



FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES  
COMMISSIONER ADAM H. PUTNAM

---

LEGISLATIVE BUDGET REQUEST

Florida Department of Agriculture and Consumer Services

Tallahassee, Florida

October 15, 2014

Cynthia Kelly, Director  
Office of Policy and Budget  
Executive Office of the Governor  
1701 Capitol  
Tallahassee, Florida 32399-0001

JoAnne Leznoff, Staff Director  
House Appropriations Committee  
221 Capitol  
Tallahassee, Florida 32399-1300

Cindy Kynoch, Staff Director  
Senate Appropriations Committee  
201 Capitol  
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Florida Department of Agriculture and Consumer Services is submitted in the format prescribed in the budget instructions. The information provided electronically and contained herein is a true and accurate presentation of our proposed needs for the 2015-16 Fiscal Year.

This proposal reflects the department's commitment to foster continued growth and ensure the long-term sustainability of Florida's \$108 billion agriculture industry, as well as serve as a good steward of the state's natural resources, help ensure the safety and wholesomeness of food and protect consumers from fraud and deceptive business practices.

Improving the health of Florida's water bodies and growing the supply of our water resources is one of my top priorities as Commissioner of Agriculture. Water is our state's most important

natural resource. Not only is it one of Florida's defining characteristics, but we need a healthy and abundant supply of water to grow and thrive as a state. Therefore, we must work to restore the health and conserve our supply of water – and we must do so with a policy and budget that is flexible, comprehensive and long-term.

Florida's water policy must be flexible so we can adapt to the environment. Some years, Florida receives so much rain that we're forced to discharge billions of gallons of water from our largest water body – Lake Okeechobee. Other years, however, we experience drought, and the water levels of our lakes, rivers and streams are well below average. Flexibility in Florida's water policy is critical to allow us to adapt our strategic approach to environmental conditions that are out of our control.

In addition, Florida's water policy should be comprehensive – it should address water crises in every region of the state, not just South Florida. We must continue to dedicate our resources to restoring the Everglades, but we cannot ignore the water crises in other regions of the state. We must also invest in the restoring the health of our springs, reversing the deterioration of our oyster resources in Apalachicola Bay and replenishing the fresh groundwater in the aquifers around the St. John's River.

Finally, it's important for Florida's water policy to be long-term. Restoring the health and growing the supply of Florida's water bodies requires a sustained commitment. We've made great progress in recent years to mitigate our impact on the environment and conserve water resources. More than 10 million acres of agricultural lands have already adopted water saving techniques and implemented new technologies to conserve water. As a result, we saved one billion gallons of water in Florida last year.

My water-related budget proposals are based on these three principles – flexible, comprehensive and long-term – and will help us build on our recent success to continue restoring the health of our water and save even more water for future generations to enjoy. I've requested \$15 million to support restoration projects around Lake Okeechobee, including water retention and nutrient reduction efforts surrounding Lake Okeechobee, St. Lucie River and Caloosahatchee River watersheds. My request also includes \$5 million for the Springs Initiative and \$5 million for the Northern Everglades and Estuaries Protection Program Area, both projects aimed at increasing acreage of agricultural lands implementing best management practices to reduce their impact on the environment. In addition, my request includes \$1.5 million for agricultural water supply planning and \$1.4 million for partnership agreements with water management districts and soil and water conservation districts.

Maintaining Florida's natural landscape is another critically important issue within the state, and Florida's agricultural producers play an important role in protecting this landscape. The Rural and Family Lands Protection Program provides funding to invest in conservation easements that will protect Florida's landscape, wildlife habitat and other natural resources, while maintaining private ownership and supporting the local economy. My budget proposal includes \$25 million to support the Rural and Family Lands Protection Program and continue investing in conservation easements located in environmentally critical regions of the state.

While many sectors of Florida's \$108 billion agriculture industry remain strong, Florida's signature crop is facing great peril. Citrus greening is a bacterial disease that has spread to every citrus producing county in the state, but for which there is no cure. As a result, the citrus industry harvested the lowest crop last year in more than three decades. We must explore every tool and every option to fend off this deadly disease and save Florida's \$9 billion citrus industry and the 76,000 jobs it supports. In partnership with the U.S. Department of Agriculture, the U.S. Environmental Protection Agency and the Citrus Research Development Foundation, we are aggressively pursuing a treatment and a cure. My budget request includes \$8 million to continue our research efforts, as well as \$8 million to support our efforts to prevent the spread of disease in the citrus industry.

Citrus greening, however, is not the only threat facing Florida agriculture. About one new pest each month is detected in Florida that poses a threat to agricultural products. One particularly unusual pest detected in 2011, the Giant African Land Snail (GALS), poses a triple threat to our state. Not only does it feast on 500 different varieties of plants, but it also feeds on buildings made of stucco and poses a risk to public health. While we've made great progress in managing and reducing the GALS population in Miami Dade County, eliminating more than 140,000 snails in just three years, a new infestation was detected in Broward County last month. I've requested \$2.3 million to support our efforts to eradicate the Giant African Land Snail.

Finally, but not least important, is the safety of Florida's wildland firefighters. Tragic events in Arizona last year and in Florida in 2011 remind us that wildland firefighters put their lives at risk to protect Florida's homes, businesses and residents. To that end, I've requested \$7 million to upgrade equipment and protective gear that will help keep our firefighters safe from harm. In addition, recognizing their selfless service to our state, I've requested funding to provide pay increases for certified firefighters and fire support positions.

Each budget proposal submitted as part of this request has been fully vetted by staff and carefully considered by me. I recognize that the state budget is funded by the taxpayers of Florida, and, as such, we must be judicious in our use of these valuable resources and use them to provide valuable services to the state of Florida. I'm confident that my requests accomplish that in a thoughtful, efficient and effective manner.

Thank you for your consideration of these issues and if you have any questions feel free to call me or my staff at (850) 410-2280.

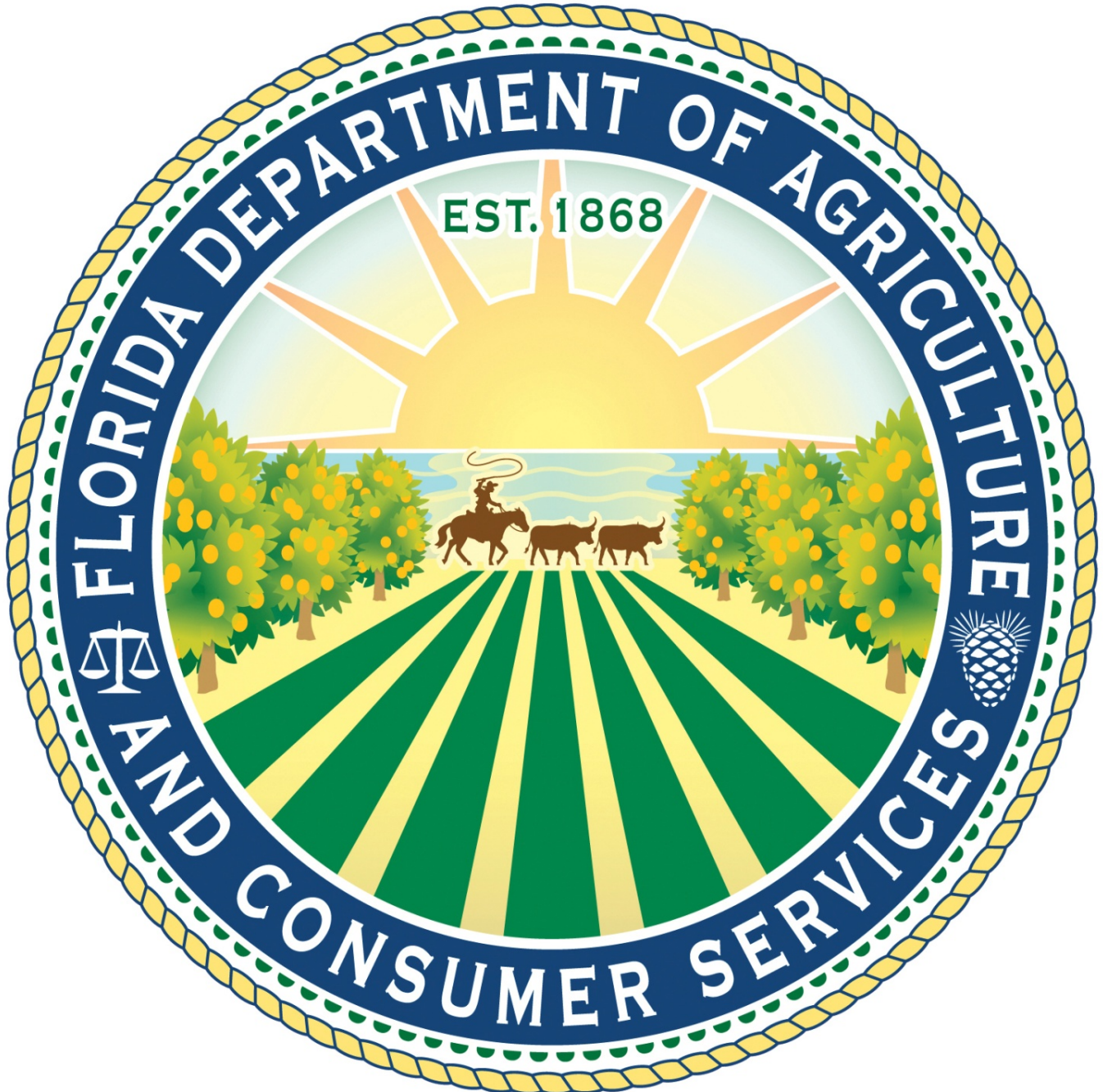
Sincerely,



Adam H. Putnam  
Commissioner of Agriculture

**STATE OF FLORIDA  
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

DEPARTMENT LEVEL EXHIBITS AND SCHEDULES



LEGISLATIVE BUDGET REQUEST  
2015 - 2016

## **Temporary Special Duty – General Pay Additives Implementation Plan for Fiscal Year 2015-2016**

Section 110.2035(7)(b), Florida Statutes, provides that each state agency shall include in its annual legislative budget request a proposed written plan for implementing temporary special duties—general pay additives during the next fiscal year. Pay additives are a valuable management tool which allows agencies to recognize and compensate employees for identified duties without providing a permanent pay increase. The Department of Agriculture and Consumer Services is requesting approval to implement temporary special duties—general as described below. The agency is not requesting any additional rate or appropriations for these additives.

### ***Temporary Special Duties—General***

#### **Description:**

These temporary pay increases are used in a variety of circumstances such as:

- An employee performing additional duties of a higher level position when the other position is vacant for any reason other than absent coworker due to Family Medical Leave Act (FMLA) or military leave.
- An employee performing additional duties of a higher level position whose incumbent has been temporarily assigned other duties.
- An employee who meets the criteria for out of title work under the AFSCME collective bargaining agreement or acting ranks under the PBA contract.
- An employee continuing to perform additional duties of an absent coworker when the coworker has exhausted FMLA leave but has not yet returned to work.
- An employee performing additional duties of a coworker who is absent in accordance with s. 60L-34.0051, F.A.C., Family Supportive Work Program, of the Department of Management Services Personnel Rules, that does not meet the FMLA or military leave criteria.
- An employee performing additional duties of a significant nature and time regarding a special project or special assignment not normally assigned to the employee.

#### **Justification:**

As we are not able to always anticipate when a position will become vacant, there may be project deadlines or daily work activities (inspections, payroll processing, license issuance, etc.) that must be met and fulfilled. If it is not feasible for these duties to go undone while the recruitment and selection process is being performed, it will be necessary to assign these duties to another employee until the position is filled. We also may have special projects or special assignments of a temporary nature that may necessitate the use of additional staff to perform duties not normally assigned to their position.

#### **Effective date of additive:**

The additive will be in effect beginning the first day of the added duties or, when the temporary special duty is for an employee covered by the AFSCME contract or the PBA agreement, the additive must be effective no later than the 23<sup>rd</sup> day if the employee has been assigned duties of a higher level position for a period of more than 22 workdays within any six consecutive months.

**Length of time additive will be used:**

The additive will be in effect for the length of time the position is vacant or until such time as management decides that the additional duties can be removed from the employee receiving the additive, but in either case no longer than 90 days without agency review to decide if it should be sent to the Department of Management Services for an extension.

**Additive Amount:**

Up to 10% of the employee's base salary (or the option to go to the minimum of the higher level pay grade, if determined appropriate).

**Classes/Positions affected:**

Any Career Service classification could be affected by the provisions of this plan so it is not possible to predict exactly which temporary special duty additives will occur in FY 15/16. However, there were four temporary special duty additives (not including those for absent coworker for military/FMLA leave purposes) that were provided during the FY 13/14.

**Historical data:**

The provision for a temporary special duty additive has been in effect for many years dating back in the statutes to at least the year 1997. The number of persons for this type of additive for the prior fiscal year is shown in the paragraph above.

**Estimated annual cost:**

The last fiscal year's annual cost for temporary special duty additives (not including those for absent coworker for military/FMLA leave purposes) was \$6,718.02.

**Collective Bargaining Units impacted:**

AFSCME-Article 21-Compensation For Temporary Special Duty In A Higher Position

- (A) Each time an employee is designated by the employee's immediate supervisor to act in a vacant established position in a higher broadband level than the employee's current broadband level, and performs a major portion of the duties of the higher level position, irrespective of whether the higher level position is funded, for more than 22 workdays within any six consecutive months, the employee shall be eligible to receive a temporary special duty additive in accordance with the Rules of the State Personnel System, beginning with the 23<sup>rd</sup> day.
- (B) Employees being paid at a higher rate while temporarily acting in a position in a higher broadband level will be returned to their regular rate of pay when the period of temporary special duty in the higher broadband level is ended.

PBA-Law Enforcement Unit-Article 21-Acting Ranks

Section 1-Eligibility

Each time an employee is officially designated by the appropriate supervisor to act in a higher broadband level than the employee's permanent broadband level, and actually performs said duties for a period of more than twenty-two (22) workdays, within any six (6) consecutive months, the employee shall be eligible for a promotional pay increase to the higher broadband level as provided in the Rules of the State Personnel System.

### Section 2-Method of Compensation

It is understood by the parties that, insofar as pay is concerned, employees temporarily filling a position in a higher broadband level shall be paid according to the same compensation method as permanent promotees under the Rules of the State Personnel System.

### Section 3-Return to Regular Rate

Employees being paid at a higher rate while temporarily filling a position in a higher broadband level will be returned to their regular rate of pay when the period of temporary employment in the higher broadband level is ended.

## Schedule VII: Agency Litigation Inventory

*For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.*

Agency:	Florida Department of Agriculture and Consumer Services		
Contact Person:	Wesley R. Parsons	Phone Number:	305-347-3123
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Pompano Beach, et al. v. FDACS (a/k/a In re Citrus Canker Litigation, Cox and Bogorff)		
Court with Jurisdiction:	Broward County Circuit Court		
Case Number:	00-18394		
Summary of the Complaint:	Lawsuit for damages for removal of canker-exposed citrus trees in Broward County under theories of inverse condemnation and statutory liability.		
Amount of the Claim:	See "Status of the Case."		
Specific Statutes or Laws (including GAA) Challenged:	Fla. Stat. § 581.1845.		
Status of the Case:	Court certified class of Broward homeowners who lost canker-exposed citrus trees. Judgment for \$8,043,501 was entered on October 6, 2008, and interest at the official rate is running from that date. The judgment was affirmed by the Fourth District Court of Appeal, and the Florida Supreme Court, and the United States Supreme Court declined to review the decision. The 4th DCA has held that the plaintiffs must pursue the legislative claims bill process to collect on their judgment. Plaintiffs were also awarded attorneys' fees and costs in the amount of \$4,584,147.48, which was reduced to \$4,133,083 on appeal to the 4th DCA. Plaintiffs have moved to hold the claims bill statute unconstitutional, and a hearing thereon will be heard on November 3, 2014.		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input checked="" type="checkbox"/>	Outside Contract Counsel	
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	Grossman Roth, P.A. Weiss, Serota et al. Lytal Reiter, P.A. Berman Devalerio P.A. Rubin & Barrar		



### Schedule VII: Agency Litigation Inventory

*For directions on completing this schedule, please see the “Legislative Budget Request (LBR) Instructions” located on the Governor’s website.*

<b>Agency:</b>	Florida Department of Agriculture and Consumer Services		
<b>Contact Person:</b>	Wesley R. Parsons	<b>Phone Number:</b>	305-347-3123
<b>Names of the Case: (If no case name, list the names of the plaintiff and defendant.)</b>	Pompano Beach, et al. v. FDACS (a/k/a In re Citrus Canker Litigation and Brignoni) (transferred to Miami-Dade County Circuit Court) Martinez v. FDACS (a/k/a Grove Services)		
<b>Court with Jurisdiction:</b>	Miami-Dade County Circuit Court		
<b>Case Number:</b>	Pompano Beach: 02-24436 Miami-Dade: 03-8255 Martinez: 03-30110		
<b>Summary of the Complaint:</b>	Lawsuits for damages for removal of canker-exposed citrus trees in Miami-Dade County under theories of inverse condemnation and statutory liability. Pompano Beach covers residential trees removed after January 1, 2000, and Martinez covers other residential trees, and commercial trees.		
<b>Amount of the Claim:</b>	Unliquidated, but likely more than \$100 million, plus interest, costs, and attorneys’ fees.		
<b>Specific Statutes or Laws (including GAA) Challenged:</b>	Fla. Stat. § 581.1845.		
<b>Status of the Case:</b>	Certification of a class in Pompano Beach was granted in the trial court, and was affirmed en banc in a split decision by the Third District. A liability trial in the circuit court has not yet been scheduled. Plaintiffs have moved for summary judgment to dispense with the liability trial.		
<b>Who is representing (of record) the state in this lawsuit? Check all that apply.</b>	<input type="checkbox"/>	Agency Counsel	
	<input type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input checked="" type="checkbox"/>	Outside Contract Counsel	
<b>If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).</b>	Grossman Roth, P.A. Weiss, Serota et al., P.A. Lytal Reiter, P.A. Berman Devalerio P.A. Law Offices of Malcolm Misuraca Nelson & Franklin, PLLC; Wasson & Associates		

