



# POLK

COUNTY

**FY 2022/2023**

**Proposed Budget**





## County Manager's Proposed Budget Message





July 11, 2022

Honorable Commissioners:

On behalf of the men and women employed by the Board, and to the residents of Polk County, I am pleased to present the Fiscal Year 2022-23 Proposed Balanced Budget.

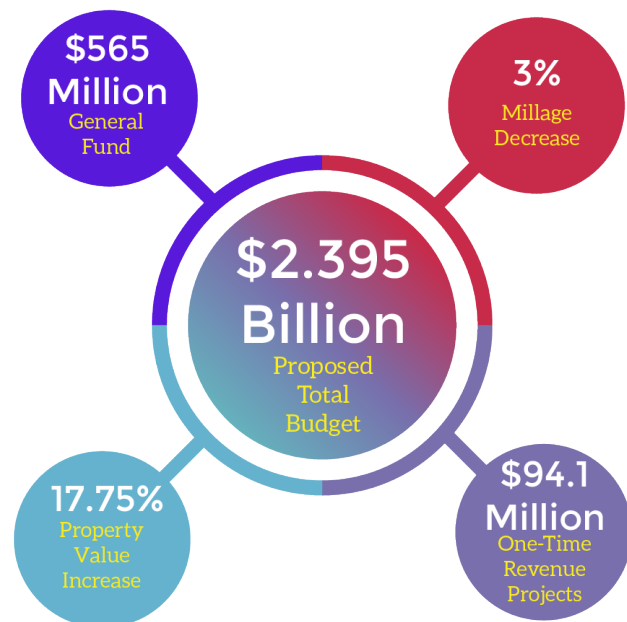
It has been nearly 15 years since Polk County has seen new construction fueled by a robust economy like we have in the past two years. Through good fiscal management, the county is well-positioned to manage this growth, create a positive atmosphere for economic development and provide services to our residents that ensures a comfortable quality of life in Polk.

Over the past decade, prudent budgeting and spending has provided more opportunities for the Board to fund capital projects from additional revenue and unspent appropriations while still maintaining a high level of services. This proposed budget includes:

-  A 3 percent reduction on all county-established millage rates for property owners;
-  More than \$120 million of infrastructure projects in progress that are funded by the federal American Rescue Plan (ARP) Fund;
-  Creating nearly 90 new positions for the Board, Sheriff and Property Appraiser to provide services to our residents due to population growth; and
-  A plan to fund nearly \$95 million in new capital projects with unspent revenues that were carried forward due to uncertainties that may have affected the county's revenues during the pandemic.

Polk County employees are committed to providing our residents and guests with high quality, cost-effective services that reflect your values, goals and priorities. With this perspective, staff has worked diligently to create a budget that positions the county to achieve your strategic priorities and effectively provide necessary services for Polk.

### Key Takeaways



## Economic Impacts Affecting the Budget

Polk County's overall economic health remained strong through the pandemic, but consequences of the COVID-19 pandemic continue to threaten Florida's vibrant economy. Inflation is approaching levels not seen in nearly 40 years, high fuel prices, ongoing supply chain disruptions and labor shortages are affecting the county employee's workloads and delaying capital project milestones and completion.

Upward price pressure on energy, raw materials and finished goods translates to inflation and increases to the Consumer Price Index (CPI) across all sectors of the economy. The year-over-year CPI rose 8.5% in March 2022, which was the highest figure in four decades. This is most certainly affecting Polk County's operating budget and capital projects. We are experiencing capital project bids and proposals coming in as much as 30 percent higher than what was projected in our Community Investment Program (CIP). This budget includes \$13 million reserved for potential capital project cost overruns in the General Capital Fund, \$10 million in ARP funding, and includes project changes in the CIP due to cost increases that are difficult to control.

Since the county historically conservatively forecasts revenue and expenses, divisions should continue to have the financial capacity to maintain current operations, absorb some increases due to CPI growth and take on some service level improvements included in this budget. The proposed budget reflects a 5 percent indexing of the fire fee assessment established in the current year budget, and subject to final confirmation by the Board, the solid waste annual amount will be reduced by approximately 9 percent (\$17.21) as a one-time adjustment for disruptive waste collection services experienced over the past 6-10 months.

## Growth

Data released by the U.S. Census and the Central Florida Development Council shows that Polk County is now the fastest growing county in Florida and fifth in the United States, averaging about 65 people

### Future Residential Construction Projects Approved October 1, 2021 – June 30, 2022

Project Type	Number		
	Approved Projects	Number of Lots	Number of Units
Condominiums/Apartments	21		7,207
Mobile Homes/RV Park	1		23
Residential Subdivisions	55	10,310	
<b>Total</b>	<b>77</b>	<b>10,310</b>	<b>7,230</b>

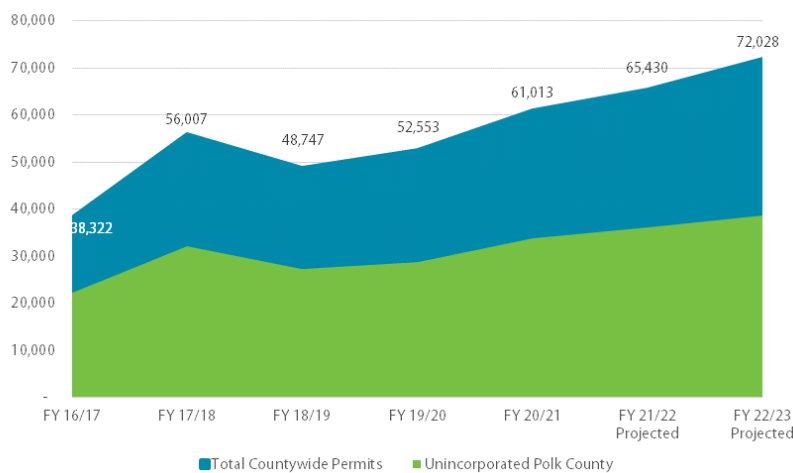
a day moving into the county. This continues to fuel demand for housing and services across the county.

According to the Property Appraiser's July 1 tax roll, countywide taxable values of all properties increased 17.75 percent over 2021. The steep increase in home prices is due in large part to high demand by people moving to our area. New construction accounted for more than \$2.2 billion of the net increase.

At the Board’s Annual Retreat in February, the Property Appraiser stated that single family home values in Polk County have doubled in the last five years. Housing inventories have dropped to extremely low levels and bidding wars for homes, with buyers paying prices well above asking prices, is occurring across Polk every day. Economists with the Institute of Economic Forecasting at the University of Central Florida predict that over time, the rate of appreciation for home prices will moderate due to supply and demand principles which is evidenced in the amount of ongoing construction in Polk.

New housing construction does not appear to be slowing down soon, even with inflation headwinds and supply chain challenges. Since October 1, 2021, plans for 77 new housing developments in

### Total Building Permits Issued Countywide



unincorporated Polk have been approved which will generate approximately 10,310 new single-family residences.

Overall, permitting continues to increase at a rapid pace. As an indicator of a healthy building climate, overall permitting activity grew by 12 percent over the past two years and is projected to continue at that pace. Permitting activity is an indicator of spending among residents who request permits

for projects such as remodels, pools, roofing, and air conditioning replacement.




### Overall County Budget

The proposed FY 2022/23 balanced budget totals nearly \$2.395 billion, representing a 12.3 percent increase over the previous year. The county received its second and final federal American Rescue Plan (ARP) Fund appropriation in June 2022. This \$70.4 million will be carried forward into the FY 2022/23 budget, to be expended by December 2026 for ARP-funded infrastructure projects previously approved by the Board.

While impact fees make up a very small portion of the overall budget, this revenue showed the largest percentage increase from FY 2021/22. New construction, as noted previously, drives this increase. At your direction from the Board Retreat, Polk County has hired a consultant to update the 2019 Impact Fee Study with regards to potential differential fee adjustments specific to the transportation impact fee. Future changes to this revenue component will be better addressed in the FY 2023/24 budget.



The proposed budget includes a spending plan that reflects Board values and achieves Board priorities by:

-  Continuing to invest in public safety with construction of new fire rescue stations, a state-of-the-art training facility, increasing firefighter/emergency medical staffing to provide acceptable levels of service to our growing population, protect our employee’s health and safety with improved firefighting apparel and expanding our public safety radio system;
-  Dedicating more capital to road capacity projects that will fully fund completion of the North Ridge Trail, substantial funding commitments to the final phase of the Thompson Nursery Road Project (Phase 2), and the alignment studies for two roadways that may potentially be opportunities to redirect local traffic off U.S. 27; and
-  Reducing ad valorem millage for property owners to minimize an increase in taxes they may have seen due to escalating property values.

The FY 2022/2023 budget also includes 59 new Board positions, 35 of these in existing divisions and 24 positions that are being transferred from court pre-trial service programs. On October 1, 2022, 24 court employees who historically have been included in the BoCC budget, but were under the supervision of the courts, will be merged into the County Probation Division. To articulate the depth of the programs more clearly, the County Probation Division will become the Court Services Division. While this merging of programs increases the county’s position count, it does not increase the county’s personnel budget.

Approximately 90 percent of the employees in these new Polk County positions will provide services that are needed to meet the service level demands of our growing population. Staffing increases in Fire Rescue, Parks and Natural Resources, Utilities, Roads and Drainage and Code Enforcement Divisions will help

maintain the quality of life that our residents expect in a rapidly developing and urbanizing county. The county’s position analysis shows that even with the addition of these

### Board Position Counts

		Employees	Population	Employees Per 1000 Population
	FY 2007/08	2273	591,659	3.84
	FY 2010/11	1942	602,095	3.23
	FY 2015/16	1918	634,638	3.02
	FY 2020/21	2134	725,046	2.94
	FY 2022/23 Proposed	2251	753,520	2.98

new positions, including court transfers, Polk County continues to operate efficiently with less staff per 1,000 residents than we employed at our peak in FY 2007/08.

We have included a pay increase for all employees in the FY 2022/2023 proposed budget.

Our employees are our organization’s greatest asset and most important investment. Over the next four years, the county will continue to be challenged to raise the minimum wage of our employees to meet state statutes and avoid the compression of salaries within paygrades. To address this, for the

first time in several years, we have included an additional increase for employees in our compensation plan.

All employees, except those who are on performance improvement probation, will receive a 3.5 percent cost of living increase during the first pay period in October 2022. Employees who have been employed for at least one year on October 1, 2022 will also receive a 1.5 percent increase as an additional salary adjustment, or incremental increase, in their pay through a salary range related to their length of service. Approximately 84 percent of our workforce will receive the full 5 percent raise in October; the remaining employees reaching one year of service after October 1 will receive the additional 1.5 percent raise at the pay period of their anniversary date.

For those employees who participate in our health insurance program, the FY 2022/2023 budget reflects no increase in their premium contributions. The county's health plan will contribute a 10 percent increase on behalf of all participating employees.

### Operating Millage and Assessed Valuations

While the July 1 final property valuations show a 17.75 percent increase in value from 2021, at your direction, the proposed FY 2022/23 budget includes a reduction in countywide and unincorporated Municipal Services Taxing Unit (MSTU) millage by 3 percent.

The proposed budget is balanced at the countywide rate of 6.6920 mills. The proposed rate will generate approximately \$326.7 million in countywide property taxes, a \$40.7 million (14.3%) increase over the current year. Unincorporated MSTUs will generate nearly \$24.3 million in revenue for parks, the libraries and stormwater quality, a \$2.8 million increase over FY 2021/22.

### Property Values and Ad Valorem Revenue

	FY 2021/22 Adopted		FY 2022/23 Proposed		
	Millage	Revenue	Millage	Revenue	Change
<b>Taxable Valuation</b>		\$ 43,644,084,714		\$ 51,391,150,529	
General Fund	5.4490	\$ 225,925,787	5.2420	\$ 255,922,791	(0.2070)
Emergency Medical	0.2500	\$ 10,365,471	0.2500	\$ 12,205,399	0
Transportation	1.2000	\$ 49,754,257	1.2000	\$ 58,585,912	0
<b>Total Countywide</b>	<b>6.8990</b>	<b>\$ 286,045,515</b>	<b>6.6920</b>	<b>\$ 326,714,102</b>	<b>(0.2070)</b>
<b>Taxable Valuation</b>		<b>\$ 25,851,014,959</b>		<b>\$ 30,188,002,130</b>	
Parks MSTU	0.5619	\$ 13,799,402	0.5450	\$ 15,629,839	(0.0169)
Library MSTU	0.2109	\$ 5,179,381	0.2046	\$ 5,867,642	(0.0063)
Stormwater MSTU	0.1000	\$ 2,455,847	0.0970	\$ 2,781,825	(0.0030)
<b>Total Unincorporated MSTUs</b>	<b>0.8728</b>	<b>\$ 21,434,630</b>	<b>0.8466</b>	<b>\$ 24,279,306</b>	<b>(0.0262)</b>
<b>Total Countywide &amp; MSTUs</b>	<b>7.7718</b>	<b>\$ 307,480,145</b>	<b>7.5386</b>	<b>\$ 350,993,408</b>	<b>(0.2332)</b>

By reducing the millage rate by 3 percent, and with the state-mandated property valuation cap of 3 percent on homesteaded property and 10 percent on all other property due to inflation and the Consumer Price Index (CPI) increasing, property owners will see a much smaller increase in their property taxes on the Truth in Millage (TRIM) notices and tax bills that offsets the exponential growth in values in 2022.



