is provided below.

Non-Operating Expenditures General Fund

These expenses includes: County's annual dues (i.e. National Association of Counties, Florida Association of Counties), unemployment compensation payments, licensing (ASCAP), state fire service payments, pre-employment drug tests, payment for legal notices, annual audit expenses, and bank charges.

Summer Youth Employment

The Summer Youth Employment Program is funded by the County out of general revenue. The participants in this program are Leon County students between the ages of 14 and 21. In FY 2015, the County enhanced the Summer Youth Program. The new program includes 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 Detention Facility. The prior program assigned a participant to one department for the duration of the program. Participants are covered by the County's workers' compensation program and wages will be paid out of available funds. For FY18, \$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 \$2.8 million is budgeted for CRA/TIF payments. Payments are estimated to increase by \$486,012. Since FY2016, payments to the CRAs have increased by \$790,556.

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, causing Leon County's share of costs to decline significantly in FY 2017. For FY 2018, the aid amount is set at \$877,710.

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 and the contracted vendor for ongoing maintenance associated with the Leon County 800 MHZ radio system. In FY 2008, Leon County entered into a new maintenance contract for the system involving an upgrade from analog to digital technology. For FY18, the support level is \$1,685,926, which includes \$352,000 in capital expenditures for the replacement of the microwave component of the system.

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 FY18, this funding will remain level.

Department of PLACE: To establish a joint Economic Development office prior to the 2020 sales tax extension, which dedicates 12% of collections to Economic Development, the County and City, though 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 Economic Vitality contract and supports the operations of Economic Vitality and MWSBE.

Payment to the City of Tallahassee for Parks & Recreation

In 2005, the County and the City entered into a 15 year agreement to make City parks, recreational facilities and programs fully accessible to the residents of the unincorporated area of Leon County. For FY18, this payment will be \$1,327,749, an increase of \$54,129 over the FY17 payment.

Leon County Fiscal Year 2018 Proposed Budget

Non-Operating

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	585,240	562,319	611,436	-	611,436	620,440
Operating	5,245,573	5,647,687	6,236,123	-	6,236,123	6,529,465
Capital Outlay	-	-	-	352,000	352,000	-
Grants-in-Aid	1,435,089	1,503,983	1,445,965	-	1,445,965	1,463,519
Total Budgetary Costs	7,265,902	7,713,989	8,293,524	352,000	8,645,524	8,613,424
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
800 Mhz System Maintenance (131-529-519)	1,267,889	1,338,826	1,333,926	352,000	1,685,926	1,373,944
Blueprint 2000 (001-403-515)	203,735	331,846	377,817	-	377,817	382,959
Capital Regional Transportation Planning Agency (001-402-515)	143,600	119,523	122,669	-	122,669	126,531
CRA-Payment (001-972-559)	2,091,547	2,396,091	2,882,103	-	2,882,103	3,077,985
Drug Abuse (116-800-562)	43,783	53,395	96,038	-	96,038	97,051
Grant Match Funds (125-991-595)	-	90,000	90,000	-	90,000	90,000
Juvenile Detention Payment - State (110-620-689)	1,128,189	860,500	877,710	-	877,710	895,264
Minority/Women Small Business Enterprise (001-112-513)	119,216	-	-	-	-	-
Non-Operating General Fund (001-820-519)	895,890	982,280	917,604	-	917,604	917,604
Payment to City- Parks & Recreation (140-838-572)	1,221,697	1,273,620	1,327,749	-	1,327,749	1,384,178
PLACE - Economic Development (001-114-512)	157,204	304,983	304,983	-	304,983	304,983
Public Works Admin Chargebacks (106-978-541)	(281,673)	(350,000)	(350,000)	-	(350,000)	(350,000)
Sewer Services Killearn Lakes Units I and II (164-838-535)	222,085	232,500	232,500	-	232,500	232,500
Summer Youth Employment (001-278-551)	52,741	80,425	80,425	-	80,425	80,425
Total Budget	7,265,902	7,713,989	8,293,524	352,000	8,645,524	8,613,424
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	3,663,932	4,215,148	4,685,601	-	4,685,601	4,890,487
106 Transportation Trust	(281,673)	(350,000)	(350,000)	-	(350,000)	(350,000)
110 Fine and Forfeiture	1,128,189	860,500	877,710	-	877,710	895,264
116 Drug Abuse Trust	43,783	53,395	96,038	-	96,038	97,051
125 Grants	-	90,000	90,000	-	90,000	90,000
131 Radio Communication Systems	1,267,889	1,338,826	1,333,926	352,000	1,685,926	1,373,944
140 Municipal Service	1,221,697	1,273,620	1,327,749	-	1,327,749	1,384,178
164 Special Assessment - Killearn Lakes Units I and II Sewer	222,085	232,500	232,500	-	232,500	232,500
Total Revenues	7,265,902	7,713,989	8,293,524	352,000	8,645,524	8,613,424
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Capital Regional Transportation Planning Agency	2.00	1.00	1.00	-	1.00	1.00
Blueprint 2000	1.00	3.50	3.50	-	3.50	3.50
Total Full-Time Equivalents (FTE)	3.00	4.50	4.50	-	4.50	4.50

Leon County Fiscal Year 2018 Proposed Budget

Non-Operating

Other Non-Operating - Capital Regional Transportation Planning Agency (001-402-515)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	143,600	104,523	107,669	-	107,669	111,531
Operating	-	15,000	15,000	-	15,000	15,000
Total Budgetary Costs	143,600	119,523	122,669	-	122,669	126,531
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	143,600	119,523	122,669	-	122,669	126,531
Total Revenues	143,600	119,523	122,669	-	122,669	126,531
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
CRTPA Executive Director	1.00	-	-	-	-	-
Sr. Transportation Planner	1.00	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	2.00	1.00	1.00	-	1.00	1.00

Capital Regional Transportation Planning Agency personnel expenses were established for employees opting for County benefits as allowed by the inter local agreement. These expenses are added to the annual true up with the CRTPA and are reimbursed. Budgeting for these employees is done for accounting purposes only.

The major variances for the FY18 Capital Regional Transportation Planning Agency budget are as follows:

Increases to Program Costs:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates are 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 2018 Proposed Budget

Non-Operating

Other Non-Operating - Blueprint 2000 (001-403-515)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Personnel Services	203,735	331,846	377,817	-	377,817	382,959
Total Budgetary Costs	203,735	331,846	377,817	-	377,817	382,959
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	203,735	331,846	377,817	-	377,817	382,959
Total Revenues	203,735	331,846	377,817	-	377,817	382,959
Staffing Summary	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Legal Assistant	1.00	1.00	1.00	-	1.00	1.00
Dir. of PLACE	-	0.50	0.50	-	0.50	0.50
MWBE Coordinator	-	1.00	1.00	-	1.00	1.00
Deputy Director of Engagement and Operations	-	1.00	1.00	-	1.00	1.00
Total Full-Time Equivalents (FTE)	1.00	3.50	3.50	-	3.50	3.50

Budget was established for Blueprint 2000 employees opting for County benefits as allowed by the inter local agreement establishing the agency. Blueprint 2000 reimburses these personnel costs to the County on an annual basis. This is done for accounting purposes only.

The major variances for the FY18 Blueprint 2000 budget are as follows:

Increases to Program Funding:

1. Costs associated with the County's portion of retirement rates passed by the Florida Legislature, health insurance premium rates are 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 2018 Proposed Budget

Non-Operating

Other Non-Operating - CRA-Payment (001-972-559)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Operating	2,091,547	2,396,091	2,882,103	-	2,882,103	3,077,985
Total Budgetary Costs	2,091,547	2,396,091	2,882,103	-	2,882,103	3,077,985
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
001 General Fund	2,091,547	2,396,091	2,882,103	-	2,882,103	3,077,985
Total Revenues	2,091,547	2,396,091	2,882,103	-	2,882,103	3,077,985

The major variances for the FY 2018 budget are as follows:

Increases to Program Funding:

1. Other Current Charges & Obligations in the amount of \$486,012. This represents 20.28% increases to the CRA.

Leon County Fiscal Year 2018 Proposed Budget

Debt Service

The various Debt Service Funds account for the debt service, including the accumulation of resources and payment of principal and interest, associated with the existing bonds issued and/or bank loans obtained by the County and an Energy Performance Contract with Energy Systems Group.

The bonds or loans are secured by Non Ad Valorem Revenue sources. None of the financing is through General Obligation Bonds. These bonds or loans have been structured to have overall level annual payments until all dates of expiration occur in 2025. This level payment structure for debt service will result in the reduction of the debt service burden to the County over time as the percentage of monies spent on debt service in the budget reduces in the out years.

Leon County currently services 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. At the April 26, 2017 Budget Workshop the Board approved the refinancing of this bank loan. The refinancing during FY 17 will provide additional saving in the amount of \$63,877 in FY 18 and \$489,076 in savings over the life of the loan.

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Debt Service	8,564,986	8,570,548	8,057,345	-	8,057,345	7,576,225
Total Budgetary Costs	8,564,986	8,570,548	8,057,345	-	8,057,345	7,576,225
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Debt Service	8,564,986	8,570,548	8,057,345	-	8,057,345	7,576,225
Total Budget	8,564,986	8,570,548	8,057,345	-	8,057,345	7,576,225
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
211 Bond Series 2012A & 2012B	580,253	580,798	7,076,046	-	7,076,046	7,079,017
220 Bond Series 2005	6,941,750	6,943,954	-	-	-	-
221 ESCO Lease	484,514	484,514	484,514	-	484,514	-
222 Debt Series 2014	558,469	561,282	496,785	-	496,785	497,208
Total Revenues	8,564,986	8,570,548	8,057,345	-	8,057,345	7,576,225

Leon County Fiscal Year 2018 Proposed Budget

Debt Service

Debt Service Summary

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Debt Service	8,564,986	8,570,548	8,057,345	-	8,057,345	7,576,225
Total Budgetary Costs	8,564,986	8,570,548	8,057,345	-	8,057,345	7,576,225
Appropriations	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
2014 Debt Series (222-979-582)	558,469	561,282	496,785	-	496,785	497,208
Bond Series 2005 (220-958-582)	6,941,750	6,943,954	-	-	-	-
Bond Series 2012A (Tax Exempt) (211-975-582)	136,406	136,706	136,706	-	136,706	1,441,706
Bond Series 2012B (Taxable) (211-976-582)	443,847	444,092	6,939,340	-	6,939,340	5,637,311
ESCO Lease (221-977-582)	484,514	484,514	484,514	-	484,514	-
Total Budget	8,564,986	8,570,548	8,057,345	-	8,057,345	7,576,225
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
211 Bond Series 2012A & 2012B	580,253	580,798	7,076,046	-	7,076,046	7,079,017
220 Bond Series 2005	6,941,750	6,943,954	-	-	-	-
221 ESCO Lease	484,514	484,514	484,514	-	484,514	-
222 Debt Series 2014	558,469	561,282	496,785	-	496,785	497,208
Total Revenues	8,564,986	8,570,548	8,057,345	-	8,057,345	7,576,225

Leon County Fiscal Year 2018 Proposed Budget

Debt Service

Debt Service - Bond Series 2012A (Tax Exempt) (211-975-582)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Debt Service	136,406	136,706	136,706	-	136,706	1,441,706
Total Budgetary Costs	136,406	136,706	136,706	-	136,706	1,441,706
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
211 Bond Series 2012A & 2012B	136,406	136,706	136,706	-	136,706	1,441,706
Total Revenues	136,406	136,706	136,706	-	136,706	1,441,706

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.

Leon County Fiscal Year 2018 Proposed Budget

Debt Service

Debt Service - Bond Series 2012B (Taxable) (211-976-582)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Debt Service	443,847	444,092	6,939,340	-	6,939,340	5,637,311
Total Budgetary Costs	443,847	444,092	6,939,340	-	6,939,340	5,637,311
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
211 Bond Series 2012A & 2012B	443,847	444,092	6,939,340	-	6,939,340	5,637,311
Total Revenues	443,847	444,092	6,939,340	-	6,939,340	5,637,311

This fund accounts for the debt service associated with the Capital Improvement Revenue Bond Series 2003B (Taxable). This bond was issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County courthouse facility.

Leon County Fiscal Year 2018 Proposed Budget

Debt Service

Debt Service - Bond Series 2005 (220-958-582)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Debt Service	6,941,750	6,943,954	-	-	-	-
Total Budgetary Costs	6,941,750	6,943,954	-	-	-	-
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
220 Bond Series 2005	6,941,750	6,943,954	-	-	-	-
Total Revenues	6,941,750	6,943,954	-	-	-	-

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, providing \$448,402 in annual savings in FY 2018. During FY 2014, the Board approved refunding the non-taxable portion (Fund 222 Bond Series 2014) of the Capital Improvement Revenue Bond, Series 2005 for a total estimated \$1.7 million in net present value over a period of eleven years beginning in FY 2014.

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Debt Service

Debt Service - ESCO Lease (221-977-582)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Debt Service	484,514	484,514	484,514	-	484,514	-
Total Budgetary Costs	484,514	484,514	484,514	-	484,514	-
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
221 ESCO Lease	484,514	484,514	484,514	-	484,514	-
Total Revenues	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.

Leon County Fiscal Year 2018 Proposed Budget

Debt Service

Debt Service - 2014 Debt Series (222-979-582)

Budgetary Costs	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
Debt Service	558,469	561,282	496,785	-	496,785	497,208
Total Budgetary Costs	558,469	561,282	496,785	-	496,785	497,208
Funding Sources	FY 2016 Actual	FY 2017 Adopted	FY 2018 Continuation	FY 2018 Issues	FY 2018 Budget	FY 2019 Budget
222 Debt Series 2014	558,469	561,282	496,785	-	496,785	497,208
Total Revenues	558,469	561,282	496,785	-	496,785	497,208

At the April 26, 2017 Budget Workshop the Board approved the refinancing of this bank loan. The refinancing during FY 17 will provide additional saving in the amount of \$63,877 in FY18 and \$489,076 in savings over the life of the loan.

Leon County Board of County Commissioners Status Report: Street Lighting Program

Background:

Pursuant to Board Policy 17-2, "Street Lighting Eligibility Criteria and Implementation", staff annually provides the Board a street lighting project status report (Attachment #1).

During the April 26, 2016 Budget Workshop, the Board directed staff to develop a formal policy with specific criteria for the placement of street lights in the unincorporated area on County roads/intersections and establish an initial \$125,000 capital improvement project and corresponding recurring operating expenses of \$10,000 as part of the FY2017 budget development.

Policy No. 17-2 was adopted by the Board on February 7, 2017, and establishes the criteria to be utilized to evaluate and prioritize street light installations, subject to the availability of funds. Also during the February 7, 2017 meeting, the Board approved the following intersections to receive Street Lighting:

- Fred George Road at North Monroe Street
- Bannerman Road/Bradfordville Road at Thomasville Road
- Sessions Road and U.S. 27 North
- Nina Road and Blountstown Highway
- U.S. 27 North and Perkins/Faulk
- Walden Road and Mahan Drive
- The Board also approved flexible funding of \$20,000 to address unanticipated issues(s).

In addition, the Florida Department of Transportation (FDOT) indicated that the State intends to complete seven intersection lighting projects in Leon County over the next three years. The State will fully fund the installation of the street lights at these intersections and the County would be responsible for the on-going maintenance cost of street lights installed on County roadways.

FDOT Funded Intersections to Receive Street Lighting include the following:

- Lagniappe Way and Mahan Drive
- Buck Lake Road and Highway 90
- Capital Circle and Springhill Road
- Crawfordville Highway and Shelfer Road
- Woodville Highway and Ross Road
- Capital Circle and Crawfordville Highway
- Capital Circle and Woodville Highway

Analysis:

Following the February 7, 2017 Board meeting, staff began coordinating with the electric service providers and FDOT to develop design and installation of street lights at the approved intersections.

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The following projects are currently under design, with construction anticipated for completion in FY18:

- Fred George Road at North Monroe Street
- Bannerman Road/Bradfordville Road at Thomasville Road
- Sessions Road and U.S. 27 North
- Nina Road and Blountstown Highway
- Walden Road and Mahan Drive.

As indicated in Policy 17-2, staff will request FDOT's participation in street light installation where one of the intersecting roads is a State maintained road. Coordination with FDOT has begun for the U.S. 27 North and Perkins/Faulk project, however design isn't anticipated to begin until FY18. Additionally, FDOT provided the following update on projects in which the state is fully funding:

- Projects anticipated for design in FY 2018:
 - Lagniappe Way and Mahan Drive
 - Buck Lake Road and Highway 90
- Projects currently under design and anticipated for construction in FY18:
 - Capital Circle and Springhill Road
 - Crawfordville Highway and Shelfer Road
 - Woodville Highway and Ross Road
 - Capital Circle and Crawfordville Highway
 - Capital Circle and Woodville Highway

Consideration of Additions to the Street Lighting Project List

Policy 17-2 includes evaluation criteria for intersection and road segment street lighting, and allows staff broad discretion in the development of an annual Street Lighting Project List for the County Administrator's consideration.

In FY 2017, staff received two citizen requests for Street Lights: (1) Lakeview Drive from Museum Road to Lake Bradford Road, and (2) Bannerman Road from Tekesta Drive to Thomasville Road. Utilizing the criteria set forth in Policy 17-2, staff evaluated both roadway segments for inclusion on the Street Lighting Project list. The results are as follows:

- Lakeview Drive from Museum Road to Lake Bradfordville Road – There has been no nighttime crashes in the past five years. Lakeview Drive is a local road without any existing sidewalks present. The traffic volume is low, with a low posted speed limit.
- Bannerman Road from Tekesta Drive to Beech Ridge Trail – The Bannerman Road segment from Beech Ridge Trail at the roundabout to Thomasville Road has received street lights on both sides of the road with the last street light installation on the north side approximately 200 feet west of the roundabout. The segment of Bannerman Road from Tekesta Drive to Beech Ridge Trail will be improved in the next phase of the Bannerman Road Improvements, including a 10-foot shared trail on the north side. The street lighting can be incorporated into the next phase of the Bannerman Road improvements. Bannerman Road is a major collector road with relatively high traffic volume. There have been nighttime crashes in the past five years.

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Based on the evaluations, staff does not recommend these two road segments to receive street lights at this time.

Because of the new commercial developments in the Mahan Drive and Buck Lake Road area, staff also evaluated the segment of Buck Lake road from Mahan Drive to Fallschase Parkway with the following findings:

- Intense commercial activities exist in the southeast quadrant of Mahan Drive and Buck Lake Road including Costco, Walmart, and several restaurants.
- A new movie theater will be built.
- A new apartment complex in the southeast quadrant (Arbor Crossing) is under construction and nearing completion.
- FDOT intends to install street lights at the Buck Lake Road and Mahan Drive intersection and Lagniappe Way and Mahan Drive intersection in the next three years.
- This segment of Buck Lake Road has sidewalks on both sides with anticipated high pedestrian traffic generated on both sides of the road.
- There have been nighttime crashes in the past five years.

Based on this evaluation, staff recommends the Buck Lake Road from Mahan Drive to Fallschase Parkway segment be included on the Street Lighting List.

FY18 Recommended Projects

As indicated, annual funding for the Street Lighting program was established at \$125,000 a year. Staff has identified the following projects for implementation in FY18, subject to funding availability:

- Pedrick Road and Mahan Drive
- Aenon Church Road and Tennessee Street
- Fred George Road and Capital Circle Northwest
- Buck Lake Road from Mahan to Fallschase Parkway

Attachment:

1. Policy 17-2, "Street Lighting Eligibility Criteria and Implementation"

Board of County Commissioners Leon County, Florida

Policy No. 17-2

Title: Street Lighting Eligibility Criteria and Implementation

Date Adopted: February 7, 2017

Effective Date: February 7, 2017

Reference: N/A

Policy Superseded: N/A

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that a new Policy is hereby adopted entitled "Street Lighting Eligibility Criteria and Implementation" to wit:

- A. Street Lighting Project List - Staff shall evaluate new street light installations proposed within the unincorporated area of Leon County in accordance with the provisions of this Policy. The County Administrator shall approve a Street Lighting Project List, on not less than an annual basis. Proposed new street lights that are to be located outside the Urban Services Area or that are to be located on intersections and road segments inside subdivisions, are not eligible for inclusion on the Street Lighting Project List, unless the Board approves an exception. The order by which installation occurs on specific projects shall be determined upon physical, design/permitting, and funding considerations.
- B. Criteria: The following criteria shall be utilized to evaluate proposed street lights at intersections or road segments in the unincorporated area:
1. Nighttime crash rate in the previous five years
 2. Intersections in the unincorporated area with a County Road intersecting a County Road
 3. Intersections in the unincorporated area with a County Road intersecting a State Road
 4. Presence of sidewalk or pedestrian walk trail
 5. Vehicular Traffic Volume (ADT)
 6. Presence of Pedestrian Crosswalk
 7. Number of Vehicular Travel Lanes
 8. Posted Speed limits
 9. Road Geometry
 10. Sight Distance
 11. Future Land Use Classifications, and Zoning Districts
 12. Geographic Diversity

13. Located inside the Urban Service Area (USA)
14. Engineering Study following the Federal and State Guidelines for Traffic Safety Enhancements with Street Lights

The criteria will be used for data collection and analysis in the development of the Street Lighting Project List.

- C. Evaluation Prioritization: Street lighting projects will be prioritized utilizing the criteria set forth in Table 1 below and utilized by staff to develop a Street Lighting Project List. The evaluation criteria are not prioritized, except for nighttime crash rates, which may be used as a weighted factor for the street light installation priority ranking. When nighttime crash rates between projects are equal, the presence of pedestrian cross walk and sidewalk/pedestrian walk trail shall be the next prioritized criteria. An engineering study may be warranted to determine the priority of the street light installation at the intersections when not all criteria are met. Projects shall be evaluated to ensure geographic diversity across the County when all other safety related criteria are considered. Notwithstanding the above, staff shall have broad discretion in the development an annual Street Lighting Project List for the Administrator's consideration.

Table 1: Intersection and Road Segment Street Lighting Evaluation Criteria	
1	Nighttime Crash Rates
2	Ownership and Maintenance Responsibility
3	Engineering Study Results
4	Presence of Pedestrian Crosswalk and Sidewalk
5	Geographic Diversity
6	Vehicular Traffic Volume
7	Number of Travel Lanes
8	Posted Speed Limits
9	Road Geometry
10	Sight Distance
11	Future Land Use Classification
12	Zoning Districts
13	Pedestrian Volume

- D. Installation of Street Lighting Projects: Public Works staff will request Florida Department of Transportation's participation in street light installation where one of the intersecting roads is a State maintained road. When a joint County/City Capital Improvement Project encompasses a portion of the unincorporated area, street lights in the unincorporated area may be installed and funded as part of the County Street Lighting program. Only projects on the Street Lighting Project List will be approved for installation, and shall be subject to annual appropriation by the Board. A street lighting project status report will be presented to the Board annually.
- E. Funding: Initial capital improvement funding for street light installation has been established at \$125,000 a year. Initial annual operating costs for utilities have been estimated at \$10,000 a year. The annual operating costs are anticipated to increase each year as additional projects are completed. The operating cost will be adjusted on an annual basis based on the then effective utility rates. All installation and operational costs are subject to annual appropriation by the Board.

Leon County Board of County Commissioners Status Report: Sidewalk Program

Background:

Pursuant to Board Policy 13-1 “Sidewalk Eligibility and Criteria for Implementation”, staff annually provides the Board an update on sidewalk activities and seeks Board direction on the addition of any new sidewalk segments.

Over the past several years, the Board has focused on sidewalk prioritization and the necessary funding to support such projects. During the April 28, 2015 Budget Workshop and ratified at the May 12, 2015 meeting, the Board adopted Revised Policy No. 13-1, “Sidewalk Eligibility Criteria and Implementation” (Attachment #1). The revised policy provided for the prioritization of projects into four tiers, within the Safe Routes to School (SRTS) and Community Sidewalk Enhancement categories, and allocated funding for SRTS and Community Sidewalk Enhancements at 60% and 40%, respectively.

Table #1: Sidewalk Policy Prioritization and Funding Allocation

Tier¹	Safe Routes to School (60% Funding Allocation)	Community Sidewalk Enhancements (40% Funding Allocation)
1	Meets no less than 4 of the criteria	Meets no less than 4 of the criteria
2	Meets 3 of the criteria	Meets 3 of the criteria
3	Meets 1 to 2 of the criteria	Meets 1 to 2 of the criteria
4 ²	Meets no less than one of the criteria, however one side of the street has an existing sidewalk	Meets no less than one of the criteria, one side of the street has an existing sidewalk
¹ Prioritization tiers, with Tier 1 being the highest priority level and Tier 4 the lowest priority level.		
² Unless the Board specifically directs otherwise, once a roadway has a sidewalk on one side of the street, the priority for placing a sidewalk on the opposite side of the street for the same segment shall automatically be reclassified as a Tier 4 project, if it remains on the Approved Sidewalk List.		

With respect to project implementation, the Sidewalk policy provides:

- a. All projects within a given tier have equal priority. Therefore, (1) staff will program and facilitate the design, construction, and permitting of all sidewalk segments within a given priority tier, and (2) all projects within a given priority tier will be programmed through construction prior to beginning work on projects in a lower tier. The order by which construction occurs will be dictated by physical, design/permitting, and funding constraints.
- b. With respect to segments on FDOT roadways, staff will prepare plans and acquire permits in order to be able to better position/leverage other funds for the sidewalk construction such as FDOT or CRTPA. Once all the necessary permits have been obtained, the Board may direct staff to proceed with the construction of a sidewalk on FDOT right-of-way.

Projects may be considered for addition to the sidewalk list as follows:

- a. Staff will evaluate new sidewalk segments proposed for construction within the unincorporated area of Leon County through the use of County funds. Those proposed new sidewalk segments that meet no less than one of the criteria will be presented to the

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Board for its consideration. Only those sidewalk segments approved by the Board will be added to the approved sidewalk list.

- b. New sidewalk segments located outside the USA, and not on the SRTS list, are not eligible for addition to the list unless the Board makes an exception.

The Board also approved the SRTS and Community Sidewalk Enhancements Tier Prioritization List during the April 2015 workshop, and directed staff to start with Tier 1 projects (Attachment #2). The Sidewalk Policy requires staff provide the Board with an annual status report on the sidewalk program, to include the status of funding allocations and the distribution of funds between SRTS and Community Sidewalk Enhancement projects.