## Schedule VII: Agency Litigation Inventory

*For directions on completing this schedule, please see the “Legislative Budget Request (LBR) Instructions” located on the Governor’s website.*

<b>Agency:</b>	Florida Department of Agriculture and Consumer Services		
<b>Contact Person:</b>	Wesley R. Parsons	<b>Phone Number:</b>	305-347-3123
<b>Names of the Case: (If no case name, list the names of the plaintiff and defendant.)</b>	Mendez v. FDACS		
<b>Court with Jurisdiction:</b>	Palm Beach County Circuit Court		
<b>Case Number:</b>			
<b>Summary of the Complaint:</b>	Lawsuit for damages for removal of canker-exposed citrus trees in Palm Beach County under theories of inverse condemnation and statutory liability.		
<b>Amount of the Claim:</b>	See “Status of the Case.”		
<b>Specific Statutes or Laws (including GAA) Challenged:</b>	Fla. Stat. § 581.1845.		
<b>Status of the Case:</b>	Court certified class of Palm Beach County homeowners who lost canker-exposed citrus trees. Judgment for \$19,222,490 was entered on August 3, 2011, and interest at the official rate is running from that date. The agency appealed the final judgment to the 4th DCA, which reversed the judgment due to the exclusion of scientific evidence by the circuit judge in the compensation trial, and remanded the case to the circuit court for a new trial. The compensation trial has not yet been rescheduled. The 4th DCA has held the plaintiffs must pursue the claims bill process to collect on their judgment. Attorneys’ fees and costs will also be assessed.		
<b>Who is representing (of record) the state in this lawsuit? Check all that apply.</b>	<input type="checkbox"/>	Agency Counsel	
	<input type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input checked="" type="checkbox"/>	Outside Contract Counsel	

If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	Grossman Roth, P.A. Weiss, Serota et al. Lytal Reiter, P.A. Berman Devalerio P.A.
------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------

### Schedule VII: Agency Litigation Inventory

*For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.*

Agency:	Florida Department of Agriculture and Consumer Services		
Contact Person:	Wesley R. Parsons	Phone Number:	305-347-3123
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Dellaselva v. FDACS		
Court with Jurisdiction:	Lee County Circuit Court		
Case Number:	03-1947		
Summary of the Complaint:	Lawsuit for damages for removal of canker-exposed citrus trees in Lee County under theories of inverse condemnation and statutory liability.		
Amount of the Claim:	Unliquidated, but likely more than \$10 million, plus interest, costs, and attorneys' fees.		
Specific Statutes or Laws (including GAA) Challenged:	Fla. Stat. § 581.1845.		
Status of the Case:	Court certified class of Lee County homeowners who lost canker-exposed trees, and certification was affirmed by Second District Court of Appeal. A liability trial was held and the Plaintiffs obtained a verdict of \$234 per tree, for a total of \$7,961,147, plus prejudgment interest to be determined. The agency has appealed the judgment to the 2d DCA.		
Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel	
		Office of the Attorney General or Division of Risk Management	
	X	Outside Contract Counsel	

If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	Grossman Roth, P.A. Weiss, Serota et al. Lytal Reiter, P.A. Berman Devalerio P.A.
------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------

### Schedule VII: Agency Litigation Inventory

*For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.*

Agency:	Florida Department of Agriculture and Consumer Services		
Contact Person:	Wesley R. Parsons	Phone Number:	305-347-3123
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Ayers v. FDACS		
Court with Jurisdiction:	Orange County Circuit Court		
Case Number:	05 CA 4120 #37		
Summary of the Complaint:	Lawsuit for damages for removal of canker-exposed citrus trees in Orange County under theories of inverse condemnation and statutory liability.		
Amount of the Claim:	Unliquidated, but likely more than \$30 million, plus interest, costs, and attorneys' fees.		
Specific Statutes or Laws (including GAA) Challenged:	Fla. Stat. § 581.1845.		
Status of the Case:	Court certified class of Orange County homeowners who lost canker-exposed trees, and certification was affirmed by Fifth District Court of Appeal. Liability was found against FDACS. A jury trial on damages is taking place as of October 1, 2014.		
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel	
	<input type="checkbox"/>	Office of the Attorney General or Division of Risk Management	
	<input checked="" type="checkbox"/>	Outside Contract Counsel	

If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	Grossman Roth, P.A. Weiss, Serota, Helfman, Pastoriza & Guedes, P.A. Lytal Reiter, P.A. Berman Devalerio P.A.
------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------

### Schedule VII: Agency Litigation Inventory

*For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.*

Agency:	Florida Department of Agriculture and Consumer Services		
Contact Person:	Wesley R. Parsons	Phone Number:	305-347-3123
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Patchen v. FDACS		
Court with Jurisdiction:	Miami-Dade County Circuit Court		
Case Number:	00-29271		
Summary of the Complaint:	Lawsuit for damages for removal of canker-exposed citrus trees belonging to Mr. and Mrs. Patchen under theory of inverse condemnation.		
Amount of the Claim:	Unliquidated, but estimated at thousands of dollars, plus interest, costs, and attorneys' fees		
Specific Statutes or Laws (including GAA) Challenged:	Fla. Stat. § 581.1845.		
Status of the Case:	Summary judgment against Patchens was reversed by Florida Supreme Court. Further proceedings will be held in trial court to determine compensation due plaintiffs, if any. No trial is currently scheduled. This case is not a class action.		
Who is representing (of		Agency Counsel	

record) the state in this lawsuit? Check all that apply.		Office of the Attorney General or Division of Risk Management
	X	Outside Contract Counsel
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A	

### Schedule VII: Agency Litigation Inventory

*For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.*

Agency:	Florida Department of Agriculture and Consumer Services		
Contact Person:	Wesley R. Parsons	Phone Number:	305-347-3123
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Dooley Groves v. FDACS		
Court with Jurisdiction:	Hillsborough County Circuit Court		
Case Number:	09-12839		
Summary of the Complaint:	Lawsuit for damages for destroyed commercial citrus.		
Amount of the Claim:	Approximately \$1 million, plus interest, costs, and attorneys' fees.		
Specific Statutes or Laws (including GAA) Challenged:	N/A		
Status of the Case:	The trial court has denied motions to dismiss complaint and for summary judgment. The case is ready for a non-jury trial on damages, but no such trial has been scheduled. Plaintiffs have moved for summary judgment of liability, but no hearing has been scheduled. This is not a class action.		

Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel
		Office of the Attorney General or Division of Risk Management
	X	Outside Contract Counsel
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A	

### Schedule VII: Agency Litigation Inventory

*For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.*

Agency:	Florida Department of Agriculture and Consumer Services		
Contact Person:	Wesley R. Parsons	Phone Number:	305-347-3123
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	Gary Mahon v. FDACS		
Court with Jurisdiction:	Orange County Circuit Court		
Case Number:	08-CA-30736		
Summary of the Complaint:	Lawsuit for damages for nursery citrus.		
Amount of the Claim:	Approximately \$3.4 million, plus interest, costs, and attorneys' fees.		
Specific Statutes or Laws (including GAA) Challenged:	N/A		
Status of the Case:	The trial court dismissed some counts of the complaint and denied dismissal of some counts. Trial is scheduled for March 2005, and counsel have agreed the trial should be limited to liability. trial is scheduled. This case is not a class action.		

Who is representing (of record) the state in this lawsuit? Check all that apply.		Agency Counsel
		Office of the Attorney General or Division of Risk Management
	X	Outside Contract Counsel
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A	

### Schedule VII: Agency Litigation Inventory

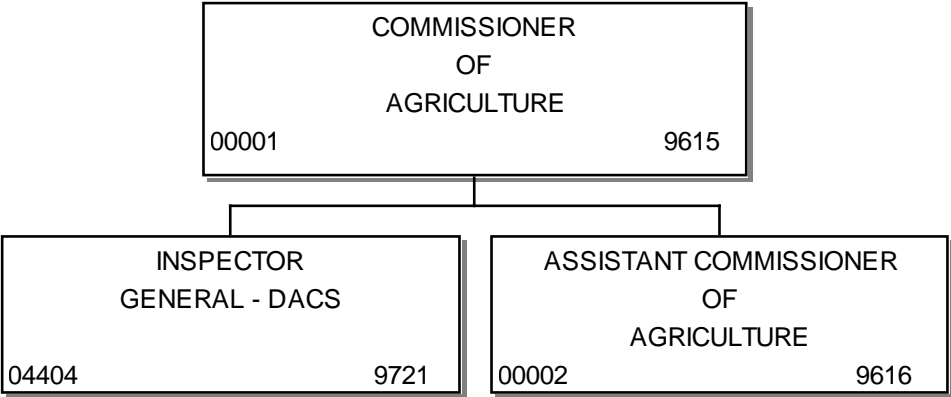
*For directions on completing this schedule, please see the "Legislative Budget Request (LBR) Instructions" located on the Governor's website.*

Agency:	Florida Department of Agriculture and Consumer Services		
Contact Person:	Wesley R. Parsons	Phone Number:	305-347-3123
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	John & Shelby Mahon v. FDACS		
Court with Jurisdiction:	Lake County Circuit Court		
Case Number:	11 CA 3036A		
Summary of the Complaint:	Lawsuit for damages for nursery citrus.		
Amount of the Claim:	Several million dollars, plus interest, costs, and attorneys' fees.		
Specific Statutes or Laws (including GAA) Challenged:	N/A		
Status of the Case:	No trial is scheduled. This case is not a class action.		



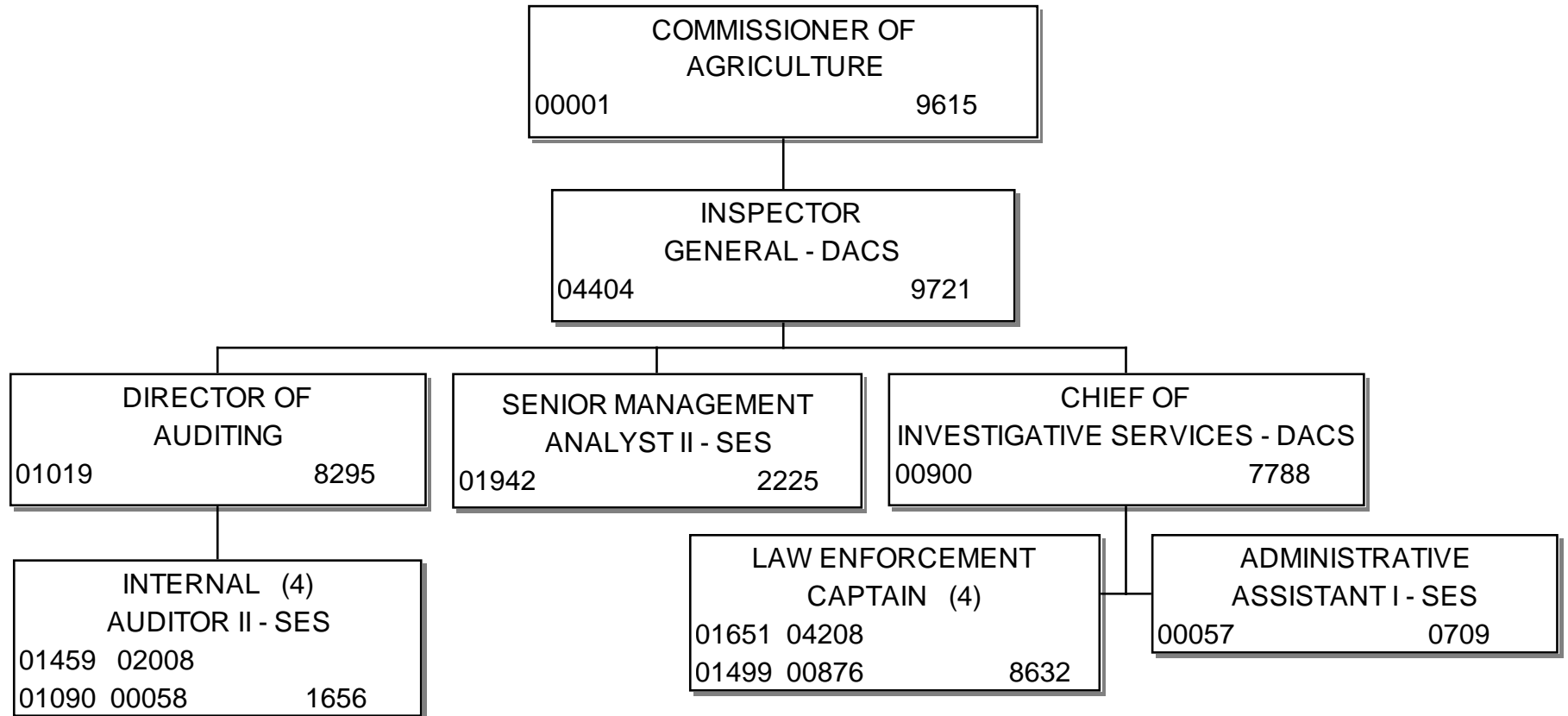
Who is representing (of record) the state in this lawsuit? Check all that apply.	<input type="checkbox"/>	Agency Counsel
	<input type="checkbox"/>	Office of the Attorney General or Division of Risk Management
	<input checked="" type="checkbox"/>	Outside Contract Counsel
If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s).	N/A	

**FLORIDA DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**



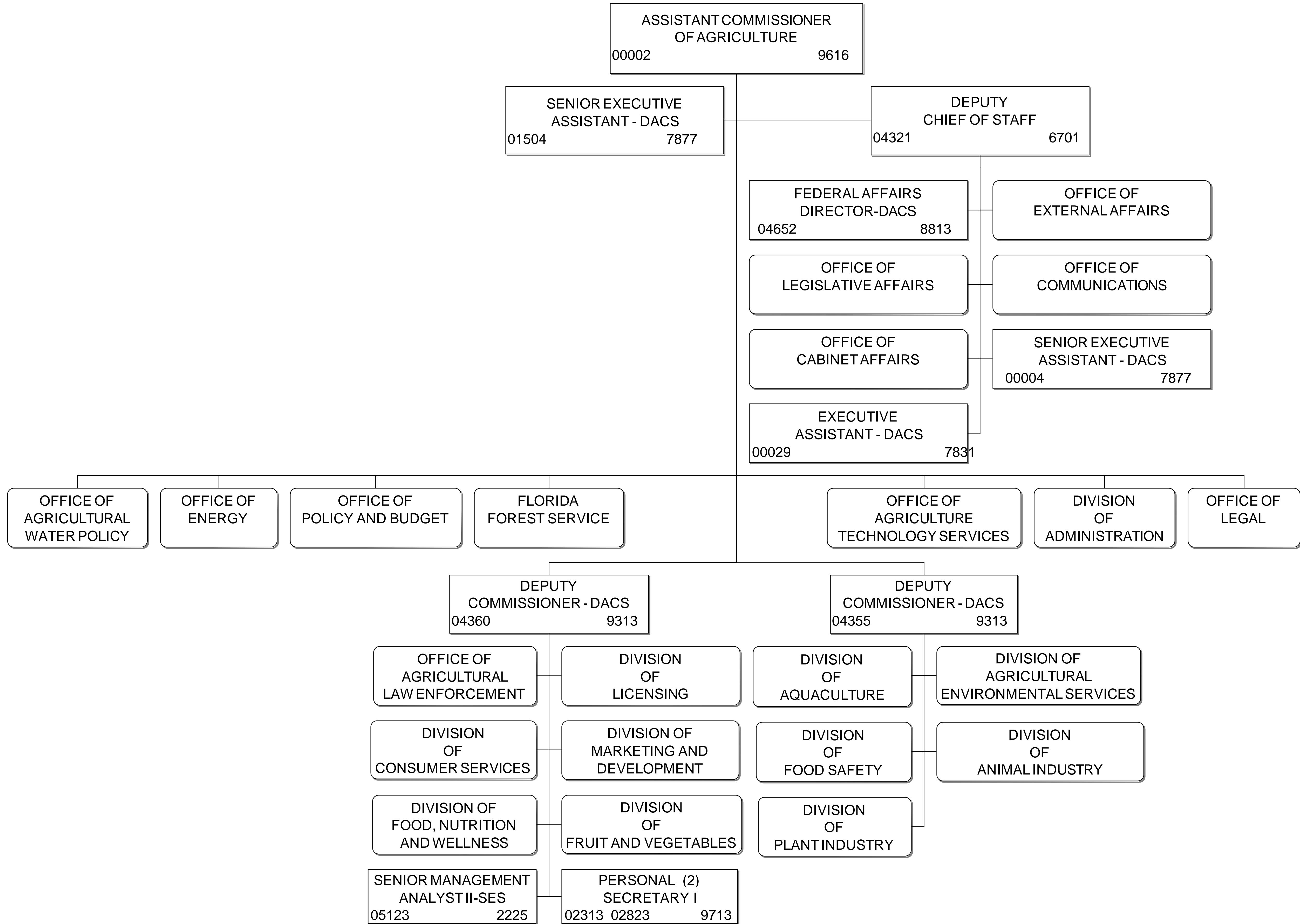
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

