

FY 2003/04 ADOPTED

FY 2004/05 PLANNED

**OPERATING
AND
CAPITAL IMPROVEMENT BUDGETS**



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Chair

MIKE BYERLY
Vice Chair

PENELOPE WHEAT
Commissioner

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Commissioner

CYNTHIA MOORE CHESTNUT
Commissioner

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David W. Wagner, County Attorney

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J.K. "Buddy" Irby
Clerk of the Circuit Court

Ed Crapo
Property Appraiser

Stephen M. Oelrich
Sheriff

Beverly Hill
Supervisor of Elections

Von Fraser
Tax Collector

JUDICIAL

Ted McFetridge
Court Administrator

Richard Parker
Public Defender

William Cervone
State Attorney



PREPARED BY THE ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS

OFFICE OF MANAGEMENT AND BUDGET

FY 2003/04 ADOPTED & FY 2004/05 PLANNED BUDGETS

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A very special thanks to all employees for their cooperation and dedication.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

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October 1, 2001

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The Government Finance Officers Association of the United States and Canada (GFOA) presented Distinguished Budget Presentation Award to Alachua County, Florida for its biennial budget for the biennium beginning October 1, 2001.

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

This award is valid for a period of two years only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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County Manager's Budget Message

To the Honorable Board of County Commissioners of Alachua County:



It is with pleasure that I present for your review and consideration the Fiscal Year 2003-2004 Tentative Budget and Fiscal Year 2004-2005 Planned Budget. Alachua County is one of the few county governments that utilizes a two-year budget. Our biennial budget process is an innovative means of providing important and consistent policy direction, minimizing the annual replication of a labor-intensive budget preparation process while allowing critical issues to be re-addressed as necessary in the “off year” of the process.

This proposal represents a plan of work for the next two years that reflects the vision of the Board of County Commissioners and maintains the Board's fiscal policies and strategic objectives.

This budget totals \$212.5 million. The final adopted budget will be higher as we make adjustments for final fund balance changes. The total budget amount can be somewhat deceiving since more than a third of the budget each year reflects counting the movement of funds between accounts.

Millage rates in the tentative budget remain at 8.9887 mills countywide, 1.7001 mills for the Unincorporated Services Municipal Services Taxing Unit and 1.7816 mills for the Law Enforcement Municipal Services Taxing Unit. The budget reflects the establishment of a .25 mill levy for the voter-approved Alachua County Forever Environmentally Sensitive Lands Program.

Shifting Priorities

This budget concentrates on maintaining social services while enhancing emergency services as core functions of County government. In order to balance this budget, a total of 24 positions were eliminated from the Board of County Commissioners and 21 from the Sheriff, the Clerk of Courts and the Court Administrator.

All departments under the County Commission made cuts. The most arduous of these are 27 percent in Growth Management and 22 percent in Environmental Protection.

The reductions permitted additional positions for the new courthouse and emergency services. For the courthouse, we are adding eight positions in addition to the 18 positions for the Sheriff's Office that are coming on line at the end of Fiscal Year 03. For emergency services, we are adding a total of 22 positions—seven for around-the-clock operation of one new ambulance and 15 to restore our level of service and reduce overtime.

Focusing on Future Space Needs

This budget funds planning and design for a new Court Support Services Building in Fiscal Year 04 and the beginning of construction of this building in Fiscal Year 05. We are accelerating plans for this building because the sooner we construct it the sooner we can consolidate our offices to County owned buildings and begin to implement the Space Needs Plan. We will also begin a reduced plan to remodel the existing courthouse.

In Fiscal Year 05, we are funding the remodeling of the County Jail to provide 60 additional dormitory beds in order to address jail over-crowding.

Fiscal Challenges

While balancing a budget is always challenging, developing this budget has been more difficult than usual. We are dealing with three threats to our financial stability that require us to make serious changes in our service delivery systems, service levels and workforce.

- The struggling economy and international instability create economic uncertainty and significantly lower returns on County investments. The economic slowdown also increases demand for our social services, which reached record highs this past fiscal year. The decline in investment returns for the Florida State Retirement System results in increases in our contributions for employee retirement.
- The State's budget woes continue to make our financial future uncertain. Although the adopted State budget does not damage the County as much as originally feared, the State of Florida, like state governments across the nation, faces future fiscal threats that are likely to impact us in Fiscal Year 2005. State fiscal threats include concerns with health care, workers' compensation and Medicaid.
- Continuing annexation by the City of Gainesville impacts this budget. The effect of the Southwest Annexation on the Unincorporated Services Municipal Services Taxing Unit and the Law Enforcement MSTU began in Fiscal Year 03, reducing MSTU revenue by \$2.4 million. The Southwest Annexation will decrease General Fund revenue by \$800,000 in Fiscal Year 04. Annexation should not affect the Designated Service Agreement with the City of Gainesville in Fiscal Year 04 because of our agreement with the City that provides the County with a credit in anticipation of the reverse flow of service delivery and reimbursement from the City to the County in the future. However, based on the pace of annexation an impact could be felt in Fiscal Year 05.

Restructuring Plan

In a March 5 strategic planning document entitled "The Perfect Storm," we outlined a series of efforts to address the challenges listed above. We have been implementing the strategic plan outlined in this document, and we will continue to do so as necessary. The adverse reaction to any discussion of ad valorem millage increases requires a recognition that we must become more efficient and effective.

Spending Cuts

As we prepared to offset projected budget shortfalls, we reviewed all County programs to seek 10 to 15 percent potential reductions from Fiscal Year 2003. We focused on programmatic reductions with recurring savings versus across-the-board reductions for all departments such as deferring purchases and maintenance and lowering service levels in principle core areas. For the second year in a row, we asked departments to keep operating costs level, with no adjustment for inflation.

All departments under the Board of County Commissioners contributed to the reductions proposed in this budget. Cooperation from the Constitutional Officers has varied from significant reductions by some to only efforts to increase revenue by others. During the course of the budget, the Board of County Commissioners may wish to address the discrepancy between the efforts of Constitutional Officers, some of whom did not reduce their budgets.

Reductions are extremely difficult because all of our programs exist to serve our citizens. Some areas we are reducing include:

- The Growth Management Department is reducing the use of outside consultants by shifting more responsibility to existing staff, saving \$350,000.
- The Environmental Protection Department saved \$305,000 for the balance of Fiscal Year 03 and Fiscal Year 04.
- The County Manager and Commission have reduced two positions and travel, resulting in a total savings of \$147,000.
- The Administrative Services Department is eliminating three positions, resulting in an annual savings of \$123,000, by reorganizing its operations.
- The Fire Rescue Department is revamping its scheduling procedures to reduce overtime, is consolidating support staff and is reorganizing its Special Recruitment Program. These changes eliminate a total of five positions.

An Employer of Choice

In a time of reduction, it is difficult to maintain a positive workplace environment particularly where salary levels are not increasing at historical paces and our employees are falling behind salaries of other local government employers. In

County Manager's Budget Message

order to be an employer of choice, we have strategically directed our transformation program towards those workplace improvements and rule changes that give employees more freedom and flexibility while maintaining accountability.

Beginning in December 2002, we took action that will result in reducing the number of full-time county positions in Fiscal Year 04 by 45. We are doing this by reassigning some employees to vacant positions created by a hiring freeze, combining positions and eliminating some vacant positions. The elimination of these 45 positions allows the Board to shift resources and create new positions in priority areas of service.

Our workforce is made up of dedicated, productive men and women who consistently provide a high level of service. We are handling the right-sizing of our organization with the same concern for the vision and values, team-based management and transformation strategies that we have followed the past three years.

Reducing Personnel Costs and Sharing of Increased Benefits Expenses

- This budget limits employee raises to a 3 percent cost-of-living adjustment, a significant reduction from our past practice of both a 3 percent cost-of-living increases and 3 percent in merit pay. I must note that the adjustment in our pay plan is subject to negotiations with our employee unions. During the hiatus of our performance payments, we have a team working on an improved evaluation system based on performance objectives of each department and each employee's role in achieving those objectives.
- The County's initial increase in health care costs in Fiscal Year 04 was projected to be 18 percent. This has been reduced to a 14 percent increase. We are increasing both our employer contribution and our employee contributions to compensate for the increase.

Fee Increases

We are continuing our efforts to avoid ad valorem tax increases and recover program expansion expenditures by increasing fees and cost-recovery contracts with municipalities or other agencies. This effort already has resulted in fee increases in two areas.

First, Fire Rescue increased fees for ambulance service, which is expected to generate \$180,000 in revenue in Fiscal Year 04.

Second, Animal Services revised its fees for animal adoptions and expanded veterinary services in order to increase revenue.

Critical Service Expansions Addressed

This budget's major expansion of service is the opening of the new 118,000 square-foot Criminal Justice Center, scheduled for January 2004. This addition to our civic infrastructure complies with a court order requiring us to alleviate safety and space problems in the current courthouse.

This Criminal Justice Center is being completed on time and within budget at a cost of \$27.9 million. Although the one cent sales tax that voters approved in March 2001 provided most of the construction costs, the sales tax could not by law fund operating costs. The Court System, the Clerk of Courts, the Sheriff's Office and the County's Facilities Management Division have pared down their original projections for operating expenses. However, the operating funds of more than \$2 million for this facility are essential.

Citizens will receive a higher level of service from the addition of one ambulance, with staffing of seven for around-the-clock operations, beginning midyear 2004. This addition is crucial to maintaining the current level of Emergency Medical Services. In addition, we are adding 15 positions in Fire Rescue—nine emergency medical technicians in the General Fund and six firefighters in the Unincorporated Services MSTU—to bring staffing patterns to the necessary level recommended by national standards. Overtime savings will offset 75 percent of the recurring cost of these positions.

We are responding to a growing demand for social services by increasing funding for primary and secondary health care by \$78,000.

This budget provides \$100,000 in funding for a fire rescue master plan that will address the level of service and examine two tiers of service—urban and rural. The master plan will provide a solid framework for considering the consolidation of emergency services countywide.

Fundamental Change in Court Funding Responsibilities

The most significant budgetary change for this biennial period is the implementation of Revision 7, which requires the State to assume costs for Article V of the State Constitution. Revision 7 is intended to provide counties with savings that could be used for tax relief or meeting local priorities. Since the passage of Revision 7, there have been suggestions that counties would be penalized through the implementation process. The latest legislative analysis suggests that we will benefit from Revision 7, with our gain from the shift of costs to the State exceeding our loss from the shift of revenues. However, the impact of the legislation is not entirely clear and significant lobbying by the stakeholders in the Criminal Justice System will likely alter the original legislation passed this year.

County Manager's Budget Message

We will begin implementing Revision 7 July 1, 2004 – nine months into the first fiscal year of our biennial cycle. As we more fully digest the legislation, I will recommend whether we should modify the budget to reflect the changes before the Commission adopts the budget in September or wait until the conclusion of the 2004 Legislative Session to amend the Fiscal Year 04 budget and update the FY 05 budget.

Meeting Our Space Needs

This budget launches a plan to address our long-term space needs. As noted above, we are funding the design of a \$12.8 million Court Support Services Building at the South Main Street Judicial Complex in Fiscal Year 04 and beginning construction of the building in Fiscal Year 05. The 95,000-square-foot building will consolidate the offices of the Public Defender, State Attorney, Court Services and the Guardian Ad Litem program in one location. We are accelerating construction of this building in order to reduce leased space, lower maintenance costs and organize offices more efficiently. Once the building is complete, the County will be able to sell some older buildings that are difficult to maintain, centralize Board of County Commissioners' offices into remodeled County-owned locations and reduce high utility costs. The operational costs of this new building are expected to be \$340,000 annually.

In Fiscal Year 05, we plan to provide \$349,000 to add 60 dormitory beds at the jail. This modification, which is needed to accommodate growth in the jail population, will increase recurring operating costs by \$578,000 annually beginning in Fiscal Year 06. In the event of some future construction of a new jail pod, these positions would be utilized for that facility.

Organizational Effectiveness

We are creating an Office of Organizational Effectiveness within the Manager's Office through the combination of two positions. This office will fill a gap in our organization, providing a centralized point for helping us measure the success of our programs and our ability to deliver the best possible value to the taxpayers as a return on their investment in County government.

This implements the final two stages of Alachua Excels by incorporating performance goals and performance evaluation. In accordance with our fiscal policies, performance monitoring in the future will be included in our County budget document. Our goal is to establish for each department a management plan outlining long-term service delivery strategies, legislative initiatives and facilities requirements within a fiscal context.

County Manager's Budget Message

Other Features

This budget also includes:

- \$178,000 for funding related to the Dori Slosberg Act for driver's education in public schools.
- \$150,000 added to our Technology Fund, an investment in improved productivity for our workforce.
- \$60,125 for payments committed to Tower Hill and Dollar General for the Qualified Targeted Industries (QTI) program.
- \$50,000 as the County's match for a potential State grant to create after-school programming for middle-schoolers in cooperation with Alachua County Schools and the City of Gainesville and for other recreation programming.
- \$50,000 in the General Fund for expenditures related to economic development and consensus-building efforts. This includes \$15,000 for the Community Design Center. However we have deleted the Economic Development Special Revenue Fund due to the erosion of occupational license fees from annexations by the City of Gainesville.
- \$38,500 for eCivis, a software program that will assist the County and its municipalities and nonprofit organizations in identifying grant opportunities.

Budget Summary

Total County expenditures in this budget are \$212.5 million for FY 04 and \$224 million for FY 05. For Fiscal Year 04, the General Fund total is \$92.1 million, the Unincorporated Services Municipal Services Taxing Unit total is \$13.4 million and the Law Enforcement MSTU total is \$12.8 million.

Countywide preliminary taxable value increased to \$7.8 billion, representing 9 percent growth. This results in a \$5.6 million increase in ad valorem General Fund revenue. The Municipal Services Taxing Unit preliminary taxable value increased to \$3.5 billion, representing 10 percent growth. This increases Unincorporated Services Municipal Services Taxing Unit revenue by \$519,000 and Law Enforcement Fund MSTU revenue by \$543,000. It is important to note that this increase in ad valorem revenue occurred through enhancement of collections and growth of the tax base.

Alachua County Government Positions Under Tentative FY 04 Budget		
Division of Government	Number of Positions	Percent of Positions
Board of County Commissioners	789.6	42.3%
Sheriff	799.8	42.8%
Other Constitutional Officers	278.95	14.9%
TOTAL	1,868.35	100.0%

County Manager's Budget Message

As noted above, this budget incorporates the first year of a .2225 mill levy for Fiscal Year 04 for the Alachua County Forever Land Conservation Program. Voters approved a bond issue for this program in November 2000, and we already have used short-term financing to purchase 1,200 acres of land for protection under the program. The millage will repay the short-term debt and establish long-term financing for the first phase of the program.

This budget advances the Board's commitment to increasing the reserve for contingency, putting it at 3 percent of operating revenue for Fiscal Year 04 and at 3.5 percent for Fiscal Year 05. It should be pointed out that our General Fund reserve for contingencies has increased by \$1.2 million since Fiscal Year 01.

This budget increases the tipping fee at the Leveda Brown Environmental Park and Transfer Station from \$40 per ton to \$44 in order to offset increased operating costs and increased charges under our contract with the New River Landfill. In addition, we plan to conduct a fund balance study to determine proper fund balance levels and to develop an adequate rate structure.

We do not propose returning the \$2.25 million transfer from the Solid Waste Fund to the Self Insurance Fund in Fiscal Year 04. If the Commission wishes to reverse the transfer, it may adopt as a fiscal policy repayment over an extended period and reduce General Fund expenditures accordingly.

Quality of Life—A Time to Decide

Alachua County faces many pressing needs, both in social services and public infrastructure. We are currently stretching our existing revenue streams to their maximum. Even with growth of the tax base through greater economic development efforts we are at a competitive disadvantage to counties with higher discretionary incomes and more property on the tax rolls. To maintain and enhance our quality of life, turning to additional revenue sources is of paramount importance.

The people of Alachua County have a strong social conscience, but they pay relatively high property taxes. The addition of any of the following revenue sources, common to our peer counties, will ensure sustaining and enhancing the quality of life in Alachua County's future without a continuing dependence on property taxes.

- Local Option Sales Surtaxes. The Commission can place various types of sales tax referendums on the ballot.
 - Infrastructure Surtax. This tax can fund transportation projects and other capital improvements as well as recreation. With voter approval, it can be levied at either .5 percent or 1 percent. A 10-year one-cent

County Manager's Budget Message

- sales tax, common in our peer counties, would produce more than \$270 million for quality of life improvements.
- Indigent Care Surtax. Up to .5 percent can be levied. Funding is needed because 53 percent of the businesses in the County do not offer health insurance and 23 percent of our population lives below the poverty level.
- New legislation gives counties the opportunity to fund the cost of operating judicial facilities with an infrastructure sales tax.
- **Fuel taxes.** The County is expected to collect \$8.2 million in various fuel taxes in Fiscal Year 04. This money will be devoted primarily to maintaining our current transportation infrastructure and planning future transportation projects. Fuel taxes fall short of meeting our maintenance needs, and we are lagging behind in our stewardship of our transportation infrastructure. We have the opportunity to levy up to an additional five cents of fuel tax by a supermajority vote of the Commission or by voter approval. The additional fuel tax could generate up to \$5 million annually.
- **Impact fees.** These are charges that local governments impose to offset a portion of the impact of new development. Impact fees cannot be used to pay for existing deficiencies in meeting adopted levels of service, therefore, impact fees alone cannot fund necessary capital projects.

Future Issues

Continuing Dialogue on the Role of County Government

Our organization is grappling with decisions on an appropriate long-term strategy for the provision of urban services in Alachua County. This applies especially to fire and emergency medical services, parks and recreation and law enforcement.

Countywide Transportation Planning

We are working with our Transportation Coordinating Committee, which includes a representative from each municipality and the County Commission chair, to develop a countywide transportation program that includes projects and funding. The projects are being planned using a broad vision to address our county's many transportation needs. The funding will be based on a "four-legged stool," which includes sales taxes, fuel taxes, impact fees and state and federal funds.

A New Dialogue with Citizens

As part of our transformation efforts, we must create a new dialogue with citizens to improve the quality of life in Alachua County. Our efforts in visioning, poverty reduction, health care funding and school concurrency all reflect a commitment to engaging our citizens. Like other communities around the country, we need to recognize that government's concentration on customer or client services as a mindset tends to separate citizens from assuming personal responsibility for

County Manager's Budget Message

being part of both the problems and the solutions. One goal of our continuing dialogue will be that citizens help identify the quality of life enhancements that they are willing to support and fund through referendums.

Conclusion

It has been necessary to propose the painful steps in this budget, including reductions in services and staffing levels. Throughout the process, we have maintained a commitment our Alachua Excels Vision and Values through an open dialogue with our employees, Constitutional Officers, the County Commission and the public. In the event of a further economic downturn, terrorism or adverse legislative action by the state, we have prepared a strategy for further reductions. We must remember that we are dealing with a financial environment not of our making and that there are no winners in such a time of realignment.

I would like to thank the Constitutional Officers, the Office of Management and Budget, the Finance Team and the many County employees who worked diligently during a time of a hiring freeze and dramatic changes to prepare this budget and make suggestions on short-term and long-term realignment strategies.

Sincerely,

Randall H. Reid
County Manager

Overview
Final Alachua County Budget for Fiscal Year 2004—\$215.2 million
And Planned Budget for Fiscal Year 2005—\$225.6 million

Fiscal Year 2004

- General Fund total—\$93 million
- Unincorporated Services Municipal Services Taxing Unit total—\$13.8 million
- Law Enforcement MSTU total—\$12.8 million
- Millages
 - 8.9887 mills Countywide—Unchanged
 - 1.7001 mills for Unincorporated Services MSTU—Unchanged
 - 1.7816 mills for Law Enforcement MSTU—Unchanged
 - .25 mill levy for Alachua County Forever—New
- Countywide preliminary taxable value increased to \$7.8 billion—9% growth
- MSTU preliminary taxable value increased to \$3.5 billion—10% growth
- 3% cost-of-living increases for employees

Shifting Priorities

- 45 positions eliminated
 - 24 under Manager and Commission
 - 21 from the Sheriff, the Clerk of Courts and the Court Administrator
- Growth Management Department cut spending 27%
- Environmental Protection Department cut spending by 22%
- County Manager and Commission saved \$147,000 on personnel and travel

Additions

- Above reductions permitted additional positions
 - 8 for the new courthouse (6 for the Sheriff and 2 for Clerk of Courts)
 - 7 for 24/7 operation of one new ambulance at mid-year
 - 15 to restore our level of service and reduce overtime in Fire Rescue
- \$38,500 for eCivis software program to identify grants
- \$50,000 for after-school programs or other recreation needs
- \$78,000 added for primary and secondary health care
- \$100,000 for a fire rescue master plan and community consensus-building

Future Issues

- Design of new \$12.8 million Court Support Services Building from short-term financing
- 60 dormitory beds at the jail in FY 2005 at a cost of \$349,000 (no new jail pod funded—\$10.4 million)

Quality of Life—Additional revenue options

- Infrastructure Surtax—1 percent would produce \$27 million
- Indigent Care Surtax—up to .5 percent
- Fuel taxes—could yield \$5 million more annually
- Impact fees—offset the impact of new development



HOW TO USE THE BUDGET DOCUMENT

This section assists readers in understanding how the budget document is organized and what information is presented. The Alachua County budget is divided into the following major sections:

Introduction

General information about the County and its budget philosophy and process, budget and financial policies (which form the foundation of the County's budget development and financial management processes); and other general information.

Budget Summary Information

Quick reference to basic budget information; shows an overall picture of the County's budget.

Budget by Department

Includes the following information for each department: mission, function, objectives, prior year actual expenditures, current year adopted budget, FY 2003/04 adopted and FY 2004/05 planned budgets, and a summary of highlights.

Budget by Fund

Serves to assure the reader that the County's budget is balanced at the fund level, in accordance with Florida statutory requirements. It also provides a description of each fund's function, in addition to summary revenue and expenditure information by category.

Capital Improvements Program (CIP)

Documents the County's capital improvements program and provides an overview of capital needs and associated operating impacts for a five-year period.

Debt Service

Highlights the County's outstanding and anticipated bond issues.

Appendices

Contains general reference material: glossary, explanation of fund structure and governmental accounting, and sources of revenues used to balance the County's budget.

BUDGET AND FINANCIAL POLICIES

BUDGET ADOPTION PROCESS AND REQUIREMENTS

An annual budget shall be prepared, approved and adopted for each fiscal year. The budget controls the levy of taxes and expenditure of money for all County purposes. The budget shall be conducted in accordance with Chapters 125, 129, 200, and 218 of the Florida Statutes, as amended.

By July 1, the Property Appraiser must certify the (initial) taxable value of property within each taxing district. The County Manager must present a balanced budget to the Board of County Commissioners (BOCC) by July 15.

Within 35 days of either July 1, or the date the Property Appraiser certifies the taxable value of property, whichever is later, the BOCC must set proposed millage rates. At that time, a date, time and place is set for a first public hearing on the proposed budget and millage rates.

Within 65 to 80 days of July 1, or the date the Property Appraiser certifies the taxable value, the BOCC must hold a public hearing, after 5:00 p.m., to hear public testimony and to adopt a tentative budget and tentative millage rates. The percentage increase in the proposed millage rate over the rolled-back rate and the specific purposes for which the ad valorem tax revenues are being increased must be discussed at this public hearing. The BOCC may amend the tentative budget as it deems necessary, adopt the amended tentative budget, recompute its proposed millage rates and publicly announce the percent, if any, by which the recomputed proposed millage exceeds the rolled-back rate. A date, time, and place for a second public hearing is set at this hearing, also to be held after 5:00 p.m.

Within fifteen days after the first public hearing, the County must publish two adjacent budget ads in a newspaper of general circulation in the County. One advertisement notifies County residents of the BOCC's intent to finally adopt millage rates and a budget, identifying any increase in property taxes. The second advertisement summarizes the tentative budget, showing for each budget and for the total of all budgets, the proposed millage rates, balances, reserves, and major revenues and expenditures classifications. Specific size, placement, and working requirements apply, as set forth in Chapter 200.065(3) of the F.S.S, as amended.

Within two to five days after the advertisements are published, a second public hearing is held to hear public testimony and to adopt a final budget and final millage rates. If, for any reason, the adoption of the final budget is delayed beyond the start of the next fiscal year, the BOCC can expend moneys as outlined in Chapter 200.065(2) (g) of the Florida Statutes, as amended.

Copies of completed resolutions adopting the final millages are forwarded to the Property Appraiser and the Tax Collector by the Clerk to the BOCC within approximately 100 days of certification of preliminary taxable value by the Property Appraiser.

Within 30 days following adoption of a resolution establishing a property tax levy, the BOCC shall certify, to the Florida Department of Revenue, compliance with the provisions of Chapter 200 of the Florida Statutes, as amended. This includes a statement of compliance, a copy of the adopted millage resolution, a copy of the budget advertisements including proof of publication, and a copy of the Certification of Taxable Value form.

Upon final adoption of the budget, the budget shall regulate the expenditures of the County and the budget shall not be amended, except as provided for in Chapter 129.06, Florida Statutes, as amended.

Pursuant to Chapter 129.07, Florida Statutes, it is unlawful for the BOCC to expend or contract for expenditures in any fiscal year in excess of the amount budgeted in each fund. Every appropriation shall lapse at the close of the fiscal year. Unexpended funds for uncompleted projects and encumbrances for all funds at the close of the fiscal year may be reappropriated in the succeeding

BUDGET AND FINANCIAL POLICIES

fiscal year.

The County Manager under Section 21.30(b) of the Alachua County Code has the responsibility for all financial planning for the Board of County Commissioners (BOCC) including operating, capital, and debt service budgets; and the allocation of resources to facilitate accomplishing BOCC goals to which these duties have been delegated to the Office of Management and Budget. To execute these responsibilities and to maintain sound financial management practices, it is important to have financial policies and related procedures that complement the statutory requirements and professional standards which establish local governments' financial framework.

There are two key Florida Statutes that regulate local government budget development and implementation, Chapters 129 and 200. Chapter 129 entitled "County Annual Budget" establishes a system for controlling finances of county boards of commissioners throughout the State. Chapter 200, "Determination of Millage", defines the duty of the county commissioners in setting the rate of taxation. These statutory provisions set the framework for the budgetary process. In addition, Generally Accepted Accounting Principals (GAAP) for state and local governments as set forth by the Governmental Accounting Standards Board (GASB), provide professional standards that guide public financial management and reporting.

BUDGET AND FINANCIAL POLICIES

POLICIES AND GUIDELINES

BUDGET REQUESTS

The County shall establish a two-year budget process to:

1. Develop a proposed and planned budget covering a two-year period to include personal services, operating, capital outlay, and non-operating categories.
2. All Board Departments shall submit a two-year budget request in the manner and form prescribed by the Office of Management and Budget no later than the date set forth in the budget instruction manual.
3. All Constitutional Officers shall submit a two-year budget request in the manner and form prescribed by the Office of Management and Budget no later than May 1st in accordance with Florida Statutes, Chapter 129.03(2), as amended.

BUDGETARY REPORTING

The County will establish and maintain a system of budgetary and financial reporting to:

1. Maintain accounting and reporting practices in conformance with the Uniform Accounting System of the State of Florida and Generally Accepted Accounting Principles (GAAP).
2. Maintain budget and financial reporting system records on a basis consistent with the accepted standards for local government accounting according to Governmental Accounting and Financial Reporting (GAFR), the National Council on Governmental Accounting (NCGA), the Governmental Accounting Standards Board (GASB), and in compliance with Florida Statutes, Chapters 129 and 200.
3. Maintain the system of quarterly reporting to the Board of County Commissioners by the Office of Management and Budget on the operating condition of the County, and, where applicable, identify potential trends and, if necessary, recommend options for corrective action.
4. Seek, annually, the Government Finance Officers' Association (GFOA) Distinguished Budget Presentation Award.
5. The County will request that the Clerk submit the County's Comprehensive Annual Financial Report to GFOA for the Certificate of Achievement for Excellence in Financial Reporting Program.
6. An annual audit will be performed by an independent public accounting firm in accordance with Florida Statutes Chapter 11.45 with an audit opinion to be included with the County's published Comprehensive Annual Financial Report (CAFR).
7. Maintain the system to analyze and report upon the financial condition of the County by the County Manager (or designee) as part of the annual budget process.
8. Report upon the Financial Trends Monitoring System as maintained and updated by the Finance and Accounting Department in conjunction with the Office of Management and Budget.
9. Develop and maintain the quarterly system of notification to the Board of all budget transfers/amendments in excess of \$25,000 that are approved by the Director of OMB or the

BUDGET AND FINANCIAL POLICIES

County Manager.

BUDGET AMENDMENTS

The County will establish and maintain practices for the administration and amendment of the annual budget to:

1. Provide that all budget amendments/transfers will first be reviewed by the director (or authorized designee) of the requesting department/division, followed by a second review from the Office of Management and Budget, prior to the subsequent approval/denial by the Director of OMB and/or the County Manager and/or the Board of County Commissioners, as set forth by the following provisions of this policy.
2. Budgetary Levels of Authority:
 - a. Budget Transfer: Transfers requested within a major expenditure category, between major expenditure categories, and/or between divisions within the same Department, or between activity codes within the same department require approval by the Director of the Office of Management and Budget.
 - b. Budget Amendment: Transfers within the same Department and Fund of a Constitutional Officers?budget require only the approval of the Constitutional Officer, except as prohibited in F.S.S.129.06(5) for Officers who are not seeking reelection or have not been reelected.
 - c. Budget Amendment: Reappropriations related to prior year encumbrances and capital projects not completed will be submitted to the Board of County Commissioners as a budget amendment during the first quarter of each fiscal year. The total carry forward amounts will be reported in the prior year CAFR as reserves of fund balances.
 - d. Budget Amendment: Transfers between Departments or from the Reserve for Contingency require Board of County Commission approval, except for all capital project funds with multiple departments/divisions which require approval from the Director of the Office of Management and Budget.
 - e. Budget Amendment: Establishing a budget for revenues that were not anticipated during the annual budget process requires that the Board of County Commissioners adopt a resolution to recognize the revenue, appropriate the revenue, and establish a new fund if appropriate.
 - f. Budget Adjustments: Upon completion of the prior fiscal year's Comprehensive Annual Financial Report, the operating budget may be adjusted to reflect actual beginning fund balances if deemed necessary by the Director of the Office of Management and Budget. Amendments not specifically authorized in Florida Statutes Chapter 129.06(2) (a-e) require the amendment be authorized by resolution or ordinance of the Board of County Commissioners and adopted following a public hearing. The public hearing must be advertised at least 2 days, but not more than 5 days, before the date of the hearing. The advertisement and adoption procedures are similar to those required for adoption of the annual budget.

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CONTINGENCY RESERVES/CASH CARRY FORWARD BALANCES

Contingency reserves are established to provide for the following:

- Funding for authorized mid-year increases that will provide for a level of service that was not anticipated during the budget process;
 - Funding for unexpected increases in the cost of providing existing levels of service;
 - Temporary and nonrecurring funding for unanticipated projects;
 - Funding of a local match for public or private grants;
 - Funding to off-set losses in revenue caused by actions of other governmental bodies and/or unanticipated economic downturns;
 - Funding to accommodate unanticipated program mandates from other governmental bodies;
 - Funding for emergencies, whether economic, natural disaster or act of war;
 - Funding for market and economic fluctuations in enterprise and internal service funds;
 - Funding for contamination remediation; and
 - Funding for rate stabilization.
1. Reserve for contingency requests must be approved by the Board of County Commissioners. The Board will use the procedures and evaluation criteria set forth in this policy. Such requests will be evaluated to insure consistency with other Board policy; the urgency of the request; the scope of services to be provided; the short and long-term fiscal impact of the request; a review of alternative methods of funding or providing the services; a review for duplication of services with other agencies; a review of efforts to secure non-County funding; a discussion of why funding was not sought during the normal budget cycle; and a review of the impact of not funding or delaying funding to the next fiscal year.
 2. A reserve for contingency will be calculated and established by the Office of Management and Budget for each operating fund in an amount not greater than 10% of the total budget and in accordance with Florida Statutes Chapter 129.01(2) (c).
 3. The reserve for contingency will be maintained at a level not less than 5% of the General Fund or MSTU Fund operating revenues. Recognizing that the minimum of 5% target may not be accomplished immediately, the County will move toward that level through the following objectives:
 - FY02 a minimum of 2.0%
 - FY03 a minimum of 2.5%
 - FY04 a minimum of 3.0%
 - FY05 a minimum of 3.5%
 - FY06 a minimum of 4.0%
 - FY07 a minimum of 4.5%
 - FY08 a minimum of 5.0%

If the reserve for contingency falls below 50% of the minimum level, the reserves may be re-established over a three fiscal year period.

4. The reserve for contingency shall be separate from any cash carry forward fund balances.
5. The County's budget will be amended at such time as the Board of County Commissioners authorizes the use of contingency reserves. All requests for the use of any reserve for contingency shall be accompanied by information prepared by OMB showing the year-to-date activity of the reserve account as well as the current account balance and the net effect on the account balance.

BUDGET AND FINANCIAL POLICIES

6. The County will maintain an annual unappropriated or cash carry forward fund balance at a level sufficient to maintain adequate cash flow and to eliminate the need for short-term borrowing. The unappropriated fund balance shall be separate from the reserve for contingency.
7. The amount of cash carry forward to be budgeted shall be analyzed and determined during the annual budget process; the carry forward balances will be jointly agreed upon by the Director of the Office of Management and Budget and the Director of Finance.
8. A Vehicle/Fleet Replacement Reserve will be maintained to ensure adequate fund balance required for systemic replacement of fleet vehicles. Operating departments will be charged for fleet operating costs per vehicle and replacement costs spread out over the useful life of the vehicles.
9. A Facility Maintenance Reserve policy will be established to ensure adequate funding for infrastructure repair and operating equipment replacement.
10. Self-Insurance Reserves will be maintained at a level which, together with purchased insurance policies, will adequately indemnify the County's property and liability risks in accordance with Chapter 28 of the Alachua County Code. A qualified actuarial firm shall be retained on an annual basis in order to recommend appropriate funding levels.
11. The Self Insurance Program will be funded at a confidence level no less than 75% no later than FY 2005 based on an annual Cost of Risk Allocation Study and may include use of accumulated retained earnings to maintain this confidence level. The County shall implement a Financial Stability Plan to achieve seven hundred and fifty thousand dollars (\$750,000) in retained earnings no later than FY 2010. In the event that retained earnings fall below the seven hundred and fifty thousand dollar (\$750,000) level due to a catastrophic loss, a recommendation to replenish retained earnings will be prepared for Board approval.
12. The County shall implement a Financial Stability Plan to achieve one million five hundred thousand dollars (\$1,500,000) for a Reserve for Contingency/Catastrophic Loss no later than FY 2010 in the Self Insurance Fund. This amount shall be maintained at no less than one million five hundred thousand dollars (\$1,500,000). In the event that reserves fall below the one million five hundred thousand dollar (\$1,500,000) level due to a catastrophic loss, a recommendation to replenish reserves will be prepared for Board approval.
13. The amount of ending retained earnings for the Self Insurance Fund shall be compared to the Financial Stability Plan as part of the annual budget process. Any ending retained earnings in excess of seven hundred and fifty thousand dollars (\$750,000) shall be allocated in the following priority order: 1) to pay short-term liabilities and losses, 2) to increase the Loss Reserves per Actuarial Report, 3) to increase the Reserve for Contingency/Catastrophic Loss and, 4) to fund operating expenditures in the Self Insurance Fund.
14. The Self Insurance Fund Financial Stability Plan shall be analyzed as part of the annual budget process.
15. Develop a policy to guide the financial actions it will take in the event of emergencies, natural disasters or other unexpected events. This policy shall consider operational and management impacts.
16. A reserve for contingency (unrestricted operating reserves) in the Solid Waste Management Fund shall be maintained at a beginning balance of \$2,500,000. The balance shall be increased each year by 2.5% until reaching that level. Appropriations from the reserve account shall require County

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Commission approval. If the operating reserves are used during a fiscal year, a plan will be developed and presented to the Finance Team to replenish the reserve in its entirety the following year. If it is not feasible to replenish the reserve the following year, the Department will present a replacement plan to the Finance Team which will be forwarded to the Board of County Commissioners for their approval during the budget process.

17. A Rolling Stock Reserve shall be maintained in the Solid Waste Management Fund to ensure adequate resources are available for the systematic replacement of rolling stock and fleet vehicles. Annual contributions will be based upon the replacement schedules developed and maintained by the Department of Fleet Management. Appropriations from the reserve shall not require County Commission approval unless the appropriation is inconsistent with the replacement schedules.
18. A Facility Replacement Reserve shall be maintained in the Solid Waste Management Fund to ensure adequate resources are available for the replacement and /or upgrade of transformation facilities. Appropriations from the reserve account shall require County Commission approval.

MID-YEAR FUNDING REQUESTS from OUTSIDE AGENCIES

Board Intent:

1. All requests for funding, which can legitimately be planned for, must be initiated through the appropriate department during the normal budget cycle.
2. The initial disposition of the Board will be to delay or disapprove all requests made outside the normal budget cycle until fiscal impacts can be analyzed.
3. The full impact of any request on the present and future resources of the County must be disclosed by the affected agencies.
4. No requests for funding during the fiscal year may be considered without prior administrative review as specified in this policy.

CAPITAL MANAGEMENT POLICIES

Capital Management Policies are intended to provide parameters and guidance for the management, monitoring, assessment and evaluation of the Capital Improvement Program. The Capital Improvement Program (CIP) shall consist of projects/equipment with a cost estimate of at least \$25,000 and an asset life of at least five (5) years. A CIP project, under this definition, is intended to include those projects that involve a new purchase of capital outlay, infrastructure and any new construction or renovation of County infrastructure. However, the purchase of vehicles or equipment within an existing replacement fund or which are on a fleet replacement schedule, which must be submitted during the budget process, shall not constitute a CIP project.

1. Annually, a five-year Capital Improvement Program (CIP) will be developed. The CIP will be consistent with and implement the Capital Improvement Element (CIE) of the County's Comprehensive Plan. The CIE established Level of Service Standards for facilities required by law to address the impacts of development, level of service guidelines for other public facilities, and priorities for capital improvement projects. (See F.S.S. 163.3177(3) and Capital Improvement of Alachua County Comprehensive Plan adopted by Ordinance 91-17 as amended). Projects needed to maintain adopted Level of Service Standards shall be financially feasible, with identified funding

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sources based on current revenue projections for the 5-year period.

Annual updates of the CIP shall be coordinated through the County's Community Planning Group. The County's Office of Management and Budget and the Department of Growth Management shall coordinate those aspects of the CIP related to the County's Comprehensive Plan to ensure synchronization of this aspect of the County's Budget process with the procedural and public participation requirements of Florida Statutes Chapter 163, related to Comprehensive Plan Amendments, analyzing all anticipated capital expenditures by year and identifying associated funding sources.

2. The Capital Improvement Plan will include, in addition to current operating maintenance expenditures, adequate funding to support repair and replacement of deteriorating infrastructure and to avoid any significant unfunded liability.
3. Ensure that debt financings are planned and the details are incorporated in the Capital Improvement Program Proposed capital projects will be reviewed by a cross-departmental team regarding accurate costing (design, capital, and operating), congruence with County objectives, and prioritization by a set of deterministic criteria.
4. Capital improvement life cycle costs will be coordinated with the development of the Operating Budget. Future operating, maintenance, and replacement costs associated with the new capital improvements will be forecast, matched to available revenue sources, and included in future operating budgets.
5. The County will make all capital improvement expenditures in accordance with the Capital Improvement Program (CIP).
6. The first year of the 5-year Capital Improvement Program will be used as the basis for formal fiscal year appropriations during the annual budget process. Appropriations made in prior years for which expenditures have not been incurred nor projects completed, will be reevaluated and incorporated into appropriations for the new fiscal year.
7. The County will report upon the progress of the Capital Improvement Plan on a quarterly basis to the Board of County Commissioners. Capital improvement needs related to the County's Comprehensive Plan will be assessed annually as part of the Annual Concurrency Status Review pursuant to Section 365.13 of the County's Unified Land Development Code.
8. Each Capital Improvement Program budget will include a reserve for contingency for each project, if appropriate. The reserve should be between 5% and 10% of the estimated project cost.
9. The County will maintain the replacement plan and the internal service funds that provide for the acquisition/replacement of fleet, computers, and designated equipment. The replacement plan and funds will be maintained in such a way as to minimize the impact on other funds. It is the intent of the funds to capitalize as many purchases as appropriate under the County's capitalization guidelines.

DEBT MANAGEMENT POLICIES

Debt management policies are intended to provide a comprehensive and viable debt management policy which recognizes the capital improvement needs of the County as well as the taxpayers' ability to pay while taking into account existing legal, economic, financial, and debt market considerations.

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Purpose of the Debt Management Policy:

A debt policy sets forth requirements and limitations for debt issuance and debt portfolio management and provides guidance to decision makers. A debt policy strengthens the quality of decisions, provides parameters for the decision-making process, identifies objectives for staff to implement, demonstrates the County's commitment to long-term financial planning objectives, and is therefore viewed positively by rating agencies.

The legal, economic, financial, and market conditions associated with the issuance of debt are dynamic, unpredictable and constantly changing. Consequently, the decisions involved with debt issuance should be made on a case-by-case basis and only after careful and timely analysis and evaluation of all relevant factors. Some of the factors that should be considered include, but are not limited to, the following:

- Legal constraints on debt capacity and various financing alternatives.
- Constraints contained in currently outstanding debt documents.
- The urgency of the capital requirements to be met and the economic costs of delays.
- Willingness and financial ability of taxpayers to pay for the capital improvements.
- Proper balance between internal and external financing.
- Current interest rates and other market considerations.
- The financial condition of the County.
- The types, availability, and stability of revenues to be pledged for repayment of the debt.
- Type of debt to be issued.
- The nature of the projects to be financed and whether or not the project to be financed is self-supporting.

Debt Management Policies:

The County has a capital planning and financing system for use in preparing a multi-year capital improvement plan, which is adopted by the Board of County Commissioners as a part of the County's budget process. No County debt issued for the purpose of funding capital projects will be authorized by the Board of County Commissioners unless it has been included in the capital improvement plan or until the Board of County Commissioners have modified the plan.

1. Purposes of Debt Issuance

- a. The County will issue long-term debt only for the purposes of constructing or acquiring capital improvements (specifically, the approved schedule of capital improvements), for making major renovations to existing capital improvements, and for refunding outstanding debt when sufficient cost savings can be realized or it is advantageous to do so.
- b. The County may also enter into long-term leases for the acquisition of major equipment when it is cost justifiable to do so.
- c. Conduit debt shall be issued/sponsored for activities (such as economic development, housing, or health facilities) which have a general public purpose and are consistent with the County's overall service and policy objectives. All conduit financings must insulate the County completely from any credit risk or exposure and must be approved by the County's bond counsel and financial advisor before being submitted to the Board of County Commissioners for authorization and implementation.

2. Financing Requirements

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- a. Capital improvements related to enterprise fund operations should be financed solely by debt to be repaid from user fees and charges and other legally available sources generated from the respective enterprise fund's operation.
- b. Capital improvements not related to enterprise fund operations shall be financed by debt to be repaid from legally available revenue sources pledgable for same.
- c. Cash surpluses, to the extent available and appropriable, should be used to finance scheduled capital improvements if it is deemed to be the best financing method for that particular improvement.
- d. Revenue sources will be pledged for debt only when legally available and, in those situations where they have previously been used for operation and maintenance expenses/ general operating expenditures, they will be pledged for debt only when other sufficient revenue sources are available to replace same to meet operation and maintenance expenses/ general operating expenditures as deemed appropriate by the Board of County Commissioners.
- e. Where possible, capital expenditures will be funded through pay-as-you-go programs, debt restructuring and alternative financing mechanisms, such as state loan programs or federal pilot projects.