This status report is essential to the following FY2017-FY2020 Strategic Target that the Board approved at the January 24, 2017 meeting:

- Construct 30 miles of sidewalks, greenways, and trails.

Analysis:

Following the April 2015 workshop, staff proceeded to complete the sidewalk projects that were in progress prior to the new policy adoption. Construction of these projects would complete the prior list of Safe Route to Schools. The following includes a summary of the current status of these projects for FY17:

1. Timberlane Road from Deer Lane Drive to Meridian Road: Construction has been completed.
2. Chaires Crossroad from Chaires Elementary School to Parkhill Road: Right of Way needs have been identified and staff is currently in the process of acquiring easements for permits and construction.
3. Gearhart Road from Mission Road to Capital Circle Northwest: The sidewalk inside CSX Railroad property is under construction. Design/Permitting for the segment from CSX Railroad to Capital Circle Northwest is the next phase. This construction will be jointly funded with the City for the segment inside the City limits.
4. Magnolia Drive Multi-use Trail was removed from the sidewalk list as all future funding for design, permitting, and construction is being provided by Blueprint. Phase 1 construction has been completed. Phase 2 is currently expected to be bid in Summer 2017.
5. Woodville Highway from Natural Bridge Road to Hickory Lane: Design for this segment is 60% complete. Staff will coordinate with FDOT for construction due to the segment being inside FDOT right of way.
6. North Monroe Street from Clara Kee Boulevard to Harriet Drive: Design for this segment is 90% complete. Staff has requested FDOT allocate SRTS grant funds for construction after July 1, 2017, but have not received a response. Staff expects construction to begin Summer 2018.

Beginning FY 2016, staff began implementing the SRTS and Community Sidewalk Enhancement projects consistent with the methodology identified in Policy No. 13-1. Table 2

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provides a general range of timelines when sidewalk projects will begin construction; the table was developed with the following assumptions and understandings:

- The schedule is based on projected funding and does not address the constructability/right-of-way issues that many of the segments will need to overcome.
- Cost estimates are generalized based on expected level of difficulty to implement. However, right-of-way acquisition is always unpredictable and costs can be elevated by the level of difficulty during the acquisition process.
- To be conservative, staff included the cost of FDOT roads in the timeline. If FDOT funds can be leveraged, projects can be advanced. The years are a range for construction to start and initially there may be a ramp-up as all the projects have not even started initial survey work. Once the program gets started with consistent funding, project delivery will smooth out.
- Staff assumed that, after the completion of the current SRTS sidewalk list, all revenue would be shifted towards implementation of the Community Sidewalk Enhancements list. If in this period the CRTPA and School Board develop a new SRTS list, the implementation schedule would be revised based on Board direction at that time. Starting in FY24, all funding is allocated to Community Sidewalk Enhancements.

Table #2: Projected Future Sidewalk Funding Allocation and Implementation Schedule

Tier	Safe Routes to School		Community Sidewalk Enhancements	
	Est. Cost*	Timeframe to Begin Construction**	Est. Cost*	Timeframe to Begin Construction**
1	\$4.3 million	FY16 - FY18	\$8.9 million	FY16 - FY23
2	\$3.4 million	FY19 - FY21	\$16.1 million	FY24 - FY29
3	\$3.0 million	FY21 - FY23	\$7.7 million	FY30 - FY31
4	n/a	n/a	\$11.6 million	FY32 - FY36
* Sales Tax and Gas Tax revenues are projected to be sufficient to support these projects.				
**Timeframes will be refined annually as projects move through design, permitting and right of way acquisition.				

Total estimated time for all projections in the SRTS sidewalk segment to be under construction is about eight years, with completion within the next ten years.

To date \$5,943,700 or 72% of the funding has been allocated towards SRTS and the other 28% or \$2,326,450 to the Community Sidewalk Enhancements. The policy requires that over the five year period funding is allocated at 60% SRTS and 40% to Community Sidewalk Enhancements. Staff will continue to monitor and adjust future funding allocations to maintain these percentages.

Safe Route to Schools Projects: Current Status

The following reflects the status of the Safe Routes to Schools Tier 1 projects that are in process to date:

- Tram Road, Zilah to Crossing Rocks Rd: design was changed due to stormwater issues and utility conflicts; construction anticipated for completion in FY19.

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- Chadwick Way, Bull Headley Road to Deer Lake: survey complete; National Features Inventory has been submitted; design is 60% complete; right of way acquisition is slated for FY18, with construction to be completed in FY19.
- Natural Bridge Road, Woodville Highway to Taff Road: design is 90% complete; currently working on right of way acquisition; construction anticipated for completion in FY18.
- Beech Ridge Trail, Kinhega Drive Lawton Chiles Drive: survey complete; currently working on National Features Inventory and design/permitting with construction to be completed in FY18.
- Lonnie Road, Torchmark Lane to Dempsey May Road: Natural Features Inventory has been submitted; design is 90% complete; construction anticipated for completion in FY18.
- Perkins Road, Point View Dr. to Rowling Oaks: currently working on design/permitting; construction anticipated for completion in FY18.

In FY 2017, the following SRTS Tier 2 projects were submitted for the SRTS Grant:

- Chaires Cross Road - Green Oaks Drive to Boykin Road
- Westway Road - Crawfordville Road to Capital Circle SW
- Lakeshore Drive - Mays Road to Litchfield Road

Community Sidewalk Enhancements Projects: Current Status

The following reflects the status of the Community Sidewalk Enhancement Tier 1 projects that are in process to date:

- Old St. Augustine Road, Indian Head to Blair Stone Road; currently working on design; right of way acquisition is slated for FY18, with construction to be completed in FY19.
- Old St. Augustine Road, Blair Stone Road to Paul Russell Road; currently working on design; right of way acquisition is slated for FY18, with construction to be completed in FY19.
- Gadsden Street – Ingleside Avenue to Seventh Avenue; the segment from Ingleside Avenue to Sixth Avenue has been completed as part of a LAP project. The remaining portion from Sixth Avenue to Seventh Avenue is under in-house evaluation for design. Construction is anticipated to begin in FY19.

Remaining Tier 1 Projects

Policy 13.1 provides that all projects within a given tier be programmed through construction prior to beginning work in another tier. Projects will continue to be reviewed annually based on issues related to design/permitting, right-of-way acquisition, and available funding. By FY18, staff anticipates beginning design and permitting for the remaining Tier 1 Safe Routes to School projects, and the next phase of Tier 1 Community Side Walk Enhancements:

- Safe Routes to School
 - Timberlane Road, Martin Hurst Road to Market Square: Design and Permitting (FY17)
 - Old Bainbridge Road, West of 7th Ave to Volusia: Design and permitting (FY17)

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- Blountstown Highway, Williams Road to the existing Sidewalk East of Campus: Design and Permitting (FY18)
 - Killearn Lakes Trail, Deer Lake west at Middle School Crosswalk to Copperfield Circle: Design and Permitting (FY17)
- Community Sidewalk Enhancements:
 - Tram Road, Crossing Rocks Road to Capital Circle: Design and Permitting (FY17)
 - Old Saint Augustine Road, Paul Russell to Midyette: Concept Study (FY17); Design and Permitting (FY18)

Consideration of Additions to the Approved List (Attachment #3)

Policy 13.1 requires that additions to the approved sidewalk list are to be presented to the Board for its consideration. The proposed new sidewalk segments must meet not less than one of the required policy criteria. One segment has been proposed to staff and evaluated based on the criteria.

Based on this evaluation, staff recommends the following segment be included in the approved Sidewalk List:

- Tier 2 (meets 3-6 of policy criteria)
 - Gum Road – Aenon Church Road to Capital Circle SW

Board of County Commissioners Leon County, Florida

Policy No. 14-2

Title: Criteria for the Placement of Fire Hydrants on Current Water Systems

Date Adopted: February 9, 2016

Effective Date: February 9, 2016

Reference: N/A

Policy Superseded: N/A

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that an updated Policy No. 14-2, "Criteria for the Placement of Fire Hydrants on Current Water Systems" is hereby adopted, to wit:

Staff will request input from the following community partners regarding the location of possible new fire hydrants on current water systems in the unincorporated areas of the County:

- Tallahassee Fire Department
- Volunteer fire departments
- Talquin Electric Cooperative, Inc.
- City of Tallahassee Utilities
- Leon County Public Works
- Leon County Emergency Medical Services

The placement of new fire hydrants on current water systems, subject to annual allocation of funding, shall be evaluated based on the following selection criteria:

1. The water system infrastructure's ability to support hydrant placement and provide a minimum flow of 500 gallons of water per minute, while maintaining 20 pounds per square inch of residual pressure for an extended period.
2. The distance between the proposed new hydrant location and current hydrants already in place. Areas that lack current hydrant protection will be given priority.
3. Of the fire hydrants proposed, the higher priority will be given to hydrant locations that provide the greatest benefit (i.e. number of homes and businesses).
4. Geographic diversity of new hydrant placements.
5. The availability of other funding sources to support the hydrant installation.
6. Of the fire hydrants proposed, the order of hydrant placement may be advanced when there is an opportunity to leverage outside funding or collaborate with an outside agency's current project(s).

Revised February 9, 2016

Board of County Commissioners Leon County, Florida

Policy No. 14-2

Title: Criteria for the Placement of Fire Hydrants on Current Water Systems

Date Adopted: ~~February 9, 2016~~ February 7, 2017

Effective Date: ~~February 9, 2016~~ February 7, 2017

Reference: N/A

Policy Superseded: ~~N/A~~ Policy No. 14-2 adopted on February 25, 2014, revised on February 9, 2016

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that ~~an updated~~ Policy No. 14-2, "Criteria for the Placement of Fire Hydrants on Current Water Systems" amended on February 9, 2016, is hereby ~~further amended~~ adopted and a new revised policy adopted in its place, to wit:

Staff will request input from the following community partners regarding the location of possible new fire hydrants on current water systems in the unincorporated areas of the County:

- Tallahassee Fire Department
- Volunteer fire departments
- Talquin Electric Cooperative, Inc.
- City of Tallahassee Utilities
- Leon County Public Works
- Leon County Emergency Medical Services

The placement of new fire hydrants on current water systems, subject to annual allocation of funding, shall be evaluated based on the following selection criteria:

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2. The distance between the proposed new hydrant location and current hydrants already in place. Areas that lack current hydrant protection will be given priority.
3. Of the fire hydrants proposed, the higher priority will be given to hydrant locations that provide the greatest benefit (i.e. number of homes and businesses).
4. Geographic diversity of new hydrant placements.
5. The availability of other funding sources to support the hydrant installation.
6. Of the fire hydrants proposed, the order of hydrant placement may be advanced when there is an opportunity to leverage outside funding or collaborate with an outside agency's current project(s).

Leon County shall provide a Fire Hydrant Cost Sharing Program for the placement of new fire hydrants on current water systems, not subject to annual allocation of funds-. The program shall follow the following criteria:

1. A citizen or Homeowners Association may make a request directly to the County for a fire hydrant-. If the subdivision has an established Homeowners Association, the request is to be made through the Homeowners Association-. However, if there is not a Homeowners Association, individual citizens may make the request.
2. Upon receiving a request, staff will first determine if the segment is included on the approved fire hydrant prioritization list for installation-. If not, staff will consult the established utility regarding the feasibility of the location of the new fire hydrant.
3. The evaluation criteria for the Cost Sharing Program will remain consistent with the criteria for fire hydrants subject to annual allocation of funds.
4. Each requestor shall pre-pay a minimum 50% of the cost of installation in advance of its pursuit. This minimum payment shall be no less than \$3,500 fee per fire hydrant to account for the capital costs of purchasing the fire hydrant, fittings, pipe, valves and valve boxes involved in a new fire hydrant installation-. If the final cost is less than \$7,000, the County will reimburse the applicant the applicable amount, not to exceed the 50% threshold or \$3,500 cap (whichever is less)-. If the cost exceeds \$7,000 the applicant will remit to the County the difference in dollar amount.
5. The County will only provide matching funds for no more than five hydrant installations per neighborhood per year-. County matching funds shall be capped at \$3,500 per fire hydrant installation.
6. The Cost Sharing Program is subject to funding availability.

Revised February 97, 2016 2017

Leon County Board of County Commissioners

Budget Workshop Item # 3

June 20, 2017

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Fiscal Plan Options to Address Additional Homestead Exemption

Review and Approval:	Vincent S. Long, County Administrator
Lead Staff/ Project Team:	Alan Rosenzweig, Deputy County Administrator Scott Ross, Director, Office of Financial Stewardship

Statement of Issue:

For the first time in a decade, Leon County is not facing significant budgetary shortfalls for the upcoming fiscal year at this point in the budget process. As a result of what has been a slow economic recovery for Leon County from the depths of the historic recession, FY18 is projected to be the first year property tax collections approach pre-recession levels and are expected to begin to approximate costs. However, beginning in FY2020 the proposed constitutional amendment providing an additional \$25,000 homestead exemption immediately reduces property tax collections by \$7.2 million annually, disrupting our local economic recovery. This item presents the Board with several options to properly plan for the financial impact if the amendment passes. The implementation of a financial plan allows the County several budget cycles to mitigate the impacts to citizens and to ensure Leon County's long term fiscal viability.

Fiscal Impact:

This item has a fiscal impact. If approved, the additional homestead exemption would cause an estimated \$1.0 billion loss in taxable homesteaded property valuation having an estimated recurring fiscal impact of \$7.2 million.

Staff Recommendation:

- Option #1: Accept the report on the impacts of the additional \$25,000 homestead exemption.
- Option #2: Board Direction for implementation of one of the four options presented in this item to prepare for the possible future impacts of the additional \$25,000 homestead exemption.

Report and Discussion

Background:

During the final week of the 2017 legislative session, the House and Senate gave final approval to HB 7105, a joint resolution that will place a constitutional amendment on the 2018 general election ballot to provide an additional \$25,000 homestead exemption for all ad valorem taxes except those levied by school districts. If adopted by an affirmative vote of at least 60% of the statewide electorate in 2018, the amendment would create a new \$25,000 homestead exemption applicable to the value of homesteaded property between \$100,000 and \$125,000. If this referendum passes, Leon County would see a loss of \$7.2 million in ad valorem taxes based on the current 8.3144 millage rate. The statewide impact would be an estimated \$644 million.

The amendment would become effective January 1, 2019. The Legislature also passed an implementing bill, HB 7017 that holds fiscally constrained counties harmless should the constitutional amendment be approved. The implementing bill directs the Legislature to appropriate funds to offset property tax losses in fiscally constrained counties attributable to the increased homestead exemption. This “carve-out” for fiscally constrained counties is not part of the proposed constitutional amendment, and the Legislature would have to budget for this relief every year.

Similar to the proposed 2018 referendum, in 2008 Amendment #1 provided a second \$25,000 homestead exemption on the \$50,000 - \$75,000 portion of the taxable value of a homestead. The referendum passed 64% to 36% statewide; however, in Leon County Amendment #1 failed 36% to 64%. The economic impact to Leon County was \$9.8 million.

Given the significant fiscal impact of Amendment #1 in 2008, numerous budgetary options were considered to mitigate the loss in revenue and corresponding impacts to County programs and services. Ultimately, to ensure the long term financial viability of the County, the Board approved increasing the millage rate by 0.6370 mills from 7.2130 to 7.85 mills. While the millage increase provided additional revenues, it did not completely offset the \$9.8 million revenue loss. Even with this partial off-set, reductions were made to County services to compensate for the remaining lost revenue. Branch library hours were reduced from 52 to 40 hours per week, a stormwater maintenance crew was eliminated, the risk management program was redesigned, take home vehicles were eliminated, and some health care costs were shifted to employees.

Following the approval of the additional homestead exemption in 2008, the slow economic recovery caused continuous reductions in property and sales tax revenues which resulted in unprecedented challenges for the County to maintain a balanced budget, while maintaining quality services. However, the County did not offset for the precipitous loss of tax revenue due to a steep decline in property values by raising the millage rate further. Instead, the County was deliberate in providing relief to citizens, during the toughest years the economy was in decline and at its bottom, by not raising fees and reduced property taxes by leaving the millage rate flat at 7.85. These actions allowed property owners to receive a total of \$13 million in property tax savings.

During this time, by reviewing the organization from top to bottom and implementing transformational, organizational, cultural and structural change, Leon County reduced its budget by more than \$62 million and its workforce by more than 83 positions, a 5% reduction, with no layoffs. This restructuring allowed the County to reduce costs while minimally effecting service levels to the community.

In FY 2013, in order to stem the tide of an eroding tax base and to preserve the expected level of essential services, the Board approved the rolled-back rate of 8.3144, which only ensured that the same amount of property taxes received in FY 2012 were collected in FY 2013.

As discussed at the April 23, 2017 Budget workshop, for the first time in ten years, with modest growth in property values and a constant millage rate, the County was not facing a significant budget shortfall. The 8.3144 millage rate has remained constant for the past five years. Coming out of the recession, and as part of the County's deliberate and reasoned long term fiscal planning, the budget continues to maintain the 8.3144 millage. By keeping the millage rate constant, this allowed significant property tax relief during the recession. However, with increasing values, the County has also been deliberate in maintaining the millage to offset annual inflationary pressures. Increasing values with a constant millage rate allowed Leon County to maintain a quality level of service, budget appropriately for capital projects by drawing down the use of recurring fund balances and avoiding the need to issue debt.

In anticipation of Amendment #1 and to address state mandated property tax reform which forced a reduction in the Countywide millage rate in FY2007, Leon County took proactive measures to avoid making drastic budget reductions at one-time. A hiring freeze was implemented, a voluntary separation program was created, capital projects were deferred, and operating program reductions were initiated. Similarly, subsequent to the legislature approving the November 2018 referendum, the County Administrator has imposed a temporary hiring freeze for non-essential employees and recommended immediate capital project deferrals as part of several of the options presented. Continuing operating personnel and programmatic freezes or reductions and capital project deferrals are contingent on Board direction at the budget workshop.

Analysis:

Through years of economic recession, despite an era of unfunded mandates and cost-shifts, and in the face of perennial state policy and political ideology that has ignored fundamental flaws and further perpetuated inequities in the tax structure, Leon County has positioned itself to remain fiscally viable and responsible to our citizenry. But it has not been easy. The County has been guided by consistent leadership of the Board of County Commissioners which balanced the needs of our community with sensitivity to the taxpayer and has benefited from strong and strategic fiscal and operational management. Over the past decade, during the hardest economic times, the County maintained fees and passed on significant property tax savings while maintaining quality services and a balanced budget. During this time, to ensure that the allocation of our limited resources aligns with the highest priorities of the Board, the County launched a rigorous strategic planning overhaul. To constrain budgetary growth and ensure the optimization of these limited resources, the County has eliminated positions, realigned functions, and leveraged technology. As a core practice, Leon County employees have identified

significant cost avoidances and budgetary cuts, while continuing to maximize efficiency, drive performance and deliver results for the community. In taking advantage of the financial markets, the County has refinanced and restructured long term debt which has produced significant recurring cost savings. All of these actions resulted in the Fitch Rating Agency raising Leon County's debt rating.

While Leon County has taken extraordinary efforts to constrain budgetary growth and be positioned for long term fiscal stability coming out of the recession, the Florida Legislature's intent is to once again constrain local government. The amendment takes a "one size fits all" approach for all counties, even though many Florida Counties have recently experienced significantly higher property growth rates than Leon County and therefore have greater financial flexibility to address the impacts of the referendum. In addition, the amendment further reduces the County's financial flexibility to provide essential public services mandated by the state. **This, despite the fact that during the past decade Leon County's budget has grown at a far slower pace than the State's own budget.**

In summary, the additional homestead exemption will create even more inequities to the Florida property tax system that already picks winners and losers. As designed this new exemption transfers the tax burden to non-homesteaded properties such as businesses and renters who currently receive far less property tax relief than homesteaded property owners. **In response to the referendum, local governments will either reduce services or increase the property taxes of businesses and renters by increasing the millage to offset the fiscal impact; the additional exemption is a tax shift, not a tax cut.**

If the property tax referendum is approved by voters in November 2018, the \$7.2 million recurring impact starts with the FY 2020 budget. The fiscal plan options presented provide the Board with alternatives which will dictate the fiscal plan to be implemented over the next three budget cycles. Without a fiscal plan, the only options available in FY 2020 would necessitate significant budget reductions or a substantial millage increase to offset the entire revenue loss.

Approach to Developing Options

The fiscal plan options presented here are designed to ensure the long term fiscal viability of Leon County while minimizing any property tax rate increase. While balancing taxpayer sensitivity, each of the options prioritizes maintaining funding levels for essential public services and the continued maintenance of core infrastructure. To ensure the delivery of County services continues to meet the basic quality metrics of safety, functionality, and professionalism, all options reflect the necessity to retain a competent and qualified workforce (especially important when employee numbers and other resources may shrink), and avoid budget gimmicks like "across-the-board" cuts or further reductions in employee pay or benefits. Finally, by implementing a fiscal plan early, this allows the County to minimize the potential for any employee lay-offs.

In developing the options, staff evaluated all current and future aspects of the County budget and finances. The options consider impacts of the proposed referendum and other future competing demands for financial resources. Future financial demands include: significant on-going maintenance of the County's aging infrastructure; increased recurring funding to support EMS

services; and the potential for increased costs to provide fire protection in the unincorporated area. Options to utilize future debt service savings in support of these other financial needs without the need to increase other taxes or fees is presented later in this budget discussion item.

In addition to these competing financial demands, the legislature has indicated that future budgetary constraints are likely to be imposed on local governments. The continued use of long term financial planning is consistent with previous budget cycles and best positions the County budgetarily to address anticipated and unanticipated fiscal demands.

The fiscal plan options were each developed using some or all of the following elements:

- Property Tax Offset
- Phase out of the Downtown CRA by 2020
- Operating Budget Reductions
- Fund Balance

Following the fiscal plan options are recommendations on the utilization of the recurring funding resulting from the debt service retirement.

Property Tax Offset

As a political sub-division of the State of Florida, the County's ability to increase revenue is severely limited by the Florida Constitution and Statutes. The County has the authority to levy 10 mills for countywide services and a separate 10 mills for municipal services (MSTUs). The general countywide millage rate is currently 8.3144 mills and property taxes collected against the millage rate can be used for any lawful purpose.

The options range from levying an additional 0.5 mills to offset the entire \$7.2 million revenue reduction, to not increasing the millage rate at all. As discussed in detail later in this item, regardless of the option selected, a vast majority of homesteaded property owners will realize a cost savings over the prior year regardless of any millage increase. Correspondingly, as the proposed exemption does not apply to non-homesteaded properties, or homesteaded properties valued less than \$100,000, any millage increase would result in an increased property tax payment for these properties (assuming the property's taxable value either stays the same or increases).

A dedicated municipal services taxing unit (MSTU) is an alternative approach to increasing the countywide millage rate. Unlike the general countywide millage rate, Countywide MSTUs (like EMS) require the assent of the City of Tallahassee to be levied in the City limits. By assenting to an MSTU this correspondingly reduces the City's overall 10 mill cap by a like amount. As MSTU's are collected for a dedicated purpose, any future growth in collections would also need to be set aside for this specific dedicated purpose. To continue to provide the County the maximum flexibility in addressing the current and future competing demands of the County budget, the creation of a new MSTU is not recommended at this time.

Key Points: *With the significant recurring revenue loss resulting if the homestead exemption passes, some level of millage increase included in Options #1, #2, or #3 best positions the County for long term fiscal stability by mitigating the severity of programmatic cuts or relying on the use of one-time resources to address a recurring problem.*

Phase Out the Downtown CRA by 2020

During the December 2016 Annual Retreat, the Board established the County's FY 2017-FY 2021 Strategic Plan. As a part of the Economic Strategic Priority, the Board adopted the following Strategic Initiative: "Evaluate sunseting the Downtown CRA and correspondingly evaluate the effectiveness of the Frenchtown/Southside CRA including the County's partnership with the City."

At the City Commission Retreat on January 11, 2017, City Commissioners also expressed an interest in discussing the future of the CRA districts in light of several ongoing initiatives related to Southside revitalization efforts including the County's long-term interest in redeveloping the Fairgrounds and the joint County/City efforts to ensure the availability of affordable housing. The City Commission directed staff to bring these matters back as part of a comprehensive workshop during the calendar year.

Given the mutual interest in exploring modifications to the existing CRA districts, County and City staff began formulating an analysis to be presented to both Commissions providing a comprehensive overview of the two distinct CRA districts, examining the levels of public and private investment as a result of those districts, their return on investment and performance since creation, and any outstanding financial obligations. However, this analysis was put on hold once the 2017 Florida Legislature began consideration of HB 13 and SB 1770 which, as originally proposed, would have phased out the existence of CRAs and prohibited the creation of new CRAs.

Throughout the legislative session, staff provided the Board information on HB 13 and SB 1770 through the weekly Capital Updates and the Legislative Dialogue Meetings. In light of the potential outcome of this legislation, staff planned to reinstate the analysis of the existing CRA districts following the conclusion of the 2017 legislative session. The City, through the CRA Board, took the same approach. Although the House approved a modified version that would have imposed some financial and transparency requirements, no legislation was ultimately approved by the Senate relating to this CRA matter.

The FY2018 preliminary budget includes \$1.035 million as a payment for the Downtown CRA. Based on historic trends, the payment is projected at \$1.4 million in FY2020. Several of the options presented contemplate the \$1.4 million being available to offset the property tax reduction. If approved by voters, the additional homestead exemption will also negatively affect the City's budget. Therefore, the sunseting of the Downtown CRA by FY2020 could also be beneficial to the City.

Based on the County's Strategic Initiative, the City's willingness to discuss the future of the CRA districts, the conclusion of the 2017 legislative session without changes to the structure or

existence of CRAs, and the anticipated loss of revenue associated with the additional homestead exemption, staff recommends continuing to work with the City to formally dissolve the Downtown CRA prior to FY 2020.