OFFICE OF INSPECTOR GENERAL  
PAGE 2 OF 12



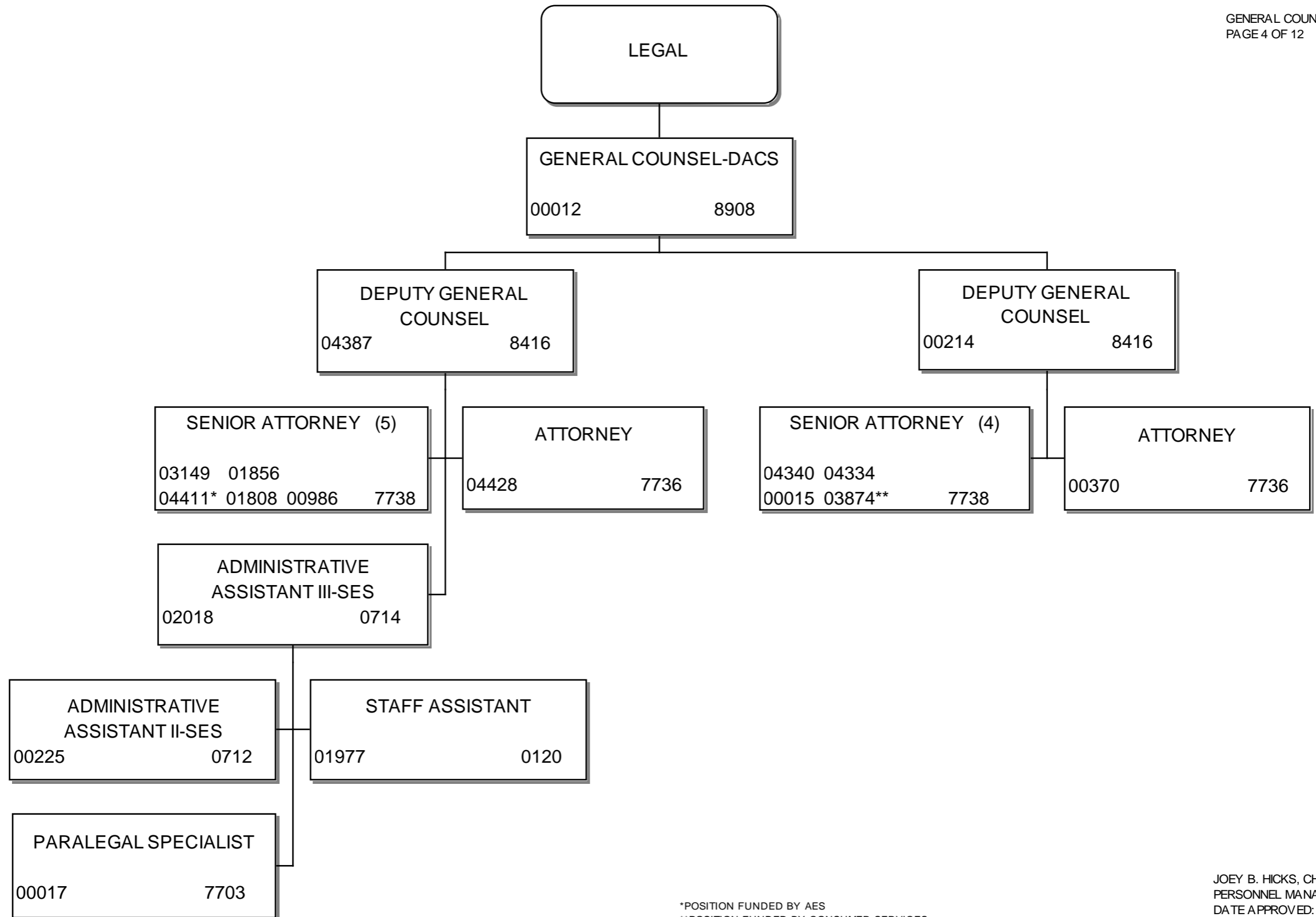
JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
DATE APPROVED: 1/6/2014

**FLORIDA DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

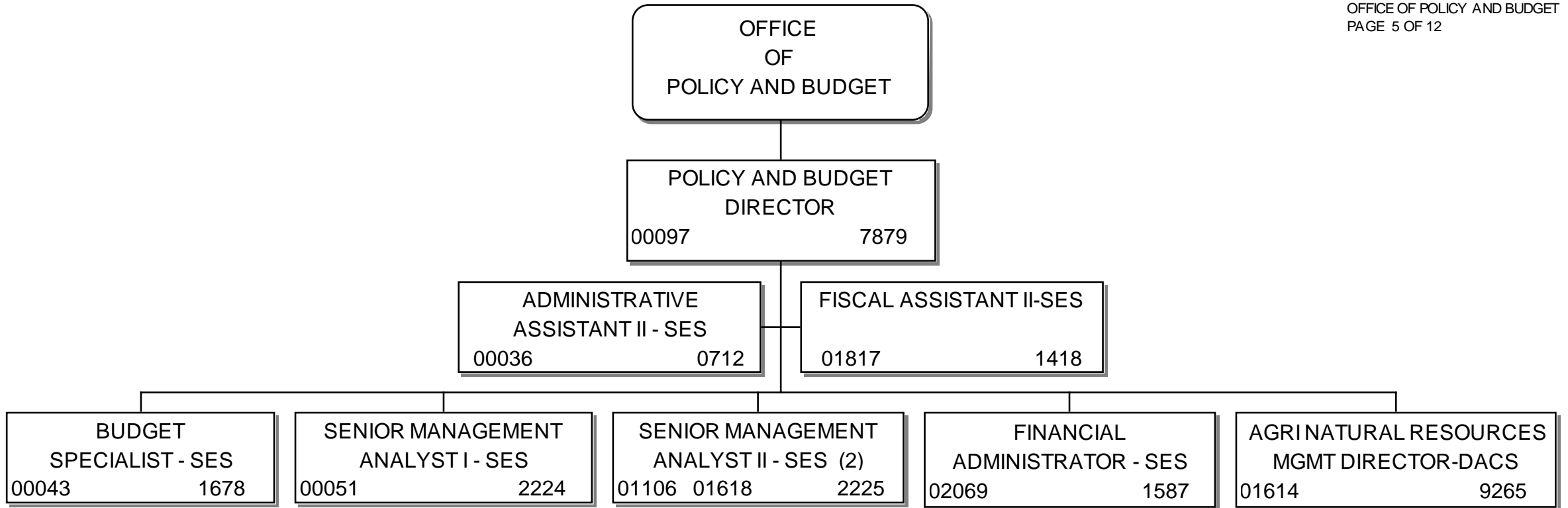
GENERAL COUNSEL  
PAGE 4 OF 12



\*POSITION FUNDED BY AES  
\*\*POSITION FUNDED BY CONSUMER SERVICES

**FLORIDA DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

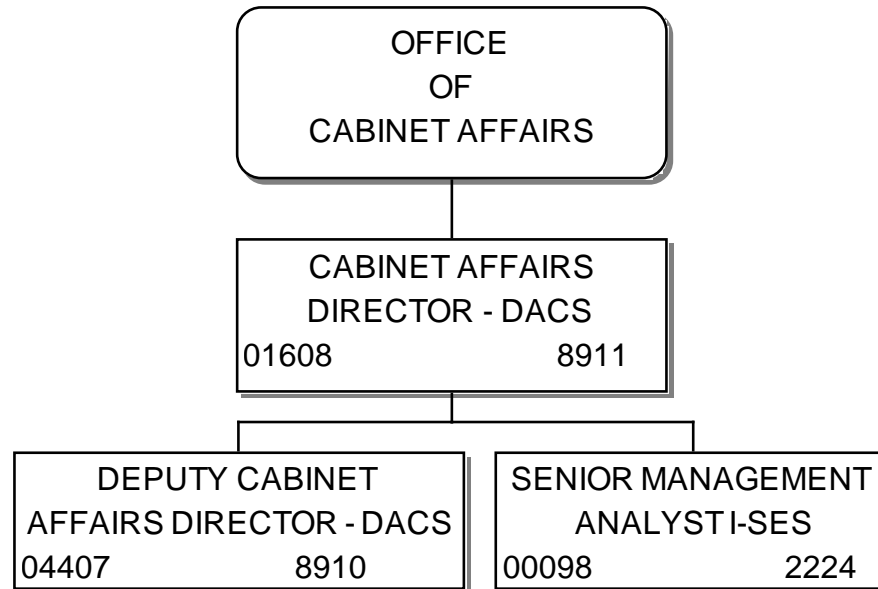
OFFICE OF POLICY AND BUDGET  
PAGE 5 OF 12



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGMENT  
DATE APPROVED: 3/1/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

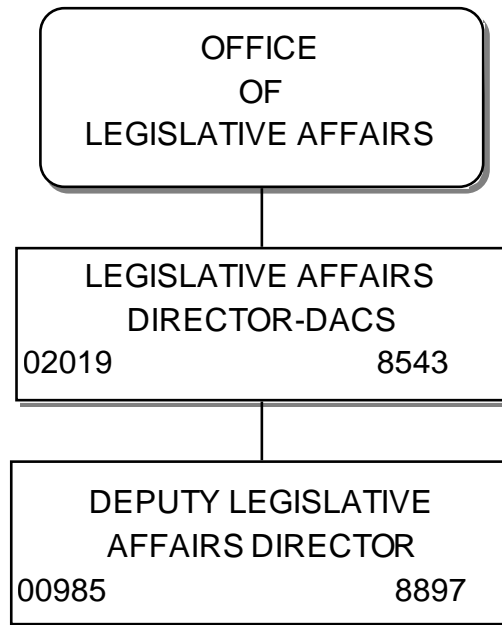
CABINET AFFAIRS  
PAGE 6 OF 12



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
DATE APPROVED: 1/20/2012

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

LEGISLATIVE AFFAIRS  
PAGE 7 OF 12

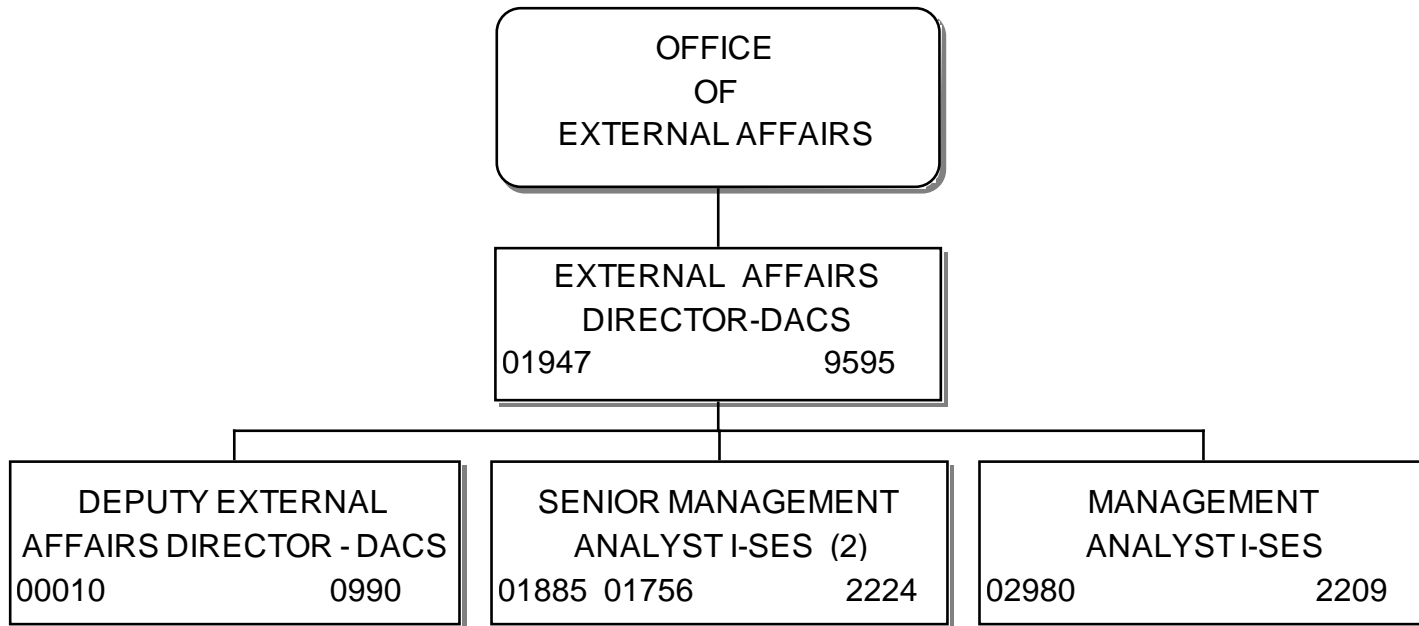


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
DATE APPROVED: 1/4/2011



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

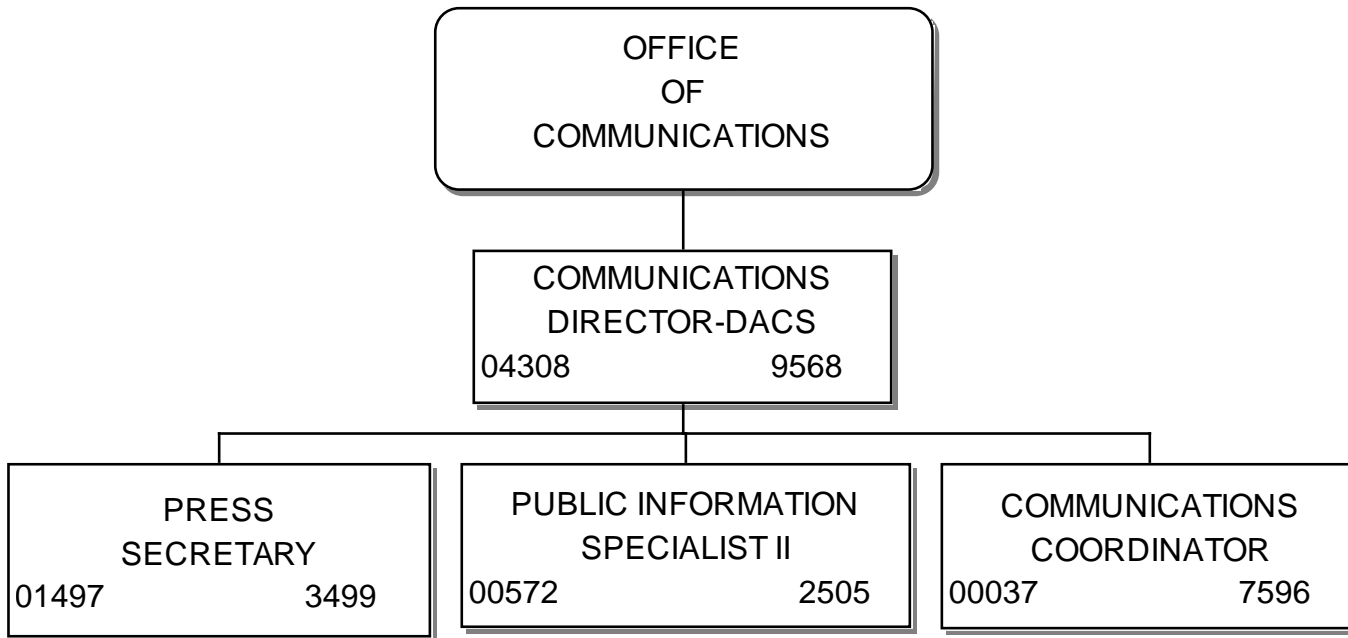
EXTERNAL AFFAIRS  
PAGE 8 OF 12



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
DATE APPROVED: 6/20/2014

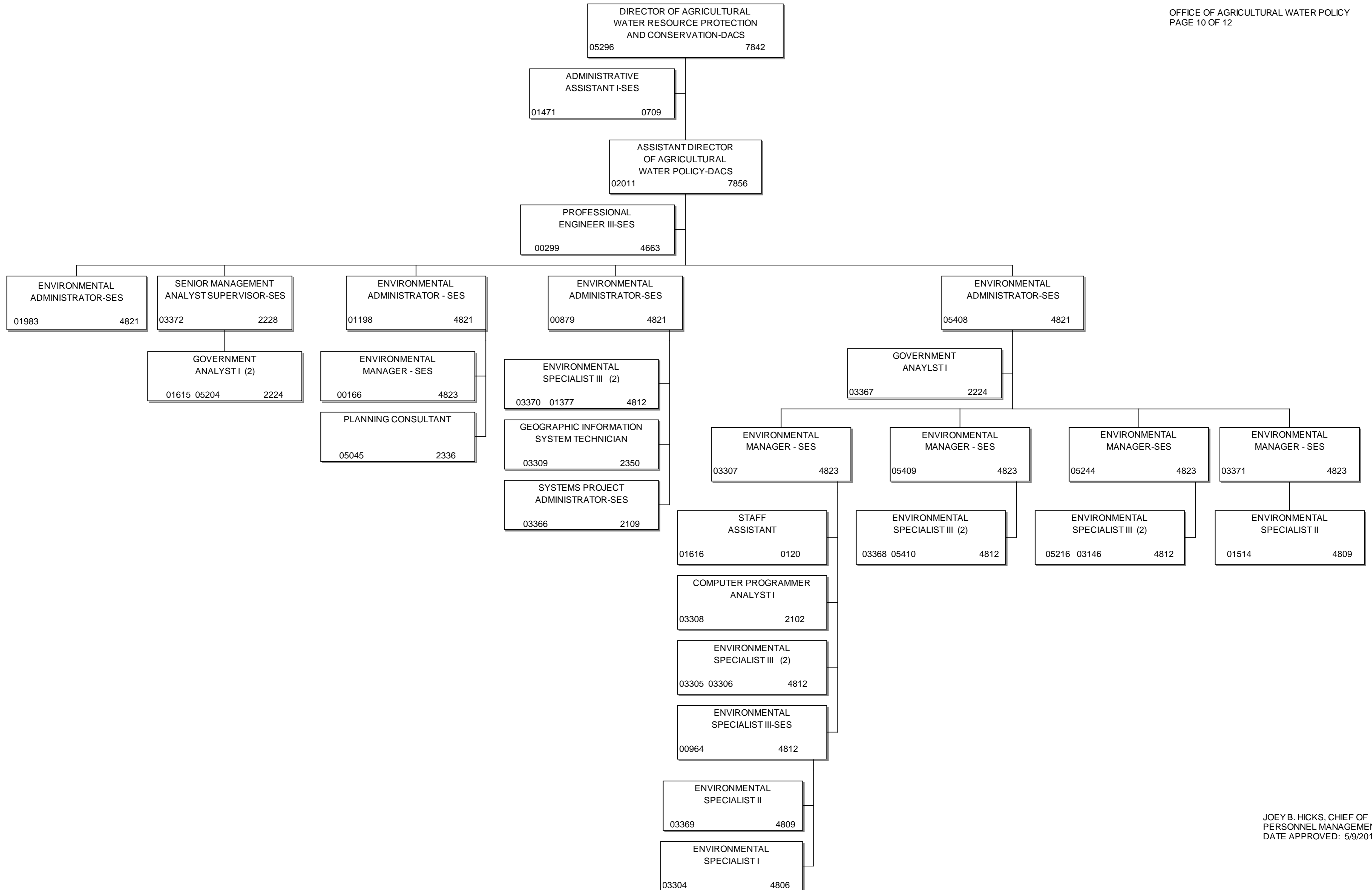
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