3. Maturity Limitations

- a. All capital improvements financed through the issuance of debt will be financed for a period not to exceed the useful life of the improvements, but in no event to exceed 30 years.
- b. All capital improvements financed through lease-purchase obligations will be financed for a period not to exceed the useful life of the improvements.

4. General Debt Limitations

- a. Rapid debt repayment is a goal of the County's debt management policies. Each borrowing will be structured to repay principal as rapidly as the amount of the pledged revenue source will allow. Adjustment in repayment time frames may be modified to reflect changes in the interest rate environment, which may argue for shorter or longer retirement plans.
- b. The County will, at all times, manage its debt and sustain its financial position in order to seek and maintain the highest credit rating possible.
- c. The County will strive to maintain debt ratios within the median range of benchmarks (based on Moody's Indicators for counties of similar size).
- d. The County shall not construct or acquire a public facility if it is unable to adequately provide for the identifiable annual operation and maintenance costs of the facility, or it must be disclosed.
- e. The County will consider coordinating with other local government entities, to the fullest extent possible, so as to minimize the overlapping debt burden to citizens.
- f. The County will ensure that an adequate system of internal control exists so as to provide reasonable assurance as to compliance with applicable laws, rules, regulations, and covenants associated with outstanding debt.

5. Debt Issuance Restrictions

- a. The County will market its debt through the use of competitive bid whenever deemed feasible, cost effective, and advantageous to do so. However, it is recognized that, in some situations, certain complexities and intricacies of a particular debt issue are such that it may be advantageous to market the debt via negotiated sale.
- b. The County shall use the services of outside finance professionals selected using competitive bid.
- c. Credit enhancements (insurance, letters of credit, etc.) will be used only in those instances where the anticipated present value savings in terms of reduced interest expense exceeds the

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cost of the credit enhancement.

- d. In order to maintain a stable debt service burden, the County will attempt to issue debt that carries a fixed interest rate. However, it is recognized that certain circumstances may warrant the issuances of variable rate debt. In those instances, the County should attempt to stabilize debt service payments through the use of an appropriate stabilization arrangement.

6. Refunding

- a. The County will continually monitor its outstanding debt in relation to existing conditions in the debt market and will refund any outstanding debt when sufficient cost savings can be realized.
- b. Outstanding debt will be refunded as long as the net present value savings between the refunded bonds and the refunding bonds is equal to or greater than three percent without extending the maturity of the debt being refunded, unless extenuating circumstances would justify a smaller percentage savings (e.g., historically low interest rates).
- c. The County may also refund existing debt for the purpose of revising existing bond covenants to meet particular organizational and/or strategic needs of the County when it is advantageous to do so.

7. Disclosure Requirements

It is the policy of the County to endeavor to provide full and fair disclosure in connection with the initial sale and distribution of its publicly marketed debt instruments and to provide appropriate ongoing secondary market information, in compliance with the requirements of applicable federal and state securities laws, rules, and regulations, including Securities and Exchange Commission Rule 15c2-12.

8. Arbitrage Reporting

The County's finance department shall establish a system of record keeping and reporting (or procure the services of a company specializing in arbitrage) to meet the arbitrage rebate compliance requirements of the federal tax code. This includes tracking investment earnings on bond proceeds, calculating rebate payments in compliance with tax law, and remitting any rebatable earnings to the federal government in a timely manner in order to preserve the tax-exempt status of the County's outstanding and future debt issues.

9. Investment of Bond Proceeds

The investment of bond proceeds shall be governed by the Investment Policy and any applicable bond covenants. In the event of conflicting policies, the more restrictive policy shall be enforced.

10. Short-Term and Interim Financing

- a. Bond Anticipation Notes - Where their use is judged by the County's bond counsel and financial advisor to be prudent and advantageous to the County, the County may choose to issue Bond Anticipation Notes as a source of interim construction financing. Before issuing such notes, takeout financing for such must be planned for and determined to be feasible by the Financial Advisor.
- b. Tax (Revenue) Anticipation Notes - Where their use is judged by the County's bond counsel and financial advisor to be prudent and advantageous to the County, the County may choose to issue Tax or Revenue Anticipation Notes as a source of interim operating financing.
- c. Other - Where their use is judged by the County's bond counsel and financial advisor to be

BUDGET AND FINANCIAL POLICIES

prudent and advantageous to the County, the County may choose to use other short-term financing tools such as a line of credit or pooled commercial paper programs.

11. Debt Affordability Assessment

a. The Florida Constitution requires that long-term debt pledged by the full faith and credit of the County can only be approved by voter referendum. For debt issues to be placed on the ballot, the Board must approve both the capital and financing proposals. There is no statutory limit on the amount of debt and corresponding tax levy the voters can approve.

It is the County's own policy to manage debt within the guidelines identified in these policies.

b. The County Manager has formed the Finance Team to implement debt management policies throughout all funds. The Team consists of members including the Director of Office Management and Budget, Finance Director, County Manager or designee, County Attorney or designee, and the County's Financial Advisor. The Team will be responsible for planning all debt issuance for the County including the use of short-term and long-term financing. The County will not enter into financing agreements without first having the alternatives reviewed by the Team and a recommendation forwarded to the County Manager.

The Finance Team will be responsible for determining reasonable debt levels for the County as part of the annual budget process and capital improvement plan. Each year, the Team will review the County's ability to absorb and pay for long term obligations (including new bond issues). The review process will include recommendations on how much new debt can be afforded by the County. The Teams recommendations will be based on an analysis of the following measures:

- i. Total debt service on "Direct Debt" (debt payable from general revenues; including GO Bonds, capital leases, and notes payable) measured as a percent of current General Fund revenue. Debt service costs on "Direct Debt" will not exceed 5% of total General Fund revenue.
- ii. Total debt service on "Direct Debt" measured as a percent of General Fund operating expenditures. Debt service costs on "Direct Debt" will not exceed 10% of total General Fund operating expenditures.
- iii. Total debt (includes "Direct Debt" and "Revenue Debt" as a percent of assessed value. Total net direct indebtedness will not exceed 3% of the full valuation of taxable property in the County.
- iv. Total debt (includes "Direct Debt" and "Revenue Debt") per capita. Total net direct indebtedness will not exceed \$500 per capita.
- v. Per capita debt as a percentage of per capita income. Per capita debt will not exceed 5% of per capita income.

The terms "Direct Debt" and "Revenue Debt" used above are defined in GFOA's Recommended Practice for Debt Management Policies as follows:

Direct Debt – Debt payable from general revenues, including capital leases

Revenue Debt – Debt payable from a specific pledged revenue source

REVENUE POLICY

1. The budget shall be balanced; the total estimated receipts (including balances brought forward) shall equal the total appropriations and reserves.

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2. The budgeted revenues shall include 95 percent of all receipts reasonably anticipated from all sources, including taxes to be levied, provided the percent anticipated from ad valorem levies shall be as specified in Florida Statutes Chapter 200.065(2) (a), and 100 percent of the amount of the balances of both cash and liquid securities estimated to be brought forward at the beginning of the fiscal year as specified in Florida Statutes Chapter 129.01 (2) (b).
3. Current operating revenue should be sufficient to support current operating expenditures.
4. In recognition of the overall dependence on ad valorem taxes, the County will strive to develop a diversified and stable revenue system.
5. Balanced revenue and expenditure forecasts will be prepared to examine the County's ability to absorb operating costs due to changes in the economy, service demands, and capital improvements. The forecast will encompass five years and will be updated annually.
6. Avoid "earmarking" of available revenues that would unnecessarily restrict the full range of potential uses of such revenues. The use of various funds, however, will be consistent with generally accepted accounting principles and Florida Statutes Chapter 129.02.
7. A fee schedule shall be adopted and amended by resolution.
8. Fee schedules and user charges should be reviewed periodically and adjusted when necessary to reflect the policy of the Board.
9. Development fees for capital expenses attributable to new development will be reviewed to ensure that fees match development related expenses consistent with the Comprehensive Plan.
10. The County will periodically recalculate the full cost of activities, including direct and indirect costs, currently supported by user fees and charges to identify the impact of inflation and other cost increases.
11. When new fees and/or charges are imposed, the rate proposal will be analyzed using the following criteria:
 - Sufficiency - fees and/or charges should recover the full cost of issuance, administration, and enforcement while recognizing that adjustments may be necessary for the benefit of the public.
 - Efficiency - fees and/or charges should be designed for easy, economical administration by the County and easy, economical compliance by the payee.
 - Simplicity - fees/charges should be easily understood by both the payee and County officials and leave as small a margin as possible for subjective interpretation.
12. Grant applications to fund services/programs with state or federal funds will be reviewed by the Office of Management and Budget and the County Manager, with significant consideration given to:
 - The cost of administering the grant relative to the size of the grant,
 - The availability of matching funds and,
 - The extent to which locally generated funds will be required to support the program when the grant funding is no longer available.A recommendation will be presented to the Board of County Commissioners.
13. The financial impact associated with new programs or program modifications will be analyzed and determined prior to adoption by the Board.

BUDGET AND FINANCIAL POLICIES

14. Office of Management and Budget will estimate revenues as early as possible in the budget process in order to provide expenditure guidelines. The Board of County Commissioners will establish the County's budget priorities based upon the revenue estimates and expenditure guidelines.
15. Internal Service Funds will be self-supporting whenever possible.
16. A Municipal Services Taxing Unit (MSTU) shall be established by ordinance to provide for Unincorporated Services. This fund shall be administered by the Board and follow an established reserve for contingency policy. Annual revenue estimates shall include a reserve for undercollection, as well as projections for Ad-Valorem Taxes, Public Services Taxes, Communications Services Taxes, Charges for Services, Licenses and Permits, Intergovernmental Revenue, and Other Non-Operating and Miscellaneous Sources such as Fund Balance, Transfers In, and Excess Funds from Constitutional Officers. Public and Communications Services Taxes shall be shared between both MSTUs. The MSTU for Unincorporated Services shall receive 51% of these estimated operating revenues. This allocation shall be reviewed on an annual basis.
17. A Municipal Services Taxing Unit (MSTU) for Sheriff Law Enforcement Services shall be established by ordinance. This fund shall be administered by the Sheriff and establish a reserve for contingency policy. Annual revenue estimates shall include a reserve for undercollection, as well as projections for Ad-Valorem Taxes, Public Services Taxes, Communications Services Taxes, Fines and Forfeitures, and Other Non-Operating and Miscellaneous Sources such as Fund Balance and Excess Funds from Constitutional Officers. Public and Communications Services Taxes shall be shared between both MSTUs. The MSTU for Sheriff Law Enforcement Services shall receive 49% of these estimated operating revenues. This allocation shall be reviewed on an annual basis.

PERFORMANCE MEASUREMENT

The County will continue to integrate performance measures in the budget and monitor the progress toward meeting performance objectives.

APPROPRIATION POLICY

1. Appropriations will be made at the major expenditure category: personal services, operating expense, capital outlay, debt service, grants and aids, and non-operating expenses.
2. Ensure that the application of the indirect charges as determined by the County's consultant do not adversely affect the provision of services of the fund receiving the indirect charge.
3. The funding for Private, Not-for-Profit Outside Agencies will be increased over the prior year by the same percentage in the growth in the certified final tax rolls to a maximum of five percent (5%) for a single year.

INTERFUND LOAN POLICY

Interfund Loan Policies are intended to provide parameters and guidance for the management of loans between funds. Interfund loans may be necessary to provide adequate cash flow for reimbursable grants and contractual obligations with deferred revenues.

1. The requesting Department must formally identify in writing to Finance and Accounting the fund to which the loan proceeds are to go, the fund where the loan proceeds are to come, the amount of the loan, and the anticipated time frame for loan repayment.

BUDGET AND FINANCIAL POLICIES

2. Repayment of any loan should not exceed one year. Any loan that is anticipated to be repaid over one year should be deemed an interfund transfer and the appropriate budget adjustments should be taken.
3. Any fund may receive a total loan of up to \$25,000 with approval from the Clerk of the Courts, Finance Director, and the Director of the Office of Management and Budget or County Manager.
4. Any fund may receive a total loan in excess of \$25,000 with the approval from the Board of County Commissioners.
5. Due to the receipts of ad valorem taxes not being sufficiently received until the end of November, the County may not have sufficient cash carry forward fund balances to maintain an adequate cash flow in the beginning of the fiscal year. Therefore upon the approval from the Clerk of the Courts, Finance Director, Director of the Office of Management and Budget, and the County Manager, the General Fund or MSTU Fund may borrow short-term from other appropriate funds until the receipts of ad valorem tax revenue provide adequate cash flow. In no instance, without approval of the Board of County Commissioners, shall the loan remain unpaid past December 31 of the year the loan is made.
6. Finance and Accounting, in conjunction with the Office of Management and Budget, will maintain a comprehensive list of all outstanding loans.

ANNEXATION IMPACT ANALYSIS

The Office of Management and Budget (OMB) will be responsible for providing to the County's Annexation Team a fiscal analysis of the impact related to proposed annexations. The analysis will be performed, upon receiving a request from the Annexation Team, using the following criteria:

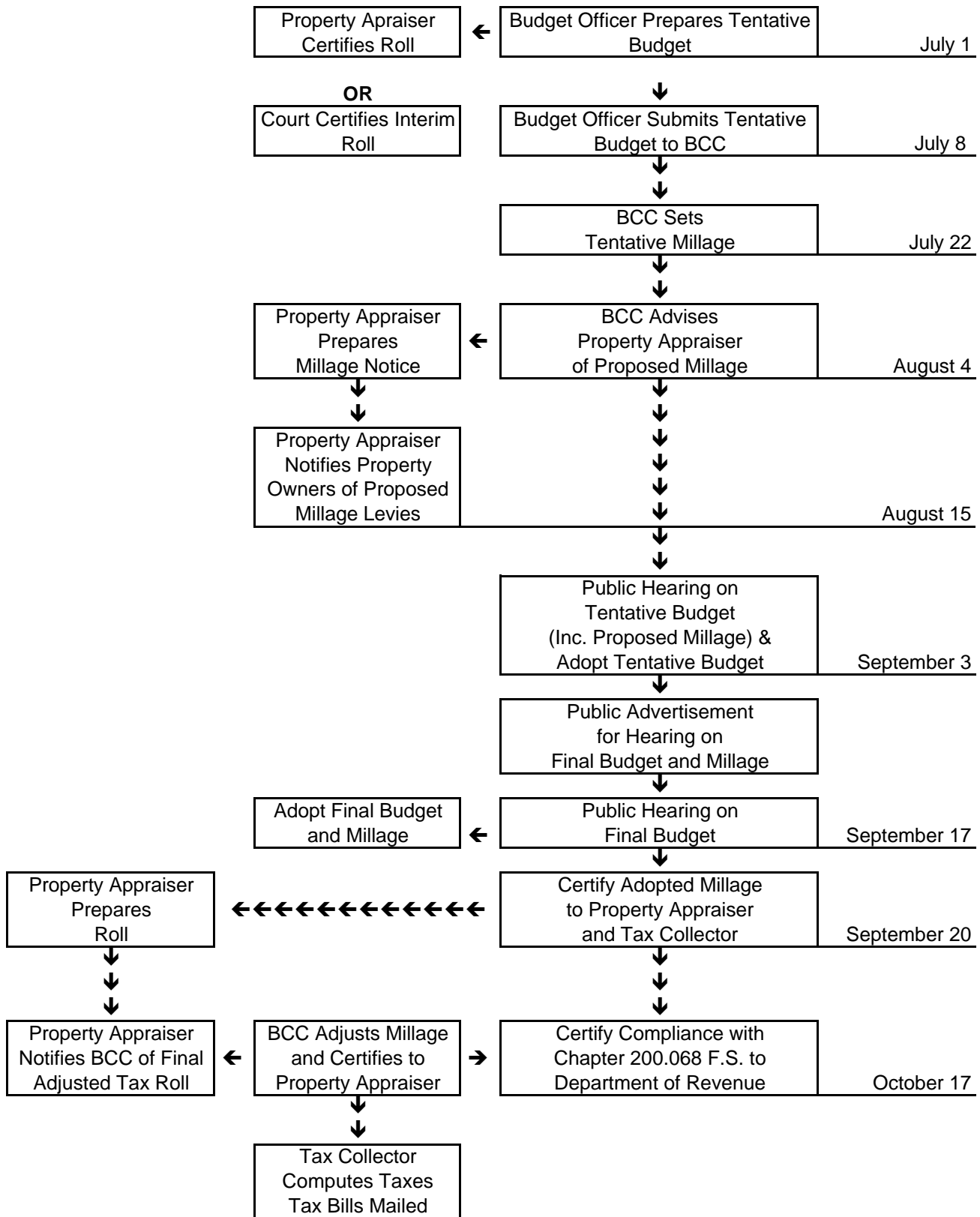
- Unincorporated area population reduction between 1% and 5% - base analysis
- Unincorporated area taxable property value reduction between 1% and 5% - base analysis
- Unincorporated area population reduction greater than 5% - countywide analysis
- Unincorporated area taxable property value reduction greater than 5% - countywide analysis

A base analysis will include projections for all major revenues and expenditures that are impacted by unincorporated area population changes. A report on the base analysis will be sent to the Annexation Team within 5 business days of the request.

A countywide analysis will include a base analysis as well as a review by all departments of service delivery impacts in the area being annexed. A report on the countywide analysis will be sent to the Annexation Team within 30 days of the receipt of the request. The OMB will send a review checklist to all departments to be completed and returned within 14 days. OMB will also analyze the fiscal impact of annexations related to Constitutional Offices.

The Annexation Team will also have the discretion of requesting an analysis from OMB for annexations that do not meet the criteria listed above. Such requests may be used to address annexations that fall below the 1% thresholds or to address the cumulative impact of annexations over a certain time period.

FY 2004 BUDGET PROCESS CALENDAR





Budget Sources and Uses

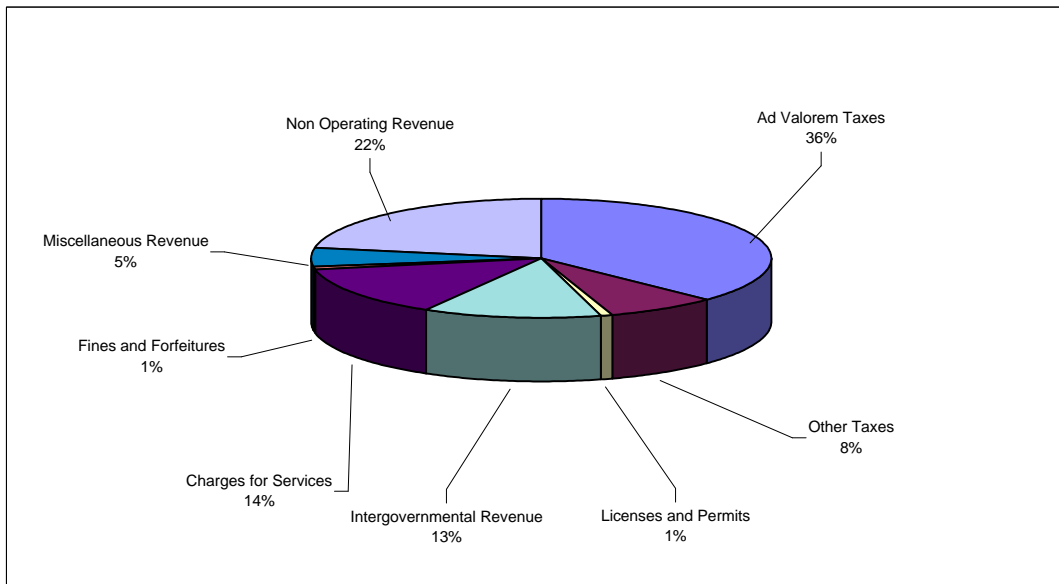
**Alachua County
FY 2003/04
FY 2004/05**

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget
SOURCES					
Ad Valorem Taxes	68,420,385	79,880,550	80,119,255	0.3%	84,209,845
Other Taxes	34,190,592	10,850,430	16,824,516	55.1%	16,433,179
Licenses and Permits	2,223,470	1,960,356	1,839,037	-6.2%	1,941,783
Intergovernmental Revenue	26,832,711	37,443,181	26,965,351	-28.0%	26,484,262
Charges for Services	24,134,181	27,089,532	29,215,625	7.8%	29,669,737
Fines and Forfeitures	1,772,671	1,557,050	1,612,710	3.6%	1,624,050
Miscellaneous Revenue	10,822,636	14,266,973	10,969,581	-23.1%	10,551,405
Total Operating Revenue	168,396,646	173,048,072	167,546,075	-3.2%	170,914,261
NON-OPERATING REVENUE					
Operating Transfers In	40,346,689	29,627,985	28,558,561	-3.6%	29,174,097
Debt Proceeds	1,000,000	-	685,250	100.0%	11,622,250
Transfer in From Constitutional Offices	1,664,898	2,565,700	1,703,800	-33.6%	1,680,800
Use of Fund Balance	(1,826,499)	44,027,686	19,812,760	-55.0%	15,357,777
Other Non-Operating Revenues	-	(7,764,732)	(3,154,221)	-59.4%	(3,154,221)
Total Non-operating Revenues	41,185,088	68,456,639	47,606,150	-30.5%	54,680,703
TOTAL REVENUES SOURCES	209,581,734	241,504,711	215,152,225	-10.9%	225,594,964
USES					
Personal Services	36,474,150	41,527,811	44,112,280	6.2%	46,611,781
Operating Expenditures	54,049,582	62,032,204	54,928,663	-11.5%	53,663,080
Capital Equipment	4,879,348	9,378,064	7,427,666	-20.8%	1,810,428
Total Operating Expenditures	95,403,080	112,938,079	106,468,609	-5.7%	102,085,289
NON-OPERATING EXPENDITURES					
Capital Projects	10,311,960	30,260,624	3,707,472	-87.7%	13,763,575
Debt Services	9,488,724	4,513,903	6,068,981	34.5%	6,102,656
Grants and Aids	1,538,370	1,821,314	2,209,046	21.3%	2,259,768
Transfer to Clerk of Court	3,986,392	8,924,337	8,729,515	-2.2%	9,762,329
Transfer to Property Appraiser	3,485,289	3,453,188	3,770,916	9.2%	3,858,604
Transfer to Sheriff	49,713,502	50,553,711	53,405,463	5.6%	54,711,775
Transfer to Supervisor of Election	1,308,623	1,166,624	1,117,233	-4.2%	1,028,595
Other Transfers Out	36,667,851	25,860,830	24,654,437	-4.7%	25,303,424
Reserve for Contingencies	-	5,821,394	7,577,586	30.2%	8,065,840
Refunds	2,365	13,000	3,000	-76.9%	3,000
Other Non-Operating	(2,324,422)	(3,822,293)	(2,560,033)	-33.0%	(1,349,891)
Total Non-Operating Expenditures	114,178,654	128,566,632	108,683,616	-15.5%	123,509,675
TOTAL EXPENDITURES	209,581,734	241,504,711	215,152,225	-10.9%	225,594,964

FY 2004 BUDGET REVENUES BY SOURCE

Ad Valorem Taxes	\$80,119,255
Other Taxes	16,824,516
Licenses and Permits	1,839,037
Intergovernmental Revenue	26,965,351
Charges for Services	29,215,625
Fines and Forfeitures	1,612,710
Miscellaneous Revenue	10,969,581
Non Operating Revenue	47,606,150

TOTAL SOURCES OF FUNDS \$215,152,225



Ad Valorem Taxes - Also known as "property taxes." This tax is levied per \$1,000 value of taxable real and tangible personal property based on a millage rate adopted annually by the Board of County Commissioners. Ad Valorem taxes are the greatest source of revenue for the County. Currently greater than 50% of the property in Alachua County is exempt from this tax.

Other Taxes - Includes taxes collected on retail sales, gas, utilities, telecommunication, cable, electric and water.

License and Permits - Includes fees collected for items such as building permits, occupational, alcohol and mobile home licenses.

Intergovernmental Revenues - Revenue from other governments in the form of grants, entitlements, shared revenues or payments in lieu of taxes. This includes the half-cent sales tax.

Charges for Services - Revenues collected for services provided by the departments of the County.

Fines and Forfeitures - Revenues collected for ordinance or code violations as well as sale of property seized by the County.

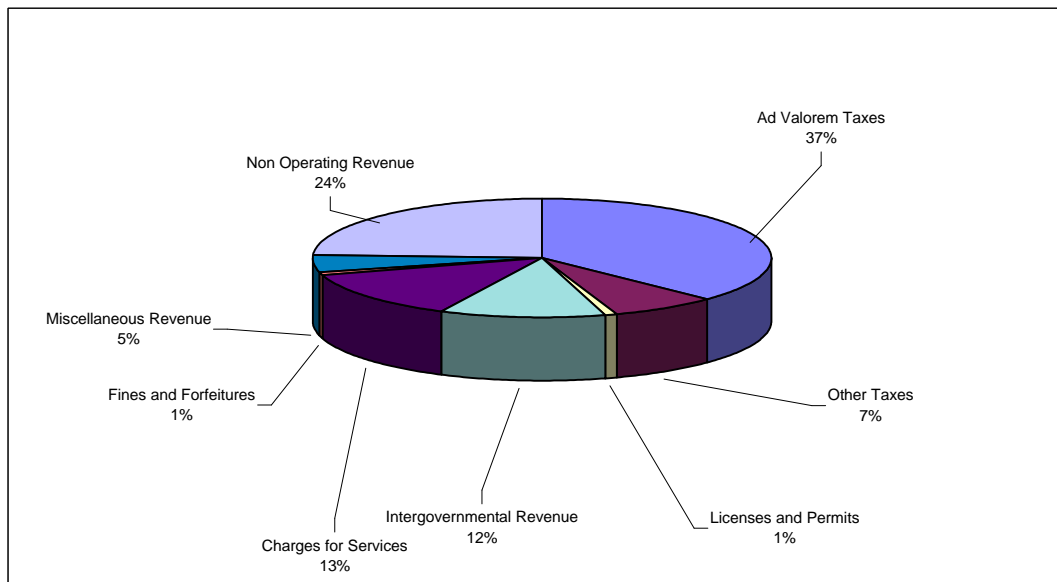
Miscellaneous Revenue - All other revenues collected for items such as court fees, copies, filing fees, garbage collection, program participation fees, etc.

Non-Operating Revenue - Revenues received by a government not directly attributable to providing a service.

FY 2005 BUDGET REVENUES BY SOURCE

Ad Valorem Taxes	\$84,209,845
Other Taxes	16,433,179
Licenses and Permits	1,941,783
Intergovernmental Revenue	26,484,262
Charges for Services	29,669,737
Fines and Forfeitures	1,624,050
Miscellaneous Revenue	10,551,405
Non Operating Revenue	54,680,703

TOTAL SOURCES OF FUNDS \$225,594,964



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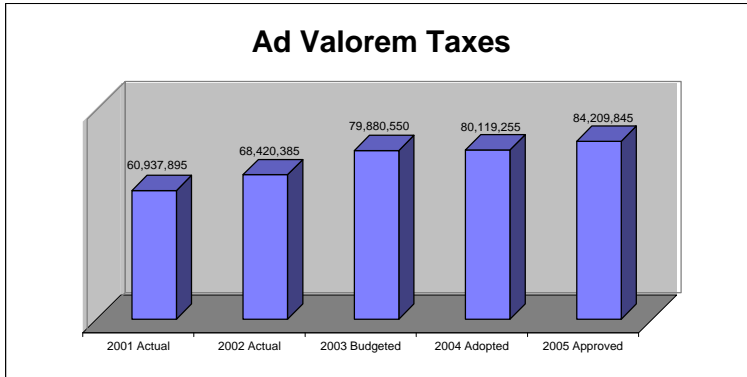
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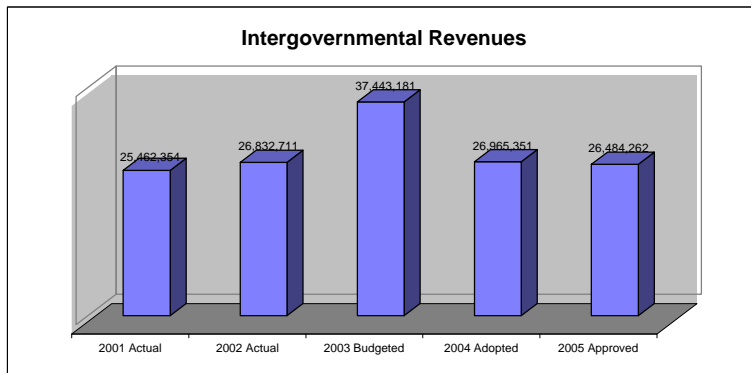


MAJOR REVENUE SOURCES

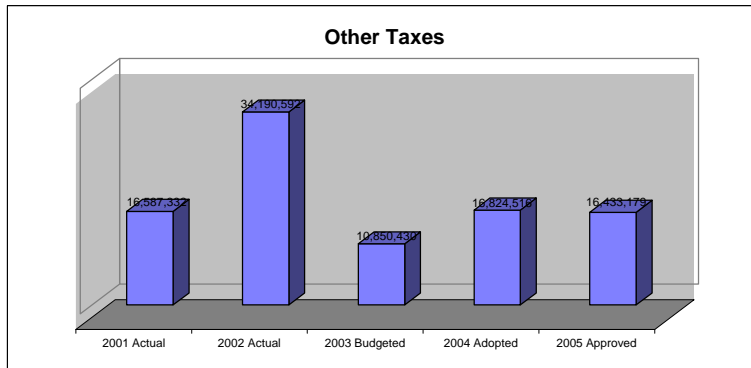
Beginning FY 2004, estimated revenues are budgeted at 95% of anticipated collections.



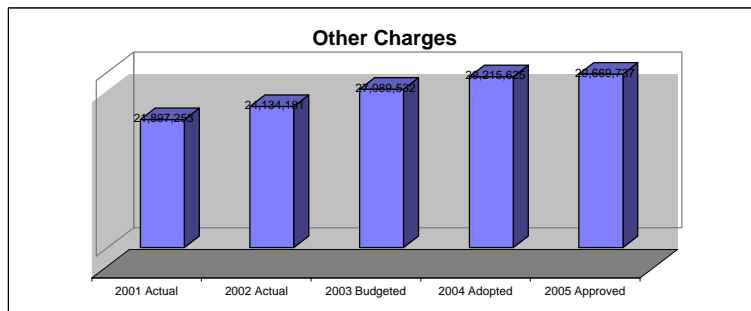
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Intergovernmental Revenues - Revenue from other governments in the form of grants, entitlements, shared revenue, etc. This includes the half-cent sales tax.



Other Taxes - Includes taxes collected on gas, utilities, telecommunication, cable, electric and water.

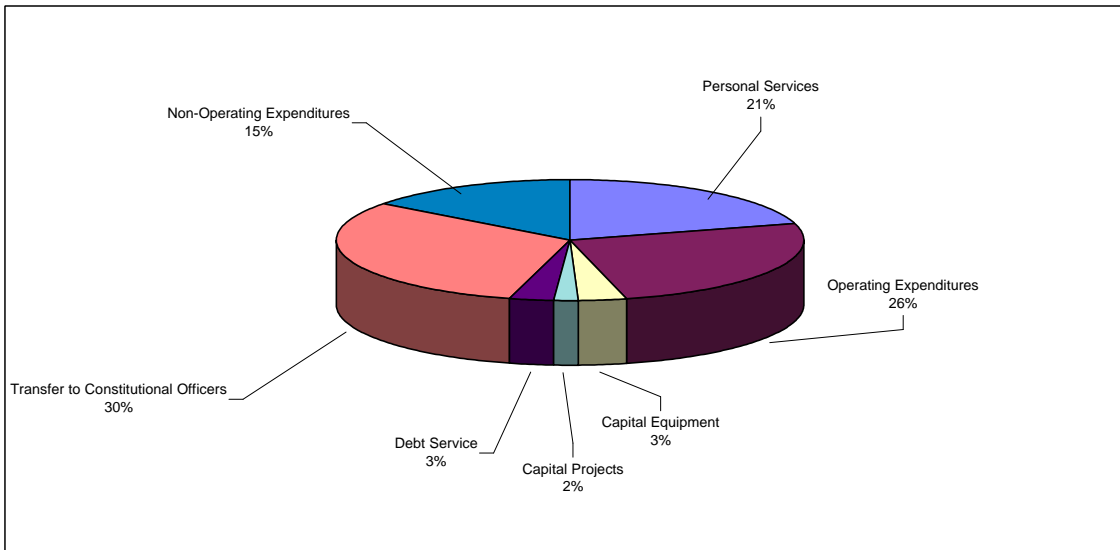


Charges for Services - Revenues collected for services provided by the departments of the County.

FY 2004 BUDGET USES BY CATEGORY

Personal Services	\$44,112,280
Operating Expenditures	54,928,663
Capital Equipment	7,427,666
Capital Projects	3,707,472
Debt Service	6,068,981
Transfer to Constitutional Officers	67,023,127
Non-Operating Expenditures	31,884,036

TOTAL NON-OPERATING EXPENDITURES \$215,152,225



Personal Services - Includes salaries, insurance and retirement.

Operating Expenditures - Expenditures used for daily operations of the County offices.

Capital Equipment - Equipment with a cost greater than \$750 and a service life greater than 1 year.

Capital Projects - Physical assets constructed or purchased that have a value greater than \$25,000 and a service life of 10 years or greater. These may include buildings, roads, parks, wastewater structures etc.

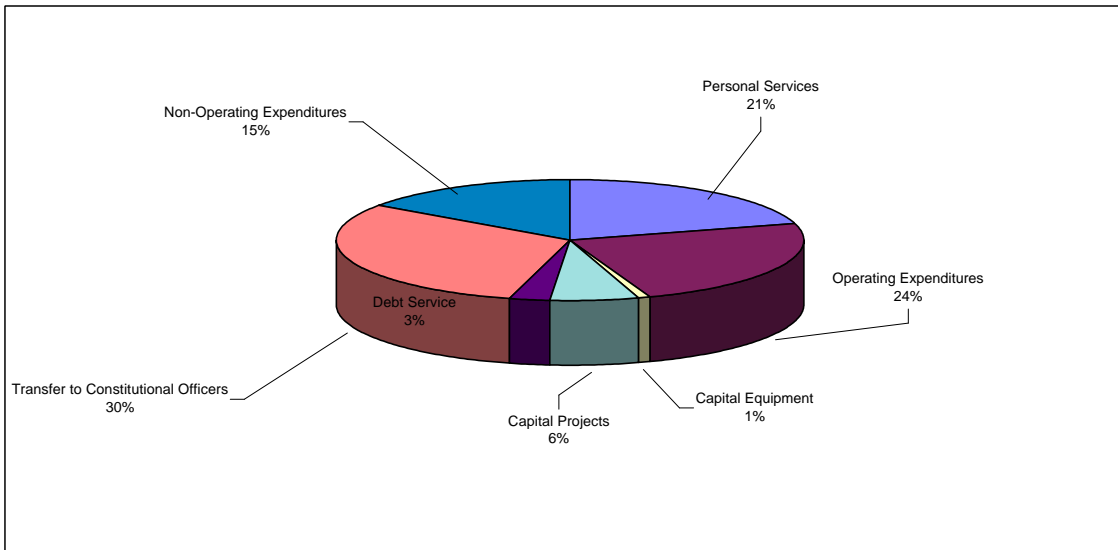
Debt Service - Payment of principal and interest obligations resulting from issuance of bonds.

Transfer to Constitutional Officers - The amount of budget appropriated to elected officials to fund their operations.

Non-Operating Expenditures - Costs of government services that are not directly attributable to a specific County program or operation.

FY 2005 BUDGET USES BY CATEGORY

Personal Services	\$46,611,781
Operating Expenditures	53,663,080
Capital Equipment	1,810,428
Capital Projects	13,763,575
Debt Service	6,102,656
Transfer to Constitutional Officers	69,361,303
Non-Operating Expenditures	34,282,141
TOTAL NON-OPERATING EXPENDITURES	<u><u>\$225,594,964</u></u>



Personal Services - Includes salaries, insurance and retirement.

Operating Expenditures - Expenditures used for daily operations of the County offices.

Capital Equipment - Equipment with a cost greater than \$750 and a service life greater than 1 year.

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Transfer to Constitutional Officers - The amount of budget appropriated to elected officials to fund their operations.

Non-Operating Expenditures - Costs of government services that are not directly attributable to a specific County program or operation.



DEPARTMENT BUDGET SUMMARY-ALL FUNDS

	FY 2002 Actual	FY 2003 Adopted	FY 2004 Adopted	FY 2005 Planned
Board of County Commissioners	421,636	473,846	464,694	478,651
County Attorney	681,904	1,009,951	942,481	986,669
County Manager	3,580,807	3,994,023	3,816,363	3,452,146
Administrative Services	11,224,415	8,216,830	9,383,678	9,801,356
Community Support Services	8,740,882	9,982,612	9,826,134	9,994,529
Court Services	4,067,269	4,656,050	4,939,061	5,298,858
Environmental Protection	2,861,382	3,807,937	3,518,252	3,428,245
Fire Rescue Services	27,812,212	29,713,269	31,784,949	33,552,661
Growth Management	3,944,487	7,918,588	7,152,161	6,437,237
Information Services	3,517,233	3,955,516	3,970,665	4,206,401
Public Works	30,201,673	34,917,571	34,082,674	30,047,171
Court Administrator	3,848,106	5,027,621	5,949,333	5,972,637
Elected Officials				
Clerk of the Circuit/County Court	4,085,981	9,039,810	8,729,515	9,762,329
Property Appraiser	3,485,289	3,453,188	3,770,916	3,858,604
Public Defender	254,387	259,340	260,595	260,595
Sheriff	49,751,235	51,818,130	54,089,344	56,058,832
State Attorney	206,139	202,135	404,839	446,900
Supervisor of Elections	2,374,246	2,446,348	2,347,566	2,170,290
Non-Departmental	27,048,750	26,454,976	25,761,533	25,617,278
Capital Projects	21,473,701	34,156,970	3,957,472	13,763,575
Total Board of County Commissioners and Constitutional Officers	209,581,734	241,504,711	215,152,225	225,594,964

FY 2003/04 DEPARTMENT BUDGET SUMMARY-ALL FUNDS

	Personal Services	Operating Expenses	Capital Outlay	Debt Service
Board of County Commissioners	410,466	54,228		
County Attorney	667,873	274,608	0	
County Manager	1,755,941	1,980,673	2,000	
Administrative Services	2,941,641	6,442,037		
Community Support Services	2,663,921	6,405,120	3,198	
Court Services	3,561,749	1,170,075	0	
Environmental Protection	1,825,703	1,632,012	60,537	
Fire Rescue Services	12,541,156	5,934,935	162,740	66,960
Growth Management	3,096,227	3,755,094	0	
Information Services	2,830,184	1,117,359	30,000	
Public Works	8,615,364	19,022,940	6,465,591	
Court Administrator	2,164,313	2,189,739	20,600	
Elected Officials				
Clerk of the Circuit/County Court				
Property Appraiser				
Public Defender		260,595		
Sheriff				
State Attorney		404,839		
Supervisor of Elections	944,442	285,891	0	
Capital Projects		250,000	3,707,472	
Non-Departmental	93,300	3,740,518	648,000	6,002,021
Total Board of County Commissioners and Constitutional Officers	22,595,310	27,624,750	5,550,069	3,034,491

FY 2003/04 DEPARTMENT BUDGET SUMMARY-ALL FUNDS

Grants and Aids	Subtotal Operating	Transfers Out	Other Non-Operating	Subtotal Non-Operating	Approved FY 2001/02
	464,694			0	464,694
	942,481			0	942,481
77,749	3,816,363			0	3,816,363
	9,383,678			0	9,383,678
576,088	9,648,327	177,807		177,807	9,826,134
	4,731,824	207,237		207,237	4,939,061
	3,518,252			0	3,518,252
10,200	18,715,991	13,068,958		13,068,958	31,784,949
20,000	6,871,321	280,840		280,840	7,152,161
	3,977,543	(6,878)		(6,878)	3,970,665
	34,103,895	(21,221)		(21,221)	34,082,674
	4,374,652	1,574,681		1,574,681	5,949,333
	0	8,729,515		8,729,515	8,729,515
	0	3,770,916		3,770,916	3,770,916
	260,595			0	260,595
108,224	108,224	53,981,120		53,981,120	54,089,344
	404,839			0	404,839
	1,230,333	1,117,233		1,117,233	2,347,566
	3,957,472			0	3,957,472
1,416,785	11,900,624	13,860,909	0	13,860,909	25,761,533
1,104,523	59,909,142	48,370,559	0	48,370,559	215,152,225



SUMMARY OF INTERFUND TRANSFERS FISCAL YEAR 2003/04

<u>TRANSFERS OUT</u>	<u>AMOUNT</u>	<u>TRANSFERS IN</u>	<u>AMOUNT</u>
001 GENERAL FUND	\$ 54,555,282	008 MUNICIPAL SERVICE TAX	\$ 174,000
		033 DOR HEARING OFFICER	28,492
		035 JUVENILE DEPENDENCY	2,836
		037 COMM PARTNERS TIMELY ADOPTION	71,106
		088 DCA EMERGENCY MGT BASE FY03	26,070
		091 FIRE RESCUE OPERATIONS	3,379,287
		143 HRS METAMORPHOSIS	76,011
		144 COMBINED COMMUNICATIONS	1,031,150
		165 DOR HEARING OFFICER	84,276
		171 SUPERVISOR OF ELECTIONS	1,117,233
		183 JUVENILE DEPENDENCY	8,508
		189 FDLE VOCA	14,410
		212 HRS METAMORPHOSIS	131,226
		224 FOSTER GRANDPARENTS	88,985
		226 RSVP	72,010
		300 CAPITAL PROJECTS - GENERAL	1,400,942
		321 COURT SPACE NEEDS	44,420
		327 TECHNOLOGY PLAN	150,000
		506 VEHICLE REPLACEMENT	140,000
		N/A CLERK OF THE COURT	8,729,515
		N/A SHERIFF	34,043,889
		N/A PROPERTY APPRAISER	3,740,916
008 MSTU-UNINCORPORATED SERVICES	8,873,823	001 GENERAL FUND	1,089,470
		091 FIRE RESCUE OPERATIONS	7,676,353
		300 CAPITAL PROJECTS - GENERAL	108,000
009 MSTU-SHERIFF LAW ENFORCEMENT	12,242,340	144 COMBINED COMMUNICATIONS	1,755,741
		N/A SHERIFF - MSTU	10,486,599
031 CIVIL TRAFFIC FINES	793,968	230 TRAFFIC HEARING OFFICER	16,183
		321 COURT SPACE NEEDS	777,785
072 INTERGOVT RADIO COMMUNICATION PROGRAM	452,000	292 POOLED COMMERCIAL PAPER	452,000
091 FIRE RESCUE OPERATIONS	181,655	001 GENERAL FUND	119,252
		008 MSTU FUND	62,403
144 COMBINED COMMUNICATIONS	5,746,166	N/A SHERIFF-COMMUNICATIONS	5,746,166
148 MSBU	30,000	N/A PROPERTY APPRAISER	30,000
158 COURT FACILITY CHARGE	460,975	321 COURT SPACE NEEDS	460,975
159 LAW ENFORCEMENT TRAINING	266,918	N/A SHERIFF - OTHER	266,918
161 LAW ENFORCEMENT TRUST	75,000	N/A SHERIFF - COUNTYWIDE	75,000
174 E-911 RECURRING & NON-RECURR	99,999	001 GENERAL FUND	99,999
266 ADDITIONAL COURT COSTS	80,100	321 COURT SPACE NEEDS	80,100
290 1995 PUB IMPROVE REFUND BONDS	7,396,526	001 GENERAL FUND	5,647,292
		008 MSTU-UNINCORPORATED SERVICES	412,838
		009 MSTU-SHERIFF LAW ENFORCEMENT	250,000
		294 1999 PUB IMPROVE REVENUE BOND	1,086,396
400 SOLID WASTE	4,461	405 WASTE MANAGEMENT ASSESSMENT	4,461
403 COLLECTION CENTERS	48,645	405 WASTE MANAGEMENT ASSESSMENT	48,645
405 WASTE MANAGEMENT ASSESSMENT	<u>369,706</u>	403 COLLECTION CENTERS	<u>369,706</u>
TOTAL TRANSFERS	\$ <u>91,677,564</u>		\$ <u>91,677,564</u>

FTE's by Department and Office

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2001	FY 2002	FY 2003	FY 2004 Adopted Budget	FY 2005 Planned Budget
Board of County Commissioners					
Administrative Services (1) (7)	112.3	67.3	71.3	71.3	71.3
County Attorney	9.0	9.0	10.0	9.0	9.0
County Commission	5.0	5.0	5.0	5.0	5.0
County Manager	32.0	32.0	31.0	29.0	29.0
Community Support (2)	76.7	54.0	55.0	52.3	52.3
Court Services	76.2	78.9	79.5	76.6	76.6
Environmental Protection	34.8	35.8	37.3	33.4	33.4
Fire Rescue (3)	176.0	186.0	196.0	213.0	213.0
Growth Management	57.0	57.0	59.0	59.0	59.0
Information Telecommunication (4)	-	48.0	49.0	47.0	47.0
Public Works (5) (9)	161.5	196.5	199.5	204.0	204.0
Total Board of County Commissioners	740.4	769.5	792.6	799.6	799.6
Clerk of Court	76.4	78.4	170.3	169.3	174.3
Court Administrator	38.2	41.7	41.7	41.7	41.7
Property Appraiser	55.0	55.0	56.0	56.0	56.0
Sheriff (6)	690.5	781.8	799.8	787.3	787.3
Supervisor of Elections	10.5	11.0	11.0	11.0	11.0
Total Countywide FTE's	1,611.0	1,737.4	1,871.4	1,864.8	1,869.9

Explanation of significant changes:

- (1) In FY 2002, Information Services Division moved from Administrative Services Department to become separate department.
- (2) In FY 2002, Animal Services Division (26 FTE) moved from Community Support Services to Public Works.
- (3) In FY 2004, BCC approved 22 additional FTE for Fire Protection and Emergency Medical Services.
- (4) In FY 2002, Information Services Division moved from Administrative Services Department to become separate department.
- (5) In FY 2002, Animal Services Division (26 FTE) moved from Community Support Services to Public Works.
- (6) In FY 2002, County and City merged Combined Communications Center adding 89 positions.
In FY 2003, Sheriff added 18 FTE for bailiffs to staff new Criminal Justice Center.
- (7) In FY 2003, Administrative Services increased by 4 FTE for Energy Management Program.
- (8) In FY 2004, County Manager Office reduced two administrative positions.
- (9) In FY 2004, the Public Works' capital project to improve and enlarge capacity at transfer station was completed requiring the increase of 5.5 FTE to operate expanded facilities.