## Millage Reduction Impact to Residence with Homestead Exemption

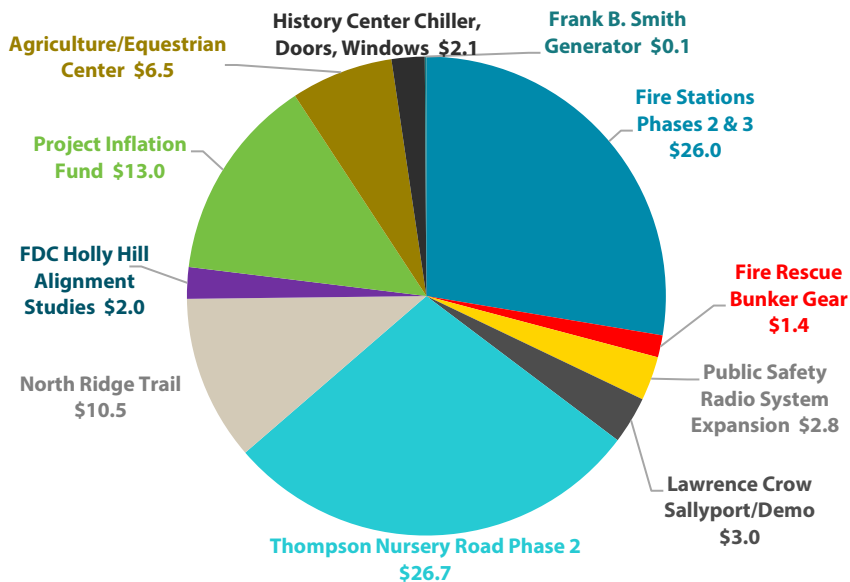
	2021		2022		Average Single Family Home			
	Property Taxes	Property Taxes	Property Taxes	Property Taxes	2021 Property Taxes	2022 Property Taxes	2021 Property Taxes	2022 Property Taxes
2021 Just Value	\$75,000		\$125,000		\$183,122		\$250,000	
Homestead Exemption	(\$50,000)		(\$50,000)		(\$50,000)		(\$50,000)	
<b>2021 Taxable Value</b>	<b>\$25,000</b>		<b>\$75,000</b>		<b>\$133,122</b>		<b>\$200,000</b>	
Countywide Millage Rate	6.899		6.899		6.899		6.899	
Unincorporated Millage Rate	0.8728		0.8728		0.8728		0.8728	
<b>2021 BoCC Property Taxes</b>	<b>\$194.30</b>		<b>\$582.89</b>		<b>\$1,034.60</b>		<b>\$1,554.36</b>	
2022 Just Value with 3% cap		\$77,250		\$128,750		\$188,616		\$257,500
Homestead Exemption		(\$50,000)		(\$50,000)		(\$50,000)		(\$50,000)
<b>2022 Taxable Value</b>		<b>\$27,250</b>		<b>\$78,750</b>		<b>\$138,616</b>		<b>\$207,500</b>
Countywide Millage Rate with 3% reduction		6.6920		6.6920		6.6920		6.6920
Unincorporated Millage Rate with 3% reduction		0.8466		0.8466		0.8466		0.8466
<b>2022 BoCC Property Taxes</b>		<b>\$205.43</b>		<b>\$593.66</b>		<b>\$1,044.97</b>		<b>\$1,564.26</b>
	Difference		\$11.13		\$10.78		\$10.37	
								\$9.90

### General Fund

The General Fund provides funding for operations of county divisions that have no specific dedicated funding source, such as enterprise funds. It also includes funding for the county's Constitutional Officers, and other boards and agencies as required by state statute. The General Fund includes a variety of revenue sources.

The General Fund FY 2022/2023 proposed budget totals \$565.3 million, which is an increase of approximately \$72.4 million from the current adopted budget. The General Fund Operating Budget is \$422.2 million; an increase of \$31.7 million. This General Fund increase includes \$15.9 million to the Sheriff's budget and \$2.5 million to the other Constitutional Officers budgets.

Based upon Board direction as the county recovered from the great recession, we have successfully



reached our goal of maintaining an emergency reserve fund equal to 45 days of operating expenses. This reserve remains funded at 45 days of operating expenditures in FY 2022/23, which now allows staff to consider transferring most of the prior year's excess revenue and unspent appropriations for one-time capital projects.

During the past two budget cycles, the Board adopted conservative spending plans due to uncertainties in the economy that may have affected the county's revenues during the pandemic.

With the pandemic seemingly behind us, this Board now has an opportunity to invest balances carried forward from previous years to address needed transportation infrastructure projects, public safety radio bandwidth expansion and additional facilities asset management investments. These projects total nearly \$95 million. About 42 percent will be directed to capacity road projects and 35 percent to public safety priorities.

**Community Investment Program**

Polk County’s Community Investment Program (CIP) is a rolling five-year plan, that funds major capital improvements that will provide adequate infrastructure and facilities for residents and new business development. The CIP is an indicator of the county’s priority to fund capital projects, ensuring Polk will be positioned to meet the demands of growth and economic investment in our community. The CIP project expenditures for FY 2023-2027 are projected to be more than \$405.4 million in FY 2022/23, and are anticipated to exceed \$1.2 billion over the next five years. Project funding will address areas to accommodate increased traffic and access needs, repairing and replacing aging water and sewer infrastructure, and continued expansion and improvement of our facilities, parks and the North Central Landfill.

Major projects within the proposed FY 2023-2027 CIP include:

- Facilities Management
  - Sheriff’s Burnham-McCall Training Center
  - Sheriff’s K-9 Training Facility
  - Emergency Operations Center Warehouse
  - Tourism & Sports Marketing Expansion
  - Fleet Fuel Tank Replacements
  - History Center Chiller, Windows and Doors Replacement
- Fire Rescue
  - Fire Rescue Training Center
  - Fire Rescue Stations
- Parks & Natural Resources
  - Bone Valley ATV Park Expansion
  - Stormwater Improvement Projects
- Roads & Drainage
  - Lake Wilson Road (CR 54 to Osceola Polk Line Road)
  - West Pipkin Road (Medulla Road to S. Florida Avenue)
  - County Road 557 (US 17/92 to I-4 Interchange)
  - Marigold Avenue (Palmetto Street to Cypress Parkway)
  - North Ridge Trail (Phases 1 – 3)
  - Thompson Nursery Road (US 17 to W. Ruby Lake Drive)
- Utilities
  - Northeast Electrical and Communication Network Conversion
  - Crooked Lake Park Wastewater Facility
  - Septage Receiving Facilities



## Future Budget Challenges

Recruiting and retaining a talented workforce is essential for providing quality services to our residents and guests. While Year 2 of implementation of the State's Minimum Wage law only increases the hourly wage of about a dozen employees to meet the \$11 an hour requirement on October 1, wage compression challenges are becoming more pervasive throughout our workforce. Compression in the pay plan occurs when there is little or no difference in pay between employees regardless of skill, education, responsibility, experience or seniority.

In January 2017, Polk County eliminated its Step Plan for non-Fire Rescue employees. Previously, employees moved up one step each year; the entire plan moved 2 percent every other year as a cost of living (COLA) adjustment. Dollar amount raises given post-recession skewed the step plan, so it was abandoned in 2017. For the last five years, the entire plan's minimum and maximum hourly wages moved up at the percentage rate of raises. This has resulted in about 63 percent of county employees remaining in the lower third of their paygrades.

While reinstating a step plan may improve compression, it does not address market wage disparities. With your direction at the Board Retreat in February, a salary study is underway, with a report to the county expected by the end of 2022. The study will include recommendations for market appropriate wage adjustments, a new pay plan structure and a means to address compression.

How Polk County addresses needed affordable housing, behavioral health services, increasing traffic and growth and development patterns are essential to our residents. To sustain a reasonable quality of life, we must plan and be mindful of the impacts of our changing demographics.

Demands on potable water, roads, parks, schools, libraries, solid waste and public safety are all increasing. The Board has designated several priority areas to be addressed within the budget related to infrastructure including potable water, wastewater, traffic, stormwater and active/passive parks elements. The development of public infrastructure creates the need for the prioritization of resources as the list of unfunded projects far exceeds resources to construct and maintain them.

## Conclusion

The budget is our management guide, a planning document and a financial report. This budget combines input from the Commission, our citizen advisory boards and staff to develop a plan for the future, set objectives for the coming year and define the resources necessary to achieve those objectives.

Polk County's growth and development over the past decade has been built on a strong foundation of overall planning, policy direction from the Board, strong management and a focus on improving the quality of life of our residents.

Approximately 17 percent (\$405.4 million) of funds in the FY 2022/23 proposed budget are allocated to capital projects. This is unprecedented in that the county will have about 238 capital projects in some phase of development simultaneously.

We will enter the next fiscal year with a guarded sense of optimism, believing that current trends will continue with Polk County seeing substantial growth. Inflation and rising interest rates mean that the cost of operating this county will increase and could deter future business expansions and slow construction projects if the cost of financing becomes prohibitive. Additionally, some banks and economists have begun to trigger warnings of recession conditions to occur in the next 12 to 18 months.

The FY 2022/23 proposed balanced budget furthers the county's mission to provide necessary services responsive to our entire community and consistent with our vision for an urbanizing county. I wish to thank the Board and all staff involved in the budget process for their efforts to create this comprehensive budget.

Sincerely,

A handwritten signature in black ink, appearing to read "William D. Beasley". The signature is fluid and cursive, with a long, sweeping tail that extends to the right.

William D. Beasley  
County Manager



## EXPENDITURES BY FUND GROUP

	FY 21/22 Budget	FY 22/23 Budget	FY 23/24 Plan
<b>General Fund</b>			
00100 General Fund	492,857,137	565,254,654	550,802,345
<b>Special Revenue Funds</b>			
10100 County Transportation Trust Fund	179,400,490	175,683,875	130,548,671
10150 Special Revenue Grants	45,338,092	59,386,199	27,753,565
12160 Tourism Tax Funds	22,009,461	38,479,568	31,138,088
12180 Lake And River Enhancement Trust Funds	3,448,053	3,820,670	986,191
12190 Fire Rescue Funds	57,763,603	63,326,222	64,276,377
12240 Impact Fees	95,042,077	139,599,421	130,983,042
14350 Emergency 911 Funds	5,571,878	4,963,899	3,634,137
14370 Hazardous Waste Funds	213,660	118,263	109,996
14390 Radio Communications Funds	5,047,930	4,769,179	4,822,836
14400 Cares Act Coronavirus Relief Fund 2020	2,883,557	0	0
14490 Indigent Health Care Funds	100,303,260	137,786,508	136,179,440
14500 Coronavirus Local Fiscal Recovery Funds American Rescue Plan	140,379,601	133,367,800	66,220,218
14850 Hazard Mitigation Grant Program Irma FEMA-DR-4337-FL	6,119,161	9,856,517	200,000
14930 Leisure Services MSTU Funds	28,357,084	36,420,029	27,546,965
14950 Libraries MSTU Funds	6,730,429	7,645,393	8,426,049
14960 Rancho Bonito MSTU Fund	36,836	61,020	72,169
14970 Transportation Millage Fund	106,954,989	107,749,032	90,419,921
14980 Emergency Medical Millage Fund	29,118,205	31,661,126	26,617,719
14990 Law Enforcement Trust Funds	995,348	621,751	621,751
15010 Land Management Nonexpendable Trust Funds	41,445,657	40,274,252	39,156,005
15250 Eloise CRA Trust-Agency Funds	699,634	771,805	848,949
15290 Harden Parkway CRA Funds	1,451,763	1,519,283	1,626,255
15310 Building Funds	19,582,163	26,325,352	25,627,219
15350 Affordable Housing Assistance Trust Funds	4,195,000	10,057,559	11,368,404
15550 Hurricane Irma Fund	2,000,000	2,000,000	0
16000 Street Lighting Districts	3,025,104	3,245,017	3,245,017
18000 Stormwater MSTU	10,296,353	11,517,686	8,560,464
<b>Debt Service Funds</b>			
23500 Public Facilities Rev Ref Bonds, Series 2014 (Ref 2005)	9,251,954	9,324,165	9,380,915
23700 Public Fac Rev Note, S2015(Ref CFT 2006)	3,823,749	3,847,616	3,852,636
23800 Promissory Note 2020A	4,418,355	4,643,247	4,875,325
24000 Promissory Revenue Note, Series 2020 C	10,812,113	10,729,595	10,713,242
<b>Capital Funds</b>			
30200 Drainage and Water Quality Fund	7,440,487	2,007,587	422,082
30800 General Capital Improvement Funds	50,281,351	98,674,438	24,304,651
30900 2019 Capital Improvement Project Fund	8,897,717	496,398	0
31200 Environmental Land Acquisition Funds	3,030,415	2,854,777	923,877
31900 Northeast Polk Roadway Fund	3,621,532	0	0
<b>Enterprise Funds</b>			
41010 Solid Waste Funds	127,513,220	114,303,897	101,200,054
41110 Landfill Closure Funds	86,404,741	80,022,828	83,154,472
41210 Universal Solid Waste Collection Funds	46,183,600	45,580,917	45,752,231
41310 Community Cleanup Funds	15,800	0	0
42010 Utilities Operating Funds	125,556,678	157,333,354	150,850,868
42110 Utilities Capital Expansion Funds	61,093,259	76,860,910	71,953,296
42432 Utilities Bonds	20,937,947	9,941,444	1,743,570
43110 Rohr Home Fund	5,611,778	4,847,965	5,103,389
<b>Internal Service Funds</b>			
50100 Fleet Maintenance Funds	11,489,506	12,179,973	11,876,225
50300 Employee Health Insurance Fund	91,352,336	94,068,118	98,632,307
51500 Fleet Replacement Funds	29,232,584	34,966,166	32,962,473
52000 Information Technology Fund	14,608,428	16,940,544	16,595,325
<b>Total Funds</b>	<b>2,132,844,075</b>	<b>2,395,906,019</b>	<b>2,066,088,731</b>

PROPOSED FISCAL YEAR 2022/2023 BUDGET CHANGES BY FUND					
FUND	DESCRIPTION	ADOPTED FY 21/22	PROPOSED FY 22/23	VARIANCE	EXPLANATION
<b>GENERAL FUND</b>					
00100	<p><b>GENERAL FUND</b>  <i>Most County functions are funded through the General Fund. The primary source of revenue is ad valorem tax, followed by the half-cent sales tax, and Public Service Tax. Other revenue is generated through fees from licenses and permits, charges for services, fines, and intergovernmental sources.</i></p>	492,857,137	565,254,654	72,397,517	The General Fund increase is primarily due to \$30.0 million in additional ad valorem tax revenue as property tax values increased by 17.75% but were offset by a 3.00% reduction in the General Fund millage rate and a \$27.0 million increase in carryforward from prior years. Public Service Tax, Sales Tax, and State Revenue Sharing increased by \$6.8 million, \$6.0 million, and \$1.6 million, respectively; projections for the past two fiscal years have been extremely conservative given the economic uncertainties, but FY 22/23 projections are based on actual collections and historical growth patterns. Smaller increases and decreases to other sources net an additional \$1.0 million in budgeted revenue. Much of the increased revenue is allocated to one-time Board priority investments in public safety and transportation, as well as various facility needs.
<b>SPECIAL REVENUE FUNDS</b>					
10100	<p><b>COUNTY TRANSPORTATION TRUST FUND</b>  <i>Most Transportation Trust Fund revenue is generated through gas taxes and used for the construction and maintenance of roads and bridges.</i></p>	179,400,490	175,683,875	(3,716,615)	The variance is primarily due to less being transferred between child funds.
10150	<p><b>SPECIAL REVENUE GRANT FUND</b>  <i>This fund is comprised of various Federal and State awarded grants for needs such as recreational facilities, planning and development activities, affordable housing, and homeowner rehabilitation.</i></p>	45,338,092	59,386,199	14,048,107	The Special Revenue Grant Fund is heavily impacted by the expiration of large grants, the reduction in carryforward as multi-year grant funds are utilized, as well as the inception of new grant funding. The increase in FY 22/23 is most significantly impacted by an award for the Northridge Trail road project and anticipated capital project awards for Parks and Natural Resources.
12160	<p><b>TOURISM TAX FUND</b>  <i>Revenue is generated through the five-cent tourism tax on hotels and motels, also known as the "Bed Tax", and is used to promote tourism in Polk County.</i></p>	22,009,461	38,479,568	16,470,107	This increase is the result of Tourism Tax revenues rebounding strongly since FY 19/20 with additional cash balance forward revenue.