COMMUNICATIONS  
PAGE 9 OF 12

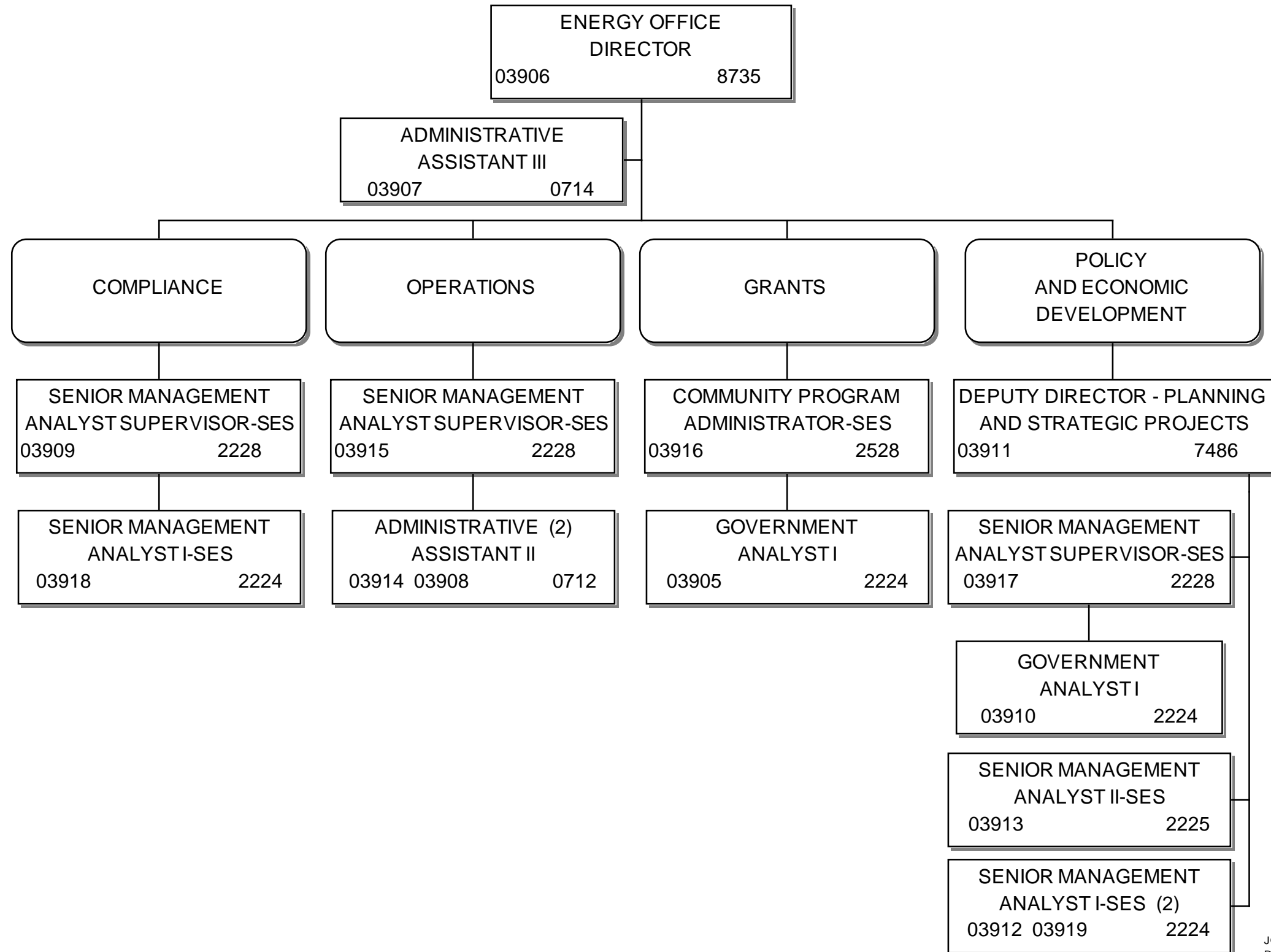


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
DATE APPROVED: 2/28/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

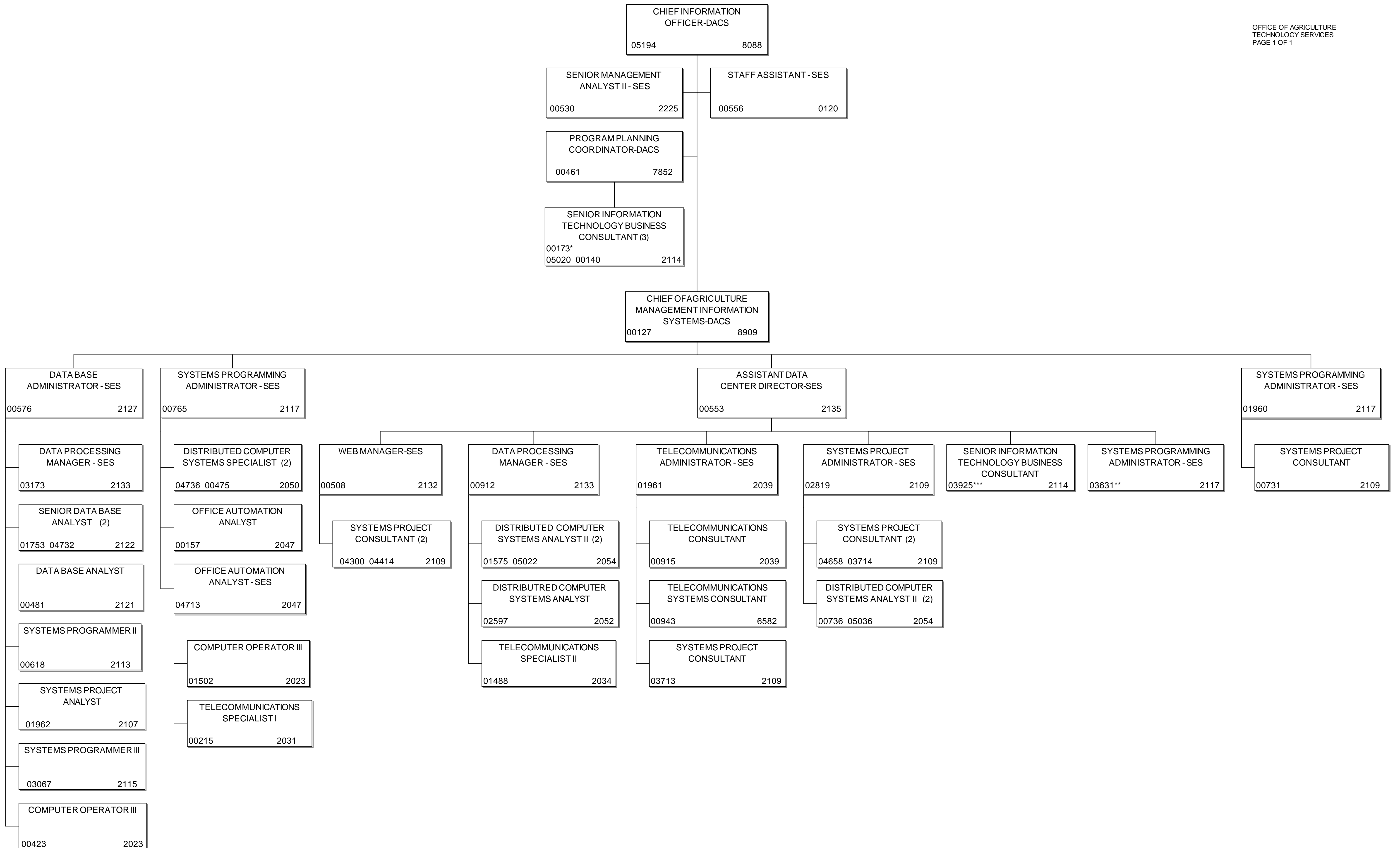


**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
OFFICE OF AGRICULTURE TECHNOLOGY SERVICES**

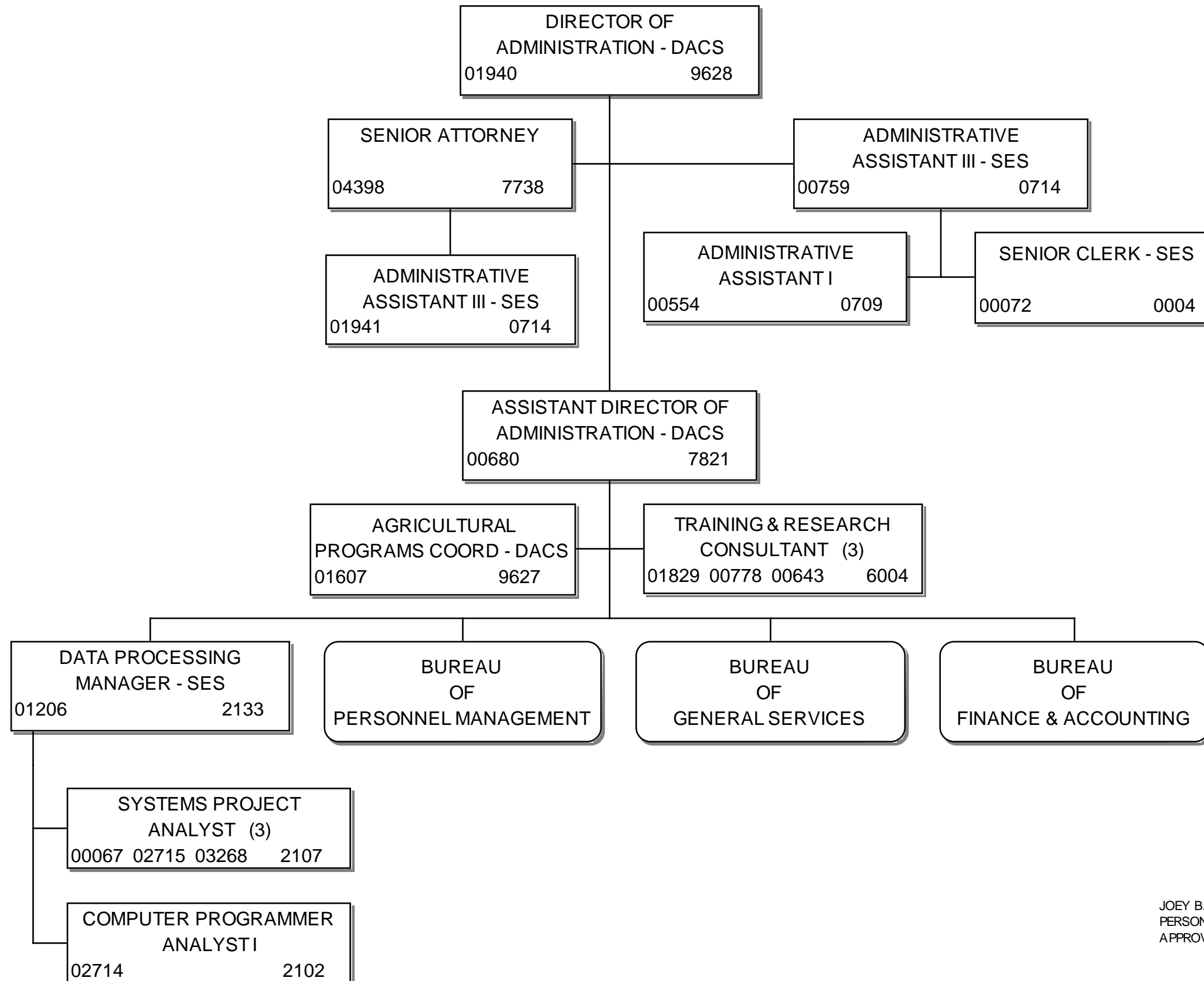
OFFICE OF AGRICULTURE  
TECHNOLOGY SERVICES  
PAGE 1 OF 1



\* Paid from OALE  
\*\* Paid from Division of Licensing  
\*\*\* Paid from Division of Food, Nutrition and Wellness

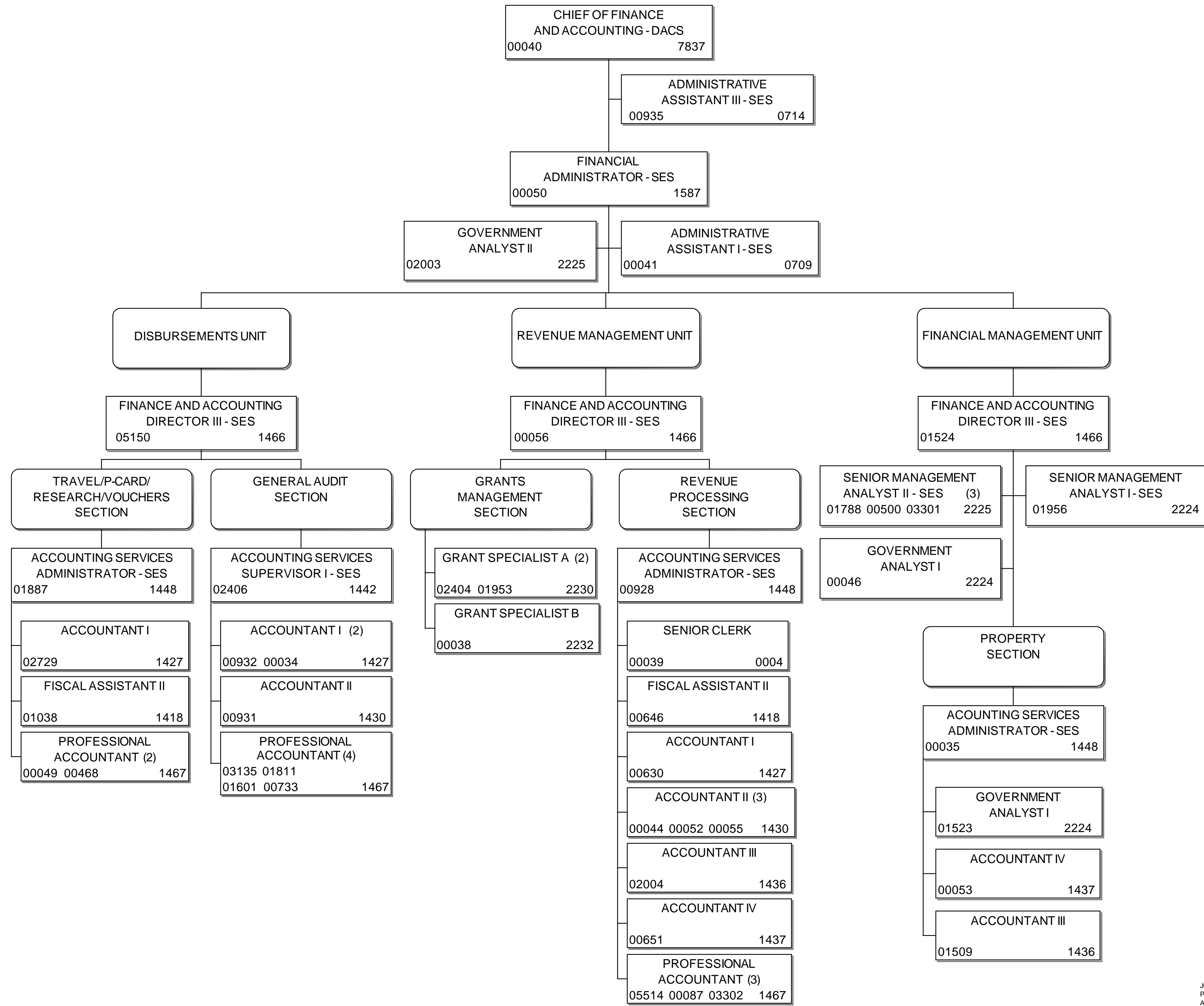
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF ADMINISTRATION**

DIRCTOR'S OFFICE  
PAGE 1 OF 1

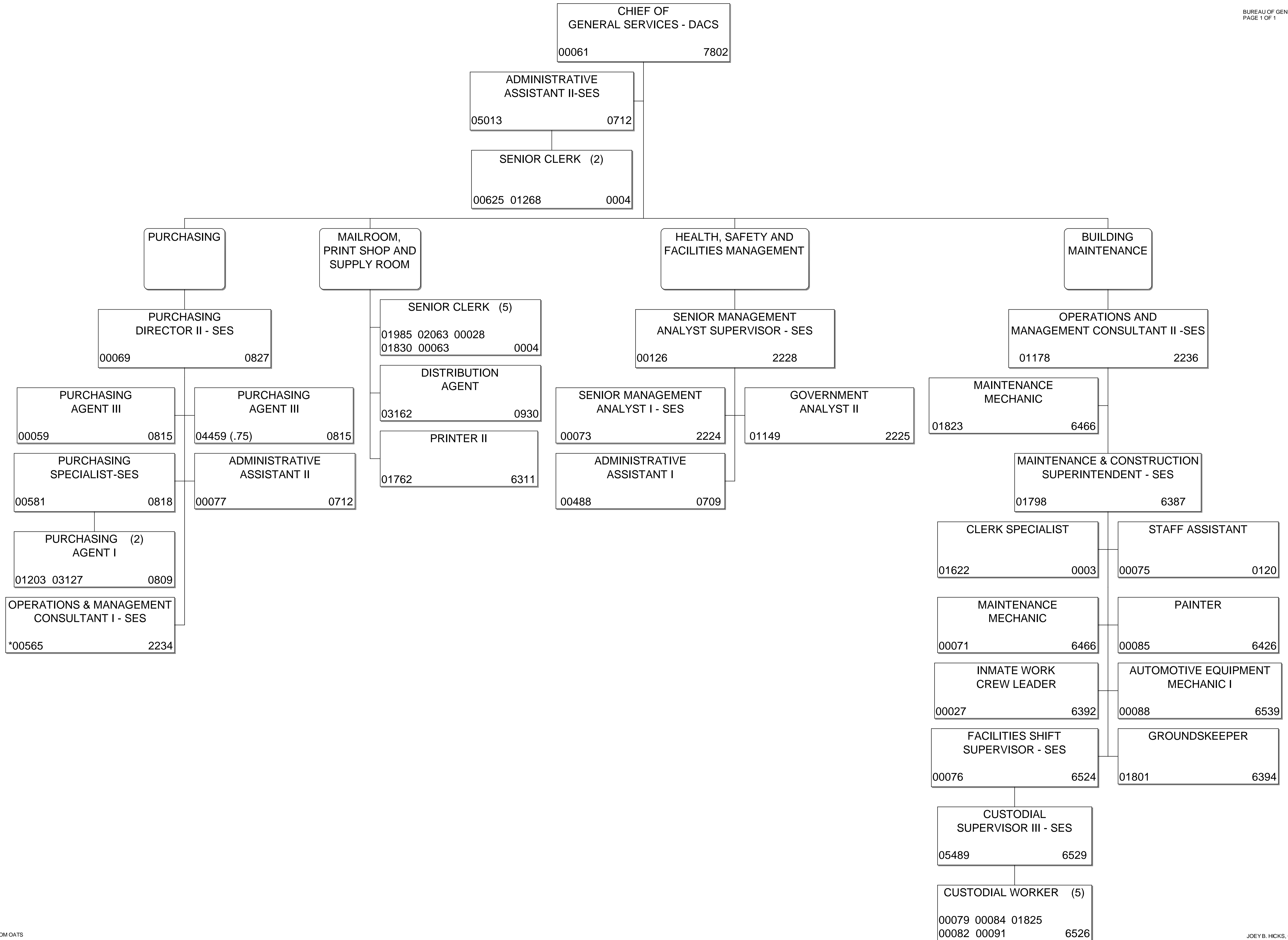


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 6/20/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF ADMINISTRATION**