General Government

(Includes Board of County Commissioners, County Attorney and County Manager)



Department: General Government

Alachua County

Summary Budget

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	2,391,699	2,898,852	2,927,580	1%	3,079,395	5%
Operating Expenditures	8,276,528	9,214,827	6,050,027	-34%	5,384,014	-11%
Capital Outlay	865,921	1,692,210	650,000	-62%	416,000	-36%
Debt Service	9,421,766	4,446,943	6,002,021	35%	6,035,696	1%
Grants and Aid	949,326	1,032,638	1,494,534	45%	1,494,534	0%
Reserves and Transfers	9,827,857	12,647,326	13,860,909	10%	14,125,105	2%
	-	-	-		-	
TOTAL EXPENDITURES	31,733,097	31,932,796	30,985,071	-3%	30,534,744	-1%
FUNDING SOURCE(S)						
General Fund	7,544,784	11,170,397	10,265,226	-8%	9,982,070	-3%
MSTU - Unincorporated	-	3,991,060	3,970,219	-1%	4,054,982	2%
Debt Service Funds	16,323,915	12,064,812	13,398,547	11%	13,552,313	1%
Enterprise Funds						
Internal Service Funds	926,636	1,135,175	1,019,000	-10%	996,000	-2%
Special Revenue Funds	6,937,762	3,571,352	2,332,079	-35%	1,949,379	-16%
TOTAL FUNDING SOURCES	31,733,097	31,932,796	30,985,071	-3%	30,534,744	-1%

Full Time Positions	46.0	46.0	42.0	-9%	42.0	0%
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General Highlights:

BOARD OF COUNTY COMMISSIONERS

Mission

Alachua County is a Charter County of the State of Florida, governed by an elected Board of County Commissioners. There are five Commissioners, elected by the citizens, who serve four year terms. The terms are staggered to allow an election of at least two Commissioners every other year. The Board of County Commissioners serve as the legislative and policy-making body for Alachua County.

The Board of County Commissioners establishes policies that include:

- Establishing millage rates necessary to fund county operations.
- Setting the County's budget.
- Enacting new laws.
- Ruling on rezoning applications and other land-use cases.
- Appointing the County Manager and the County Attorney.

The Board of County Commissioners provides direction for countywide services that include Emergency Management, Animal Services, the Crisis Center, the Cooperative Extension Service and Victim Services.

The Board of County Commissioners provide direction for urban services; the types of services that cities provide in the unincorporated part of the county, which is the area that is not part of a city, as well as some cities in Alachua County. These services include Fire Rescue, Solid Waste, Parks and Recreation and Road and Bridge.

Board of County Commissioners

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	371,677	409,618	410,466	0%	424,423	3%
Operating Expenditures	49,959	64,228	54,228	-16%	54,228	0%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	421,636	473,846	464,694	-2%	478,651	3%
FUNDING SOURCE(S)						
General Fund	421,636	473,846	464,694	-2%	478,651	3%
MSTU - Unincorporated	-	-	-	0%	-	0%
Debt Service Funds	-	-	-	0%	-	0%
Enterprise Funds	-	-	-	0%	-	0%
Internal Service Funds	-	-	-	0%	-	0%
Special Revenue Funds	-	-	-	0%	-	0%
TOTAL FUNDING SOURCES	421,636	473,846	464,694	-2%	478,651	3%

Full Time Positions	5.0	5.0	5.0	0%	5.0	0%
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Highlights for Fiscal Year 2003/04

Reduction in overall operating costs.

Highlights for Fiscal Year 2004/05

Reduction in overall operating costs.

COUNTY ATTORNEY

Mission

To provide legal representation and advice to the County Commission, the Constitutional Officers, County Departments, Code Enforcement Board, Planning Commission, Board of Adjustment, the Metropolitan Transportation Planning Organization, the Alachua County Library District, the Alachua County Housing Finance Authority, and other County boards and agencies.

Business Strategy

The County Attorney's Office represents the County and Constitutional Officers in litigation; attends meetings as attorney to the County Commission; represents the self-insurance fund in all matters except workers' compensation; responds to requests for legal advice and opinions; prepares and reviews contracts, leases, agreements, ordinances, and resolutions; reviews costs and fees for Special Public Defenders, Public Defenders, and State Attorney, reviews bond forfeiture remissions; and provides other legal services as necessary.

Objectives

- Legal representation in litigations filed against the County and by the County.
- Review and/or prepare contracts.
- Work with Courts and Court Administrator to lower costs of special public defender services.
- Provide advice and support for County Boards and meetings.
- Provide advice and memoranda on questions from the Board of County Commissioners, County Manager, and other Constitutional Officers and County departments.

Department: County Attorney

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	544,441	637,734	667,873	5%	712,061	7%
Operating Expenditures	137,463	372,217	274,608	-26%	274,608	0%
Capital Outlay				0%		0%
Debt Service				0%		0%
Grants and Aid				0%		0%
Reserves and Transfers				0%		0%
TOTAL EXPENDITURES	681,904	1,009,951	942,481	-7%	986,669	5%
FUNDING SOURCE(S)						
General Fund	681,904	1,009,951	942,481	-7%	986,669	5%
MSTU - Unincorporated				0%		0%
Debt Service Funds				0%		0%
Enterprise Funds				0%		0%
Internal Service Funds				0%		0%
Special Revenue Funds				0%		0%
TOTAL FUNDING SOURCES	681,904	1,009,951	942,481	-7%	986,669	5%

Full Time Positions	10.0	10.0	9.0	-10%	9.0	0%
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Highlights for Fiscal Year 2003/04

The Legal Council contract (\$41,000), previously budgeted in Human Resources, has been transferred in. Litigation budget has been reduced. One vacant position has been eliminated.

Highlights for Fiscal Year 2004/05



COUNTY MANAGER

Alachua County

SUMMARY BUDGET

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	1,389,447	1,743,200	1,755,941	1%	1,849,611	5%
Operating Expenditures	1,975,784	2,148,698	1,980,673	-8%	1,522,786	-23%
Capital Outlay	94,610	102,125	2,000	-98%	2,000	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	10,966	-	77,749	100%	77,749	0%
Reserves and Transfers	110,000	-	-	0%	-	0%
TOTAL EXPENDITURES	3,580,807	3,994,023	3,816,363	-4%	3,452,146	-10%
FUNDING SOURCE(S)						
General Fund	1,309,299	1,698,029	1,750,435	3%	1,830,792	5%
MSTU - Unincorporated	-	104,910	52,455	-50%	52,455	0%
Debt Service Funds	-	-	-	0%	-	0%
Enterprise Funds	-	-	-	0%	-	0%
Internal Service Funds	-	-	-	0%	-	0%
Special Revenue Funds	2,271,508	2,191,084	2,013,473	-8%	1,568,899	-22%
TOTAL FUNDING SOURCES	3,580,807	3,994,023	3,816,363	-4%	3,452,146	-10%
Full Time Positions	32	31	29	-6%	29	0%

General Highlights:

Elimination of two administrative positions and transfer of one position from the Office of Management and Budget to the County Manager Office. One position was eliminated during FY 2003 in the Visitors and Convention Bureau. Economic Development office has been eliminated. The \$60,125 commitment to Tower Hill and Dollar General for Qualified Target Industries (QTI) and \$50,000 for economic development and consensus-building efforts transferred to Special Expense. Included in this amount is \$15,000 for the Community Design Center.

COUNTY MANAGER

Mission

To provide leadership, encourage and stimulate excellence throughout the organization to ensure the efficient and effective delivery of public services to Alachua County residents in accordance with the overall policy of the Board of County Commissioners.

Business Strategy

The County Manager's Office serves as the chief liaison between the Board of County Commissioners, the citizens and County staff. The Manager's Office is primarily responsible for general county government as well as the facilitation of the directives and policies established by the Board of County Commissioners and State Statute.

Objectives

- Coordinate and oversee all operations and services of Alachua County Government.
- Develop the annual strategic plan with the Board of County Commissioners.
- Provide quarterly updates of the strategic plan to communicate the progress made towards meeting identified objectives.
- Continue to explore the development of regional service relationships with other agencies to promote partnerships and cooperation.
 - Provide for the development of legislative issues and the annual legislative packet no later than October of each year.
- Provide for the efficient administration of the County Manager's Office including administration of the agenda process, support and advertisement of vacancies on boards and committees and provide support staff to the Board of County Commissioners.
- Administer the Board of County Commissioners rules and procedures as adopted and provide revisions as needed.
- Deliver excellent customer service to all individuals contacting the County Manager's Office. Foster and promote a standard of excellent customer service throughout Alachua County Government.

Department: General Government
County Manager Summary Budget

Alachua County
FY 2003/04
FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	647,825	723,848	783,975	8%	838,866	7%
Operating Expenditures	88,198	262,975	158,065	-40%	158,065	0%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	736,023	986,823	942,040	-5%	996,931	6%
Full Time Positions	11	11	11	0%	11	0%

Highlights for Fiscal Year 2003/04

Elimination of one administrative position and transfer of one position from the Office of Management and Budget to the County Manager Office.

Highlights for Fiscal Year 2004/05

COUNTY MANAGER

Communications Office

Mission

The Communications Office performs a variety of functions, including solving citizen problems, providing information about County government to the public and the media, televising County meetings, development video programming for the government access channel and coordinating the advisory board process.

Business Strategy

The Communications Office will carry out its mission by collaborating with departments, teams and employees. It will develop strategies to engage citizens in a dialogue with the County and to foster community partnerships to enhance the County's quality of life.

Objectives

- Publish the Services Guide.
- Publish the County Line and the Community Update newsletters.
- Broadcast County meetings and workshops on cable television.
- Expand video programming highlighting County programs.
- Help develop the Visioning Process.
- Coordinate consensus-building meetings about enhancing the quality of life.
- Assist the media in providing information about the County.
- Collaborate with the departments on the County's Web presence.
- Improve reporting of advisory boards.

Department: County Manager

Alachua County

Division: Communications Office

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	144,206	156,773	177,284	13%	180,061	2%
Operating Expenditures	30,053	43,142	59,276	37%	59,276	0%
Capital Outlay	6,474	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	180,733	199,915	236,560	18%	239,337	1%
Full Time Positions	4.0	4.0	4.0	0%	4.0	0%

Highlights for Fiscal Year 2003/04

Additional funding for Channel 12 professional services are included.

Highlights for Fiscal Year 2004/05



Department: County Manager

Alachua County

Division: Economic Development

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	62,568	66,063	-	-100%	-	0%
Operating Expenditures	142,897	98,334	-	-100%	-	0%
Capital Outlay	-	100,125	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	205,465	264,522	-	-100%	-	0%
Full Time Positions	1.0	1.0	-	-100%	-	0%

Highlights for Fiscal Year 2003/04

Due to the erosion of the occupational license fees, the Economic Development Special Revenue Fund has been deleted. The \$60,125 commitment to Tower Hill and Dollar General for Qualified Target Industries(QTI) and \$50,000 for economic development and consensus building efforts has been transferred to Special Expense.

Highlights for Fiscal Year 2004/05

COUNTY MANAGER

Office of Management & Budget

Mission

To provide sound financial management and promote a fiscally responsible environment ensuring current and future responsibilities of the County can be realized. In addition, the Office of Management and Budget provides contract and grant management services to the County.

Business Strategy

The Office of Management and Budget is responsible for developing and maintaining a balanced budget, monitoring and analyzing ongoing fiscal activity, and producing documents and reports to assist management in financial planning and maximizing the allocation of resources. The Office of Management and Budget ensures the budget process adheres to the mandates set forth within all applicable state and local regulations and ordinances. The Office of Management and Budget also reviews and processes all grant and contract related documents assuring compliance with relevant rules and regulations.

Objectives

- Prepare, implement, monitor, and maintain the County's annual budget.
- Develop reports and documents that clearly and effectively communicate the County's programs and related costs such as the adopted budget book, expenditure and revenue reports, and fee schedules.
- Provide reliable revenue estimates based on historical review, composition analysis, and changes in legislation.

- Coordinate development of financial feasibility for the five-year Capital Improvements Program.
- Grants and contracts forwarded by County staff will be coordinated for full review prior to placement on Board of County Commissioners agenda.
- Requests for proposals and bid documents which result in contracts will be reviewed to evaluate compliance with County guidelines prior to advertising.
- All contracts, grants, and grant applications signed by the County Manager or County staff will be reported monthly to the Board of County Commissioners.

Department: County Manager

Alachua County

Division: Office of Management and Budget

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	319,112	524,376	546,996	4%	569,486	4%
Operating Expenditures	73,431	91,825	77,294	-16%	77,493	0%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	392,543	616,201	624,290	1%	646,979	4%
Full Time Positions	10.0	10.0	9.0	-10%	9.0	0%

Highlights for Fiscal Year 2003/04

Changes in personal services include the transfer of one position to the County Manager office. Overall operating costs are also reduced.

Highlights for Fiscal Year 2004/05

COUNTY MANAGER

Tourist Development

Mission

To develop, promote and sustain a high degree of visibility for Alachua County as a year round destination with an emphasis on the amenities offered for tourist, visitors, and conventioners. Maximize the economic impact of the visitor industry.

Business Strategy

Develop and implement a sustainable strategic tourism plan that promotes and sustains a high degree of visibility for Alachua County as a year-round quality destination with an emphasis on the amenities offered for tourist, visitors, and conventioners. To maximize the economic impact of the visitor industry on Alachua County and to utilize research as a measure of the program's success.

Objectives

- Attract first time visitors, increase length and frequency of stay and increase per diem spending.
- Attract Conferences, Seminars, Sports and other business groups.
- Continue to attract the business of motorcoach operators.
- Attract and educate potential visitors with in-state, regional, national and international advertising and other printed materials.
- Effectively and efficiently promote specific events.
- Promote hotels, motels and bed and breakfast inns.
- Promote Alachua County through outreach/trade shows, internet and Visit Florida's Welcome Centers.
- Assist the Eco/Heritage and Nature Groups in their tourism efforts to attract outdoor/heritage travelers.
- Assist those in bringing film, TV, and other productions to the area.
- Support the City of Gainesville in their "New Program Element".
- Provide a forum for cooperation among all tourism industry partners and serve as the "voice" of the local hospitality industry.
- Partner with tourism representatives throughout the region and state to promote the area as a travel destination.
- Host familiarization tours for travel professionals, sellers of travel, travel writers, and others connected to the promotion of travel.
- Effectively use conventional marketing techniques as well as telemarketing to sell buyers of travel on the value of Alachua County as a destination.

Department: County Manager

Alachua County

Division: Tourist Development

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	215,736	272,140	247,686	-9%	261,198	5%
Operating Expenditures	1,641,205	1,652,422	1,686,038	2%	1,227,952	-27%
Capital Outlay	88,136	2,000	2,000	0%	2,000	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	10,966	-	77,749	100%	77,749	0%
Reserves and Transfers	110,000	-	-	0%	-	0%
TOTAL EXPENDITURES	2,066,043	1,926,562	2,013,473	5%	1,568,899	-22%
Full Time Positions	6.0	5.0	5.0	0%	5.0	0%

Highlights for Fiscal Year 2003/04

Eliminated one position.

Highlights for Fiscal Year 2004/05

SPECIAL EXPENSE AND NON-DEPARTMENTAL

SPECIAL EXPENSE

Description

The Special Expense budget accounts for expenditures which are non-departmental in nature. This budget is administered by the Office of Management and Budget.

NON-DEPARTMENTAL

Description

This budget accounts for expenditures which are non-departmental in nature. Special Expense Department includes debt-service, reserves, and non-departmental budget for all budget areas and requires specific Board approval for the use of such funds. This budget is administered by the Office of Management and Budget.

Department: Non Departmental

Alachua County

Division: Non Departmental and Special Expense

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	86,134	108,300	93,300	-14%	93,300	0%
Operating Expenditures	6,113,322	6,629,684	3,740,518	-44%	3,532,392	-6%
Capital Outlay	771,311	1,590,085	648,000	-59%	414,000	-36%
Debt Service	9,421,766	4,446,943	6,002,021	35%	6,035,696	1%
Grants and Aid	938,360	1,032,638	1,416,785	37%	1,416,785	0%
Reserves and Transfers	9,717,857	12,647,326	13,860,909	10%	14,125,105	2%
TOTAL EXPENDITURES	27,048,750	26,454,976	25,761,533	-3%	25,617,278	-1%
Full Time Positions	-	-	-		-	

Highlights for Fiscal Year 2003/04

Includes: transfers between funds; long term debt service; computer replacement; vehicle replacement; and special expense. Three Rivers Legal Program transferred to Court Services.

Highlights for Fiscal Year 2004/05



Administrative Services



Department: Administrative Services

Alachua County

Summary Budget

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	2,520,813	2,884,661	2,941,641	2%	3,128,600	6%
Operating Expenditures	6,442,382	5,321,971	6,442,037	21%	6,672,756	4%
Capital Outlay	11,220	10,198	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	2,250,000	-	-	0%	-	0%
TOTAL EXPENDITURES	11,224,415	8,216,830	9,383,678	14%	9,801,356	4%
FUNDING SOURCE(S)						
General Fund	5,030,825	5,773,670	6,443,559	12%	6,613,321	3%
MSTU - Unincorporated	-	-	2,500	100%	2,500	0%
Debt Service Funds	-	-	-	0%	-	0%
Enterprise Funds	2,250,000	-	73,975	100%	74,180	0%
Internal Service Funds	3,936,214	2,418,600	2,676,884	11%	2,924,595	9%
Special Revenue Funds	7,376	24,560	186,760	660%	186,760	0%
TOTAL FUNDING SOURCES	11,224,415	8,216,830	9,383,678	14%	9,801,356	4%
Full Time Positions	67.3	71.3	71.3	0%	71.3	0%

General Highlights

Within Facilities Management, \$1,245,175 has been transferred from other departments in order to centralize utility budgeting. Savings due to increased account scrutiny, invoice analysis and payment processing is anticipated. This is in addition to the savings anticipated due to the energy reduction program and policies. Reorganization within the divisions has resulted in the elimination of three positions and the creation of three new positions. The new Retirement Health Savings Plan, allowing employees to use pre-tax dollars to contribute to approved purposes, will reduce FICA and Social Security payable by both employee and the County, creating a savings to employees and County.

ADMINISTRATIVE SERVICES

Administrative Support Office

Mission

To provide high quality, reliable, and effective administrative support services at the lowest possible cost, to all county departments, other public agencies, and the citizens of Alachua County.

Business Strategy

Direct the day to day operations of Equal Opportunity, Facilities Management, Human Resources, Organizational Development & Training, Purchasing, and Risk Management by establishing priorities, objectives, policies, and procedures in accordance with the Board of County Commissioner's strategic objectives. Provide guidance on long range planning strategies for effective and efficient operations.

Objectives

- Provide assistance and oversight to all County agencies by delivering programs that focus on quality customer service, accountability, and efficiency.
- Define, develop, and efficiently implement policies and procedures that meet the business objectives of the organization.
- Develop cost effective processes and implement new technologies to maximize County resources and increase County productivity.

Department: Administrative Services

Alachua County

Division: Administration

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	116,844	154,148	162,835	6%	175,719	8%
Operating Expenditures	28,399	22,066	21,617	-2%	21,088	-2%
Capital Outlay	-	3,700	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	145,243	179,914	184,452	3%	196,807	7%
Full Time Positions	2.0	2.0	2.0	0%	2.0	0%

Highlights for Fiscal Year 2003/04

Highlights for Fiscal Year 2004/05

ADMINISTRATIVE SERVICES

Equal Opportunity Office

Mission

To provide a comprehensive equal opportunity / equal access program for employees and citizens of Alachua

Business Strategy

The Equal Opportunity Division administers a comprehensive equal opportunity program which includes compliance assurance with non-discrimination laws and regulations governing County programs and services, employment, procurement, grant monies and Americans with Disabilities Act (ADA) accommodations. This office also administers the County's anti-discrimination ordinance which includes a comprehensive complaint investigation and resolution process, and technical assistance to citizens with non-jurisdictional complaints (framing complaints and processing paperwork to the appropriate state and federal agencies).

Objectives

- Administer a comprehensive complaint resolution process that includes counseling, mediation, conciliation, investigation and technical assistance.
- Close at least 50% of active complaints (internal and external) within the fiscal year.
- Conduct annual compliance training on equal opportunity laws, workplace harassment and the ADA for all new employees, managers, supervisors and front-line employees.
- Review County-wide programs and services for compliance with the ADA.
- Review the Small and Minority Business Program.

Department: Administrative Services

Alachua County

Division: Equal Opportunity Office

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	287,885	337,716	282,583	-16%	296,050	5%
Operating Expenditures	79,790	102,865	109,855	7%	88,616	-19%
Capital Outlay	1,036	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	368,711	440,581	392,438	-11%	384,666	-2%
Full Time Positions	7.0	7.0	5.0	-29%	5.0	0%

Highlights for Fiscal Year 2003/04

\$20,000 has been added to the operating budget to purchase an access device for the hearing-impaired population to facilitate participation in various County meetings including County Commission, City Council and School Board meetings. Internal reorganization of position duties has resulted in two positions eliminated. The interlocal agreement with City of Gainesville has been terminated.

Highlights for Fiscal Year 2004/05

ADMINISTRATIVE SERVICES

Facilities Management

Mission

To provide a healthy, safe and functional working environment for employees and citizens of Alachua County to conduct daily business.

Business Strategy

The Facilities Maintenance Division provides building repairs and maintenance, landscape maintenance, minor and heavy renovations, energy management, and HVAC services for the County's 52 plus structures, 1,083,324 square feet. Additionally, Facilities Management is responsible for managing utility services, management and supervision over 22 sub-contractors, space needs, management of leased properties, budget management and construction of capital projects throughout the County.

Objectives

- Maintain and/or enhance levels of service by responding to routine calls within 24-hours and emergency calls within one hour using a new on-call program.
- Evaluate building condition assessment data and develop a three, five and ten year plan to establish facilities maintenance needs, priorities and costs.
- Use an updated work order and inventory computer system to track and monitor data, which will be applied to generating additional strategies for providing responsive and quality customer service.
- Manage 100% of capital projects ensuring that they are completed on time and within budget.
- Develop a program to provide individual and group cross-training, skills education, as well as certifications, licenses and career progression.
- Promote the quality assurance program to ensure that work orders are completed in a timely and professional manner.
- Reduce energy consumption by 1/3 within a five-year period.
- Reduce operating costs by 15% starting with FY 2004.
- Develop a maintenance excellence program.
- Place the Alachua County Criminal Justice Building into operation.
- Register the Courthouse as a LEED certified building under the United States Green Building Council.

Department: Administrative Services

Alachua County

Division: Facilities Management

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	1,197,717	1,365,165	1,409,748	3%	1,499,338	6%
Operating Expenditures	2,292,230	2,499,996	3,464,285	39%	3,478,568	0%
Capital Outlay	3,703	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	3,493,650	3,865,161	4,874,033	26%	4,977,906	2%
Full Time Positions	35.3	39.3	40.3	3%	40.3	0%

Highlights for Fiscal Year 2003/04

Move forward with satisfying the overall planning objectives associated with the Downtown Space Needs Master Plan. The newly completed Alachua County Criminal Courthouse is operational and criminal trials will be conducted the first week in January 2004. This will also be the County's first certified green - building under the Leadership in Energy & Environmental Design (LEEDS) program managed by the United States Green Building Council. Complete Phase II of the Downtown Master Plan. Budget includes transfers of \$1,245,175 from other departments in order to centralize utility budgeting. Savings due to increased account scrutiny, invoice analysis and payment processing are anticipated. This is in addition to the savings anticipated due to the Energy Reduction Program and policies associated with a decrease of \$76,100 in operating expense. Two new positions were created and one existing position has been eliminated.

Highlights for Fiscal Year 2004/05

ADMINISTRATIVE SERVICES

Human Resources

Mission

To provide professional Human Resources services to the citizens and employees of Alachua County through our commitment to personal and professional excellence.

Business Strategy

The Human Resources Office is responsible for providing assistance in attracting, retaining, and developing employees in the Departments under the Board of County Commissioners, the Supervisor of Elections and the Alachua County Library District, and serving as a resource to other governmental agencies as requested.

Objectives

- Seek ways to provide benefits and recognition to employees to increase employee morale and retention.
- Provide effective recruitment and selection of qualified applicants for vacancies in County departments.
- Work with departments to resolve employee and organizational issues and concerns.
- Assist departments in complying with county, state, federal laws and acts.
- Maintain an equitable and competitive classification and compensation plan
- Promote effective communication with employees at all levels to further the County's mission and goals.
- Maintain records in accordance with Florida law.
- Deal effectively with the certified bargaining units to maintain trust, mutual respect and open lines of communication.
- Seek out innovative and creative ways to fully realize and utilize employee potential.

Department: Administrative Services

Alachua County

Division: Human Resources

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	448,109	453,084	473,601	5%	503,816	6%
Operating Expenditures	153,046	276,970	201,370	-27%	199,970	-1%
Capital Outlay	2,438	2,454	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	603,593	732,508	674,971	-8%	703,786	4%
Full Time Positions	11.0	10.0	10.0	0%	10.0	0%

Highlights for Fiscal Year 2003/04

Twelve new employee orientation sessions for approximately 100 new employees are planned. Negotiate successor collective bargaining agreements (cba) with: Communications Workers of America for the Library District (current cba expires 9/30/04); Laborers' International Union of North America (current cba expires 9/30/04); International Association of FireFighters (management unit) (current cba expires 9/30/04). Complete Supervisor How-To Manual as a companion to new Employee Policy Manual. The process for HR staff to obtain Certified Public Manager certification will begin. The Labor Council contract (\$41,000) was transferred to County Attorney. The operating budget was reduced in the areas of vacancy advertising, drug testing, special mediator services, pre-employment physicals and special mediator services in the amount of \$39,700 in Operating Expense.

Highlights for Fiscal Year 2004/05

ADMINISTRATIVE SERVICES

Organizational Development and Training

Mission

To ensure an effective, innovative and productive work product from the County's Strategic and Organizational Issue Teams through the design and delivery of high-level, strategically-aligned teamwork programs, facilitation and learning opportunities.

Business Strategy

Administration of Strategic and Organizational Issue Team Protocol and submission of Team Quarterly Reports. This division provides facilitation, training and coaching in support of the team-based management process at Alachua County.

Objectives

- Design and deliver high-level, strategically-aligned organizational development programs for all levels of County employees, teams and team members.
 - Provide leading-edge training solutions and learning opportunities that will support and enhance an organizational culture where teamwork is the foundation and where creativity and innovation are encouraged,
 - Develop and maintain a database of Strategic and Organizational Issue teams to include, but not be limited to, team name, mission, objectives and status, for report to the Functional Group Leaders and County Manager.

Department: Administrative Services

Alachua County

Division: Organizational Training and Development

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	-	51,337	61,991	21%	66,169	7%
Operating Expenditures	-	32,315	28,777	-11%	28,566	-1%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	-	83,652	90,768	9%	94,735	4%
Full Time Positions		1.0	1.0	0%	1.0	0%

Highlights for Fiscal Year 2003/04

Implement the Certified Public Manager Series for approximately 30 employees. Continue oversight of County employee professional development programs to include leadership development, team-building, customer service, facilitation skills and presentation skills. Develop and implement "Alachua County 101", an educational series for Alachua County employees to increase awareness and understanding of departmental programs and services. Develop and implement online training delivery of Family Medical Leave Act information and Fair Labor Standards Act policies and regulations and continue oversight and expansion of Alachua County employee Reading Circles.

Highlights for Fiscal Year 2004/05

ADMINISTRATIVE SERVICES

Purchasing

Mission

To provide cost savings to our county citizens while ensuring integrity, quality, and efficiency as we facilitate a proactive, competitive procurement process. Our teamwork is based on friendly cooperation with our departments and effective, creative solutions with service-oriented goals.

Business Strategy

The Purchasing Department is responsible for procurement of materials, goods, services, construction and equipment for the Board of County Commissioners, the Library District, Constitutional Officers, the Public, and other governmental agencies as requested.

Objectives

- Provide for timely processing of annual bid requests to allow for an October 1st start-up date.
- Continue to conduct departmental training sessions for year-end procedures. The purpose is to help improve the year-end process for purchasing and all the user departments.
 - Continue to conduct departmental training sessions on policies and procedures, or site visits to the departments on a quarterly basis, to provide for improved delivery of service.
 - Continue to conduct Annual review of guidelines for blanket purchase order by May 1st.
 - Increase level of participation by certified small and minority business enterprises (SMBE's) with regard to the level of purchasing activity (dollars) awarded to certified small and minority vendors.
 - Enhance customer service by increasing training, feedback, online services and communication.

Department: Administrative Services

Alachua County

Division: Purchasing

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	289,899	330,948	352,069	6%	375,707	7%
Operating Expenditures	43,979	60,282	54,831	-9%	54,833	0%
Capital Outlay	4,043	4,044	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	337,921	395,274	406,900	3%	430,540	6%
Full Time Positions	8.0	8.0	8.0	0%	8.0	0%

Highlights for Fiscal Year 2003/04

In conjunction with the North Central Florida Purchasing Cooperative, a Reverse Trade Show will be conducted. This is an outreach effort to meet potential vendors in our community and to share with those vendors how they can do business with Alachua County and other Local Government agencies. A Small and Minority Business Workshop will be conducted in conjunction with the Equal Opportunity Department to train key County personnel on how to do business with small and minority vendors. One position has been eliminated.

Highlights for Fiscal Year 2004/05

ADMINISTRATIVE SERVICES

Risk Management

Mission

To provide comprehensive risk management to protect the County and its employees from financial exposures, and to provide a safe environment for employees and citizens.

Business Strategy

The Risk Management Division administers property/liability and workers' compensation coverage, a loss prevention and safety program, comprehensive employee benefit programs, and HIPAA compliance programs for the County, Constitutional Officers, and Library District.

Objectives

- Provide a comprehensive property/liability program, employee benefits program, workers' compensation program and HIPAA compliance program that protects employees, citizens, and the County.
- Monitor self-insurance funding to ensure legal compliance and fiscal management.
- Enhance customer service by increasing training, feedback, online services, and communication.
- Maintain a case management program that identifies risks, evaluates losses, and recommends procedures to control property/liability and workers' compensation losses.
- Develop and monitor safe operating procedures and establish safety training for employees and supervisors.
- Conduct and track facility inspections to analyze and correct hazards.
- Conduct annual Health Fair and Well Workplace initiatives for employee preventative health measures.

Department: Administrative Services

Alachua County

Division: Risk Management

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	180,359	192,263	198,814	3%	211,801	7%
Operating Expenditures	3,844,938	2,327,477	2,561,302	10%	2,801,115	9%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	2,250,000	-	-	0%	-	0%
TOTAL EXPENDITURES	6,275,297	2,519,740	2,760,116	10%	3,012,916	9%
Full Time Positions	4.0	4.0	5.0	25%	5.0	0%

Highlights for Fiscal Year 2003/04

One position (Staff Claims Adjustor) has been created as part of the Self-Insurance Stabilization Plan.

Highlights for Fiscal Year 2004/05



Community Support Services



Department: Community Support Services

Alachua County

Summary Budget

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	2,273,668	2,459,605	2,663,921	8%	2,782,489	4%
Operating Expenditures	5,627,876	6,812,696	6,405,120	-6%	6,382,323	0%
Capital Outlay	-	4,247	3,198	-25%	1,171	-63%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	524,359	550,127	576,088	5%	626,810	9%
Reserves and Transfers	314,979	155,937	177,807	14%	201,736	13%
TOTAL EXPENDITURES	8,740,882	9,982,612	9,826,134	-2%	9,994,529	2%
FUNDING SOURCE(S)						
General Fund	7,525,020	8,696,944	8,609,796	-1%	8,754,262	2%
MSTU - Unincorporated	-	-	-	0%	-	0%
Debt Service Funds	190,100	-	-	0%	-	0%
Enterprise Funds	-	-	-	0%	-	0%
Internal Service Funds	-	-	-	0%	-	0%
Special Revenue Funds	1,025,762	1,285,668	1,216,338	-5%	1,240,267	2%
TOTAL FUNDING SOURCES	8,740,882	9,982,612	9,826,134	-2%	9,994,529	2%

Full Time Positions	54.0	54.0	53.0	-2%	53.0	0%
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General Highlights

COMMUNITY SUPPORT SERVICES

Cooperative Extension

Mission

To provide scientifically based agricultural, human and natural resources knowledge that citizens use in making decisions which contributes to an improved life.

Business Strategy

The County Extension Office is the outreach arm of the Institute of Food and Agricultural Sciences, University of Florida. Extension programs strengthen decision-making, knowledge application, economic security, and environmental care and leadership skills for all citizens. Issues addressed are identified through citizen, community and university involvement in the subject areas of Commercial Agriculture, Home Horticulture, Family and Consumer Sciences and 4-H Youth Development. These programs are supported by the University of Florida cooperatively with county, state and federal government.

Objectives

Commercial Agriculture: To provide informal science based educational information relating to the production of commercial agricultural enterprises via workshops, demonstrations, field days, individual consultations, newsletters, etc.

- Agricultural agents to respond to 15,000 requests for information through the various delivery methods.
- To provide training and/or testing for 200 individuals desiring to be state certified as applicators of restricted use pesticides.

Home Horticulture: To provide informal science based educational information relating to home gardening and landscape maintenance via workshops, demonstrations, field days, individual consultations, etc.

- Home Horticulture agent and Master Gardener volunteers to respond to 15,000 requests for information through the various delivery methods.

Family and Consumer Sciences: To provide informal science based educational information relating to family and consumer sciences topics via seminars, workshops, individual consultation, newsletters, etc.

- Family and Consumer Sciences agent to respond to 8,000 requests for information through the various delivery methods.

4-H Youth Development Program: To recruit, train, and maintain a group of 4-H volunteers to serve as leaders and to conduct a 4-H program for the youth of Alachua County, ages 5-18 years, with project related educational programs.

- 4-H agent to maintain a group of 100 adult volunteer leaders that will reach an enrollment of 2,500 youth in the 4-H program.

Department: Community Support Services

Alachua County

Division: Cooperative Extension

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	228,460	243,984	265,725	9%	279,627	5%
Operating Expenditures	79,772	89,298	64,638	-28%	63,145	-2%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	308,232	333,282	330,363	-1%	342,772	4%
Full Time Positions	9.5	9.5	9.5	0%	9.5	0%

Highlights for Fiscal Year 2003/04

Utility budget of \$24,660 transferred to Facilities Management.

Highlights for Fiscal Year 2004/05

COMMUNITY SUPPORT SERVICES

Human Services

Mission

Helping people improve the quality of their lives.

Business Strategy

The Human Services Division is responsible for providing the following services: suicide and crisis intervention, community revitalization, senior citizen volunteerism, medical and general assistance for low-income residents, assistance to veterans and their dependents and intervention services for sexual assault and other victims of

Objectives

- Offer on a 24-hour basis crisis intervention, short term psychotherapy, emergency mental health, information and referral, education and consultation services.
- Stabilize, revitalize and sustain targeted communities in Alachua County.
- Provide assistance to non-profit organizations and health care facilities through the use of stipended and non-stipended senior volunteers and thereby enhancing the quality of the volunteers' lives.
- Create within Alachua County an environment that promotes independence and enables older Alachua County residents to remain in their homes and communities.
- Provide social service programs that will enable individuals to return to or achieve self-sufficiency and medical and burial services required by Florida state statutes.
- Assist the veteran community in securing entitlement benefits from the U.S. Department of Veteran Administration, Florida Department of Veteran's Affairs, and other veteran organizations and locally based
- Provide 24 hour intervention services for sexual assault victims, victims of personal injury crimes, domestic violence victims, and family members of homicide victims and DUI traffic deaths.

Department: Community Support Services

Alachua County

Division: Human Services

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	1,614,570	1,748,912	1,909,576	9%	1,998,466	5%
Operating Expenditures	1,760,574	2,249,376	1,864,766	-17%	1,843,462	-1%
Capital Outlay	-	4,247	3,198	-25%	1,171	-63%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	190,100	5,033	14,410	186%	26,004	80%
TOTAL EXPENDITURES	3,565,244	4,007,568	3,791,950	-5%	3,869,103	2%
Full Time Positions	38.5	38.5	37.5	-3%	37.5	0%

Highlights for Fiscal Year 2003/04

Utility budget of \$56,200 transferred to Facilities Management.
 Hire a half-time position and three intern positions in the FY 2004 Weed and Seed Continuation Grant.
 Provide Crisis Center Service for 24 hr/day phone crisis, suicide intervention counseling, face-to-face counseling to any distressed citizen in need of our services to all residents of Alachua County.
 Increase Office of Social Services budget by \$78,000 for primary/secondary healthcare program due to increased demand.
 Contract with a pharmacy benefit manager to enable the Office of Social Services to assist more citizens in obtaining medicine without an increase to the program's budget.
 Coordinate through the Office of Veteran's Services various ceremonies honoring the Alachua County Veteran Community.
 Expand Victim Services and Rape Crisis Center services into outlying law enforcement agencies.
 Implement protocol for Sexual Assault Response Teams, developed by the Eighth Judicial Circuit Office of the State Attorney and approved by the Florida Council Against Sexual Violence.

Highlights for Fiscal Year 2004/05

Expand services provided by the Office of Social Services to the outlying areas of the County.
 Purchase equipment for the Office of Social Services to establish remote data-base access for staff who are off-site.
 Coordinate through the Office of Veteran's Services various ceremonies honoring the Alachua County Veteran Community.

COMMUNITY SUPPORT SERVICES

Medicaid

Mission

To pay the County's share of the State's Medicaid costs for inpatient hospitalization and nursing home care for Medicaid recipients as mandated by Florida Statute.

Business Strategy

To review the monthly invoices for county residency and accurate billings based on correct hospital per diem rates and any other questionable costs.

Objectives

- To assure that Alachua County is paying the correct amount for these mandated costs.

Department: Community Support Services

Alachua County

Division: Medicaid

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	-	-	-	0%	-	0%
Operating Expenditures	1,790,792	2,400,000	2,400,000	0%	2,400,000	0%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	1,790,792	2,400,000	2,400,000	0%	2,400,000	0%
Full Time Positions	-	-	-	0%	-	0%

Highlights for Fiscal Year 2003/04

Highlights for Fiscal Year 2004/05

COMMUNITY SUPPORT SERVICES

Outside Agency Funding

Mission

To screen, review and prioritize private, not for profit outside agency funding requests and make recommendations to the Alachua County Board of County Commissioners.

Business Strategy

To review the requests of agencies and recommend appropriate funding levels for each agency within the total pool of dollars established by the County and in accordance with the priorities established by the Board of County Commissioners.

Objectives

- To establish an annual budget allocation plan for outside agencies to present to the County during the County's budget process.
- To target funding toward health and social services agencies addressing specific needs and problems of persons affected by poverty.
- To screen out agencies whose requests are not consistent with the Board's priorities for funding.

Department: Community Support Services

Alachua County

Division: Outside Agency Funding

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	-	-	-	0%	-	0%
Operating Expenditures	778,100	817,100	817,100	0%	817,100	0%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	524,359	550,127	576,088	5%	626,810	9%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	1,302,459	1,367,227	1,393,188	2%	1,443,910	4%
Full Time Positions	-	-	-	0%	-	0%

Highlights for Fiscal Year 2003/04

Increased 5% per fiscal policy.

Highlights for Fiscal Year 2004/05

Increased 5% per fiscal policy.

COMMUNITY SUPPORT SERVICES

Poverty Reduction

Mission

To reduce poverty throughout Alachua County, with initial specific emphasis on selected geographic area(s) of the County. The current target area is the City of Archer and its surrounding area.

Business Strategy

The Poverty Reduction Program establishes locally designed, managed, and operated self-replicating wealth and opportunity enhancing projects to promote self sufficiency. The program's strategy is based on effective and efficient coordination of existing resources, along with pursuit of additional resources for use in the community.

Objectives

- Reduce need for Public Assistance and Law Enforcement interventions.
- Facilitate access to public assistance, employment services, and increase labor market participation among the unemployed and increase the earning potential among low income workers.
 - Increase access to Health Care.
 - Expand access to vocational education and literacy training.
 - Improve access to employment via rural transit systems.
 - Improve housing conditions, access to housing, and support neighborhood revitalization.