FUND	DESCRIPTION	ADOPTED FY 21/22	PROPOSED FY 22/23	VARIANCE	EXPLANATION
<b>SPECIAL REVENUE FUNDS (continued)</b>					
12180	<b>LAKE &amp; RIVER ENHANCEMENT TRUST FUNDS</b> <i>Revenue is generated through the annual County Vessel Registration Fee and is used for the maintenance and enhancement of bodies of water, as well as for boating-related activities.</i>	3,448,053	3,820,670	372,617	The increase is the result of the carryforward of unspent project budgets. This fund is capital project-related and changes each fiscal year depending on project completion schedules.
12190	<b>FIRE RESCUE FUNDS</b> <i>Non-ad valorem special assessments are levied upon real estate parcels to provide County fire protection services.</i>	57,763,603	63,326,222	5,562,619	The variance is due to an indexed increase to the fire assessment fee and an overall increase in parcels. Current fire assessment fee revenue and fire inspections are not enough to cover the recurring Fire Services costs; therefore some of the costs are covered by the General Fund. The Board has committed to limiting the General Fund subsidy to \$5.5 million in the future.
12240	<b>IMPACT FEE FUND</b> <i>Impact fees are charged to new development to offset the cost of additional facilities and services made necessary as a result of growth. Use of the funds is restricted to capital purchases, less 3% for administrative costs.</i>	95,042,077	139,599,421	44,557,344	The County is currently on the second phase of its implementation of the new impact fee schedule with phase 3 beginning January 1, 2023. Effective July 1, 2021 all impact fees, with the exception of the Polk County School Board, increased to 65%. Due to a revenue increase, Polk County's budget increased. Effective January 1, 2023, the Polk County School Board rate will increase to 75%.
14350	<b>EMERGENCY 911 FUNDS</b> <i>Revenue for this fund is generated through the County's portion of the E911 fee assessed on customers of telephone service providers as set forth in the Florida Emergency Communications E911 Act.</i>	5,571,878	4,963,899	(607,979)	The Emergency 911 Funds are restricted to be utilized for the acquisition, implementation, and maintenance of public safety answering equipment and 911 emergency service features. The fund has a decrease in FY 22/23 resulting from one-time capital projects that vary year to year.
14370	<b>HAZARDOUS WASTE FUND</b> <i>Revenue is derived from a 3% tax on gross receipts of hazardous waste recovery companies pursuant to Florida Statute.</i>	213,660	118,263	(95,397)	Revenues are used to support collections and proper management of hazardous waste materials. The variance is due to an anticipated decrease in Hazardous Waste Gross Tax receipts, as well as a reduction to cash balance forward resulting from one-time capital expenditures during FY 21/22.
14390	<b>RADIO COMMUNICATIONS FUND</b> <i>Revenue is generated through a Countywide surcharge on moving violations and used for the enhancement of an intergovernmental radio communication system.</i>	5,047,930	4,769,179	(278,751)	The revenue collected from radio user fees and from traffic violations are used for public safety radios, radio communication services provided by the County, and related capital. The decrease is a result of one-time revenues for a FY 21/22 wire project and FY 22/23 aligning back to anticipated revenues.



FUND	DESCRIPTION	ADOPTED FY 21/22	PROPOSED FY 22/23	VARIANCE	EXPLANATION
<b>SPECIAL REVENUE FUNDS (continued)</b>					
14400	<b>CARES ACT CORONAVIRUS RELIEF FUND 2020</b> <i>This fund was established to account for the Federal Coronavirus Relief Funding (CARES Act) received in FY 19/20.</i>	2,883,557	0	(2,883,557)	Polk County received funding during FY 19/20 through the Federal Coronavirus Relief Fund (CARES Act); all CARES funding has been utilized.
14490	<b>INDIGENT HEALTH CARE FUND</b> <i>This fund was established to provide extended healthcare services to low-income citizens and revenue is generated through a half-cent discretionary sales surtax approved by voters in 2004.</i>	100,303,260	137,786,508	37,483,248	The increase in the Indigent Health Care Fund is a result of cash balance forward impacted by an anticipated 19.2% increase in sales tax revenue for current year compared to FY 20/21. The long term strategic spending plan is to gradually spend down reserves by increasing expenses to expand services. For FY 22/23 the fund will see an increase in expenses for program enhancements and the Polk Health Care Plan.
14500	<b>CORONAVIRUS LOCAL FISCAL RECOVERY FUNDS AMERICAN RESCUE PLAN</b> <i>This fund was established to account for the Coronavirus Local Fiscal Recovery Funds / American Rescue Plan funding received in FY 20/21.</i>	140,379,601	133,367,800	(7,011,801)	The decrease in CLFRF funds is the result of increased spending of budgeted Community Investment Program (CIP) projects. Funds must be obligated by December 31, 2024 and expended by December 31, 2026.
14850	<b>HAZARDOUS MITIGATION GRANT PROGRAM IRMA</b> <i>Revenue comes from a Federal grant program with a 75% federal cost share and a 25% local cash match requirement.</i>	6,119,161	9,856,517	3,737,356	This fund is comprised of federal funds to mitigate future damages from natural disasters. FY 22/23 includes funding for improvements to roofs, door openings, and windows at 35 locations and generators for Law Enforcement, Emergency Medical, fueling sites, and lift stations.
14930	<b>LEISURE SERVICES MSTU FUND</b> <i>Revenue is generated through an ad valorem assessment levied in unincorporated Polk County to fund parks, recreation facilities, services, and programs.</i>	28,357,084	36,420,029	8,062,945	The increase is based on projected property tax revenue.
14950	<b>LIBRARY MSTU FUND</b> <i>Revenue is generated through an ad valorem assessment levied in unincorporated Polk County to fund library facilities and services.</i>	6,730,429	7,645,393	914,964	The increase is based on projected property tax revenue.
14960	<b>RANCHO BONITO MSTU FUND</b> <i>Revenue is generated through an ad valorem assessment levied to fund law enforcement services and improvements for the Rancho Bonito area.</i>	36,836	61,020	24,184	Effective October 1, 2014, the Rancho Bonito MSTU was established to create a minimal funding source to assist with law enforcement services and other improvements in the area. The increase is due to the ad valorem tax revenue increase.

FUND	DESCRIPTION	ADOPTED FY 21/22	PROPOSED FY 22/23	VARIANCE	EXPLANATION
<b>SPECIAL REVENUE FUNDS (continued)</b>					
14970	<b>TRANSPORTATION MILLAGE FUND</b> <i>Revenue is generated through an ad valorem assessment designed to narrow the Transportation infrastructure gap.</i>	106,954,989	107,749,032	794,043	The increase is due to the increase in ad valorem revenue. There are additional capital and road projects that are included in the five year Community Investment Program (CIP) that these funds will be used to complete.
14980	<b>EMERGENCY MEDICAL MILLAGE FUND</b> <i>Revenue generated from County Ad Valorem Assessments to fund EMS operating and capital.</i>	29,118,205	31,661,126	2,542,921	Revenue for the fund is generated through an ad valorem millage assessment of 0.2500 to fund Emergency Medical Services (EMS) throughout the County. This fund was established to support ambulance services throughout Polk County, covering associated operating and capital costs. The revenue increase is due to cash balance forward resulting from changes to the funding of station projects at later dates, as well as increases in the ad valorem tax revenue. This fund covers 50% of station costs.
14990	<b>LAW ENFORCEMENT TRUST FUND</b> <i>Revenue is generated statutorily through the domestic violence surcharge, cash forfeitures, and the sale of property and equipment confiscated by the Sheriff.</i>	995,348	621,751	(373,597)	The decrease in revenue is due to a decrease in cash balance forward.
15010	<b>LAND MANAGEMENT NON-EXPENDABLE TRUST FUND</b> <i>This fund was established for the preservation of water, wildlife, and wilderness resources and is funded through an ad valorem assessment approved by voters in 1994. As a non-expendable trust, only the interest earned may be utilized.</i>	41,445,657	40,274,252	(1,171,405)	The decrease in this fund is due to earned interest revenue being spent for operations. The Environmental Lands voted millage has not been levied since FY 15/16. The principal accumulated over the past twenty years remains in the non-expendable trust and continues to earn interest.
15250	<b>ELOISE CRA FUND</b> <i>This CRA was established for neighborhood revitalization activities in the Eloise Community. Revenue is generated through an incremental increase in ad valorem taxes with a base year of 1999.</i>	699,634	771,805	72,171	The increase in revenue is due to an overall increase in property valuations. Additionally, expenditures (projects) were paused due to the pandemic resulting in an increase in the cash balance forward.
15290	<b>HARDEN PARKWAY CRA FUND</b> <i>This CRA was established for transportation improvement activities in the Polk Harden Community. Revenue is generated through an incremental increase in ad valorem taxes with a base year of 2003.</i>	1,451,763	1,519,283	67,520	The increase in revenue is a result of an increase in property valuations.

FUND	DESCRIPTION	ADOPTED FY 21/22	PROPOSED FY 22/23	VARIANCE	EXPLANATION
<b>SPECIAL REVENUE FUNDS (continued)</b>					
15310	<b>BUILDING FUND</b> <i>The Building Fund is dedicated to building inspection-related activities and funded by building permit fees.</i>	19,582,163	26,325,352	6,743,189	The main revenue source for the Building Fund is permitting revenue. This increase includes \$3.1 million in cash balance forward and \$3.6 million in permitting revenue due to a steady increase in permit activity.
15350	<b>AFFORDABLE HOUSING ASSISTANCE TRUST FUND</b> <i>The State Housing Initiatives Partnership (SHIP) grant provides funds to local governments as an incentive to create partnerships that produce and preserve affordable homeownership and multifamily housing to very low- to moderate-income families.</i>	4,195,000	10,057,559	5,862,559	The increase in the SHIP funding is a result a higher allocation from the state, plus prior year carryforward.
15550	<b>HURRICANE IRMA FUND</b> <i>Reimbursed Revenue for damages from Hurricane Irma.</i>	2,000,000	2,000,000	0	Hurricane Irma recovery process is nearing completion, and the majority of funding has been received from Federal and State sources. This budget includes funding for final close out reimbursement costs.
16000	<b>STREET LIGHTING DISTRICTS FUND</b> <i>Revenue is generated through annual assessments to property owners within established street lighting districts for the costs associated with providing and maintaining street lights.</i>	3,025,104	3,245,017	219,913	Non-advalorem assessments are levied based on anticipated costs.
18000	<b>STORMWATER MSTU FUND</b> <i>Revenue is generated through an ad valorem assessment levied in unincorporated Polk County to fund storm water related expenditures.</i>	10,296,353	11,517,686	1,221,333	The increase is based on projected property tax revenue. The Stormwater Technical Advisory Committee continues to address permit requirements and priorities for Stormwater projects necessary for compliance.
<b>DEBT SERVICE FUNDS</b>					
23500	<b>PUBLIC FACILITIES REV BONDS (\$2014)</b> <i>This issue refunded the Public Facilities Rev Bond 2005 to reduce principal and interest payments for the County.</i>	9,251,954	9,324,165	72,211	Debt Service Funds are reviewed each year to ensure the County has enough reserves to cover the debt reserve requirements. This increase is from cash balance forward revenue to ensure adequate reserves for debt coverage.
23700	<b>PUBLIC FACILITIES REV REF BONDS (\$2015)</b> <i>This issue refunded the Public Facilities Rev Bond 2005 to reduce principal and interest payments for the County.</i>	3,823,749	3,847,616	23,867	This debt fund was established through a refunding of the Constitutional Fuel Tax Bond, Series 2006, Fund 21600. This increase is from revenue that is being sent to the fund to ensure adequate reserves for debt coverage and increased principal payments.