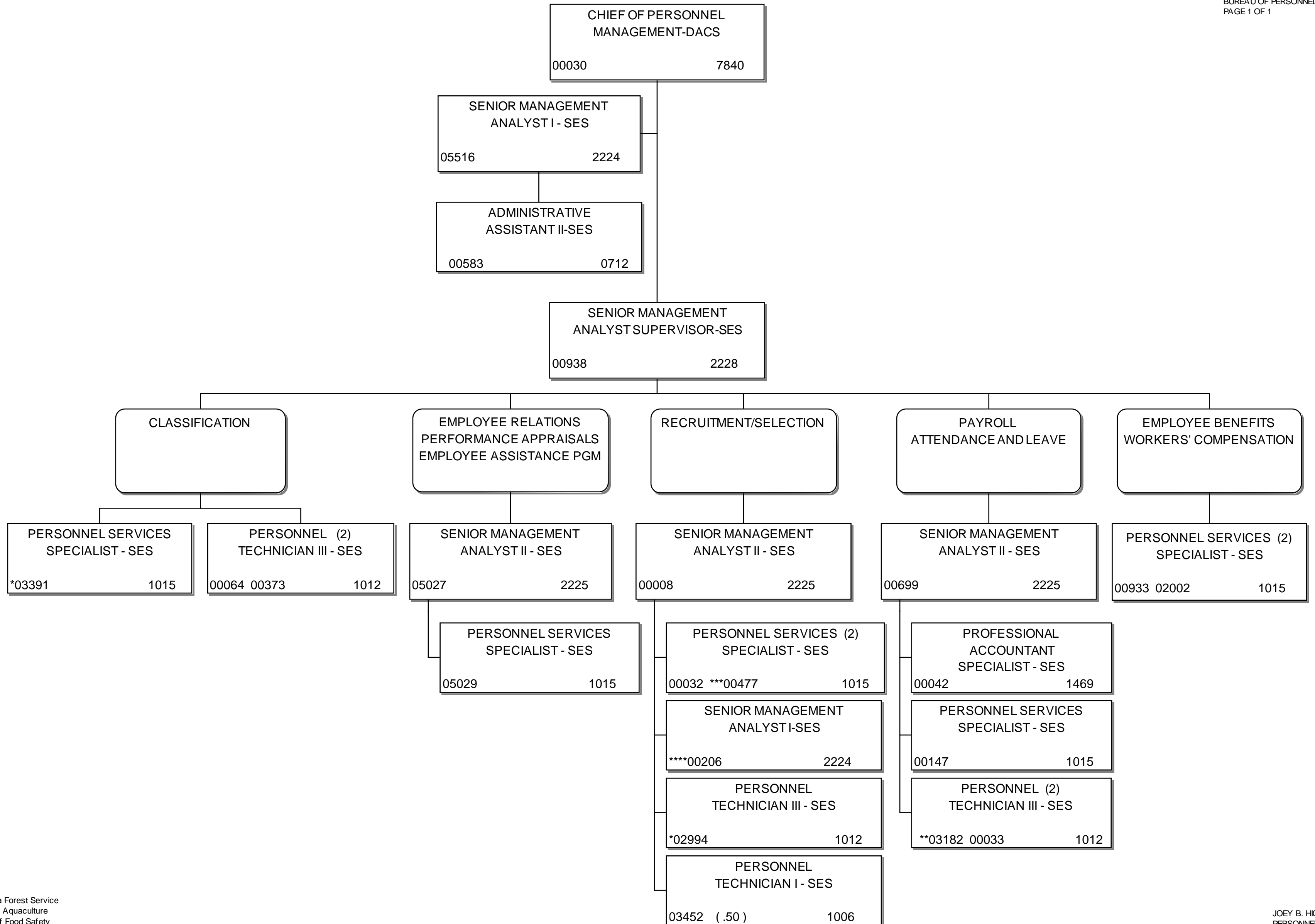


**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF ADMINISTRATION**





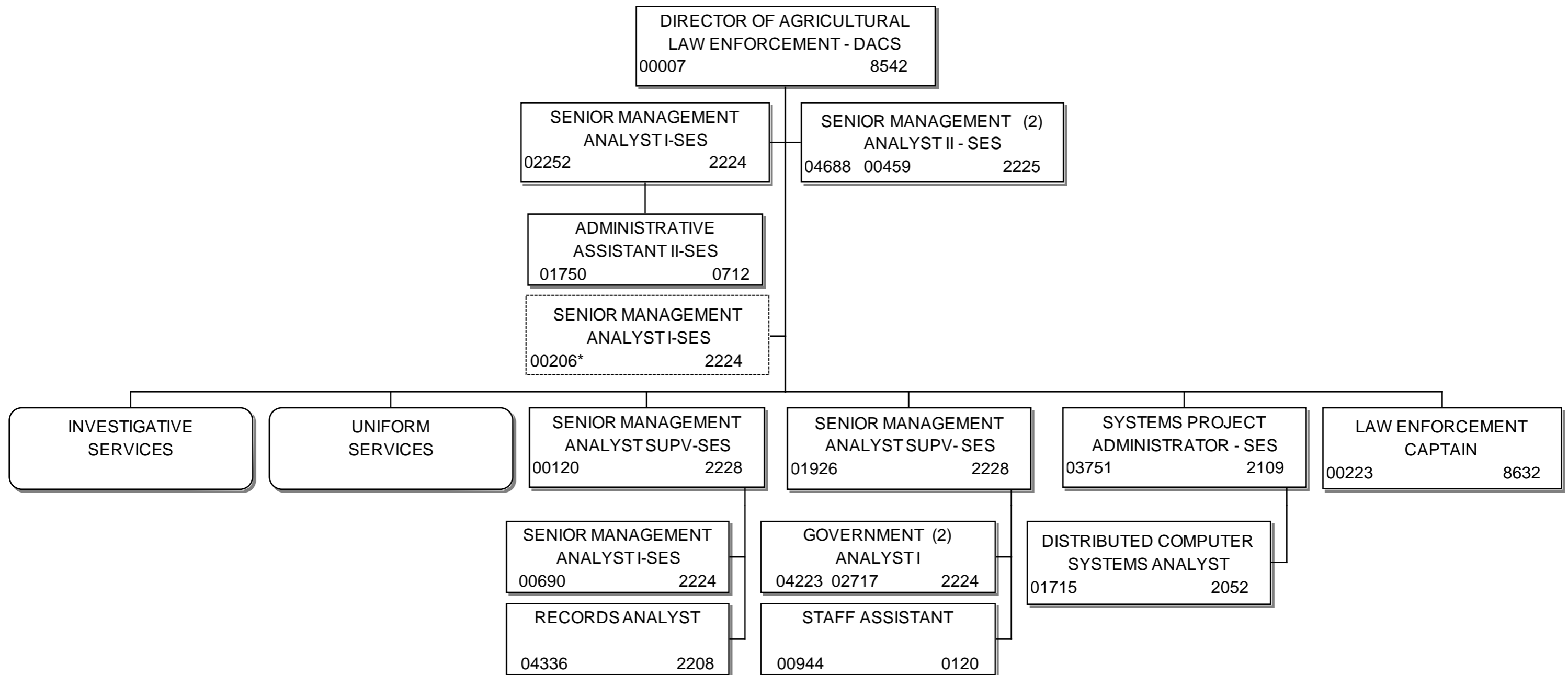
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF ADMINISTRATION**



\*Funded from Florida Forest Service  
 \*\*Funded from Div. of Aquaculture  
 \*\*\*Funded from Div. of Food Safety  
 \*\*\*\*Funded from OALE

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

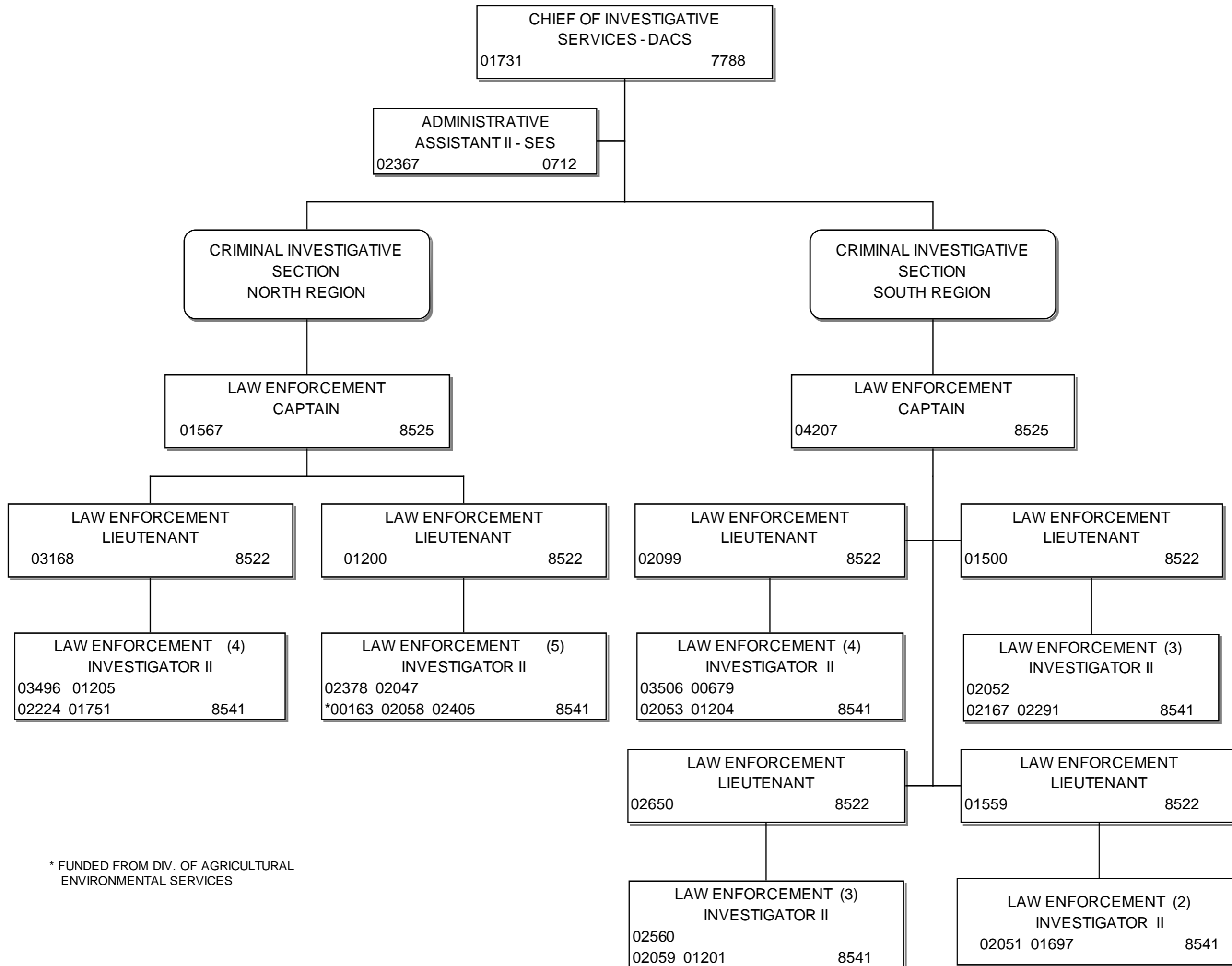
DIVISION FTE: 272  
OFFICE OF AGRICULTURAL LAW ENFORCEMENT  
PAGE 1 OF 8



\* Working with Bureau of Personnel Management  
on Recruitment Pilot Program

JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 06/06/2014

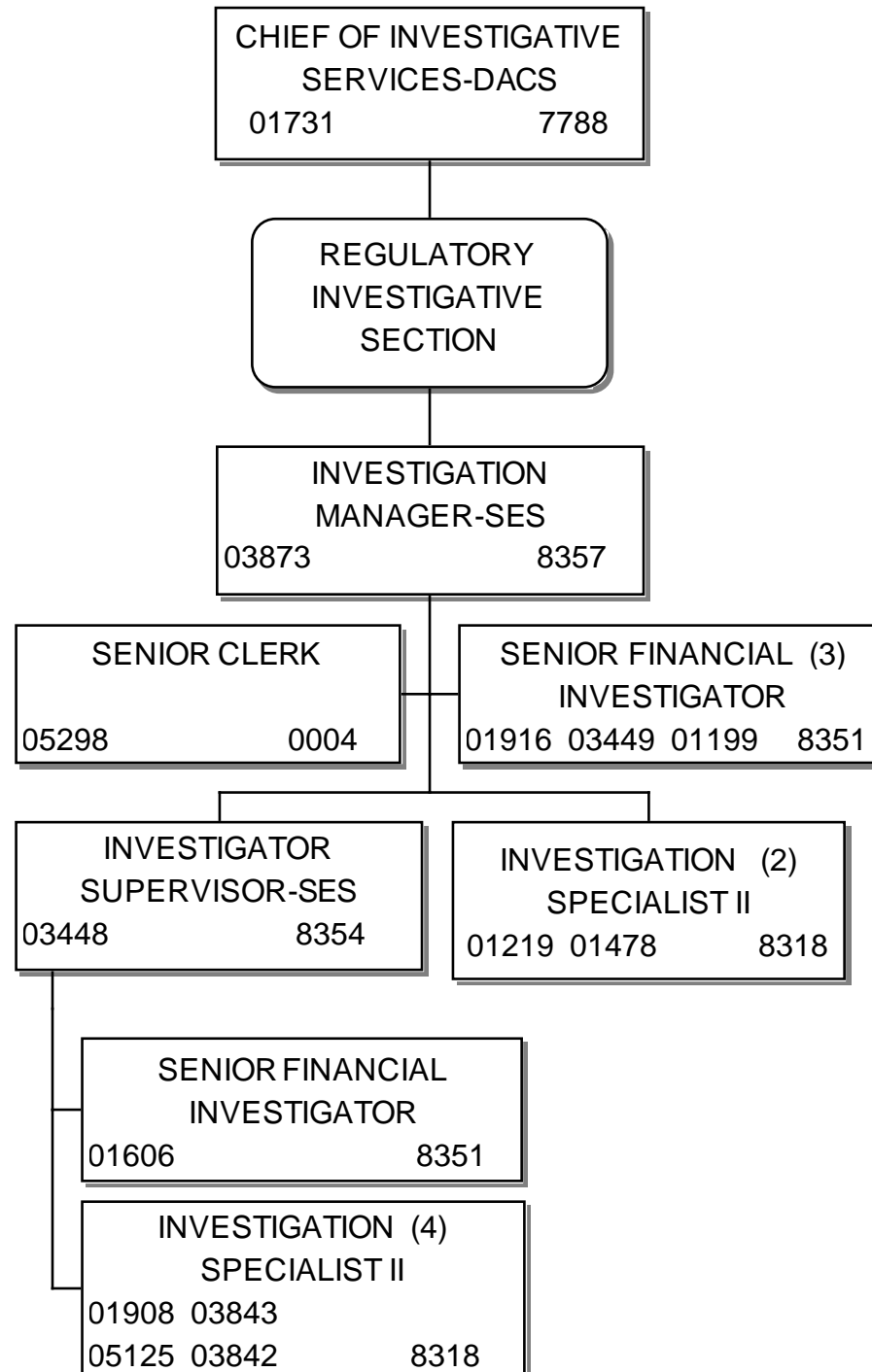
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**