Department: Community Support Services

Alachua County

Division: Poverty Reduction

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	33,834	51,666	54,090	5%	57,531	6%
Operating Expenditures	750	11,600	11,600	0%	11,600	0%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	34,584	63,266	65,690	4%	69,131	5%
Full Time Positions	1.0	1.0	1.0	0%	1.0	0%

Highlights for Fiscal Year 2003/04

Administer interlocal agreement with the City of Archer and Santa Fe Community College for literacy services.
 Administer interlocal agreement with the City of Archer and University of Florida College of Nursing for health care services.
 Continue to work with the City of Archer via interlocal agreement for Archer Transit and a Recreation/After School project.
 Report the Poverty Reduction Advisory Board recommendations to the Board of County Commissioners about new County initiatives addressing persistent high poverty in Alachua County.
 Budget moved from Economic Development Fund to General Fund.

Highlights for Fiscal Year 2004/05

COMMUNITY SUPPORT SERVICES

Public Health

Mission

To provide an array of public and personal health services using preventive medicine techniques to assure both a healthy individual and community.

Business Strategy

To provide services through three major functional areas: communicable disease, primary medical care and environmental health.

Objectives

- Offer childhood immunizations to all children regardless of income status and provide vaccination to high risk populations of the influenza vaccine and any other specialty vaccines as needed.
- Investigate all disease of public health concern.
- Work with the medical community, social services and the hospitals to provide a comprehensive medical program to adult and pediatric individuals under 100% of the Federal Poverty Level.
- Respond to community wide events of concern in concert with the Emergency Management System.
- Investigate, analyze and assist in remediation of environmental contaminants.
- Provide birth and death record services.

Department: Community Support Services

Alachua County

Division: Public Health

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	-	-	-	0%	-	0%
Operating Expenditures	1,086,384	1,098,179	1,040,479	-5%	1,040,479	0%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	1,086,384	1,098,179	1,040,479	-5%	1,040,479	0%
Full Time Positions	-	-	-	0%	-	0%

Highlights for Fiscal Year 2003/04

Provide services to 12,927 patients in the areas of communicable disease control and immunizations.
 Provide comprehensive primary care services to over 5,000 adults and children and over 18,000 visits.
 Provide family planning to 3,400 patients and perinatal care services to 950 women.
 Maintain the WeCare Volunteer Physician Network. In conjunction with the Alachua County Medical Society, this provides over \$1 million dollars of specialty care and \$2 million dollars of hospitalization to non-Medicaid patients seen by the Health Department and its contractors.
 Maintain and enforce the licensure of childcare facilities, including full centers as well as family day care homes.
 Work in conjunction with County environmental protection to ensure groundwater quality and preservation of the pristine river status of one of the Suwannee River tributaries.
 Environmental health services will touch 2300 clients and over 7800 services.

Highlights for Fiscal Year 2004/05

COMMUNITY SUPPORT SERVICES

Senior Services

Mission

To enrich the lives of seniors by providing volunteer opportunities, promoting the development of services and choices for seniors, and serving as a resource for senior related information.

Business Strategy

To manage the Retired and Senior Volunteer Program Grant (RSVP) and the Foster Grandparent Grant (FGP) funded through the Corporation of National Service, Alachua County and local community and business contributors and to partner with the community to address the needs of seniors.

Objectives

- Provide opportunities to seniors through Volunteerism.
- Promote the development of services and choices for seniors.
- Serve as a resource to the community for senior related information.
- Serve as an advocate for seniors.

Department: Community Support Services

Alachua County

Division: Senior Services

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	396,804	415,043	434,530	5%	446,865	3%
Operating Expenditures	131,504	147,143	163,737	11%	163,737	0%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	124,879	150,904	160,995	7%	173,330	8%
TOTAL EXPENDITURES	653,187	713,090	759,262	6%	783,932	3%
Full Time Positions	5.0	5.0	5.0	0%	5.0	0%

Highlights for Fiscal Year 2003/04

Highlights for Fiscal Year 2004/05



Department: Community Services

Alachua County

Division: Sugarfoot Preservation and Enhancement District

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	-	-	-	0%	-	0%
Operating Expenditures	-	-	42,800	100%	42,800	0%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	2,402	100%	2,402	0%
TOTAL EXPENDITURES	-	-	45,202	0%	45,202	0%
Full Time Positions	-	-	-	0%	-	0%

Highlights for Fiscal Year 2003/04

The Sugarfoot Preservation and Enhancement District was established by voter referendum in June 23, 2003 and funded by a non-ad valorem assessment approved by the Board of County Commissioners August 26, 2003. The purpose of the District is to fund community revitalization through landscaping, landscape maintenance, litter control, lighting and signage.

Highlights for Fiscal Year 2004/05



Court Services



Department: Court Services

Alachua County

Summary Budget

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	3,105,089	3,486,931	3,561,749	2%	3,885,170	9%
Operating Expenditures	766,399	939,776	1,170,075	25%	1,169,975	0%
Capital Outlay	17,630	11,840	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	178,151	217,503	207,237	-5%	243,713	18%
TOTAL EXPENDITURES	4,067,269	4,656,050	4,939,061	6%	5,298,858	7%
FUNDING SOURCE(S)						
General Fund	3,594,241	4,103,173	4,117,721	0%	4,441,142	8%
MSTU - Unincorporated	-	-	-	0%	-	0%
Debt Service Funds	-	-	-	0%	-	0%
Enterprise Funds	-	-	-	0%	-	0%
Internal Service Funds	-	-	-	0%	-	0%
Special Revenue Funds	473,028	552,877	821,340	49%	857,716	4%
TOTAL FUNDING SOURCES	4,067,269	4,656,050	4,939,061	6%	5,298,858	7%
Full Time Positions	78.9	79.0	76.6	-3%	76.6	0%

General Highlights

Implement a urine testing lab to provide County with a therapeutic, rather than punitive, tool for use in supervision of pretrial and probation cases. The cost will be supported by collected fees. Due to jail overcrowding, the Jail Assessment and Recommendations Task Force (JART) has been formed to identify procedures and alternatives to incarceration to reduce jail population.

COURT SERVICES

Aid and Assistance

Three Rivers Legal Services

Mission

Three Rivers Legal Services assists residents of Alachua County who meet the agency's income guidelines.

Business Strategy

Funds are generated from a service charge imposed on County Court Civil, Circuit Court Civil and Probate proceedings.

Objectives

- The agency fills a gap in service for residents who are unable to afford legal services on their own.
-

Dori Slosberg Driver Education Safety Program

Mission

Dori Slosberg Driver Education Safety Program provides support for driver education.

Business Strategy

The School Board of Alachua County administers Dori Slosberg Driver Education Safety Program.

Objectives

- The program will use proceeds of a \$3 surcharge on each civil traffic violation to administer a driver education program.

Department: Court Services

Alachua County

Division: Aid and Assistance

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	-	-	-	0%	-	0%
Operating Expenditures	-	-	274,927	100%	274,927	0%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	-	-	274,927	100%	274,927	0%
Full Time Positions	0.0	0.0	0.0	0%	0.0	0%

Highlights for Fiscal Year 2003/04

Enacted in FY 2003, revenues from the Dori Slosberg Driver Education fees will be paid by contract to the Alachua County School District. This is unaffected by Article V. The Legal Aid Program has been moved from Special Expense to this division. As of July 1, 2004, due to Article V, an alternative revenue source will need to be authorized to fund this program.

Highlights for Fiscal Year 2004/05

COURT SERVICES

Day Reporting

Mission

To provide a unique, cost effective option to incarceration allowing participants to function within the community when they would otherwise be confined. A balanced approach combining structure and intensive service delivery increases participants' likelihood of successfully fulfilling court requirements by building core competencies through behavior modification and enabling them to become productive members of society.

Business Strategy

Day Reporting is an intensive supervision program for pretrial defendants and sentenced offenders who need daily supervision and multiple services in order to be released from jail. Individuals are required to participate in treatment and educational or rehabilitative activities according to a structured schedule during non-working hours.

Objectives

- Manage 60 participants daily who would otherwise be incarcerated if not for participation in the program.
- Employable participants will be required to obtain and maintain employment while in the Day Reporting Program.
- The Day Reporting program will attempt to improve the quality of life for participants and modify participants' behavior by requiring participation in services that meet their individual needs including substance abuse, life skills, Batterer's Intervention, Cognitive Restructuring, GED instruction and the wellness curriculum.
- 60% of program participants will successfully complete the conditions ordered by the court while they are in the Day Reporting Program.

Department: Court Services

Alachua County

Division: Day Reporting

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	203,385	209,829	223,190	6%	241,882	8%
Operating Expenditures	107,808	144,102	142,002	-1%	142,002	0%
Capital Outlay				0%		0%
Debt Service				0%		0%
Grants and Aid				0%		0%
Reserves and Transfers				0%		0%
TOTAL EXPENDITURES	311,193	353,931	365,192	3%	383,884	5%
Full Time Positions	5.5	5.5	5.5	0%	5.5	0%

Highlights for Fiscal Year 2003/04

Fees to be collected in-house rather than by Finance, due to changes incurred by Article V. Utility budget of \$2,100 transferred to Facilities Management.

Highlights for Fiscal Year 2004/05

COURT SERVICES

Drug Court

Mission

To provide accurate and timely information to the Court regarding the compliance of Drug Court participants, while providing supervision, treatment and case management services to targeted drug offenders in a deferred prosecution program.

Business Strategy

The Drug Court Program provides substance abusing offenders with case management services, individual and group counseling, support groups, drug testing, acupuncture, GED, and life skills education.

Objectives

- Sign a deferred prosecution agreement on at least 60% of all clients entering the program.
- Graduate at least 60% of all clients who receive a deferred prosecution agreement.
- Graduate a minimum of 40 clients from the program.
- Maintain an average monthly case load of 115 clients.
- Ensure that 90% of graduating clients are employed, in school, receiving disability or providing full time care for dependant family members.

Department: Court Services

Alachua County

Division: Drug Court

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	234,305	251,699	244,003	-3%	267,380	10%
Operating Expenditures	209,434	269,250	273,050	1%	273,050	0%
Capital Outlay		2,400	-	-100%	-	0%
Debt Service				0%		0%
Grants and Aid				0%		0%
Reserves and Transfers				0%		0%
TOTAL EXPENDITURES	443,739	523,349	517,053	-1%	540,430	5%
Full Time Positions	5.0	5.0	5.0	0%	5.0	0%

Highlights for Fiscal Year 2003/04

Fees to be collected in-house rather than by Finance, due to changes incurred by Article V.

Highlights for Fiscal Year 2004/05

COURT SERVICES

Metamorphosis

Mission

To provide long term, residential and aftercare substance abuse treatment to adult citizens of Alachua County and of the Florida Department of Children and Families (DCF) District 3.

Business Strategy

Metamorphosis provides intensive group and individual counseling to individuals who are chronically substance dependent. The program utilizes the Modified Therapeutic Community as well as Rational Emotive Behavior Therapy as the primary modalities of treatment.

Objectives

- Maintain an average daily census of 17.
- Meet all thirteen DCF contract performance standards.
- 55% of clients completing the intervention phase will enter the treatment phase.
- Increase the number of clients participating in the Aftercare program and increase Aftercare hours.

Department: Court Services

Alachua County

Division: Metamorphosis

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	345,930	394,987	414,348	5%	450,824	9%
Operating Expenditures	104,316	137,498	126,365	-8%	126,265	0%
Capital Outlay		160		-100%		0%
Debt Service				0%		0%
Grants and Aid				0%		0%
Reserves and Transfers	18,631	14,732		-100%		0%
TOTAL EXPENDITURES	468,877	547,377	540,713	-1%	577,089	7%
Full Time Positions	8.8	8.8	9.3	6%	9.3	0%

Highlights for Fiscal Year 2003/04

Billable service grant with the State allowed increase of .5 FTE. Utility budget of \$16,480 transferred to Facilities Management.

Highlights for Fiscal Year 2004/05

COURT SERVICES

Pretrial Services, Community Services, Probation Services

Pretrial Services

Mission

To provide accurate and timely information to the judiciary which allows the court to make informed release decisions, subsequently reducing the jail population while maintaining public safety. Case management services provide pretrial supervision of defendants as an alternative to incarceration minimizing failure to appear rates for court appearances. This component monitors referrals for defendants needing mental health and substance abuse treatment. Pretrial services interfaces with all facets of the criminal justice system to facilitate case disposition.

Business Strategy

The Pretrial Services interviews and verifies information on new arrestees detained at the Alachua County Jail. Post follow-up investigations are completed as requested by the Court. Depending on the level of supervision, case management supervision is provided for defendants released for Pretrial supervision based on criminal history, treatment needs, ties to the community, employment, etc.

Objectives

1. 95% of all eligible new detainees will receive a pretrial release investigation.
2. Attempt to verify information for 95% of defendants interviewed.
3. Mental Health evaluations ordered at First Appearance will be submitted to the court within 48 hours.
4. Post First Appearance follow-up investigations requested by the court will be processed within 24 hours.
5. Case management supervision will be provided to 100% of new pretrial releases.
6. Case management services are provided to 100% of defendants participating in Mental Health Court.
7. Bi-weekly treatment checks will be provided for 95% of clients actively participating in treatment.
8. Provide disposition reports for 95% of eligible clients.
9. Ensure that 95% of clients will be contacted 48-96 hours prior to their court appearance.

Community Services

Mission

To provide accurate cost effective alternatives to increase the efficiency and effectiveness of the Criminal Justice System, and favorably impact the jail population.

Business Strategy

The Community Service Program provides a volunteer workforce to the community agencies, while avoiding higher cost incarceration; provides investigations for the court; community supervision of offenders; and reports client compliance to the court.

Objectives

1. Conduct quarterly review of caseloads to ensure 92% will be in compliance with all conditions ordered by the court.
2. Provide training sessions for new worksites and new contacts within initial 30 days to increase worksite supervisors' knowledge of program responsibilities.
3. Monitor collection of projected revenue (Fee for Service) and collect 60% of fees for service.
4. Visit 60% of worksites quarterly to assess client compliance and worksite adherence to contractual obligations.
5. Monitor successful completion of Community Service hours.
6. Screen, refer, and monitor all clients required to complete community service hours.

Probation Services

Mission

To provide the court an alternative to sentencing misdemeanor and traffic offenders to the Alachua County Sheriff's Office, Department of the Jail.

Business Strategy

Program officers serve the court by monitoring court ordered fees, restitution to victims, supervising and referring probationers to specialized treatment programs, modifying court orders as required and providing recommendations at violation of probation hearings.

Objectives

1. Conduct quarterly review of caseloads to ensure 85% of caseloads will be in compliance with all conditions ordered by the court.
2. Monitor fee collection at termination.
3. Identify and develop partnerships with local and statewide criminal justice agencies.
4. Refer, and monitor all individuals sentenced to county probation.
5. Develop a procedure for referral and supervision of probationers in the Day Reporting Program.

Department: Court Services

Alachua County

Division: Pre-trial , Community Service and Probation Services

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	1,514,774	1,763,786	1,834,917	4%	1,994,888	9%
Operating Expenditures	214,239	197,491	197,761	0%	197,761	0%
Capital Outlay	-	6,882	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	159,520	202,771	207,237	2%	243,713	18%
TOTAL EXPENDITURES	1,888,533	2,170,930	2,239,915	3%	2,436,362	9%
Full Time Positions	42.8	42.8	41.8	-2%	41.8	0%

Highlights for Fiscal Year 2003/04

Elimination of one position.

Highlights for Fiscal Year 2004/05

COURT SERVICES

Work Release

Mission

To reduce the population of the jail by providing an alternative to traditional incarceration for qualified sentenced adult county inmates who volunteer for a structured, therapeutic, cost effective community program.

Business Strategy

The Work Release Program provides case management services, group and individual counseling, substance abuse and anger management counseling, drug testing and GED classes.

Objectives

- The program will collect \$355,000 in client fees for FY 2004.
- The program will maintain an average daily population of 62.
- Seventy percent (70%) of all client admissions will successfully complete the program.

Department: Court Services

Alachua County

Division: Work Release

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	806,695	866,630	845,291	-2%	930,196	10%
Operating Expenditures	130,602	191,435	155,970	-19%	155,970	0%
Capital Outlay	17,630	2,398	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	954,927	1,060,463	1,001,261	-6%	1,086,166	8%
Full Time Positions	16.9	16.9	15.0	-11%	15.0	0%

Highlights for Fiscal Year 2003/04

Utility budget of \$2,060 transferred to Facilities Management. Two positions eliminated.

Highlights for Fiscal Year 2004/05



Department: Environmental Protection

Alachua County

Summary Budget

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	1,571,642	1,893,449	1,825,703	-4%	1,979,779	8%
Operating Expenditures	1,217,492	1,594,788	1,632,012	2%	1,387,929	-15%
Capital Outlay	13,971	70,442	60,537	-14%	60,537	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	58,277	249,258	-	-100%	-	0%
TOTAL EXPENDITURES	2,861,382	3,807,937	3,518,252	-8%	3,428,245	-3%
FUNDING SOURCE(S)						
General Fund	1,121,248	1,335,939	1,090,857	-18%	1,189,419	9%
MSTU - Unincorporated	-	367,703	335,660	-9%	352,392	5%
Debt Service Funds	-	-	-	0%	-	0%
Enterprise Funds	542,739	749,356	734,095	-2%	762,605	4%
Internal Service Funds	-	-	-	0%	-	0%
Special Revenue Funds	1,197,395	1,354,939	1,357,640	0%	1,123,829	-17%
TOTAL FUNDING SOURCES	2,861,382	3,807,937	3,518,252	-8%	3,428,245	-3%
Full Time Positions	35.8	36.3	33.6	-7%	33.6	0%

General Highlights

Beginning in fiscal year 2004, the Environmental Protection Department has been divided into functional divisions: Administration, Water Quality, Natural Resource Protection, Land Conservation, Petroleum Management, Hazardous Waste and Hazardous Materials.

Increase to General Fund fund balance recognized through elimination of the Air Quality Program and three positions in fiscal year 2003.

Decrease in General Fund expenses in fiscal year 2004 due to the elimination of the Air Quality Program in fiscal year 2003.

Reduction of two full time positions to part time.

Establish the Florida Water Congress to address potential changes to state water policy that would result in the privatization and long distance pipelining of water from North Florida to South Florida.

ENVIRONMENTAL PROTECTION

Administrative Support

Mission

To provide administrative, fiscal, clerical, and database management support to EPD program staff in accordance with County policies and procedures.

Business Strategy

The Administrative Support Division provides internal and liaison services related to the following functions: administration, budget management, contract management, purchasing, finance and accounting, fleet management, facilities management, human resources, clerical support.

Objectives

- Provide program assistance, support, and oversight to all EPD programs with a focus on quality, accountability, and efficiency.
- Define, develop, and efficiently implement policies and procedures that meet the EPD's business objectives.
- Develop cost effective processes and implement new technologies to maximize EPD resources and
- Ensure departmental compliance with County policies and procedures related to Human Resources, Budget, Purchasing, Finance and Accounting, Fleet Management, and Facilities Management.
- Develop and maintain departmental record keeping systems and relational databases that are useful and accessible to appropriate EPD staff.

Department: Environmental Protection

Alachua County

Division: Administrative Support

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	1,566,547	1,893,449	232,401	-88%	309,830	33%
Operating Expenditures	1,148,181	1,473,516	57,789	-96%	57,963	0%
Capital Outlay	11,726	50,442	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	58,277	249,258	-	-100%	-	0%
TOTAL EXPENDITURES	2,784,731	3,666,665	290,190	-92%	367,793	27%
Full Time Positions	35.8	36.3	4.9	-87%	4.9	0%

Highlights for Fiscal Year 2003/04

Utility budget of \$2,000 a transferred to Facilities Management.

Highlights for Fiscal Year 2004/05



Department: Environmental Protection

Alachua County

Division: Clean Air

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	-	-	-	0%	-	0%
Operating Expenditures	1,743	3,907	-	-100%	-	0%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	1,743	3,907	-	-100%	-	0%
Full Time Positions	-	-	-	0%	-	0%

Highlights for Fiscal Year 2003/04

Eliminated program and three positions in April 2003.

Highlights for Fiscal Year 2004/05

ENVIRONMENTAL PROTECTION

Hazardous Waste

Mission

The mission of the Hazardous Waste Collection program is to protect the groundwater and soils of Alachua by providing a cost effective, convenient, and environmentally sound capability for the re-use, recycle and of household and small business hazardous wastes and to promote pollution prevention initiatives in the to reduce the generation of hazardous wastes.

Business Strategy

The Hazardous Waste Collection program operates a county-wide household hazardous waste (HHW) collection including a state-of-the-art central HHW collection facility designed to allow the processing, recycling and re-use hazardous materials, chemicals, paints, televisions and computer monitors and systems that have been collected county residents and small businesses. The program also conducts remote HHW collection events in and small municipalities and assists neighboring Counties with state funded Co-Op Collection events. The promotes pollution prevention through educational outreach events to schools and community groups.

Objectives

- Efficiently operate and manage the Alachua County Household Hazardous Waste Collection Center.
- Manage the HHW collections at the five Rural Collection Centers.
- Operate a Re-use center for household and automotive products and computer monitors and systems.
- Conduct neighborhood and small municipality HHW collection events through out each year.
- Provide recycled products such as latex paint and electronic equipment to people in need and not-for-profit
- Provide low cost hazardous waste disposal services for small businesses.
- Provide pollution prevention and environmental education to County residents through tours of facilities and speaking events.
 - Provide management services to neighboring counties through participation in the State funded Co-Op Collection program.

Department: Environmental Protection

Alachua County

Division: Hazardous Wastes

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	5,095	-	511,955	100%	537,174	5%
Operating Expenditures	67,568	117,365	637,273	443%	624,445	-2%
Capital Outlay	2,245	20,000	20,000	0%	20,000	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	74,908	137,365	1,169,228	751%	1,181,619	1%
Full Time Positions	-	-	10.8	0%	10.8	0%

Highlights for Fiscal Year 2003/04

Highlights for Fiscal Year 2004/05

ENVIRONMENTAL PROTECTION

Land Conservation Program (Alachua County Forever)

Mission

Alachua County Forever (ACF) acquires, improves and manages environmentally significant lands for the protection of water resources, wildlife habitats, and natural areas suitable for resource-based recreation.

Business Strategy

Alachua County Forever seeks to protect environmentally significant lands by working with willing land owners. ACF offers several different mechanisms to conserve lands approved by the BOCC. Options for landowners range from outright fee simple purchase, to donations, Life Estates, Conservation Easements, and Bargain Share transactions. Landowners can combine different options to get the right mix of sale, donation or agreement to provide the best opportunities to protect their land, to meet their financial needs, and the County's interests. Acquisitions are funded by \$29 million in G.O. Bonds approved by Referendum. Site evaluation, Land Conservation Board support, program management, grant writing and other core functions are funded by the General Fund. Land stewardship is funded by a combination of bonds, grants and the General Fund. ACF actively seeks partnerships with State and local agencies, non-profits and individuals. Through FY 2003, the ACF Program has developed over \$12 million in these kinds of partnerships.

Objectives

- To acquire the appropriate interest in lands approved by the BOCC to protect the conservation values of the property.
- To protect the County's fiduciary responsibility to its residents and taxpayers by using the established processes and procedures, and by seeking legal and financial guidance when creating new conservation tools.
- To develop trust relationship with all prospective sellers and landowners so that their legacy is protected and their faith in County government is maintained.
- To manage the lands acquired as public assets to improve and maintain the conservation values for which they were acquired for the benefit of this and future generations.
- To be a resource for individual and community land conservation efforts in Alachua County.

Department: Environmental Protection

Alachua County

Division: Land Conservation

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	-	-	214,932	100%	229,477	7%
Operating Expenditures	-	-	98,085	100%	98,312	0%
Capital Outlay	-	-	40,537	100%	40,537	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	-	-	353,554	100%	368,326	4%
Full Time Positions	-	-	3.1	100%	3.1	0%

Highlights for Fiscal Year 2003/04

Issued \$14 million in General Obligation Bonds for the Alachua County Forever land acquisition program in fiscal year 2003.

Highlights for Fiscal Year 2004/05

ENVIRONMENTAL PROTECTION

Natural Resources Protection

Mission

To provide environmental planning, environmental review, and compliance and enforcement services to protect the Natural Resources of Alachua County.

Business Strategy

Provide environmental planning services to ensure compliance with the Comprehensive Plan and land development regulations. Review land development applications for environmental impacts and compliance with natural resource protection requirements.

Objectives

- Strengthen natural resource protection by providing early identification of impacts through local land use planning and land development review processes.
- Provide technical assistance in response to requests from citizens, property owners, development representatives, municipalities and other government agencies.
- Conduct complaint investigations, compliance inspections and enforcement activities.
- Provide expert testimony in hearings involving natural resource issues.
- Maintain effective partnerships, communication and coordination with other environmental agencies, water management districts and municipalities.

Department: Environmental Protection

Alachua County

Division: Natural Resources Protection

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	-	-	383,329	100%	398,375	4%
Operating Expenditures	-	-	146,536	100%	134,948	-8%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	-	-	529,865	100%	533,323	1%
Full Time Positions	-	-	5.9	100%	5.9	0%

Highlights for Fiscal Year 2003/04

Highlights for Fiscal Year 2004/05

ENVIRONMENTAL PROTECTION

Petroleum Management

Mission

The mission of the Petroleum Management program is to protect the groundwater and soils of Alachua County by providing County management of Florida Department of Environmental Protection funded programs to clean-up petroleum contaminated properties and to prevent the discharges from underground and above ground regulated storage tank facilities and dispenser systems.

Business Strategy

The Petroleum Management program operates under contracts with the Florida Department of Environmental Protection (FDEP) to provide 1) project management, engineering and geohydrological review, and cost and document review and approval for petroleum clean-up sites in Alachua County, 2) storage tanks compliance inspections and enforcement assistance to FDEP for regulated storage tanks facilities and 3) local technical expertise to expedite the effective clean-up of County petroleum contaminated sites.

Objectives

- Manage, coordinate and track the status of remediation activities conducted under FDEP clean-up guidelines and procedures at over 300 petroleum contaminated sites in Alachua County.
- Perform annual compliance inspections and enforcement assistance to FDEP at over 270 regulated storage tank facilities.
- Provide professional engineering and geohydrological expertise to review technical documents in accordance with FDEP guidelines.
- Provide cost and technical oversight and field review of contracted engineering firm remediation efforts including review of invoices and technical effectiveness of clean-up.
- Provide information and guidance to citizens, contractors and local governments on the contamination and clean-up status of petroleum contaminated sites in the County and on state storage tank regulations.
- Review plans for and inspect new underground and aboveground storage and dispensing facilities.
- Respond to citizen complaints and petroleum product discharges.

Department: Environmental Protection

Alachua County

Division: Petroleum Management

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	-	-	292,017	100%	299,950	3%
Operating Expenditures	-	-	348,056	100%	189,537	-46%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	-	-	640,073	100%	489,487	-24%
Full Time Positions	-	-	5.7	100%	5.7	0%

Highlights for Fiscal Year 2003/04

Highlights for Fiscal Year 2004/05

ENVIRONMENTAL PROTECTION

Water Quality

Mission

The mission of the Water Quality Protection Program is to protect and preserve the water, aquatic biota, soil, and property values of Alachua County from unauthorized discharges.

Business Strategy

The program conducts compliance inspections of regulated wastewater treatment plant facilities, construction sites, and wells to prevent water quality degradation. The program responds to citizen complaints regarding water quality issues, and implements grants and contracts to assess water quality and aquatic biota and restore in-stream biological habitat.

Objectives

- Promote pollution prevention best management practices (BMPs) and environmental education to improve local water quality.
- Conduct compliance inspections, investigate complaints, and enforce water quality protection codes.
- Monitor water quality of groundwater, springs, creeks, and lakes.
- Implement the federally mandated NPDES program to improve urban stormwater quality.
- Investigate citizen water quality related complaints.
- Provide technical assistance to citizens, businesses and local governments on water quality issues.

Department: Environmental Protection

Alachua County

Division: Water Quality

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	-	-	191,069	100%	204,973	7%
Operating Expenditures	-	-	344,273	100%	282,724	-18%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	-	-	535,342	100%	487,697	-9%
Full Time Positions	-	-	3.3	100%	3.3	0%

Highlights for Fiscal Year 2003/04

Highlights for Fiscal Year 2004/05



Fire/Rescue



Fire Rescue Services

Alachua County

Summary Budget

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	10,224,673	11,325,932	12,541,156	11%	12,993,865	4%
Operating Expenditures	5,465,988	5,727,894	5,934,935	4%	5,876,393	-1%
Capital Outlay	392,953	138,451	162,740	18%	117,590	-28%
Debt Service	66,958	66,960	66,960	0%	66,960	0%
Grants and Aid	10,185	10,200	10,200	0%	10,200	0%
Reserves and Transfers	11,651,455	12,443,832	13,068,958	5%	14,487,653	11%
TOTAL EXPENDITURES	27,812,212	29,713,269	31,784,949	7%	33,552,661	6%
FUNDING SOURCE(S)						
General Fund	3,224,841	3,247,597	3,455,653	6%	4,003,573	16%
MSTU - Unincorporated	-	7,124,834	7,728,753	8%	8,228,750	6%
Debt Service Funds	-	-	-	0%	-	0%
Enterprise Funds	79,488	124,500	-	-100%	-	0%
Internal Service Funds	-	-	-	0%	-	0%
Special Revenue Funds	24,507,883	19,216,338	20,600,543	7%	21,320,338	3%
TOTAL FUNDING SOURCES	27,812,212	29,713,269	31,784,949	7%	33,552,661	6%
Full Time Positions	192	196	213	9%	213	0%

General Highlights:

Expenditures for utilities were transferred to the Utilities Department in the amount of \$100,000. An increase in ambulance fees is estimated to generate an additional \$180,000 in General Fund Revenue. Funding for the Fire Master Plan is budgeted in the Capital Fund. In accordance with generally accepted accounting principles, when reporting expenditures by department for all funds, any accounting transfers are budgeted and recorded as a "Transfer In". In addition expenditures are also properly budgeted and recorded by category thereby reporting the transaction twice within the department.

FIRE RESCUE SERVICES

Administration and Administrative Support Services

Mission/Business Strategy

Develop and implement strategic work plans for Fire, EMS and Emergency Management in coordination with the County Manager's Office. Provide strategic planning, leadership and day-to-day management for the delivery of services provided by the department.

The Administration Division provides support, direction, coordination and planning to the Board of County Commissioners, the County Manager's Office, Fire Rescue Support Services, Operations Divisions and the Office of Emergency Management as needed.

Provide fiscal, information services, ambulance billing, supply and inventory control, and public education services to the community and the department of Fire Rescue.

The Administrative Support Division provides support, direction, coordination and planning to the Department in the areas of Fiscal, Ambulance Billing, Information Services, Public Education, and Inventory Control.

Objectives

- Monitor the provision of services; identify and assure correction of deficiencies in the Countywide direct provision of fire suppression, fire prevention, EMS, and Emergency Management.
- Monitor the provision of services, identify deficiencies, and provide periodic reports for all service providers in the Fire Services Network under contract with Alachua County.
- Develop and implement strategic work plans for Fire, EMS and Emergency Management in coordination with the County Manager's Office
- National representation for Alachua County in activities/organizations promoting improved public safety. Monitor state and federal legislative initiatives that would impact Alachua County public safety services.
- Assist in the development of the Fire Rescue County Wide Master Plan.
- Provide timely financial analysis and performance information for management on a monthly, quarterly, and annual basis.
- Collect a minimum of 63% of patient revenue from third -party payers or fees for service to minimize impact of General Fund revenues.
- Electronically and efficiently track disposable operating supplies (medical and non-medical) by medic unit.
- Track all fixed assets for annual inventory control purposes.
- Effectively meet the needs and demands for Public Education programs in the Alachua County communities. Identify high-risk areas, or incidents and appropriately address those needs.

Department: Fire Rescue Services

Alachua County

Division: Administration and Administrative Support

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	368,608	393,370	414,507	5%	442,755	7%
Operating Expenditures	110,549	66,929	67,249	0%	60,696	-10%
Capital Outlay	-	26,718	-	-100%	-	0%
Debt Service	-	-	-		-	0%
Grants and Aid	10,185	10,200	10,200	0%	10,200	0%
Reserves and Transfers	514,998	490,299	480,556	-2%	513,451	7%
TOTAL EXPENDITURES	1,004,340	987,516	972,512	-2%	1,027,102	6%
Full Time Positions	6	6	5	-17%	5	0%

General Highlights:

Elimination of one position.

FIRE RESCUE SERVICES

Emergency Management

Mission/Business Strategy

Update Host and Impact County shelter inventories and plans using revised guidance from DEM. Responsible for the coordination of the development and implementation of a countywide emergency management program designed to protect life and property.

Develop plans and operating procedures for the County to prepare, respond, recover and mitigate disasters that may occur in Alachua County.

Objectives

- Develop, maintain and exercise the annual County Comprehensive Emergency Management Plan (CEMP) and associated plans and procedures.
- Update and maintain the Local Mitigation Strategy (LMS) in accordance with the Disaster Mitigation Act of 2000.
- Update Host and Impact County shelter inventories and plans using revised guidance from DEM.
- Update the Alachua County Critical Facility Inventory (CFI).
- Conduct Emergency Management program reviews in accordance with State guidelines and requirements.
- Update the Hazard Analysis of SARA Title III Section 302 facilities annually.
- Maintain Special Needs Registry.
- Conduct Community Emergency Response Team (CERT) training, exercises and follow up classes.
- Conduct public outreach via various means such as the Office website, publications, Get Ready! Emergency Preparedness Expo, presentations and group specific outreach, i.e. small businesses.
- Maintain and activate Emergency Operations Center (EOC) to support County disaster operations.
- Liaison with local government entities to include city, state and special districts.
- Maintain County's status in the National Flood Insurance Program/Community Rating Service and work towards the next higher level.
- Continually monitor threats and hazards that have the potential to impact the County and notify appropriate agencies.
- Maintain status in the National Weather Service's Storm Ready program.
- Coordinate Continuity of Operations (COOP) efforts with local and state agencies.

Department: Fire Rescue Services

Alachua County

Division: Emergency Management

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	153,631	174,966	170,453	-3%	179,056	5%
Operating Expenditures	108,439	117,225	72,403	-38%	73,392	1%
Capital Outlay	93,061	13,000	6,000	-54%	4,000	-33%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	108,332	116,839	129,328	11%	122,409	-5%
TOTAL EXPENDITURES	463,463	422,030	378,184	-10%	378,857	0%
Full Time Positions	1.5	4.0	4.0	0%	4.0	0%

Highlights for Fiscal year 2003/04

Highlights for Fiscal year 2004/05

FIRE RESCUE SERVICES

Enhanced 911

Mission/Business Strategy

Provide response area maps as requested to public safety agencies.

Provide the necessary resources to ensure the fastest and most accurate emergency location system for Alachua County.

Coordinate 911 addressing of the unincorporated area and some municipalities. Maintain the 911 location databases. Operate a Geographic Information System in support of the departments mission and provide state-mandated oversight of the County 911 system.

Objectives

- Review addresses for accuracy.
- Maintain a 95% or better accuracy rate for the 911 Automatic Location Database.
- Provide response area maps as requested to public safety agencies.
- Implement new technology for wireless 911 call locations.

Department: Fire Rescue Services

Alachua County

Division: Enhanced E911

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	213,056	255,295	259,908	2%	276,289	6%
Operating Expenditures	390,114	654,737	670,001	2%	709,001	6%
Capital Outlay	43,888	-	40,000	100%	40,000	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	164,500	871,549	913,532	5%	856,920	-6%
TOTAL EXPENDITURES	811,558	1,781,581	1,883,441	6%	1,882,210	0%
Full Time Positions	5.0	5.0	5.0	0%	5.0	0%

Highlights for Fiscal year 2003/04

Highlights for Fiscal year 2004/05

FIRE RESCUE SERVICES

Operations

Mission/Business Strategy

Provide emergency medical and fire suppression services to the community of Alachua County. Services include pre-hospital Advance Life Support Emergency Medical Care, Rescue services, Fire Protection, and Suppression services. Operate 10 twenty-four hour a day Advanced Life Support (ALS) ambulances, five ALS engine companies, one multi-purpose Quint company, and one ALS heavy rescue company.

Objectives

- Provide Ambulance response in the County's urban areas within eight minutes, 90% of the time, and ten minutes in the rural areas 90% of the time.
- Provide Fire and First Response EMS in the County's Urban areas within four minutes, Suburban areas within six minutes, and Rural areas within fifteen minutes 80% of the time.
- Recruit, hire and orientate an additional 15 positions for staffing pattern adjustments.

Department: Fire Rescue Services

Alachua County

Division: Operations

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	9,376,545	10,284,037	11,515,496	12%	11,900,179	3%
Operating Expenditures	4,828,796	4,808,876	5,063,782	5%	4,971,804	-2%
Capital Outlay	255,004	97,733	116,740	19%	73,590	-37%
Debt Service	66,958	66,960	66,960	0%	66,960	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	10,573,788	10,527,221	11,142,079	6%	12,587,787	13%
TOTAL EXPENDITURES	25,101,091	25,784,827	27,905,057	8%	29,600,320	6%
Full Time Positions	172	174	194	11%	194	0%

Highlights for Fiscal year 2003/04

Increased 15 positions for staffing pattern adjustments and an additional ambulance crew (7) for half the year; a total of 22 new positions. Expenditures for the staffing pattern adjustment will be offset by the elimination of overtime wages. Eliminated two positions in Non-emergency Transport.

Highlights for Fiscal year 2004/05

FIRE RESCUE SERVICES

Special Recruitment & Training

Mission/Business Strategy

Coordinate the required training (including any remedial) to prepare Recruits to become certified in the requisite areas.

Greater diversity in the emergency services applicant pool by accepting applications from non-certified applicants and training those who are selected into the program to become firefighters/emergency medical technicians.

The Special Recruitment & Training Program works in conjunction with Santa Fe Community College, Florida State Fire College, Alachua County School Board; Marion County School Board; to name a few institutions.

Objectives

- Recruit and screen applicants to ensure that they are academically, physically and medically capable of meeting the challenge of becoming a firefighter/emergency medical technician.
- Ensure that the various support systems are developed and maintained to provide the requisite training.
- Coordinate the required training (including any remedial) to prepare Recruits to become certified in the requisite areas.
- Monitor the Program's policies and procedures to maximize the Program's effectiveness.

Department: Fire Rescue Services

Alachua County

Division: Special Recruitment

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	112,833	218,264	180,792	-17%	195,586	8%
Operating Expenditures	28,090	80,127	61,500	-23%	61,500	0%
Capital Outlay	1,000	1,000	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	289,837	437,924	403,463	-8%	407,086	1%
TOTAL EXPENDITURES	431,760	737,315	645,755	-12%	664,172	3%
Full Time Positions	7.0	7.0	5.0	-29%	5.0	0%

Highlights for Fiscal year 2003/04

Eliminated two positions to allow for program reduction.

Highlights for Fiscal year 2004/05



Growth Management



Department: Growth Management

Alachua County

Summary Budget

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	2,386,863	2,904,628	3,096,227	7%	3,414,386	10%
Operating Expenditures	1,482,524	4,815,708	3,755,094	-22%	2,746,551	-27%
Capital Outlay	-	15,200	-	-100%	-	0%
Debt Service	-	-	-		-	0%
Grants and Aid	20,000	20,000	20,000	0%	20,000	0%
Reserves and Transfers	55,100	163,052	280,840	72%	256,300	-9%
TOTAL EXPENDITURES	3,944,487	7,918,588	7,152,161	-10%	6,437,237	-10%
FUNDING SOURCE(S)						
General Fund	937,494	1,554,102	1,227,012	-21%	1,288,058	5%
MSTU - Unincorporated	-	824,515	882,223	7%	972,390	10%
Debt Service Funds	14,600	-	-		-	0%
Enterprise Funds	1,504,094	1,932,021	1,876,827	-3%	1,953,341	4%
Internal Service Funds	-	-	-		-	0%
Special Revenue Funds	1,488,299	3,607,950	3,166,099	-12%	2,223,448	-30%
TOTAL FUNDING SOURCES	3,944,487	7,918,588	7,152,161	-10%	6,437,237	-10%

Full Time Positions	57.0	59.0	59.0	0%	59.0	0%
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General Highlights:

Transferred Code Enforcement staff from an Enterprise fund to the MSTU fund. Reduction in professional services, general operating costs and capital outlay costs.

GROWTH MANAGEMENT

Comprehensive Planning

Mission/Business Strategy

The Planning and Development Division assists in managing the growth of the County with an emphasis on the unincorporated area. Its activities include reviewing land-use changes, developing and coordinating comprehensive planning, administer housing programs and preparing graphics associated with land use. The Planning and Development Division will carry out activities related to its mission as mandated by state law, County ordinances and the Comprehensive Plan. This work will be performed by its programs—Administrative Services, Geographic Information Systems (GIS), Housing Element Implementation, Comprehensive Planning and Development Services.

Objectives

- Review zoning applications, plans and plats.
- Provide comments on consistency with the Comprehensive Plan.
- Continue participation in State Housing Initiative Partnership Program.
- Continue participation in Down Payment Assistance Program.
- Expand review of concurrency.
- Update Land Development Regulations.
- Participate in County Annexation and Joint Planning Team.
- Enhance GIS functions, including mapping and the department's Web sites.
- Develop a Community Redevelopment Agency.
- Update Land Development Regulations.
- Develop projects for implementation of the Final Comprehensive Plans .

Department: Growth Management

Alachua County

Division: Comprehensive Planning

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	1,163,191	1,503,608	1,610,248	7%	1,793,710	11%
Operating Expenditures	1,162,392	4,363,813	3,357,180	-23%	2,352,236	-30%
Capital Outlay	-	4,700	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	20,000	20,000	20,000	0%	20,000	0%
Reserves and Transfers	55,100	12,500	-	-100%	-	0%
TOTAL EXPENDITURES	2,400,683	5,904,621	4,987,428	-16%	4,165,946	-16%
Full Time Positions	28.0	28.0	28.0	0%	28.0	0%

Highlights for Fiscal Year 2003/04

Professional services (consultants) expenses have been reduced as well as general operating expenses.

Highlights for Fiscal Year 2004/05

GROWTH MANAGEMENT

Codes Enforcement

Mission/Business Strategy

Codes Enforcement helps maintain quality and safety through comprehensive services for construction permitting, plan review, building code compliance, inspections, contractor licensing and enforcement of minimum housing code. It conducts investigations and engages in enforcement regarding alleged violations of various codes and ordinances.

Codes Enforcement performs its duties with a professional staff experienced in the construction industry and uses advanced computer systems that facilitate interaction with builders and citizens. It serves the unincorporated area and contracted municipalities.

Objectives

- Provide building inspections within 24 hours of inspection requests.
- Insure compliance with building construction codes.
- Continue training and certification program for building inspectors.
- Review building permit applications and plans within 10 working days.
- Enforce minimum house code violations.
- Renew contractor licenses.
- Process citizen complaints in a timely manner.
- Enforce tree protection ordinance and landscaping ordinance.

Department: Growth Management

Alachua County

Division: Codes Enforcement

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	1,223,672	1,401,020	1,485,979	6%	1,620,676	9%
Operating Expenditures	320,132	451,895	397,914	-12%	394,315	-1%
Capital Outlay	-	10,500	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	150,552	280,840	87%	256,300	-9%
TOTAL EXPENDITURES	1,543,804	2,013,967	2,164,733	7%	2,271,291	5%
Full Time Positions	29.0	31.0	31.0	0%	31.0	0%

Highlights for Fiscal Year 2003/04

Transferred Code Enforcement staff from an Enterprise fund to the MSTU fund since the functions of Code Enforcement Officers is administered in the areas outside the City of Gainesville.

Highlights for Fiscal Year 2004/05





Information & Telecommunications Services



INFORMATION AND TELECOMMUNICATIONS SERVICES

Mission/Business Strategy

To provide support services for the County's computer hardware, software, system networks, and telecommunication services. The Information & Telecommunication Services Department supports the computer and telephone systems for the BOCC departments and network infrastructure for the Constitutional Offices.