FUND	DESCRIPTION	ADOPTED FY 21/22	PROPOSED FY 22/23	VARIANCE	EXPLANATION
<b>DEBT SERVICE FUNDS (continued)</b>					
23800	<b>PROMISSORY NOTE 2020A</b> <i>This issue is the repayment of principal and interest related to several projects funded from the Capital Improvement Project Fund.</i>	4,418,355	4,643,247	224,892	This debt was established in FY 19/20 for various capital improvement projects. The FY 22/23 budget increase is from cash balance forward to ensure adequate reserves for debt coverage.
24000	<b>PROMISSORY REVENUE NOTE,SERIES 2020C</b>	10,812,113	10,729,595	(82,518)	This debt was established through a refunding of Promissory Note 2020B. The decrease is from a reduction to cash balance forward.
<b>CAPITAL FUNDS</b>					
30200	<b>DRAINAGE AND WATER QUALITY FUND</b> <i>This fund was created to continue drainage and water quality projects after it became necessary to close the Drainage and Water Quality (14470) Special Revenue Fund - GASB 54.</i>	7,440,487	2,007,587	(5,432,900)	The decrease is due to a declining fund balance which is being used to fund drainage projects. This fund has no dedicated revenue source.
30800	<b>GENERAL CAPITAL IMPROVEMENT FUND</b> <i>Revenue was originally generated through ad valorem assessments levied upon power plants, and the proceeds were allocated to jail expansion in order to accommodate more inmates. Currently this fund receives \$2.7 million from Shared State Revenue and transfers from the General Fund to support future Capital Improvements.</i>	50,281,351	98,674,438	48,393,087	The net increase is due primarily to higher one-time transfers from the General Fund than in prior years. The FY 22/23 transfer is made up of the FY 20/21 General Fund ending fund balance and revenues in excess of projected expenditures. The increase is offset by a reduction in carryforward as projects progress and funds are expended. Much of the increased revenue is allocated to one-time Board priority investments in public safety and transportation, as well as various facility needs.
30900	<b>2019 CAPITAL IMPROVEMENT PROJECT FUND</b> <i>Funded by 2019 Bonds for several Capital Improvement initiatives.</i>	8,897,717	496,398	(8,401,319)	These funds are proceeds from a FY 19/20 bond note assigned to capital projects. The projects include a new building for the Tax Collector's Office, four fire stations, upgrades to the County's financial system, and an additional section of a park in the Northeast Four Corners region. The decrease represents the costs associated with the work in progress of these projects.
31200	<b>ENVIRONMENTAL LAND ACQUISITION FUND</b> <i>This fund was established for the preservation of water, wildlife, and wilderness resources and is funded through an ad valorem assessment approved by voters.</i>	3,030,415	2,854,777	(175,638)	With the sunset of the Environmental Lands millage levy, this fund no longer has a revenue source. The existing fund balance will be carried forward and expended as the acquisition phase winds down.
31900	<b>NORTHEAST POLK ROADWAY FUND</b> <i>This fund was established for the purpose of completing capital projects from the former North Ridge CRA fund.</i>	3,621,532	0	(3,621,532)	This fund was established as a result of the sunset of the North Ridge Community Redevelopment Area (CRA). Remaining CRA funds were transferred to complete capital projects until the funding is exhausted. FY 21/22 was the final year of project funding.

FUND	DESCRIPTION	ADOPTED FY 21/22	PROPOSED FY 22/23	VARIANCE	EXPLANATION
<b>ENTERPRISE FUNDS</b>					
41010	<b>SOLID WASTE FUNDS</b> <i>The Solid Waste funds were established for landfill operations.</i>	127,513,220	114,303,897	(13,209,323)	The net decrease is primarily the result of prior years' carryforward being expended as Community Investment Program work progresses. However, this is offset by higher collection revenue as the County grows and more households are assessed.
41110	<b>LANDFILL CLOSURE FUNDS</b> <i>The Landfill Closure Funds were established for the closure and long-term care and maintenance of landfill cells.</i>	86,404,741	80,022,828	(6,381,913)	The decrease is due to the elimination of the transfer of landfill closure costs and of landfill fees into the fund.
41210	<b>UNIVERSAL SOLID WASTE COLLECTION FUND</b> <i>Revenue is generated through a non-ad valorem assessment levied upon those residents of unincorporated Polk County receiving the benefit of the service.</i>	46,183,600	45,580,917	(602,683)	In FY 21/22, two new services were implemented for collection and recycling in portions of the County. There is no dedicated revenue source in FY 22/23 to cover the full cost of the services, therefore fund balance is decreasing.
41310	<b>COMMUNITY CLEANUP FUND</b> <i>This fund was established to provide services for the revitalization and beautification of County neighborhoods, open areas, and roadways.</i>	15,800	0	(15,800)	This fund was eliminated in FY 17/18 and now has a zero balance because all recurring costs have been moved to the General Fund with closure to occur FY 21/22.
42010	<b>UTILITIES OPERATING FUND</b> <i>This fund was established to provide water and sewer services in certain unincorporated areas of Polk County.</i>	125,556,678	157,333,354	31,776,676	The variance is a result of an increase in the cash balance forward and an increase in revenue collected from water and sewerage fees.
42110	<b>UTILITIES CAPITAL EXPANSION FUND</b> <i>Revenue is generated from water and wastewater connection fees to fund capital expansion projects.</i>	61,093,259	76,860,910	15,767,651	The variance is a result of an increase in the cash balance forward and an increase in revenue from connection fees.
42432	<b>UTILITIES BONDS</b> <i>Used partially for refunding series 2010, series 2012, series 2013, and series 2014 Utility System Refunding Bonds. Remaining 2020 Bonds will be used for several Capital Improvement initiatives.</i>	20,937,947	9,941,444	(10,996,503)	The remaining funds from the bonds' proceeds are being used to complete Community Investment Program (CIP) projects. The decrease is a result of a decrease in the carryforward.
43110	<b>ROHR HOME FUND</b> <i>This fund was established to provide skilled long-term nursing care for needy residents.</i>	5,611,778	4,847,965	(763,813)	Occupancy levels for the Rohr Home continue to decline which is reflected in the decrease in revenue.

FUND	DESCRIPTION	ADOPTED FY 21/22	PROPOSED FY 22/23	VARIANCE	EXPLANATION
<b>INTERNAL SERVICE FUNDS</b>					
50100	<b>FLEET MAINTENANCE FUND</b> <i>This fund was established to provide maintenance activities for County equipment and vehicles.</i>	11,489,506	12,179,973	690,467	This increase is a result of additional cash balance forward and fleet maintenance fees due to expansion of the fleet inventory.
50300	<b>EMPLOYEE HEALTH INSURANCE FUND</b> <i>This fund was established to provide health benefits to County employees and their dependents through the County's self-insurance program.</i>	91,352,336	94,068,118	2,715,782	This increase is the result of a 10% increase in employer premiums, an increase in prescription rebates, and a reduction in cash balance forward.
51500	<b>FLEET REPLACEMENT FUND</b> <i>This fund was established to provide funding for the replacement of aging vehicles.</i>	29,232,584	34,966,166	5,733,582	This increase includes additional cash balance forward and a reduction to replacement fees based on vehicle delivery delays.
52000	<b>INFORMATION TECHNOLOGY FUND</b> <i>This fund was established to provide open accountability of the costs associated with providing telecommunication and computer services to all County departments and divisions.</i>	14,608,428	16,940,544	2,332,116	This increase is the result of technology improvements in order to ensure that the network is available and secure.

<b>TOTAL</b>	<b>\$2,132,844,075</b>	<b>\$2,395,906,019</b>	<b>263,061,944</b>
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## **FUND TYPES**

**Polk County's budget is comprised of six types of funds, and each fund is limited to its appropriation. For accounting, budgeting, and management purposes, funds are named, numerically coded, and grouped according to use and appropriation as described below.**

### **GOVERNMENTAL FUNDS**

#### **GENERAL FUND**

The General 00100 Fund finances most of the County's functions. The major sources of General Fund revenue are Ad Valorem Tax, Half-Cent Sales Tax, and Public Service Tax. Smaller revenue amounts are received through fees from licenses and permits, fines, charges for services, interest earnings, and intergovernmental sources. The FY 22/23 proposed budgeted ad valorem revenue is based on a Countywide increase in property values of 17.75%.

#### **SPECIAL REVENUE FUNDS**

Special Revenue Funds are revenues from specific sources that require separate accounting because of legal requirements, regulatory provisions, or administrative actions.

County Transportation Trust 10100 Fund – Most Transportation Trust Fund revenue is generated through gas taxes and used for transportation operations and roadway maintenance.

Special Revenue Grants 10150 Fund – This fund is comprised of various Federal and State awarded grants for needs such as recreational facilities, planning and development activities, affordable housing, and homeowner rehabilitation.

Tourism Tax 12160 Fund – Revenue is generated through the five-cent Tourism Tax on hotels and motels, also known as the "Bed Tax", and is used to promote tourism in Polk County.

Lake & River Enhancement Trust 12180 Fund – Revenue is generated through the annual State and County vessel registration fee. State fees are solely for providing waterway markers, public boat ramps, lifts and hoists, marine railways, and derelict/hazardous vessel removal. County fee proceeds are used for the patrol, regulation, and maintenance of bodies of water.

Fire Rescue 12190 Fund – Non-ad valorem special assessments are levied upon real estate parcels containing any building or structure to provide fire protection services to unincorporated areas of the County.

Impact Fees 12240 Fund – Impact fees are payments required by local governments of new development for the purpose of providing new or expanded public capital facilities required to serve that development. The fees typically require cash payments in advance of the completion of development. The Board's impact fees include Transportation, Emergency Medical Services, Correctional Facilities, Parks, Libraries, Fire Rescue, Law Enforcement, and School Board. All impact fees are collected at 100% of the latest study recommended rates except the School Board rate, which is collected at 65% currently and will increase to 75% beginning January 1, 2023.

Emergency 911 14350 Fund – Revenue for this fund is the apportionment of the E911 fees levied on telephone service subscribers by telephone service providers as defined in the Florida Emergency Communications E911 Act, which authorized the Florida Emergency Communications E911 Act Board to levy up to \$0.50 per month per subscriber. This revenue may be utilized for the acquisition, implementation, and maintenance of public safety answering point equipment and 911 service features.

Hazardous Waste 14370 Fund – Revenues are derived from a 3% tax on gross receipts of hazardous waste recovery companies as described in Section 403.7215 of the Florida Statutes. The primary purpose of this tax is to fund hazardous waste operations, such as additional security, inspections, contingency plans development, and road construction within 1,000 feet of the hazardous waste facility.

Radio Communications 14390 Fund – Revenue is received from a \$12.50 per offense moving traffic violation penalty as described by Section 318.21 of the Florida Statutes. Additionally, in October 2013, the Board adopted a resolution to supplement this fund through user fees. This fund is used for the intergovernmental radio communication program or local law enforcement automation.

CARES Act Coronavirus Relief 14400 Fund – Funding was received during FY 19/20 through the Federal Coronavirus Relief Fund (CARES Act).

Indigent Health Care 14490 Fund – This fund was established to provide extended healthcare services to low-income residents. This revenue was generated through a half-cent discretionary sales surtax initially approved in 2004 and re-approved in 2016 for 25 years.

Coronavirus Local Fiscal Recovery 14500 Fund – American Rescue Plan – Funding was received during FY 20/21 through the American Rescue Plan Act. Funds must be obligated by December 31, 2024 and expended by December 31, 2026.

Hazardous Mitigation Grant Program IRMA 14850 Fund – Revenue was established in FY 19/20 from a federal grant program with a 75% federal cost share and a 25% local cash match to mitigate future damages from natural disasters.

Leisure Services MSTU 14930 Fund – Revenue is generated through a 0.5450 mill ad valorem assessment levied in unincorporated Polk County to fund parks, recreation facilities, leisure services, and programs.

Libraries MSTU 14950 Fund – Revenue is generated through a 0.2046 mill ad valorem assessment levied in unincorporated Polk County to fund library facilities and services.

Rancho Bonito MSTU 14960 Fund – Revenue is generated through a 9.1272 mill ad valorem assessment on the parcels located in the Rancho Bonito area of unincorporated Polk County in order to minimally assist in the funding of law enforcement services and various improvements.

Transportation Millage 14970 Fund – Revenue is generated through a 1.2000 mill ad valorem assessment designed to narrow the transportation infrastructure gap. Projects addressed by this fund include roads resurfacing, stabilization of unpaved roads, roadway drainage, roadway capacity, and substandard roads.

Emergency Medical Millage 14980 Fund – This fund was established through a Countywide millage increase of 0.2500 mill to cover operating and capital costs associated with Emergency Medical Services (EMS) throughout the County.

Law Enforcement Trust 14990 Fund – Revenue is generated through a domestic violence violation surcharge, cash forfeitures, and the sale of property and equipment confiscated by the Sheriff in accordance with Chapter 932 and Chapter 938 of the Florida Statutes. Funds may be utilized for specified law enforcement purposes.

Land Management Non-Expendable Trust 15010 Fund – This fund was established for the preservation of water, wildlife, and wilderness resources and the purchase of environmentally-sensitive lands. Bonds not exceeding \$20 million or a 20-year maturity may be issued to maintain the fund. Voters approved this levy in 1994, which sunset in FY 15/16. As a non-expendable trust, only the interest earned may be utilized.

Eloise Community Redevelopment Area (CRA) 15250 Fund – This CRA was established for neighborhood revitalization activities in the Eloise Community. Revenue is generated through an incremental increase in ad valorem taxes with the base year of 1999.

Harden Parkway Community Redevelopment Area (CRA) 15290 Fund – This CRA was established for transportation improvement activities in the Polk Harden Community. Revenue is generated through an incremental increase in ad valorem taxes with the base year of 2003.

Building 15310 Fund – The Building Fund is dedicated to building inspection-related activities and is funded by building permit fees and radon surcharge fees.



Affordable Housing Assistance Trust Fund (SHIP) 15350 Fund – The State Housing Initiatives Partnership (SHIP) Grant provides funds to local governments as an incentive to create partnerships that produce and preserve affordable homeownership and multi-family housing to very low-income to moderate-income families.

Hurricane Irma 15550 Fund – The fund was established in FY 17/18 to track Countywide expenditures resulting from Hurricane Irma damages. This fund collected revenue from State and Federal agencies for recovery costs and it is anticipated to be closed out in FY 22/23.

Street Lighting Districts 16000 Fund – Revenue is generated through annual assessments to property owners within established street lighting districts for the costs associated with providing and maintaining streetlights. Districts are created by ordinance and the assessment is determined by the number of parcels located within the district.

Stormwater MSTU 18000 Fund – Revenue is generated through an ad valorem assessment of 0.0970 mill levied in unincorporated Polk County to enable the County to provide mandated services linked to the Environmental Protection Agency's (EPA) National Pollution Discharge Elimination System Permit program. Mandated services include water quality monitoring, cleanup, maintenance, and improvement of drainage systems in unincorporated Polk County.

### **DEBT SERVICE FUNDS**

Debt Service Funds 23500 – 24000 – These funds are used to account for the accumulation of resources for payment of County long-term debt not payable from Enterprise Fund operations. Pursuant to Section 200.181, Florida Statutes and the Florida Constitution, there is no legal debt limit imposed on county governments in the State of Florida.