\* FUNDED FROM DIV. OF AGRICULTURAL ENVIRONMENTAL SERVICES

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

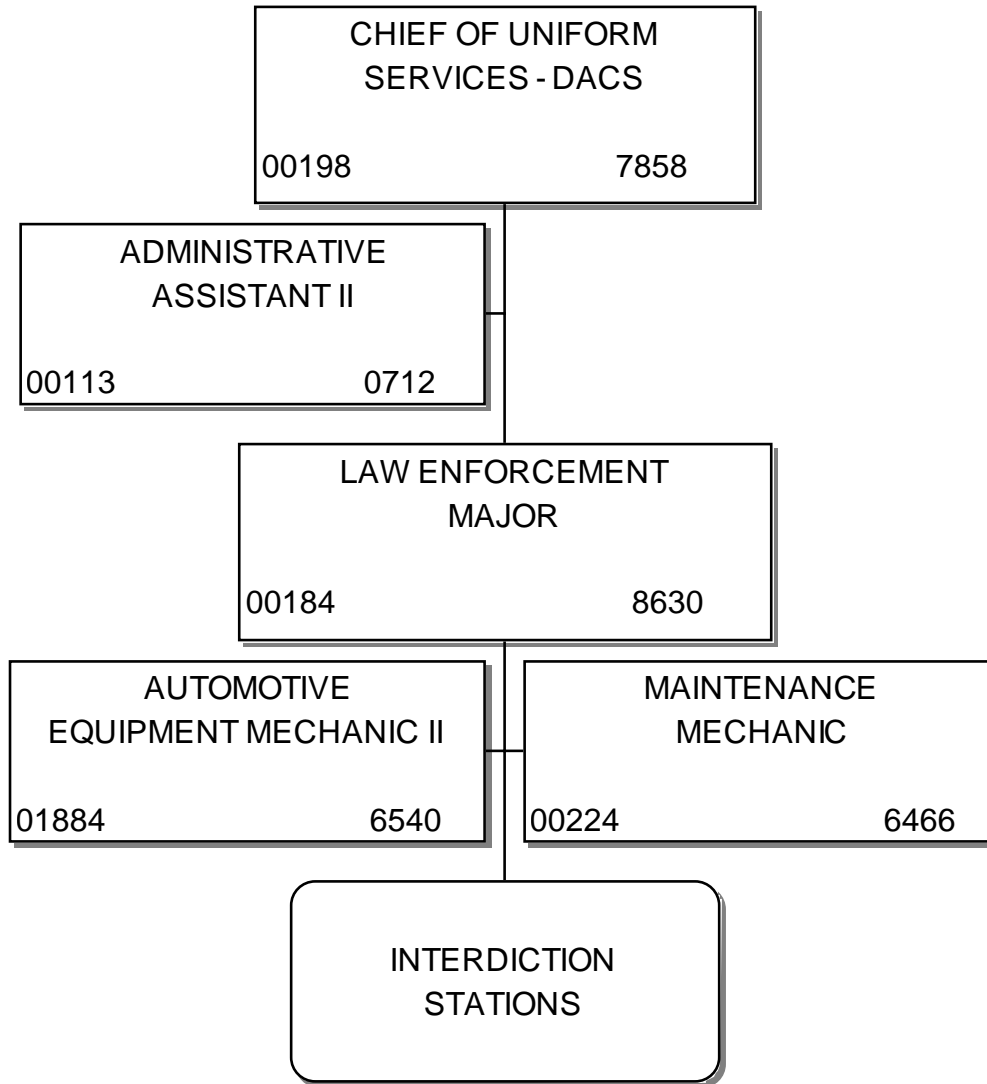
OFFICE OF AGRICULTURAL LAW ENFORCEMENT  
PAGE 3 OF 8



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
DATE APPROVED: 6/13/2014

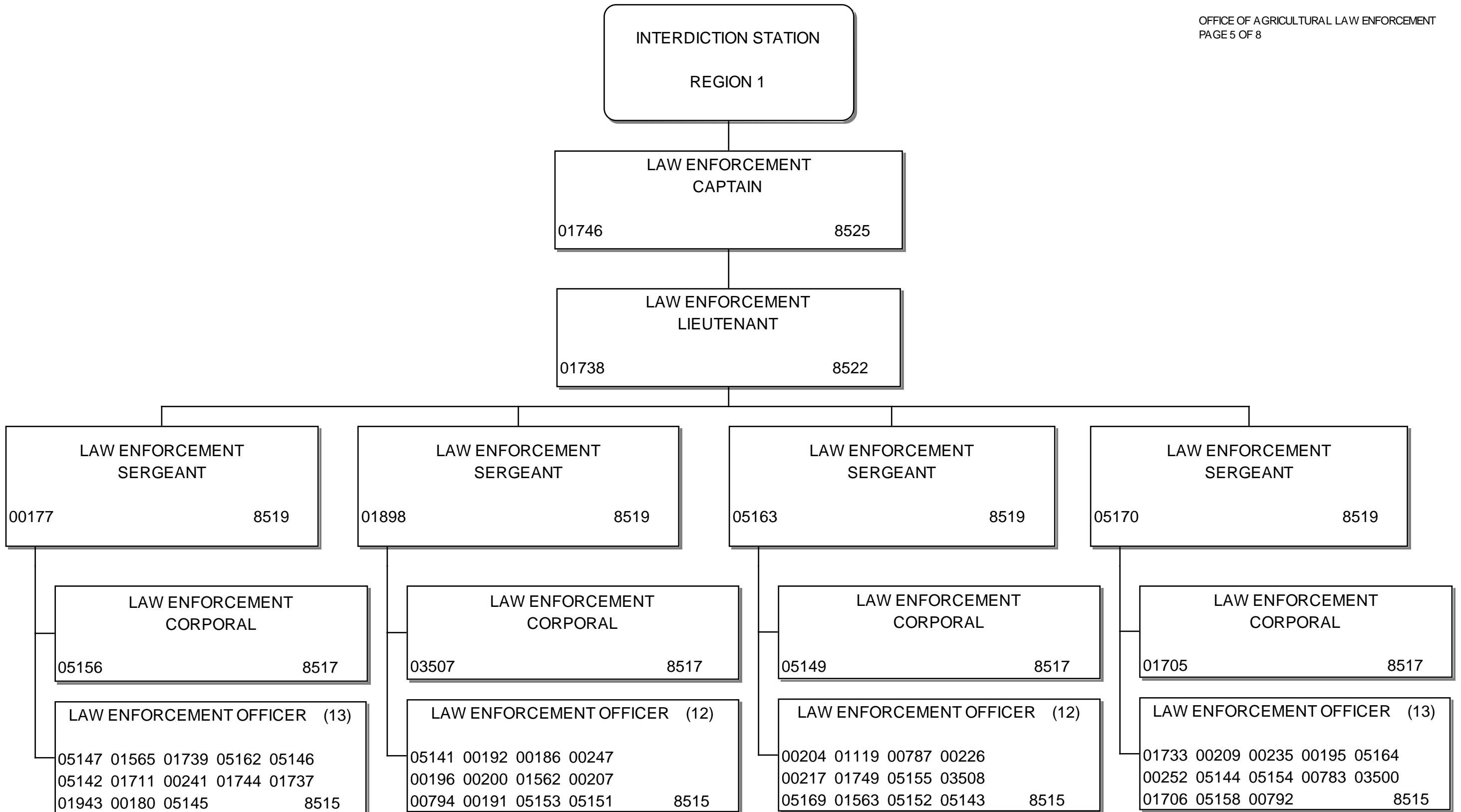
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

OFFICE OF AGRICULTURAL LAW ENFORCEMENT  
PAGE 4 OF 8



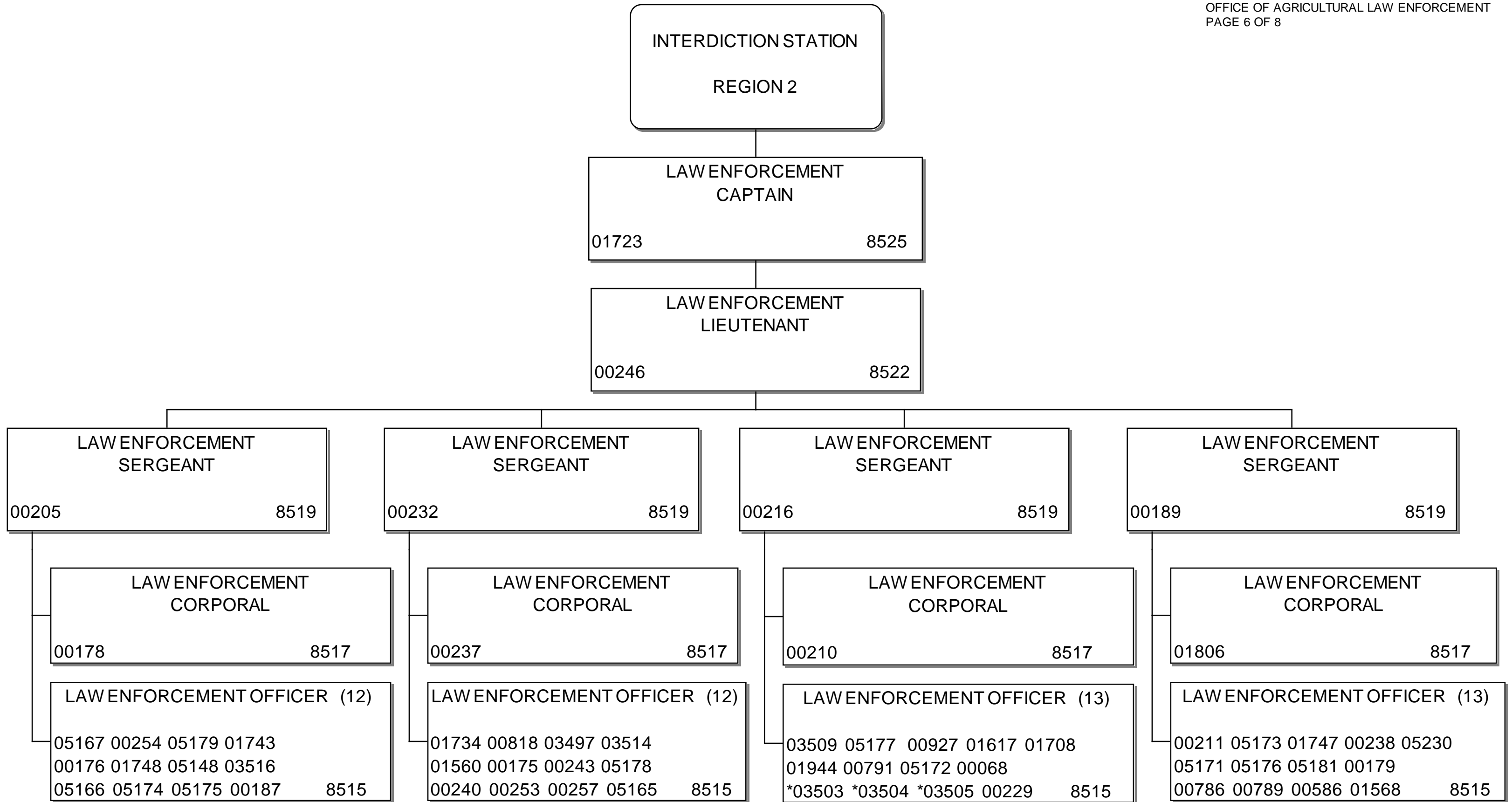
JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 3/28/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

OFFICE OF AGRICULTURAL LAW ENFORCEMENT  
PAGE 6 OF 8

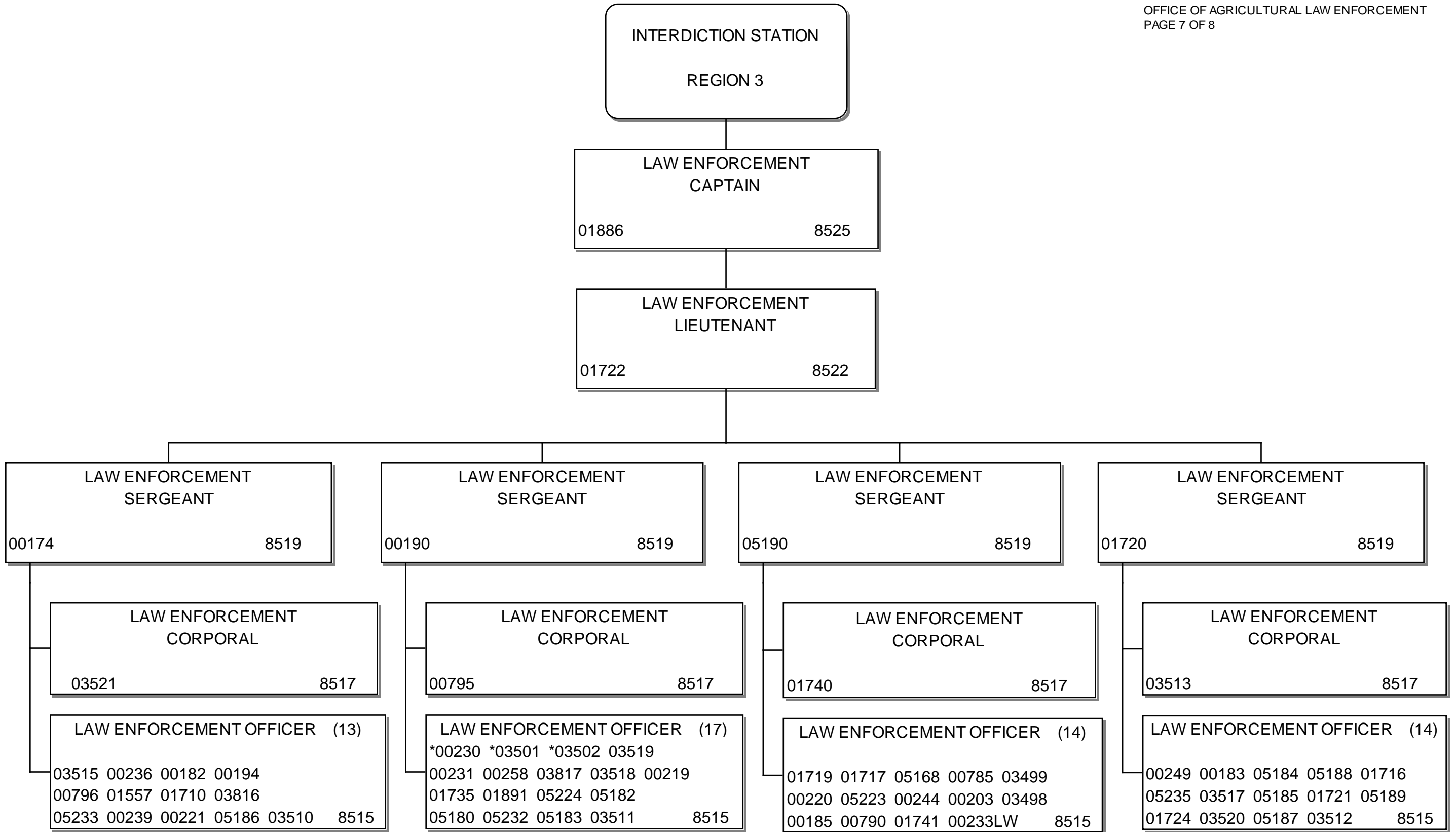


\*VACIS

JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 10/25/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

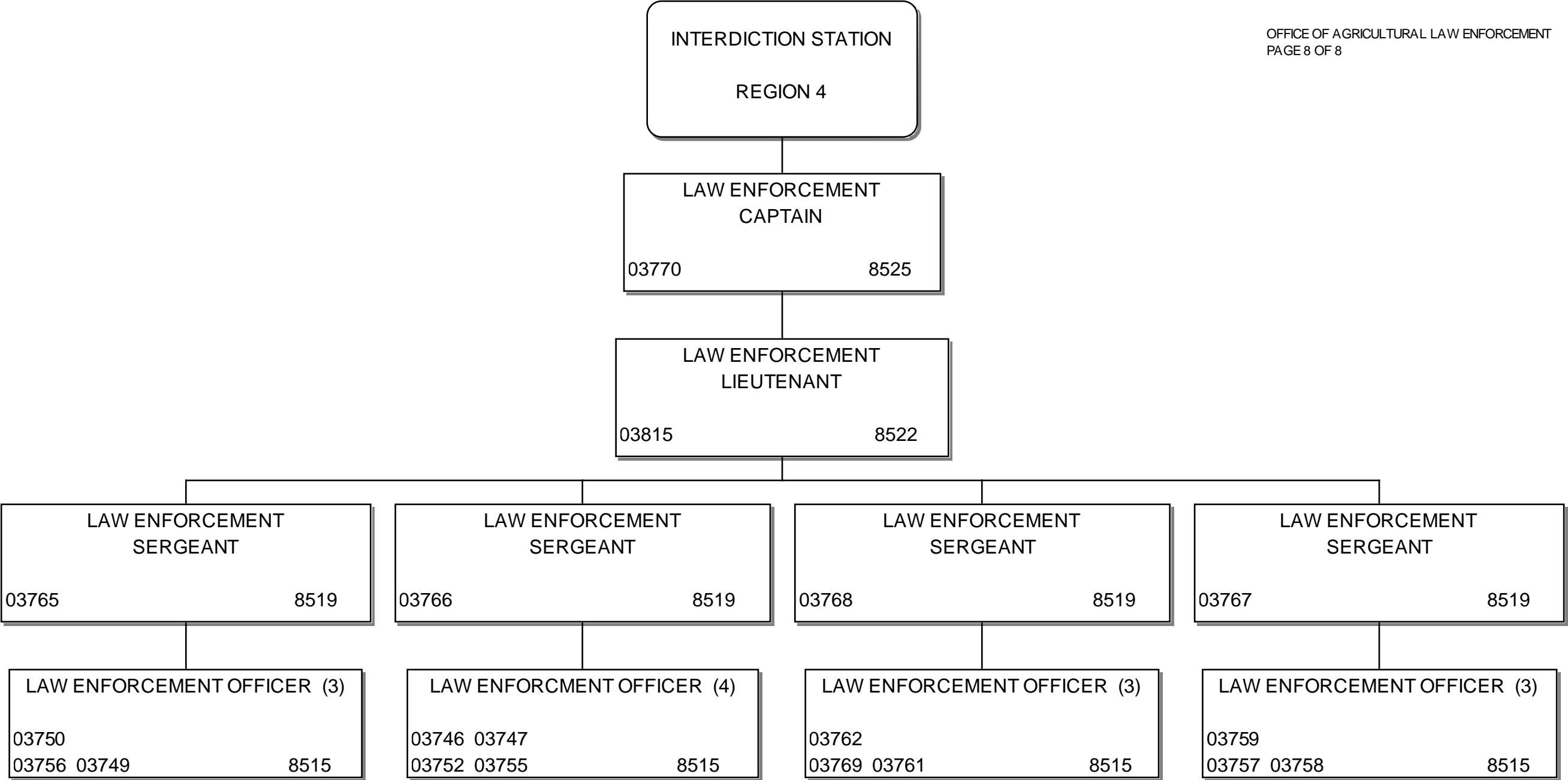
OFFICE OF AGRICULTURAL LAW ENFORCEMENT  
PAGE 7 OF 8