Objectives

- Personal computer and network support.
- Program application support for internal systems.
- Technical support for AS400 operating system.
- Web site support for the County's Intranet and Internet systems including GroupWise E-Mail system.
- Provide Help Desk support to assist internal customers with premise and infrastructure support.
- Provide & maintain telephone services to all County departments and Constitutional Offices.
- Provide computer training to County agencies.
- Redesign the County's website.
- Explore new areas in the HTE financial software.

Department: Information and Telecommunications Services

Summary Budget

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget
EXPENDITURES:				
Personal Services	2,415,586	2,736,420	2,830,184	3%
Operating Expenditures	1,044,145	1,146,924	1,117,359	-3%
Capital Outlay	104,027	335,066	30,000	-91%
Debt Service	-	-	-	0%
Grants and Aid	-	-	-	0%
Reserves and Transfers	(46,525)	(262,894)	(6,878)	-97%
TOTAL EXPENDITURES	3,517,233	3,955,516	3,970,665	0%
FUNDING SOURCE(S)				
General Fund	2,715,715	2,866,363	2,914,433	2%
MSTU - Unincorporated				0%
Debt Service Funds				0%
Enterprise Funds				0%
Internal Service Funds	801,518	1,089,153	1,056,232	-3%
Special Revenue Funds				0%
TOTAL FUNDING SOURCES	3,517,233	3,955,516	3,970,665	0%
Full Time Positions	49.0	49.0	47.0	-4%

General Highlights:



Public Works



PUBLIC WORKS

Alachua County

SUMMARY BUDGET

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	7,510,374	8,374,239	8,615,364	3%	9,234,694	7%
Operating Expenditures	17,296,831	19,519,032	19,022,940	-3%	19,182,398	1%
Capital Outlay	3,344,928	6,879,142	6,465,591	-6%	1,147,500	-82%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	426,180	-	-	0%	-	0%
Reserves and Transfers	1,623,360	145,158	(21,221)	-115%	482,579	-2374%
TOTAL EXPENDITURES	30,201,673	34,917,571	34,082,674	-2%	30,047,171	-12%
FUNDING SOURCE(S)						
General Fund	2,297,920	2,638,368	2,460,368	-7%	2,545,652	3%
MSTU - Unincorporated		871,583	856,712	-2%	867,992	1%
Debt Service Funds	2,030,172	-	-	0%	-	0%
Enterprise Funds	10,561,106	12,918,349	11,564,811	-10%	11,938,235	3%
Internal Service Funds	2,377,180	2,908,356	2,993,965	3%	3,058,884	2%
Special Revenue Funds	12,935,295	15,580,915	16,206,818	4%	11,636,408	-28%
TOTAL FUNDING SOURCES	30,201,673	34,917,571	34,082,674	-2%	30,047,171	-12%

Full Time Positions	199.5	199.5	204.0	2%	204.0	0%
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General Highlights

PUBLIC WORKS

Animal Services

Mission

The mission of the Animal Services Division is to promote a peaceful coexistence between citizens and animals through regulation, protection and education.

Business Strategy

The Animal Services Division is responsible for the enforcement of Alachua County Ordinance, chapter 72 and Florida State Statutes pertaining to animal welfare, animal control and animal cruelty. Animal control Officers patrol Alachua County and respond to complaints and requests for assistance on injured animals, stray (at-large) animals, animals causing a nuisance, animals confined for pickup, bite animals and animals that are victims of neglect and/or abuse. The animals are provided with care at the shelter pending reclaim by their owners or they are adopted out to new owners. The shelter provides humane euthanasia for animals not reclaimed or adopted. The shelter provides exams, vaccinations and rabies licenses/tags, microchips and sterilization for all animals that are adopted.

Objectives

- Enforce Alachua County Ordinance, Chapter 72 and Florida State Statutes regarding animal control issues.
- Develop programs to sterilize more animals to reduce the number of animals entering the shelter. The new University of Florida/Shelter Medicine Program will continue to sterilize the in-house animals up for adoption, but will increase total sterilizations by sterilizing additional animals before reclaim and sterilizing animals owned by the general public that utilize the voucher system.
 - Develop programs to find ways to adopt more animals from the shelter. This includes lowering the adoption fees, supplying animals for the Adopt-a-Pet-from-Your-Vet program and by participating in coalition sponsored pet adopt-a-thons.
 - Decrease the total number of animals received at the shelter and euthanized at the shelter by implementing aggressive adoption and sterilization programs.
 - Continue to provide public education regarding the pet overpopulation problem.

Department: Public Works

Alachua County

Division: Animal Services

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	866,426	1,017,511	962,565	-5%	1,085,486	13%
Operating Expenditures	418,508	631,602	499,481	-21%	402,959	-19%
Capital Outlay	43,957	10,000	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	2,365	3,000	3,000	0%	3,000	0%
TOTAL EXPENDITURES	1,331,256	1,662,113	1,465,046	-12%	1,491,445	2%
Full Time Positions	29.2	29.2	27.9	-4%	27.9	0%

Highlights for Fiscal Year 2003/04

Continuation of last year's Maddie's Pet Rescue Project grant programs. Utility budget of \$36,700 transferred to Facilities Management. A joint assistance agreement with the University of Florida School of Veterinary Medicine has allowed one position to be eliminated. Internal support reorganization has transferred the funding for one position to various divisions within the Department.

Highlights for Fiscal Year 2004/05

PUBLIC WORKS

Fleet Management

Mission

The provide centralized fleet management, maintenance and repair services ensuring that the Alachua County Fleet is obtained, maintained and utilized in a manner that provides for a safe and cost efficient operation.

Business Strategy

The Office of Fleet Management provides the following core services to our customers:

Fleet asset management, procurement of vehicle and fleet equipment, storage and dispensing of fleet fuels, repair and maintenance services, and Vehicle Replacement Fund management. Fleet Management is funded by charging for all services and goods provided to our customers through an internal service fund. All rates are approved by the Board of County Commissioners and allow for break-even (zero profit) funding. Support services are provided for approximately 700 vehicles and equipment owned and operated by Alachua County. Additional vehicles and equipment owned by other governmental agencies receive services on an as requested basis.

Objectives

- Manage the procurement of all County vehicles to ensure cost effectiveness.
- Maintain a fleet replacement schedule to minimize ownership costs.
- Provide specifications for vehicle procurement in a manner which maximizes vehicle utilization.
- Provide a quality preventative maintenance program and schedule to ensure reduced operating costs.
- Provide a quality Vehicle and Equipment Repair Service.
- Provide efficient equipment utilization through reduction of equipment downtime.
- Provide Fire Equipment Pump Test services.
- Participate in Fire/Rescue and A.S.E. certification programs.
- Provide preventative maintenance, repair and fueling services on job site.
- Manage shop and parts inventory.
- Manage Vehicle Replacement Fund.
- Manage Internal Service Fund.
- Manage and maintains titles and tags for all Fleet Vehicles.
- Manage vehicle and fleet equipment disposal.

Department: Public Works
Division: Fleet Management

Alachua County
FY 2003/04
FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Tentative Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Tentative Budget
EXPENDITURES:						
Personal Services	760,467	873,420	943,440	8%	992,934	5%
Operating Expenditures	1,617,146	1,993,436	2,025,525	2%	2,040,950	1%
Capital Outlay	60,119	6,500	6,500	0%	6,500	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	(60,119)	35,000	18,500	-47%	18,500	0%
TOTAL EXPENDITURES	2,377,613	2,908,356	2,993,965	3%	3,058,884	2%
Full Time Positions	18.9	18.9	18.9	0%	18.9	0%

Highlights for Fiscal Year 2003/04

Highlights for Fiscal Year 2004/05

PUBLIC WORKS

Parks & Recreation

Mission

To improve the quality of life for citizens of Alachua County by providing recreational services to all people in the most efficient and effective manner.

Business Strategy

The Parks & Recreation Office is a Division of the Public Works Department of Alachua County and serves approximately 220,000 residents. There are 17 existing parks identified as resource-based recreation area and 8 activity-based parks consisting of approximately 1,360 acres of land and water in various levels of development. The Parks & Recreation Office will focus its efforts on the protection and conservation of the county's natural resources, land management, and the provision of active and resource-based recreation facilities, programs and education. During this time of budget shortfalls and discussions of consolidation and reorganization, a continuing strategy will be to keep higher management informed of all program elements and costs, to increase the interest of the public in both active and resource-based recreation opportunities, to seek additional revenue sources with the goal of making the operation sustainable and self sufficient, and to maintaining a high standard of maintenance and repair of park facilities to enhance customer enjoyment and increased use of park facilities.

Objectives

- Maintain existing recreational facilities to highest standard of maintenance and repair utilizing the most efficient and effective means of delivery .
- Establish management plans for all properties under County jurisdiction.
- Actively pursue completion of the Countywide Recreation Master Plan.
- Complete initial development of Jonesville Park.
- Actively pursue ongoing programs to improve recreational opportunities for Alachua county citizens.
- Constantly strive to improve customer relations skills.
- Constantly promote the maintenance of a safe work environment for employees.

Department: Public Works

Alachua County

Division: Parks and Recreation

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	395,806	423,200	455,937	8%	494,568	8%
Operating Expenditures	954,930	1,005,815	964,207	-4%	961,139	0%
Capital Outlay	137,161	168,329	246,207	46%	-	-100%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	0%	-	0%
TOTAL EXPENDITURES	1,487,897	1,597,344	1,666,351	4%	1,455,707	-13%
Full Time Positions	11.6	11.6	11.6	0%	11.6	0%

Highlights for Fiscal Year 2003/04

Phase two of the recreation master plan will be continued, including public meetings in the twelve park planning districts. Increase in operating expenditures included \$50,000 for after-school programs to be developed with City of Gainesville and Alachua County School Board.

Highlights for Fiscal Year 2004/05



Department: Public Works

Alachua County

Division: Santa Fe Hills Water Utility

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services				0%		0%
Operating Expenditures	12,750	23,650	20,636	-13%	20,636	0%
Capital Outlay	11,950	-	-	0%	-	0%
Debt Service				0%		0%
Grants and Aid				0%		0%
Reserves and Transfers	25,000			0%		0%
TOTAL EXPENDITURES	49,700	23,650	20,636	-13%	20,636	0%
Full Time Positions				0%		0%

Highlights for Fiscal Year 2003/04

Highlights for Fiscal Year 2004/05

PUBLIC WORKS

Solid Waste

Mission

Solid Waste

To provide for clean, efficient, economical and environmentally sound management of solid waste resources in Alachua County.

Includes the following:

- Closed County Landfills
- Rural Collection Centers
- Curbside Collection
- Waste Alternatives

Business Strategy

- Operation of a solid waste transfer station is the core business of the Leveda Brown Environmental Park. The facility receives residential and commercial waste, delivered by private carters, institutions, business establishments, governmental entities and individuals. The waste is screened for prohibited materials then transferred to large capacity trailers for hauling to the New River regional landfill in Union County. Ancillary waste management services include vegetative wood waste processing/recycling, waste tire recycling and recycling of metals and appliances. All waste delivered to the facility is weighed at the scalehouse and a per ton fee for disposal is charged. A combination conference room/educational facility is provided. Equipment maintenance and repair is provided by Fleet Management, another Public Works Division. Household Hazardous Waste management is provided by the Environmental Protection Department.

Objectives - Waste Management

- Ensure safe facility environments for public and staff, and to meet or exceed environmental control requirements. Utilize resources efficiently and maintain assets in a safe and effective operating condition. Ensure the team is prepared and equipped to perform their jobs through having the proper tools, training and public service ethic. Understand that people are the source of our ability to provide quality services. Maintain credibility with the public, commercial customers, elected officials, contractors, regulatory agencies and other governmental agencies. Treat users and clients as valued customers. Commit to continuously improve the quality of services. Take pride in the work we do, demonstrate ethical and professional behavior.

Objectives - Closed Landfills

- Ensure safe facility environments for public and staff, and to meet or exceed environmental control requirements. Utilize resources efficiently and maintain assets in a safe and effective operating condition. Ensure the team is prepared and equipped to perform their jobs through having the proper tools, training and public service ethic. Understand that people are the source of our ability to provide quality services. Maintain credibility with the public, commercial customers, elected officials, contractors, regulatory agencies and other governmental agencies. Commit to continuously improve the quality of services. Take pride in the work we do, demonstrate ethical and professional behavior.

Objectives - Rural Collection Centers

- The objectives of the Rural Collection Centers program are to increase the amount of recycling at the Rural Collection Centers (RCCs) and reduce the amount of solid waste disposed, prevent household hazardous waste (HHW) from being disposed in an unsafe manner and improve convenience and cost effectiveness of RCCs for residents of the County.

Objectives - Waste Collections

- The objectives of the Waste Collection office are to provide and maintain a level of service that provides high customer satisfaction with a minimum of complaints, increase the percentage of solid waste that is recycled instead of disposed, set rates and budget in a fiscally sound manner and will provide for rate stabilization, maintain citizen compliance with Alachua County's volume-based collection system, and expand the current mandatory curbside collection area. Additional objectives are to accurately maintain all non-ad valorem assessments assigned to the Office of Waste Collection, and to annually collect and develop information necessary to publish full cost of collection of solid waste, recycling and disposal activities within statutory deadlines.

Objectives - Waste Alternatives

- The increasing growth of our community calls upon all of our available resources to meet the solid waste and recycling needs of both the public and private sectors. Businesses who are concerned with the bottom line, are continually seeking ways to operate more efficiently. Waste Alternatives offers services to assist businesses in reaching compliance with the Mandatory Commercial Recycling Ordinance (Fall 2001). Per capita waste disposal has shown a decrease over the past five years. This is a measure of the success of waste reduction education.

Department: Public Works

Alachua County

Division: Solid Waste

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	1,964,952	2,228,429	2,491,908	12%	2,705,003	9%
Operating Expenditures	11,808,035	13,180,965	12,024,814	-9%	12,270,587	2%
Capital Outlay	918,673	1,656,082	998,040	-40%	481,000	-52%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	(925,363)	(72,842)	(222,721)	206%	281,079	-226%
TOTAL EXPENDITURES	13,766,297	16,992,634	15,292,041	-10%	15,737,669	3%
Full Time Positions	54.9	54.9	60.5	10%	60.5	0%

Highlights for Fiscal Year 2003/04

Household hazardous waste program is being extended into the municipalities. Initiation of gas to emergy program. The "Tools for Schools," a reusable resource center for schools and teachers is opening. Utility budgets totalling \$71,975 transferred to Facilities Management. Completion of capital improvement projects at Collection Centers has increased the operating and personal services costs associated with 5.6 positions.

Highlights for Fiscal Year 2004/05

PUBLIC WORKS

Transportation

Mission

Provide stewardship of assigned county-owned infrastructure and equipment, and work with the community to support growth that balances environmental, social and community development needs.

Includes the following:

- Road and Bridge
- Development Review
- Construction Inspection

Business Strategy

Maintain and repair roads, bridges, culverts and associated storm water and drainage systems supporting the County's roads, complying with all applicable federal, state and local regulatory requirements. Sponsor programs that encourage citizen and group participation in highway and street beautification. Use Pavement Management software to track the material condition of roads and Work Management software to track the cost of doing business and monitoring complaints. Rapidly respond to customer complaints and safety issues. Review and approve paving and drainage improvements in accordance with applicable regulations. Through strategic partnerships with local, state and federal agencies, administer flood hazard areas and evaluate levels of service on the stormwater management system as it pertains to concurrency issues. Inspect all activities permitted under the Development Review process. Administer and inspect transportation and stormwater related County projects. In partnership with local and state agencies, coordinate new and ongoing street lights and fire hydrants installation.

Objectives

Objectives - Road and Bridge

- The objective of the Road & Bridge Division is to maintain the county road system in a safe and serviceable condition in accordance with Florida Statutes, Section 336.02(1)(a) and Alachua County Code, Section 21.60. Additional objectives include the resolution of citizens complaints in a responsive and responsible manner, to constantly strive to improve customer relations skills, to constantly seek ways to partner with other agencies, to improve the ability to respond to emergencies and utilize the most efficient and effective maintenance and repair strategy for county roads in an effort to maximize available resources and to constantly promote the maintenance of a safe work environment for employees.

Objectives - Construction Inspection

- Perform inspections of activities permitted through the Development Review process for paving and drainage construction, and traffic safety enhancements.
- Permit and inspect all utility or private citizen construction within County road rights-of-way.
- Permit and inspect all residential driveway connections to County roadways.
- Administer and inspect for compliance, all contracted road construction or asphalted concrete placement for compliance to contract provisions.
- Administer the street light request process through the Street Light and Fire Hydrant Agreement with the City of Gainesville / GRU, and coordination with the appropriate utilities.
- Complete striping maintenance for one of the three Road and Bridge districts each Fiscal Year.

Objectives - Development Review

- Review all requests for concurrency compliance for those public facilities that are monitored by the Public Works Department.
- Administer Subdivision Regulations, Flood Ordinance, Access Management and Stormwater Management Ordinances.

Department: Public Works

Alachua County

Division: Transportation

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	3,522,723	3,831,679	3,761,514	-2%	3,956,703	5%
Operating Expenditures	2,485,895	2,683,564	3,488,277	30%	3,486,127	0%
Capital Outlay	2,173,068	5,038,231	5,214,844	4%	660,000	-87%
Debt Service	-	-	-		-	
Grants and Aid	426,180	-	-		-	
Reserves and Transfers	2,581,477	180,000	180,000	0%	180,000	0%
TOTAL EXPENDITURES	11,189,343	11,733,474	12,644,635	8%	8,282,830	-34%
Full Time Positions	85.0	85.0	85.2	0%	85.2	0%

Highlights for Fiscal Year 2003/04

Highlights include: initiation of construction for two-lanes of S. W. 24th Avenue, street signage for 911 addressing in High Springs, and completion of traffic signal lighting to LED for electrical usage reduction. Utility budgets totalling \$39,700 (non-streetlight) transferred to Facilities Management.

Highlights for Fiscal Year 2004/05



CONSTITUTIONAL OFFICERS

ALACHUA COUNTY SHERIFF

Mission of Department:

The Alachua County Sheriff's Office is responsible for the protection of the lives and property of the citizens and visitors of Alachua County. The Sheriff's Office performs services and enforces the law mandated by Florida Statutes with dedication to equality, fairness and professional integrity.

CLERK

Mission of Department:

The Clerk provides three separate functions: Clerk of the County and Circuit Courts, Official Records and Clerk to the Board. The Clerk of the Courts is the custodian of the court records, evidence and the court's seal; issues process, enters judgments and orders, gives certified copies from record; collects revenues and makes disbursements pursuant to law. Official Records is the County Recorder; issues marriage licenses and home solicitation permits; and collects and distributes documentary stamps and intangible taxes for the Department of Revenue. The Clerk to the Board provides financial services to the County and Library District.

PROPERTY APPRAISER

Mission of Department:

To appraise all property within the borders of Alachua County, to administer Ad Valorem exemptions and to produce and administer the tax rolls for the Board of County Commissioners, the Municipal Services Taxing Unit, the City of High Springs, the City of Newberry, the City of Archer, The City of Micanopy, the City of Gainesville, the City of LaCrosse, the City of Waldo, the City of Hawthorne, the Alachua County School Board, the Suwannee River Water Management District, the St. John's River Water Management District, and the Alachua County Library District.

SUPERVISOR OF ELECTIONS

Mission of Department:

The Supervisor of Elections is responsible for all matters pertaining to the registration of electors within Alachua County; supervision of county, state and federal elections; maintenance of the County's voting equipment; all filing of campaign contribution and expenditure reports; candidate qualifying; financial disclosure filing by selected government officials and employees; providing poll registers to the cities within Alachua County for their elections; administering the City of Gainesville elections per contract; and such other requirements found in the Florida Election Code and other selected statutes and rules in order to ensure the integrity of the system of elections.



Department: Alachua County Sheriff

Alachua County

Summary Budget

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
TRANSFERS						
Personal Services	37,239,263	38,968,034	41,569,073	7%	43,730,213	5%
Operating	8,362,761	8,539,450	7,763,324	-9%	6,853,309	-12%
Capital Outlay	1,501,484	1,254,175	1,254,175	0%	1,254,175	0%
Grants and Aid	34,500	108,224	108,224	0%	108,224	0%
Reserves and Transfers	2,613,227	2,948,247	3,394,548	15%	4,112,911	21%
TOTAL TRANSFERS	49,751,235	51,818,130	54,089,344	4%	56,058,832	4%
FUNDING SOURCE(S)						
General Fund	32,278,640	33,510,019	35,075,039	5%	36,101,285	3%
MSTU - Unincorporated				0%		0%
Debt Service Funds				0%		0%
Enterprise Funds				0%		0%
Internal Service Funds				0%		0%
Special Revenue Funds	17,472,595	18,308,111	19,014,305	4%	19,957,547	5%
TOTAL FUNDING SOURCES	49,751,235	51,818,130	54,089,344	4%	56,058,832	4%

Full Time Positions	781.8	799.8	787.3	-2%	787.3	0%
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General Highlights:

With the opening of the Criminal Justice Center, six positions were added. Through the reorganization of several administrative departments, 18.5 positions were eliminated. Overall Operating Expenditures have been reduced.

Department: Alachua County Sheriff

Alachua County

Division: Law Enforcement

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
TRANSFERS						
Personal Services	18,232,225	18,745,713	19,484,526	4%	20,459,554	5%
Operating	3,255,587	2,906,195	2,617,638	-10%	2,643,124	1%
Capital Outlay	1,263,710	1,254,175	1,254,175	0%	1,254,175	0%
Grants and Aid	34,500	108,224	108,224	0%	108,224	0%
Reserves and Transfers	-	285,716	607,657	113%	1,270,833	109%
TOTAL TRANSFERS	22,786,022	23,300,023	24,072,220	3%	25,735,910	7%
Full Time Positions	781.8	799.8	787.3	-2%	787.3	0%

Highlights for Fiscal Year 2003/04

Highlights for Fiscal Year 2004/05

Department: Alachua County Sheriff

Alachua County

Division: Jail

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
TRANSFERS						
Personal Services	13,308,983	13,717,298	14,860,688	8%	16,159,426	9%
Operating	4,504,442	5,016,180	4,555,000	-9%	3,655,605	-20%
Capital Outlay	235,374	-	-	0%	-	0%
TOTAL TRANSFERS	18,048,799	18,733,478	19,415,688	4%	19,815,031	2%
Full Time Positions						

Highlights for Fiscal Year 2003/04

Utilities of \$850,000 have been transferred to Facilities Management.

Highlights for Fiscal Year 2004/05

Alachua County Sheriff

Division: Communications

Alachua County

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
TRANSFERS						
Transfers:						
Personal Services	4,678,690	4,932,885	5,245,998	6%	5,344,779	2%
Operating	565,454	577,668	500,168	-13%	515,173	3%
Capital Outlay	-	-	-		-	
Reserves and Transfers	2,613,227	2,662,531	2,786,891	5%	2,842,078	2%
TOTAL TRANSFERS	7,857,371	8,173,084	8,533,057	4%	8,702,030	2%
Full Time Positions						

Highlights for Fiscal Year 2003/04

Highlights for Fiscal Year 2004/05

Department: Alachua County Sheriff

Alachua County

Division: Bailiffs

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
TRANSFERS						
Personal Services	1,019,365	1,572,138	1,977,861	26%	1,766,454	-11%
Operating	37,278	39,407	90,518	130%	39,407	-56%
Capital Outlay	2,400	-	-	0%	-	0%
TOTAL TRANSFERS	1,059,043	1,611,545	2,068,379	28%	1,805,861	-13%
Full Time Positions				0%		0%

Highlights for Fiscal Year 2003/04

An additional six positions were added to handle the increased volume at the new Criminal Justice Center.

Highlights for Fiscal Year 2004/05



Department: Clerk of the Court

Alachua County

Summary Budget

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
TRANSFERS						
Personal Services	3,558,848	7,293,256	7,590,523	4%	8,306,696	9%
Operating	493,933	1,594,644	1,024,072	-36%	1,300,433	27%
Capital Outlay	33,200	145,200	114,920	-21%	155,200	35%
Reserves and Transfers	-	6,710	-		-	-
TOTAL TRANSFERS	4,085,981	9,033,100	8,729,515	-3%	9,762,329	12%
	-	-	-		-	
FUNDING SOURCE(S)						
General Fund	3,986,392	8,924,337	8,729,515	-2%	9,762,329	12%
MSTU - Unincorporated	-	-	-		-	
Debt Service Funds	-	-	-		-	
Enterprise Funds	-	-	-		-	
Internal Service Funds	-	-	-		-	
Special Revenue Funds	99,589	115,473	-	-100%	-	0%
-	-	-	-		-	
TOTAL FUNDING SOURCES	4,085,981	9,039,810	8,729,515	-3%	9,762,329	12%
Full Time Positions	78.4	170.3	169.3	-1%	174.3	3%

General Highlights

Implementation of Article V, Revision 7 will change the clerk's court operation to a fee based system effective July 1,2004. The effects of this are being considered and a reserve of 25% is to be established for potential impacts. Circuit Court and County Court budgets have been combined and an Official Records division has been created. The operating budget for the Law Library has been transferred to Court Administration. Two positions have been eliminated.

Department: Clerk of the Court
Division: Finance and Accounting

Alachua County
FY 2003/04
FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
TRANSFERS						
Personal Services	1,438,891	1,539,613	1,547,090	0%	1,616,593	4%
Operating	120,763	120,987	129,119	7%	120,987	-6%
Capital Outlay	11,700	11,700	11,700	0%	11,700	0%
TOTAL TRANSFERS	1,571,354	1,672,300	1,687,909	1%	1,749,280	4%
Full Time Positions				0%		0%

Highlights for Fiscal Year 2003/04

Highlights for Fiscal Year 2004/05

Department: Clerk of Court

Alachua County

Division: Official Records

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
TRANSFERS						
Personal Services	-	-	530,000	100%	524,900	-1%
Operating	-	-	153,000	100%	153,000	0%
Capital Outlay	-	-	20,000	100%	20,000	0%
TOTAL TRANSFERS	-	-	703,000	100%	697,900	-1%
Full Time Positions				0%		0%

Highlights for Fiscal Year 2003/04

New division separated from the Clerk of the Circuit Court budget in preparation of Article V implementation.

Highlights for Fiscal Year 2004/05

Department: Clerk of Court
Division: Courts and Corrections

Alachua County
FY 2003/04
FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
TRANSFERS						
Personal Services	2,097,383	5,720,880	5,513,433	-4%	6,165,203	12%
Operating	296,155	1,407,657	741,953	-47%	1,026,446	38%
Capital Outlay	21,500	123,500	83,220	-33%	123,500	48%
TOTAL TRANSFERS	2,415,038	7,252,037	6,338,606	-13%	7,315,149	15%
Full Time Positions			-	0%	-	0%

Highlights for Fiscal Year 2003/04

Reserve of 25% (\$4,753,955) to be established for potential impacts of Article V. Circuit and County Courts combined per request of Clerk of the Court

Highlights for Fiscal Year 2004/05

Department: Clerk of Court

Alachua County

Division: Law Library

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
TRANSFERS						
Personal Services	22,574	32,763	-	100%	-	0%
Operating	77,015	66,000	-	100%	-	0%
Capital Outlay		10,000	-	100%	-	0%
Reserves and Transfers	-	6,710		0%		0%
TOTAL TRANSFERS	99,589	115,473	-	100%	-	
Full Time Positions	1.0	1.0	-	-100%		0%

Highlights for Fiscal Year 2003/04

Transferred to Court Administration

Highlights for Fiscal Year 2004/05



Property Appraiser

Alachua County
 FY 2003/04
 FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Budget over FY 2003 Tentative Budget	FY 2005 Tentative Budget	Percent Change in FY 2005 Budget over FY 2004 Adopted Budget
TRANSFERS						
Personal Services	2,500,103	2,644,547	2,922,959	11%	3,010,647	3%
Operating	507,958	730,177	772,251	6%	772,251	0%
Capital Outlay	477,228	78,464	75,706	-4%	75,706	0%
TOTAL TRANSFERS	3,485,289	3,453,188	3,770,916	9%	3,858,604	2%
FUNDING SOURCE(S)						
General Fund	3,485,289	3,453,188	3,740,916	8%	3,828,604	2%
MSTU - Unincorporated				0%		0%
Debt Service Funds				0%		0%
Enterprise Funds				0%		0%
Internal Service Funds				0%		0%
Special Revenue Funds	-	-	30,000	100%	30,000	0%
TOTAL FUNDING SOURCES	3,485,289	3,453,188	3,770,916	9%	3,858,604	2%

Full Time Positions						
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Highlights for Fiscal Year 2003/04

Highlights for Fiscal Year 2004/05



Department: Supervisor of Elections

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	641,565	783,693	944,442	21%	804,504	-15%
Operating Expenditures	393,695	396,656	285,891	-28%	337,191	18%
Capital Outlay	30,363	99,375	-	-100%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	1,226,468	-	-	0%	-	0%
Transfers:	-	-	-	0%	-	0%
Personal Services	-	713,443	874,192	23%	734,254	-16%
Operating	82,155	453,181	243,041	-46%	294,341	21%
Capital Outlay	-	-	-	0%	-	0%
TOTAL EXPENDITURES	2,374,246	2,446,348	2,347,566	-4%	2,170,290	-8%
FUNDING SOURCE(S)						
General Fund	1,065,612	1,166,624	1,117,233	-4%	1,028,595	-8%
MSTU - Unincorporated	-	-	-	0%	-	0%
Debt Service Funds	-	-	-	0%	-	0%
Enterprise Funds	-	-	-	0%	-	0%
Internal Service Funds	-	-	-	0%	-	0%
Special Revenue Funds	1,308,634	1,279,724	1,230,333	-4%	1,141,695	-7%
TOTAL FUNDING SOURCES	2,374,246	2,446,348	2,347,566	-4%	2,170,290	-8%

Full Time Positions	11.0	11.0	11.0	0%	11.0	0%
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Highlights for Fiscal Year 2003/04

Increase personal services and operating costs for additional elections to be held in this year.
Conduct two county-wide elections.
Anticipate increase in early voting and absentee voting based on historical trend.

Highlights for Fiscal Year 2004/05

Decrease personal services and operating costs due to fewer elections planned for this fiscal year.
Conduct one county-wide election.



JUDICIAL

COURT ADMINISTRATOR

Mission of Department:

The Eighth Judicial Circuit as the third branch of government is partially funded through the Supreme Court of Florida by the Legislature, Federal and State grants, filing fees, and the counties of the Circuit, who, pursuant to 43.28, fund that which is reasonable and necessary and not funded by the State. Revision No. 7 states that the Legislature, commencing with FY2000-01, shall appropriate funds to pay salaries, costs, and expenses set forth in the amendment to Article V, Section 14, pursuant to a phase-in schedule established by general law. The amendment will be effectuated by July 1, 2004, for the shift of funding responsibility to the State. The mission of the court system is the resolution of criminal and civil disputes in a fair, impartial, and timely manner. The Murphree Law Library is the only public (non-University) law library in the County. It is used by the public, the Bar, government lawyers and judges for legal research. The Library is governed by a Board of Trustees including the Chief Judge, the Chair of the County Commission, the Clerk of the Courts, and two representatives of the local Bar.

PUBLIC DEFENDER

Mission of Department:

The Public Defender provides representation to court appointed indigent persons charged with criminal offenses in the Eighth Judicial Circuit of Florida. Alachua County provides statutorily mandated expense funds to the Office of the Public Defender for office space and utilities, maintenance, and heat.

STATE ATTORNEY

Mission of Department:

The State Attorney is charged with being the Chief Prosecuting Officer of all trial courts in his respective Circuit and shall perform all other duties as prescribed by general law. Chapter 27 of Florida Statutes and the Florida Rules of Criminal Procedure further describe the duties of the State Attorney. The State Attorney shall appear in the Circuit and County Courts within his judicial circuit and prosecute or defend on behalf of the State, all suits, application, or motions, civil and criminal, in which the State is a party.



Department: Court Administrator

Alachua County

Summary Budget

FY 2003/04

FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services	1,798,269	2,021,859	2,164,313	7%	3,549,548	64%
Operating Expenditures	1,906,317	2,828,477	2,189,739	-23%	1,478,106	-32%
Capital Outlay	98,335	51,493	20,600	-60%	20,600	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	45,185	125,792	1,574,681	1152%	924,383	-41%
TOTAL EXPENDITURES	3,848,106	5,027,621	5,949,333	18%	5,972,637	0%
FUNDING SOURCE(S)						
General Fund	3,214,290	4,201,594	3,330,996	-21%	3,459,190	4%
MSTU - Unincorporated	-	-	-	0%	-	0%
Debt Service Funds	-	-	-	0%	-	0%
Enterprise Funds	-	-	-	0%	-	0%
Internal Service Funds	-	-	-	0%	-	0%
Special Revenue Funds	633,816	826,027	2,618,337	217%	2,513,447	-4%
TOTAL FUNDING SOURCES	3,848,106	5,027,621	5,949,333	18%	5,972,637	0%
Full Time Positions	41.7	41.7	45.1	8%	45.1	0%

General Highlights

Utility budget of \$200 transferred to Facilities Management. Article V takes effect July 1, 2004 and impacts the fourth quarter of the Court Administrator's budget. In order to compensate for this impact, one quarter of the budget is to be put in reserves. Increase in positions due to change from Judicial Court Reporters to Electronic Court Reporters which cost less. There is no increase in personal services budget to fund these positions.



Department: Public Defender

Alachua County
 FY 2003/04
 FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services				0%		0%
Operating Expenditures	254,387	259,340	260,595	0%	260,595	0%
Capital Outlay	-	-	-	0%	-	0%
Debt Service	-	-	-	0%	-	0%
Grants and Aid	-	-	-	0%	-	0%
Reserves and Transfers	-	-	-	100%	-	0%
TOTAL EXPENDITURES	254,387	259,340	260,595	0%	260,595	0%
FUNDING SOURCE(S)						
General Fund	27,286	27,304	28,559	5%	28,559	0%
MSTU - Unincorporated	-	-	-	0%	-	0%
Debt Service Funds	-	-	-	0%	-	0%
Enterprise Funds	-	-	-	0%	-	0%
Internal Service Funds	-	-	-	0%	-	0%
Special Revenue Funds	227,101	232,036	232,036	0%	232,036	0%
TOTAL FUNDING SOURCES	254,387	259,340	260,595	0%	260,595	0%

Full Time Positions	N/A	N/A	N/A		N/A
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General Highlights

Due to effects of Article V, 25% to be placed in reserves.



Department: State Attorney Office

Alachua County
 FY 2003/04
 FY 2004/05

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
EXPENDITURES:						
Personal Services						
Operating Expenditures	206,139	202,135	404,839	100%	434,870	7%
Capital Outlay	-	-	-		12,030	100%
Debt Service	-	-	-		-	
Grants and Aid	-	-	-		-	
Reserves and Transfers	-	-	-		-	
Reserve for Article V	-	-	-		-	
TOTAL EXPENDITURES	206,139	202,135	404,839	100%	446,900	10%
FUNDING SOURCE(S)						
General Fund	206,139	202,135	365,381	81%	432,936	18%
MSTU - Unincorporated	-	-	-		-	
Debt Service Funds	-	-	-		-	
Enterprise Funds	-	-	-		-	
Internal Service Funds	-	-	-		-	
Special Revenue Funds	-	-	39,458	100%	13,964	-65%
TOTAL FUNDING SOURCES	206,139	202,135	404,839	100%	446,900	10%

Full Time Positions	N/A	N/A	N/A		N/A
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General Highlights

Due to effects of Article V, 25% to be placed into reserves.



ALACHUA COUNTY FUND STRUCTURE

<u>FUND TYPE</u>	<u>FUND NUMBER</u>
<u>GENERAL FUND</u>	
GENERAL FUND	001
<u>SPECIAL REVENUE FUNDS</u>	
MSTU UNINCORPORATED SERVICES	008
MSTU SHERIFF LAW ENFORCEMENT	009
MUNICIPAL SERVICES TAXING UNIT (MSTU)	147
MSBU – REFUSE COLLECTION	148
GAS TAX USES	149
DRUG AND LAW ENFORCEMENT	811
ENVIRONMENTAL	812
COURT RELATED	813
EMERGENCY SERVICES	814
HOUSING/LAND DEVELOPMENT	815
COMMUNITY SERVICES	816
TOURISM	817
OTHER SPECIAL REVENUES	818
<u>DEBT SERVICE FUND</u>	
DEBT SERVICE FUND	819
<u>CAPITAL PROJECTS FUNDS</u>	
1999 Public Improvement Bond Capital	320
Alachua County Forever	822
Other Capital Projects	820
<u>PROPRIETARY FUNDS</u>	
<u>ENTERPRISE FUNDS</u>	
Solid Waste	821
Codes Enforcement	410
Non-Emergency Transport	411
<u>INTERNAL SERVICE FUNDS</u>	
Self-Insurance	501
Computer Replacement	500
Fleet Management	503
Telephone Service	504
Vehicle Replacement	506
<u>TRUST & AGENCY FUNDS</u>	
Law Library	855
Housing Finance Authority	850



Budget Sources and Uses

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget
SOURCES					
Ad Valorem Taxes	68,420,385	79,880,550	80,119,255	0.3%	84,209,845
Other Taxes	34,190,592	10,850,430	16,824,516	55.1%	16,433,179
Licenses and Permits	2,223,470	1,960,356	1,839,037	-6.2%	1,941,783
Intergovernmental Revenue	26,832,711	37,443,181	26,965,351	-28.0%	26,484,262
Charges for Services	24,134,181	27,089,532	29,215,625	7.8%	29,669,737
Fines and Forfeitures	1,772,671	1,557,050	1,612,710	3.6%	1,624,050
Miscellaneous Revenue	10,822,636	14,266,973	10,969,581	-23.1%	10,551,405
Total Operating Revenue	168,396,646	173,048,072	167,546,075	-3.2%	170,914,261
NON-OPERATING REVENUE					
Operating Transfers In	40,346,689	29,627,985	28,558,561	-3.6%	29,174,097
Debt Proceeds	1,000,000	-	685,250	100.0%	11,622,250
Transfer in From Constitutional Offices	1,664,898	2,565,700	1,703,800	-33.6%	1,680,800
Use of Fund Balance	(1,826,499)	44,027,686	19,812,760	-55.0%	15,357,777
Other Non-Operating Revenues	-	(7,764,732)	(3,154,221)	-59.4%	(3,154,221)
Total Non-operating Revenues	41,185,088	68,456,639	47,606,150	-30.5%	54,680,703
TOTAL REVENUES SOURCES	209,581,734	241,504,711	215,152,225	-10.9%	225,594,964
USES					
Personal Services	36,474,150	41,527,811	44,112,280	6.2%	46,611,781
Operating Expenditures	54,049,582	62,032,204	54,928,663	-11.5%	53,663,080
Capital Equipment	4,879,348	9,378,064	7,427,666	-20.8%	1,810,428
Total Operating Expenditures	95,403,080	112,938,079	106,468,609	-5.7%	102,085,289
NON-OPERATING EXPENDITURES					
Capital Projects	10,311,960	30,260,624	3,707,472	-87.7%	13,763,575
Debt Services	9,488,724	4,513,903	6,068,981	34.5%	6,102,656
Grants and Aids	1,538,370	1,821,314	2,209,046	21.3%	2,259,768
Transfer to Clerk of Court	3,986,392	8,924,337	8,729,515	-2.2%	9,762,329
Transfer to Property Appraiser	3,485,289	3,453,188	3,770,916	9.2%	3,858,604
Transfer to Sheriff	49,713,502	50,553,711	53,405,463	5.6%	54,711,775
Transfer to Supervisor of Election	1,308,623	1,166,624	1,117,233	-4.2%	1,028,595
Other Transfers Out	36,667,851	25,860,830	24,654,437	-4.7%	25,303,424
Reserve for Contingencies	-	5,821,394	7,577,586	30.2%	8,065,840
Refunds	2,365	13,000	3,000	-76.9%	3,000
Other Non-Operating	(2,324,422)	(3,822,293)	(2,560,033)	-33.0%	(1,349,891)
Total Non-Operating Expenditures	114,178,654	128,566,632	108,683,616	-15.5%	123,509,675
TOTAL EXPENDITURES	209,581,734	241,504,711	215,152,225	-10.9%	225,594,964

Fund: General Fund (001)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	64,067,868	66,771,822	2%	70,163,203	5%
Other Taxes	-	978,204	2%	343,229	-65%
Licenses and Permits	336,056	325,638	2%	349,633	7%
Intergovernmental Revenue	5,094,531	4,712,425	-1%	5,188,860	10%
Charges for Services	6,529,699	5,954,208	-9%	6,013,343	1%
Fines and Forfeitures	162,950	199,845	23%	199,845	0%
Miscellaneous Revenue	3,930,512	3,814,058	-3%	3,257,595	-15%
Total Operating Revenue	80,121,616	82,756,200	3%	85,515,708	3%
NON-OPERATING REVENUE					
Transfer in From Other Funds	7,954,904	6,956,013	-13%	7,358,310	0%
Transfer in From Constitutional Offices	2,354,000	1,405,000	-40%	1,405,000	0%
Use of Fund Balance	6,426,706	4,743,690	-26%	5,163,573	9%
Other Non-operating Revenues	(3,985,472)	(2,888,639)	-28%	(2,888,639)	0%
Total Non-operating Revenues	12,750,138	10,216,064	-17%	11,038,244	8%
TOTAL REVENUES	92,871,754	92,972,264	0%	96,553,952	4%
OPERATING EXPENDITURES					
Personal Services	17,200,894	17,724,234	3%	19,027,791	7%
Operating Expenditures	19,904,244	15,354,049	-23%	15,313,961	0%
Capital Outlay	140,175	40,537	-71%	52,567	30%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	37,245,313	33,118,820	-11%	34,394,319	4%
NON-OPERATING EXPENDITURES					
Grants and Aids	1,465,227	1,875,335	28%	1,926,057	3%
Transfer to Clerk of Court	8,924,337	8,729,515	-2%	9,762,329	12%
Transfer to Property Appraiser	3,453,188	3,740,916	8%	3,828,604	2%
Transfer to Sheriff	32,607,540	35,075,039	8%	36,101,285	3%
Transfer to Supervisor of Election	1,166,624	1,117,233	-4%	1,028,595	-8%
Other Transfers Out	5,996,326	5,892,579	-2%	6,193,102	5%
Reserve for Contingencies	2,000,199	3,419,827	71%	3,316,661	-3%
Refunds	13,000	3,000	-77%	3,000	0%
Total Non-operating Expenditures	55,626,441	59,853,444	8%	62,159,633	4%
TOTAL EXPENDITURES	92,871,754	92,972,264	0%	96,553,952	4%

Fund: MSTU Unincorporated Services (008)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adj. Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	5,538,077	5,722,398	3%	6,064,542	6%
Other Taxes	4,834,560	5,051,115	4%	5,287,597	5%
Licenses and Permits	163,000	190,149	17%	185,000	-3%
Intergovernmental Revenue	1,090,000	1,016,500	-7%	1,016,500	0%
Charges for Services	130,739	109,800	-16%	109,800	0%
Fines and Forfeitures	-	-	0%	4,000	100%
Miscellaneous Revenue	7,350	4,000	-46%	-	-100%
Total Operating Revenue	11,763,726	12,093,962	3%	12,667,439	5%
NON-OPERATING REVENUE					
Transfer in From Other Funds	559,678	649,241	16%	797,600	23%
Transfer in From Constitutional O	29,400	29,400	0%	29,400	0%
Use of Fund Balance	1,416,217	1,137,193	-20%	1,118,296	-2%
Other Non-operating Revenues	(589,326)	(133,729)	-77%	(133,729)	0%
Total Non-operating Revenues	1,415,969	1,682,105	19%	1,811,567	8%
TOTAL REVENUES	13,179,695	13,776,067	5%	14,479,006	5%
OPERATING EXPENDITURES					
Personal Services	1,264,611	1,344,216	6%	1,465,465	9%
Operating Expenditures	3,342,904	2,921,484	-13%	2,668,414	-9%
Capital Outlay	51,500	6,400	-88%	6,400	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	4,659,015	4,272,100	-8%	4,140,279	-3%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	8,181,022	8,873,823	8%	9,339,220	5%
Reserve for Contingencies	339,658	630,144	86%	999,507	59%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditu	8,520,680	9,503,967	12%	10,338,727	9%
TOTAL EXPENDITURES	13,179,695	13,776,067	5%	14,479,006	5%