### **CAPITAL PROJECT FUNDS**

Capital Funds 30200 – 31900 – In accordance with the Community Investment Program, these funds are designated for capital improvement, construction, or acquisition projects.

Drainage & Water Quality Projects 30200 Fund – This fund was created for drainage and water quality projects and was originally funded through Public Service Tax Revenue; it currently has no active revenue stream and is only funded through the carryforward of fund balance.

General Capital Improvement 30800 Fund – This fund is generally used for building asset management projects. In the past, this fund received revenue from an annual dividend from the Waste and Recycling commercial tonnage fee collection. A millage rate of 0.1250 was established for the Northeast Government Center in FY 18/19 and eliminated in FY 20/21.

2019 Capital Improvement Project 30900 Fund – This fund was established in FY 19/20 for several capital improvement initiatives, such as a new Tax Collector building, four fire stations, financial system upgrades, and another section of a regional park in the Northeast Four Corners region.

Environmental Lands Acquisition 31200 Fund – This fund was established for the preservation of water, wildlife, and wilderness resources and funded through an ad valorem assessment approved by voters in 1994 and sunset in 2015. The fund balance is being used for environmental lands acquisitions.

Northeast Polk Roadway 31900 Fund – This fund was created from the remaining fund balance of the North Ridge CRA Fund, which sunset in FY 14/15; the remaining balance will be used for projects in Northeast Polk County. This fund will be closed in FY 21/22.

## **PROPRIETARY FUNDS**

### **ENTERPRISE FUNDS**

Enterprise Funds are associated with operations that are financed and function similarly to private business enterprises. The operations provide products or services to the general public in exchange for payment sufficient to fund the cost of providing the products or services.

Solid Waste Management Funds 41010–41210 – These funds were established to account for the activities associated with providing solid waste management services, such as waste collection, landfill operations, and landfill cell closure and maintenance.

Community Cleanup 41310 Fund – This fund was established to provide revitalization and beautification services for neighborhoods, open areas, and roadways. All expenses have been moved to the General Fund. This fund will be closed in FY 21/22.

Utilities Funds 42010–42432 – These funds were established to provide water and sewer services in certain unincorporated areas of Polk County.

Rohr Home 43110 Fund – This fund was established to provide skilled long-term nursing care for needy residents.

### **INTERNAL SERVICE FUNDS**

These funds are used to account for financing costs for reimbursable goods and services provided by or to a division, agency, or government.

Fleet Maintenance 50100 Fund – This fund was established to provide maintenance services for County equipment and vehicles. Fleet maintenance services are also provided to the cities of Auburndale, Fort Meade, and Lake Wales through Memorandums of Understanding (MOUs).

Employee Health Insurance 50300 Fund – This fund was established to provide health benefits to County employees and their dependents through the County's Self-Insurance Program.

Fleet Replacement 51500 Fund – This fund was established to provide funding for the replacement of aging vehicles and equipment.

Information Technology 52000 Fund – This fund was established to provide open accountability related to costs associated with providing telecommunication and computer services to County divisions.

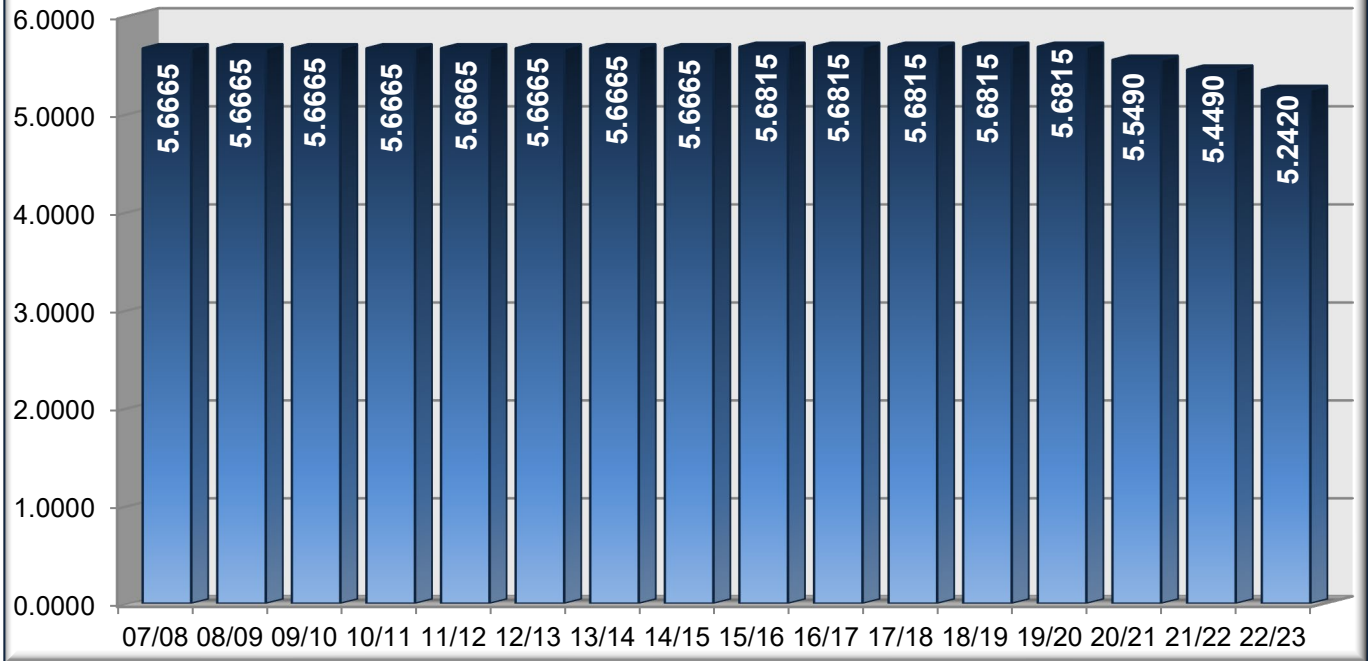
**Polk County Board of County Commissioners  
Adopted Budgets and Millage**

Fiscal Year	Total Budget	General Fund Millage	Comm Health Care	Roads & Bridges	Public Health	NE Gov't Center	Emergency Medical	Env Land Purchase	Env Land Mgmt	Env Land Debt Service	Roads	County-Wide Total	Unincorporated Polk County			Grand Total	Rancho Bonito MSTU
													Parks MSTU	Libraries MSTU	Storm Water MSTU		
84/85	\$162,067,504	3.0500	0.8280	0.1660	0.1330	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	4.1770	0.0000	0.0000	0.0000	4.1770	0.0000
85/86	\$196,474,261	3.8330	0.8640	0.1550	0.1200	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	4.9720	0.0000	0.0000	0.0000	4.9720	0.0000
86/87	\$203,544,668	4.7740	0.7760	0.0000	0.1800	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	5.7300	0.0000	0.0000	0.0000	5.7300	0.0000
87/88	\$198,594,922	4.7870	1.0440	0.0000	0.1490	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	5.9800	0.0000	0.0000	0.0000	5.9800	0.0000
88/89	\$216,146,612	5.0390	1.0490	0.0000	0.1020	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	6.1900	0.0000	0.0000	0.0000	6.1900	0.0000
89/90	\$250,101,793	5.4885	1.3115	0.0000	*0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	6.8000	0.0000	0.0000	0.0000	6.8000	0.0000
90/91	\$311,744,893	5.6920	1.4080	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	7.1000	0.0000	0.0000	0.0000	7.1000	0.0000
91/92	\$342,497,639	5.7750	1.3250	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	7.1000	0.0000	0.0000	0.0000	7.1000	0.0000
92/93	\$336,538,725	6.1650	0.9350	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	7.1000	0.0000	0.0000	0.0000	7.1000	0.0000
93/94	\$362,911,048	6.8420	0.9350	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	7.7770	0.0000	0.0000	0.0000	7.7770	0.0000
94/95	\$377,630,609	6.8420	0.9350	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	7.7770	0.0000	0.0000	0.0000	7.7770	0.0000
95/96	\$394,975,432	7.0900	0.6870	0.0000	0.0000	0.0000	0.0000	0.1130	0.0870	0.0000	0.0000	7.9770	0.0000	0.0000	0.0000	7.9770	0.0000
96/97	\$399,353,826	7.3800	0.3070	0.0900	0.0000	0.0000	0.0000	0.1190	0.0810	0.0000	0.0000	7.9770	0.0000	0.0000	0.0000	7.9770	0.0000
97/98	\$495,450,738	7.4710	0.3060	0.0000	0.0000	0.0000	0.0000	0.1260	0.0740	0.0000	0.0000	7.9770	0.0000	0.0000	0.0000	7.9770	0.0000
98/99	\$559,175,524	7.4730	0.3040	0.0000	0.0000	0.0000	0.0000	0.1280	0.0720	0.0000	0.0000	7.9770	0.0000	0.0000	0.0000	7.9770	0.0000
99/00	\$668,036,988	7.4970	0.2800	0.0000	0.0000	0.0000	0.0000	0.1250	0.0750	0.0000	0.0000	7.9770	0.0000	0.0000	0.0000	7.9770	0.0000
00/01	\$813,376,215	7.2470	0.2800	0.0000	0.0000	0.0000	0.0000	0.1250	0.0750	0.0000	0.0000	7.7270	0.0000	0.0000	0.0000	7.7270	0.0000
01/02	\$848,185,080	7.2470	0.2800	0.0000	0.0000	0.0000	0.0000	0.1250	0.0750	0.0000	0.0000	7.7270	0.0000	0.0000	0.0000	7.7270	0.0000
02/03	\$873,278,602	7.2470	0.2800	0.0000	0.0000	0.0000	0.0000	0.1250	0.0750	0.0000	0.0000	7.7270	0.0000	0.0000	0.0000	7.7270	0.0000
03/04	\$884,142,451	7.5270	0.0000	0.0000	0.0000	0.0000	0.0000	0.1250	0.0750	0.0000	0.0000	7.7270	0.0000	0.0000	0.0000	7.7270	0.0000
04/05	\$999,869,798	7.5270	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.1000	0.1000	0.0000	7.7270	0.0000	0.0000	0.0000	7.7270	0.0000
05/06	\$1,334,590,533	7.5270	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.1000	0.1000	1.0000	8.7270	0.5000	0.2500	0.0000	9.4770	0.0000
06/07	\$1,605,458,844	7.1330	0.0000	0.0000	0.0000	0.0000	0.0000	0.1350	0.0050	0.0600	1.0000	8.3330	0.5000	0.2500	0.0000	9.0830	0.0000
07/08	\$1,824,850,291	5.6665	0.0000	0.0000	0.0000	0.0000	0.0000	0.1350	0.0050	0.0600	1.0000	6.8665	0.4219	0.2109	0.0000	7.4993	0.0000
08/09	\$1,723,830,226	5.6665	0.0000	0.0000	0.0000	0.0000	0.0000	0.0600	0.0800	0.0600	1.0000	6.8665	0.4219	0.2109	0.0000	7.4993	0.0000
09/10	\$1,612,347,876	5.6665	0.0000	0.0000	0.0000	0.0000	0.0000	0.0100	0.1300	0.0600	1.0000	6.8665	0.4219	0.2109	0.0000	7.4993	0.0000
10/11	\$1,335,672,994	5.6665	0.0000	0.0000	0.0000	0.0000	0.0000	0.0110	0.1290	0.0600	1.0000	6.8665	0.4219	0.2109	0.0000	7.4993	0.0000
11/12	\$1,332,812,964	5.6665	0.0000	0.0000	0.0000	0.0000	0.0000	0.0165	0.1235	0.0600	1.0000	6.8665	0.4219	0.2109	0.0000	7.4993	0.0000
12/13	\$1,307,285,766	5.6665	0.0000	0.0000	0.0000	0.0000	0.0000	0.0101	0.1899	0.0000	1.0000	6.8665	0.4219	0.2109	0.0000	7.4993	0.0000
13/14	\$1,260,445,237	5.6665	0.0000	0.0000	0.0000	0.0000	0.0000	0.0035	0.1965	0.0000	1.0000	6.8665	0.4219	0.2109	0.1000	7.5993	0.0000
14/15	\$1,267,695,161	5.6665	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.2000	0.0000	1.0000	6.8665	0.4219	0.2109	0.1000	7.5993	9.2672
15/16	\$1,274,091,691	5.6815	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	1.1000	6.7815	0.5619	0.2109	0.1000	7.6543	9.1272
16/17	\$1,294,572,907	5.6815	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	1.1000	6.7815	0.5619	0.2109	0.1000	7.6543	9.1272
17/18	\$1,349,801,229	5.6815	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	1.1000	6.7815	0.5619	0.2109	0.1000	7.6543	9.1272
18/19	\$1,553,503,591	5.6815	0.0000	0.0000	0.0000	0.1250	0.2500	0.0000	0.0000	0.0000	1.1000	7.1565	0.5619	0.2109	0.1000	8.0293	9.1272
19/20	\$1,686,978,906	5.6815	0.0000	0.0000	0.0000	0.1250	0.2500	0.0000	0.0000	0.0000	1.1000	7.1565	0.5619	0.2109	0.1000	8.0293	9.1272
20/21	\$1,779,123,645	5.5490	0.0000	0.0000	0.0000	0.0000	0.2500	0.0000	0.0000	0.0000	1.1000	6.8990	0.5619	0.2109	0.1000	7.7718	9.1272
21/22	\$2,132,844,075	5.4490	0.0000	0.0000	0.0000	0.0000	0.2500	0.0000	0.0000	0.0000	1.2000	6.8990	0.5619	0.2109	0.1000	7.7718	9.1272
22/23	\$2,395,906,019	5.2420	0.0000	0.0000	0.0000	0.0000	0.2500	0.0000	0.0000	0.0000	1.2000	6.6920	0.5450	0.2046	0.0970	7.5386	9.1272
23/24**	\$2,066,088,731	5.2420	0.0000	0.0000	0.0000	0.0000	0.2500	0.0000	0.0000	0.0000	1.2000	6.6920	0.5450	0.2046	0.0970	7.5386	9.1272

\*Ad Valorem funding of the Polk County Health Department was moved to the General Fund from the Health Unit Fund