**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
COMMISSIONER'S OFFICE**

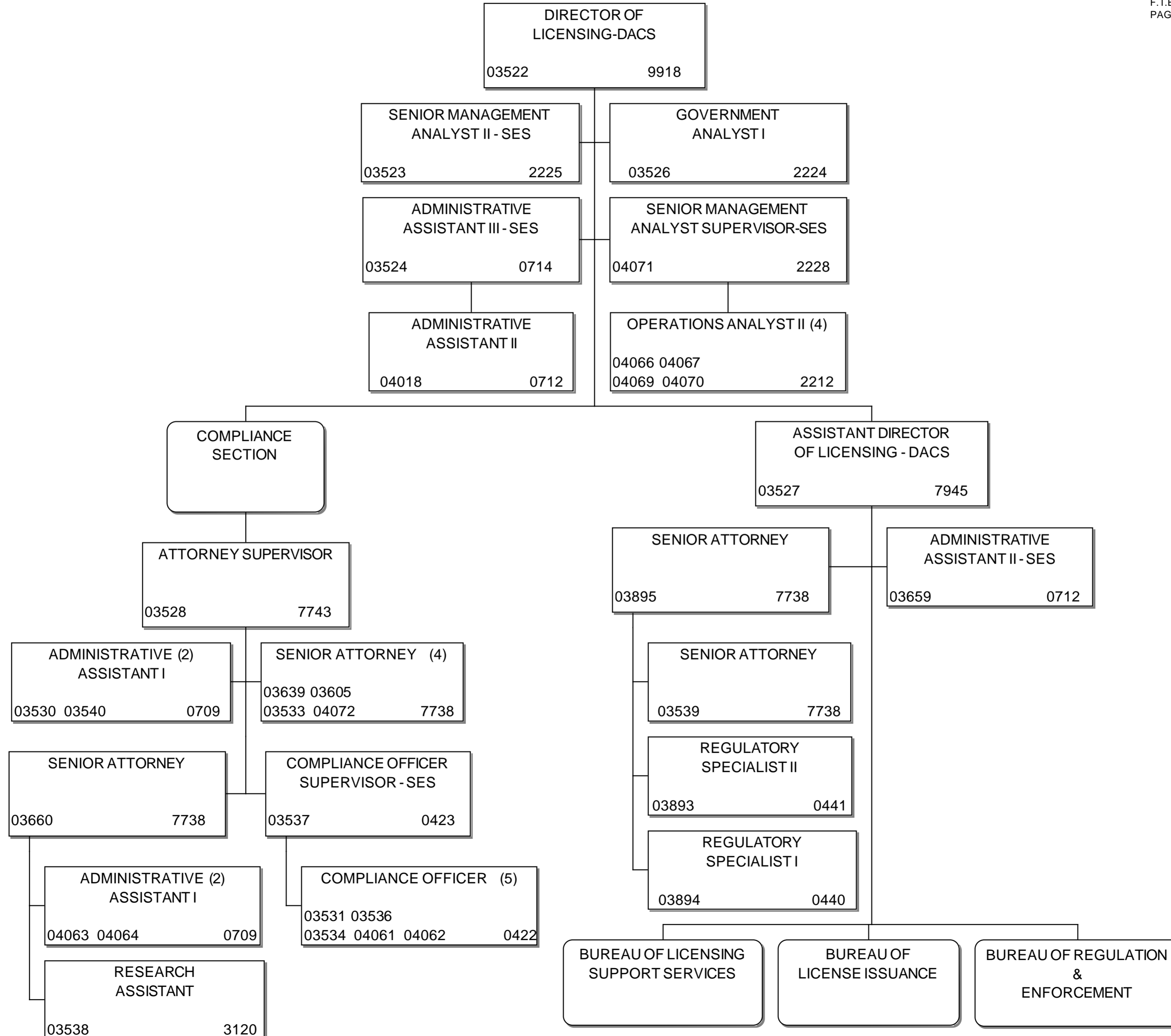
OFFICE OF AGRICULTURAL LAW ENFORCEMENT  
PAGE 8 OF 8



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 7/1/2012

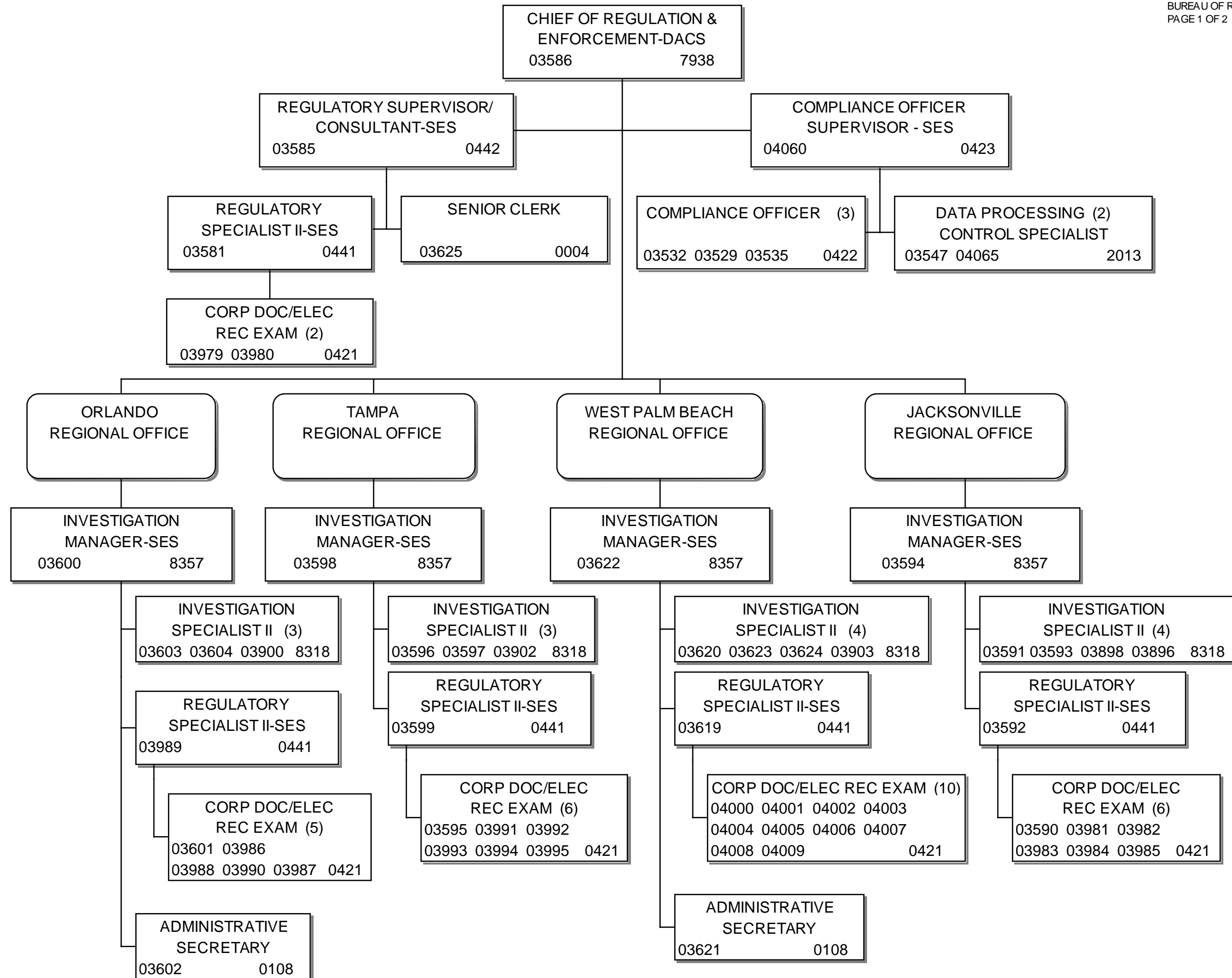
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF LICENSING**

ADMINISTRATIVE  
F.T.E. 234  
PAGE 1 OF 1

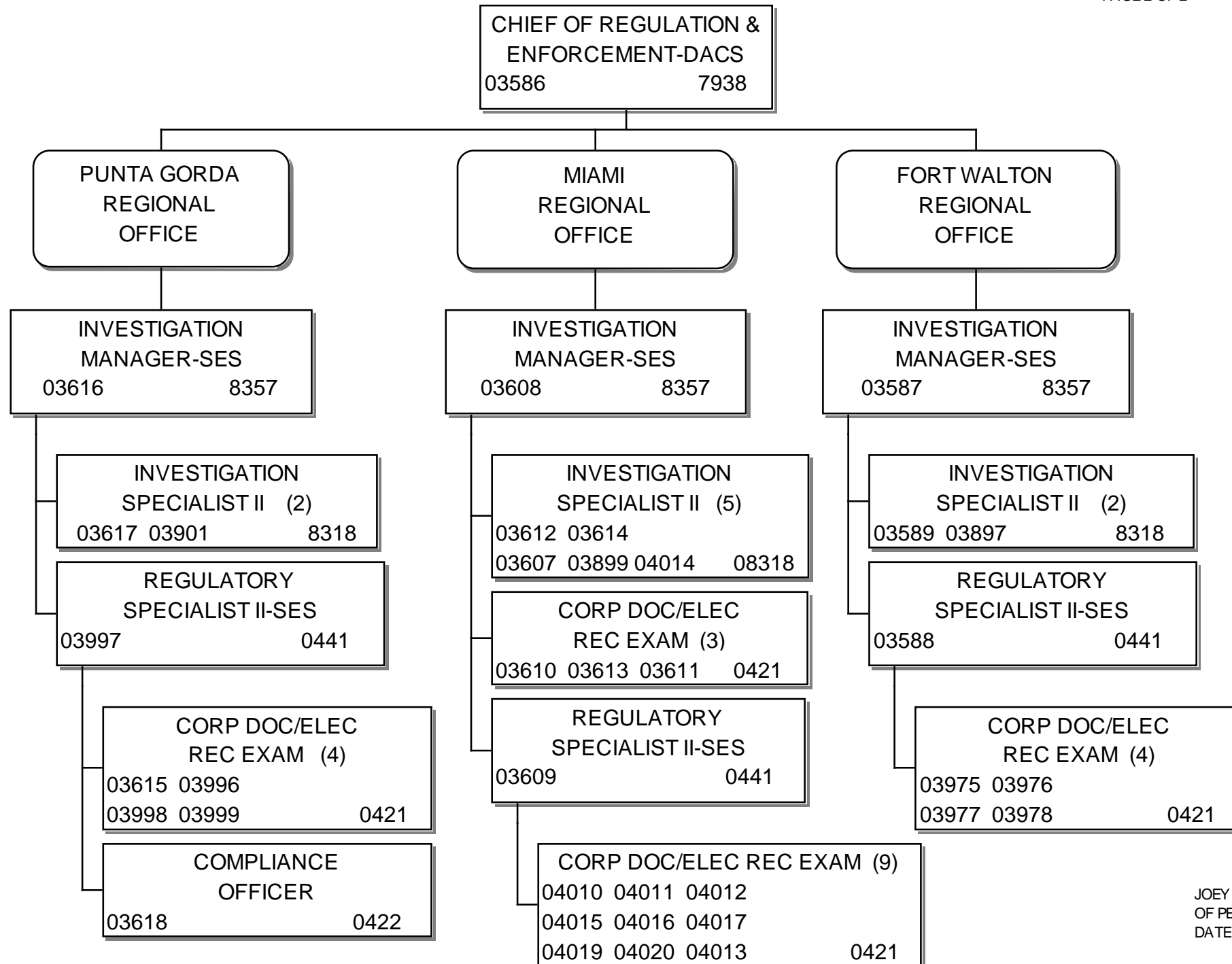


JOEY B. HICKS, CHIEF  
PERSONNEL MANAGEMENT  
DATE APPROVED: 3/28/2014

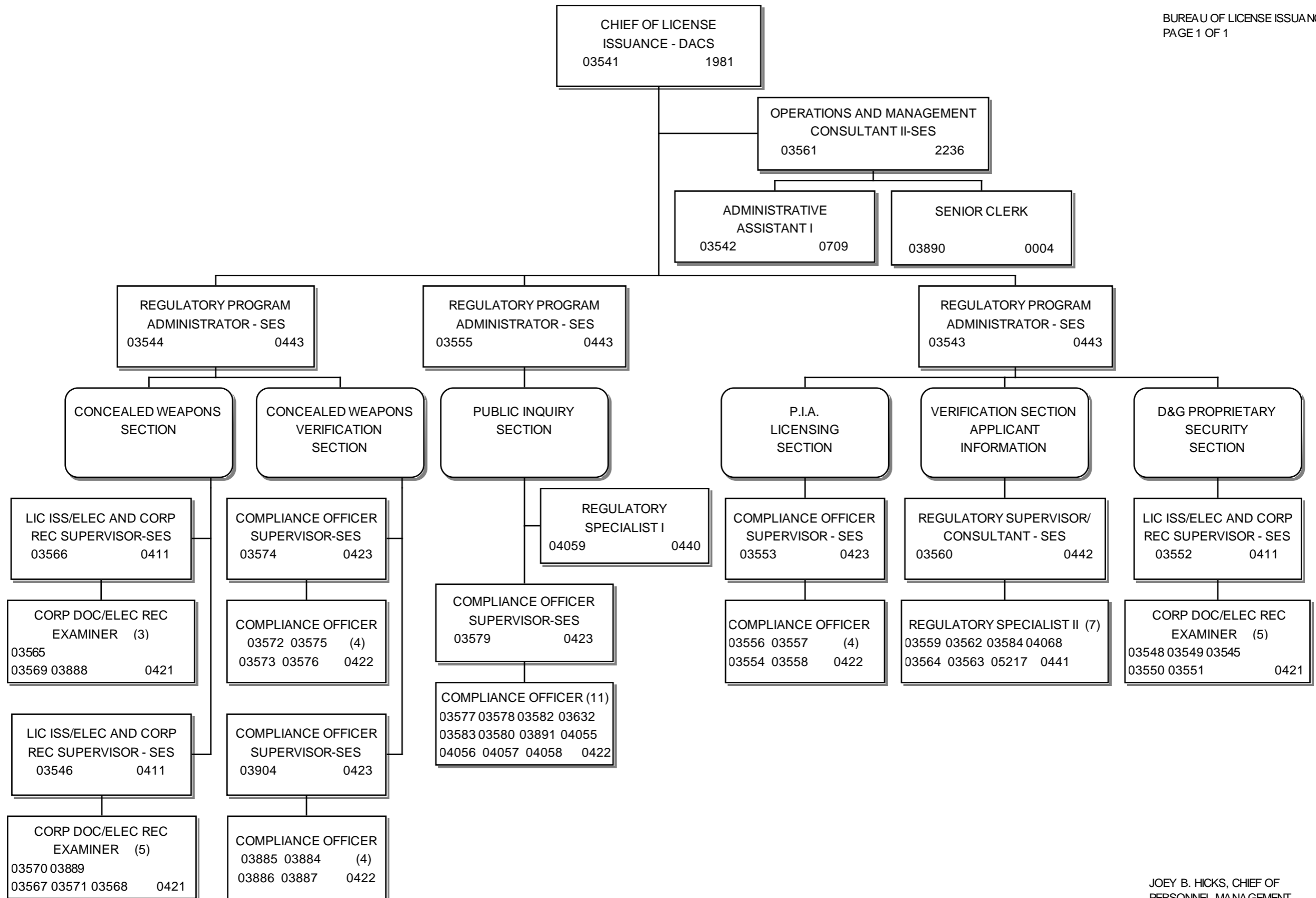
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF LICENSING**



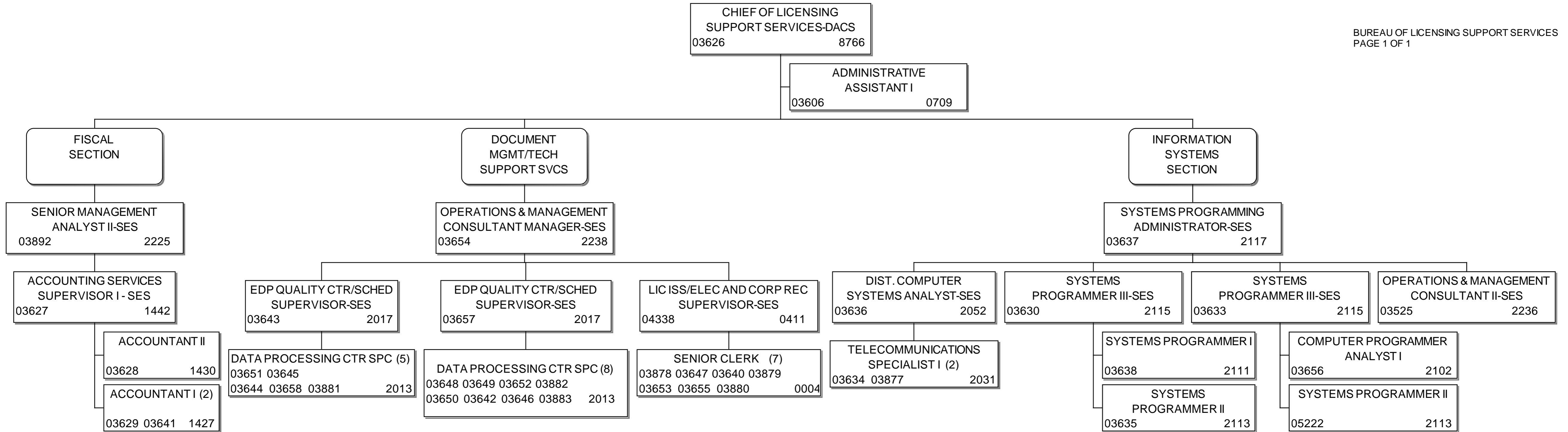
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF LICENSING**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF LICENSING**