Key Points: *The sunseting of the downtown CRA by 2020 in Options #2, #3 or #4, realizes significant recurring savings, mitigates budget cuts and tax rate increases and does not appear to be necessary any longer to stimulate private sector investment in downtown.*

Operating Budget Reductions

In evaluating potential budget reductions, the focus was on maintaining mandatory essential services. Consistent with previous approaches, budget reductions eliminate complete programs as opposed to arbitrary “across the board” cuts to all program areas. By avoiding “across the board” reductions, remaining programs are properly funded, and able to continue to meet service obligations, citizen demands and community expectations.

To generate significant savings in recurring funding required the identification of large “non-mandatory” program areas. The term “non-mandatory” is only used as a basis of comparison to what programs and funding the County is required to support pursuant to the Florida Constitution, Florida Statutes and the County Charter. Potential reductions include:

- \$1.739 million: Eliminate support for the primary healthcare program.
- \$1.200 million: Eliminate support for the Community Human Services Partnership (CHSP).
- \$711,000: Program eliminations, including: Literacy Program, Closing the Main Library on Fridays, Federal and State Lobbying contracts, Enhanced Canopy Road Tree funding, Summer Youth Program, and County Event Sponsorships.
- \$614,000: Outside Agency funding elimination, including: Trauma Center, Senior Citizens Foundation, Legal Services of North Florida (reduced to statutory levels), Whole Child Leon, Domestic Violence Coordinating Council, United Partners for Human Services, Sharing Tree, OASIS Center and Sustainable Tallahassee.
- \$235,000: Constitutional Officers. By Florida Statute, the County is required to fund the Constitutional Officer budgets. Depending upon final direction from the Board, a formal request would be made for the Constitutional Officer’s to participate in future budget reductions. At this time, the \$235,000 is a minimal targeted amount, actual amounts could be greater.

Key Points: *Over the past decade, Leon County has implemented significant programmatic reductions and, as is reflected again in this year’s budget process, staff continues to identify cost avoidance measures and efficiency enhancements to further mitigate cost increases. Leon County continues to maintain the lowest net operating*

budget, the lowest net budget per capita and the lowest number of employees per 1,000 citizens versus our comparable Florida Counties. As included in Option #4, operating budget reductions eliminate completely several significant discretionary human services programs, including primary healthcare, CHSP funding, support for additional outside service agencies as well several County specific programs. While reductions mitigate the need for any property tax offset, given our previous efforts, further cuts would result in a significant number of citizens impacted by a degradation in levels of service or elimination of programs.

Fund Balance

Fund balance is typically accumulated to support cash flow, emergency needs, unforeseen revenue downturns and one-time capital projects. Additionally, fund balance accumulation is a significant consideration for bond rating agencies, and is necessary to address unforeseen cash flow needs such as debris removal related to hurricanes prior to any FEMA reimbursement. The options presented range from no increase in the use of fund balance to an increase of \$1.3 million. Currently, the County is using \$2.5 million in general fund balance annually to support the budget, with the continued goal of annually reducing this amount. An increase by \$1.3 million raises the annual amount to \$3.8 million. The County has reduced the use of fund balance by 50% since FY 2015 when for one fiscal year \$5.0 million was used to balance the budget. Utilizing \$5.0 million of recurring fund balance annually to balance the budget is not a sustainable financial practice as the County's five year capital improvement program is dependent on these resources being available for future projects.

The increased use of recurring fund balance to support the budget reduces the accumulation of fund balance to support capital projects. As a financial practice, accumulated fund balances are used as part of "fund balance sweeps." These fund balance sweeps allows the County to maintain the capital program through the use of current resources. This approach has allowed the County to fund significant one-time capital projects (i.e. Consolidated Dispatch Center and Branch Libraries). Without fund balance accumulation, the County may need to consider issuing debt to support future capital project needs. If an option is selected that uses the additional recurring fund balance to support the homestead exemption, staff recommends several existing and planned new capital projects not be funded in the five year capital program.

Two evaluation criteria were utilized in determining which projects should be recommended for elimination. First, the project needs to be funded through the use of accumulated fund balances or general revenue. In addition to accumulated fund balances and general revenue, the County's capital program is supported by a number of dedicated revenues sources such as sales tax, grants, and tourism taxes. Eliminating projects supported by these dedicated revenues (i.e. St. Marks Headwaters Greenway, Magnolia Drive Multi-Use Trail, and Ford's Arm South Water Quality and Flood Reduction project) does not assist in offsetting the use of recurring fund balance.

Second, funding for the maintenance of existing aging infrastructure was prioritized over the addition of new projects. As discussed previously in detail in the FY2018 Overview Budget Discussion item, staff continues to evaluate and implement new approaches to reduce the overall cost of the County's maintenance capital budget. However, even with new approaches, the majority of the capital program is still dedicated to the maintenance of existing aging

infrastructure. Significant recurring investment is required to maintain over 1.5 million square feet of facilities (including large aging buildings such as the Courthouse, Jail, and Main Library), 22 boat landings, 3,847 acres of greenways, trails, and parks, six community centers, seven libraries, miles of stormwater conveyances, numerous stormwater ponds, and our computer and network environment which supports not only the County but the Judiciary and Constitutional Officers.

After taking into consideration funding sources and maintenance projects, the County has very few new capital projects supported by general revenue or accumulated fund balances. Projects identified for elimination in Options #3 and #4, include: the expansion of the Apalachee Regional Park beyond those amenities necessary to support the cross country running track, the additional baseball field at Chaires Park, playground equipment for Fort Braden park, completion of parking and trailhead for Northeast Park, the new signature blooming feature at Pedrick Park adjacent to the Eastside Branch Library, and the new street lighting program. However, if the referendum did not pass funds for these projects could be restored in FY2020, at the direction of the Board, from the accumulated capital project fund balances.

As discussed at the April 2017 Budget Workshop, the master plan for the Apalachee Regional Park was originally planned to be presented at the June 20 budget workshop. The master plan is currently being finalized, including phasing and funding options. Pending Board direction to implement a specific option or other direction, the master plan will be presented at the Board's July 11, 2017 regular meeting for inclusion in the five year capital improvement program.

Key Points: *The increase use of additional recurring fund balance in Options #3 or #4 is appropriate to mitigate a property tax increase and reduce the level of budgetary reductions; however, this approach eliminates funding for new capital projects. The use of fund balance should be reduced in the future once the short-fall is mitigated.*

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Options Summary

Table #1 provides a summary of the four proposed options and Table #2 provides a summary of taxpayer impacts. For all options, the average homesteaded property owner has a property tax savings resulting from the new exemption. Following the table are detailed descriptions of each option, associated taxpayer impacts and FY2018 & FY2019 impacts.

Table #1: Fiscal Planning Options to Address Additional Homestead Exemption

	<u>Option #1</u> 0.5 Mills	<u>Option #2</u> 0.4 Mills	<u>Option #3</u> 0.3 Mills	<u>Option #4</u> No Millage
	New & Maintenance CIP	Downtown CRA Phase-Out New & Maintenance CIP	Downtown CRA Phase-Out Additional Recurring Fund Balance Maintenance CIP Only	Downtown CRA Phase-Out Operating Reductions Additional Recurring Fund Balance Maintenance CIP Only
<i>Revenue Loss Due to Additional Homestead Exemption</i>	\$7,200,000	\$7, 200,000	\$7, 200,000	\$7, 200,000
Increased Property Tax Collection	\$7,200,000	\$5,800,000	\$4,500,000	
Phase-out Downtown CRA by 2020		\$1,400,000	\$1,400,000	\$1,400,000
Operating Budget Reductions				\$4,500,000
Additional Recurring Fund Balance			\$1,300,000	\$1,300,000
Total Increased Revenue & Decreased Expenditures	\$7,200,000	\$7,200,000	\$7,200,000	\$7,200,000

Table #2: Annual Impact for Average Homesteaded Property Owner*

	<u>Option #1</u> 0.5 Mills	<u>Option #2</u> 0.4 Mills	<u>Option #3</u> 0.3 Mills	<u>Option #4</u> No Millage
Savings from Additional Homestead Exemption	\$208	\$208	\$208	\$208
Increase from Proposed Millage Adjustment	(\$42)	(\$34)	(\$25)	0
Total Savings	\$166	\$174	\$183	\$208

* The current average value for a homestead property in Leon County is \$159,000.

Option #1

In FY 2020, this option replaces all of the reduced revenue with a corresponding millage increase (0.50 mills). This option places the County in the most favorable long term financial position by continuing to fund the budget with dedicated recurring revenue. This option does not increase

the use of fund balances, allowing resources to continue to be accumulated for new capital projects.

Taxpayer Impact: As reflected in Table #2, the additional \$25,000 exemption would provide a \$208 annual savings. For the average homesteaded property, 0.5 mills increases the property tax payment by \$42. The net property tax savings for this option would be \$166 annually. Non-homesteaded property owners do not benefit from the exemption and any tax increase depends upon the property's taxable value (i.e. a 0.5 mill increase for \$150,000 taxable value results in a \$75 annual or \$6.25/monthly increase in property taxes.)

FY2018 and FY2019 Impacts: This option does not have any impacts on the current and following fiscal year budgets.

Option #2

This option replaces the reduced revenue with a combination of a millage increase (0.40 mills) and the phasing out of the downtown CRA, and places the County in a favorable long term financial position. This option does not increase the use of fund balances, thereby allowing resources to continue to be accumulated for new capital projects.

Taxpayer Impact: As reflected Table #2, the additional \$25,000 exemption would provide a \$208 annual savings. For the average homesteaded property, the 0.4 mill increases the property tax payment by \$34. The net property tax savings for this option would be \$174 annually. Non-homesteaded property owners do not benefit from the exemption and any tax increase depends upon the property's taxable value (i.e. a 0.4 mill increase for \$150,000 taxable value results in a \$60 annual or \$5.00/monthly increase in property taxes.)

FY2018 and FY2019 Impacts: As part of this option, the County would request the City to sunset the Downtown CRA by FY2020.

Option #3

While this option does contemplate a millage increase (0.30 mills) and the phasing out of the downtown CRA, the overall long term fiscal strength of the County is reduced. The use an additional \$1.3 million in recurring fund balance reduces the accumulation of resources for capital project sweeps. As noted above, to offset the use of the recurring fund balance, several new capital projects would not be funded as part of the five year capital program.

Taxpayer Impact: As reflected in Table #2, the additional \$25,000 exemption would provide a \$208 annual savings. For the average homesteaded property, the 0.3 mill increases the property tax payment by \$25. The net property tax savings for this option would be \$183 annually. Non-homesteaded property owners do not benefit from the exemption and any tax increase depends upon the property's taxable value (i.e. a 0.3 mill increase for \$150,000 taxable value results in a \$45 annual or \$3.75/monthly increase in property taxes.)

FY2018 and FY2019 Impacts: Implementation of this option has implications for the capital budget over the next two fiscal years. Several new capital projects would be stopped to allow for the accumulation of funding for future capital maintenance projects.

As part of this option, the County would request the City to sunset the Downtown CRA by FY2020.

Option 4

This option is the least favorable to the County's long term financial viability. This option contemplates no increase to the millage rate, uses additional recurring fund balance, contemplates phasing out of the downtown CRA and implements significant operating budget reductions.

Taxpayer Impact: As reflected in the table, the additional \$25,000 exemption would provide \$208 in annual savings.

FY2018 and FY2019 Impacts: Implementation of this option has the most direct impacts for the current and next fiscal year. Several new capital projects would be stopped to allow for the accumulation of funding for future capital maintenance projects.

As part of this option, the County would request the City to sunset the Downtown CRA by FY2020.

Several of the operating reductions involve the elimination of filled library positions. To avoid possible future lay-offs, the County would maintain vacancies to provide positions for the impacted employees resulting from any program eliminations.

To allow adequate time for preparation, Primary Healthcare, CHSP and outside agency recipients would be notified of possible future budget reductions.

Constitutional Officers would be requested to begin identifying possible budget reductions for FY2020.

Allocation of Future Debt Service Reduction

In developing the fiscal options for the Board, staff took into consideration other issues on the horizon which would have significant impact and result in tax or fee increases in close proximity to fiscal plan option implementation. Increases in the EMS MSTU in FY2020 and in the Fire Services Fee in FY2021 were to be considered as part of the County's long term financial plan.

Regarding EMS, as directed by the Board during the FY2015 budget process, the County has been deliberately using EMS fund balance to support the on-going operations of EMS. This approach was implemented to defer as long as possible any potential need to reduce service levels or consider an increase to the EMS millage rate. Projections show that the use of EMS fund balance can continue until through FY2020 without any decrease in current service levels.

With regard to fire protection, the fire services fee study established the current fee through FY2020. In recognizing taxpayer sensitivity to increases in the fire services fee, the Board authorized one-time unincorporated area fund balances be utilized to mitigate increases to residential property owners for two years. The existing interlocal agreement with the City provides for future negotiations to address increased costs for fire protection. To impose a new fee requires the mailing of first class letters to thousands of property owners in the

unincorporated area notifying them of the proposed increase and conducting a public hearing. The Board has previously expressed concerns over the fire fee and continues to receive constituent complaints.

Continuing to recognize taxpayer sensitivities and given the proximity in time of a possible Countywide millage rate increase in FY2020 to an increase in both the EMS MSTU and Fire Services fee, staff analyzed opportunities to eliminate the need to raise these taxes and fees. Without additional recurring revenue, budget cuts would be required to offset any tax or fee increase. These budget cuts would result in a significant decline in service levels for EMS, including reduced response times. Similarly, budget reductions would be required in the Fire Department without additional recurring revenues.

Without an increase in taxes or fees and acknowledging the need to maintain service levels, staff evaluated using savings from reduced debt service obligations to support EMS and fire. As specified in the FY 2017- 2021 Strategic Plan, annual debt service payments will be reduced by 61% from the current \$8.6 million per year to \$3.3 million by FY 2021. This reduction, in conjunction with moderately increasing property tax revenues, and the continued constraining of expenditures, will place the County in an even stronger financial position in the future. Table #3 shows the County's debt service payments beginning in FY2017.

Table #3

Leon County Long-Term Debt Service Savings		
Debt Service Year	Payment	Savings
FY 2017	\$8,566,346	N/A
FY 2018	\$8,117,944	\$448,402*
FY 2019	\$7,636,824	\$481,120*
FY 2020	\$7,635,195	\$1,629
FY 2021	\$3,333,556	\$4,301,639

**FY 2018 and FY 2019, the debt service savings is recommended to support the capital program.*

In FY2021, debt service payments will be reduced permanently by \$4.3 million. The reduced debt service savings could be reallocated to eliminate any increase in the EMS MSTU and the fire services fee. Detailed financial plans for EMS would continue to be developed over the next several budget cycles to determine the actual amount of funding needed. In addition, future negotiations with the City would determine the increased cost of fire protection. However, staff's preliminary analysis indicates that the \$4.3 million in debt service savings will be more than sufficient to support both requirements. Any excess savings are recommended to support the capital improvement program.

While this budget discussion item has focused on the passage of the homesteaded amendment, the referendum also may not pass. If the referendum fails, and still recognizing taxpayer sensitivities, staff still recommends the Board utilizing a portion of the debt service savings to support any increase in the cost of fire services and not increase the fire services fee. However, consistent with the current long term financial plan, staff recommends that the Board may wish to consider an increase of 0.15 mills to support EMS. This approach allows the balance of the

debt service savings to be allocated towards the capital improvement program. The accumulation of these additional funds allows for future large scale capital projects (i.e. Libraries, Jails, Courtrooms, lake restoration, etc.) to be constructed without the need to issue debt.

Overall Impacts of Additional Homestead Exemption

As shown previously in this item, regardless of the option selected, the average homesteaded property owner realizes a property tax savings from the previous year. However, given how the exemption is applied, certain homesteaded properties do not receive any benefit from the exemption. The Florida Legislature designed the new exemption similarly to the 2008 exemption. If passed, the three homestead exemptions would be applied as follows:

- Property valued between \$0 to \$25,000 is exempt.
- Property valued between \$25,001 and \$50,000 is taxable.
- Property valued between \$50,001 to \$75,000 is exempt (2008 Amendment #1).
- Property valued between \$75,001 to \$100,000 would continue to be taxable.
- Property valued between \$100,001 to \$125,000 is exempt (November 2018 ballot).

For illustration purposes, Table #4 summarizes the fiscal impact of a 0.5 mill increase to homesteaded properties with the passage of the additional exemption. Under this scenario, over 65% of homesteaded property owners would continue to have a reduced property tax bill. Other millage rate scenarios provide similar results.

TABLE #4: Homesteaded Property Impacts

<i>Monthly</i> Fiscal Impact Homestead Exemption Passes and 0.5 mill increase	Approximate # Homesteaded Parcels	% of Total Homesteaded Parcels
Savings of up to \$17.33	36,190	65%
Increase of less than \$1.00	5,770	10%
Increase between \$1.00 to \$2.00	13,024	24%
Increase of more than \$2.00	461	Less than 1%

Conclusion

Throughout the last decade of property tax reform and the “Great Recession”, Leon County has planned, economized, and exercised enormous budget constraint as a responsible fiscal steward and a financially viable organization. To constrain budgetary growth and ensure the optimization of limited resources, the County has eliminated positions, realigned functions, and leveraged technology. As a core practice, Leon County employees have identified significant cost avoidances and budgetary cuts, while continuing to maximize efficiency, drive performance and deliver results for the community. In taking advantage of the financial markets, the County has refinanced and restructured long term debt which has produced significant recurring cost savings.

Over this time period, Leon County’s budget has in fact grown slower than the State of Florida’s own budget. However, the new homestead exemption goes right to the County’s tax base, not the States, and would reduce revenue collections by approximately \$7.2 million annually. The

impacts of the referendum will be the most significant fiscal challenge the County has faced since the last homestead exemption increase. Unlike FY2008 when the millage rate increased 0.6 mills, the fiscal options presented in this item significantly mitigate the need for increased property tax increases or fees, maximizes existing resources, while endeavoring to maintain essential public services, continuing community investment, and ensuring organizational fiscal viability into the future.

Options:

1. Accept the report on the impacts of the additional \$25,000 homestead exemption.
2. Direct staff to implement one of the four options presented in this item to prepare for the possible future impacts of the additional \$25,000 homestead exemption.
3. Board direction.

Recommendation:

Option #1 and Board Direction on Option #2

Leon County Board of County Commissioners

Budget Workshop Item # 4

June 20, 2017

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Emergency Medical Services Financial Status and Consideration of Additional Ambulance with Half Crew Funding

Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator Scott Ross, Director, Office of Financial Stewardship Chad Abrams, Chief, Emergency Medical Services
Lead Staff/ Project Team:	Timothy Carlson, EMS Financial Compliance Manager

Statement of Issue:

This workshop item provides an update and analysis on the to the EMS fund and consideration to add an additional ambulance and six full-time positions (half an ambulance crew) to provide an additional twelve hours of coverage.

Fiscal Impact:

This item has a fiscal impact. The additional funding for a new ambulance and six positions (half a crew) in FY 2018 costs \$720,000 consisting of a one-time cost for the ambulance (\$300,000) and the recurring personnel cost (\$420,000). Consistent with the Board's FY2015 action, fund balance will continue to be used to support this additional half a crew and ambulance through FY2021. As suggested in the previous item regarding the additional \$25,000 homestead exemption referendum, debt service savings are recommended to be programmed to cover the recurring costs and replace the use of fund balance beginning in FY 2021. However, if the property tax referendum fails, consistent with the long term fiscal plan for EMS approved by the Board in FY2015, the millage rate may be increased by 0.15 mills to fund EMS in FY2021.

Staff Recommendation:

- Option #1: Approve the inclusion of an additional ambulance and six full-time positions in the FY 2018 EMS budget with an estimated impact of \$720,000.
- Option #2: Approve the use of EMS fund balance as the funding mechanism for the costs associated with the additional ambulance and six full-time positions and continue the drawdown of the EMS fund balance.

Options #1 & #2 are included in the Tentative FY 2018 Budget.

Report and Discussion

Background:

At previous budget workshops staff has regularly presented information to the Board concerning the significant growth in call volume at the Division of Emergency Medical Services (EMS) and the financial condition of the EMS Fund. At the June 10, 2014 budget workshop, staff presented an analysis of projected staffing needs and the associated impacts to the EMS Fund. At that time, staff recommended, and the Board approved, the expenditure of EMS fund balance for an additional ambulance and full crew in FY 2015, with similar out-year staffing increases in FY 2018 and FY 2021. The previous analysis presented to the Board indicated that this draw down of planned EMS fund balance could support the recurring increased spending necessary to support the modest service level enhancements needed to meet demands until FY 2020 at which time it would be necessary to consider increasing the EMS MSTU or service level reductions.

For years leading up to the development of the FY 2015 budget, the County had been able to increase the EMS fund balance in order to be in a financially solid position to manage anticipated capital improvement concerns, specifically a new EMS facility. With that capital need addressed through the Public Safety Complex, the accumulated fund balance was available to support a portion of operating costs. Consistent with this approach, over the past three fiscal years, the budget included the use of fund balance for recurring operating needs.

Analysis:

Leon County continues to see extraordinary growth in calls for EMS service, with service requests rising much greater than normal population growth of less than 0.5% to 1% per year:

- FY2015: Nearly ten percent growth in calls for service from 33,303 to 36,577.
- FY2016: Nearly ten percent growth in calls for service from 36,577 to 40,552.
- FY2017: The growth has moderated slightly to 4.0% for the first four months.
- FY2004 to FY2016: An increase of 53.1% from 26,481 to 40,552.

Historically, EMS has experienced lower calls for services on Saturdays and Sundays and has staffed fewer ambulances on those days. Recently, that trend has changed as requests for services by day of week are now nearly identical every day which then requires higher staffing throughout the week:

- Calls for service from October 1, 2016 through the end of May 2017: Sunday 13.8%; Monday 14.3%; Tuesday 14.2%; Wednesday 14.3%; Thursday 14.5%; Friday 14.1%; and Saturday 14.9%.

To maximize countywide coverage, the EMS continues to use a hybrid deployment model where ambulances are statically positioned in the rural communities of Woodville, Chaires, and Fort Braden where requests for service are much lower, and dynamically deployed, strategically in all other areas of the County. This system design allows for the most effective and efficient use of

available resources in meeting the needs of the community. A direct result of the steadily increasing call volume has been the decreased availability of ambulances in the Woodville, Chaires, and Fort Braden communities as these units are needed more frequently to support the dynamically deployed aspects of the system.

While the addition of the full crew in FY 2015 did yield operational improvements to the number of calls per unit and response times initially, the rate at which call volume is increasing has begun to diminish the positive effect of this additional support. As a result, EMS staff continues to look for ways to find operational efficiencies through the consistent monitoring and adjusting of posting plans, personnel and ambulance scheduling, fleet and logistic policies. Additionally, staff continues to seek products and services at reduced costs to the County. The County recently approved a new EMS billing Agreement that saves over \$100,000 annually.

With performance indicators such as unit utilization rates and ambulance availability rates at maximum acceptable levels, a continued increase in demand for services without additional ambulances on duty will result in a decline in system performance and extended response times. Previous staffing analysis for out-year planning provided to the Board anticipated an additional ambulance and full-time crew in FY 2018 and FY 2021. One full-time ambulance providing 24 hour per day/seven days per week coverage requires the addition of ten full-time Paramedics/EMTs (a full crew) with a recurring annual expense of approximately \$700,000 and one-time capital expense of \$300,000 for an ambulance.

If the additional homestead exemption referendum passes, beginning in FY2020 EMS MSTU revenues would be reduced by \$400,000 annually. In anticipation of the referendum and taking into consideration current fee collection trends, staff updated the previous long term fiscal plan of adding a full crew in FY 2018. The analysis found that adding \$700,000 of recurring expenses for a full crew in FY 2018 results in depleting the EMS fund balance to a level below policy limits at a faster pace, creating additional long-term financial concerns.

As an alternative, staff analyzed the service level impacts of various levels of additional staffing and found that by adding six FTEs in FY 2018 (half-time ambulance coverage), service levels and performance indicators are expected to be maintained at current levels, assuming the increase in calls for services remains at the current pace. The pace of call volume growth has slowed slightly, from approximately 7% per year to 4% per year. To maintain current service levels and meet anticipated future increases in call volumes an additional crew may be considered by FY 2021.

Out-Year Funding Options

As approved by the Board at the June 10, 2014 workshop, the EMS program continues to expend one-time EMS fund balance to support on-going operations. An updated analysis reflects adding a half a crew and ambulance in FY 2018 maintains the fund balance level at near policy minimums in FY 2021. This is the same year that the County will realize \$4.3 million in debt service savings.

As the Board implements its plan to manage the possible impacts of the pending property tax reform referendum, beginning in FY 2021, the Board has flexibility with regards to future EMS funding. If the referendum passes, the Board may wish to allocate a portion of the FY 2021 debt service savings to EMS to assist in maintaining service levels.

Alternatively, if the referendum fails, the Board may wish to implement the previous long-term EMS fiscal plan to expend existing fund balances for EMS operating costs, and consider adjusting the millage rate by 0.15 as approved by the Board at the June 10, 2014 budget workshop. Since Leon County commenced operations of EMS in 2005, the millage rate has remained unchanged at 0.50 mills. In accordance with Florida Statutes, any increase to the EMS MSTU requires the assent of the City for the MSTU be collected within the City limits. To address this statutory requirement, the 2013 Interlocal Agreement with the City regarding Fire and Advance Life Support authorizes the County the ability to increase the EMS MSTU by 0.25 mills. However, as discussed in the homestead exemption budget discussion item, current analysis shows an increase of 0.15 mills in FY2021 would generate sufficient revenue to replace the use of recurring fund balance thereby bringing the total EMS MSTU to 0.65 mills.

Staff continues to evaluate the most effective and efficient scheduling of ambulance shifts to leverage existing resources to meet the increased service demands and to reduce work load demands, staff continues to work closely with community partners in evaluating alternative approaches to ambulance transport for non-emergency calls.

Options:

1. Approve the inclusion of an additional ambulance and six full-time positions in the FY 2018 EMS budget with an estimated impact of \$720,000.
2. Approve the use of EMS fund balance as the funding mechanism for the costs associated with the additional ambulance and six full-time positions and continue the drawdown of the EMS fund balance.
3. Board direction.

Recommendation:

Options # 1 & # 2 are included in the FY 2018 Tentative Budget.