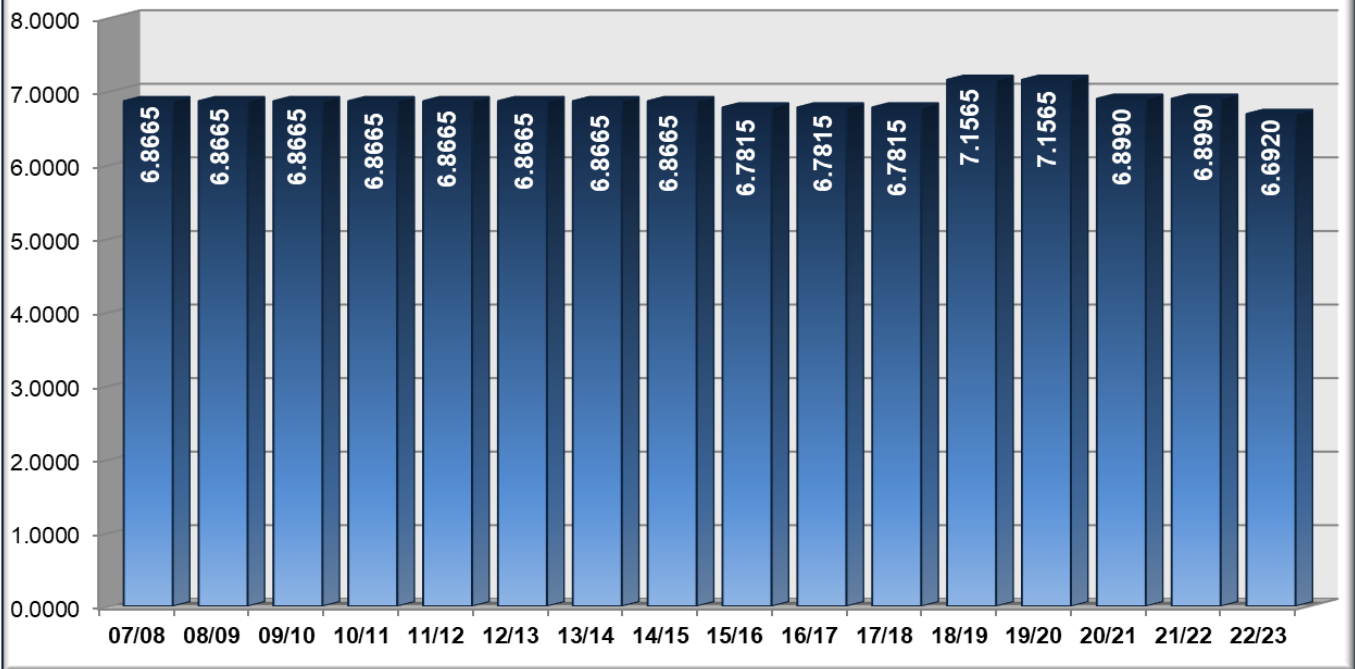
\*\*FY 22/23 proposed budget is a part of a two year budget; FY 23/24 is a proposed plan

### General Fund Property Tax Millage Rate



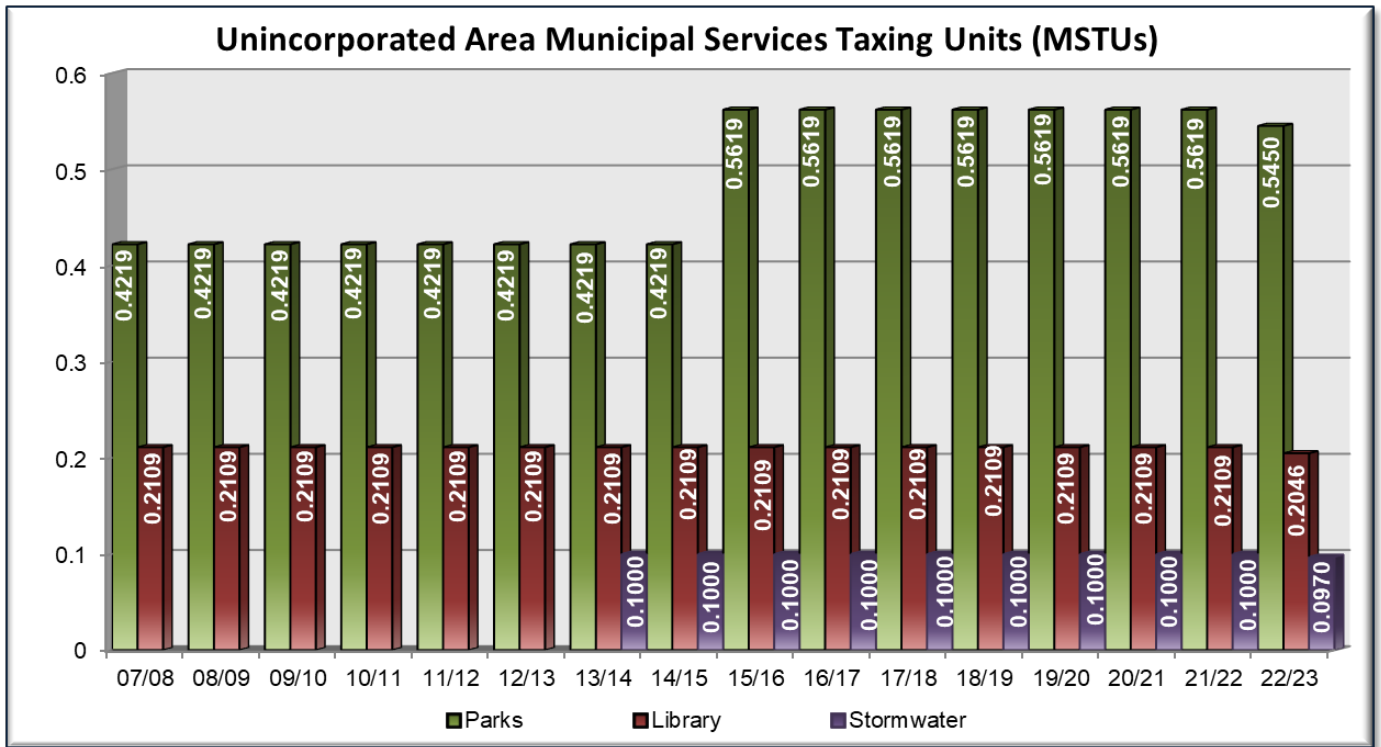
In FY 07/08, property tax reform resulted in a reduction of 1.4665 mills. The FY 22/23 Proposed Budget General Fund millage rate is 0.2070 mills less than the FY 21/22 Adopted Budget millage.

### Countywide Property Tax Millage Rate

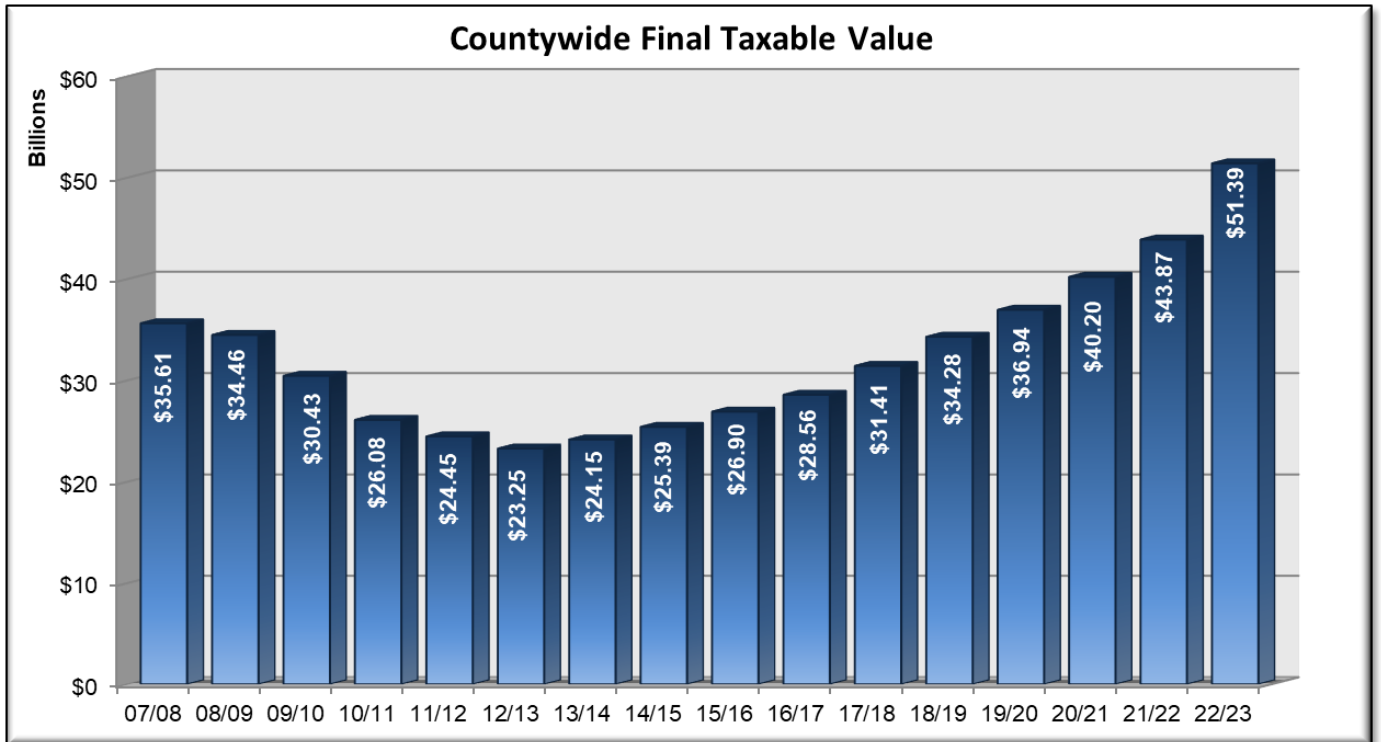


Property tax reform in FY 07/08 reduced the total millage by 1.4665 mills. The 1.0000 mill Transportation assessment increased to 1.1000 mill in FY 15/16 and 1.2000 mill in FY 21/22. A 0.2000 mill environmental lands levy was approved by voters in 1994 and sunset in 2015. The Board added 0.2500 mill for Emergency Medical and 0.1250 mill for the Northeast Government Center in FY 18/19. The Northeast Government Center millage was eliminated in FY 20/21. The Countywide rate does not include the MSTUs, as they are assessed only in the unincorporated areas of the County.





The Parks MSTU and Libraries MSTU were established effective 10/01/2005. The Stormwater MSTU was established 10/01/2013. The Board elected to increase the Parks MSTU millage by 0.1400 mills effective 10/01/2015; each millage rate was decreased by 3% effective 10/01/2022. In addition to the above MSTUs levied on all property in the unincorporated area of the County, a millage of 9.1272 is levied in the area known as Rancho Bonito MSTU effective 10/01/2014.



The Countywide taxable value is used in conjunction with the millage rate to calculate property taxes. Information provided by the Property Appraiser.

# TAX AND MILLAGE INFORMATION

The following information is provided on the millages levied by Polk County. Polk County has, in addition to its Countywide tax millage, additional millages and assessments that are levied in special taxing districts encompassing territory smaller than the overall County. These special taxing districts provide services ranging from street lighting to the provision of fire rescue services by the Polk County Fire Rescue Division.

Under Florida law, counties are required to sum all ad valorem revenues derived from the countywide levy and all special taxing districts (excluding voted levies and taxing districts independent of the county) and divide this revenue by the countywide tax roll. This is called the "aggregate millage" and is the one that determines whether or not the county is required to advertise its intent to increase taxes.

## QUESTIONS AND ANSWERS

### 1. What is included in the Countywide millage?

For FY 22/23, the Countywide millage of 6.6920 consists of three components: General Fund (5.2420), Emergency Medical (0.2500), and Transportation (1.2000).

### 2. What is included in the unincorporated area millage?

In addition to the millage listed in item 1, the unincorporated area has Municipal Services Taxing Units (MSTUs) for Parks (0.5450), Libraries (0.2046), and Stormwater (0.0970).

Effective October 1, 2014, the Board established an MSTU encompassing the Rancho Bonito area (9.1272) to minimally assist in the funding of law enforcement services and various improvements.

### 3. How are property taxes calculated?

All taxes are computed based upon taxable value.

$$\frac{\text{Taxable value}}{1,000} \times \text{millage rate} = \text{property tax}$$

**Example:**

Assessed value: \$150,000  
Less Homestead Exemption: - (\$50,000)  
Taxable value: \$100,000

Countywide

Unincorporated

$$\frac{100,000}{1,000} = 100 \times 6.6920 = \$669.20$$

(Countywide millage)

$$\frac{100,000}{1,000} = 100 \times 7.5386 = \$753.86$$

(Countywide plus MSTUs)

**4. Common Terms Used in Budgeting:**

**\*Millage:** The rate charged per \$1,000 of taxable value. On a house with a taxable value of \$100,000, each mill would equal \$100 in taxes.

