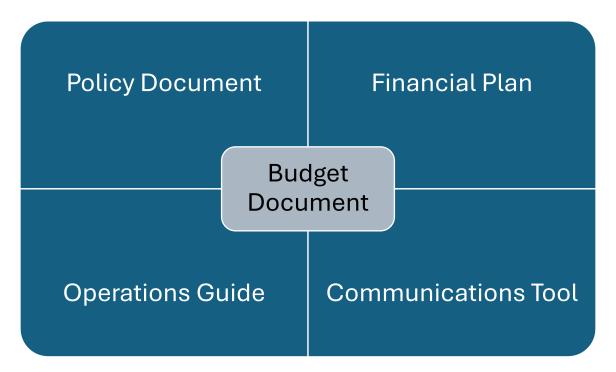
ALACHUA COUNTY MANAGER BUDGET FISCAL YEAR 2024-2025

The annual budget document fulfills multiple roles. As a policy document it outlines policy objectives, showcases budgetary goals, strategies, and priorities, and details financial policies and processes. It also serves as a comprehensive financial plan, encompassing revenues, expenses, fund balances, reserves, debt management, and capital programs. Additionally, it presents historical data and trend analyses to inform decision-making.



The budget document provides an overview of the organization's operations, encompassing its structure, departments, and performance metrics. It also acts as a means of communicating strategic initiatives and associated costs to the community in a clear and understandable manner. This communication is facilitated through various elements such as the County Manager's Budget Message, Budget in Brief, as well as narrative explanations, schedules, summaries, and visual aids like charts and graphs throughout the document.

This book presents the County Manager Budget Book for Fiscal Year 2024-2025. It has nine sections: 1. Introduction including the County Manager Message and Budget in Brief, 2. Consolidated Reports, 3. Functional Department Budgets 4. Budget Process and Fund Structure 5. Debt Management 6. Capital Budget and Financial Plan 7. Strategic Performance 8. Long Term Financial Forecasting and 9. Appendices

Table of Contents

A list of each major section with a summary

SECTION 1 - INTRODUCTION

County Manager Budget Message and Highlights

Organizational Structure

- Government Officials
- The Constitutional Offices are established pursuant to the constitution of the State of Florida.
- Board of County Commissioners
- Appointed Officials, Constitutional Officers and Judicial

Budget In Brief

- Organization Chart
- Staffing Adjustments and Proposed Positions
- Staffing History
- Distinguished FGOA Presentation Award
- Acknowledgements

SECTION 2 - CONSOLIDATED REPORTS

A list of the resources and expenditures of all Governmental funds within the County's budget

- Fund Relationship Chart
- Consolidated Reports & Fund Balance
- Changes in Fund Balance
- Ending Fund Balance
- Revenue and Sources
- Expenditure and Uses
- Reserves
- Sources and Uses Summary

SECTION 3 - FUNCTIONAL DEPARTMENT BUDGETS

Department Mission, Vision, functions, and objectives with 3 years of operating history

- Animal Resources Department
- Budget and Fiscal Services Department
- Career Source Office
- Code Administration Office
- Community and Administrative Services Department
- Community & Strategic Initiatives Department
- Community Support Services Department
- Court Services Department
- Environmental Protection Department
- Facilities Management Department
- Fire Rescue Department
- General Government
- Growth Management Department
- Human Resources Department
- Information and Telecommunications Services Department
- Parks and Open Space Department
- Public Works
- Solid Waste and Resource Recovery
- Non-Departmental
- Constitutional Officers
 - Clerk of Court
 - Property Appraiser
 - o Sheriff
 - Supervisor of Elections
 - Tax Collector
- Judicial

SECTION 4 – BUDGETING AND FUND STRUCTURES

BUDGET PROCESS

Budget Process section outlines the systematic approach used by the County to create its annual budget. This process ensures that financial planning is transparent, inclusive, and aligned with strategic priorities.