Fund: MSTU - Sheriff Law Enforcement (009)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	5,782,605	5,975,763	0%	6,334,311	6%
Other Taxes	4,644,970	4,748,032	0%	5,068,038	7%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	-	-	0%	-	0%
Charges for Services	-	-	0%	-	0%
Fines and Forfeitures	850,000	867,000	2%	884,340	2%
Miscellaneous Revenue	7,650	4,000	-48%	4,000	0%
Total Operating Revenue	11,285,225	11,594,795	3%	12,290,689	6%
NON-OPERATING REVENUE					
Transfer in From Other Funds	-	250,000	100%	250,000	0%
Transfer in From Constitutional Offices	150,600	254,600	69%	231,600	-9%
Use of Fund Balance	1,365,589	805,515	-41%	962,077	19%
Other Non-operating Revenues	(571,791)	(129,913)	-77%	(129,913)	0%
Total Non-operating Revenues	944,398	1,180,202	25%	1,313,764	11%
TOTAL REVENUES	12,229,623	12,774,997	4%	13,604,453	6%
OPERATING EXPENDITURES					
Personal Services	-	-	0%	-	0%
Operating Expenditures	118,371	-	-100%	-	0%
Capital Outlay	-	-	0%	-	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	118,371	-	-100%	-	0%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	11,900,536	12,242,340	3%	12,408,620	1%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	210,716	532,657	153%	1,195,833	125%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	12,111,252	12,774,997	5%	13,604,453	6%
TOTAL EXPENDITURES	12,229,623	12,774,997	4%	13,604,453	6%

Fund: MSBU Refuse Collection (148)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	-	-	0%	-	0%
Charges for Services	80,400	72,360	-10%	72,360	0%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	3,820,447	3,442,901	-10%	3,550,551	3%
Total Operating Revenue	3,900,847	3,515,261	-10%	3,622,911	3%
NON-OPERATING REVENUE					
Transfer in From Other Funds	-	-	0%	-	0%
Transfer in From Constitutional Offices	20,000	12,000	-40%	12,000	0%
Use of Fund Balance	297,305	204,266	-31%	194,523	-5%
Other Non-operating Revenues	(196,042)	-	-100%	-	0%
Total Non-operating Revenues	121,263	216,266	78%	206,523	-5%
TOTAL REVENUES	4,022,110	3,731,527	-7%	3,829,434	3%
OPERATING EXPENDITURES					
Personal Services	307,005	321,197	5%	338,372	5%
Operating Expenditures	3,515,105	3,178,930	-10%	3,233,462	2%
Capital Outlay	-	1,400	100%	27,600	100%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	3,822,110	3,501,527	-8%	3,599,434	3%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	30,000	100%	30,000	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	200,000	200,000	0%	200,000	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	200,000	230,000	15%	230,000	0%
TOTAL EXPENDITURES	4,022,110	3,731,527	-7%	3,829,434	3%

Fund: Gas Tax Uses (149)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	-100%
Other Taxes	4,492,000	4,673,200	0%	4,357,175	-100%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	2,982,000	3,900,000	31%	3,900,000	0%
Charges for Services	97,000	66,500	-31%	66,500	0%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	94,500	90,000	-5%	90,000	0%
Total Operating Revenue	7,665,500	8,729,700	14%	8,413,675	-4%
NON-OPERATING REVENUE					
Transfer in From Other Funds	-	-	0%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	4,185,163	3,694,355	-12%	(355,437)	-110%
Other Non-operating Revenues	(383,275)	-	-100%	-	0%
Total Non-operating Revenues	3,801,888	3,694,355	-3%	(355,437)	-110%
TOTAL REVENUES	11,467,388	12,424,055	8%	8,058,238	-35%
OPERATING EXPENDITURES					
Personal Services	3,137,813	3,381,837	8%	3,565,746	5%
Operating Expenditures	3,125,277	3,654,642	17%	3,652,492	0%
Capital Outlay	5,024,298	5,207,576	4%	660,000	-87%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	11,287,388	12,244,055	8%	7,878,238	-36%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	180,000	180,000	0%	180,000	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	180,000	180,000	0%	180,000	0%
TOTAL EXPENDITURES	11,467,388	12,424,055	8%	8,058,238	-35%

Fund: Constitutional Officer - Supervisor of Elections (171)

Alachua County

FY 2003/04

FY 2004/05

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	-	-	0%	-	0%
Charges for Services	113,100	113,100	0%	113,100	0%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	-	-	0%	-	0%
Total Operating Revenue	113,100	113,100	0%	113,100	0%
NON-OPERATING REVENUE					
Transfer in From Other Funds	1,166,624	1,117,233	-4%	1,028,595	-8%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	-	-	0%	-	0%
Other Non-operating Revenues	-	-	0%	-	0%
Total Non-operating Revenues	1,166,624	1,117,233	-4%	1,028,595	-8%
TOTAL REVENUES	1,279,724	1,230,333	-4%	1,141,695	-7%
OPERATING EXPENDITURES					
Personal Services	783,693	944,442	21%	804,504	-15%
Operating Expenditures	396,656	285,891	-28%	337,191	18%
Capital Outlay	99,375	-	-100%	-	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	1,279,724	1,230,333	-4%	1,141,695	-7%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	-	-	0%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	-	-	0%	-	0%
TOTAL EXPENDITURES	1,279,724	1,230,333	-4%	1,141,695	-7%

Fund: 1999 Public Improvement Bond Capital (120)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	-	-	0%	-	0%
Charges for Services	-	-	0%	-	0%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	-	-	0%	-	0%
Total Operating Revenue	-	-	0%	-	0%
NON-OPERATING REVENUE					
Transfer in From Other Funds	-	-	0%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	857,056	-	-100%	-	0%
Other Non-operating Revenues	-	-	0%	-	0%
Total Non-operating Revenues	857,056	-	-100%	-	0%
TOTAL REVENUES	857,056	-	-100%	-	0%
OPERATING EXPENDITURES					
Personal Services	-	-	0%	-	0%
Operating Expenditures	841,531	-	-100%	-	0%
Capital Outlay	15,525	-	-100%	-	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	857,056	-	-100%	-	0%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	-	-	0%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	-	-	0%	-	0%
TOTAL EXPENDITURES	857,056	-	-100%	-	0%

Fund: Codes Enforcement (410)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	-10%	-	0%
Other Taxes	-	-	-10%	-	0%
Licenses and Permits	1,426,300	1,280,500	-10%	1,364,400	7%
Intergovernmental Revenue	15,000	-	-100%	-	0%
Charges for Services	15,000	15,000	0%	15,000	0%
Fines and Forfeitures	10,000	25,000	150%	15,000	-40%
Miscellaneous Revenue	1,500	20,260	1251%	21,373	5%
Total Operating Revenue	1,467,800	1,340,760	-9%	1,415,773	6%
NON-OPERATING REVENUE					
Transfer in From Other Funds	-	-	0%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	537,611	536,067	0%	537,568	0%
Other Non-operating Revenues	(73,390)	-	-100%	-	0%
Total Non-operating Revenues	464,221	536,067	15%	537,568	0%
TOTAL REVENUES	1,932,021	1,876,827	-3%	1,953,341	4%
OPERATING EXPENDITURES					
Personal Services	1,343,432	1,216,091	-9%	1,317,674	8%
Operating Expenditures	427,537	379,896	-11%	379,367	0%
Capital Outlay	10,500	-	-100%	-	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	1,781,469	1,595,987	-10%	1,697,041	6%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Non-operating	(10,500)	-	-100%	-	0%
Reserve for Contingencies	161,052	280,840	74%	256,300	-9%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	150,552	280,840	87%	256,300	-9%
TOTAL EXPENDITURES	1,932,021	1,876,827	-3%	1,953,341	4%

Fund: Non Emergency Transport (411)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	-	-	0%	-	0%
Charges for Services	110,000	-	-100%	-	0%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	-	-	0%	-	0%
Total Operating Revenue	110,000	-	-100%	-	0%
NON-OPERATING REVENUE					
Transfer in From Other Funds	-	-	0%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	20,000	-	-100%	-	0%
Other Non-operating Revenues	(5,500)	-	-100%	-	0%
Total Non-operating Revenues	14,500	-	-100%	-	0%
TOTAL REVENUES	124,500	-	-100%	-	0%
OPERATING EXPENDITURES					
Personal Services	102,812	-	-100%	-	0%
Operating Expenditures	21,688	-	-100%	-	0%
Capital Outlay	-	-	0%	-	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	-	-	0%	-	0%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	-	-	0%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	-	-	0%	-	0%
TOTAL EXPENDITURES	124,500	-	-100%	-	-100%

Fund: Computer Replacement (500)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	-	-	0%	-	0%
Charges for Services	413,386	250,000	-40%	225,000	-10%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	-	-	0%	-	0%
Total Operating Revenue	413,386	250,000	-40%	225,000	-10%
NON-OPERATING REVENUE					
Transfer in From Other Funds	30,709	-	-100%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	100,566	11,000	-89%	75,000	582%
Other Non-operating Revenues	-	-	0%	-	0%
Total Non-operating Revenues	131,275	11,000	-92%	75,000	582%
TOTAL REVENUES	544,661	261,000	-52%	300,000	15%
OPERATING EXPENDITURES					
Personal Services	-	-	0%	-	0%
Operating Expenditures	544,661	261,000	-52%	300,000	15%
Capital Outlay	61,750	85,000	38%	200,000	135%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	606,411	346,000	-43%	500,000	45%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Non-operating	(61,750)	(85,000)	38%	(200,000)	135%
Reserve for Contingencies	-	-	0%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	(61,750)	(85,000)	38%	(200,000)	135%
TOTAL EXPENDITURES	544,661	261,000	-52%	300,000	15%

Fund: Self Insurance Fund (501)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	-	-	0%	-	0%
Charges for Services	1,910,239	2,664,384	39%	2,912,095	9%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	-	-	0%	-	0%
Total Operating Revenue	1,910,239	2,664,384	39%	2,912,095	9%
NON-OPERATING REVENUE					
Transfer in From Other Funds	-	-	0%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	508,361	-	-100%	-	0%
Other Non-operating Revenues	-	-	0%	-	0%
Total Non-operating Revenues	508,361	-	-100%	-	0%
TOTAL REVENUES	2,418,600	2,664,384	10%	2,912,095	9%
OPERATING EXPENDITURES					
Personal Services	117,923	120,282	2%	128,180	7%
Operating Expenditures	2,300,677	2,544,102	11%	2,783,915	9%
Capital Outlay	-	-	0%	-	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	2,418,600	2,664,384	10%	2,912,095	9%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	-	-	0%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	-	-	0%	-	0%
TOTAL EXPENDITURES	2,418,600	2,664,384	10%	2,912,095	9%

Fund: Fleet Management (503)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	50,000	55,000	10%	55,000	0%
Charges for Services	2,713,326	2,761,872	2%	2,761,872	0%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	-	10,000	100%	10,000	0%
Total Operating Revenue	2,763,326	2,826,872	2%	2,826,872	0%
NON-OPERATING REVENUE					
Transfer in From Other Funds	-	-	0%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	283,196	179,593	-37%	244,512	36%
Other Non-operating Revenues	(138,166)	-	-100%	-	0%
Total Non-operating Revenues	145,030	179,593	24%	244,512	36%
TOTAL REVENUES	2,908,356	3,006,465	3%	3,071,384	2%
OPERATING EXPENDITURES					
Personal Services	873,420	943,440	8%	992,934	5%
Operating Expenditures	1,993,436	2,038,025	2%	2,053,450	1%
Capital Outlay	6,500	6,500	0%	6,500	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	2,873,356	2,987,965	4%	3,052,884	2%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Non-operating	-	(6,500)	0%	(6,500)	-100%
Reserve for Contingencies	35,000	25,000	-29%	25,000	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	35,000	18,500	-47%	18,500	0%
TOTAL EXPENDITURES	2,908,356	3,006,465	3%	3,071,384	2%

Fund: Telephone Service (504)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	-	-	0%	-	0%
Charges for Services	464,000	516,500	11%	516,500	0%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	277,280	276,920	0%	291,920	5%
Total Operating Revenue	741,280	793,420	7%	808,420	2%
NON-OPERATING REVENUE					
Transfer in From Other Funds	-	-	0%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	361,737	262,812	-27%	303,024	15%
Other Non-operating Revenues	(13,864)	-	-100%	-	0%
Total Non-operating Revenues	347,873	262,812	-24%	303,024	15%
TOTAL REVENUES	1,089,153	1,056,232	-3%	1,111,444	5%
OPERATING EXPENDITURES					
Personal Services	324,960	347,099	7%	368,163	6%
Operating Expenditures	740,968	686,011	-7%	638,210	-7%
Capital Outlay	286,119	30,000	-90%	-	-100%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	1,352,047	1,063,110	-21%	1,006,373	-5%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Non-operating	(286,119)	(30,000)	-90%	-	-100%
Reserve for Contingencies	23,225	23,122	0%	105,071	354%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	(262,894)	(6,878)	-97%	105,071	-1628%
TOTAL EXPENDITURES	1,089,153	1,056,232	-3%	1,111,444	5%

Fund: Vehicle Replacement (506)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	-	-	0%	-	0%
Charges for Services	735,235	797,496	8%	732,395	-8%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	-	-	0%	-	0%
Total Operating Revenue	735,235	797,496	8%	732,395	-8%
NON-OPERATING REVENUE					
Transfer in From Other Funds	322,000	140,000	-57%	-	-100%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	(466,721)	(179,496)	-62%	(36,395)	-80%
Other Non-operating Revenues	-	-	0%	-	0%
Total Non-operating Revenues	(144,721)	(39,496)	-73%	(36,395)	-8%
TOTAL REVENUES	590,514	758,000	28%	696,000	-8%
OPERATING EXPENDITURES					
Personal Services	-	-	0%	-	0%
Operating Expenditures	590,514	758,000	28%	696,000	-8%
Capital Outlay	1,528,335	563,000	-63%	214,000	-62%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	2,118,849	1,321,000	-38%	910,000	-31%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Non-operating	(1,528,335)	(563,000)	-63%	(214,000)	-62%
Reserve for Contingencies	-	-	0%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	(1,528,335)	(563,000)	-63%	(214,000)	-62%
TOTAL EXPENDITURES	590,514	758,000	28%	696,000	-8%

Fund: Drug and law Enforcement (811)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	368,155	238,842	-35%	238,842	0%
Charges for Services	21,800	21,800	0%	21,800	0%
Fines and Forfeitures	44,500	41,985	-6%	41,985	0%
Miscellaneous Revenue	-	-	0%	-	0%
Total Operating Revenue	434,455	302,627	-30%	302,627	0%
NON-OPERATING REVENUE					
Transfer in From Other Funds	202,771	207,237	2%	243,713	18%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	542,352	545,471	1%	545,471	0%
Other Non-operating Revenues	(3,315)	-	-100%	-	0%
Total Non-operating Revenues	741,808	752,708	1%	789,184	5%
TOTAL REVENUES	1,176,263	1,055,335	-10%	1,091,811	3%
OPERATING EXPENDITURES					
Personal Services	394,987	414,348	5%	450,824	9%
Operating Expenditures	149,548	155,845	4%	155,845	0%
Capital Outlay	35,160	35,000	0%	35,000	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	579,695	605,193	4%	641,669	6%
NON-OPERATING EXPENDITURES					
Grants and Aids	108,224	108,224	0%	108,224	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	473,612	341,918	-28%	341,918	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	14,732	-	-100%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	596,568	450,142	-25%	450,142	0%
TOTAL EXPENDITURES	1,176,263	1,055,335	-10%	1,091,811	3%

Fund: Environmental (812)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	35,000	42,750	22%	42,750	0%
Intergovernmental Revenue	743,588	762,292	3%	660,937	-13%
Charges for Services	185,000	191,136	3%	280,625	47%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	-	-	0%	5,000	0%
Total Operating Revenue	963,588	996,178	3%	989,312	-1%
NON-OPERATING REVENUE					
Transfer in From Other Funds	-	-	0%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	646,505	654,008	1%	155,153	42%
Other Non-operating Revenues	(4,000)	-	0%	-	0%
Total Non-operating Revenues	635,505	654,008	3%	155,153	-76%
TOTAL REVENUES	1,599,093	1,650,186	3%	1,144,465	-31%
OPERATING EXPENDITURES					
Personal Services	540,795	549,017	2%	565,194	3%
Operating Expenditures	692,500	834,962	21%	-	-100%
Capital Outlay	192,077	266,207	39%	20,000	-92%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	1,425,372	1,650,186	16%	585,194	-65%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	173,721	-	-100%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	173,721	-	-100%	-	0%
TOTAL EXPENDITURES	1,599,093	1,650,186	3%	585,194	-65%

Fund: Court Related (813)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	357,578	383,009	3%	399,705	287%
Charges for Services	1,590,772	2,226,527	40%	2,249,027	1%
Fines and Forfeitures	6,400	6,000	-6%	6,000	0%
Miscellaneous Revenue	39,227	62,543	59%	87,643	75%
Total Operating Revenue	1,993,977	2,678,079	34%	2,742,375	42%
NON-OPERATING REVENUE					
Transfer in From Other Funds	125,792	211,401	68%	225,908	7%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	342,981	317,005	-8%	104,820	42%
Other Non-operating Revenues	(4,000)	-	0%	-	0%
Total Non-operating Revenues	388,914	528,406	36%	330,728	-37%
TOTAL REVENUES	2,382,891	3,206,485	34%	3,073,103	29%
OPERATING EXPENDITURES					
Personal Services	511,110	643,949	26%	648,509	12%
Operating Expenditures	708,034	1,059,155	47%	-	145%
Capital Outlay	20,200	20,600	2%	20,600	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	1,239,344	1,723,704	38%	669,109	93%
NON-OPERATING EXPENDITURES					
Grants and Aids	147,738	147,738	0%	147,738	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	61,200	-	-100%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	931,085	1,335,043	43%	671,055	-50%
Reserve for Contingencies	3,524	-	-100%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	1,143,547	1,482,781	30%	818,793	-45%
TOTAL EXPENDITURES	2,382,891	3,206,485	34%	1,487,902	29%

Fund: Emergency Services (814)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	3,012,736	3,225,302	7%	3,283,901	2%
Charges for Services	5,844,336	5,839,072	0%	5,796,250	-1%
Fines and Forfeitures	480,000	469,680	-2%	469,680	0%
Miscellaneous Revenue	106,600	63,316	-41%	55,600	4%
Total Operating Revenue	9,443,672	9,597,370	2%	9,605,431	0%
NON-OPERATING REVENUE					
Transfer in From Other Funds	13,329,990	13,868,601	4%	14,971,705	9%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	2,244,628	2,985,951	33%	2,712,354	42%
Other Non-operating Revenues	(4,000)	-	0%	-	0%
Total Non-operating Revenues	15,278,955	16,854,552	10%	17,684,059	7%
TOTAL REVENUES	24,722,627	26,451,922	7%	27,289,490	5%
OPERATING EXPENDITURES					
Personal Services	11,223,120	12,541,156	12%	12,993,865	11%
Operating Expenditures	5,659,446	5,954,052	5%	-	-1%
Capital Outlay	88,451	156,340	77%	111,190	-29%
Debt Service	-	-	#DIV/0!	66,960	0%
Total Operating Expenditures	17,037,977	18,651,548	9%	19,071,512	6%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	5,510,553	5,746,166	4%	5,859,952	2%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	1,307,513	733,654	-44%	1,202,960	5%
Reserve for Contingencies	866,584	1,253,594	45%	1,155,066	-8%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	7,684,650	7,733,414	1%	8,217,978	1%
TOTAL EXPENDITURES	24,722,627	26,384,962	7%	27,289,490	5%

Fund: Housing/Land Development (815)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	1,977,045	2,325,521	18%	1,106,848	-52%
Charges for Services	-	-	0%	-	0%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	12,350	67,978	450%	22,000	-68%
Total Operating Revenue	1,989,395	2,393,499	20%	1,128,848	-53%
NON-OPERATING REVENUE					
Transfer in From Other Funds	12,500	-	-100%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	1,598,155	758,000	-53%	1,080,000	42%
Other Non-operating Revenues	(4,000)	-	0%	-	0%
Total Non-operating Revenues	1,610,620	758,000	-53%	1,080,000	42%
TOTAL REVENUES	3,600,015	3,151,499	-12%	2,208,848	-30%
OPERATING EXPENDITURES					
Personal Services	110,097	204,709	86%	267,002	30%
Operating Expenditures	3,481,553	2,946,790	-15%	-	-34%
Capital Outlay	8,365	-	-100%	-	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	3,600,015	3,151,499	-12%	2,208,848	-30%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	-	-	0%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	-	-	0%	-	0%
TOTAL EXPENDITURES	3,600,015	3,151,499	-12%	2,208,848	-30%

Fund: Community Services (816)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	746,841	772,831	3%	772,831	0%
Charges for Services	-	46,170	100%	46,170	0%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	-	972	100%	972	0%
Total Operating Revenue	746,841	819,973	10%	819,973	0%
NON-OPERATING REVENUE					
Transfer in From Other Funds	155,937	175,405	12%	199,334	14%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	18,100	11,000	-39%	11,000	42%
Other Non-operating Revenues	(4,000)	(1,940)	0%	-	0%
Total Non-operating Revenues	174,037	184,465	6%	210,334	14%
TOTAL REVENUES	920,878	1,004,438	9%	1,030,307	3%
OPERATING EXPENDITURES					
Personal Services	597,421	631,561	6%	657,821	4%
Operating Expenditures	319,210	367,277	15%	-	0%
Capital Outlay	4,247	3,198	-25%	1,171	-63%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	920,878	1,002,036	9%	658,992	-34%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	-	2,402	100%	2,402	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	-	2,402	100%	2,402	0%
TOTAL EXPENDITURES	920,878	1,004,438	9%	661,394	-34%

Fund: Tourism (817)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	0%	0%
Other Taxes	1,370,900	1,373,965	0%	1,377,140	0%
Licenses and Permits	-	-	0%	0%	0%
Intergovernmental Revenue	-	-	0%	0%	0%
Charges for Services	-	-	0%	0%	0%
Fines and Forfeitures	-	-	0%	0%	0%
Miscellaneous Revenue	19,531	13,112	-33%	7,204	-45%
Total Operating Revenue	1,390,431	1,387,077	0%	1,384,344	0%
NON-OPERATING REVENUE					
Transfer in From Other Funds	327,788	-	-100%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	605,654	626,396	3%	184,555	42%
Other Non-operating Revenues	(4,000)	-	0%	-	0%
Total Non-operating Revenues	863,919	626,396	-27%	184,555	-71%
TOTAL REVENUES	2,254,350	2,013,473	-11%	1,568,899	-22%
OPERATING EXPENDITURES					
Personal Services	389,869	247,686	-36%	261,198	5%
Operating Expenditures	1,762,356	1,686,038	-4%	-	-27%
Capital Outlay	2,000	2,000	0%	2,000	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	2,154,225	1,935,724	-10%	1,491,150	-23%
NON-OPERATING EXPENDITURES					
Grants and Aids	100,125	77,749	-22%	77,749	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	-	-	0%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	100,125	77,749	-22%	77,749	0%
TOTAL EXPENDITURES	2,254,350	2,013,473	-11%	1,568,899	-22%

Fund: Other Special Revenues (818)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	10,000	-	-100%	-	0%
Charges for Services	-	-	0%	-	0%
Fines and Forfeitures	3,200	3,200	0%	3,200	0%
Miscellaneous Revenue	8,925	8,275	-7%	8,175	-1%
Total Operating Revenue	22,125	11,475	-48%	11,375	-1%
NON-OPERATING REVENUE					
Transfer in From Other Funds	-	-	0%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	59,643	63,402	6%	28,825	42%
Other Non-operating Revenues	(4,000)	-	0%	-	0%
Total Non-operating Revenues	59,354	63,402	7%	28,825	-55%
TOTAL REVENUES	81,479	74,877	-45%	40,200	-46%
OPERATING EXPENDITURES					
Personal Services	-	-	0%	-	0%
Operating Expenditures	73,941	67,609	-9%	-	-100%
Capital Outlay	7,268	7,268	0%	-	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	81,209	74,877	-8%	40,200	-46%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	270	-	-100%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	-	-	0%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	270	-	-100%	-	0%
TOTAL EXPENDITURES	81,479	74,877	-8%	40,200	-46%

Fund: Debt Service Fund (819)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	1,649,272	0%	1,647,789	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	10,375,286	9,573,629	-8%	9,860,838	3%
Charges for Services	-	-	0%	-	0%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	42,000	29,450	-30%	41,800	42%
Total Operating Revenue	10,417,286	11,252,351	8%	11,550,427	3%
NON-OPERATING REVENUE					
Transfer in From Other Funds	1,633,939	1,538,396	-6%	1,577,137	3%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	534,451	607,800	14%	424,749	42%
Other Non-operating Revenues	(4,000)	-	0%	-	0%
Total Non-operating Revenues	1,647,526	2,146,196	30%	2,001,886	-7%
TOTAL REVENUES	12,064,812	13,398,547	11%	13,552,313	1%
OPERATING EXPENDITURES					
Personal Services	-	-	0%	-	0%
Operating Expenditures	-	-	0%	-	0%
Capital Outlay	-	-	0%	-	0%
Debt Service	-	-	#DIV/0!	6,035,696	#DIV/0!
Total Operating Expenditures	4,446,943	-	-100%	6,035,696	1%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	7,617,869	7,396,526	-3%	7,516,617	2%
Reserve for Contingencies	-	-	0%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	7,617,869	7,396,526	-3%	7,516,617	2%
TOTAL EXPENDITURES	12,064,812	7,396,526	11%	13,552,313	1%

Fund: Other Capital Projects (820)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	10,620,421	-	-100%	-	-100%
Charges for Services	-	-	0%	-	0%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	2,562,380	-	-100%	-	-100%
Total Operating Revenue	13,182,801	-	-100%	-	-100%
NON-OPERATING REVENUE					
Transfer in From Other Funds	2,817,069	3,022,222	7%	2,141,325	-29%
Debt Proceeds	-	685,250	100%	11,622,250	100%
Use of Fund Balance	17,463,869	250,000	-99%	-	42%
Other Non-operating Revenues	(4,000)	-	0%	-	0%
Total Non-operating Revenues	19,931,576	3,957,472	-80%	13,763,575	248%
TOTAL REVENUES	33,114,377	3,957,472	-88%	13,763,575	248%
OPERATING EXPENDITURES					
Personal Services	54,959	-	-100%	-	0%
Operating Expenditures	1,028,253	250,000	-76%	-	-100%
Capital Outlay	30,260,624	3,707,472	-88%	13,763,575	271%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	31,343,836	3,957,472	-87%	13,763,527	248%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	914,268	-	-100%	-	0%
Reserve for Contingencies	856,273	-	-100%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	1,770,541	-	-100%	-	0%
TOTAL EXPENDITURES	33,114,377	3,957,472	-88%	13,763,575	248%

Fund: Solid Waste (821)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	-	-	0%	-	0%
Charges for Services	6,077,000	7,502,400	23%	7,669,600	2%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	3,264,988	2,969,651	-9%	3,005,265	1%
Total Operating Revenue	9,341,988	10,472,051	12%	10,674,865	2%
NON-OPERATING REVENUE					
Transfer in From Other Funds	912,747	422,812	-54%	380,470	-10%
Transfer in From Constitutional Offices	11,700	2,800	-76%	2,800	0%
Use of Fund Balance	3,872,754	1,475,218	-62%	1,716,885	42%
Other Non-operating Revenues	(4,000)	-	0%	-	0%
Total Non-operating Revenues	4,325,717	1,900,830	-56%	2,100,155	10%
TOTAL REVENUES	13,667,705	12,372,881	-9%	12,775,020	3%
OPERATING EXPENDITURES					
Personal Services	2,216,127	2,503,583	13%	2,722,108	9%
Operating Expenditures	10,048,201	9,295,379	-7%	-	-100%
Capital Outlay	1,676,219	996,640	-41%	453,400	-55%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	13,940,547	12,795,602	-8%	12,693,941	-1%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	912,747	422,812	-54%	380,470	-10%
Reserve for Contingencies	750,000	1,030,000	37%	630,000	-39%
Other Non-operating	(1,935,589)	(1,875,533)	-3%	(929,391)	-50%
Total Non-operating Expenditures	(272,842)	(422,721)	55%	81,079	-119%
TOTAL EXPENDITURES	13,667,705	12,372,881	-9%	12,775,020	3%

Fund: Alachua County Forever (822)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	-	-	0%	-	0%
Charges for Services	-	-	0%	-	0%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	-	-	0%	-	0%
Total Operating Revenue	-	-	0%	-	0%
NON-OPERATING REVENUE					
Transfer in From Other Funds	75,537	-	-100%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	110,000	-	-100%	-	42%
Other Non-operating Revenues	(4,000)	-	0%	-	0%
Total Non-operating Revenues	185,537	-	-100%	-	0%
TOTAL REVENUES	185,537	-	-100%	-	0%
OPERATING EXPENDITURES					
Personal Services	-	-	0%	-	0%
Operating Expenditures	75,537	-	-100%	-	0%
Capital Outlay	110,000	-	-100%	-	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	185,537	-	-100%	-	0%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	-	-	0%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	-	-	0%	-	0%
TOTAL EXPENDITURES	185,537	-	-100%	-	-100%

Fund: Housing Finance Authority (850)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	-	-	0%	-	0%
Charges for Services	-	-	0%	-	0%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	50,233	71,145	42%	71,307	0%
Total Operating Revenue	50,233	71,145	42%	71,307	0%
NON-OPERATING REVENUE					
Transfer in From Other Funds	-	-	0%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	56,335	99,723	77%	161,435	42%
Other Non-operating Revenues	(4,000)	-	0%	-	0%
Total Non-operating Revenues	53,823	99,723	85%	161,435	62%
TOTAL REVENUES	104,056	170,868	64%	232,742	36%
OPERATING EXPENDITURES					
Personal Services	-	-	0%	-	0%
Operating Expenditures	104,056	170,868	64%	-	36%
Capital Outlay	-	-	0%	-	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	104,056	170,868	64%	232,742	36%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	-	-	0%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	-	-	0%	-	0%
TOTAL EXPENDITURES	104,056	170,868	64%	232,742	36%

Fund: Law Library (855)

**Alachua County
FY 2003/04
FY 2004/05**

	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted Budget over FY 2003 Adopted Budget	FY 2005 Planned Budget	Percent Change in FY 2005 Planned Budget over FY 2004 Adopted Budget
OPERATING REVENUE					
Ad Valorem Taxes	-	-	0%	-	0%
Other Taxes	-	-	0%	-	0%
Licenses and Permits	-	-	0%	-	0%
Intergovernmental Revenue	-	-	0%	-	0%
Charges for Services	58,500	67,300	15%	68,300	1%
Fines and Forfeitures	-	-	0%	-	0%
Miscellaneous Revenue	21,500	21,000	-2%	21,000	0%
Total Operating Revenue	80,000	88,300	10%	89,300	1%
NON-OPERATING REVENUE					
Transfer in From Other Funds	-	-	0%	-	0%
Transfer in From Constitutional Offices	-	-	0%	-	0%
Use of Fund Balance	39,473	23,791	-40%	25,789	42%
Other Non-operating Revenues	(4,000)	-	0%	-	0%
Total Non-operating Revenues	35,473	23,791	-33%	25,789	8%
TOTAL REVENUES	115,473	112,091	-3%	115,089	3%
OPERATING EXPENDITURES					
Personal Services	32,763	33,433	2%	36,431	9%
Operating Expenditures	66,000	78,658	19%	-	0%
Capital Outlay	10,000	-	-100%	-	0%
Debt Service	-	-	0%	-	0%
Total Operating Expenditures	108,763	112,091	3%	115,089	3%
NON-OPERATING EXPENDITURES					
Grants and Aids	-	-	0%	-	0%
Transfer to Clerk of Court	-	-	0%	-	0%
Transfer to Property Appraiser	-	-	0%	-	0%
Transfer to Sheriff	-	-	0%	-	0%
Transfer to Supervisor of Election	-	-	0%	-	0%
Other Transfers Out	-	-	0%	-	0%
Reserve for Contingencies	6,710	-	-100%	-	0%
Refunds	-	-	0%	-	0%
Total Non-operating Expenditures	6,710	-	-100%	-	0%
TOTAL EXPENDITURES	115,473	112,091	-3%	115,089	3%

DRUG AND LAW ENFORCEMENT (811)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>FDLE MAPLES CENTER FY 2003</u>			
INTERGOVERNMENTAL REVENUE	50,000	-	-
TOTAL REVENUE	50,000	-	-
TRANSFR TO SHERIFF	50,000	-	-
TOTAL EXPENDITURES	50,000	-	-
<u>METAMORPHOSIS 7/02-6/03</u>			
INTERGOVERNMENTAL REVENUE	236,461	-	-
OPERATING TRANSFERS IN	75,498	-	-
USE OF FUND BALANCE	81,995	-	-
TOTAL REVENUE	393,954	-	-
PERSONAL SERVICES	296,916	-	-
OPERATING EXPENDITURES	82,546	-	-
CAPITAL OUTLAY	160	-	-
RESERVE FOR CONTINGENCIES	14,332	-	-
TOTAL EXPENDITURES	393,954	-	-
<u>METAMORPHOSIS 7/03-6/04</u>			
INTERGOVERNMENTAL REVENUE	-	238,842	-
OPERATING TRANSFERS IN	127,273	76,011	-
USE OF FUND BALANCE	-	79,614	-
TOTAL REVENUE	127,273	394,467	-
PERSONAL SERVICES	98,071	310,762	-
OPERATING EXPENDITURES	28,802	83,705	-
RESERVE FOR CONTINGENCIES	400	-	-
TOTAL EXPENDITURES	127,273	394,467	-
<u>LAW ENFORCEMENT TRAINING</u>			
CHARGES FOR SERVICES	5,800	5,800	5,800
FINES & FORFEITURES	44,500	44,500	44,500
USE OF FUND BALANCE	219,133	219,133	219,133
OTHER NON-REVENUES	(2,515)	(2,515)	(2,515)
TOTAL REVENUE	266,918	266,918	266,918
TRANSFR TO SHERIFF	266,918	266,918	266,918
TOTAL EXPENDITURES	266,918	266,918	266,918
<u>LAW ENFORCEMENT TRUST</u>			
USE OF FUND BALANCE	226,224	226,224	226,224
TOTAL REVENUE	226,224	226,224	226,224
OPERATING EXPENDITURES	8,000	8,000	8,000
CAPITAL OUTLAY	35,000	35,000	35,000
GRANTS & AIDS	108,224	108,224	108,224
TRANSFR TO SHERIFF	75,000	75,000	75,000
TOTAL EXPENDITURES	226,224	226,224	226,224

DRUG AND LAW ENFORCEMENT (811)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>DCA ANTIDRUG ADMIN FY 2003</u>			
INTERGOVERNMENTAL REVENUE	28,405	-	-
TOTAL REVENUE	28,405	-	-
TRANSFR TO SHERIFF	28,405	-	-
TOTAL EXPENDITURES	28,405	-	-
<u>ACSO OPERTION STUDENT FY 2003</u>			
INTERGOVERNMENTAL REVENUE	53,289	-	-
TOTAL REVENUE	53,289	-	-
TRANSFR TO SHERIFF	53,289	-	-
TOTAL EXPENDITURES	53,289	-	-
<u>METAMORPHOSIS 7/04-6/05</u>			
INTERGOVERNMENTAL REVENUE	-	-	238,842
OPERATING TRANSFERS IN	-	131,226	103,367
USE OF FUND BALANCE	-	-	79,614
TOTAL REVENUE	-	131,226	421,823
PERSONAL SERVICES	-	103,586	338,118
OPERATING EXPENDITURES	-	27,640	83,705
TOTAL EXPENDITURES	-	131,226	421,823
<u>METAMORPHOSIS 7/05-6/06</u>			
OPERATING TRANSFERS IN	-	-	140,346
TOTAL REVENUE	-	-	140,346
PERSONAL SERVICES	-	-	112,706
OPERATING EXPENDITURES	-	-	27,640
TOTAL EXPENDITURES	-	-	140,346
<u>ALCOHOL & OTHER DRUG ABUS</u>			
CHARGES FOR SERVICES	16,000	16,000	16,000
USE OF FUND BALANCE	15,000	20,500	20,500
OTHER NON-REVENUES	(800)	-	-
TOTAL REVENUE	30,200	36,500	36,500
OPERATING EXPENDITURES	30,200	36,500	36,500
TOTAL EXPENDITURES	30,200	36,500	36,500

ENVIRONMENTAL (812)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>FDEP PETRO CLEANUP FY 1998</u>			
USE OF FUND BALANCE	100,000	-	-
TOTAL REVENUE	100,000	-	-
OPERATING EXPENDITURES	100,000	-	-
TOTAL EXPENDITURES	100,000	-	-
<u>BOATING IMPROVEMENT PROG</u>			
LICENSES & PERMITS	35,000	42,750	42,750
USE OF FUND BALANCE	135,079	203,457	(42,750)
OTHER NON-REVENUES	(1,750)	-	-
TOTAL REVENUE	168,329	246,207	-
CAPITAL OUTLAY	168,329	246,207	-
TOTAL EXPENDITURES	168,329	246,207	-
<u>COASTAL IMPACT ASSIST PGM</u>			
USE OF FUND BALANCE	10,000	29,248	-
TOTAL REVENUE	10,000	29,248	-
OPERATING EXPENDITURES	10,000	29,248	-
TOTAL EXPENDITURES	10,000	29,248	-
<u>NPDES STORMWATER CLEANUP</u>			
INTERGOVERNMENTAL REVENUE	130,000	122,284	123,750
TOTAL REVENUE	130,000	122,284	123,750
PERSONAL SERVICES	45,100	45,533	49,009
OPERATING EXPENDITURES	84,900	76,751	74,741
TOTAL EXPENDITURES	130,000	122,284	123,750
<u>ENV PROTECT CITY REVIEW</u>			
INTERGOVERNMENTAL REVENUE	31,600	31,600	38,491
USE OF FUND BALANCE	10,776	25,666	11,247
TOTAL REVENUE	42,376	57,266	49,738
PERSONAL SERVICES	33,927	32,384	34,538
OPERATING EXPENDITURES	8,449	24,882	15,200
TOTAL EXPENDITURES	42,376	57,266	49,738
<u>FDEP AMBIENT GROUNDWATER</u>			
INTERGOVERNMENTAL REVENUE	3,000	15,000	15,000
USE OF FUND BALANCE	19,612	18,145	9,670
TOTAL REVENUE	22,612	33,145	24,670
OPERATING EXPENDITURES	22,612	33,145	24,670
TOTAL EXPENDITURES	22,612	33,145	24,670

ENVIRONMENTAL (812)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>FDEP PETRO CLEANUP CONTRA</u>			
USE OF FUND BALANCE	46,692	13,012	8,412
TOTAL REVENUE	46,692	13,012	8,412
PERSONAL SERVICES	-	11,000	-
OPERATING EXPENDITURES	26,658	2,012	8,412
CAPITAL OUTLAY	3,748	-	-
RESERVE FOR CONTINGENCIES	16,286	-	-
TOTAL EXPENDITURES	46,692	13,012	8,412
<u>FDEP TANK INSPECTION CONT</u>			
INTERGOVERNMENTAL REVENUE	115,998	117,500	117,500
USE OF FUND BALANCE	70,202	57,252	36,085
TOTAL REVENUE	186,200	174,752	153,585
PERSONAL SERVICES	100,071	89,983	95,699
OPERATING EXPENDITURES	36,789	84,769	57,886
RESERVE FOR CONTINGENCIES	49,340	-	-
TOTAL EXPENDITURES	186,200	174,752	153,585
<u>SJRWMD H2O QLITY MONTORNG</u>			
USE OF FUND BALANCE	-	30,000	10,000
TOTAL REVENUE	-	30,000	10,000
OPERATING EXPENDITURES	-	30,000	10,000
TOTAL EXPENDITURES	-	30,000	10,000
<u>ENVIRONMT SENSITIVE LANDS</u>			
FINES & FORFEITURES	-	-	5,000
USE OF FUND BALANCE	-	6,150	-
TOTAL REVENUE	-	6,150	5,000
OPERATING EXPENDITURES	-	6,150	5,000
TOTAL EXPENDITURES	-	6,150	5,000
<u>HAZ MATERIALS CODE-ENV PR</u>			
CHARGES FOR SERVICES	168,000	175,000	264,489
USE OF FUND BALANCE	141,001	79,734	-
OTHER NON-REVENUES	(8,400)	-	-
TOTAL REVENUE	300,601	254,734	264,489
PERSONAL SERVICES	160,888	165,515	176,660
OPERATING EXPENDITURES	91,565	89,219	87,829
RESERVE FOR CONTINGENCIES	48,148	-	-
TOTAL EXPENDITURES	300,601	254,734	264,489

ENVIRONMENTAL (812)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>POLLUTION RECOVERY FUND</u>			
USE OF FUND BALANCE	5,903	14,410	9,410
TOTAL REVENUE	5,903	14,410	9,410
OPERATING EXPENDITURES	5,000	14,410	9,410
RESERVE FOR CONTINGENCIES	903	-	-
TOTAL EXPENDITURES	5,903	14,410	9,410
<u>WASTE TIRE GRANT FY 2003</u>			
INTERGOVERNMENTAL REVENUE	32,175	-	-
TOTAL REVENUE	32,175	-	-
OPERATING EXPENDITURES	32,175	-	-
TOTAL EXPENDITURES	32,175	-	-
<u>WASTE TIRE GRANT FY 2004</u>			
INTERGOVERNMENTAL REVENUE		25,703	-
TOTAL REVENUE		25,703	-
OPERATING EXPENDITURES		25,703	-
TOTAL EXPENDITURES		25,703	-
<u>FDEP PETRO CLNUP SFY 2002-2005</u>			
INTERGOVERNMENTAL REVENUE	293,450	312,840	228,831
USE OF FUND BALANCE	50,499	139,469	98,659
TOTAL REVENUE	343,949	452,309	327,490
PERSONAL SERVICES	200,809	191,034	204,251
OPERATING EXPENDITURES	84,096	261,275	123,239
RESERVE FOR CONTINGENCIES	59,044	-	-
TOTAL EXPENDITURES	343,949	452,309	327,490
<u>USFWS WILDLIFE COOP EXT</u>			
USE OF FUND BALANCE	20,000	-	-
TOTAL REVENUE	20,000	-	-
OPERATING EXPENDITURES	20,000	-	-
TOTAL EXPENDITURES	20,000	-	-
<u>USEPA CABOT KOPPERS GRANT</u>			
USE OF FUND BALANCE	-	28,624	7,750
TOTAL REVENUE	-	28,624	7,750
PERSONAL SERVICES	-	13,568	5,037
OPERATING EXPENDITURES	-	15,056	2,713
TOTAL EXPENDITURES	-	28,624	7,750