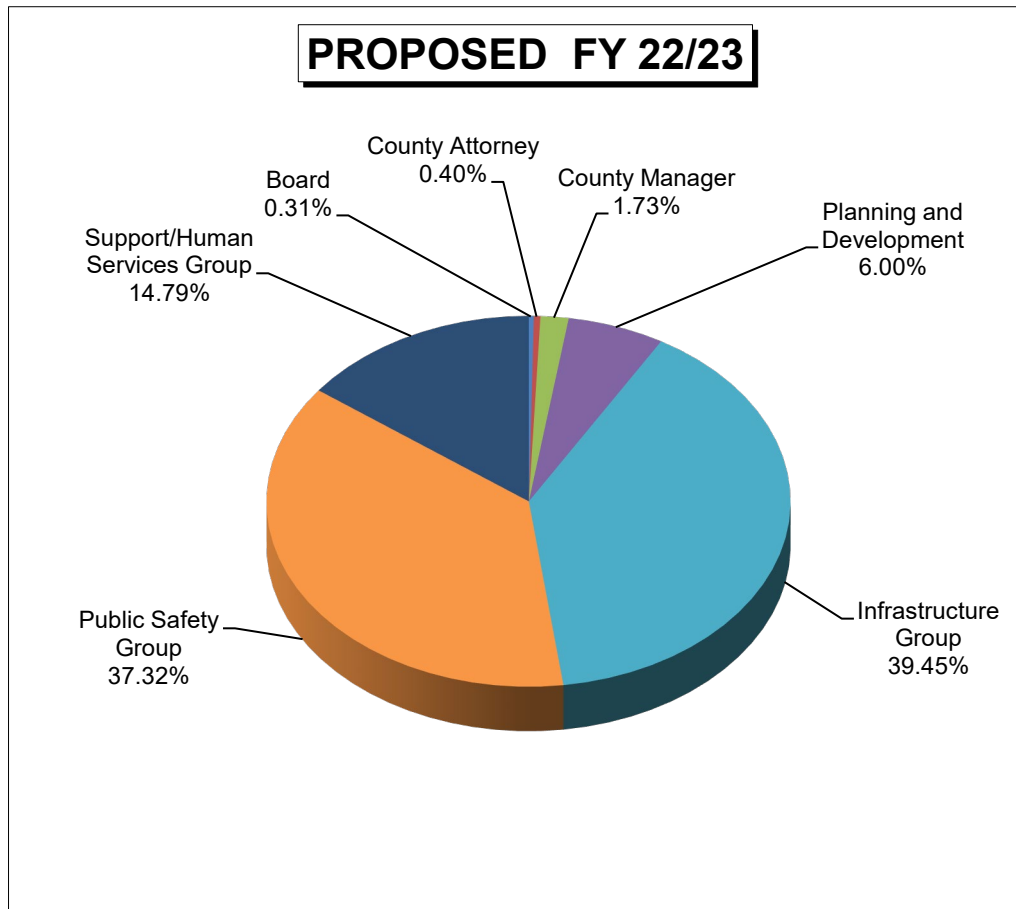
**\*Tax Base:** The total value of land and personal property on which a taxing entity, such as the County, can levy property taxes. Because some property is partially or completely exempt from taxes, the tax base is usually smaller than the actual value of the property in the county.

**\*Roll Back Rate:** The millage that, if levied, would bring in the same amount of tax dollars as the previous year's millage. The value of new construction is excluded from this calculation.

**\*Exemptions:** Exemptions are granted by the state, and they either lower the taxable value of property or remove the property from the tax rolls completely. Exemptions include \$50,000 Homestead Exemption, \$500 Disability Exemption, \$500 Widow or Widowers Exemption, up to \$50,000 low income Senior Citizen Exemption, and other disability and military service exemptions.

## ALLOCATED POSITIONS BY BOARD DIVISIONS

	Ending FY 19/20	Ending FY 20/21	Ending FY 21/22	Proposed FY 22/23	Plan FY 23/24
Board	7	7	7	7	7
County Attorney	9	9	9	9	9
County Manager	38	38	38	39	39
Planning and Development	133	133	134	135	135
Infrastructure Group	836	850	868	888	888
Public Safety Group	754	772	805	840	840
Support/Human Services Group	333	325	331	333	333
<b>Total Allocated Positions</b>	<b>2,110</b>	<b>2,134</b>	<b>2,192</b>	<b>2,251</b>	<b>2,251</b>



# ALLOCATED POSITIONS BY BOARD DIVISIONS

## SUMMARY LISTING OF FUNDED POSITIONS by FUNCTIONAL UNIT/DIVISION

	Ending FY 19/20	Adopted FY 20/21	Ending FY 20/21	Adopted FY 21/22	Ending FY 21/22	Proposed FY 22/23	Plan FY 23/24
<b>BOARD OF COUNTY COMMISSIONERS</b>	7	7	7	7	7	7	7
<b>TOTAL BOARD OF COUNTY COMMISSIONERS</b>	7	7	7	7	7	7	7
<b>COUNTY ATTORNEY</b>	9	9	9	9	9	9	9
<b>TOTAL COUNTY ATTORNEY</b>	9	9	9	9	9	9	9
<b>COUNTY MANAGER</b>							
County Manager Administration (a)	8	8	8	8	7	7	7
Equal Opportunity Office and Supplier Diversity	4	4	4	4	4	4	4
Tourism/Sports Marketing	26	26	26	27	27	28	28
<b>TOTAL COUNTY MANAGER</b>	38	38	38	39	38	39	39
<b>PLANNING AND DEVELOPMENT</b>							
Planning and Development Administration (a)	15	15	14	14	15	15	15
Building	78	78	78	78	78	78	78
Land Development	40	40	41	41	41	42	42
<b>TOTAL PLANNING AND DEVELOPMENT</b>	133	133	133	133	134	135	135
<b>INFRASTRUCTURE GROUP</b>							
Utilities	248	257	257	267	267	273	273
Roads and Drainage	257	258	258	260	260	264	264
Real Estate Services	6	6	6	7	7	7	7
Fleet Management	41	41	41	41	41	42	42
Facilities Management	83	85	85	86	86	86	86
Parks and Natural Resources	145	147	147	148	148	157	157
Waste and Recycling (b)	56	56	56	56	59	59	59
<b>TOTAL INFRASTRUCTURE GROUP</b>	836	850	850	865	868	888	888
<b>PUBLIC SAFETY GROUP</b>							
Fire Rescue	652	668	668	696	696	705	705
Emergency Management	27	27	27	27	27	27	27
Code Enforcement	36	38	38	40	40	42	42
Court Services (previously County Probation)	39	39	39	42	42	66	66
<b>TOTAL PUBLIC SAFETY GROUP</b>	754	772	772	805	805	840	840



# ALLOCATED POSITIONS BY BOARD DIVISIONS

## SUMMARY LISTING OF FUNDED POSITIONS by FUNCTIONAL UNIT/DIVISION

	Ending FY 19/20	Adopted FY 20/21	Ending FY 20/21	Adopted FY 21/22	Ending FY 21/22	Proposed FY 22/23	Plan FY 23/24
<b>SUPPORT/HUMAN SERVICES GROUP</b>							
Equity and Human Resources Administration	2	2	2	2	2	2	2
Human Resources	14	14	14	16	16	16	16
Health and Human Services Administration	9	9	9	9	9	9	9
Veterans Services	7	8	8	8	9	9	9
Adult Day Care	12	0	0	0	0	0	0
Healthy Families	45	45	45	45	44	44	44
Housing and Neighborhood Development	19	21	21	21	21	21	21
Cooperative Extension Services (c)	13	13	13	13	13	13	13
Rohr Home	63	63	63	63	63	63	63
Indigent Health Care	42	42	42	42	42	42	42
Budget and Management Services	10	10	10	10	10	10	10
Procurement	13	13	13	13	13	13	13
Information Technology	61	61	61	64	64	66	66
Communications	15	16	16	17	17	17	17
Risk Management	8	8	8	8	8	8	8
<b>TOTAL SUPPORT/HUMAN SERVICES GROUP</b>	<b>333</b>	<b>325</b>	<b>325</b>	<b>331</b>	<b>331</b>	<b>333</b>	<b>333</b>
<b>TOTAL BOARD POSITIONS</b>	<b>2,110</b>	<b>2,134</b>	<b>2,134</b>	<b>2,189</b>	<b>2,192</b>	<b>2,251</b>	<b>2,251</b>

(a) One position shifted during FY 21/22 from County Manager Administration to Planning and Development Administration

(b) Waste and Recycling added three positions during FY 21/22: one Residential Fleet Technician and two Residential Curbside Collection Specialists

(c) Cooperative Extension: one position is filled contractually through an agreement with the University of Florida

### FY 22/23 NET POSITION CHANGES

#### General Fund

- Code Enforcement adding two positions: two Lien Records Clerks
- Court Services (previously County Probation) increasing 24 positions: Courts Administration Pre-Trial Services positions are being transferred to BoCC; these positions have always been fully funded by the General Fund but are now becoming BoCC FTEs
- Land Development adding one position: Senior Office Assistant

#### Other Funds

- Emergency Medical adding six positions: three Emergency Medical Technicians and three Paramedics
- Fire Rescue adding three positions: three Firefighter Driver Engineer-56
- Fleet Management adding one position: Fleet Technician III Generator
- Information Technology adding two positions: one Systems Analyst (Cloud and Tools Support) and one Senior Cyber Security Firewall Analyst
- Parks and Natural Resources adding nine positions: three Parks Caretaker and Maintenance, three Resources Center Recreation Coordinators, two Parks Caretaker I, and one Parks Caretaker II
- Roads and Drainage adding four positions: one Service Worker, one Service Worker/Equipment Operator III, and two Service Worker/Equipment Operator II
- Tourism/Sports Marketing adding one position: Secretary IV
- Utilities adding six positions: one Lift Station Superintendent, two Lift Station Technicians, one Utilities Mechanic, and two Regional Wastewater Lead Operators

### FY 23/24 NET POSITION CHANGES

#### General Fund

- N/A

#### Other Funds

- N/A

# ALLOCATED POSITIONS BY BOARD DIVISIONS

## SUMMARY LISTING OF FUNDED POSITIONS by FUNCTIONAL UNIT/DIVISION

	Ending FY 19/20	Adopted FY 20/21	Ending FY 20/21	Adopted FY 21/22	Ending FY 21/22	Proposed FY 22/23	Plan FY 23/24
<b>CONSTITUTIONAL OFFICERS</b>							
Courts (d)	72	72	73	73	66	42	42
Property Appraiser	111	111	112	112	112	122	122
Supervisor of Elections	27	27	27	28	28	29	29
Sheriff	1,838.79	1,867.93	1,867.93	1,900.50	1,900.50	1,945.12	1,945.12
Clerk of Courts	44	44	45	45	45	46	46
Public Defender	8	6	6	6	6	6	6
State Attorney	8	8	8	8	8	8	8
Tax Collector (e)	261	261	268	275	275	275	275
<b>TOTAL CONSTITUTIONAL OFFICERS</b>	<b>2,369.79</b>	<b>2,396.93</b>	<b>2,406.93</b>	<b>2,447.50</b>	<b>2,440.50</b>	<b>2,473.12</b>	<b>2,473.12</b>
<b>GRAND TOTAL BoCC &amp; CONSTITUTIONAL OFFICERS POSITIONS</b>	<b>4,479.79</b>	<b>4,530.93</b>	<b>4,540.93</b>	<b>4,636.50</b>	<b>4,632.50</b>	<b>4,724.12</b>	<b>4,724.12</b>

(d) Courts Administration reduced by seven positions during FY 21/22 due to four positions being grant funded and three positions being transferred to the State

### FY 22/23 NET POSITION CHANGES

- Clerk of Courts adding one I.T. position
- Courts Administration will be reduced by 24 positions in FY 22/23 which will be transferred to BoCC Court Services Division (previously County Probation); these positions have always been fully funded by the General Fund but are now becoming BoCC FTEs
- Property Appraiser requesting ten new positions from the DOR; final approval pending
- Sheriff's Office adding 44.62 FTEs
- Supervisor of Elections adding one position in FY 22/23

## **RESERVES: DESCRIPTIONS AND GENERAL FUND RESERVES**

Polk County Board of County Commissioners realizes it is essential for governments to maintain adequate levels of reserves and fund balance to mitigate current and future risks, such as revenue shortfalls, natural disasters, and unanticipated expenditures. Therefore, reserves are budgeted in each fund, as appropriate, in four major reserves accounts and various miscellaneous reserves accounts. Reserves are generally funded from prior year carry-forward balances and considered one-time money. The Board considers it imprudent and does not practice funding recurring expenses using one-time reserves or one-time money.

Reserve for Budget Stabilization: Primarily a reserve in the County's General Fund, this reserve is used to provide short-term cash flow to maintain service levels when incoming revenue is not sufficient to cover expenditures or when an economic downturn causes a shortfall in revenues.

Reserve for Contingency: A reserve allocated to fund unanticipated or emergency expenditures during the fiscal year. Such events include, but are not limited to, matching dollars for grants, capital projects, outside agency requests, necessary division budget increases, new program initiatives, and expenditures relative to natural and unnatural disaster that fundamentally alters the current tax base. By statute, this reserve cannot exceed 10% of the total fund in which it is budgeted. (See Florida Statutes 129.01(2)(c)). For example, the General Fund has a Reserve for Contingency account of about \$7.8 million to fund unanticipated projects, to meet grant match needs, and to address natural disasters.

Reserve for Future Capital: This reserve should be maintained to fund future capital projects, as identified in the Community Investment Program plan. The reserve is funded from carryforward balances from one year to the next to ensure that funds are available in future years for anticipated project expenses.

Reserve for Debt Service: Debt Service reserves will be maintained as a depository for funds for payment of long-term debt as required by bond covenants, other obligations, or general practice.

Miscellaneous Reserves: Miscellaneous reserves consist of funds developed on a case-by-case basis to mitigate the effect of unforeseen funding needs. Examples include Reserve for Salary Adjustment and Reserve for Landfill Closure.

## **General Fund Reserves**

All funds, except the General Fund, function similarly to a trust fund. As such, revenues generated in non-general funds can only be used within that fund and only for a certain purpose. Therefore, neither current year revenues nor reserves from other funds may be used to stabilize or supplement General Fund revenue. For example, the County's Transportation Trust Fund revenues are derived from gas tax; per State statutes, gas tax may only be used for transportation-related expenses.