- Budget Process
- Operating and Capital Budget Planning
- Board Priorities
- Budget Planning
- Budget Workbook
- Budget and Financial Policies Summary
- Operating Budget Development and Review
- Capital Budget and Financial Plan
- Budget Elements
- Revenues
- Expenditures
- Debt
- Reserves
- Fund Balances
- Summaries and Departments
- Budget Adoption and Citizen Input
- Budget Amendments
- Budget Calendar

FUND STRUCTURE

Description of the Basis for Budgeting, and Basis for Accounting, Funds and Fund Structure

- Basis Of Accounting
- Basis of Budgeting
- Fund Structure
 - Governmental Funds
 - General Funds
 - Special Revenue Funds
 - Debt
 - Capital Projects Funds
 - Proprietary Funds
 - Enterprise Fund
 - Internal Service Funds
 - Fiduciary Funds

SECTION 5 - DEBT MANAGEMENT

Comprehensive overview of the County's current debt obligations

- Debt Management
- Funding Mechanisms for Government
- Bond Rating
- Summary of Recent and Future Debt Issuances
- Current Debt Schedule

SECTION 6 - CAPITAL BUDGET AND FINANCIAL PLAN

Included in this section are the descriptions and available funding of existing capital projects that have been financed through previous bond issues, capital outlay notes, grants, or the General Fund.

- Purpose of the Capital Budget and Financial Plan
- What Is the Difference Between a Capital Asset and Capital Project
- What Are Capital Improvements
- Guidelines and Policies Used in Capital Budget and Financial Plan
- Capital Budget and Financial Plan Assessment Process
- Impact of the Capital Budget and Financial Plan on the Operating Budget
- Amending the Capital Budget and Financial Plan
- What is Important to Know When Reviewing the Capital Budget and Financial Plan
- What Are the Key Elements of the Capital Budget and Financial Plan
- Capital Budget and Financial Plan Questions and Answers
- Potential Revenue Sources for Capital Projects

FY25 Capital Budget and Financial Plan

Project Indexes

- Parks and Open Space
- Solid Waste & Resource Recovery
- Fire Rescue
- Environmental Protections Conservation Lands
- Facilities and General County Wide
- Public Works
- Transportation Capital Improvement Program

SECTION 7 - PERFORMANCE MANAGEMENT

Performance measures are used by governments to collect information about operational activities, achievement of goals, community conditions, or other environmental factors to better understand a situation and make informed decisions

- Performance Management Overview
- Framework for Success
- Strategic Planning Cascade Chart
- Strategic Guide
- Departmental Summaries of Service

SECTION 8 - LONG TERM FINANCIAL FORECASTING

Projecting the County's financial future over several years, using historical data and economic trends to help guide informed decisions and resource allocation.

- Long-Term Financial Forecasting
- What is a Long-Term Financial Plan?
- Who Benefits from Having a Long-Term Financial Plan
- Developing the Financial Plan
- Elements
- Budget Principals
- Phases
 - Mobilization
 - Analysis
 - Decision
 - Execution
- County Revenues
 - Ad Valorem Taxes
 - Other Taxes
 - Local Option Tourist Development Tax
 - Fuel Taxes
 - Communication Service Tax
 - Public Service Tax
 - Wild Spaces Public Places .5% Infrastructure Surtax
 - Wild Spaces Public Places, Road Repair, Fire Stations, and Affordable Housing 1.0% Sales Tax
 - o Intergovernmental Revenue
 - o Grants
 - State Shared Revenues
 - County Revenue Sharing
 - Local Government Half Cent Sales Tax

- Constitutional Fuel Tax
- County 1 Cent Fuel Tax
- Documentary Stamp Tax
- Charges for Services
- o Enhanced 911 Fee
- Miscellaneous Revenues
- Fines and Forfeitures
- Interest Earnings
- Impact Fees
- Fire Protection Assessment
- Stormwater Assessment
- Solid Waste Assessment
- Economic Conditions to Consider

SECTION 9 - APPENDICES

CITIZEN GUIDE TO BUDGET TERMS, ABBREVIATIONS & ACRONYMS

BUDGET RESEARCH & ECONOMIC FACTORS

- Alachua County At A Glance
- Demographic & Population
- Employment & Labor Force
- Income & Financial Stats
- Education
- Voting Information
- Real Estate & Property Values
- Comparable & Surrounding Counties
- Property Tax Exemptions

FINANCIAL POLICIES

- Statement of Ethics
- Budget Management
- Capital Budget and Financial Planning
- Debt Management
- Energy Conservation Investment Program
- Financial Management
- Health Insurance Management
- Citizen Initiated MSBU Program
- Performance Management
- Public Purpose