Leon County Board of County Commissioners

Budget Workshop Item # 5

June 20, 2017

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Mosquito Control Budget Optimization and Program Enhancements

Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Tony Park, P.E., Director, Public Works Scott Ross, Director, Office of Financial Stewardship
Lead Staff/ Project Team:	Dale Walker, Director of Operations Glen Pourciau, Stormwater Superintendent Josh Pascau, Management and Budget Analyst

Statement of Issue:

To optimize existing resources and enhance program effectiveness, this budget discussion item recommends reallocating existing budget to increase ground larviciding and truck spraying services through the elimination of the individual home hand fogging program.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendations:

Option #1: As part of the FY 2018 Budget, to improve the effectiveness of the mosquito control program, approve reallocating existing resources to the ground larviciding and truck spraying programs, including the addition of one Crew Chief II position and the reclassification of one Senior Mosquito Control Technician to a Crew Chief II position through the elimination of the hand fogging program.

Option #1 is included in the tentative FY 2018 Budget.

Report and Discussion

Background:

Leon County places a strong emphasis on employees continuously identifying opportunities to enhance program efficiencies and effectiveness often through the relocation of existing resources. Given the limited resources of the County's Mosquito Control Program, Public Works and OMB identified an opportunity to increase the program's effectiveness by increasing funding for ground larviciding and truck spraying through the elimination of the hand fogging program, which services individual private homes. As detailed below, homeowner's have many existing alternative private sector options to hand fogging services, including private pest control companies and pesticide treatments offered for sale at local retailers.

Presently the Mosquito Control Program offers hand fogging, truck spraying and ground larviciding on a requested basis, to provide citizens relief from nuisance mosquitos. The program also monitors mosquito populations for viruses (i.e. Zika, West Nile and Triple E), and when necessary, coordinates with the Health Department in implementing action plans while also providing notification for individuals to take precautionary measures. As an overall program, Mosquito Control employs Integrated Pest Management (IPM) strategies to control mosquitoes in Leon County. IPM strategies are universally recognized for suppression of pest populations. IMP uses the following methods for mosquito control.

- Source reduction techniques;
- Monitoring to determine if and when treatment is necessary;
- physical, mechanical, cultural, biological, and chemical treatments; and,
- community education

To implement the IPM strategies, the Mosquito Control Division utilizes: community education, source reduction, ground and aerial larviciding, surveillance (sentinel chicken program) and adulticiding (hand fogging and truck spraying). A brief overview of each program follows.

Community Education

In coordination with the County's Community & Media Relations team, Mosquito Control produces public service announcements, producing brochures and other educational materials. Community education for mosquito control revolves around two basic tenets: (1) Individual efforts towards source reduction can significantly lower the breeding of mosquitoes around businesses and homes; and (2) Personal protection through the use of protective clothing and insect repellents can significantly decrease the likelihood of being bitten.

Source Reduction

This is the first line of defense for the mosquito control program and uses environmentally-sound techniques to disrupt the mosquito's life cycle. For example, to reduce the source of mosquitos, Leon County stocks mosquito fish in abandoned pools and ornamental ponds. Also, to eliminate another known source for mosquito breeding, the Division created a waste tire program to address citizen complaints regarding used tires being left along roads and in vacant lots.

Larviciding

Another proactive part of the program consists of a ground and aerial component, involving the application of insecticides in mosquito-breeding areas to kill mosquitoes before they reach the adult flying stage. The ground larviciding program is largely request-driven. During 2015 and 2016, the Division responded to 307 and 955 citizen requests for ground larviciding services, respectively. In addition, as a proactive measure staff monitors and attempts to treat more than 800 ground sites that are known larval habitats.

The aerial larviciding component utilizes the Sheriff's helicopter to treat freshwater wetlands, flooded woodlands, or swamps, and is done only as warranted based upon intensive field surveys. The need for treatment is determined following routine inspection of monitored sites. More than 1,500 acres of known larval habitats are monitored on a regular basis and treated via helicopter approximately twelve times per year.

Surveillance

This activity is conducted to meet the state's requirements to justify mosquito spraying operations. The Surveillance Program monitors for mosquito-borne illnesses through two components. The first component is the Sentinel Chicken program designed specifically to monitor for mosquito-borne illnesses, such as West Nile Virus. The second component of the Surveillance Program involves trapping mosquitoes and utilizing a contractor to conduct mosquito identification services. Through these components, monitoring for Zika and other potential mosquito-borne illnesses are achieved.

Adulticiding (Mosquito Spraying/Fogging)

Adulticiding is a reactive and complaint driven process and is not as efficient as a pro-active larviciding program. The Division utilizes two types of adulticiding methods: hand-fogging and truck-spraying. Hand-fogging is conducted on a request only basis on private individual parcels that are relatively small, and during the day-time hours. The truck-spraying program is used to control night-time species of mosquitoes and is generally conducted on a "request basis." Additional spraying may be conducted when a potential mosquito-borne disease threat is in an area, and/or a declared state of emergency.

Analysis:

In evaluating the overall strategies used, staff determined that the resources currently being used for hand fogging services could be better deployed to support increased proactive ground larviciding, truck spraying and overall management of the mosquito control program. Over the past several years, more private sector pest control companies have started offering mosquito control services for individual homes and businesses.

The County's existing hand fogging program is a limited "free" service requested by individual private households with the first two visits per year provided at no cost. Additional hand fogging requests are \$25 each site visit. Citizens requesting hand fogging service often desire the spraying be performed prior to a specific event occurring on a specific date/time. Given limited staff resources, a priority is placed in trying to perform hand fogging for time sensitive requests versus ground larviciding requests. Therefore, as requests for services increase during mosquito season, the ability to perform ground larviciding in a timely manner is severely reduced. In

addition, under the current program model, there are very limited resources available to provide proactive ground larviciding to known breeding areas.

While ground larviciding treats mosquitos prior to them becoming biting insects, staff resources are primarily dedicated to hand-fogging during the day time hours. This diverts resources from ground larviciding which is also conducted during the day, and is a more effective mosquito control technique. Preventing mosquitos from becoming adult biting insects is the primary goal of the program.

Additionally, the hand fogging program targets only one specific mosquito that bites during the day, the Asian Tiger Mosquito, which breeds in small pockets and containers of water adjacent to and around the home. In comparison to the hand fogging program, the truck fogging program receives more requests for services. During the same 2015 and 2016 fiscal years, the program responded respectively to 5,237 and 7,829 citizen requests for truck-spraying services. The truck spraying program operates in the late evening and early nighttime hours and while the spraying activity is also complaint driven, truck fogging is a more efficient application method costing \$1.20 per acre while hand fogging costs \$14.0 per acre. In addition, the night time truck spraying targets 29 nighttime biting mosquitos compared to the hand fogging program that targets only one mosquito. The truck spraying program treats a much larger area than the hand-fogging program, and this service is not provided by the private sector.

According to the Office of Economic Vitality, Research and Analytics Division, the current number of households in Leon County is 115,725 with less than 3% of the households benefitting from the hand fogging service last year and 1.5% the prior year. Table 2 shows the current level of service and the number of calls provided by the hand fogging program in FY 2015 and FY 2016, and the revenue collected by the program.

Table 2: Citizen Hand-Fogging Request

	2015	2016
Number of Requests	1,646	3,168
% Using Service Once a Year (No Fee)	86%	84%
% Using Service Twice a Year (No Fee)	13.6%	14.0%
% Using Service > Twice a Year (\$25 Fee)	0.4%	1.7%
<i>Total Fee Revenue from \$25 Fee</i>	<i>\$300</i>	<i>\$1,575</i>

As shown in Table 2, 98% - 99% of citizens request the service either once or twice, resulting in no charge. In addition, the table shows that only one or two percent of all requests for hand fogging pay for additional applications.

An analysis performed by staff several years ago determined that private pest control services were not generally providing mosquito control services for homes. Recently, in reaction to concerns with the Zika virus, the private sector has responded and now offers household outdoor mosquito control services. Staff conducted an updated survey of the costs associated with private pest control companies. Several local pest control companies who offer mosquito control services were contacted for their pricing schedules. Pest control companies generally offer two

types of mosquito control treatment options. The first is a one-time treatment option, and the second is an initial treatment followed up with monthly maintenance treatments. The one-time treatment option costs approximately \$100 and provides a 30 day mosquito free guarantee. The second option includes an initial first month treatment charge of approximately \$100 and a monthly treatment charge ranging from \$45 to \$75, depending on the size of the property. In some cases this is a month-to-month agreement and can be discontinued at any time.

To increase the effectiveness of the overall program, staff resources will be reallocated to increase proactive ground larviciding in known breeding areas within neighborhoods and to provide more timely response for ground larviciding requests. To ensure the truck spraying service is continued at a high level, and response times to calls are minimized, staff resources from the hand fogging program will also be reallocated to the truck spraying operation. As ground larviciding is done during the day and truck spraying is done at night, staff resources can be allocated more efficiently than under the current program structure.

To provide proper oversight of OPS employees, staff also recommends converting a current part time OPS Crew Chief II position to a full time career service position, and the reclassification of the one Senior Mosquito Control Technician position to a Crew Chief II position.

With the private sector providing a similar service, the low number of households benefitting, the opportunity for more efficient use of the existing limited resources through truck spraying and larviciding staff recommends ending the hand fogging program and the reallocation of existing resources as described in this item.

Options:

1. As part of the FY 2018 Budget, to improve the effectiveness of the mosquito control program, approve reallocating existing resources to the ground larviciding and truck spraying programs, including the addition of one Crew Chief II position and the reclassification of one Senior Mosquito Control Technician to a Crew Chief II position through the elimination of the hand fogging program.
2. Board direction.

Recommendations:

Option #1 is included in the tentative FY 2018 Budget.

Leon County Board of County Commissioners

Budget Workshop Item # 6

June 20, 2017

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Consideration of Continued County Funding and a New Funding Partnership to Support Leon Works Programs for FY 2018 and FY 2019

Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Scott Ross, Director of the Office of Management and Budget
Lead Staff/ Project Team:	Heather Peeples, Special Projects Coordinator

Statement of Issue:

This budget discussion item seeks Board consideration to continue the Leon Works Programs. Should the Board wish to continue the program, this budget discussion recommends budgeting \$36,000 per year for FY 2018 and FY 2019 as a bridge to the Economic Development funding opportunities through the Blueprint 2020 Sales Tax. This item also proposes a partnership with Career Source Capital Region (Career Source) to assist in funding the Leon Works Junior Apprenticeship Program.

Fiscal Impact:

A total of \$36,000 of County general revenue is included in the FY 2018 Tentative Budget to support the Leon Works Expo (\$30,000) and Junior Apprenticeship Program (\$6,000). These expenditures were previously funded through a state appropriation.

Leon Works Expo

With no new state appropriation, the FY 2018 Tentative budget includes \$30,000 in County general revenue to pay for the October 2018 Leon Works Expo (although the actual expo date will be in FY 2019, the majority of the expenditures such as printed materials, advertising, and deposits will occur during FY 2018). The October 2017 Expo will be paid for with the previous state appropriation.

Junior Apprenticeship Program

With no new state appropriation, the FY 2018 Tentative budget includes \$6,000 for the FY 2018 Junior Apprenticeship Program to pay for operating expenses such as items as uniforms, supplies, and the Recognition Luncheon. Junior Apprenticeship salaries for the first semester are to be paid for from the 2016 state appropriation and the second semester from the proposed partnership with Career Source.

Staff Recommendation:

- Option #1: Approve the continuation of the Leon Works Programs.
- Option #2: Approve the budgeting of \$36,000 in the FY 2018 and FY 2019 budgets as a bridge to the FY 2020 Blueprint 2020 Economic Development sales tax to support the Leon Works Expo and ongoing expenses of operating the Leon Works Junior Apprenticeship Program.
- Option #3: Direct staff to partner with CareerSource Capital Region to become a Dynamic Futures worksite and authorize the County Administrator to execute the Workforce Innovation and Opportunity Act Work Experience Activity Worksite Agreement (Attachment #1) to support salaries for the Junior Apprenticeship program.
- Option #4: Direct staff to include a Legislative Appropriations request for Leon Works as part of the Board's fall legislative workshop.
- Option #5: Schedule the 2017 Leon Works Expo on October 20, 2017 at the Donald L. Tucker Civic Center to be paid for from existing state appropriation.

Report and Discussion

Background:

During the Board's December 13, 2016 meeting, the Board directed staff to prepare a Budget Discussion Item to consider continuing to host the Leon Works Expo in 2017 and on an annual basis thereafter. This item considers annual funding for both the Leon Works Expo as well as the Leon Works Junior Apprenticeship Program.

The Leon Works Expo and Junior Apprenticeship Program is essential to the following FY 2017-FY 2020 Strategic Initiative and Target that the Board approved at the January 24, 2017 meeting:

- Based upon the projected unmet local market for middle skill jobs, continue to host Leon Works Exposition in collaboration with community and regional partners and launch Leon County's Jr. apprenticeship program (2016-4A).
- Connect 5,000 students and citizens to middle skilled job career opportunities (T3).

This particular Strategic Initiative aligns with the Board's Economy Strategic Priority:

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

Analysis:

To continue to support both the Leon Works Expo and Junior Apprenticeship Programs in FY 2018, Leon County submitted an appropriations request during the 2017 Legislative Session; however, funding for Leon Works programs was not included in the State budget (previously, the County received a \$100,000 appropriation). Currently, as reflected in Table #1, \$80,000 is needed to fund both programs in FY 2018. To make up for the loss of state appropriations, staff sought alternative funding opportunities and worked with CareerSource to develop a proposed partnership to assist in funding the Junior Apprenticeship Program.

As part of the proposed partnership, CareerSource would provide work readiness training and pay for the spring wages for Leon County Junior Apprentices. Both wages and training would be provided to students through Dynamic Futures, a work readiness program funded by the Workforce Innovation and Opportunity Act (WIOA) Youth Federal Grant. Table #1 outlines the proposed Leon Works programs budget should the County partner with CareerSource.

Table #1 – Proposed FY 2018 Leon Works Budget	
Revenue	
Leon County General Revenue	\$36,000
Existing State Appropriation	\$22,000
CareerSource	\$22,000
Total Revenue	\$80,000
Expenses	
Leon Works October 2018 Expo	\$30,000
Junior Apprenticeship Program	\$50,000
Total Expenses	\$80,000
Net Total	\$0

Title: Consideration of Continued County Funding and a New Funding Partnership to Support Leon Works Programs for FY 2018 and FY 2019

June 20, 2017

Page 4

The following analysis provides the Board with an update on Leon Works programs and outlines the proposed partnership with CareerSource.

Leon Works Expo

Based on recommendation from Leon County Schools, the Leon Works Expo has historically been held in October. The majority of the expenditures for the expo are incurred primarily in the prior fiscal year. Existing state appropriation will fund the October 2017 Expo. Staff is recommending the inclusion of \$30,000 in the FY 2018 budget for the October 2018 Expo.

In previous years, the Expo has been held on Lively Technical Center's campus in their large event space; however, the venue has recently been remodeled and now serves as classroom space for Adult & Community Education (ACE). Staff recommends hosting the 2017 Leon Works Expo on Friday, October 20, 2017 at the Donald L. Tucker Civic Center. Staff has tentatively reserved the Civic Center for this date.

The change in venue will allow for attendance at the Expo to grow to 500 high school students, a 40% increase from 2016. Substantial indoor and outdoor space at the Civic Center will also allow for additional local businesses, academic institutions, and community organizations to exhibit and setup demonstrations. One hundred exhibitors attended the Expo at Lively Technical Center in 2016, and staff anticipates increased participation at the 2017 Leon Works Expo.

Both Leon Works programs are economic development programs that could be considered for funding in FY 2020 with sales tax dollars dedicated for economic development purposes.

Leon Works Junior Apprenticeship Program

In January 2017, Leon County successfully launched the Leon Works Junior Apprenticeship Program and, in May, the first class of nine (9) students completed their semester-long Junior Apprenticeship with a County department. Junior Apprenticeship positions for the 2017/2018 school year were advertised to students in April 2017 and the next class of students will report to their County worksite on August 14, 2017.

In FY 2018, \$50,000 (\$25,000 per semester) is needed to continue the Junior Apprenticeship Program at its current size. Should the County partner with CareerSource, Junior Apprentice wages and training would be provided through the Dynamic Futures Program beginning with the second semester (January 2018 to May 2018). The first semester wages would be paid for through the existing state appropriation. County general revenue of \$6,000 will pay for operating costs such as uniforms, office supplies, and the Recognition Luncheon.

For CareerSource to provide the Junior Apprentice wages, Leon County would need to become an approved Dynamic Futures worksite. The County already meets many of the worksite requirements outlined in the WIOA Work Experience Activity Worksite Agreement (Attachment #1). However, the Agreement states that all worksites must follow WIOA Youth Federal Grant guidelines, which includes certain new eligibility requirements. While many of the junior apprentice applicants may currently meet the new requirements, modifications to the County's program guidelines ensures all applicants are eligible. These requirements include limiting participation to those ages 16 to 21 who are attending school and are either low-income or live in a high poverty area. The WIOA also requires that participants fall into an at-risk population such

as homeless, current or former foster child, disabled, at risk of dropping out, youth offender (including non-convictions), or lacking in significant work history (less than six months of work experience within the last year), etc.

No other modifications to the program policy are needed and Leon County's partnership with Leon County Schools will continue as currently designed. Pursuant to the program policy, staff would continue to work with Leon County Schools to ensure at least one student from each high school is selected for the program and that these students receive elective credit for their participation. If the partnership with CareerSource is implemented, staff will prepare a modified policy for the July 11, 2017 meeting.

Additional Partnership Opportunity

While CareerSource is able to fund Leon County's ten (10) in-school Junior Apprentices each semester, the WIOA requires that the majority, at least 75%, of grant funding be used for out-of-school youth. WIOA defines out-of-school youth as an individual age 16 to 24 not attending regular or alternative school that falls into an at-risk population such as school dropout, low-income, pregnant or parenting, youth offender (including non-convictions), deficient in basic skills, etc. Individuals meeting these requirements who are enrolled in an adult education or GED programs are still considered out-of-school youth.

To meet the need for work experience opportunities for out-of-school youth, CareerSource has proposed expanding the Junior Apprenticeship Program by partnering with local businesses and organizations. Through the Office of Economic Vitality's Capital Local Outreach Opportunity Program (CapitalLOOP) approved at the February 2017 Intergovernmental Agency meeting, staff would identify businesses and work with them to develop their own Leon Works Junior Apprenticeships. Participating businesses would also work with CareerSource to become Dynamic Futures worksites eligible for both WIOA funding and training provided by CareerSource staff. A similar public-private partnership is also utilized by the City of Tallahassee for their summer youth employment program, the Tallahassee Future Leaders Academy, which provides participants with summer jobs either in a City department or local business.

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Options:

1. Approve the continuation of the Leon Works Programs.
2. Approve the budgeting of \$36,000 in the FY 2018 and FY 2019 budgets as a bridge to the FY 2020 Blueprint 2020 Economic Development sales tax to support the Leon Works Expo and ongoing expenses of operating the Leon Works Junior Apprenticeship Program.
3. Direct staff to partner with CareerSource Capital Region to become a Dynamic Futures worksite and authorize the County Administrator to execute the Workforce Innovation and Opportunity Act Work Experience Activity Worksite Agreement (Attachment #1) to support salaries for the Junior Apprenticeship program.
4. Direct staff to include a Legislative Appropriations request for Leon Works as part of the Board's fall legislative workshop.
5. Schedule the 2017 Leon Works Expo on October 20, 2017 at the Donald L. Tucker Civic Center.
6. Board Direction

Recommendation:

Options #1 through #5 are contemplated in the tentative budget.

Attachments:

1. WIOA Work Experience Activity Worksite Agreement

**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
WORK EXPERIENCE ACTIVITY
WORKSITE AGREEMENT**

This agreement is entered into this ____ day of ____, 20____, between _____ hereafter referred to as the Worksite/Agency, and Dynamic Workforce Solutions/Kaiser Group, Inc. hereafter referred to as the Service Provider/Employer. It is understood by all parties that this Agreement relates to Job Shadowing, Training and Services to be provided relative to the Work Experience Activity, which is authorized under the Workforce Innovation and Opportunity Act, Public Law 113-128 (Section 129 for Youth Activities).

It is understood by all parties that this Agreement is entered into pursuant to the Service Provider's program contract with the CareerSource Capital Region.

The Worksite/Agency will adhere to the following provisions:

- (1) Conditions of work experience and training shall be appropriate and reasonable in light of such factors as the type of work, geographical region, and proficiency of the participant.
- (2) Health and Safety standards established under the State and Federal Law, otherwise applicable to working conditions of employees shall be equally applicable to working conditions of participants.
- (3) No currently employed worker (including partial displacement such as a reduction in the hours of non-overtime work, wages, or employment benefits) shall be displaced by any participant.
- (4) No program shall impair existing contracts for services or collective bargaining agreements, except that no program under this Act which would be inconsistent with the terms of a collective bargaining agreement shall be undertaken without the written concurrence of the labor organization and employer concerned.
- (5) The parties of this Agreement understand that volunteers being funded with program funds may not participate in lobbying, union, political, religious, or anti-religious activities on the local, state or national level during scheduled work hours.
- (6) Participants cannot be assigned to any of the following worksites: casinos, aquariums, zoos, golf courses, swimming pools.
- (7) Participants cannot be required to run worksite errands.
- (8) To adhere to the requirements that Youth participants who are under the age of 18 are prohibited from using power tools and that ALL participants are prohibited from working in hazardous conditions, such as impending weather danger.

Note: Funds cannot be used for the construction, alteration, maintenance or repair of a public building or public work unless all the iron, steel and manufactured goods used in the project are produced in the United States.

Participants will not be used for the advantage of any private individual or private-for-profit agency, but will be provided useful job shadowing experience which will be consistent with each participant's capabilities and interests and which will assist these participants to obtain future unsubsidized employment. It is agreed that such work experience will be conducted in a safe and sanitary working environment.

NEPOTISM

Due to potential for perceived or actual conflicts, such as favoritism or personal conflicts from outside the work environment, which can be carried into the daily working relationship, the Work Experience program will place career seekers or consider other employment actions concerning relatives of persons currently employed only if: a) candidates for employment will not be working directly for the employer of record; b) candidates for employment are not directly supervised by a relative (as defined under definitions below), and c) candidates for employment will not occupy a position in the same line of authority in which employees can initiate or participate in decisions involving a direct benefit to the relative. Such decisions include hiring, retention, transfer, promotion, wages and leave requests (i.e. business owners). Worksites are responsible for immediately reporting any such relationships to CSCR staff prior to the placement of a career seeker in a work experience slot.

"Family member" is defined as one of the following: relationships by blood—parent, child, grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece and first cousin; and relationships by marriage—husband, wife (as defined by state law), step-parent, step-child, brother-in-law, sister-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, half-brother, half-sister, uncle, aunt, nephew, niece, spouse/partner of any of the above and co-habiting couples or significant others.

**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
WORK EXPERIENCE ACTIVITY
WORKSITE AGREEMENT**

Participants will not be paid by the Worksite/Agency for the time worked. Through an agreement, the Service Provider/Employer issues payments to the participants. Participants will be paid at least the state's minimum wage and will ensure the Fair Labor Standards Act requirements are met.

The Worksite/Agency agrees:

- (1) To provide meaningful and productive work for participant(s) on a scheduled work plan with the understanding that the supervisor/participant ratio will be at least one (1) supervisor to every twelve (12) participants who are enrolled in the Program. Participants are to be supervised at all times.
- (2) To provide a work experience worksite supervisor to the participant(s) without compensation from the program. To designate a secondary worksite supervisor who will be authorized to sign Work Experience documents in the absence of the primary supervisor.
- (3) To ensure that all supervisors for the participant(s) attend the Worksite Supervisor's Training Orientation which will be scheduled and conducted by the Service Provider/Employer.
- (4) To provide a description of duties assigned for each position that will be filled by participants.
- (5) To furnish the equipment, tools materials and supplies which are necessary for the work to be performed.
- (6) To incur the liability should a program participant be injured while being transported in a company and/or personal vehicle by a worksite employee or worksite representative. However, workers compensation coverage is provided by the State of Florida and general liability insurance coverage is provided by Dynamic Workforce Solutions.
- (7) To ensure that participants who are 16 and 17 years of age will participate only in accordance with the applicable provisions of the Fair Labor Standards Act (Section 570.31 and 570.35 of Subpart C of Part 570 of Title 20).
- (8) To ensure, pursuant to the Fair Labor Standards Act, that no participant under 18 years of age will be assigned duties in any occupation which has been determined by the Secretary of the United States Department of Labor to be particularly hazardous for individuals between 16 and 18 years of age (Subpart E of Part 570 of Title 29).
- (9) To ensure that no participant will participate in work experience more than 40 hours per week with the understanding that flexibility will be allowed in determining the days and hours participants are scheduled.
- (10) To ensure that sufficient work is available to occupy each participant during all scheduled hours.
- (11) To develop adequate coordination with the Service Provider/Employer to ensure that appropriate contingency activities are implemented in the event of inclement weather.
- (12) To ensure that evaluations are completed for each participant and provided to the Service Provider/Employer.
- (13) To ensure that Time and Attendance sheets are utilized by each participant and maintained at the worksite for the duration of the activity. Time and Attendance records should reflect the time actually involved in work experience by each participant. These records will be signed at the end of each time period by the participant and the supervisor as certification to their accuracy. The Time and Attendance sheets will be provided by the Service Provider/Employer and should be provided to the Worksite/Agency at a regularly scheduled time as agreed upon by the Worksite/Agency and the Service Provider/Employer.
- (14) To contact the Service Provider/Employer prior to the release of a participant from the worksite or immediately after a participant gives notice of intent to release. This will allow for the agreement to be modified.
- (15) To maintain the following records for the duration of the program: Worksite Agreement, Description of assigned duties, Time and Attendance Records, and Contact Form on each participant (provided by the Service Provider/Employer).
- (16) To cooperate and allow representatives of CareerSource Capital Region Service Provider/Employer staff and other representatives to conduct: counseling for participants, monitoring of worksites, or other work/program activities.
- (17) To adhere to the rules and regulations governing the Work Experience Activity.

**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
WORK EXPERIENCE ACTIVITY
WORKSITE AGREEMENT**

This agreement shall be effective from the date first written until the termination of the Program or unless terminated by either party provided the canceling party gives at least five (5) days advance notice.