ENVIRONMENTAL (812)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>FDEP PETRO CLEANUP FY 2002</u>			
USE OF FUND BALANCE	23,091	-	-
TOTAL REVENUE	23,091	-	-
OPERATING EXPENDITURES	23,091	-	-
TOTAL EXPENDITURES	23,091	-	-
<u>SANTA FE HILLS WATER SYTM</u>			
CHARGES FOR SERVICES	17,000	16,136	16,136
USE OF FUND BALANCE	7,500	4,500	4,500
OTHER NON-REVENUES	(850)	-	-
TOTAL REVENUE	23,650	20,636	20,636
OPERATING EXPENDITURES	23,650	20,636	20,636
TOTAL EXPENDITURES	23,650	20,636	20,636
<u>FDEP HAZARDOUS WASTE COOP</u>			
INTERGOVERNMENTAL REVENUE	137,365	137,365	137,365
TOTAL REVENUE	137,365	137,365	137,365
OPERATING EXPENDITURES	117,365	117,365	117,365
CAPITAL OUTLAY	20,000	20,000	20,000
TOTAL EXPENDITURES	137,365	137,365	137,365
<u>WATER QUALITY PROTECTION</u>			
USE OF FUND BALANCE	6,150	4,341	2,170
TOTAL REVENUE	6,150	4,341	2,170
OPERATING EXPENDITURES	6,150	4,341	2,170
TOTAL EXPENDITURES	6,150	4,341	2,170

COURT RELATED (813)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>CIVIL TRAFFIC FINES</u>			
CHARGES FOR SERVICES	850,000	850,000	850,000
USE OF FUND BALANCE	98,623	162,407	-
OTHER NON-REVENUES	(42,500)	-	-
TOTAL REVENUE	906,123	1,012,407	850,000
PERSONAL SERVICES	33,330	36,253	39,101
OPERATING EXPENDITURES	29,870	34,448	28,856
GRANTS & AIDS	147,738	147,738	147,738
OTHER TRANSFERS OUT	695,185	793,968	634,305
TOTAL EXPENDITURES	906,123	1,012,407	850,000
<u>DOR HEARING OFF 7/04-6/05</u>			
INTERGOVERNMENTAL REVENUE	-	55,308	171,723
OPERATING TRANSFERS IN	-	28,492	88,464
TOTAL REVENUE	-	83,800	260,187
PERSONAL SERVICES	-	77,674	221,770
OPERATING EXPENDITURES	-	6,126	38,417
TOTAL EXPENDITURES	-	83,800	260,187
<u>DOR HEARING OFF 7/05-6/06</u>			
INTERGOVERNMENTAL REVENUE	-	-	58,057
OPERATING TRANSFERS IN	-	-	29,908
TOTAL REVENUE	-	-	87,965
PERSONAL SERVICES	-	-	73,924
OPERATING EXPENDITURES	-	-	14,041
TOTAL EXPENDITURES	-	-	87,965
<u>JUV DEPENDENCY 7/04-6/05</u>			
INTERGOVERNMENTAL REVENUE	-	8,508	25,524
OPERATING TRANSFERS IN	-	2,836	8,508
TOTAL REVENUE	-	11,344	34,032
PERSONAL SERVICES	-	6,756	16,228
OPERATING EXPENDITURES	-	4,588	17,804
TOTAL EXPENDITURES	-	11,344	34,032
<u>JUV DEPENDENCY 7/05-6/06</u>			
INTERGOVERNMENTAL REVENUE	-	-	8,508
OPERATING TRANSFERS IN	-	-	2,836
TOTAL REVENUE	-	-	11,344
PERSONAL SERVICES	-	-	5,409
OPERATING EXPENDITURES	-	-	5,935
TOTAL EXPENDITURES	-	-	11,344

COURT RELATED (813)			
	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>CMM PTNRS TMLY ADOPT FY 2004</u>			
INTERGOVERNMENTAL REVENUE	-	49,431	-
OPERATING TRANSFERS IN	-	71,106	-
TOTAL REVENUE	-	120,537	-
PERSONAL SERVICES	-	120,537	-
TOTAL EXPENDITURES	-	120,537	-
<u>CMM PTNRS TMLY ADOPT FY 2005</u>			
INTERGOVERNMENTAL REVENUE	-	-	49,431
OPERATING TRANSFERS IN	-	-	79,192
TOTAL REVENUE	-	-	128,623
PERSONAL SERVICES	-	-	128,623
TOTAL EXPENDITURES	-	-	128,623
<u>TRAFFIC HEARING OFFR 6/05</u>			
INTERGOVERNMENTAL REVENUE	-	16,183	-
OPERATING TRANSFERS IN	-	16,183	-
TOTAL REVENUE	-	32,366	-
OPERATING EXPENDITURES	-	26,766	-
CAPITAL OUTLAY	-	5,600	-
TOTAL EXPENDITURES	-	32,366	-
<u>TRAFFIC HEARING OFFR 6/06</u>			
INTERGOVERNMENTAL REVENUE	-	-	17,000
OPERATING TRANSFERS IN	-	-	17,000
TOTAL REVENUE	-	-	34,000
OPERATING EXPENDITURES	-	-	28,400
CAPITAL OUTLAY	-	-	5,600
TOTAL EXPENDITURES	-	-	34,000
<u>CIVIL MED-ARB FS44-108(2)</u>			
CHARGES FOR SERVICES	26,000	26,000	26,000
USE OF FUND BALANCE	9,000	20,000	16,093
OTHER NON-REVENUES	(1,300)	-	-
TOTAL REVENUE	33,700	46,000	42,093
PERSONAL SERVICES	23,595	24,748	26,455
OPERATING EXPENDITURES	10,105	21,252	15,638
TOTAL EXPENDITURES	33,700	46,000	42,093
<u>SLOSBERG DVER EDUC SAFETY</u>			
CHARGES FOR SERVICES	-	178,155	178,155
TOTAL REVENUE	-	178,155	178,155
OPERATING EXPENDITURES	-	178,155	178,155
TOTAL EXPENDITURES	-	178,155	178,155

COURT RELATED (813)			
	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>FAMILY MEDIATION</u>			
CHARGES FOR SERVICES	120,000	125,100	127,100
USE OF FUND BALANCE	67,887	81,424	37,577
OTHER NON-REVENUES	(6,000)	-	-
TOTAL REVENUE	181,887	206,524	164,677
PERSONAL SERVICES	132,463	128,226	136,999
OPERATING EXPENDITURES	49,424	78,298	27,678
TOTAL EXPENDITURES	181,887	206,524	164,677
<u>COURT FACILITY CHARGE</u>			
CHARGES FOR SERVICES	152,000	604,500	621,000
USE OF FUND BALANCE	7,600	7,600	30,225
OTHER NON-REVENUES	(7,600)	-	-
TOTAL REVENUE	152,000	612,100	651,225
OPERATING EXPENDITURES	-	151,125	619,725
OTHER TRANSFERS OUT	152,000	460,975	31,500
TOTAL EXPENDITURES	152,000	612,100	651,225
<u>RESTITUTION</u>			
CHARGES FOR SERVICES	16,000	-	-
USE OF FUND BALANCE	46,000	-	-
OTHER NON-REVENUES	(800)	-	-
TOTAL REVENUE	61,200	-	-
TRANSFR TO SHERIFF	61,200	-	-
TOTAL EXPENDITURES	61,200	-	-
<u>DOR HEARING OFF 7/02-6/03</u>			
INTERGOVERNMENTAL REVENUE	141,263	-	-
OPERATING TRANSFERS IN	72,772	-	-
TOTAL REVENUE	214,035	-	-
PERSONAL SERVICES	183,014	-	-
OPERATING EXPENDITURES	31,021	-	-
TOTAL EXPENDITURES	214,035	-	-
<u>DOR HEARING OFF 7/03-6/04</u>			
INTERGOVERNMENTAL REVENUE	48,984	163,593	-
OPERATING TRANSFERS IN	25,237	84,276	-
TOTAL REVENUE	74,221	247,869	-
PERSONAL SERVICES	61,471	229,492	-
OPERATING EXPENDITURES	12,750	18,377	-
TOTAL EXPENDITURES	74,221	247,869	-

COURT RELATED (813)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>DISABLED PARKNG FINE</u>			
FINES & FORFEITURES	6,400	6,000	6,000
USE OF FUND BALANCE	17,880	15,880	15,880
OTHER NON-REVENUES	(320)	-	-
TOTAL REVENUE	23,960	21,880	21,880
OPERATING EXPENDITURES	23,960	21,880	21,880
TOTAL EXPENDITURES	23,960	21,880	21,880
<u>JUV DEPENDENCY 7/02-6/03</u>			
INTERGOVERNMENTAL REVENUE	27,774	-	-
OPERATING TRANSFERS IN	8,508	-	-
TOTAL REVENUE	36,282	-	-
PERSONAL SERVICES	14,659	-	-
OPERATING EXPENDITURES	21,623	-	-
TOTAL EXPENDITURES	36,282	-	-
<u>LOCAL CRIMINAL JUST COURT</u>			
CHARGES FOR SERVICES	246,000	246,000	246,000
USE OF FUND BALANCE	91,891	25,494	-
OTHER NON-REVENUES	(12,300)	-	-
TOTAL REVENUE	325,591	271,494	246,000
OPERATING EXPENDITURES	322,067	271,494	246,000
RESERVE FOR CONTINGENCIES	3,524	-	-
TOTAL EXPENDITURES	325,591	271,494	246,000
<u>JUV DEPENDENCY 7/03-6/04</u>			
INTERGOVERNMENTAL REVENUE	9,258	25,524	-
OPERATING TRANSFERS IN	2,836	8,508	-
TOTAL REVENUE	12,094	34,032	-
PERSONAL SERVICES	4,888	20,263	-
OPERATING EXPENDITURES	7,206	13,769	-
TOTAL EXPENDITURES	12,094	34,032	-
<u>CMM PTNRS TMLY ADOPT FY 2003</u>			
INTERGOVERNMENTAL REVENUE	73,860	-	-
TOTAL REVENUE	73,860	-	-
PERSONAL SERVICES	57,690	-	-
OPERATING EXPENDITURES	16,170	-	-
TOTAL EXPENDITURES	73,860	-	-
<u>CLD SUPP ENF INCNTIVE PRG</u>			
MISCELLANEOUS REVENUE	34,227	56,643	81,643
TOTAL REVENUE	34,227	56,643	81,643
OPERATING EXPENDITURES	19,227	41,643	66,643
CAPITAL OUTLAY	15,000	15,000	15,000
TOTAL EXPENDITURES	34,227	56,643	81,643

COURT RELATED (813)			
	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>RESTORATIVE JV JUST MEDTN</u>			
MISCELLANEOUS REVENUE	5,000	5,000	5,000
TOTAL REVENUE	5,000	5,000	5,000
OPERATING EXPENDITURES	5,000	5,000	5,000
TOTAL EXPENDITURES	5,000	5,000	5,000
<u>OSCA CHILD DEPENDENCY</u>			
INTERGOVERNMENTAL REVENUE	40,000	49,000	54,000
TOTAL REVENUE	40,000	49,000	54,000
OPERATING EXPENDITURES	40,000	49,000	54,000
TOTAL EXPENDITURES	40,000	49,000	54,000
<u>TRAFFIC HEARING OFFR 6/03</u>			
INTERGOVERNMENTAL REVENUE	16,439	-	-
OPERATING TRANSFERS IN	16,439	-	-
TOTAL REVENUE	32,878	-	-
OPERATING EXPENDITURES	27,678	-	-
CAPITAL OUTLAY	5,200	-	-
TOTAL EXPENDITURES	32,878	-	-
<u>VOCA GUARDIAN AD LITEM FY 2004</u>			
INTERGOVERNMENTAL REVENUE		15,462	15,462
TOTAL REVENUE		15,462	15,462
OPERATING EXPENDITURES		15,462	15,462
TOTAL EXPENDITURES		15,462	15,462
<u>LEGAL AID PROGRAM</u>			
CHARGES FOR SERVICES	96,772	96,772	96,772
OTHER NON-REVENUES	(4,839)	-	-
TOTAL REVENUE	91,933	96,772	96,772
OPERATING EXPENDITURES	91,933	96,772	96,772
TOTAL EXPENDITURES	91,933	96,772	96,772
<u>ADDL COURT COSTS FS939.18</u>			
CHARGES FOR SERVICES	84,000	100,000	104,000
MISCELLANEOUS REVENUE	-	900	1,000
USE OF FUND BALANCE	4,100	4,200	5,045
OTHER NON-REVENUES	(4,200)	-	-
TOTAL REVENUE	83,900	105,100	110,045
OPERATING EXPENDITURES	-	25,000	104,795
OTHER TRANSFERS OUT	83,900	80,100	5,250
TOTAL EXPENDITURES	83,900	105,100	110,045

EMERGENCY SERVICES (814)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>INTGOV RADIO COMMUNC PROG</u>			
FINES & FORFEITURES	480,000	469,680	469,680
MISCELLANEOUS REVENUE	50,000	20,000	20,000
USE OF FUND BALANCE	607,890	962,381	865,466
OTHER NON-REVENUES	(26,500)	-	-
TOTAL REVENUE	1,111,390	1,452,061	1,355,146
OPERATING EXPENDITURES	450,000	560,000	560,000
OTHER TRANSFERS OUT	560,355	452,000	497,000
RESERVE FOR CONTINGENCIES	101,035	440,061	298,146
TOTAL EXPENDITURES	1,111,390	1,452,061	1,355,146
<u>CRISIS MGMT TEAM GRANT</u>			
USE OF FUND BALANCE	40,000	-	-
TOTAL REVENUE	40,000	-	-
OPERATING EXPENDITURES	35,000	-	-
CAPITAL OUTLAY	5,000	-	-
TOTAL EXPENDITURES	40,000	-	-
<u>DCA EMERG MGMT BASE FY 2004</u>			
INTERGOVERNMENTAL REVENUE	-	129,076	-
OPERATING TRANSFERS IN	-	26,070	-
TOTAL REVENUE	-	155,146	-
PERSONAL SERVICES	-	83,706	-
OPERATING EXPENDITURES	-	65,440	-
CAPITAL OUTLAY	-	6,000	-
TOTAL EXPENDITURES	-	155,146	-
<u>DCA EMERG MGMT BASE FY 2005</u>			
INTERGOVERNMENTAL REVENUE	-	-	129,076
OPERATING TRANSFERS IN	-	-	26,070
TOTAL REVENUE	-	-	155,146
PERSONAL SERVICES	-	-	84,717
OPERATING EXPENDITURES	-	-	66,429
CAPITAL OUTLAY	-	-	4,000
TOTAL EXPENDITURES	-	-	155,146
<u>FIRE RESCUE SERVICES</u>			
INTERGOVERNMENTAL REVENUE	10,000	10,000	10,000
CHARGES FOR SERVICES	4,767,897	4,785,841	4,711,557
MISCELLANEOUS REVENUE	12,600	23,316	12,600
OPERATING TRANSFERS IN	10,641,389	11,055,640	12,103,557
USE OF FUND BALANCE	605,956	1,024,009	882,020
OTHER NON-REVENUES	(213,391)	-	-
TOTAL REVENUE	15,824,451	16,898,806	17,719,734
PERSONAL SERVICES	10,879,928	12,197,542	12,632,859
OPERATING EXPENDITURES	4,181,954	4,383,499	4,287,955
CAPITAL OUTLAY	54,451	69,150	26,000
DEBT SERVICE	66,960	66,960	66,960
OTHER TRANSFERS OUT	641,158	181,655	705,960
TOTAL EXPENDITURES	15,824,451	16,898,806	17,719,734

EMERGENCY SERVICES (814)			
	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>EMS TRUST FY 2004</u>			
INTERGOVERNMENTAL REVENUE	-	120,313	-
MISCELLANEOUS REVENUE	-	5,000	-
TOTAL REVENUE	-	125,313	-
OPERATING EXPENDITURES	-	84,123	-
CAPITAL OUTLAY	-	41,190	-
TOTAL EXPENDITURES	-	125,313	-
<u>EMS TRUST FY 2005</u>			
INTERGOVERNMENTAL REVENUE	-	-	120,313
MISCELLANEOUS REVENUE	-	-	5,000
TOTAL REVENUE	-	-	125,313
OPERATING EXPENDITURES	-	-	84,123
CAPITAL OUTLAY	-	-	41,190
TOTAL EXPENDITURES	-	-	125,313
<u>E911 WIRELESS FUND</u>			
CHARGES FOR SERVICES	226,600	285,000	293,550
MISCELLANEOUS REVENUE	6,000	5,000	5,000
USE OF FUND BALANCE	350,382	372,005	375,000
OTHER NON-REVENUES	(11,630)	-	-
TOTAL REVENUE	571,352	662,005	673,550
PERSONAL SERVICES	63,956	80,874	86,098
OPERATING EXPENDITURES	123,600	148,075	148,075
CAPITAL OUTLAY	-	20,000	20,000
RESERVE FOR CONTINGENCIES	383,796	413,056	419,377
TOTAL EXPENDITURES	571,352	662,005	673,550
<u>COMBINED COMMUNICATION CT</u>			
INTERGOVERNMENTAL REVENUE	2,748,022	2,959,275	3,017,874
OPERATING TRANSFERS IN	2,662,531	2,786,891	2,842,078
TOTAL REVENUE	5,410,553	5,746,166	5,859,952
TRANSFR TO SHERIFF	5,410,553	5,746,166	5,859,952
TOTAL EXPENDITURES	5,410,553	5,746,166	5,859,952
<u>FEMA DISASTER RELIEF</u>			
USE OF FUND BALANCE	173,343	189,543	189,543
TOTAL REVENUE	173,343	189,543	189,543
OPERATING EXPENDITURES	173,343	189,543	189,543
TOTAL EXPENDITURES	173,343	189,543	189,543

EMERGENCY SERVICES (814)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>E-911 RECURR & NONRECURR</u>			
CHARGES FOR SERVICES	849,839	768,231	791,143
MISCELLANEOUS REVENUE	33,000	10,000	13,000
USE OF FUND BALANCE	466,732	437,688	400,000
OTHER NON-REVENUES	(44,142)	-	-
TOTAL REVENUE	1,305,429	1,215,919	1,204,143
PERSONAL SERVICES	191,339	179,034	190,191
OPERATING EXPENDITURES	526,337	516,409	556,409
CAPITAL OUTLAY	-	20,000	20,000
TRANSFR TO SHERIFF	100,000	-	-
OTHER TRANSFERS OUT	106,000	99,999	-
RESERVE FOR CONTINGENCIES	381,753	400,477	437,543
TOTAL EXPENDITURES	1,305,429	1,215,919	1,204,143
<u>HAZARDOUS MATERIALS FY 2003</u>			
INTERGOVERNMENTAL REVENUE	18,349	6,638	6,638
USE OF FUND BALANCE	325	325	325
TOTAL REVENUE	18,674	6,963	6,963
PERSONAL SERVICES	10,765	-	-
OPERATING EXPENDITURES	7,909	6,963	6,963
TOTAL EXPENDITURES	18,674	6,963	6,963
<u>EMS TRUST FY 2003</u>			
INTERGOVERNMENTAL REVENUE	102,987	-	-
MISCELLANEOUS REVENUE	5,000	-	-
TOTAL REVENUE	107,987	-	-
OPERATING EXPENDITURES	86,987	-	-
CAPITAL OUTLAY	21,000	-	-
TOTAL EXPENDITURES	107,987	-	-
<u>DCA EMERG MGMT BASE FY 2003</u>			
INTERGOVERNMENTAL REVENUE	133,378	-	-
OPERATING TRANSFERS IN	26,070	-	-
TOTAL REVENUE	159,448	-	-
PERSONAL SERVICES	77,132	-	-
OPERATING EXPENDITURES	74,316	-	-
CAPITAL OUTLAY	8,000	-	-
TOTAL EXPENDITURES	159,448	-	-

HOUSING/LAND DEVELOPMENT (815)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>IMPACT FEE DISTRICT NW</u>			
MISCELLANEOUS REVENUE	50	-	-
USE OF FUND BALANCE	650	-	-
OTHER NON-REVENUES	(5)	-	-
TOTAL REVENUE	695	-	-
CAPITAL OUTLAY	695	-	-
TOTAL EXPENDITURES	695	-	-
<u>IMPACT FEE DISTRICT SW</u>			
MISCELLANEOUS REVENUE	300	-	-
USE OF FUND BALANCE	5,700	-	-
OTHER NON-REVENUES	(30)	-	-
TOTAL REVENUE	5,970	-	-
CAPITAL OUTLAY	5,970	-	-
TOTAL EXPENDITURES	5,970	-	-
<u>COMM DEVELOP BLOCK GRANT</u>			
INTERGOVERNMENTAL REVENUE	750,000	-	-
USE OF FUND BALANCE	-	358,000	-
TOTAL REVENUE	750,000	358,000	-
OPERATING EXPENDITURES	750,000	358,000	-
TOTAL EXPENDITURES	750,000	358,000	-
<u>HIST STRCTRE INFO SYSTEM</u>			
INTERGOVERNMENTAL REVENUE	12,500	16,249	17,237
OPERATING TRANSFERS IN	12,500	-	-
TOTAL REVENUE	25,000	16,249	17,237
PERSONAL SERVICES	22,500	16,249	17,237
OPERATING EXPENDITURES	2,500	-	-
TOTAL EXPENDITURES	25,000	16,249	17,237
<u>LOCAL HOUSNG ASST FY 2000-2001</u>			
USE OF FUND BALANCE	572,905	-	-
TOTAL REVENUE	572,905	-	-
OPERATING EXPENDITURES	572,905	-	-
TOTAL EXPENDITURES	572,905	-	-
<u>LOCAL HOUSNG ASST FY 2001-2002</u>			
USE OF FUND BALANCE	1,018,900	400,000	-
TOTAL REVENUE	1,018,900	400,000	-
OPERATING EXPENDITURES	1,017,200	400,000	-
CAPITAL OUTLAY	1,700	-	-
TOTAL EXPENDITURES	1,018,900	400,000	-

HOUSING/LAND DEVELOPMENT (815)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>LOCAL HOUSNG ASST FY 2002-2003</u>			
INTERGOVERNMENTAL REVENUE	1,214,545	1,269,121	52,593
MISCELLANEOUS REVENUE	12,000	45,978	-
USE OF FUND BALANCE	-	-	250,000
TOTAL REVENUE	1,226,545	1,315,099	302,593
PERSONAL SERVICES	87,597	115,529	176,077
OPERATING EXPENDITURES	1,138,948	1,199,570	126,516
TOTAL EXPENDITURES	1,226,545	1,315,099	302,593
<u>LOCAL HOUSNG ASST FY 2003-2004</u>			
INTERGOVERNMENTAL REVENUE	-	1,040,151	-
MISCELLANEOUS REVENUE	-	22,000	-
USE OF FUND BALANCE	-	-	830,000
TOTAL REVENUE	-	1,062,151	830,000
PERSONAL SERVICES	-	72,931	-
OPERATING EXPENDITURES	-	989,220	830,000
TOTAL EXPENDITURES	-	1,062,151	830,000
<u>LOCAL HOUSNG ASST FY 2004-2005</u>			
INTERGOVERNMENTAL REVENUE	-	-	1,037,018
MISCELLANEOUS REVENUE	-	-	22,000
TOTAL REVENUE	-	-	1,059,018
PERSONAL SERVICES	-	-	73,688
OPERATING EXPENDITURES	-	-	985,330
TOTAL EXPENDITURES	-	-	1,059,018

COMMUNITY SERVICES (816)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>WEED AND SEED GRANT FY 2001</u>			
INTERGOVERNMENTAL REVENUE	175,000	175,000	175,000
TOTAL REVENUE	175,000	175,000	175,000
PERSONAL SERVICES	32,934	35,062	37,393
OPERATING EXPENDITURES	137,819	136,740	136,436
CAPITAL OUTLAY	4,247	3,198	1,171
TOTAL EXPENDITURES	175,000	175,000	175,000
<u>FDLE VOCA FY 2005</u>			
INTERGOVERNMENTAL REVENUE	-	-	149,559
OPERATING TRANSFERS IN	-	-	26,004
TOTAL REVENUE	-	-	175,563
PERSONAL SERVICES	-	-	173,563
OPERATING EXPENDITURES	-	-	2,000
TOTAL EXPENDITURES	-	-	175,563
<u>FDLE VOCA FY 2003</u>			
INTERGOVERNMENTAL REVENUE	149,559	-	-
OPERATING TRANSFERS IN	5,033	-	-
TOTAL REVENUE	154,592	-	-
PERSONAL SERVICES	149,444	-	-
OPERATING EXPENDITURES	5,148	-	-
TOTAL EXPENDITURES	154,592	-	-
<u>FDLE VOCA FY 2004</u>			
INTERGOVERNMENTAL REVENUE	-	149,559	-
OPERATING TRANSFERS IN	-	14,410	-
TOTAL REVENUE	-	163,969	-
PERSONAL SERVICES	-	161,969	-
OPERATING EXPENDITURES	-	2,000	-
TOTAL EXPENDITURES	-	163,969	-
<u>RSVP FY 2003</u>			
INTERGOVERNMENTAL REVENUE	54,331	-	-
OPERATING TRANSFERS IN	66,399	-	-
TOTAL REVENUE	120,730	-	-
PERSONAL SERVICES	77,427	-	-
OPERATING EXPENDITURES	43,303	-	-
TOTAL EXPENDITURES	120,730	-	-
<u>FOSTER GRANDPARENTS FY 2003</u>			
INTERGOVERNMENTAL REVENUE	356,951	-	-
OPERATING TRANSFERS IN	84,505	-	-
TOTAL REVENUE	441,456	-	-
PERSONAL SERVICES	337,616	-	-
OPERATING EXPENDITURES	103,840	-	-
TOTAL EXPENDITURES	441,456	-	-

COMMUNITY SERVICES (816)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>FOSTER GRANDPARENTS FY 2005</u>			
INTERGOVERNMENTAL REVENUE	-	-	380,768
OPERATING TRANSFERS IN	-	-	96,027
TOTAL REVENUE	-	-	476,795
PERSONAL SERVICES	-	-	358,534
OPERATING EXPENDITURES	-	-	118,261
TOTAL EXPENDITURES	-	-	476,795
<u>FOSTER GRANDPARENTS FY 2004</u>			
INTERGOVERNMENTAL REVENUE	-	380,768	-
OPERATING TRANSFERS IN	-	88,985	-
TOTAL REVENUE	-	469,753	-
PERSONAL SERVICES	-	351,492	-
OPERATING EXPENDITURES	-	118,261	-
TOTAL EXPENDITURES	-	469,753	-
<u>RSVP FY 2004</u>			
INTERGOVERNMENTAL REVENUE	-	56,504	-
OPERATING TRANSFERS IN	-	72,010	-
TOTAL REVENUE	-	128,514	-
PERSONAL SERVICES	-	83,038	-
OPERATING EXPENDITURES	-	45,476	-
TOTAL EXPENDITURES	-	128,514	-
<u>RSVP FY 2005</u>			
INTERGOVERNMENTAL REVENUE	-	-	56,504
OPERATING TRANSFERS IN	-	-	77,303
TOTAL REVENUE	-	-	133,807
PERSONAL SERVICES	-	-	88,331
OPERATING EXPENDITURES	-	-	45,476
TOTAL EXPENDITURES	-	-	133,807
<u>CHOOSE LIFE LICENSE PLATE</u>			
INTERGOVERNMENTAL REVENUE	11,000	11,000	11,000
USE OF FUND BALANCE	18,100	11,000	11,000
TOTAL REVENUE	29,100	22,000	22,000
OPERATING EXPENDITURES	29,100	22,000	22,000
TOTAL EXPENDITURES	29,100	22,000	22,000
<u>SUGARFOOT PRESERVATION & ENHANCEMENT DISTRICT</u>			
MISCELLANEOUS REVENUE	-	47,142	47,142
USE OF FUND BALANCE	-	(1,940)	(1,940)
TOTAL REVENUE	-	45,202	45,202
OPERATING EXPENDITURES	-	45,202	45,202
TOTAL EXPENDITURES	-	45,202	45,202

TOURISM (817)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>TD-VCB</u>			
TAXES	904,794	906,954	908,790
MISCELLANEOUS REVENUE	10,038	5,912	7,204
USE OF FUND BALANCE	130,905	57,105	106,806
OTHER NON-REVENUES	(45,742)	-	-
TOTAL REVENUE	999,995	969,971	1,022,800
PERSONAL SERVICES	272,140	247,686	261,198
OPERATING EXPENDITURES	725,855	720,285	759,602
CAPITAL OUTLAY	2,000	2,000	2,000
TOTAL EXPENDITURES	999,995	969,971	1,022,800
<u>TD-GRANTS</u>			
TAXES	45,697	45,630	45,917
MISCELLANEOUS REVENUE	4,256	3,200	-
USE OF FUND BALANCE	212,922	208,034	-
OTHER NON-REVENUES	(2,498)	-	-
TOTAL REVENUE	260,377	256,864	45,917
OPERATING EXPENDITURES	260,377	256,864	45,917
TOTAL EXPENDITURES	260,377	256,864	45,917
<u>DESTINATION ENHANCEMENT</u>			
TAXES	411,270	412,366	413,250
OTHER NON-REVENUES	(20,564)	-	-
TOTAL REVENUE	390,706	412,366	413,250
OPERATING EXPENDITURES	390,706	412,366	413,250
TOTAL EXPENDITURES	390,706	412,366	413,250
<u>KANAPAHA SMRHSE/HAILE PRK</u>			
USE OF FUND BALANCE	-	77,749	77,749
TOTAL REVENUE	-	77,749	77,749
GRANTS & AIDS	-	77,749	77,749
TOTAL EXPENDITURES	-	77,749	77,749
<u>TOURIST DEVELOP TAX FUND</u>			
TAXES	9,139	9,015	9,183
MISCELLANEOUS REVENUE	5,237	4,000	-
USE OF FUND BALANCE	261,827	283,508	-
OTHER NON-REVENUES	(719)	-	-
TOTAL REVENUE	275,484	296,523	9,183
OPERATING EXPENDITURES	275,484	296,523	9,183
TOTAL EXPENDITURES	275,484	296,523	9,183

TOURISM (817)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>ECONOMIC DEVELOPMENT</u>			
OPERATING TRANSFERS IN	327,788	-	-
TOTAL REVENUE	327,788	-	-
PERSONAL SERVICES	117,729	-	-
OPERATING EXPENDITURES	109,934	-	-
GRANTS & AIDS	100,125	-	-
TOTAL EXPENDITURES	327,788	-	-

OTHER SPECIAL REVENUES (818)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>URBAN& COMM FORRESTRY GRT</u>			
INTERGOVERNMENTAL REVENUE	10,000	-	-
USE OF FUND BALANCE	10,000	-	-
TOTAL REVENUE	20,000	-	-
OPERATING EXPENDITURES	20,000	-	-
TOTAL EXPENDITURES	20,000	-	-
<u>DONATION FUND</u>			
FINES & FORFEITURES	3,200	3,200	3,200
MISCELLANEOUS REVENUE	8,925	8,275	8,175
USE OF FUND BALANCE	49,643	63,402	28,825
OTHER NON-REVENUES	(289)	-	-
TOTAL REVENUE	61,479	74,877	40,200
OPERATING EXPENDITURES	53,941	44,695	40,200
CAPITAL OUTLAY	7,268	-	-
TRANSFR TO SHERIFF	270	-	-
TOTAL EXPENDITURES	61,479	74,877	40,200

DEBT SERVICE FUND (819)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>1995 PUB IMPR REFUND BOND</u>			
INTERGOVERNMENTAL REVENUE	10,375,286	9,573,629	9,860,838
MISCELLANEOUS REVENUE	30,000	16,150	28,500
USE OF FUND BALANCE	534,357	608,326	424,553
OTHER NON-REVENUES	(520,264)	-	-
TOTAL REVENUE	10,419,379	10,198,105	10,313,891
DEBT SERVICE	2,801,510	2,801,579	2,797,274
OTHER TRANSFERS OUT	7,617,869	7,396,526	7,516,617
TOTAL EXPENDITURES	10,419,379	10,198,105	10,313,891
<u>POOLED COMM PAPER PROGRAM</u>			
OPERATING TRANSFERS IN	558,000	452,000	497,000
TOTAL REVENUE	558,000	452,000	497,000
DEBT SERVICE	558,000	452,000	497,000
TOTAL EXPENDITURES	558,000	452,000	497,000
<u>1999 PUBLIC IMPVT REV BND</u>			
MISCELLANEOUS REVENUE	12,000	7,600	7,600
OPERATING TRANSFERS IN	1,075,939	1,086,396	1,080,137
USE OF FUND BALANCE	94	(3,276)	196
OTHER NON-REVENUES	(600)	-	-
TOTAL REVENUE	1,087,433	1,090,720	1,087,933
DEBT SERVICE	1,087,433	1,090,720	1,087,933
TOTAL EXPENDITURES	1,087,433	1,090,720	1,087,933
<u>2003 ACFOREVER G.O. BOND</u>			
AD VALOREM TAXES	-	1,649,272	1,647,789
MISCELLANEOUS REVENUE	-	5,700	5,700
USE OF FUND BALANCE	-	2,750	-
TOTAL REVENUE	-	1,657,722	1,653,489
DEBT SERVICE	-	1,657,722	1,653,489
TOTAL EXPENDITURES	-	1,657,722	1,653,489

OTHER CAPITAL PROJECTS (820)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>CAPITAL PROJECTS-GENERAL</u>			
OPERATING TRANSFERS IN	988,155	1,508,942	1,442,850
DEBT PROCEEDS	-	685,250	11,622,250
USE OF FUND BALANCE	408,167	-	-
TOTAL REVENUE	1,396,322	2,194,192	13,065,100
OPERATING EXPENDITURES	577,420	-	-
CAPITAL OUTLAY	56,515	2,194,192	13,065,100
OTHER TRANSFERS OUT	760,000	-	-
RESERVE FOR CONTINGENCIES	2,387	-	-
TOTAL EXPENDITURES	1,396,322	2,194,192	13,065,100
<u>CAPITAL PROJECTS-PUB WKS</u>			
USE OF FUND BALANCE	70,000	-	-
TOTAL REVENUE	70,000	-	-
OPERATING EXPENDITURES	70,000	-	-
TOTAL EXPENDITURES	70,000	-	-
<u>METAMORPHOSIS BUILDING</u>			
USE OF FUND BALANCE	2,602	-	-
TOTAL REVENUE	2,602	-	-
CAPITAL OUTLAY	2,602	-	-
TOTAL EXPENDITURES	2,602	-	-
<u>SE 35TH STREET PARK</u>			
USE OF FUND BALANCE	250,000	250,000	-
TOTAL REVENUE	250,000	250,000	-
OPERATING EXPENDITURES	250,000	250,000	-
TOTAL EXPENDITURES	250,000	250,000	-
<u>CAMPUS DEVELOPMENT AGRMNT</u>			
MISCELLANEOUS REVENUE	162,380	-	-
OTHER NON-REVENUES	(8,112)	-	-
TOTAL REVENUE	154,268	-	-
OTHER TRANSFERS OUT	154,268	-	-
TOTAL EXPENDITURES	154,268	-	-
<u>CT SPACE NEED-CRM CRT HSE</u>			
INTERGOVERNMENTAL REVENUE	6,825,000	-	-
OPERATING TRANSFERS IN	914,646	1,363,280	698,475
USE OF FUND BALANCE	12,100,211	-	-
OTHER NON-REVENUES	(341,250)	-	-
TOTAL REVENUE	19,498,607	1,363,280	698,475
PERSONAL SERVICES	54,959	-	-
OPERATING EXPENDITURES	23,590	-	-
CAPITAL OUTLAY	18,566,172	1,363,280	698,475
RESERVE FOR CONTINGENCIES	853,886	-	-
TOTAL EXPENDITURES	19,498,607	1,363,280	698,475

OTHER CAPITAL PROJECTS (820)			
	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>ART IN PUBLIC PLACES</u>			
USE OF FUND BALANCE	90,500	-	-
TOTAL REVENUE	90,500	-	-
OPERATING EXPENDITURES	90,500	-	-
TOTAL EXPENDITURES	90,500	-	-
<u>FRDAP FY 2002 FOREST PARK</u>			
INTERGOVERNMENTAL REVENUE	4,075	-	-
USE OF FUND BALANCE	32,291	-	-
TOTAL REVENUE	36,366	-	-
OPERATING EXPENDITURES	8,149	-	-
CAPITAL OUTLAY	28,217	-	-
TOTAL EXPENDITURES	36,366	-	-
<u>FRDAP FY 2002 JONESVILLE PRK</u>			
INTERGOVERNMENTAL REVENUE	150,000	-	-
USE OF FUND BALANCE	153,894	-	-
TOTAL REVENUE	303,894	-	-
OPERATING EXPENDITURES	3,894	-	-
CAPITAL OUTLAY	300,000	-	-
TOTAL EXPENDITURES	303,894	-	-
<u>TECHNOLOGY PLAN</u>			
OPERATING TRANSFERS IN	760,000	150,000	-
USE OF FUND BALANCE	23,819	-	-
TOTAL REVENUE	783,819	150,000	-
CAPITAL OUTLAY	783,819	150,000	-
TOTAL EXPENDITURES	783,819	150,000	-
<u>WEST END SPECIAL ASSESMNT</u>			
USE OF FUND BALANCE	4,700	-	-
TOTAL REVENUE	4,700	-	-
OPERATING EXPENDITURES	4,700	-	-
TOTAL EXPENDITURES	4,700	-	-
<u>FDOT COUNTY INCENTIVE GRT</u>			
INTERGOVERNMENTAL REVENUE	3,641,346	-	-
MISCELLANEOUS REVENUE	2,400,000	-	-
OPERATING TRANSFERS IN	154,268	-	-
USE OF FUND BALANCE	4,327,685	-	-
TOTAL REVENUE	10,523,299	-	-
CAPITAL OUTLAY	10,523,299	-	-
TOTAL EXPENDITURES	10,523,299	-	-

SOLID WASTE (821)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>SOLID WASTE SYSTEM</u>			
CHARGES FOR SERVICES	5,940,000	7,434,150	7,601,350
MISCELLANEOUS REVENUE	403,200	126,968	125,000
OPERATING TRANSFERS IN	31,527	(158,759)	-
USE OF FUND BALANCE	3,454,528	1,121,637	1,122,933
OTHER NON-REVENUES	(317,160)	-	-
TOTAL REVENUE	9,512,095	8,523,996	8,849,283
PERSONAL SERVICES	1,028,850	1,109,762	1,205,735
OPERATING EXPENDITURES	6,841,407	7,021,793	7,238,340
CAPITAL OUTLAY	1,211,200	771,030	358,400
OTHER TRANSFERS OUT	472,638	4,461	5,208
RESERVE FOR CONTINGENCIES	500,000	800,000	400,000
OTHER NON-OPERATING	(542,000)	(1,183,050)	(358,400)
TOTAL EXPENDITURES	9,512,095	8,523,996	8,849,283
<u>COLLECTION CENTERS</u>			
CHARGES FOR SERVICES	16,000	9,600	9,600
MISCELLANEOUS REVENUE	935,347	899,686	935,268
OPERATING TRANSFERS IN	371,397	369,706	375,262
TRANSFER FR CONST OFFICER	4,500	2,800	2,800
USE OF FUND BALANCE	416,368	449,000	411,384
OTHER NON-REVENUES	(47,792)	-	-
TOTAL REVENUE	1,695,820	1,730,792	1,734,314
PERSONAL SERVICES	397,950	513,246	584,382
OPERATING EXPENDITURES	1,001,923	1,068,901	1,049,932
CAPITAL OUTLAY	254,882	222,910	-
OTHER TRANSFERS OUT	37,185	48,645	-
RESERVE FOR CONTINGENCIES	100,000	100,000	100,000
OTHER NON-OPERATING	(96,120)	(222,910)	-
TOTAL EXPENDITURES	1,695,820	1,730,792	1,734,314
<u>WASTE MGMT ASSESSMENT</u>			
CHARGES FOR SERVICES	-	900	900
MISCELLANEOUS REVENUE	1,636,441	1,862,997	1,864,997
OPERATING TRANSFERS IN	509,823	211,865	5,208
TRANSFER FR CONST OFFICER	7,200	-	-
USE OF FUND BALANCE	392,308	42,331	320,318
OTHER NON-REVENUES	(85,982)	-	-
TOTAL REVENUE	2,459,790	2,118,093	2,191,423
PERSONAL SERVICES	689,931	772,532	818,611
OPERATING EXPENDITURES	1,295,798	945,855	967,550
CAPITAL OUTLAY	21,137	2,700	95,000
OTHER TRANSFERS OUT	402,924	369,706	375,262
RESERVE FOR CONTINGENCIES	50,000	30,000	30,000
OTHER NON-OPERATING	-	(2,700)	(95,000)
TOTAL EXPENDITURES	2,459,790	2,118,093	2,191,423

SOLID WASTE (821)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>CLOSURE/POSTCLOSURE</u>			
CHARGES FOR SERVICES	121,000	57,750	57,750
MISCELLANEOUS REVENUE	290,000	80,000	80,000
USE OF FUND BALANCE	(390,450)	(137,750)	(137,750)
OTHER NON-REVENUES	(20,550)	-	-
TOTAL REVENUE	-	-	-
PERSONAL SERVICES	99,396	108,043	113,380
OPERATING EXPENDITURES	909,073	258,830	262,611
CAPITAL OUTLAY	189,000	-	-
RESERVE FOR CONTINGENCIES	100,000	100,000	100,000
OTHER NON-OPERATING	(1,297,469)	(466,873)	(475,991)
TOTAL EXPENDITURES	-	-	-

ALACHUA COUNTY FOREVER (822)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>LEGACY LANDS PROGRAM</u>			
OPERATING TRANSFERS IN	75,537	-	-
USE OF FUND BALANCE	110,000	-	-
TOTAL REVENUE	185,537	-	-
OPERATING EXPENDITURES	75,537	-	-
CAPITAL OUTLAY	110,000	-	-
TOTAL EXPENDITURES	185,537	-	-

HOUSING FINANCE AUTHORITY FY 1999 (850)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2005 Planned Budget
<u>ALACTY HSG FIN ATH GENFUD</u>			
MISCELLANEOUS REVENUE	50,233	71,145	71,307
USE OF FUND BALANCE	56,335	99,723	161,435
OTHER NON-REVENUES	(2,512)	-	-
TOTAL REVENUE	104,056	170,868	232,742
OPERATING EXPENDITURES	104,056	170,868	232,742
TOTAL EXPENDITURES	104,056	170,868	232,742

LAW LIBRARY (855)

	FY 2003 Approved Budget	FY 2004 Adopted Budget	FY 2003 Approved Budget
<u>LAW LIBRARY, MURPHREE MEM</u>			
CHARGES FOR SERVICES	58,500	67,300	68,300
MISCELLANEOUS REVENUE	21,500	21,000	21,000
USE OF FUND BALANCE	39,473	23,791	25,789
OTHER NON-REVENUES	(4,000)	-	-
TOTAL REVENUE	115,473	112,091	115,089
PERSONAL SERVICES	32,763	33,433	36,431
OPERATING EXPENDITURES	66,000	78,658	78,658
CAPITAL OUTLAY	10,000	-	-
RESERVE FOR CONTINGENCIES	6,710	-	-
TOTAL EXPENDITURES	115,473	112,091	115,089

CAPITAL IMPROVEMENTS PROGRAM

Description and Information

The Adopted Capital Improvement Program (CIP) provides for the acquisition, construction, reconstruction, initial fixtures and equipment for facilities, including related cost for land acquisition, land improvements, design, and engineering. Examples of capital projects included in the adopted CIP are: construction of new facilities, expansion of existing facilities, rehabilitation of roads, and development and beautification of parks. The detail shows those projects which were completed in the past fiscal year or are still under construction, as well as those projects approved and those requested but that remain unfunded. Funding sources are indicated and where applicable, estimates of additional operating cost are indicated.