### **FY 22/23 General Fund Reserves**

<b>Reserve</b>	<b>Amount</b>
Aircraft for Sheriff	2,101,954
Budget Stabilization	35,684,003
Contingencies	7,788,700
Economic Development	2,194,913
Mitigation Match	1,411,328
MSBU & Assessment	25,478
Self-Insurance Claims	6,380,000
State Attorney Computer Project	150,000
Tax Collector	1,776,937
<b>Total</b>	<b>57,513,313</b>

## RESERVES BY FUND

	FY 21/22 Budget	FY 22/23 Budget	FY 23/24 Plan
<b>00100 General Fund</b>			
5998010 Reserves - Environmental Lands Management	360,813	0	0
5998010 Reserves - History Center	57,737	0	0
5998010 Reserves - Mitigation Match	2,056,986	1,411,328	1,361,328
5998010 Reserves - State Attorney Computer Project	100,000	150,000	0
5998020 Reserves - Contingencies	7,788,700	7,788,700	7,788,700
5998010 Reserves - Contingencies Environmental Lands Management	117,604	0	0
5998020 Reserves - Tax Collector	1,776,937	1,776,937	1,776,937
5998140 Reserves - Future Capital Expansion	0	0	5,700,000
5998140 Reserves - Road MSBU & Assessment	25,478	25,478	25,478
5998170 Reserves - Economic Development	1,540,131	2,194,913	2,200,163
5998180 Reserves - Economic Development Incubator	585,187	0	0
5998210 Reserves - Aircraft for Sheriff	601,954	2,101,954	2,101,954
5998250 Reserves - Self-Insurance Claims	5,815,000	6,380,000	6,380,000
5998290 Reserves - Matching Funds	0	0	0
5998300 Reserves - Budget Stabilization	31,789,546	35,684,003	70,783,041
<b>Total Funds :</b>	<b>52,616,073</b>	<b>57,513,313</b>	<b>98,117,601</b>
<b>10100 County Transportation Trust Fund</b>			
5998020 Reserves - Contingencies	4,537,396	2,411,726	2,123,942
5998300 Reserves - Budget Stabilization	91,716,603	79,084,427	26,355,944
<b>Total Funds:</b>	<b>96,253,999</b>	<b>81,496,153</b>	<b>28,479,886</b>
<b>10150 Special Revenue Grants</b>			
5998020 Reserves - Contingencies	2,000,000	2,000,000	2,000,000
5998290 Reserves - Matching Funds	200,000	200,000	200,000
<b>Total Funds:</b>	<b>2,200,000</b>	<b>2,200,000</b>	<b>2,200,000</b>
<b>12160 Tourism Tax Funds</b>			
5998010 Reserves - Cash Balance Forward	100,000	830,000	830,000
5998020 Reserves - Contingencies	300,000	1,270,000	1,270,000
5998080 Reserves - Debt Service	4,950,650	4,000,000	9,068,090
<b>Total Funds:</b>	<b>5,350,650</b>	<b>6,100,000</b>	<b>11,168,090</b>
<b>12180 Lake And River Enhancement Trust Funds</b>			
5998010 Reserves - Cash Balance Forward	50,000	50,000	50,000
5998140 Reserves - Future Capital Expansion	768,344	390,461	369,622
<b>Total Funds:</b>	<b>818,344</b>	<b>440,461</b>	<b>419,622</b>
<b>12190 Fire Rescue Funds</b>			
5998020 Reserves - Contingencies	1,035,718	2,664,969	2,293,347
<b>Total Funds:</b>	<b>1,035,718</b>	<b>2,664,969</b>	<b>2,293,347</b>
<b>12240 Impact Fees</b>			
5998010 Reserves - Cash Balance Forward	4,021	0	0
5998140 Reserves - Future Capital Expansion	47,095,891	91,633,007	79,371,419
<b>Total Funds:</b>	<b>47,099,912</b>	<b>91,633,007</b>	<b>79,371,419</b>
<b>14350 Emergency 911 Funds</b>			
5998010 Reserves - Cash Balance Forward	1,113,818	524,362	290,229
5998020 Reserves - Contingencies	557,188	496,390	363,414
5998170 Reserves - Service Improvements	666,261	0	0
<b>Total Funds:</b>	<b>2,337,267</b>	<b>1,020,752</b>	<b>653,643</b>
<b>14370 Hazardous Waste Funds</b>			
5998140 Reserves - Future Capital Expansion	59,743	15,101	6,837
<b>Total Funds:</b>	<b>59,743</b>	<b>15,101</b>	<b>6,837</b>
<b>14390 Radio Communications Funds</b>			
5998020 Reserves - Contingencies	240,611	10,615	195,450
<b>Total Funds:</b>	<b>240,611</b>	<b>10,615</b>	<b>195,450</b>
<b>14490 Indigent Health Care Funds</b>			
5998020 Reserves - Contingencies	10,030,326	13,778,651	13,617,944
5998200 Health Care Fluctuation Margin 3% (Actuary)	2,455,000	2,495,000	2,495,000
5998320 Reserves - Future Plan Changes	19,441,280	40,779,586	36,221,412
5998330 Reserves - Health Plans Statutory Reserves	2,749,372	2,847,724	2,918,917
<b>Total Funds:</b>	<b>34,675,978</b>	<b>59,900,961</b>	<b>55,253,273</b>
<b>14500 Coronavirus Local Fiscal Recovery Funds American Rescue Plan</b>			
5998140 Reserves - Future Capital Expansion	48,205,000	28,990,990	46,192,943
<b>Total Funds:</b>	<b>48,205,000</b>	<b>28,990,990</b>	<b>46,192,943</b>
<b>14930 Leisure Services MSTU Funds</b>			
5998010 Reserves - Cash Balance Forward	4,503,056	2,751,266	3,675,825
5998020 Reserves - Contingencies	1,000,000	2,000,000	2,500,000
5998140 Reserves - Future Capital Expansion	3,441,372	3,833,755	4,366,025
<b>Total Funds:</b>	<b>8,944,428</b>	<b>8,585,021</b>	<b>10,541,850</b>
<b>14950 Libraries MSTU Funds</b>			
5998010 Reserves - Cash Balance Forward	1,076,869	1,376,171	1,516,689
5998020 Reserves - Contingencies	334,845	625,195	1,007,460
<b>Total Funds:</b>	<b>1,411,714</b>	<b>2,001,366</b>	<b>2,524,149</b>
<b>14960 Rancho Bonito MSTU Fund</b>			
5998010 Reserves - Cash Balance Forward	5,603	10,312	12,304
5998020 Reserves - Contingencies	2,801	5,240	6,320
5998170 Reserves - Service Improvements	6,908	24,013	32,090
<b>Total Funds:</b>	<b>15,312</b>	<b>39,565</b>	<b>50,714</b>



<b>14970 Transportation Millage Fund</b>			
5998140 Reserves - Future Capital Expansion	45,038,921	24,805,252	31,490,761
<b>Total Funds:</b>	<b>45,038,921</b>	<b>24,805,252</b>	<b>31,490,761</b>
<b>14980 Emergency Medical Millage Fund</b>			
5998140 Reserves - Future Capital Expansion	6,433,449	12,416,494	13,400,130
<b>Total Funds:</b>	<b>6,433,449</b>	<b>12,416,494</b>	<b>13,400,130</b>
<b>15010 Land Management Nonexpendable Trust Funds</b>			
5998010 Reserves - Cash Balance Forward	462,051	227,153	246,291
5998020 Reserves - Contingencies	4,000,000	3,000,000	2,100,000
5998150 Reserves - Nonexpendable Trust Fund	35,476,606	34,893,360	34,893,360
<b>Total Funds:</b>	<b>39,938,657</b>	<b>38,120,513</b>	<b>37,239,651</b>
<b>15250 Eloise CRA Trust-Agency Funds</b>			
5998020 Reserves - Contingencies	65,000	65,000	70,000
5998140 Reserves - Future Capital Expansion	468,388	627,020	697,952
<b>Total Funds:</b>	<b>533,388</b>	<b>692,020</b>	<b>767,952</b>
<b>15290 Harden Parkway CRA Funds</b>			
5998140 Reserves - Future Capital Expansion	51,763	69,283	176,255
<b>Total Funds:</b>	<b>51,763</b>	<b>69,283</b>	<b>176,255</b>
<b>15310 Building Funds</b>			
5998020 Reserves - Contingencies	1,958,216	2,632,535	2,562,721
5998300 Reserves - Budget Stabilization	6,048,357	10,583,965	9,675,341
<b>Total Funds:</b>	<b>8,006,573</b>	<b>13,216,500</b>	<b>12,238,062</b>
<b>18000 Stormwater MSTU</b>			
5998140 Reserves - Future Capital Expansion	2,412,154	5,325,583	3,128,690
<b>Total Funds:</b>	<b>2,412,154</b>	<b>5,325,583</b>	<b>3,128,690</b>
<b>23500 Public Facilities Rev Ref Bonds, Series 2014 (Ref 2005)</b>			
5998080 Reserves - Debt Service	3,837,879	3,930,915	4,006,715
<b>Total Funds:</b>	<b>3,837,879</b>	<b>3,930,915</b>	<b>4,006,715</b>
<b>23700 Public Fac Rev Note, S2015(Ref CFT 2006)</b>			
5998080 Reserves - Debt Service	1,800,273	1,798,141	1,777,565
<b>Total Funds:</b>	<b>1,800,273</b>	<b>1,798,141</b>	<b>1,777,565</b>
<b>23800 Promissory Note 2020A</b>			
5998080 Reserves - Debt Service	2,167,287	2,392,585	2,625,076
<b>Total Funds:</b>	<b>2,167,287</b>	<b>2,392,585</b>	<b>2,625,076</b>
<b>24000 Promissory Revenue Note, Series 2020 C</b>			
5998080 Reserves - Debt Service	5,070,448	4,985,820	4,974,258
<b>Total Funds:</b>	<b>5,070,448</b>	<b>4,985,820</b>	<b>4,974,258</b>
<b>30200 Drainage and Water Quality Fund</b>			
5998140 Reserves - Future Capital Expansion	1,270,097	419,587	422,082
<b>Total Funds:</b>	<b>1,270,097</b>	<b>419,587</b>	<b>422,082</b>
<b>30800 General Capital Improvement Funds</b>			
5998140 Reserves - Future Capital Expansion	7,057,907	16,913,038	21,445,929
<b>Total Funds:</b>	<b>7,057,907</b>	<b>16,913,038</b>	<b>21,445,929</b>
<b>31200 Environmental Land Acquisition Funds</b>			
5998140 Reserves - Future Capital Expansion	1,063,363	904,540	322,752
<b>Total Funds:</b>	<b>1,063,363</b>	<b>904,540</b>	<b>322,752</b>
<b>31900 Northeast Polk Roadway Fund</b>			
5998140 Reserves - Future Capital Expansion	178,622	0	0
<b>Total Funds:</b>	<b>178,622</b>	<b>0</b>	<b>0</b>
<b>41010 Solid Waste Funds</b>			
5998010 Reserves - Cash Balance Forward	7,054,026	6,821,231	3,418,315
5998020 Reserves - Contingencies	3,527,013	3,410,616	1,709,158
5998090 Reserves - Renewal & Replacement	14,864,131	14,864,131	14,864,131
5998140 Reserves - Future Capital Expansion	44,375,270	44,375,270	44,375,270
5998170 Reserves - Service Improvements	500,000	500,000	500,000
5998230 Reserves - Carryforward Adjustment	21,922,646	10,226,492	19,241,603
<b>Total Funds:</b>	<b>92,243,086</b>	<b>80,197,740</b>	<b>84,108,477</b>
<b>41110 Landfill Closure Funds</b>			
5998010 Reserves - Cash Balance Forward	10,000,000	10,000,000	10,000,000
5998020 Reserves - Contingencies	454,218	39,631	40,972
5998110 Reserves - Landfill Closure	73,225,211	69,745,413	72,867,666
<b>Total Funds:</b>	<b>83,679,429</b>	<b>79,785,044</b>	<b>82,908,638</b>
<b>41210 Universal Solid Waste Collection Funds</b>			
5998010 Reserves - Cash Balance Forward	6,689,865	6,516,464	6,673,950
5998020 Reserves - Contingencies	3,344,932	3,258,232	3,069,398
5998230 Reserves - Carryforward Adjustment	3,526,166	1,282,810	0
<b>Total Funds:</b>	<b>13,560,963</b>	<b>11,057,506</b>	<b>9,743,348</b>
<b>42010 Utilities Operating Funds</b>			
5998080 Reserves - Debt Service	373,240	207,928	207,928
5998090 Reserves - Renewal & Replacement	1,000,000	1,000,000	1,000,000
5998120 Reserves - Salary Adjustments	59,773	89,773	201,773
5998140 Reserves - Future Capital Expansion	15,750,691	37,588,233	36,770,057
<b>Total Funds:</b>	<b>17,183,704</b>	<b>38,885,934</b>	<b>38,179,758</b>
<b>42110 Utilities Capital Expansion Funds</b>			
5998140 Reserves - Future Capital Expansion	47,181,063	52,264,740	47,640,941
<b>Total Funds:</b>	<b>47,181,063</b>	<b>52,264,740</b>	<b>47,640,941</b>
<b>42432 Utilities Bonds</b>			
5998140 Reserves - Future Capital Expansion	287,060	5,687,803	1,743,570
<b>Total Funds:</b>	<b>287,060</b>	<b>5,687,803</b>	<b>1,743,570</b>
<b>43111 Rohr Home Fund</b>			
5998020 Reserves - Contingencies	197,555	0	0
<b>Total Funds:</b>	<b>197,555</b>	<b>0</b>	<b>0</b>

<b>50100 Fleet Maintenance Funds</b>			
5998020 Reserves - Contingencies	780,500	806,100	801,100
5998170 Reserves - Service Improvements	1,459,178	1,993,487	1,788,409
<b>Total Funds:</b>	<b>2,239,678</b>	<b>2,799,587</b>	<b>2,589,509</b>
<b>50300 Employee Health Insurance Fund</b>			
5998020 Reserves - Contingencies	3,719,598	4,189,687	3,471,240
5998200 Health Care Fluctuation Margin 3% (Actuary)	1,912,255	1,960,495	2,081,860
5998330 Reserves - Health Plans Statutory Reserves	11,028,612	11,360,414	12,063,687
<b>Total Funds:</b>	<b>16,660,465</b>	<b>17,510,596</b>	<b>17,616,787</b>
<b>51500 Fleet Replacement Funds</b>			
5998020 Reserves - Contingencies	500,000	500,000	500,000
5998140 Reserves - Future Capital Expansion	18,828,606	21,612,793	23,923,338
<b>Total Funds:</b>	<b>19,328,606</b>	<b>22,112,793</b>	<b>24,423,338</b>
<b>52000 Information Technology Fund</b>			
5998020 Reserves - Contingencies	488,552	1,067,011	1,069,011
5998170 Reserves - Service Improvements	128,715	568,831	570,950
<b>Total Funds:</b>	<b>617,267</b>	<b>1,635,842</b>	<b>1,639,961</b>
<b>Total Other Funds:</b>	<b>666,688,333</b>	<b>723,026,817</b>	<b>683,961,428</b>
<b>Grand Total :</b>	<b>719,304,406</b>	<b>780,540,130</b>	<b>782,079,029</b>

Reserves are considered one time money, so they are not to be used to cover expected recurring expenses. They can be designated for future capital expansion or used as emergency funds.