Worksite/Agency

Service Provider/Employer

Representative Signature/Title

Representative Signature/Title

Secondary Representative Signature/Title

Address

Address

Email

Email

Telephone

Date

Telephone

Date

Leon County Board of County Commissioners

Budget Discussion Item #7

June 20, 2017

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Summer Youth Training Program Budget Reduction and CareerSource Capital Region Partnership Proposal for FY 2018

Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator Scott Ross, Director of the Office of Management and Budget
Lead Staff/ Project Team:	Shington Lamy, Director, Office of Human Services and Community Partnerships Jeri Bush, Director, Volunteer Services

Statement of Issue:

This budget discussion item proposes alignment of Leon County's Summer Youth Training Program with CareerSource Capital Region's (CSCR) Dynamic Futures Program. Leon County's Summer Youth Training Program would be administered through CSCR's Dynamic Futures Program which is federally-funded.

Fiscal Impact:

This item has a fiscal impact to the County. The Leon County Summer Youth Training Program (LCSYTP) is currently in the tentative FY 2018 budget at the historic \$80,425 which covers all personnel and operating costs. Under this proposal, approximately 40 of the County's 63 positions would be funded by CSCR, resulting in a reduction to the budget of \$40,425.

Staff Recommendation:

Option #1: Approve the proposed partnership of Leon County with CSCR to combine the Summer Youth Training Program with the Dynamic Futures Program including:

- a. Authorize the County Administrator to execute the Workforce Innovation and Opportunity Act Work Experience Activity Worksite Agreement.
- b. Allocate \$40,000 in the FY 2018 budget for personnel and operating costs associated with the proposed Summer Youth Program model which will allow for the continued employment of 23 summer youth that do not qualify for CSCR's Dynamic Futures Program and associated operating costs. For FY 2018, this recommended option reduces the costs included in the tentative budget by \$40,425.

Report and Discussion

Background:

Leon County staff continues to identify opportunities to leverage local partnerships as a way to reduce costs and enhance services. Building on the County's existing relationship with CSCR provides an opportunity to significantly reduce the County's cost of the Leon County Summer Youth Training Program (LCSYTP). Currently, CSCR provides a six hour essential skills training curriculum as part of the County's annual LCSYTP. Expanding this partnership provides the opportunity for some of the summer youth employees' wages to be paid by CSCR. Eligibility for CSCR funding includes establishing certain additional screening criteria to the summer youth employee selection process. This approach is similar to the recommendations contained in the Leon Works Budget Discussion item.

Analysis:

The County's annual Summer Youth Training Program (LCSYTP) is a five week work program that offers local youth work experience and insight into the function of County government. Participants must be between the ages of 14 and 21 and a current Leon County resident. Participants are assigned to one County department or division for the duration of the program and work 20 hours per week under the supervision of County staff. The participants also participate in county-sponsored community engagement activities. They are compensated at Florida's minimum wage rate which is currently \$8.10 per hour. The LCSYTP is administered by Volunteer Services.

For the past two years, Leon County's LCSYTP has partnered with CSCR's Dynamic Futures Program to provide job readiness training and individual strengthfinders assessments that are used in choosing career paths and building resumes. Prior to the start of Leon County's five week LCSYTP program, all students participate in an orientation session. As part of the orientation, CSCR conducts a six hour essential skills training curriculum that includes teamwork, leadership training, dress for success, customer service training, diversity in the workplace as well as soft skills training and professionalism training. The professionalism training addresses communication, dependability, problem solving, taking initiative and presentation/interview skills.

Proposed Partnership with CareerSource Capital Region

Since the County began the partnership with CSCR in 2015, approximately 780 youth with various socio-economic, education and job experience backgrounds have applied annually for the approximately 63 summer employment opportunities. For FY 2018, staff is recommending that CSCR administer the LCSYTP through their Dynamic Futures Program (Attachment #1). Under this proposal, Leon County would be designated as an approved Dynamic Futures worksite. Leon County would continue to promote the LCSYTP concept in conjunction with CSCR. Interested youth would submit an application through CSCR. All LCSYTP participants would receive additional skills training which includes one-on-one goal setting and barriers discovery coaching. After orientation, all participants would be placed in positions within the County during the summer. Those selected for employment by County departments or divisions and meet the at-risk criteria as defined by the federally funded Dynamic Futures Program would have their wages paid by CSCR. Those selected for employment who do not meet the at-risk

criteria would have their wages paid by Leon County. The per student cost for the LCSYTP would be \$1,600 including wages and operating costs. Staff anticipates approximately 40 youth would meet the criteria and be eligible for funding through CSCR.

The LCSYTP is open to and employs youth from all socio-economic groups. Utilizing the proposed model would not only ensure that the County continues to hire a diverse group of youth, but at a cost savings. In addition, after reaching our summer youth employee capacity of 63, other youth who qualified for the Dynamic Futures Program but not selected by Leon County for hire, would have opportunities for employment with local businesses and not-for-profit agencies.

Approaches to the LCSYTP include:

1. Partnering with CSCR, to place approximately 40 of the 63 Leon County summer youth positions with CSCR, and have their salaries paid through the Dynamic Futures Program. Leon County will select 23 summer youth positions not eligible for the CSCR grant funding. This option reduces the FY 2018 preliminary budget by \$40,425.
2. Maintain the LCSYTP in its current status at an annual cost of \$80,425 annually. As previously stated, costs associated with maintaining the LCSYTP under the current model have been contemplated in the FY 2018 budget. Under this scenario, the Program would continue to be administered through Volunteer Services. Applicants for LCSYTP would continue to receive the Dynamic Futures Program skills training, however, the County would pay all costs associated with the Program including participant wages.
3. Transition the entire LCSYTP to the CSCR Dynamic Futures Program. Under this option Leon County would continue to promote the LCSYTP concept in conjunction with CSCR. Interested youth would submit an application through CSCR. With the exception of \$5,000 for operating costs associated with community engagement events and the annual luncheon, all other expenses would be paid by CSCR, including wages for all 63 summer youth assigned to work at Leon County worksites. It should be noted, however, that this option would limit the program participants to those who meet the Dynamic Futures Program at-risk criteria.

In order to broaden Leon County Summer Youth Program, staff recommends the first approach outlined above, partnering with CSCR to combine the LCSYTP with the Dynamic Futures Program. This allows up to 40 youth who qualify for the Dynamic Futures Program to receive workforce training from CSCR and work at a Leon County location while being paid by CSCR. Leon County will maintain 23 employment slots for summer youth who do not meet the eligibility requirements of the Dynamic Futures Program. Structuring the LCSYTP in this manner will provide budgetary savings of \$40,425, and provide additional workforce opportunities for the community's youth.

Volunteer Services would continue to serve as the County's liaison to CSCR and identify the County worksites youth for summer employment with Leon County. Given the efficient

structure of the County's workforce, there are limited opportunities to expand the current capacity for career development of summer youth workers. Therefore, staff recommends maintaining the number of summer youth hires at the current level.

Options:

1. Approve the proposed partnership of Leon County with CSCR to combine the Summer Youth Training Program with the Dynamic Futures Program including:
 - a. Authorize the County Administrator to execute the Workforce Innovation and Opportunity Act Work Experience Activity Worksite Agreement.
 - b. Allocate \$40,000 in FY 2018 budget for personnel and operating costs associated with the proposed Summer Youth Program model, which will allow for the continued employment of 23 summer youth that do not qualify for CSCR's Dynamic Futures Program. For FY 2018, this recommended option reduces the costs included in the tentative budget by \$40,425.
2. Continue to fund and operate the County's Summer Youth Training Program at \$80,425 utilizing the existing program model.
3. Approve the proposed partnership for the Summer Youth Training Program with Career Source Capital Region's "Dynamic Futures" Program including:
 - a. Authorize the County Administrator to execute the Workforce Innovation and Opportunity Act Work Experience Activity Worksite Agreement.
 - b. Allocate \$5,000 in FY 2018 budget for operating costs associated with the proposed Summer Youth Program model and require all summer youth to meet the Career Source eligibility requirements.
4. Board Direction.

Recommendation:

Option # 1

Note, though Option #1 is recommended, funding in support of Option #2 is currently included in the FY 2018 Budget. Approval of the recommended option reduces the County's cost by \$40,425.

Attachments:

1. WIOA Work Experience Activity Worksite Agreement

**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
WORK EXPERIENCE ACTIVITY
WORKSITE AGREEMENT**

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It is understood by all parties that this Agreement is entered into pursuant to the Service Provider's program contract with the CareerSource Capital Region.

The Worksite/Agency will adhere to the following provisions:

- (1) Conditions of work experience and training shall be appropriate and reasonable in light of such factors as the type of work, geographical region, and proficiency of the participant.
- (2) Health and Safety standards established under the State and Federal Law, otherwise applicable to working conditions of employees shall be equally applicable to working conditions of participants.
- (3) No currently employed worker (including partial displacement such as a reduction in the hours of non-overtime work, wages, or employment benefits) shall be displaced by any participant.
- (4) No program shall impair existing contracts for services or collective bargaining agreements, except that no program under this Act which would be inconsistent with the terms of a collective bargaining agreement shall be undertaken without the written concurrence of the labor organization and employer concerned.
- (5) The parties of this Agreement understand that volunteers being funded with program funds may not participate in lobbying, union, political, religious, or anti-religious activities on the local, state or national level during scheduled work hours.
- (6) Participants cannot be assigned to any of the following worksites: casinos, aquariums, zoos, golf courses, swimming pools.
- (7) Participants cannot be required to run worksite errands.
- (8) To adhere to the requirements that Youth participants who are under the age of 18 are prohibited from using power tools and that ALL participants are prohibited from working in hazardous conditions, such as impending weather danger.

Note: Funds cannot be used for the construction, alteration, maintenance or repair of a public building or public work unless all the iron, steel and manufactured goods used in the project are produced in the United States.

Participants will not be used for the advantage of any private individual or private-for-profit agency, but will be provided useful job shadowing experience which will be consistent with each participant's capabilities and interests and which will assist these participants to obtain future unsubsidized employment. It is agreed that such work experience will be conducted in a safe and sanitary working environment.

NEPOTISM

Due to potential for perceived or actual conflicts, such as favoritism or personal conflicts from outside the work environment, which can be carried into the daily working relationship, the Work Experience program will place career seekers or consider other employment actions concerning relatives of persons currently employed only if: a) candidates for employment will not be working directly for the employer of record; b) candidates for employment are not directly supervised by a relative (as defined under definitions below), and c) candidates for employment will not occupy a position in the same line of authority in which employees can initiate or participate in decisions involving a direct benefit to the relative. Such decisions include hiring, retention, transfer, promotion, wages and leave requests (i.e. business owners). Worksites are responsible for immediately reporting any such relationships to CSCR staff prior to the placement of a career seeker in a work experience slot.

"Family member" is defined as one of the following: relationships by blood—parent, child, grandparent, grandchild, brother, sister, uncle, aunt, nephew, niece and first cousin; and relationships by marriage—husband, wife (as defined by state law), step-parent, step-child, brother-in-law, sister-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, half-brother, half-sister, uncle, aunt, nephew, niece, spouse/partner of any of the above and co-habiting couples or significant others.

**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
WORK EXPERIENCE ACTIVITY
WORKSITE AGREEMENT**

Participants will not be paid by the Worksite/Agency for the time worked. Through an agreement, the Service Provider/Employer issues payments to the participants. Participants will be paid at least the state's minimum wage and will ensure the Fair Labor Standards Act requirements are met.

The Worksite/Agency agrees:

- (1) To provide meaningful and productive work for participant(s) on a scheduled work plan with the understanding that the supervisor/participant ratio will be at least one (1) supervisor to every twelve (12) participants who are enrolled in the Program. Participants are to be supervised at all times.
- (2) To provide a work experience worksite supervisor to the participant(s) without compensation from the program. To designate a secondary worksite supervisor who will be authorized to sign Work Experience documents in the absence of the primary supervisor.
- (3) To ensure that all supervisors for the participant(s) attend the Worksite Supervisor's Training Orientation which will be scheduled and conducted by the Service Provider/Employer.
- (4) To provide a description of duties assigned for each position that will be filled by participants.
- (5) To furnish the equipment, tools materials and supplies which are necessary for the work to be performed.
- (6) To incur the liability should a program participant be injured while being transported in a company and/or personal vehicle by a worksite employee or worksite representative. However, workers compensation coverage is provided by the State of Florida and general liability insurance coverage is provided by Dynamic Workforce Solutions.
- (7) To ensure that participants who are 16 and 17 years of age will participate only in accordance with the applicable provisions of the Fair Labor Standards Act (Section 570.31 and 570.35 of Subpart C of Part 570 of Title 20).
- (8) To ensure, pursuant to the Fair Labor Standards Act, that no participant under 18 years of age will be assigned duties in any occupation which has been determined by the Secretary of the United States Department of Labor to be particularly hazardous for individuals between 16 and 18 years of age (Subpart E of Part 570 of Title 29).
- (9) To ensure that no participant will participate in work experience more than 40 hours per week with the understanding that flexibility will be allowed in determining the days and hours participants are scheduled.
- (10) To ensure that sufficient work is available to occupy each participant during all scheduled hours.
- (11) To develop adequate coordination with the Service Provider/Employer to ensure that appropriate contingency activities are implemented in the event of inclement weather.
- (12) To ensure that evaluations are completed for each participant and provided to the Service Provider/Employer.
- (13) To ensure that Time and Attendance sheets are utilized by each participant and maintained at the worksite for the duration of the activity. Time and Attendance records should reflect the time actually involved in work experience by each participant. These records will be signed at the end of each time period by the participant and the supervisor as certification to their accuracy. The Time and Attendance sheets will be provided by the Service Provider/Employer and should be provided to the Worksite/Agency at a regularly scheduled time as agreed upon by the Worksite/Agency and the Service Provider/Employer.
- (14) To contact the Service Provider/Employer prior to the release of a participant from the worksite or immediately after a participant gives notice of intent to release. This will allow for the agreement to be modified.
- (15) To maintain the following records for the duration of the program: Worksite Agreement, Description of assigned duties, Time and Attendance Records, and Contact Form on each participant (provided by the Service Provider/Employer).
- (16) To cooperate and allow representatives of CareerSource Capital Region Service Provider/Employer staff and other representatives to conduct: counseling for participants, monitoring of worksites, or other work/program activities.
- (17) To adhere to the rules and regulations governing the Work Experience Activity.

**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
WORK EXPERIENCE ACTIVITY
WORKSITE AGREEMENT**

This agreement shall be effective from the date first written until the termination of the Program or unless terminated by either party provided the canceling party gives at least five (5) days advance notice.

Worksite/Agency

Service Provider/Employer

Representative Signature/Title

Representative Signature/Title

Secondary Representative Signature/Title

Address

Address

Email

Email

Telephone

Date

Telephone

Date

Leon County Board of County Commissioners

Budget Workshop # 8

June 20, 2017

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Acceptance of the FY 2017 Woodville Sewer Design Springs Restoration Grant and Consideration of Matching Funds for Woodville and Future Springs Restoration Grant Funds for FY 2017 and FY 2018

Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Scott Ross, Director of the Office of Financial Stewardship Tony Park, P.E., Director of Public Works Charles Wu, P.E., Director of Engineering Services
Lead Staff/ Project Team:	Theresa B. Heiker, P.E., Stormwater Management Coordinator Barry Wilcox, Chief Development Resources Officer

Statement of Issue:

This budget discussion item seeks policy direction and budget authorization for southside sewer projects for the current (FY 2017) and upcoming FY 2018 budgets. For the current fiscal year (FY 2017), staff seeks Board acceptance of a \$1.5 million Woodville Sewer Design Grant, and authorization of the required \$1.5 local match from unallocated Fund Balance. For the development of the FY 2018 budget, staff seeks Board authorization to pursue a \$4.5 million state low interest loan for the grant match requirement of an anticipated \$4.5 million neighborhood septic-to-sewer grant. Staff is seeking policy direction to "advance fund" these grant opportunities to be repaid with future Blueprint 2020 Water Quality project proceeds.

Fiscal Impact:

This item has a fiscal impact. A total of \$6.0 million in grant funds requires \$6.0 million in local matching funds. In advance of the 2020 funds being available, staff is recommending using a combination of existing fund balances and pursuing a low interest loan from the Florida Department of Environmental Management Clean Water State Revolving Loan Fund for grant match purposes.

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Staff Recommendations:

- Option #1: Accept the grant of \$1.5 million from the Springs Restoration Grant Program for the Woodville Sewer Design (Attachment #1), authorize the County Administrator to execute the contract, and for cash flow purposes, advance fund up to \$1.5 million in unallocated fund balance during FY 2017 as the initial grant match to be repaid from the County's share of the Blueprint 2020 Water Quality Project.
- Option #2: Authorize staff to finalize the Springs Restoration Grant submissions for the Northeast Lake Munson area (\$2.75 million match) and the Belair/Annawood area (\$1.75 million match) which if awarded will require \$4.5 million as a local match.
- Option #3: Authorize staff to pursue a loan through the FDEP Clean Water State Revolving Loan Fund (SRF) as grant matching funds to be repaid from the County's share of the Blueprint 2020 Water Quality and Stormwater Improvement project.

Report and Discussion

Background:

To support the upgrade or elimination of septic tanks in the Primary Springs Protection Zone, Leon County has aggressively pursued state grants to convert septic tanks to sewer systems. In partnering with the Florida Department of Environmental Protection, Northwest Water Management District and the City of Tallahassee, the County received funding for the Woodside Heights subdivision which at build-out will eliminate approximately 200 septic tanks. In building on these relationships, Leon County has been awarded a \$1.5 million Springs Restoration Grant for the Woodville Septic to Sewer Project which requires a \$1.5 million local match. In addition, County staff has received preliminary indication from the State that \$4.5 million in state grant requests for the Northeast Lake Munson and Belair/Annawood Septic to Sewer projects will also be reviewed favorably when the FY 2017 funding cycle is opened which will require a \$4.5 million match; the timing of the actual award may be in either FY 2017 or FY 2018.

Staff recommends utilizing existing general and capital fund balances to initially advance fund the necessary grant match for Woodville Sewer. To ensure the County's fund balances remain at appropriate policy levels and are available for future capital project sweeps, staff also recommends pursuing a low interest loan from the Florida Department of Environmental Protection's (FDEP) Clean Water State Revolving Loan Fund (SRF) to be used as grant match funding for future awards. A detailed description of the loan program is described later in this item. The County's fund balances and future loans would then be repaid beginning in FY 2020 from the County's share of the Blueprint \$85.0 million Water Quality and Stormwater Improvement project. At the April 1, 2015 Intergovernmental Agency (IA) meeting, the IA approved annual allocations of \$4.250 million split evenly by the County and City beginning in FY 2020.

By way of background, at the April 26, 2016 budget workshop, the Board authorized staff to finalize the Springs Restoration Grant submission for the Woodville Septic to Sewer Project serving approximately 1,500 residences and businesses. Staff was also authorized to continue to seek future funding for the Northeast Lake Munson and Belair/Annawood Septic to Sewer Projects, which will address approximately 375 systems total. The State of Florida again funded the Springs Restoration Grant Program, begun in FY 2014, for FY 2017. The Springs Restoration Grant Program is targeted specifically for areas viewed as contributing pollutants to springs, such as Wakulla Springs.

The Woodville sewer project, and the design and construction of the Northeast Lake Munson and Belair/Annawood septic to sewer projects are essential to the following FY 2017-FY 2021 Strategic Initiatives and Bold Goal that the Board approved at the January 24, 2017 meeting:

- Implement the adopted Basin Management Action Plan (BMAP) for Wakulla Springs including bringing central sewer to Woodville and implementing requirements for advanced wastewater treatment (2016-13)

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- Reduce nitrogen impacts in the PSPZ (primary springs protection zone) by identifying cost effective and financially feasible ways including: Develop a septic tank replacement program. (2016-23A)
- Bold Goal: Upgrade or eliminate 500 septic tanks in the Primary Springs Protection Zone

These particular Strategic Initiatives align with the Board's Strategic Priorities:

- EN1: Protect the quality and supply of our water.
- EN2: Conserve and protect environmentally sensitive lands and our natural ecosystems.
- EN3: Promote orderly growth and sustainable practices.
- EC2: Support programs, policies and initiatives to attract, create, and promote expansion of business, entrepreneurship, and job creation.

Analysis:

The water quality and biological health of Wakulla Springs and the Upper Wakulla River have declined over the past several decades. As research into the reasons for the decline was ongoing, Leon County adopted the Primary Springs Protection Zone (PSPZ) as shown in Attachment #2. This covers a substantial portion of southern Leon County where soils are more permeable and more likely for pollutants on or near the land surface to find their way into the aquifer.

Research by the NFWFMD, the FDEP and the U.S. Geological Survey (USGS) determined that increased nitrate loadings in the groundwater discharged at Wakulla Springs are the primary cause for the decline. The FDEP adopted a Total Maximum Daily Load (TMDL) of 0.35 mg/L nitrates in the Upper Wakulla River in 2012 to restore a healthy biological community to the river. Following adoption of the TMDL, the FDEP started development of a Basin Management Plan (BMAP) to identify the necessary steps to achieve the healthy biological system. The official extents for the Upper Wakulla River BMAP are shown in Attachment #3. The primary focus in the BMAP adopted in October 2015 is reducing nitrate loadings from sources "uphill" from Wakulla Springs, particularly wastewater treatment plants and OSTDS in the PSPZ.

The BMAP adopted by FDEP includes a number of management strategies proposed by stakeholders to assist in achieving the necessary nitrate reductions. In support of moving forward with the Woodville and other sewer projects, one of the strategies Leon County committed to was sewerage in the PSPZ, subject to annual budget and appropriation, utilizing funds from the County's share of the Sales Tax Extension. In addition to a number of specific strategies, the County also committed to evaluating the Florida Department of Health (FDOH) study of passive nitrogen-reducing systems to amend the code of laws to require the use of appropriate systems for new construction in the PSPZ. As discussed in an agenda item at the Board's April 4, 2017 meeting, staff continues to monitor FDOH's study and will provide ordinance amendments once alternative passive technology is available for permitting agencies to approve.

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The County continues to work closely with the Florida Department of Environmental Protection (FDEP), the Northwest Florida Water Management District (NFWFMD) and the City of Tallahassee to aggressively pursue state grants for the purpose of eliminating OSTDS in the PSPZ. The following provides an update on these efforts and recommendations for the Board to approve matching funds for several new projects.

Woodville Sewer

The Woodville project has historically been a Board adopted legislative funding priority since 2006. Every year since 2006, the County has included a request for funding from the State of Florida as part of the County's Legislative appropriations requests. The requests have ranged from \$300,000 in 2006 to \$30 million in 2008 to \$7.2 million this last session.

Late last calendar year, the Florida Department of Environmental Protection (FDEP) awarded \$1.5 million of FY 2016 Springs Restoration Grant funding to the Northwest Florida Water Management District (NFWFMD) for Leon County's Woodville Rural Community Septic to Sewer Project. The grant was awarded for design and permitting of the transmission and collection system to address approximately 1,500 OSTDS serving residences and businesses in this area. Grant acceptance will allow the design and permitting of the system to proceed to address the long-standing OSTDS issue within the Woodville Rural Community. The County continues to work closely with FDEP in identifying future opportunities to work together in funding additional phases of the Woodville project.

In support of the Woodville project, the adopted BMAP includes a series of management strategies proposed by the various stakeholders, such as Leon County. Leon County proposed to fund central sewer in the Woodville Rural Community (subject to budget and appropriation) due to the high groundwater table, the density of the existing historic development and the Board's expressed desire to support economic growth at this designated community node. The distance between Woodville and the City of Tallahassee collection system requires the design and construction of the transmission system before a collection system in Woodville can be constructed.

In addition to the BMAP, the Comprehensive Plan also supports the construction of sewer in the Woodville Rural Community. The Comprehensive Plan also includes provisions to prevent "sprawl" between the U.S.A. and the Woodville Rural Community. The provision of central sewer in the Woodville Rural Community is consistent with Policy 1.1.4 of the Land Use Element of the Comprehensive Plan which states, "Central water and sewer may be provided in areas designated as Rural Community, Woodville Rural Community, and enclaves within the Woodville Rural Community designated for Residential Preservation on the future land use map." The purpose of the central sewer project is to improve water quality, consistent with Policy 1.1.3 of the Land Use Element of the Comprehensive Plan which limits the expansion of capital infrastructure designed to support urban density outside the Urban Service Area with the exception of the:

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- Replacement of existing facilities due to deterioration or destruction from natural disaster.
- A public health and/or safety problem if no improvements are made (example - contaminated water wells).
- Potential of severe environmental degradation if no improvements are made (example - failing septic tanks).

In cases where this capital infrastructure is allowed outside of the Urban Service Area, the policy states, “The capacity of these facilities shall be limited to that necessary to serve development existing on or prior to February 1, 1990.” An exception to Policy would be based on Policy 4.2.5 of the Conservation Element which established a transfer of development rights program. The Policy states that “areas inside the Woodville Rural Community Future Land Use Map category, where connection to sewer facilities designed to achieve Wastewater Treatment standards is available and required, shall be designated to receive dwelling units.”

Recommendation: Accept the grant of \$1.5 million from the Springs Restoration Grant Program for the Woodville Sewer Design (Attachment #1), authorize the County Administrator to execute the contract, and for cash flow purposes, advance fund up to \$1.5 million in unallocated fund balance during FY 2017 as the initial grant match to be repaid from the County’s share of the Blueprint 2020 Water Quality Project.

Future Grant Funding Opportunities

NWFWMD and FDEP funding staff identified two key criteria in successful requests for Springs Restoration Grant funds: first, the project benefit within the Wakulla Springs Primary Focus Area (PFA) and second, the ability to complete the construction within the typical two-year contract period. Based on these criteria, the Board supported the inclusion of two neighborhoods in the Lake Munson/Oak Ridge Planning area for future grant funding requests at the April 2016 budget workshop. In discussions with FDEP, County staff have received preliminary indication that both requests will be reviewed favorably when the FY 2017 funding cycle is opened.