Summary Budget	FY 2002 Actual Expenditures	FY 2003 Adopted Budget	FY 2004 Adopted Budget	Percent Change in FY 2004 Adopted	FY 2005 Planned Budget	Percent Change in FY 2005 Planned
				Budget over FY 2003 Budget		Budget over FY 2004 Adopted
EXPENDITURES	-	-	-	-	-	-
PERSONAL SERVICES	37,515	54,959	-	-100%	-	0%
OPERATING EXPENDITURES	3,162,451	1,945,321	250,000	-87%	-	-100%
CAPITAL OUTLAY	10,311,960	30,386,149	3,707,472	-88%	13,763,575	271%
NON OPERATING	7,961,775	1,770,541	0%	-100%	-	0%
TOTAL EXPENDITURES	21,473,701	34,156,970	3,957,472	-88%	13,763,575	248%
FUNDING SOURCE(S)	-	-	-	-	-	-
CAPITAL PROJECT FUNDS	21,473,701	34,156,970	3,957,472	-88%	13,763,575	268%
TOTAL FUNDING SOURCES	21,473,701	34,156,970	3,957,472	-88%	13,763,575	268%



**FY 2004 - 2008 CAPITAL IMPROVEMENTS PROGRAM
PRIOR YEAR PROJECTS IN PROGRESS**

General Capital Projects Fund (Fund 300)		Estimated
Project Name/Description	Original Budget	Carryforward
General Capital Projects	139,061	-
Asbestos Survey	171,200	10,354
Administration Building Back-up CCC Chiller	30,000	30,000
Disability Access	75,200	10,807
Fairgrounds Study	65,000	53,100
Agriculture Center HVAC	62,041	68,864
Animal Services HVAC	27,100	4,311
Animal Services Dog Kennel Repair	30,728	35,419
Courthouse Security	100,000	3,786
Courthouse Second and Fourth Floor Renovation	200,000	17,909
Courtroom Seating	19,817	15,126
Jail Kitchen Drains	25,000	126
Courthouse Replacement of Network Wiring	104,434	3,375
Courthouse Elevator Replacement	60,000	36,227
Medic Station	56,979	56,979
Fire Rescue Central Supply Warehouse Renovation	30,800	30,800
Fire Station #15 Expansion	52,000	26,091
Annex Building Repairs	60,900	27,919
SUBTOTAL	1,310,260	431,193

Capital Projects Public Works (Fund 301)		Estimated
Project Name/Description	Original Budget	Carryforward
Parks Master Plan	93,000	4,200
SUBTOTAL	93,000	4,200

Metamorphosis Building (Fund 316)		Estimated
Project Name/Description	Original Budget	Carryforward
Metamorphosis Building	130,817	-
SUBTOTAL	130,817	-

Recreation - 35th Street Park (Fund 318)		Estimated
Project Name/Description	Original Budget	Carryforward
Recreation - 35th Street Park	250,000	250,000
SUBTOTAL	250,000	250,000

Campus Development Agreement (Fund 319)		Estimated
Project Name/Description	Original Budget	Carryforward
Campus Development Agreement	4,450,000	4,174
SUBTOTAL	4,450,000	4,174

**FY 2004 - 2008 CAPITAL IMPROVEMENTS PROGRAM
PRIOR YEAR PROJECTS IN PROGRESS**

1999 Public Improvement Bond Capital (Fund 320)

Project Name/Description	Original Budget	Estimated Carryforward
Administration Building Second Floor Renovation	63,400	1,125
State Attorney Roof	235,742	34,642
Courtroom Seating	152,733	18,537
Fire Rescue Headquarters HVAC Ductwork	171,223	174,223
Annex Building Improvements	443,289	441,489
Eastgate Sheriff's Office Renovations	5,166,210	7,346
CDC Construction	6,030,963	10,893
SUBTOTAL	12,263,560	688,255

Court Space Needs - New Criminal Justice Center (Fund 321)

Project Name/Description	Original Budget	Estimated Carryforward
New Criminal Justice Center	27,901,886	4,012,066
SUBTOTAL	27,901,886	4,012,066

Art in Public Places (Fund 323)

Project Name/Description	Original Budget	Estimated Carryforward
New Criminal Justice Center	100,000	83,415
SUBTOTAL	100,000	83,415

FY02 FRDAP Grant - Forest Park (Fund 324)

Project Name/Description	Original Budget	Estimated Carryforward
FY02 FRDAP Grant - Forest Park	300,000	35,688
SUBTOTAL	300,000	35,688

FY02 FRDAP Grant - Jonesville Park (Fund 325)

Project Name/Description	Original Budget	Estimated Carryforward
FY02 FRDAP Grant - Jonesville Park	303,894	253,894
SUBTOTAL	303,894	253,894

Technology Plan (327)

Project Name/Description	Original Budget	Estimated Carryforward
Various Equipment	804,900	304,660
SUBTOTAL	804,900	304,660

**FY 2004 - 2008 CAPITAL IMPROVEMENTS PROGRAM
PRIOR YEAR PROJECTS IN PROGRESS**

West End Special Assessment (Fund 328)

Project Name/Description	Original Budget	Estimated Carryforward
West End Special Assessment	104,702	4,416
SUBTOTAL	104,702	4,416

FDOT County Incentive Grant (Fund 329)

Project Name/Description	Original Budget	Estimated Carryforward
Road Construction	3,273,989	2,719,425
24th/62nd Road Construction	7,249,310	7,249,310
SUBTOTAL	10,523,299	9,968,735

NE 132 Avenue Special Assessment (Fund 330)

Project Name/Description	Original Budget	Estimated Carryforward
Road Construction	239,805	125,985
SUBTOTAL	239,805	125,985

Alachua County Forever (Funds 326 - 331)

Project Name/Description	Original Budget	Estimated Carryforward
Mill Creek	2,851,292	-
Lochloosa Connector	2,770,464	2,740,620
Watermelon Pond	255,375	251,375
Barr Hammock	2,811,513	2,811,513
Beville Creek	491,955	491,555
Buck Bay	854,872	854,872
Burnette Lake	323,709	323,709
Millhopper	31,281	31,281
Austin Cary	2,738,551	2,738,551
SUBTOTAL	13,129,012	10,243,476

Note: These projects are rebudgeted during carry forward process.



FY 2004 - 2008 CAPITAL IMPROVEMENTS PROGRAM

Project Name/Description	Priority Rank	Requesting Agency						TOTAL	Average Op. Exp.
			03/04	04/05	05/06	06/07	07/08		
Civil Courthouse Asbestos Removal	1	Facilities Mgmt.	204,130	-	-	-	-	204,130	-
Civil Courthouse Elevator Modernization	2	Facilities Mgmt.	257,985	-	-	-	-	257,985	-
Civil Courthouse Door & Hardware Replacement	3	Facilities Mgmt.	94,500	-	-	-	-	94,500	-
Animal Services Roof Replacement	4	Facilities Mgmt.	126,000	-	-	-	-	126,000	-
ACSO Jail HVAC Renovation & Replacement	5	Facilities Mgmt.	84,000	131,250	131,250	262,500	441,000	1,050,000	-
Administration Bldg. HVAC Upgrades - 1st & 2nd Floors	6	Facilities Mgmt.	66,150	-	-	-	-	66,150	-
Animal Services Door Replacement	7	Facilities Mgmt.	57,750	-	-	-	-	57,750	-
Carpet Replacement - Civil Courthouse & Public Defender	8	Facilities Mgmt.	39,600	-	-	-	-	39,600	-
Civil Courthouse Voice Amplification System	9	Facilities Mgmt.	28,350	-	-	-	-	28,350	-
Property Appraiser - Remodel Official Records Area	10	Property Appraiser	75,000	-	-	-	-	75,000	-
Administration Bldg. Carpet Replacement - 1st Floor	11	Facilities Mgmt.	44,177	-	-	-	-	44,177	-
Wilson Building Court Services Carpet & Paint	12	Facilities Mgmt.	48,300	-	-	-	-	48,300	-
Agriculture Center Shingle Roof Replacement	13	Facilities Mgmt.	-	31,500	-	-	-	31,500	-
Administration Bldg. North Basement Boiler Replacement	14	Facilities Mgmt.	-	78,750	-	-	-	78,750	-
Wilson Building HVAC (Group B) 3 Large Condensers	15	Facilities Mgmt.	-	50,400	-	-	-	50,400	-
Agriculture Center Painting & Parking Lot Improvements	16	Facilities Mgmt.	-	26,250	-	-	-	26,250	-
Administration Annex Carpet Replacement - 1st Floor	17	Facilities Mgmt.	-	26,250	-	-	-	26,250	-
Wilson Building ITS Carpet Replacement & Paint	18	Facilities Mgmt.	-	52,500	-	-	-	52,500	-
Criminal Courthouse Stormwater System	19	Facilities Mgmt.	-	49,995	-	-	-	49,995	-
Animal Services Kennel Painting	20	Public Works	-	33,371	-	-	-	33,371	-
Criminal Courthouse Bus Stop	21	Facilities Mgmt.	-	39,996	-	-	-	39,996	-
ACSO Jail Dayroom Modifications *	22	Sheriff	-	104,151	-	-	-	104,151	289,198
ACSO Jail Sleeping Room & Dayroom *	23	Sheriff	-	245,037	-	-	-	245,037	289,198
Fire Merger Master Plan	24	County Manager	25,000	-	-	-	-	25,000	-
Court Support Services Building *	25	Facilities Mgmt.	685,250	12,122,250	-	-	-	12,807,500	340,321
Civil Courthouse Remodel	26	Facilities Mgmt.	250,000	-	-	-	-	250,000	-
Technology Plan	27	County Manager	150,000	-	-	-	-	150,000	-
SUBTOTAL			2,236,192	12,991,700	131,250	262,500	441,000	16,062,642	

Project Name/Description	Priority Rank	Requesting Agency						TOTAL	Average Op. Exp.
			03/04	04/05	05/06	06/07	07/08		
Fire Merger Master Plan	24	County Manager	75,000	-	-	-	-	75,000	-
ACFR Jonesville FR Station Relocation		Fire Rescue Services	-	73,400	487,127	-	-	560,527	-
ACFR NE Station @ L. Brown Env Park		Fire Rescue Services	-	-	-	22,395	796,509	818,904	680,712
ACFR Spring Hill FRS Station		Fire Rescue Services	-	-	812,568	-	-	812,568	657,884
ACFR Station #12 (SE 43rd Street) Equip Bay		Fire Rescue Services	-	-	51,409	-	-	51,409	3,029
ACFR Station #15 (SW Archer Road) Equip Bay		Fire Rescue Services	-	-	51,409	-	-	51,409	3,029
ACFR Station at SW 24th Ave & Parker Rd		Fire Rescue Services	-	-	73,757	747,805	-	821,562	670,754
ACFR Stations 16 & 19 - Painting & Floor Replacement		Facilities Mgmt.	33,000	-	-	-	-	33,000	-
SUBTOTAL			108,000	73,400	1,476,270	770,200	796,509	3,224,379	

Project Name/Description	Priority Rank	Requesting Agency						TOTAL	Average Op. Exp.
			03/04	04/05	05/06	06/07	07/08		
Waste Mgmt - C & D Recycling Facility Land Acquisition & Study		Public Works	260,000	-	-	-	-	260,000	-
Waste Mgmt - RCC Archer Scalehouse Replacement		Facilities Mgmt.	-	-	-	21,475	-	21,475	-
Waste Mgmt - RCC Yard Waste & Remodeling Debris		Public Works	111,140	-	-	-	-	111,140	301,793
SUBTOTAL			371,140	-	-	21,475	-	392,615	

Asterisk (*) indicates that average operating costs will impact General Fund Operating Budget in future years.



FY 2004 - 2008 CAPITAL IMPROVEMENTS PROGRAM

PROJECT	Priority Rank	REQUESTING AGENCY	03/04	04/05	05/06	06/07	07/08	TOTAL	Average Oper. Cost
			ACFR Headquarters Potable Water System Replacement	21	Facilities Mgmt.	-	-	44,100	-
ACFR Rescue 1 Downtown Central Station		Fire Rescue Services	-	-	532,569 *	-	-	532,569	394,944
ACFR Rescue 3 NE Waldo Road		Fire Rescue Services	-	-	690,339 *	-	-	690,339	20,856
ACFR Rescue 9 @ NW 34th St & US441		Fire Rescue Services	-	-	741,643 *	-	-	741,643	-
ACFR SE FR Station Property at SR20 & CR325		Fire Rescue Services	-	-	39,183	-	-	39,183	-
ACSO Animal Pens at the Animal Services Complex		Facilities Mgmt.	-	-	40,400 *	-	-	40,400	-
ACSO Jail Automated Irrigation System Installation	25	Facilities Mgmt.	-	-	27,300	-	-	27,300	-
ACSO Jail Parking Lot Resurfacing	28	Facilities Mgmt.	-	-	57,750	-	-	57,750	-
ACSO Jail UPS Battery Replacement	29	Facilities Mgmt.	-	-	-	27,300	-	27,300	-
Administration Annex Carpet Replacement - 2nd & 3rd Floors	36	Facilities Mgmt.	-	-	-	-	31,500	31,500	-
Administration Annex Elevator Modernization	22	Facilities Mgmt.	-	-	63,000	-	-	63,000	-
Administration Bldg. Carpet Replacement - 2nd & 3rd Floors	26	Facilities Mgmt.	-	-	25,011	-	-	25,011	-
Administration Bldg. Fire Alarm System Upgrade	17	Facilities Mgmt.	-	-	78,750	-	-	78,750	-
Administration Bldg. Repaint Interior Walls	35	Facilities Mgmt.	-	-	-	-	31,500	31,500	-
Agriculture Center Carpet Replacement	37	Facilities Mgmt.	-	-	-	-	28,350	28,350	-
Animal Services Painting & Carpet Replacement	27	Facilities Mgmt.	-	-	35,700	-	-	35,700	-
Animal Services Parking & Incinerator Improvements		Public Works	-	-	33,956 *	-	-	33,956	-
Animal Services Perimeter Fencing		Public Works	-	-	62,312 *	-	-	62,312	-
Civil Courthouse Generator Replacement	34	Facilities Mgmt.	-	-	-	-	189,000	189,000	-
Civil Courthouse HVAC System Renovation	20	Facilities Mgmt.	-	-	210,000	-	-	210,000	-
Civil Courthouse Roof Replacement	30	Facilities Mgmt.	-	-	-	368,725	-	368,725	-
Facilities Mgmt. - Automated. Bldg Controls Upgrades		Facilities Mgmt.	-	-	60,000	-	-	60,000	-
Parks & Recreation - Recreation Master Plan		Public Works	-	-	63,000 *	-	-	63,000	-
Public Defender's Exterior & HVAC Upgrades	24	Facilities Mgmt.	-	-	27,300	-	-	27,300	-
State Attorney's Building Elevator Modernization	31	Facilities Mgmt.	-	-	-	63,000	-	63,000	-
State Attorney's Building Repaint Interior	23	Facilities Mgmt.	-	-	25,200	-	-	25,200	-
Wilson Bldg - ITS 2nd Floor Remodel		Information Services	-	-	76,125 *	-	-	76,125	-
Wilson Building Elevator Modernization	18	Facilities Mgmt.	-	-	42,000	-	-	42,000	-
Wilson Building Generator Room Improvements	32	Facilities Mgmt.	-	-	-	30,450	-	30,450	-
Wilson Building HVAC (Group A) Split System & 3 Condense	19	Facilities Mgmt.	-	-	46,200	-	-	46,200	-
Wilson Building HVAC (Group C) Computer & UPS Rooms	33	Facilities Mgmt.	-	-	-	-	51,450	51,450	-
Parks & Recreation - Jonesville Park Construction		Public Works	-	-	469,650 *	-	156,550	626,200	93,903
Parks & Recreation - San Felasco Park		Public Works	-	-	115,267 *	-	-	115,267	-
SUBTOTAL			-	-	3,606,755	489,475	488,350	4,584,580	

PROJECT	Priority Rank	REQUESTING AGENCY	03/04	04/05	05/06	06/07	07/08	TOTAL	Average Oper. Cost
			ACSO Jail Expansion		Sheriff	-	-	-	10,466,153
Administration Bldg. Expansion & Remodel		Facilities Mgmt.	-	-	152,762	2,189,175	-	2,341,937	40,322
Alachua County Multipurpose/Training Room		Administrative Services	-	-	26,757	432,180	-	458,937	11,745
State Attorney's Major Remodel		Facilities Mgmt.	-	-	228,600	3,480,120	-	3,708,720	-
SUBTOTAL			-	-	408,119	16,567,628	-	16,975,747	

Asterisk (*) indicates that a project was requested by an agency in FY 2004 or FY 2005 but the Community Planning Group recommends deferring to FY 2006 due to limited General Funds. Projects with Undetermined Funding Sources may be funded by Bond Issue, Sales Tax Referendum, Pay-As-You-Go,



**FY 2004 - 2008 CAPITAL IMPROVEMENTS PROGRAM
TRANSPORTATION IMPROVEMENTS**

Project Name/Description	Priority Rank	Requesting Agency	Estimated Cost					TOTAL	Average Op. Exp.
North 53rd Avenue Bikeway	1	Public Works	300,000					300,000	-
SW 43rd Street/42nd Street Sidewalk	2	Public Works	125,000					125,000	-
SW 40th Blvd (SR24 to SW 43rd Street) Sidewalk	3	Public Works	57,160					57,160	-
SW 40th Blvd (SR24 to South Terminus) Sidewalk	4	Public Works	50,000					50,000	-
SW 33rd Place Sidewalk	5	Public Works	40,535					40,535	-
West University Avenue Sidewalk	6	Public Works	60,000					60,000	-
SW 8th Avenue (SW 83rd Street) Sidewalk	7	Public Works	96,000					96,000	-
SW 8th Avenue (SW 75th Street) Sidewalk	8	Public Works	100,000					100,000	-
SW 24th Avenue Sidewalk	9	Public Works	220,000					220,000	-
SW 20th Avenue Sidewalk	10	Public Works	91,000					91,000	-
SW 38th Terrance Sidewalk	11	Public Works	100,000					100,000	-
SW 41st Place Sidewalk	12	Public Works	66,000					66,000	-
NW 98th Street (NW23rd Avenue to NW 39th Avenue) Si	13	Public Works	160,000					160,000	-
NW 98th Street (NW23rd Avenue to SR 26) Sidewalk	14	Public Works	100,000					100,000	-
Fort Clark Boulevard Sidewalk	15	Public Works	10,095					10,095	-
North Main Street Sidewalk	16	Public Works	30,000					30,000	-
NW 140th Street Sidewalk	17	Public Works	150,000					150,000	-
NW CR 235A Sidewalk	18	Public Works	88,000					88,000	-
High Springs: NW 182nd Avenue Sidewalk	19	Public Works	60,000					60,000	-
Archer: NW 170th Street Sidewalk	20	Public Works	15,500					15,500	-
Various Subdivision Sidewalk Needs	21	Public Works	500,000					500,000	-
SW 20th/24th Avenue Bus Turnout - Transit	22	Public Works	200,000					200,000	-
SW 8th Avenue Pavement Management	23	Public Works	1,500,000					1,500,000	-
SW 91st Street Pavement Management	24	Public Works	350,000					350,000	-
North 53rd Avenue Pavement Management	25	Public Works	1,500,000					1,500,000	-
SW 20th/24th Avenue Pavement Management	26	Public Works	2,100,000					2,100,000	-
CR 236 Pavement Management	27	Public Works	1,300,000					1,300,000	-
Other Pavement Management Projects	28	Public Works	1,000,000					1,000,000	-
SE 21st Avenue Widening Project	29	Public Works	320,000					320,000	-
CR 329B Widening Project	30	Public Works	1,520,000					1,520,000	-
CR 337 Widening Project	31	Public Works	4,000,000					4,000,000	-
NE 54th Street Bridge #264258	32	Public Works	25,000					25,000	-
121A LaCrosse Bridge #264126	33	Public Works	200,000					200,000	-
North Main Street Capacity Modification	34	Public Works	500,000					500,000	-
SW 24th Avenue Capacity Modification	35	Public Works	11,500,000					11,500,000	-
SW 75th Street Capacity Modification	36	Public Works	2,000,000					2,000,000	-
SW 62nd Boulevard Extension New Road	37	Public Works	226,000					226,000	-
SW 85th Avenue Road Paving	38	Public Works	1,400,000					1,400,000	-
CR 2082 Road Paving	39	Public Works	320,000					320,000	-
SUBTOTAL			32,380,290	-	-	-	-	32,380,290	

List of Transportation Improvement Projects was presented to the BOCC May of 2003. Projects are unbudgeted due to limited funds.



Debt Service



DEBT SERVICE

The Debt Service funds are used to record budget, liabilities, and payment of principal and interest related to the long term debt of Alachua County. The County has refunded certain obligations by placing amounts into escrow accounts. These escrow accounts have been invested so that the accumulated investment and interest earnings will be sufficient to pay the remaining principal and interest on the refunded obligations as they become due. The total interest costs incurred by the Board for the years ending September 30, 2001 and 2002 were \$2,771,740 and \$2,678,457, respectively. The total interest costs to be incurred for the year ending September 30, 2003 is projected at \$2,548,651.

Fund Number	Long Term Debt Account Group	Outstanding Principal as of 10/1/01	Outstanding Principal as of 10/1/02	Outstanding Principal as of 10/1/03
◆ 290	Public Improvement Revenue Refunding Bonds, Series 1995 Pledge -State Revenue Sharing	\$ 34,635,000	\$ 33,605,000	\$ 32,520,000
◆ 287	Road Improvement Revenue Refunding Bonds, Series 1992 Pledge - Gasoline Tax Funds	545,000	0	0
◆ 280	General Obligation Bonds, Series 1972 Pledge -Debt Service Ad Valorem	115,000	0	0
◆ 292	Pooled Commercial Paper * Program Pledge -Non-Advalorem Revenues	4,250,000	1,300,000	385,000
◆ 294	Public Improvement Revenue Bonds, Series 1999 Pledge -State Revenue Sharing	15,895,000	15,615,000	15,325,000
◆ 295	General Obligation Bonds Series 2003 Pledge -Debt Service Ad Valorem	0	0	1,215,000
		\$ 55,440,000	\$ 50,520,000	\$ 49,445,000

* During FY 2003, \$3,200,000 has been issued and retired from the Pooled Commercial Paper Program to fund land acquisition associated with the Alachua County Forever Program.

DEBT SERVICE BUDGET SUMMARY

Debt Requirements for Alachua County

	FY 2001/02 Actual *	FY 2002/03 Approved	FY 2003/04 Approved	FY 2004/05 Approved
Debt Service Budget				
Principal Payments	5,920,000	1,860,000	3,040,000	3,175,000
Interest and Fiscal Charges	2,678,457	2,576,943	2,940,849	2,843,032
Total County Debt Service	8,598,457	4,436,943	5,980,849	6,018,032
Operating Transfers Out	9,137,021	7,617,869	7,396,526	7,516,617
Other	31,595	10,000	10,500	10,850
Total Debt Service Funds	17,767,073	12,064,812	13,387,875	13,545,499
Total County Debt Issued **	0	17,200,000	0	0
Total County Debt Outstanding	50,120,000	62,330,000	59,575,000	56,875,000
County Debt Outstanding By Type:				
Public Improvements	49,220,000	47,845,000	46,405,000	44,905,000
General Obligation	0	14,000,000	12,785,000	11,540,000
Road Improvements	0	0	0	0
Commercial Paper	900,000	485,000	385,000	430,000

* The FY 2001/02 Principal and Interest amounts include debt service payments made for the Series 1992 State of Florida Road Refunding Bonds. These bonds are administered by the State and are paid from fuel taxes that would otherwise be available to the County. Fiscal year 2001/02 was the final year of payment for this bond issue.

** During FY 2002/03, Alachua County borrowed funds from the Pooled Commercial Paper Program to fund the acquisition and improvement of environmentally sensitive lands until the issuance of the voter approved 2003 Alachua County Forever General Obligation Bonds. In FY 2002/03, \$3,200,000 were issued and retired from the Pooled Commercial Paper Program, as well as \$14,000,000 in bonds issued to fund the Alachua County Forever Program and to pay off the Pooled Commercial Paper Issue relating to those projects. The Pooled Commercial Paper Program continues to be utilized for short term borrowing needs.

DEBT SERVICE
Pooled Commercial Paper Program Revenue Note Draws

On September 10, 1997, Alachua County began participating in the Florida Government Finance Commission Pooled Commercial Paper Loan Program by issuing a Revenue Note the proceeds of which were primarily used for the acquisition and renovation of the Eastgate Shopping Center.

The Commercial Paper Program is utilized for short term borrowing situations where large bond issues are not practical and cost prohibitive. Small capital projects, large equipment purchases and interim financing before issuing a bond series are appropriate uses. Commercial Paper is issued in denominations of \$100,000 and interest on the notes is variable and is payable on the first business day of each month.

	<u>Principal Outstanding</u>	<u>Project</u>	<u>Final Maturity</u>
FY 2000	1,200,000	800 MHz Radio System	December 2004

Public Improvement Revenue Refunding Bonds, Series 1995

In 1995, Alachua County issued a \$39,740,000 refunding revenue bond issue to: (1) advance refund the \$36,950,000 Public Improvement Revenue Bonds, Series 1992A, (2) pay the costs of issuance for the Series 1995 Bonds, and (3) purchase a Bond Insurance Policy and a Reserve Account Policy. Net proceeds of \$39,352,000 were deposited in an irrevocable trust with an escrow agent to provide all future debt service payments on the Series 1992A Bonds.

The bonds are dated December 15, 1995 and were delivered January 4, 1996. The bonds are in denominations of \$5,000 and bear interest from 3.600% to 5.375% per annum. The interest on the bonds is payable on February 1 and August 1 of each year, beginning August 1, 1996. The bond principal matures serially on August 1 of each year, beginning August 1, 1996.

	Principal	Interest	Total
2003-2004	1,135,000	1,665,329	2,800,329
2004-2005	1,185,000	1,610,849	2,795,849
2005-2006	1,250,000	1,552,784	2,802,784
2006-2007	1,315,000	1,490,284	2,805,284
2007-2008	1,380,000	1,423,218	2,803,218
Thereafter *	26,255,000	10,473,513	36,728,513
	32,520,000	18,215,977	50,735,977

* The final maturity of the bonds is August 1, 2021.

Public Improvement Revenue Refunding Bonds, Series 1999

In 1999, Alachua County issued a \$16,295,000 revenue bond for the purpose of: (1) construction and renovation associated with space needs of the County Sheriff's Office, records retention center, Community Services building, consolidated communications center and other projects, (2) paying certain costs of issuance and (3) creating a reserve account.

The bonds are dated June 1, 1999 and were delivered July 8, 1999. The bonds are in denominations of \$5,000 and bear interest from 3.500% to 5.430% per annum. The interest on the bonds is payable on February 1 and August 1 of each year, beginning February 1, 2000. The bond principal matures serially on August 1 of each year, beginning August 1, 2000.

	Principal	Interest	Total
2003-2004	305,000	784,470	1,089,470
2004-2005	315,000	771,508	1,086,508
2005-2006	330,000	757,726	1,087,726
2006-2007	345,000	743,206	1,088,206
2007-2008	360,000	727,680	1,087,680
Thereafter *	14,030,000	10,632,409	24,662,409
	15,685,000	14,416,999	30,101,999

* The final maturity of the bonds is August 1, 2029.

General Obligation Bonds, Series 2003

In 2003, Alachua County issued the \$14,000,000 General Obligation Bonds to finance the costs of acquisition and improvement of environmentally sensitive lands to protect water resources, wildlife habitats and natural areas suitable for resource-based recreation.

The bonds were dated and delivered April 9, 2003. The bonds are in denominations of \$5,000 and bear interest from 2.50% to 3.80% per annum. The interest on the bonds is payable on February 1 and August 1 of each year, beginning August 1, 2003.

	Principal	Interest	Total
2003-2004	1,215,000	431,050	1,646,050
2004-2005	1,245,000	400,674	1,645,674
2005-2006	1,275,000	372,663	1,647,663
2006-2007	1,315,000	340,788	1,655,788
	5,050,000	1,545,174	6,595,174

* The final maturity of the bonds is August 1, 2013.

Appendices



GLOSSARY

AD VALOREM TAX	"Property taxes" levied on the assessed value of real property. A primary source of revenue for the County.
AGGREGATE MILLAGE RATE	Rate obtained by dividing the sum of all ad valorem taxes levied by the governing body (Board of Commissioners for county government) by the taxable value of the County. Expresses an average tax rate.
ASSESSED VALUE	Valuation set on real estate or personal property by the Property Appraiser as a basis for levying taxes.
BALANCED BUDGET	A budget in which revenues and expenditures are equal.
BASE BUDGET	Ongoing expenditures for personnel, operating expenses, and replacement of supplies and equipment required to maintain service levels previously authorized by the Board of County Commissioners.
BOND	Written promise to pay a specified sum of money, called principal or face value at a specified future date, called the maturity date, along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures.
BUDGET	<p>Comprehensive financial operating plan that allocates limited revenues among competing expenditure requirements for a given time period. The budget, once adopted, is the legal authorization to expend County funds during the fiscal year. It may be amended during the fiscal year by the governing body and/or management in accordance with procedures, rules and regulations. Alachua County uses the following terms:</p> <p>Proposed Budget: County Manager's recommendation to the Board of County Commissioners.</p> <p>Approved Tentative Budget: Board's modification to the Manager's recommendation (basis for the first public hearing).</p> <p>Final Budget: Board's modification at the first public hearing (basis for the second public hearing).</p> <p>Adopted Budget: Board-approved budget adopted by resolution at the second, and final, public hearing.</p>
BUDGET ACCOUNTS	Accounts used to enter the formally adopted annual operating budget into the general ledger as part of the management control technique of formally integrating the budgetary and financial systems.
BUDGET DOCUMENT	Official written statement prepared by the budget office and supporting staff, which presents the budget to the Board of County Commissioners and to the citizens.

GLOSSARY

BUDGET MESSAGE

General discussion of the budget presented by the County Manager in writing as part of or a supplement to the budget document. The budget message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the County Manager.

BUDGET CONSENSUS COMMITTEE

A committee which meets, as required, to assist the County Manager in evaluating budget proposals submitted by departments and other agencies which are funded through the County budget process. The Budget Consensus Committee was established to maintain centralized budgetary control.

CAPITAL EXPENDITURES

Equipment with a value in excess of \$750 and an expected life of more than one year such as automobiles, computers, and furniture.

CAPITAL IMPROVEMENTS

Physical assets, constructed or purchased, that have a minimum useful life of ten years and a minimum cost of twenty-five thousand dollars (\$25,000). These may include buildings, recreational facilities, road and drainage structures, water and wastewater structures, and equipment.

CAPITAL IMPROVEMENTS BUDGET

Includes funding for physical improvements programmed for the first year of the Capital Improvement Program. The capital improvement budget is adopted within the framework of the entire budget adoption process.

CAPITAL IMPROVEMENTS PROGRAMS (CIP)

Multi-year program for planning and financing public facilities improvements. The program is developed from departmental requests and is based on studies of financial resources available and consistency of proposed improvements with adopted Comprehensive Plan policies. The first year of the CIP will be adopted as an integral part of the annual budget. It includes land acquisitions, building improvements, transportation improvements, improvements to other public facilities, and equipment over \$25,000.

CAPITAL OUTLAY (EQUIPMENT)

Equipment with a value in excess of \$750 and an expected life of more than one year such as automobiles, computers, and furniture.

CAPITAL PROJECT FUNDS

Used to account for financial resources to be used for acquisition or construction of major capital facilities (other than those financed by proprietary or trust funds).

CONTINGENCY

Appropriation of funds set aside to cover unforeseen events that occur during the fiscal year, such as new federal mandates, shortfalls in revenue and unanticipated expenditures.

CONTRACTED SERVICES

Services rendered to the County by private firms, individuals or other County departments on a contract basis. Examples include consulting services and legal services.

DEBT SERVICE

Payment of principal and interest obligations resulting from issuance of bonds.

GLOSSARY

DEBT SERVICE FUNDS

Used to account for accumulation of resources for, and payment of, general long-term debt principal and interest. Specific revenue sources are pledged to provide repayment of various bond issues.

DEFICIT OR BUDGET DEFICIT

Excess of budget expenditures over revenue receipts.

DEPARTMENT

An organizational unit responsible for carrying out a major governmental function, such as Public Safety or Public Works.

DEPRECIATION

Process of estimating and recording lost usefulness, expired life or decrease of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

ENCUMBRANCE

An obligation in the form of a purchase order, contract, or formal agreement that is chargeable to an appropriation and for which a part of the appropriation is reserved.

ENTERPRISE FUND

A fund established to account for operations that are financed and operated in a manner similar to private business. The intent is that the full cost of providing the goods or services be financed through charges and fees, thus removing the expense from the tax rate (for example, Water and Sewer).

EXPENDITURES

Amount of money actually paid or obligated for payment from County funds.

EXPENSES

Charges incurred for operation, maintenance, interest and other charges.

FISCAL YEAR

The twelve-month financial period used by the County, which begins October 1 and ends September 30 of the following year. A fiscal year is identified by the in which it ends. For example, October 1, 2003 to September 30, 2004, is identified as fiscal year 2004.

FIXED ASSETS

Assets of a long-term character that are intended to continue to be held or used, such as land, buildings, improvements other than buildings, machinery and equipment.

FRANCHISE FEES

User fees charged by the County for use of public rights-of-way by utility companies. The fee is typically a percentage of gross revenues of the utility company.

FUND

An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

GLOSSARY

FUND BALANCE

Represents the excess of fund current assets over its current liabilities. For accounting purposes fund balance is calculated as of year-end and is based on the difference between actual revenues and expenditures for the fiscal year. If revenues exceed expenditures, fund balance is positive and carries forward as revenue to the following year. If expenditures exceed revenues, any existing fund balance from a prior year is reduced. A study of changes in fund balances can indicate financial trends and fiscal health. Extreme quantities of fund balances or large fluctuations may indicate possible policy adjustments by the governing body or changes in budget procedures.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)

Uniform minimum standard of and guidelines for financial accounting and reporting. They govern the form and content of an entity's basic financial statements. GAAP encompasses the convention, rules and procedures necessary to define accepted accounting practices at a particular time.

GENERAL FUND

A fund containing revenues, such as property taxes, designated by law for a special purpose and providing general benefit to taxpayers. Some functions that are part of the General Fund include Constitutional Officers, Courts, Library and Leisure Services.

GRANT

Contribution of assets (usually cash) by one government unit or organization to another. Typically, these contributions are made to local governments from state and federal governments for specified purposes.

GROWTH MANAGEMENT PROGRAM

Serves as the primary guide for the future development of the County. This program is a comprehensive statement of long-range physical development goals, policies, and required actions. As such, it provides the framework within which all development actions may occur.

HOMESTEAD EXEMPTION

Deduction from the total taxable assessed value of owner-occupied property. The current maximum exemption is \$25,000. Exemptions must be requested by taxpayers.

INTERFUND TRANSFER

Movement of funds from one accounting entity to another within a single government.

INTERGOVERNMENTAL REVENUES

Revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

INTERNAL SERVICE FUND

A fund established from the financing of goods or services provided by one department or agency to other departments or agencies on a cost reimbursement basis.

LEGALLY ADOPTED BUDGET

Total of the budgets of each County fund including budgeted transactions between funds.

LEVY

To impose taxes, special assessments, or service charges for the support of County activities.

GLOSSARY

LIABILITY	Debt or other obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date. The term does not include encumbrances.
LINE-ITEM	A specific item or group of similar items defined by detail in a unique account in the financial records. Revenue and expenditure justifications are reviewed, anticipated and appropriated at this level.
LOCAL OPTION SALES TAX	An infrastructure surtax to be levied by local governments as approved by referendum at a rate of 1/2 cent or 1 cent. Tax may be effective for up to fifteen years from the date of levy. Proceeds must be expended on fixed capital expenditures or fixed capital costs for construction, reconstruction, or improvement of public facilities that have a life expectancy of five or more years and land acquisition, land improvement, and related design and engineering costs.
MANDATE	Any responsibility, action or procedure that is imposed by one government or another through constitutional, legislative, administrative, executive, or judicial action as a direct order, or that is required as a condition of aid.
MILLAGE RATE	Rate on real property based on \$1 per \$1,000 of assessed property value.
MUNICIPAL SERVICES BENEFITS UNIT - MSBU	A special assessment district authorized by Florida Statutes 125.01 to provide for improvements and/or services to a specifically defined area of the county and financed by a special assessment on only those properties receiving benefits of those improvements or services.
MUNICIPAL SERVICES TAXING UNIT - MSTU	A taxing district authorized by State Constitution Article VII and Florida Statute 125.01 The MSTU is a legal and financial mechanism for providing specific services and/or improvements to a defined geographical area. An MSTU may levy ad valorem taxes to provide funds for the improvements.
NON-OPERATING EXPENDITURES	Costs of government services that are not directly attributable to a specific County program or operation. Examples include debt service obligations and contributions to community service organizations.
NON-OPERATING REVENUES	Income received by a government not directly attributable to providing a service. An example would be interest on investments.
NON-TAXING REVENUES	Revenue derived from non-tax sources, including licenses and permits, intergovernmental revenue, charges for services, fines and forfeitures, and other miscellaneous revenue.
OPERATING BUDGET	Financial plan that presents proposed expenditures for the fiscal year and estimates of revenue to finance them.
OPERATING EXPENSES	Expenses directly related to a fund's primary service activities on an on-going or regular basis.

GLOSSARY

OPERATING REVENUES

Revenues directly related to a fund's primary service activities. They consist primarily of user charges for services.

OPERATING TRANSFERS

Legally authorized transfers of money from one fund to another fund from which the resources are to be expended.

PERSONAL SERVICES

Items of expenditures in the operating budget for salaries and wages paid for services by County employees, including fringe benefit costs associated with County employment.

PROPERTY TAX

Taxes derived from all non-exempt real and personal property located within the county. Property taxes are computed on the basis of multiplying the millage rate by the value of real or personal property divided by one thousand.

PROPRIETARY FUND

Fund category which often emulates the private sector and focuses on the measurement of net income. Expenditures are funded by user charges and fees.

REBUDGETS

Funds budgeted for specific items or projects that were not completed during the prior budget year and budgeted again in the new fiscal year.

RESERVE

A specified amount of funds set aside to meet future or unanticipated expenses. Expenditure of reserve funds requires approval of the Board of County Commissioners.

REVENUE

Funds that government receives as income, including such items as tax payments, fees for specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

REVENUE BONDS

Bonds usually sold for constructing or purchasing capital projects. Reliable revenue other than ad valorem taxes is pledged as the source for funding to pay bond principal and interest.

ROLLED-BACK AD VALOREM TAX RATE

Millage rate needed to be levied in the new fiscal year to generate the same amount of tax dollars as adopted in the previous fiscal year. Voter approved debt levies are excluded from the calculation. Value of new construction is excluded from the current year total. Rolled-back rate adjusts prior year for reappraisals based on market value of property and represents "no tax increase". The only source of additional tax revenue, if the rolled-back rate is levied, is the tax on new construction.

SERVICE ENHANCEMENT

An improvement and/or enhancement to the base service level of a program.

SERVICE LEVEL

Services or products which result from actual or anticipated output of a given program. Focus is on results, not measures of workload (for example, for the Sheriff's Office - the number of assaults investigated is a workload measure, while the number of assault cases cleared is a service level).

GLOSSARY

SPECIAL REVENUE FUNDS

Funds used to account for proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes.

STATUTE

A written law enacted by a duly organized and constituted legislative body.

TAX RATE

Amount of tax stated in terms of a unit of the tax base. For example, 5.000 mills yield \$5 per \$1,000 of taxable value.

TAXES

Compulsory charges levied by a government to finance services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. It does not include charges for services such as water and sewer service charges.

TAX RATE LIMIT

Maximum legal property tax rate at which a municipality may levy a tax. It may apply to or for a particular purpose, or for general purposes.

TAXABLE VALUATION

Value used for computing ad valorem taxes levied against property. Taxable value is the assessed value less any exemptions allowed by law. The most common exemption is the \$25,000 homestead exemption allowed when the owner uses the property as a principal residence. Exemptions are also granted for disability, government owned and non-profit owned property.

TRUTH IN MILLAGE LAW (TRIM)

A 1980 Florida Law which changed the budget process for local taxing governments. It was designed to keep the public informed about the taxing intentions of various taxing authorities.

TRUST AND AGENCY FUNDS

Funds used to account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds.

USER (FEES) CHARGES

Payment of a fee for receipt of a public service by those individuals benefiting from the service.

UNINCORPORATED AREA

Portion of the County not within the boundaries of any municipality.

UTILITY TAX

A tax levied by the County on consumption of various utilities such as electricity, telephone, gas and water. The basic tax rate may be levied up to 10% of gross receipts of most utility services or commodities.



Fund Structure and Government Accounting

Alachua County develops its budget in accordance with requirements of Florida Statutes and generally accepted accounting principles (GAAP). A modified accrual basis of accounting is used for governmental funds (general, special revenue, debt service and capital projects). Revenues are recognized in the accounting period in which services or goods are received and liabilities are incurred. Revenue is considered available if it is collected during the current period, or after the end of the period but in time to pay current year-end liabilities. Revenue is generally considered to be measurable if cash flow can be reasonably estimated. Expenditures, for the most part, are recorded on an accrual basis because they are measurable when they are incurred. In Proprietary Funds (Enterprise and Internal Service), the accrual basis of accounting/budgeting is used. Revenues are recognized in the accounting period in which they are earned and become measurable. Expenditures are recognized in the accounting period in which they are incurred.

Essential elements of the accrual accounting method include:

- 1) Deferral of expenditures and subsequent amortization of deferred costs (pre-paid expenses, supplies, etc.),
- 2) Deferral of revenues until they are earned,
- 3) Capitalization of certain expenditures and subsequent depreciation of capitalized assets (depreciation of vehicle costs), and
- 4) Accrual of revenues that have been earned and expenses that have been incurred.

Fund Accounting

In governmental accounting revenue received by the County is put into a variety of "funds" depending on the source of that revenue. Funds are separate entities to account for various types of revenue and the expenses associated with each type of revenue. The County uses three major categories of funds: Governmental Funds, Proprietary Funds and Fiduciary Funds.

Governmental Funds

General Fund	This fund is for the general operations of the Board of County Commissioners. The "County" portion of the ad-valorem taxes and numerous miscellaneous types of revenues (fines, fees, licenses, etc.) are accounted for in this fund. A majority of the County's administrative costs are paid from this account.
Special Revenue Funds	These funds are used to account for specific types of revenue that are legally restricted to specific expenditures. County gas taxes and grants are in this category and are examples of special revenues that have legally restricted expenditures.
Debt Service Funds	These funds are used to account for accumulation of financial resources with which to pay principal, interest and other costs related to the County's long-term debt. Long-term debt is in the form of voter approved general obligation bonds and revenue bond issues.
Capital Project Funds	These funds are used to account for financial resources to be used for acquisition or construction of major capital projects. Projects may include roads, drainage, parks, buildings or major equipment.

Proprietary Funds

Enterprise Funds

These funds account for operations financed and operated in the manner of a private business. The intent is that the costs of providing goods or services to the general public should be recovered or financed through user charges. Alachua County has three such funds: Solid Waste, Codes Enforcement and Non-Emergency Transport.

Internal Service Funds

These funds account for the Financing of goods or services provided by one governmental department to other departments or agencies on a cost reimbursement basis. The County uses internal service funds to account for Computer Replacement, Vehicle Replacement and Self Insurance.

Fiduciary Funds

Trust and Agency Funds

These funds are used to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units or other funds. One such fund is the Work Release Trust.