The two projects are the Northeast Lake Munson Project (\$5.5 million total; \$2.75 million County match) and the Belair/Annawood Project (\$3.5 million total; \$1.75 million County match). (Attachment #5) Completion of the projects will address 263 properties in the Northeast Lake Munson neighborhood and 113 properties in the Belair/Annawood neighborhoods. Originally, the County anticipated these grants to be awarded after the Blueprint 2020 funds became available. General and capital project fund balances are available as match funds for the grants; however, to maintain policy minimums and ensure future capital project sweeps can occur, staff recommends pursuing a SRF Loan if the grants are awarded,. If the County is successful in being awarded a loan from the SRF, future sales tax will be utilized for repayment. Final grant awards and matching requirements will be brought to the Board for approval. The anticipated cash flow for the three projects is provided in Attachment #6.

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Recommendation: Authorize staff to finalize the Springs Restoration Grant submissions for the Northeast Lake Munson area (\$2.75 million match) and the Belair/Annawood area (\$1.75 million match).

FDEP Clean Water State Revolving Loan Fund (SRF)

The SRF Program, managed by the FDEP, can provide funds for planning, design and construction matching funds for wastewater and stormwater projects. These competitive low-interest loans can be obtained for any of the construction projects the County may pursue within the Wakulla Springs BMAP area or elsewhere. The FDEP holds quarterly meetings to review Requests for Inclusion on the Funding Priority List (February, May, August and November). Environmental impact analysis and financial feasibility planning documents must be approved by the FDEP to request design funds. Design documents must also be approved to request construction funds. The approval process is estimated to take approximately three months once a complete document has been submitted by a project sponsor's engineer.

The 20-year loans are awarded on a "first come, first serve" basis at an interest rate specific to each project. The maximum interest rate is limited by the market rate and the minimum rate is 0%, and does not change for the life of the loan. Repayment in equal semiannual amounts begins six months after project work is scheduled to be completed. The repayment revenue source is most commonly a pledge of water and sewer utility revenue. However, other revenue sources can be considered, such as the Blueprint 2020 Water Quality and Stormwater Improvements project. As noted above, based on April 1, 2015 IA action, beginning in FY 2020, the County will receive \$2.125 million annually from this project.

Recommendation: Authorize staff to pursue a loan through the FDEP Clean Water State Revolving Loan Fund (SRF) as grant matching funds to be repaid from the County's share of the Blueprint 2020 Water Quality and Stormwater Improvement project.

Blueprint Alternative Sewer Solutions Study

At the June 13, 2017 meeting, the Intergovernmental Agency is considering funding a Comprehensive Wastewater Treatment Facilities (CWTF) Plan. The CWTF will determine appropriate facilities for wastewater treatment in the unincorporated area of Leon County. The CWTF plan will analyze and develop options for extending sewer, providing sewer alternatives, and possible alternatives to onsite treatment and disposal options (OSTDS). The completed CWTF Plan may inform the County on what future unincorporated area projects could be pursued and should assist in leveraging future grant funds.

Subsequent to the completion of the CWTF, the IA may in the future fund additional studies. The next study would entail developing a financing plan for the infrastructure identified in the CWTF. The last study would address a Management and Operations Plan, which may include the creation of a Regional Management Entity (RME). A RME could be structured that required all septic tank owners to pay an annual fee in support of on-going maintenance and/or replacement of their septic tanks. Other Management and Operations Plans could be more

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localized, use newly developed technologies to support on-going maintenance or other to be determined approaches.

The evaluation of alternative technologies appropriate for various areas of the unincorporated area complements the progress currently being made within the BMAP Primary Focus Area. Given the current availability of Springs Restoration Grant funds and the Board's commitments in the BMAP, staff recommends to continue with capital projects that fulfill the strategies and initiatives identified and committed to in the BMAP and the County's Strategic Plan.

Other Project and Grant Funding Updates

Woodside Heights Project Area: Leon County's first septic-to-sewer project is currently being finalized for construction in the Woodside Heights neighborhood, located at the intersection of Woodville Highway and Capital Circle SW. To date of the 200 properties in the neighborhood, approximately 75% or over 145 owners have signed forms agreeing to participate in this project. Springs Restoration Grant funds were received in 2014 and 2015 totaling \$2.45 million to connect the septic tanks to central sewer. The County matched the State grant with a portion of the County's share of the Blueprint 2000 Water Quality funds.

All costs associated with sewer line construction and connection to the City of Tallahassee wastewater system (including septic tank abandonment) is covered by the grant or Leon County's matching funds. Property owners who do not connect to the system while construction is on-going will be assessed a "Readiness to Serve" charge on their monthly utility bill. Property owners who do connect are billed for sewer service based on the amount of their monthly water usage.

Onsite Sewage Treatment and Disposal Systems (OSTDS) Grant Opportunities: The Board provided direction at the April 2016 budget workshop to work with the NFWFMD regarding alternative OSTDS technologies for nitrate removal. The alternative technologies can be utilized where it is not cost-effective or technically feasible for central sewer. A contract with the NFWFMD will be presented to the Board at a later date to accept a grant for \$750,000 (100% funded with no construction match required) for a pilot project of these alternative technologies. NFWFMD will provide funds to Leon County for replacement of residential OSTDS with the new technologies, which will be monitored post-construction for water quality improvement and operational cost analysis after installation. The award of this grant and subsequent project implementation supports the adopted BMAP requirement to develop an OSTDS Initiative to "identify effective, financially feasible strategies to reduce existing loading and prevent future nutrient loading from OSTDS sources."

While these grant opportunities provide for the elimination of hundreds of OSTDS, the FDEP BMAP staff recently released a draft BMAP update which assigns OSTDS nitrate reductions for Leon County within the next 15 years ranging from 58,000 to 85,000 pounds per year. This requires approximately 6,800 existing OSTDS in Leon County's Priority Focus Area 1 (Attachment #4) to be upgraded to advanced treatment or to be connected to central sanitary

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sewer by 2033. The 15 year time frame addresses the need for TMDL compliance within 20 years of BMAP adoption. Leon County communicated with FDEP during the original BMAP adoption that the County has no legal authority to enter into private property, nor can the County mandate septic tank closures or replacements. The County Attorney's Office followed up recently with an additional letter informing FDEP of the County's position. It has been the County's intention to provide incentives to achieve the maximum number of upgrades or conversions to central sewer. Further information will be brought to the Board as the FDEP position develops.

Conclusion

Leon County continues to aggressively pursue partnerships with FDEP and the NFWFMD which allows Leon County to reduce local costs by leveraging state grant dollars in our nitrogen reduction efforts for Wakulla Springs. While several of these initial grant funded projects are for the conversion of septic to sewer, the County also realizes that sewer may not be the appropriate solution throughout the PSPZ. Through the CWTF Plan, additional facility options will be identified to help inform future capital project investments the County may wish to make. Additionally, the NFWFMD Pilot Project goal is to identify passive technology as a low-cost alternative to central sewer which can be implemented throughout the vulnerable areas of the community to achieve the targeted reductions. Leveraging state funds to protect a state resource provides Leon County the greatest opportunity to achieve our goals of serving our residents while restoring the Springs to their former beauty.

Options:

1. Accept the grant of \$1.5 million from the Springs Restoration Grant Program for the Woodville Sewer Design (Attachment #1), authorize the County Administrator to execute the contract, and for cash flow purposes, advance fund up to \$1.5 million in unallocated fund balance during FY 2017 as the initial grant match to be repaid from the County's share of the Blueprint 2020 Water Quality Project.
2. Authorize staff to finalize the Springs Restoration Grant submissions for the Northeast Lake Munson area (\$2.75 million match) and the Belair/Annawood area (\$1.75 million match).
3. Authorize staff to pursue a loan through the FDEP Clean Water State Revolving Loan Fund (SRF) as grant matching funds to be repaid from the County's share of the Blueprint 2020 Water Quality and Stormwater Improvement project.
4. Board direction.

Recommendation:

Options #1, #2, and #3.

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Attachments:

1. NFWFMD and Leon County – Woodville Sewer System Project Phase 1 Grant Agreement
2. Map – Primary Springs Protection Zone
3. Map – Upper Wakulla River BMAP Extents
4. Map – Upper Wakulla River BMAP Primary Focus Area 1
5. Map – Project Area Locations
6. Theoretical Funding and Schedule to Address BMAP Update

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT AND LEON COUNTY GRANT AGREEMENT

WOODVILLE SEWER SYSTEM PROJECT PHASE 1 GRANT AGREEMENT NO. 17-____

This Agreement ("Agreement") is made by and between the Northwest Florida Water Management District ("District"), a public entity created by Chapter 373, Florida Statutes, as amended, with an address of 81 Water Management Drive, Havana, Florida 32333, and Leon County, Florida ("Grantee"), a charter county and a political subdivision of the State of Florida, with an address of 301 S. Monroe St., Tallahassee, FL 32301, to provide financial assistance for the Woodville Sewer System Project Phase 1.

In consideration of the mutual benefits to be derived herefrom, the District and the Grantee do hereby agree as follows:

1. Terms of Agreement

The Grantee does hereby agree to perform in accordance with the terms and conditions set forth in this Agreement, **Attachment A, Scope of Work**, and all attachments and exhibits named herein which are attached hereto and incorporated by reference. References to days in this Agreement shall mean calendar days unless otherwise specified. Land acquisition is not included nor authorized as part of this Agreement, but will be allowed for local match share.

2. Period of Agreement

This Agreement shall begin upon execution by both parties and shall remain in effect ending on November 30, 2019. The Grantee shall be eligible for reimbursement for work performed on or after the date of execution through the expiration date of this Agreement. No costs incurred prior to the execution of the Agreement are eligible for reimbursement. This Agreement may be amended to provide for additional services if additional funding is made available and both parties agree, via written amendment to this agreement.

3. Funding/Invoicing

A. The District agrees to provide funding not to exceed one million five hundred thousand dollars and NO/100 (\$1,500,000) or the final cost to complete the project, whichever is less, for approved expenses in support of the project, as described in **Attachment A**. It is understood that any additional funds necessary for the completion of this project are the responsibility of the Grantee. [or if match required, use B below.]

B. The Grantee shall be reimbursed on a cost reimbursement or cost incurred basis for all eligible project costs required for the completion of tasks, to include the submittal and approval of deliverables, identified in **Attachment A**. Invoices may be submitted no more frequently than monthly, shall reflect actual costs incurred,

and must be submitted in detail sufficient for a proper pre-audit and post-audit thereof.

- C. The Grantee shall submit a written invoice request for payment and supporting documentation consistent with the template attached hereto as **Attachment B**. At a minimum, the invoice and supporting documentation submitted must contain the following information:
- i. Grantee name and contact information, grant agreement name and number, invoice number, invoice date, invoicing time period, and authorized signature;
 - ii. A description and total dollar amount of funds being requested, as organized by task;
 - iii. A narrative description of the work completed for which the funds are being requested, including progress (percent) toward completion of the task;
 - iv. A certification that all work completed and payment requested is for project activities as outlined in this Agreement; and
 - v. Supporting documentation of actual expenses and proof of payment for requested grant funds and matching funds, where applicable. If cost incurred, proof of payment is not required at the time of invoice submittal but shall be submitted no later than with the next invoice.
- D. The Grantee shall submit, at a minimum, an invoice for all expenses incurred through the District fiscal year (October 1 – September 30) for each fiscal year of the period of agreement. The year-end invoice must be received by the District Project Manager no later than twenty-one (21) days following the end of the District fiscal year.
- E. The District agrees to provide payment within thirty (30) days of the District's receipt and approval of an invoice from the Grantee.

4. Available Funding

The District's performance and obligation to pay under this Agreement are subject to the availability of state appropriated and budgeted funds anticipated at the time of execution. Should funding be discontinued or reduced, this Agreement will be terminated or amended, as appropriate, at the sole discretion of the District. In such an event, the Grantee shall be compensated for work or services satisfactorily completed prior to termination or amendment of the Agreement, to the extent of remaining budgeted funds.

5. Progress Reports

- A. The Grantee shall provide a monthly status report to the District's Project Manager via email. This informal report should include the current project status, project activities planned for the next 30 days, and other relevant project progress information, as applicable.
- B. The Grantee shall complete and submit Progress Reports consistent with **Attachment C, Progress Report Template**, to describe the work performed during the reporting period, problems encountered, problem resolution, schedule updates, and proposed work for the next reporting period. Progress Reports shall be submitted electronically to the District's Project Manager by April 15, July 15, October 15, and January 15 each year over the term of the agreement. Progress Reports shall cover the activities completed in the quarter preceding the month due (January-March; April-June; July-September; and October-December, respectively). All deliverables produced during the reporting period shall be provided with each report, if not previously provided. The District's Project Manager shall review the report and provide the Grantee with any feedback within fifteen (15) days from the date submitted.

6. Final Report

The Grantee shall complete a Final Report to summarize the work performed during the entire project, including: a narrative summary of the project; a financial summary of total project costs; project results; project successes; and lessons learned. Any geographic information systems data, photos, or other data created through this project shall be provided electronically with the Final Report, if not previously provided. The Final Report shall be submitted electronically to the District's Project Manager no later than the end of the Agreement period.

7. Indemnification

The District shall have no liability or responsibility to the Grantee, its contractors, any governmental entity, or the employees, agents, representatives, licensees, invitees, and guests of the Grantee and its contractors or any other person or entity associated with the project, and the Grantee agrees that it shall be solely responsible for the negligent or wrongful acts of its employees, agents representatives, licensees, invitees, contractors and guests.

8. Default/Termination

- A. The District may terminate this Agreement at any time if any warranty or representation made by Grantee in this Agreement or in its application for funding shall at any time be false or misleading in any respect, or in the event of the failure of the Grantee to fulfill any of its obligations under this Agreement. Prior to termination, the District shall provide thirty (30) days written notice of its intent to terminate and shall provide the Grantee an opportunity to consult with the District regarding the reason(s) for termination.
- B. The District or Grantee may terminate this Agreement for convenience by providing the other party with thirty (30) days written notice. If the District

terminates the Agreement for convenience, the District shall notify the Grantee of such termination, with instructions as to the effective date of termination or specify the stage of work at which the Agreement is to be terminated. If the Agreement is terminated before performance is completed, the Grantee shall be paid only for that work satisfactorily performed for which costs can be substantiated.

9. Remedies/Financial Consequences

No payment will be made for tasks or deliverables deemed unsatisfactory by the District. In the event that a task or deliverable is deemed unsatisfactory by the District, the Grantee shall re-perform the services needed for completion of a satisfactory task or deliverable, at no additional cost to the District, within fourteen (14) days of being notified of the unsatisfactory task or deliverable. If a satisfactory task or deliverable is not submitted within the specified timeframe, the District will request, in writing specifying the failure of performance under this Agreement, that a proposed Corrective Action Plan (CAP) be submitted by the Grantee to the District. All CAPs must be able to be implemented and performed in no more than sixty (60) days.

- A. A proposed CAP shall be submitted within fourteen (14) days of the date of the written request from the District. The proposed CAP shall be sent to the District Project Manager for review and approval. Within ten (10) days of receipt of the proposed CAP, the District shall notify the Grantee in writing whether the CAP proposed has been accepted. If the CAP is not accepted, the Grantee shall have ten (10) days from receipt of the District letter rejecting the proposal to submit a revised proposed CAP.
- B. Upon the District's notice of acceptance of a proposed CAP, the Grantee shall have ten (10) days to commence implementation of the accepted plan. Acceptance of the proposed CAP by the District does not relieve the Grantee of any of its obligations under the Agreement. The Grantee shall implement the CAP until all deficiencies are corrected and do so within sixty (60) days. Reports on the progress of the CAP will be made to the District as requested by the District Project Manager. In the event the CAP fails to correct or eliminate performance deficiencies by Grantee, the District shall retain the right to require additional or further remedial steps. No actions approved by the District or steps taken by the Grantee shall preclude the District from subsequently asserting any deficiencies in performance.
- C. Failure to respond to a District request for a proposed CAP and failure to correct a deficiency in the performance of the Agreement as specified by the District shall result in the application of financial consequences per Section 215.971(1)(c), F.S. to include a 1 percent reduction in payment applied to the invoice for the respective task or deliverable.

The remedies set forth above are not exclusive and the District reserves the right to exercise other remedies in addition to or in lieu of those set forth above, as permitted by the Agreement.

10. Recordkeeping; Audit

- A. The Grantee shall maintain books, records and documents directly pertinent to performance under this Agreement in accordance with generally accepted accounting principles consistently applied. The District, the State, inspector general or their authorized representatives shall have access to such records for audit purposes during the term of this Agreement and for three (3) years following Agreement completion. In the event any work is subcontracted, the Grantee shall similarly require each subcontractor to maintain and allow access to such records for audit purposes. The Grantee shall also cooperate with an inspector general in any investigation, audit, inspection, review or hearing, pursuant to Section 20.055(5), Florida Statutes.
- B. The Grantee must ensure that grant funds are not comingled with funds from other sources; funds budgeted and/or received for one project may not be used to support another project. If a Grantee's accounting system cannot comply with this requirement, the District and Grantee will establish a system to provide adequate fund accountability for each awarded project. If the District discovers that funds have been comingled, the District has the right to seek a refund for all grant funding received plus interest accrued from the first day the grantee received the funds. Interest shall be calculated based on the prevailing rate used by the State Board of Administration.

11. Special Audit Requirements

In addition to the requirements in Section 10, the Grantee shall comply with applicable provisions contained in Attachment D, Special Audit Requirements, attached hereto and made a part hereof. Exhibit 1 to Attachment D summarizes the funding sources supporting the Agreement for purposes of assisting the Grantee in complying with the requirements of Attachment D. The District will provide a revised copy of Exhibit 1 to the Grantee for each amendment which authorizes a funding increase or decrease.

12. Subcontracts

- A. The Grantee may subcontract work under this Agreement, on a competitive basis, without the prior written consent of the District's Project Manager. The Grantee shall submit a copy of the executed subcontract and a copy of the tabulation form for the competitive procurement process (i.e. Invitation to Bid or Request for Proposals) to the District within fourteen (14) days after execution. Regardless of any subcontract, the Grantee is ultimately responsible for all work to be performed under this Agreement, including but not limited to: design, permitting, construction, surveying, contract management, land acquisition, legal services, right-of-way acquisition, zoning, replatting, comprehensive plan amendment, code variance, and other services, as necessary. The Grantee agrees to be responsible for the fulfillment of all work elements included in any subcontract and agrees to be responsible for the payment of all monies due under any subcontract. It is understood and agreed by the Grantee that the District shall not be liable to any subcontractor for any expenses or liabilities incurred under the

subcontract and that the Grantee shall be solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract.

- B. Subcontracts, which involve equipment purchases as part of an installation/retrofit or that include infrastructure and/or infrastructure improvements, as defined in Florida Chief Financial Officer (CFO) Memorandum No. 5 (2011-2012), must be capitalized in accordance with Chapter 69I-72, Florida Administrative Code (F.A.C.). The Grantee shall be responsible for maintaining appropriate property records for any subcontracts that include the purchase of equipment as part of the delivery of services. The Grantee shall ensure its subcontracts issued under this Agreement, if any, impose this requirement, in writing, on its subcontractors.

13. Prohibited Local Government Construction Preferences

- A. Pursuant to Section 255.0991, F.S., for a competitive solicitation for construction services in which 50 percent or more of the cost will be paid from state-appropriated funds which have been appropriated at the time of the competitive solicitation, a state college, county, municipality, school district, or other political subdivision of the state may not use a local ordinance or regulation that provides a preference based upon:
- i. The contractor's maintaining an office or place of business within a particular local jurisdiction; or
 - ii. The contractor's hiring employees or subcontractors from within a particular local jurisdiction; or
 - iii. The contractor's prior payment of local taxes, assessments, or duties within a particular local jurisdiction.
- B. For any competitive solicitation that meets the criteria in Paragraph A, a state college, county, municipality, school district, or other political subdivision of the state *shall disclose in the solicitation document* that any applicable local ordinance or regulation does not include any preference that is prohibited by Paragraph A. To ensure compliance, any competitive solicitation must clearly state, Per Section 255.0991, Florida Statutes, that Article IX, Section 2-400 of Leon County Code on local preference in purchasing and contracting does not apply.

14. Lobbying Prohibition

In accordance with Section 216.347, Florida Statutes, expenditure of District grant funds for purposes of lobbying, including of the Legislature, judicial branch, or any state agency, is prohibited.

15. Compliance with Law

- A. The Grantee shall comply with all applicable federal, state and local rules and regulations in providing services under this Agreement. The Grantee acknowledges that this requirement includes, but is not limited to, compliance with all applicable federal, state and local health and safety rules and regulations and financial consequences pursuant to Section 215.971(1)(c), Florida Statutes. The Grantee further agrees to include this provision in all subcontracts issued as a result of this Agreement.
- B. The Grantee will maintain compliance with all District permits throughout the term of this Agreement. Failure to do so will result in an immediate cessation of project activities until compliance has been restored and may include reductions in grant funding in the sole discretion of the District. If compliance cannot be reached within a reasonable timeframe, the District may, at its discretion, terminate this Agreement subject to Section 8.

16. Notice

All notices and written communication between the parties shall be sent by electronic mail, U.S. Mail, a courier delivery service, or delivered in person. Notices shall be considered delivered when reflected by an electronic mail read receipt, a courier service delivery receipt, other mail service delivery receipt, or when receipt is acknowledged by recipient.

17. Contacts

The District's Project Manager for this Agreement is identified below:

Linda Chaisson, P.E.	
Northwest Florida Water Management District	
81 Water Management Drive	
Havana, FL 32333-4712	
Telephone No.:	(850) 539-2662
Fax No.:	(850) 539-2777
E-mail Address:	Linda.Chaisson@nwfwater.com

The Grantee's Project Manager for this Agreement is identified below.

Theresa B. Heiker, P.E.	
Stormwater Management Coordinator	
Leon County Public Works	
2280 Miccosukee Road	
Tallahassee, FL 32308	
Telephone No.:	(850) 606-1526
Fax No.:	(850) 606-1501
E-mail Address:	HeikerT@leoncountyfl.gov

18. Insurance

- A. Providing and maintaining adequate insurance coverage is a material obligation of the Grantee. This insurance must provide coverage for all claims that may arise from performance of the work specified under this Agreement, whether such work is performed by the Grantee or its contractors. All policies of insurance shall maintained by the Grantee hereunder shall name the District as an Additional Insureds for the entire length of the agreement.
- B. Coverage may be by private insurance or self-insurance. The Grantee shall provide documentation of all required coverage to the District's Grant Manager *prior to* performance of any work pursuant to this Agreement. All commercial insurance policies shall be with insurers licensed or eligible to do business in the State of Florida. If the Grantee is self-funded for any category of insurance, then the Grantee shall provide documentation that warrants and represents that it is self-funded for said insurance, appropriate and allowable under Florida law, and that such self-insurance offers protection applicable to the Grantee's officers, employees, servants and agents while acting within the scope of their employment with the Grantee for the entire length of the Agreement. The Grantee shall notify the District's Grant Manager within 10 calendar days of any cancellation of insurance or coverage, change in insurance provider, or change in coverage limits and provide documentation of required coverage to the District's Grant Manager concurrent with such notification.
- C. During the life of this Agreement, the Grantee shall secure and maintain insurance coverages as specified below. In addition, the Grantee shall include these requirements in any sub grant or subcontract issued for the performance of the work specified under this Agreement, unless such sub grant or subcontractor employees are covered by the protection afforded by the Grantee.
- i. Workers' Compensation Insurance is required for all employees connected with the work of this project. Any self-insurance program or insurance coverage shall comply fully with the Florida Workers' Compensation law. In case any class of employees engaged in hazardous work under this Agreement is not protected under Workers' Compensation statutes, the Grantee shall provide proof of adequate insurance satisfactory to the Department, for the protection of its employees not otherwise protected.
 - ii. Commercial General Liability insurance is required, including bodily injury and property damage. The minimum limits of liability shall be \$200,000 each individual's claim and \$300,000 each occurrence.
 - iii. Commercial Automobile Liability insurance is required, for all claims which may arise from the services and/or operations under this Agreement, whether such services and/or operations are by the Grantee or any of its contractors. The minimum limits of liability shall be as follows:

\$300,000 Automobile Liability Combined Single Limit for

Company-Owned Vehicles, if applicable

\$300,000 Hired and Non-owned Automobile Liability
Coverage

- iv. Other Insurance may be required if any work proceeds over or adjacent to water, including but not limited to Jones Act, Longshoreman's and Harbormaster's, or the inclusion of any applicable rider to worker's compensation insurance, and any necessary watercraft insurance, with limits of not less than \$300,000 each. Questions concerning required coverage should be directed to the U.S. Department of Labor (<http://www.dol.gov/owcp/dlhwc/lcontac.htm>) or to the parties' insurance carrier.

19. Conflict of Interest

The Grantee, together with its shareholders, members, partners, officers, directors, employees, agents and affiliates, covenants that it presently has no interest and shall not acquire any interest which would conflict in any manner or degree with the performance of services required.

20. Unauthorized Employment

The employment of unauthorized aliens by any Grantee/subcontractor is considered a violation of Section 274A(e) of the Immigration and Nationality Act. If the Grantee/subcontractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement. The Grantee shall be responsible for including this provision in all subcontracts with private organizations issued as a result of this Agreement.

21. Amendments

Any amendment to this Agreement must be consented to in writing by both parties. Notwithstanding any provision of this Agreement to the contrary, any duly executed amendment of this Agreement to extend its term shall be deemed to automatically add or modify, as appropriate, reporting due dates pursuant to Sections 5 and 6 hereof such that the dates are commensurate with the extended term of this Agreement.

22. Discrimination

- A. No person, on the grounds of race, creed, color, religion, national origin, age, gender, or disability, shall be excluded from participation in; be denied the proceeds or benefits of; or be otherwise subjected to discrimination in the performance of this Agreement.
- B. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid or contract with a public entity for construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a

contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. Questions regarding the convicted vendor list may be directed to the Florida Department of Management Services, Office of Supplier Diversity, at (850) 487-0915 or www.dms.myflorida.gov.

- C. An entity or affiliate who has been placed on the discriminatory vendor list pursuant to Section 287.134, Florida Statutes, may not submit a bid on a contract to provide goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity. The Florida Department of Management Services is responsible for maintaining the discriminatory vendor list and posts the list on its website. Questions regarding the discriminatory vendor list may be directed to the Florida Department of Management Services, Office of Supplier Diversity, at (850) 487-0915 or www.dms.myflorida.gov.

23. Scrutinized Companies

Grantee certifies that it and any of its affiliates are not scrutinized companies as identified in Section 287.135, F.S. In addition, Grantee agrees to observe the requirements of Section 287.135, F.S., for applicable sub-agreements entered into for the performance of work under this Agreement. Pursuant to Section 287.135, F.S., the District may immediately terminate this Agreement for cause if the Grantee, its affiliates, or its subcontractors are found to have submitted a false certification; or if the Grantee, its affiliates, or its subcontractors are placed on any applicable scrutinized companies list or engaged in prohibited contracting activity during the term of the Agreement. As provided in Subsection 287.135(8), F.S., if federal law ceases to authorize these contracting prohibitions then they shall become inoperative.

24. Inspection of Work; Access

District personnel and its representatives shall, upon reasonable prior notice to Grantee, have access to and may observe and inspect work being performed under this Agreement, including:

- A. Access to any location or facility on which Grantee is performing work, or storing or staging equipment, materials or documents;
- B. Inspection of any facility, equipment, practices, or operations required in performance of any work pursuant to this Agreement; and
- C. Sampling and monitoring of any substances, soils, materials or parameters at any location reasonable or necessary to assure compliance with any work or legal requirements pursuant to this Agreement.

25. Public Records Access

- A. Grantee shall comply with Florida Public Records law under Chapter 119, F.S. Records made or received in conjunction with this Agreement are public records

under Florida law, as defined in Section 119.011(12), F.S. Grantee shall keep and maintain public records required by the District to perform the services under this agreement.

- B. This Agreement may be unilaterally canceled by the District for unlawful refusal by the Grantee to allow public access to all documents, papers, letters, or other material made or received by the Grantee in conjunction with this Agreement and subject to disclosure under Chapter 119, Florida Statutes, and Section 24(a), Article I, Florida Constitution.
- C. If the Grantee meets the definition of “Contractor” found in Section 119.0701(1)(a), F.S., [i.e. an individual, partnership, corporation, or business entity that enters into a contract for services with a public agency and is acting on behalf of the public agency], then the following requirements apply:
 - i. A request to inspect or copy public records relating to this Agreement for services must be made directly to the District. If this District does not possess the requested records, the Grantee must provide the records to the District or allow the records to be inspected or copied within a reasonable time. If Grantee fails to provide the public records to the District within a reasonable time, the Grantee may be subject to penalties under s. 119, F.S. or as otherwise provided by law.
 - ii. Upon request from the District’s custodian of public records, Grantee shall provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 199, F.S., or as otherwise provided by law. All records that are stored electronically must be provided to the District in a format that is compatible with current information systems.
 - iii. Grantee shall identify and ensure that all public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the Grantee does not transfer the records to the District.
 - iv. Upon completion of the Agreement, Grantee shall transfer, at no cost to the District, all public records in possession of Grantee or keep and maintain public records required by the District to perform the services under this Agreement. If the Grantee transfers all public records to the District, the Grantee shall destroy any duplicate public records that are exempt or confidential and exempt from public record disclosure requirements. If the Grantee keeps and maintains public records upon completion of the Agreement, the Grantee shall meet all applicable requirements for retaining public records.

D. IF THE GRANTEE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, OR TO THE GRANTEE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE DISTRICT'S CUSTODIAN OF PUBLIC RECORDS by telephone at (850) 539-5999; by email at ombudsman@nwfwater.com; or by mail at Northwest Florida Water Management District, 81 Water Management Drive, Havana, FL 32333.

26. Publicity

The Grantee agrees to give appropriate credit to the "Northwest Florida Water Management District" for its financial support in any and all press releases, publications, annual reports, video credits, dedications, project signs, and other public communications regarding this Agreement or any of the deliverables associated with the project, the work, and/or this Agreement. The Grantee hereby grants the District the right and authority to publicize the District's financial support for the project in press releases, publications and other public communications.

27. Execution of Counterparts

This Contract may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.

28. Severability

This Agreement has been delivered in the State of Florida and shall be construed in accordance with the laws of Florida. Wherever possible, each provision of this Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Agreement shall be prohibited or invalid under applicable law, such provision shall be ineffective to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this Agreement.

29. Entire Agreement

This Agreement constitutes the entire agreement between the District and the Grantee and may be amended or extended only in writing, signed by both the District and the Grantee.

IN WITNESS WHEREOF, the parties have executed this Agreement, the day and year last written below.

**NORTHWEST FLORIDA WATER
MANAGEMENT DISTRICT**

**LEON COUNTY BOARD OF COUNTY
COMMISSIONERS**

By: _____
Brett J. Cyphers, Executive Director

By: _____
John E. Dailey, Chairman

Date: _____

Date: _____

List of attachments/exhibits included as part of this Agreement:

Specify Type	Letter/ Number	Description (include number of pages)
<u>Attachment</u>	<u>A</u>	<u>Grant Scope of Work (4 Pages)</u>
<u>Attachment</u>	<u>B</u>	<u>Payment Request Checklist and Template (3 Pages)</u>
<u>Attachment</u>	<u>C</u>	<u>Progress Report Template (1 Page)</u>
<u>Attachment</u>	<u>D</u>	<u>Special Audit Requirements (6 Pages)</u>

ATTACHMENT A GRANT SCOPE OF WORK

PROJECT TITLE: Woodville Sewer System Project Phase 1

PROJECT LOCATION: The Project will be located along Woodville Highway, including adjacent residential streets, which is located within Leon County, Florida. Project coordinates are latitude 30.3142 N, and longitude -84.2475 W.

PROJECT BACKGROUND: The Woodville Sewer System Project will make service connections available for approximately 1,500 residential households and businesses currently served by onsite sewage treatment and disposal systems (OSTDSs) to the City of Tallahassee TP Smith Water Reclamation Facility. This is anticipated to result in a reduction in nutrient leaching into the Floridan aquifer in the Wakulla Springs contribution area. A need for this project has been identified in the Florida Department of Environmental Protection's (Department's) Upper Wakulla River and Wakulla Springs Basin Management Action Plan (BMAP), the 2030 City of Tallahassee Master Sewer Plan, and the Onsite Sewage Treatment and Disposal and Management Options Final Report. Wakulla Springs is an important recreational destination which receives approximately 200,000 visitors annually.

Funds were awarded to the Northwest Florida Water Management District (District) for Phase 1 of this project. Leon County (Grantee) will provide the design, permitting and construction of the project. An Interlocal Agreement will be executed between Leon County and the City of Tallahassee (City) for connecting the new wastewater transmission lines to the City's existing wastewater system and acceptance of the new collection system for operation, maintenance and ownership.

PROJECT DESCRIPTION: This project is the design and permitting of a collection and transmission system to make central sanitary sewer service connections available for approximately 1,500 residences and businesses in the Woodville Rural Community, the extent of which is shown in Figure 1. The collection system will be designed in accordance with City standards. The transmission system, primary lift station and 18,000 feet of force main, will connect to the existing City collection system at Capital Circle Southeast. The City will own and operate the system after construction and approval.

TASKS and DELIVERABLES:

Payment Request Schedule for All Tasks: Grantee may submit a payment request for cost reimbursement of expended or incurred costs no more frequently than once per month. The interim deliverable(s) and/or final deliverable(s) must be submitted and accepted in writing by the District's Project Manager prior to payment request approval. If partial payment is requested prior to completion of tasks below, a narrative summary of the task progress as indicated by percent complete, as well as any specific interim deliverables listed, must be submitted to the District's Project Manager.

Task 1: Design and Permitting

Task Description: The Grantee will procure professional engineering services, in accordance with state law. The Grantee will work with the City of Tallahassee to complete the design of the proposed lift station(s) and force and gravity mains and obtain all necessary permits for construction of the project. The Grantee will submit documentation of preconstruction activities, as described below.

Deliverable 1a: An electronic copy of the survey and draft design at 60% completion submitted to the District's Grant Manager for review prior to submittal of the final design.

Performance Standard: The District's Grant Manager will review the draft design at 60% completion to verify that it meets the specifications in the Grant Work Plan and this task description, and provide any comments to the Grantee for incorporation. Upon review and written acceptance of this submittal by the District's Grant Manager, the Grantee may proceed with the payment request submittal for costs associated with this design document.

Deliverable 1b: An electronic copy of the final design, including professional certification as applicable. Upon request, the Grantee will provide a paper copy of the final design submittal.

Performance Standard: The District's Grant Manager will review the final design to verify that it meets the specifications in the Grant Work Plan and this task description, and, if needed, provide any comments to the Grantee for incorporation. Upon review and written acceptance of this submittal by the District's Grant Manager, the Grantee may proceed with the payment request submittal for costs associated with this design document.

Deliverable 1c: A list of all required permits identifying issue dates and issuing authorities submitted to the District's Grant Manager. Upon request, the Grantee will provide copies of obtained permits or permit related correspondence or documentation.

Performance Standard: The District's Grant Manager will review the list of all issued permits to verify that it meets the specifications in the Grant Work Plan and this task description, and provide any comments to the Grantee for incorporation. Upon review and written acceptance of the list of all issued permits by the District's Grant Manager, the Grantee may proceed with payment request submittal for costs associated with permitting.

Task 2: Progress and Final Reports

Task Description: Per Sections 5 and 6 of this Agreement, the Grantee will complete Progress Reports throughout the Agreement period and a Final Report no later than the end of the Agreement. The reports shall describe, at a minimum: the work performed during the reporting period; problems encountered; problem resolution; schedule updates; and proposed work for the next reporting period. The final report shall also include a summary of the entire project; a financial summary of total project costs; project results; project successes; and lessons learned.

Deliverable 2: An electronic copy of the Progress Report, in word processing or pdf format, submitted to the District's Project Manager for review. Upon request, the Grantee shall provide a paper copy of the Progress Report.

Performance Standard: The District's Project Manager will review the submitted Progress Report to verify that it meets the specifications in the Grant Scope of Work and this task description, and provide any comments to the Grantee for incorporation into the next report.

PROJECT TIMELINE: All tasks and deliverables must be completed on or before the end of the contract period indicated in Section 2 of the Agreement. The anticipated start and end dates may vary, as long as all deliverables and tasks are completed by the end of the agreement.

Task No.	Task or Deliverable Title	Task Start Date	Task End Date	Deliverable Due Date/ Frequency
1a	Survey and 60% Design	1/1/18	12/31/18	12/31/18
1b	Final Plans	1/1/18	5/30/19	11/30/19
1c	Survey	1/1/18	5/30/19	11/30/19
2	Progress Reports			Monthly by 15 th and Quarterly

PROJECT BUDGET SUMMARY: The total cost of the project is estimated at \$3,000,000. Grant funding through this Agreement will not exceed \$1,500,000, as indicated below, and is available for costs to complete the project including design, engineering and permitting.

Task No.	Task Description	Budget Category	Grant Funding
1	Design and Permitting	Contractual Services	\$1,500,000
2a	Progress Reports		\$0
		Total	\$1,500,000

ATTACHMENT B PAYMENT REQUEST TEMPLATE

[Grantee, Address, Logo, etc.]

INVOICE

Date	Invoice Period	Invoice No.

Bill To: Northwest Florida Water Management District 81 Water Management Drive Havana, Florida 32333 Attn: Linda Chaisson
--

Project: **NWFWMD Contract Number 17-XXX**
 Woodville Sewer System Project Phase 1

Date	Item/Activity	Description	Total Expended

Total Invoice Request \$0.00

Limit of grant agreement	\$1,500,000.00
Amount previously paid	\$000,000.00
Amount due this invoice	\$000,000.00
<hr/>	
Amount of grant agreement remaining after this invoice (Line 1-(Line 2+Line 3))	\$000,000.00

Signature of Project Manager

Date

Summary of Activities Completed for Project #:_____; Invoice #_____

[Insert description of activities and include any deliverables demonstrating work activities (photos, draft/final plans, surveys, reports, permits, etc.) as attachments. If cost-incurred, must include percent complete]

Engineer/Project Manager certification: This certifies that the work described herein was performed for the [insert project title; NFWFMD Contract Number 17-_____].

Signature

Date

Name (print)

Invoice Submittal Checklist	
Invoice containing:	
	Grantee name, address, phone
	Project name
	Contract number
	Invoice number
	Invoice date
	Invoice period
	Summary of activities being invoiced (date, brief description, cost)
	Summary of match (if applicable)
	Signature of Project Manager*
Additional required items:	
	Cover letter with signature of Project Manager ¹
	Detailed description of activities
	Detailed cost backup documentation ² - grant
	Detailed cost backup documentation ² - match
	Any other items required in agreement
	Project manager/engineer certification

¹Only one signature needed, either on invoice or cover letter.

²Examples of cost backup documentation include: copies of receipts for payment, contractor invoices, copies of cleared checks, payroll records, etc. Documentation should include all applicable costs including supplies and materials, legal fees, permit fees, labor, contractors, and equipment.

ATTACHMENT C PROGRESS REPORT TEMPLATE

[Project name & contract #]

Progress Report [or Final Report]

[Report start date] through [report end date]

[Summary of Requirements below – delete before submitting]

Progress Reports: The Grantee shall complete and submit Progress Reports consistent with **Attachment C, Progress Report Template**, to describe the work performed during the reporting period, problems encountered, problem resolution, schedule updates, and proposed work for the next reporting period. Progress Reports shall be submitted electronically to the District's Project Manager by April 15, July 15, October 15, and January 15 each year over the term of the agreement. Progress Reports shall cover the activities completed in the quarter preceding the month due (January-March; April-June; July-September; and October-December, respectively). All deliverables produced during the reporting period shall be provided with each report, if not previously provided.

Final Report: The Grantee shall complete a Final Report to summarize the work performed during the entire project, including: a narrative summary of the project; a financial summary of total project costs; project results; project successes; and lessons learned. Any geographic information systems data, photos, or other data created through this project shall be provided electronically with the Final Report, if not previously provided. The Final Report shall be submitted electronically to the District's Project Manager no later than the end of the Agreement period.

1. Description of project work completed during the reporting period [including contracting, design, etc.];
 - May include: design drawings and project area map (if applicable, note if attached or previously provided); photographic record of project activities and progress to date (if applicable); or other deliverables as indicated in the Scope of Work.
2. Problems encountered and solutions
3. Work plan and schedule for next phase of project up to the next semiannual report or final project summary report. Note any changes to anticipated schedule outlined above; and

Task	Anticipated Completion Date

4. Summary of construction and total project costs to date, itemized by major component.
 - May be text and/or table

ATTACHMENT D

Special Audit Requirements

The administration of resources awarded by the Northwest Florida Water Management District (*which may be referred to as the "District," NFWFMD," or "Grantor", or other name in the contract/agreement*) to the recipient (*which may be referred to as the "Contractor", Grantee" or other name in the contract/agreement*) may be subject to audits and/or monitoring by the Northwest Florida Water Management District, as described in this attachment.

MONITORING

In addition to reviews of audits conducted in accordance with OMB Circular A-133 and Section 215.97, F.S., as revised (see "AUDITS" below), monitoring procedures may include, but not be limited to, on-site visits by District staff, limited scope audits as defined by OMB Circular A-133, as revised, and/or other procedures. By entering into this Agreement, the recipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Northwest Florida Water Management District. In the event the Northwest Florida Water Management District determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the District to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer or Auditor General.

AUDITS

PART I: FEDERALLY FUNDED

This part is applicable if the recipient is a State or local government or a non-profit organization as defined in OMB Circular A-133, as revised.

1. In the event that the recipient expends \$500,000 or more in Federal awards in its fiscal year, the recipient must have a single or program-specific audit conducted in accordance with the provisions of OMB Circular A-133, as revised. In determining the Federal awards expended in its fiscal year, the recipient shall consider all sources of Federal awards, including Federal resources received from the Department of Environmental Protection. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by OMB Circular A-133, as revised. An audit of the recipient conducted by the Auditor General in accordance with the provisions of OMB Circular A-133, as revised, will meet the requirements of this part.
2. In connection with the audit requirements addressed in Part I, paragraph 1, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in Subpart C of OMB Circular A-133, as revised.

3. If the recipient expends less than \$500,000 in Federal awards in its fiscal year, an audit conducted in accordance with the provisions of OMB Circular A-133, as revised, is not required. In the event that the recipient expends less than \$500,000 in Federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of OMB Circular A-133, as revised, the cost of the audit must be paid from non-Federal resources (i.e., the cost of such an audit must be paid from recipient resources obtained from other than Federal entities).
4. The recipient may access information regarding the Catalog of Federal Domestic Assistance (CFDA) via the internet at <https://www.cfda.gov/>.

PART II: STATE FUNDED

This part is applicable if the recipient is a nonstate entity as defined by Section 215.97(2)(m), Florida Statutes.

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$500,000 in any fiscal year of such recipient, the recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT 1 to this Attachment indicates state financial assistance awarded through the Northwest Florida Water Management District by this Agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department of Environmental Protection, other state agencies, and other nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.
2. In connection with the audit requirements addressed in Part II, paragraph 1; the recipient shall ensure that the audit complies with the requirements of Section 215.97(7), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
3. If the recipient expends less than \$500,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. In the event that the recipient expends less than \$500,000 in state financial assistance in its fiscal year, and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the non-state entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than State entities).
4. For information regarding the Florida Catalog of State Financial Assistance (CSFA), a recipient should access the Florida Single Audit Act website located at

<https://apps.fldfs.com/fsaa> for assistance. In addition to the above websites, the following websites may be accessed for information: Legislature's Website at <http://www.leg.state.fl.us/Welcome/index.cfm>, State of Florida's website at <http://www.myflorida.com/>, Department of Financial Services' Website at <http://www.fldfs.com/> and the Auditor General's Website at <http://www.myflorida.com/audgen/>.

PART III: OTHER AUDIT REQUIREMENTS

(NOTE: This part would be used to specify any additional audit requirements imposed by the State awarding entity that are solely a matter of that State awarding entity's policy (i.e., the audit is not required by Federal or State laws and is not in conflict with other Federal or State audit requirements). Pursuant to Section 215.97(8), Florida Statutes, State agencies may conduct or arrange for audits of State financial assistance that are in addition to audits conducted in accordance with Section 215.97, Florida Statutes. In such an event, the State awarding agency must arrange for funding the full cost of such additional audits.)

PART IV: REPORT SUBMISSION

1. Copies of reporting packages for audits conducted in accordance with OMB Circular A-133, as revised, and required by PART I of this Attachment shall be submitted, when required by Section .320 (d), OMB Circular A-133, as revised, by or on behalf of the recipient directly to each of the following:

- A. The Northwest Florida Water Management District at one of the following addresses:

By Mail:

Inspector General

Northwest Florida Water Management District
Office of the Inspector General
81 Water Management Drive
Havana, Florida, 32333-4712

- B. The Federal Audit Clearinghouse designated in OMB Circular A-133, as revised (the number of copies required by Sections .320 (d)(1) and (2), OMB Circular A-133, as revised, should be submitted to the Federal Audit Clearinghouse), at the following address:

Federal Audit Clearinghouse
Bureau of the Census
1201 East 10th Street
Jeffersonville, IN 47132

Submissions of the Single Audit reporting package for fiscal periods ending on or after January 1, 2008, must be submitted using the Federal Clearinghouse's

Internet Data Entry System which can be found at:
<https://harvester.census.gov/facweb>

- C. Other Federal agencies and pass-through entities in accordance with Sections .320 (e) and (f), OMB Circular A-133, as revised.
- 2. Pursuant to Section .320(f), OMB Circular A-133, as revised, the recipient shall submit a copy of the reporting package described in Section .320(c), OMB Circular A-133, as revised, and any management letters issued by the auditor, to the Northwest Florida Water Management District at the following address:

By Mail:
Inspector General
Northwest Florida Water Management District
Office of the Inspector General
81 Water Management Drive
Havana, Florida, 32333-4712

- 3. Copies of financial reporting packages required by PART II of this Attachment shall be submitted by or on behalf of the recipient directly to each of the following:
 - A. The Northwest Florida Water Management District at one of the following addresses:

By Mail:
Inspector General
Northwest Florida Water Management District
Office of the Inspector General
81 Water Management Drive
Havana, Florida, 32333-4712

- C. The Auditor General's Office at the following address:

By Mail:
State of Florida Auditor General
Room 401, Claude Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

- 4. Copies of reports or management letters required by PART III of this Attachment shall be submitted by or on behalf of the recipient directly to the Northwest Florida Water Management District at one of the following addresses:

By Mail:

Inspector General

Northwest Florida Water Management District
Office of the Inspector General
81 Water Management Drive
Havana, Florida, 32333-4712

5. Any reports, management letters, or other information required to be submitted to the Northwest Florida Water Management District pursuant to this Agreement shall be submitted timely in accordance with OMB Circular A-133, Florida Statutes, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.
6. Recipients, when submitting financial reporting packages to the Northwest Florida Water Management District for audits done in accordance with OMB Circular A-133, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the recipient in correspondence accompanying the reporting package.

PART V: RECORD RETENTION

The recipient shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of **five** years from the date the audit report is issued, and shall allow the Northwest Florida Water Management District, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to the Northwest Florida Water Management District, or its designee, Chief Financial Officer, or Auditor General upon request for a period of **three** years from the date the audit report is issued, unless extended in writing by the Northwest Florida Water Management District.

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EXHIBIT – 1

FUNDS AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

Federal Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following:					
Federal Program Number	Federal Agency	CFDA Number	CFDA Title	Funding Amount	State Appropriation Category

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Matching Resources for Federal Programs:					
Federal Program Number	Federal Agency	CFDA	CFDA Title	Funding Amount	State Appropriation Category

State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.:						
State Program Number	Funding Source	State Fiscal Year	C Number	CSFA Title or Funding Source Description	Funding Amount	State Appropriation Category
Original Agreement	Land Acquisition Trust Fund, Line Item 1600	2016-2017	37.052	Florida Springs Grant Program	\$1,500,000	

				Total Award	\$1,500,000	
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For each program identified above, the recipient shall comply with the program requirements described in the Catalog of Federal Domestic Assistance (CFDA) [<https://www.cfda.gov/>] and/or the Florida Catalog of State Financial Assistance (CSFA) [<https://apps.fldfs.com/fsaa/catalog.aspx>]. The services/purposes for which the funds are to be used are included in the Contract scope of services/work. Any match required by the recipient is clearly indicated in the Contract.

Leon County Primary Springs Protection Zone

Attachment # 2

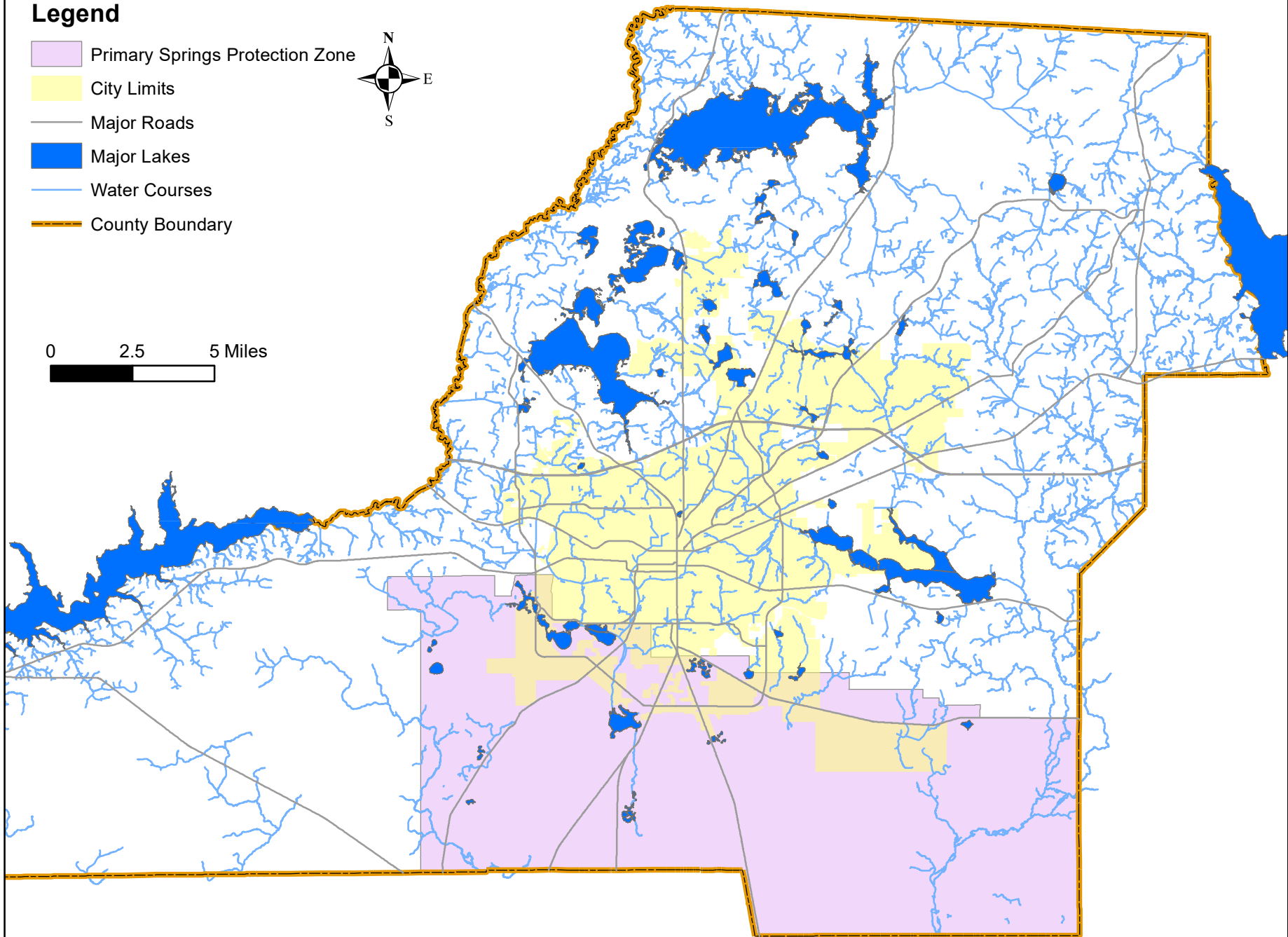
Page 1 of 1

Legend

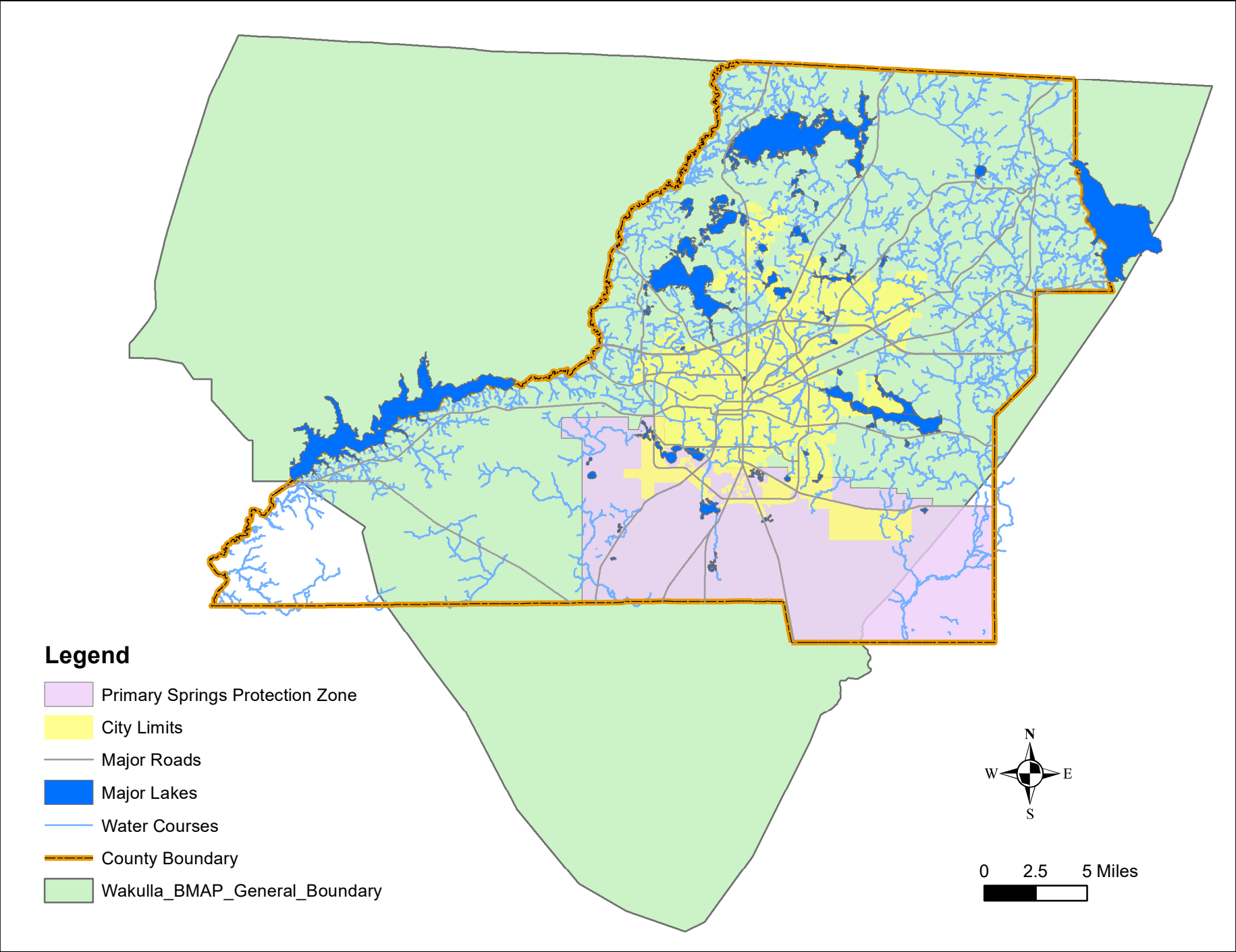
- Primary Springs Protection Zone
- City Limits
- Major Roads
- Major Lakes
- Water Courses
- County Boundary



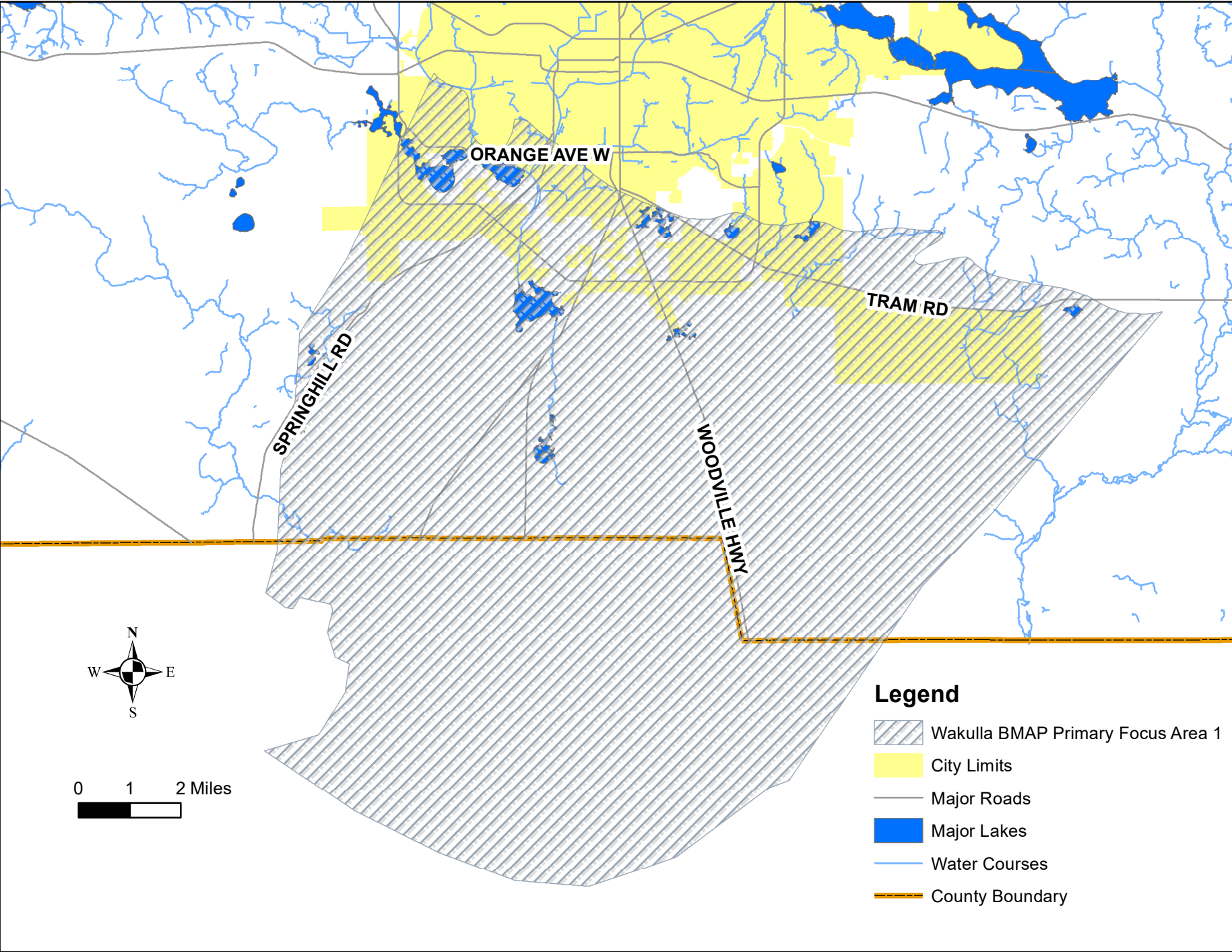
0 2.5 5 Miles



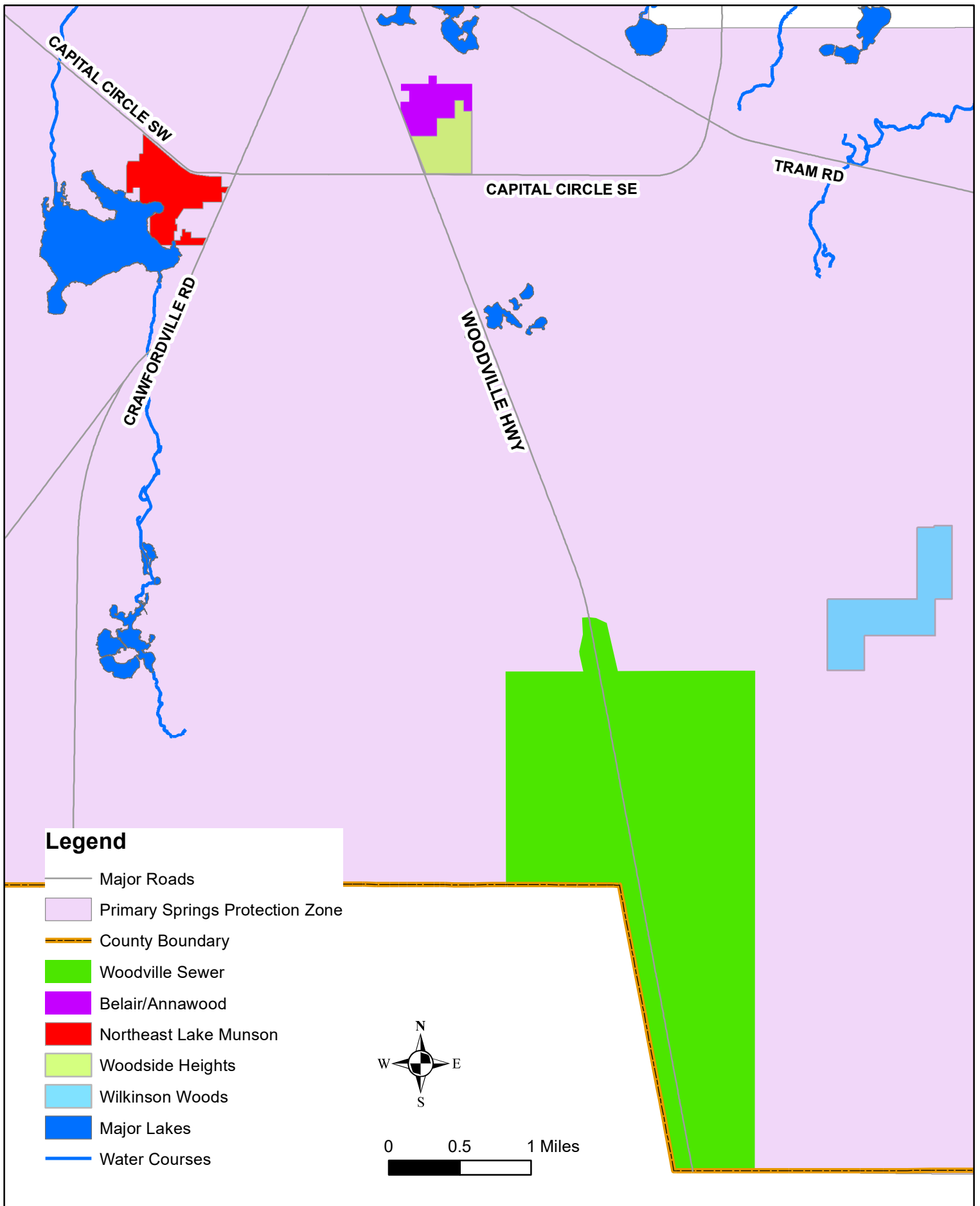
Wakulla Springs Basin Management Action Plan Extents



Wakulla Springs BMAP Primary Focus Area 1



Project Area Locations



**Cash Flow Analysis for
Springs Restoration Grant Projects**

Project	FY17-18	FY18-19	FY19-20	Totals
Woodville Sewer Design & Right of Way	\$2,000,000	\$1,000,000		\$3,000,000
<i>State grant share</i>	<i>\$1,000,000</i>	<i>\$500,000</i>		
<i>Leon County share</i>	<i>\$1,000,000</i>	<i>\$500,000</i>		
Northeast Lake Munson Design and Construction	\$200,000	\$600,000	\$4,700,000	\$5,500,000
<i>State grant share</i>	<i>\$100,000</i>	<i>\$300,000</i>	<i>\$2,350,000</i>	
<i>Leon County share</i>	<i>\$100,000</i>	<i>\$300,000</i>	<i>\$2,350,000</i>	
Belair/Annawood Design and Construction	\$100,000	\$300,000	\$3,100,000	\$3,500,000
<i>State grant share</i>	<i>\$50,000</i>	<i>\$150,000</i>	<i>\$1,550,000</i>	
<i>Leon County share</i>	<i>\$50,000</i>	<i>\$150,000</i>	<i>\$1,550,000</i>	

Total project costs per fiscal year \$2,300,000 \$1,900,000 \$7,800,000

Leon County Board of County Commissioners

Budget Workshop Item # 9

June 20, 2017

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Authorize an Annual Program to Provide Amnesty Days at Leon County Rural Waste Service Centers

Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Maggie Theriot, Director Office of Resource Stewardship Scott Ross, Director, Office of Financial Stewardship
Lead Staff/ Project Team:	Tessa Schreiner, Manager, Office of Sustainability

Statement of Issue:

This agenda item seeks Board's approval to host Leon County's Amnesty Days for all Leon County Rural Waste Service Centers. Amnesty Days would allow for the free disposal of waste at the rural waste centers on two separate days annually to help reduce trash in the National and State forests.

Fiscal Impact:

This item has an estimated fiscal impact of \$15,000 (\$7,500 per event). Should the Board wish to implement the Amnesty Day program, funds to host the event will come from the existing budgeted funds in the Office of Sustainability to reduce litter in Leon County.

Staff Recommendation:

Option #1: Approve staff to host Amnesty Days for Leon County Rural Waste Service Centers.

Report and Discussion

Background:

At Village's Square "Speed Date Your Local Officials", a citizen proposed the creation of an amnesty program to help reduce trash in the National and State forests. Staff has researched amnesty days and is recommending the establishment of two events per year described in more detail below. In discussions with other jurisdictions that have held Amnesty Days, research has indicated that hosting the event twice a year appears to be most effective. One jurisdiction previously held Amnesty Days quarterly, however, they recently moved to semiannual events, and found that the same amount of trash in total was received as when they hosted quarterly collection events.

In addition to amnesty days, Leon County is already actively engaged with community partners in implementing additional solutions to reduce trash in the National and State forests. In February, the Sustainability team brought together representatives from the U.S. Forest Service (USFS), the Florida Fish and Wildlife Conservation Commission (FWC), the Leon County Sheriff's Office (LCSO), and local stakeholders to discuss the growing issue of illegal dumping around the County. The group concluded that a better comprehensive and collective tracking system would be the best next step to help in more effective abatement. Sustainability staff worked with the Tallahassee-Leon County GIS team to create an online mapping tool that state and local government representatives can use to track illegal dumping incidents the County. This data will help guide a more effective use of resources in the ongoing effort to reduce the frequency and quantity of illegal dumping.

In staff's continued engagement of citizens and local organizations, concern for illegal dumping has been a particular topic of focus. Certain areas of high dumping volume are concentrated in and around the National and State forests. If Leon County Government were to host Amnesty Days staff anticipates that the illegal dumping incidents would decrease.

Analysis:

In a continued effort to listen to and respond to citizens' concerns and suggestions, staff recommends hosting two Amnesty Days in FY2018 and assessing the benefit amnesty has on illegal dumping occurrences. Leon County's Rural Waste Service Centers (RWSC) in Miccosukee, Woodville, Fort Braden, and the Solid Waste Facility serve thousands of citizens every year. There are currently 5,500 active accounts, and hundreds more use the sites for free disposal of recyclables and Household Hazardous Waste items. The RWSC at the Solid Waste Facility is open from 8am-5pm Monday – Saturday, while the sites at Woodville, Fort Braden, and Miccosukee are open from 9am-6pm on Friday and 9am-5pm on Saturday and Sunday. Staff recommends using these locations for Amnesty Days.

Event Details

Citizens will receive "amnesty," and be able to bring bulk items, electronics, Household Hazardous Waste, tires, and household garbage free of charge.

The tentative dates and times for the FY18 Amnesty Days are Saturday, October 14, 2017 and April 14, 2018 from 9am to 5pm, following regular RWSC hours with the exception of the Solid Waste Facility site. October 14 and April 14 are optimal dates as they are the week after the monthly Household Hazardous Waste collection days.

Having a collection event in the fall will provide time to analyze if there is an observable decrease in illegal dumping in the surrounding areas prior to the annual National Forest Cleanup every spring organized by Sharon Gray. Moreover, having the second Amnesty Day in the spring will give citizens an additional opportunity to safely and responsibly dispose of their waste.

All Leon County citizens will be allowed to participate, provided they show their ID proving their County residence. The Rural Waste Service Centers are equipped with software that can determine if a citizen resides within Leon County, so each customer on Amnesty Days will be asked to bring their driver's license.

In order to further leverage the benefit of this event, in addition to amnesty disposal items, citizens will be asked to bring one of two items to the RWSCs: a recyclable item or a non-perishable food item. Staff wants to continue to encourage citizens to actively recycle, and this event gives an opportunity to educate residents on recycling. Any non-perishable food items brought to the RWSCs on the day will be donated to Second Harvest of the Big Bend.

Staff estimates that upwards of 1,500 citizens would participate in the Amnesty Days; this is three times the number of citizens that have visited the RWSCs on the busiest day of the year.

Funds to host the event will come from the existing \$21,375 budgeted in the Office of Sustainability to reduce litter in Leon County. The potential revenue loss for normal operations will be minimal, as Pay-As-You-Throw customers are a very small percentage of average customer volume (4% on the busiest day of the year).

To combat illegal dumping, Amnesty Days give the opportunity for citizens to bring in solid waste items that might otherwise have been disposed of illegally, and has the potential to bring in new awareness and customers to the Rural Waste Service Centers.

Options:

1. Approve Staff to Host Amnesty Days for Leon County Rural Waste Service Centers.
2. Do Not Approve Staff to Host Amnesty Days for Leon County Rural Waste Service Centers.
3. Board direction

Recommendation:

Option #1.

Leon County Board of County Commissioners

Budget Workshop Item # 10

June 20, 2017

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: National Pearl Harbor Remembrance Day Partnership with Honor Flight Tallahassee

Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator Scott Ross, Director, Office of Financial Stewardship
Lead Staff/ Project Team:	Shington Lamy, Director, Office of Human Services and Community Partnerships Ben Bradwell, Veteran Services Director

Statement of Issue:

This item proposes that the County partner with Honor Flight Tallahassee for the Honor Flight Reunion held on December 7th of each year to recognize National Pearl Harbor Remembrance Day.

Fiscal Impact:

This item has a fiscal impact to the County. The item requests \$5,000 allocation in the FY 2018 budget to partner with Honor Flight Tallahassee to promote and coordinate the annual Honor Flight Reunion held on December 7th to recognize National Pearl Harbor Remembrance Day.

Staff Recommendations:

- Option #1: Accept the proposal to partner with Honor Flight Tallahassee on the Honor Flight Annual Reunion to recognize National Pearl Harbor Remembrance Day including the approval of \$5,000 as part of the FY 2018 Budget and provide budget guidance to include this line item in the Veteran's Services budget in future years.
- Option #2: Direct staff to prepare a proclamation honoring National Pearl Harbor Remembrance Day to be presented at the event.

Options #1 and #2 are included in the Tentative FY 2018 Budget.

Report and Discussion

Background:

At the December 12, 2016 retreat, the Board adopted a strategic initiative to work with community partners in an effort to expand appreciation of local veterans including recognition of National Pearl Harbor Remembrance Day. On January 24, 2017, the Board ratified the actions taken at its Retreat.

This proposal is essential to the following FY 2017-FY 2020 Strategic Initiative that the Board recommended at the Annual Retreat:

“Work with community partners to expand appreciation of local veterans including recognition of National Pearl Harbor Remembrance Day.”

This particular Strategic Initiative aligns with Board’s Strategic Priority – Quality of Life

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

Analysis:

The County has demonstrated an unwavering commitment to support and honor the veterans that have dedicated their lives in in service to our Country. The County’s partnerships with community agencies and veteran service organizations have been essential to the delivery of the programs and services that the County Office of Veterans Services provides to local veterans and their families. Additionally, the County partners with local veteran organizations to host events and collaborate with the community to recognize and remember our local veterans. These events raise community awareness of significant days and observation for the United States Armed Forces. The following highlights the County’s ongoing partnerships that recognize and remember the men and women that served in the U.S. military.

Operation Thank You Breakfast with the American Legion – Each year the County partners with the American Legion to host a breakfast ceremony for local veterans on Veterans Day. The ceremony is held at the American Legion Facility located north of Lake Ella prior to the Veterans Day Parade. The event includes a warm breakfast served by County Commissioners, County staff, and community volunteers and an intimate ceremony that recognizes veterans for their service and remembers those who died while serving their country. The partnership with the American Legion built upon the County’s four previous Operation Thank You events that recognized and remembrance that served during military conflicts (i.e. World War II, Korean War, Vietnam War, and post-9/11). As part of the Operation Thank You Breakfast, the County provides financial support in amount of \$2,500.

Veterans Day Parade – Each year the County partners with Veterans Events Tallahassee, Inc. (VET, Inc.), to participate in the Veterans Day Parade which traditionally takes place on Monroe Street. County staff provides support in the planning and coordination of the event. According to VET, Inc., approximately 27,000 spectators attended the 2016 Veterans Day Parade. In addition to its annual participation and coordination, the County provides financial support in the amount of \$5,000.

North Florida Homeless and at Risk Veterans Stand Down – The County has played a major role in the promotion, coordination, and funding of the Homeless and at Risk Veterans Stand Down. The two-day event, coordinated by Florida Veterans Foundation, Inc. is held at the North Florida Fairground where homeless veterans that reside in the Big Bend region receive meals, clothing and medical supplies. Each year the County provides \$10,000 for the event as well as staff support from the County Veteran Service Division.

Honor Flight – The County provides \$15,000 annually to Honor Flight Tallahassee to transport World War II, Korean War, and Vietnam War veterans to Washington D.C. to visit memorials dedicated to honor their services and sacrifices. Additionally Leon County Emergency Medical Services provides critical medical support for each flight. Since the 2012 inception of Honor Flight, 400 Veterans have participated on the flights.

Honor Flight Annual Reunion

Each year Honor Flight Tallahassee hosts a Reunion for the veterans that participated on the flight to Washington D. C. This event is held on December 7th in recognition of National Pearl Harbor Remembrance Day. The Reunion is held at the Tallahassee National Guard Armory and includes an intimate sit down dinner that provides the veterans the opportunity to congregate and reminisce about their trip to Washington, D.C.

Honor Flight Tallahassee has expressed interest to partner with the County to enhance the programming and coordination of the Reunion in order to raise community awareness of the importance of National Pearl Harbor Remembrance Day and recognize the Honor Flight participants. The County's role would include assisting with planning and coordination of the Reunion event and a media campaign that encourages the community to recognize and remember Pearl Harbor Day. As part of the Reunion, the Board Chairman would provide remarks expressing appreciation for our local veterans and present a resolution recognizing December 7th as National Pearl Harbor Remembrance Day. Additionally, the County would participate in the dinner with the Honor Flight veterans. The County contribution to this effort would be approximately \$5,000.

This proposal would build upon the County's continued partnership with Honor Flight Tallahassee to recognize and honor the local veterans that fought for our country.

Options:

1. Accept the proposal to partner with Honor Flight Tallahassee on the Honor Flight Annual Reunion to recognize National Pearl Harbor Remembrance Day including the approval of \$5,000 as part of the FY 2018 Budget and provide budget guidance to include this line item in the Veteran's Services budget in future years.
2. Direct staff to prepare a proclamation honoring the Remembrance of Pearl Harbor Day to be presented at the event.
3. Board direction.

Recommendations:

Options #1 and #2 are included in the Tentative FY 2018 Budget.

Leon County Board of County Commissioners

Budget Workshop Item # 11

June 20, 2017

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Establishing the Maximum Millage Rate for the FY 2018 Tentative Budget

Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Scott Ross, Director, Office of Financial Stewardship Jelani Marks, Management Analyst

Statement of Issue:

As part of the annual budget cycle, the Board is required to establish the maximum millage rates for utilization in the Truth in Millage (TRIM) process.

Fiscal Impact:

The rates established can be decreased at the budget public hearings in September, but cannot be increased.

Staff Recommendation:

- Option #1: Establish the preliminary maximum countywide millage rate at 8.3144 as established in the FY 2018 Preliminary Budget Balancing Workshop discussion item.
- Option #2: Establish the maximum Emergency Medical Services (EMS) Municipal Services Taxing Unit (MSTU) at 0.5 mills.

Report and Discussion

Background:

As part of the budget cycle, the Board is required to establish the maximum millage rates for utilization in the Truth in Millage (TRIM) process. The rates established can be decreased at the budget public hearings in September, but cannot be increased at that time. During the recession and subsequent recovery, the Board maintained the millage rate at 7.85 mills and passed \$14 million in property tax savings to residents of the County. In FY 2013, the Board levied the current millage rate of 8.3144 in order to collect the same amount of property taxes as was collected in FY 2012. Previous year planning by the Board indicated that when property values began to increase, the millage rate would remain constant in order to adequately fund government services.

Analysis:

Based on the June 1, 2017 Property Appraiser estimates, property values are projected at \$15.58 billion. This is a 4.79% percent increase in property values used to develop the FY 2017 budget.

As part of its balancing strategy, the Board could balance the preliminary budget by levying the current of 8.3144 mills. Even though the Board would not be increasing the millage rate, under Florida Statutes levying the current millage rate would be considered a tax increase.

Levying the current 8.3144 millage rate will increase ad valorem collections by \$5.63 million. Since the County's current millage rate is well below the maximum millage rate allowed by law, the millage rate can be levied with a simple majority (4-3) vote. The Emergency Medical Services (EMS) Municipal Services Taxing Unit (MSTU) is capped at 0.5 mills.

Options:

1. Establish the preliminary maximum countywide millage rate at 8.3144 as established in the FY 2018 Preliminary Budget Balancing Workshop discussion item.
2. Establish the maximum Emergency Medical Services (EMS) Municipal Services Taxing Unit (MSTU) at 0.5 mills.
3. Board direction.

Recommendation:

Options #1 and #2.