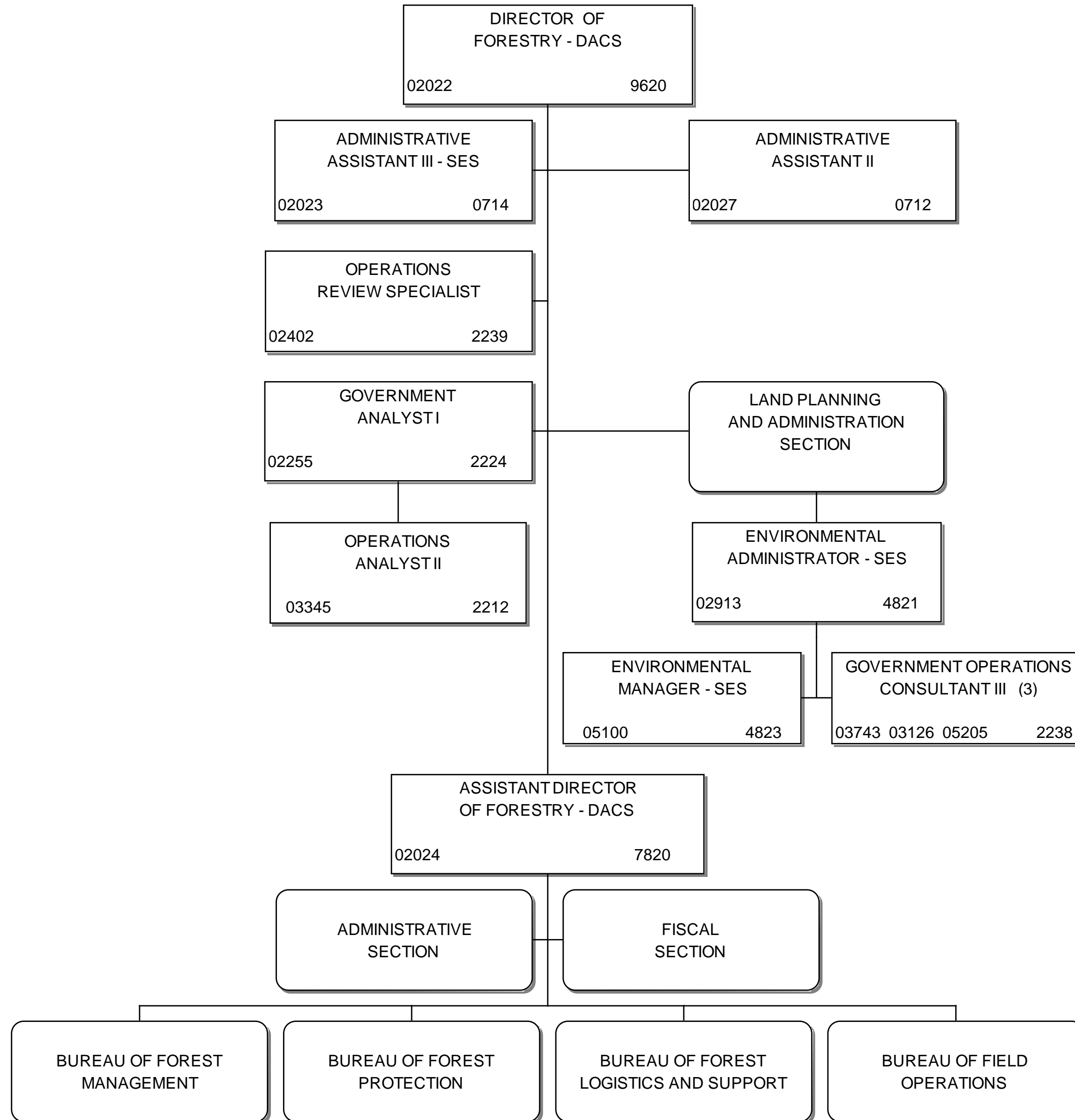


**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF LICENSING**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

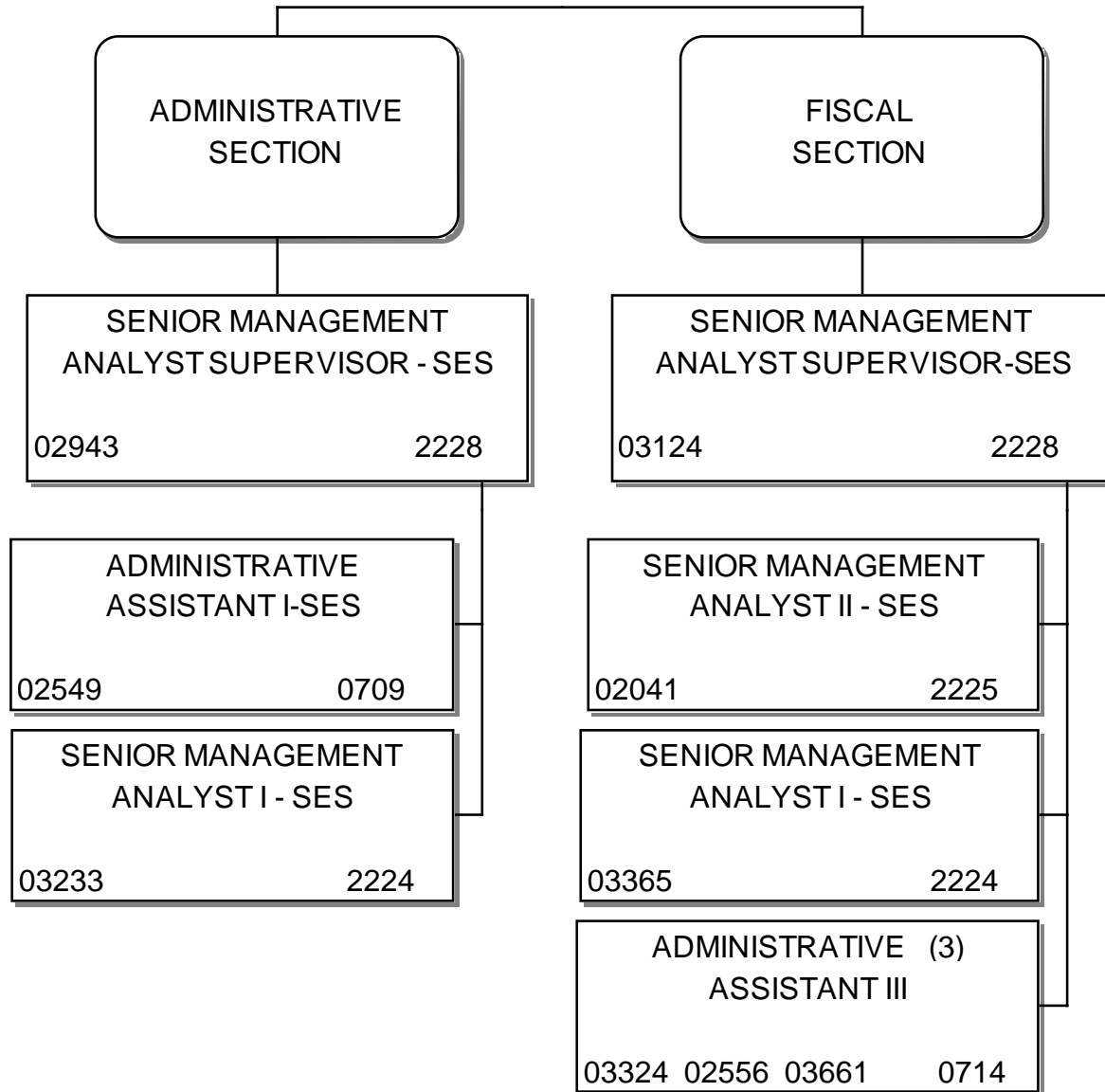
DIVISION F.T.E. 1,176.50  
DIRECTOR'S OFFICE  
PAGE 1 OF 2



JOEY B. HICKS, CHIEF OF PERSONNEL MANAGEMENT  
APPROVED DATE: 2/14/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

DIRECTOR'S OFFICE  
PAGE 2 OF 2

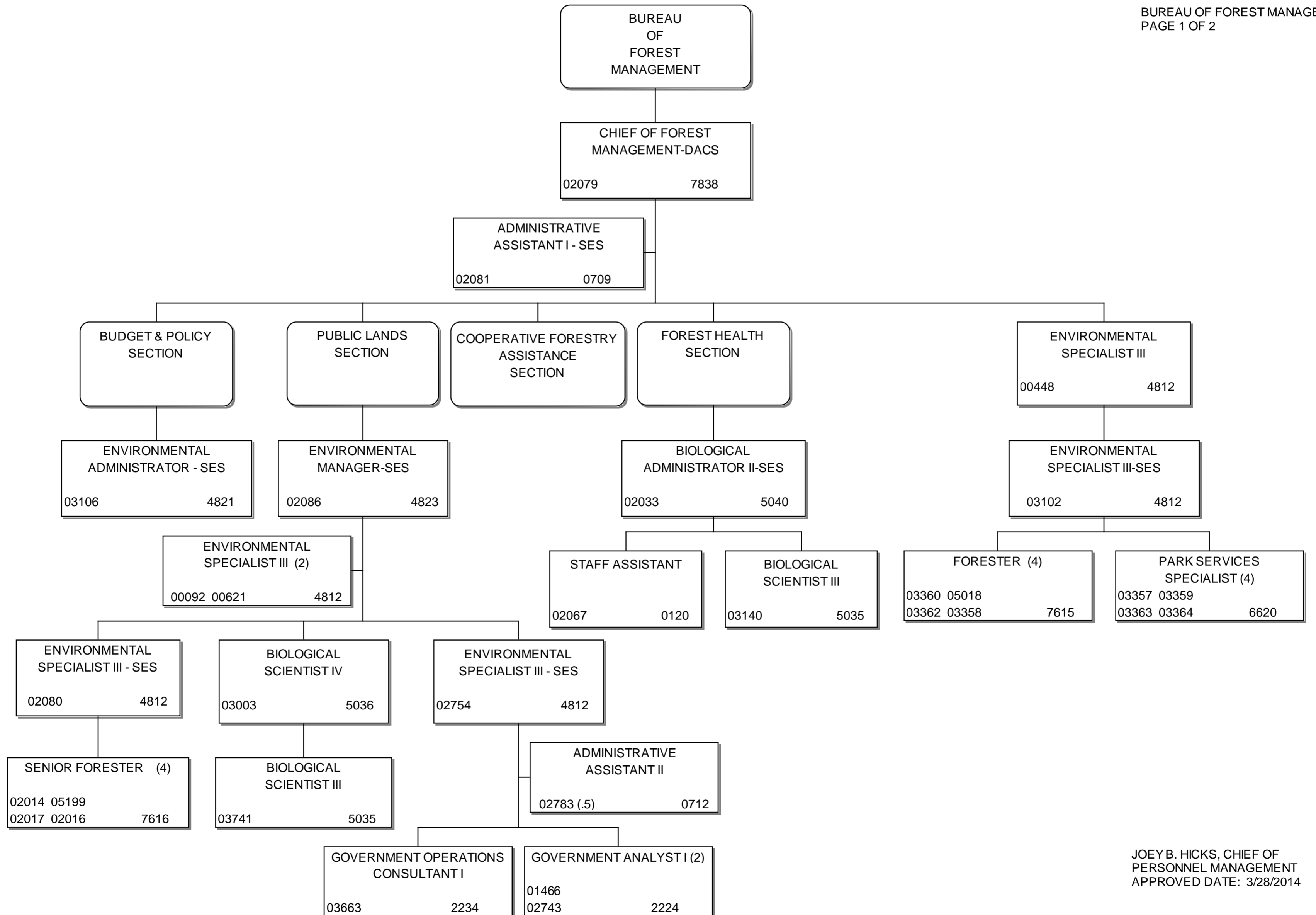


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 10/11/2013



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

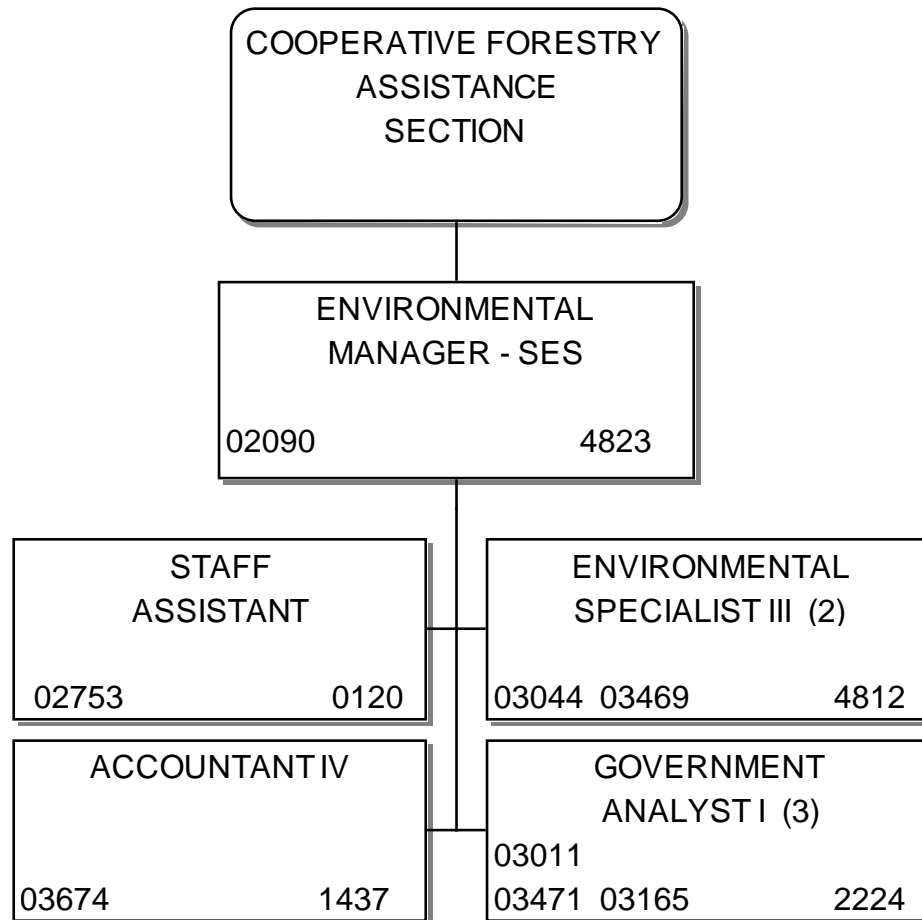
BUREAU OF FOREST MANAGEMENT  
PAGE 1 OF 2



JOEY B. HICKS, CHIEF OF PERSONNEL MANAGEMENT  
APPROVED DATE: 3/28/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

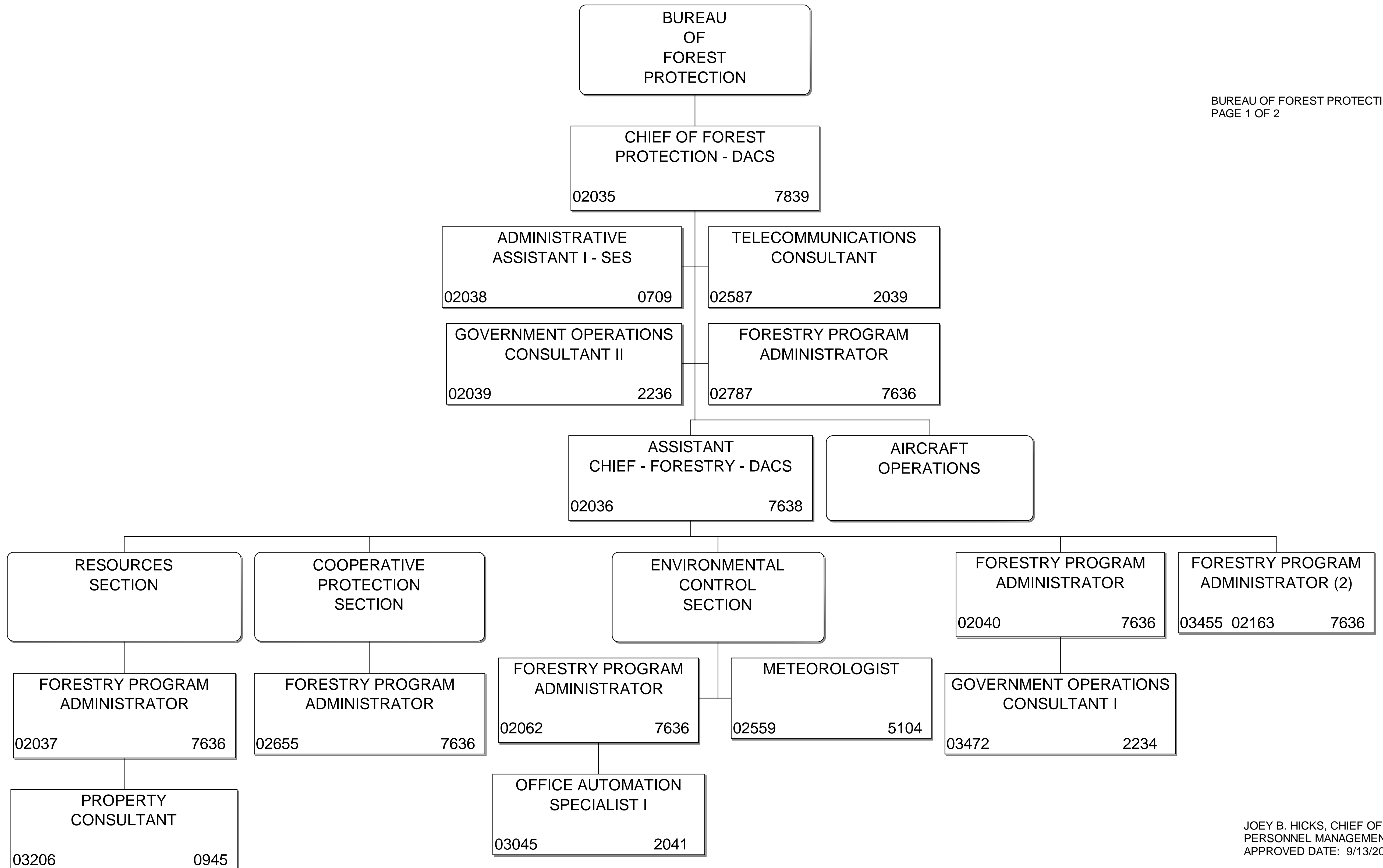
BUREAU OF FOREST MANAGEMENT  
PAGE 2 OF 2



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 5/23/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE  
BUREAU OF FOREST PROTECTION**

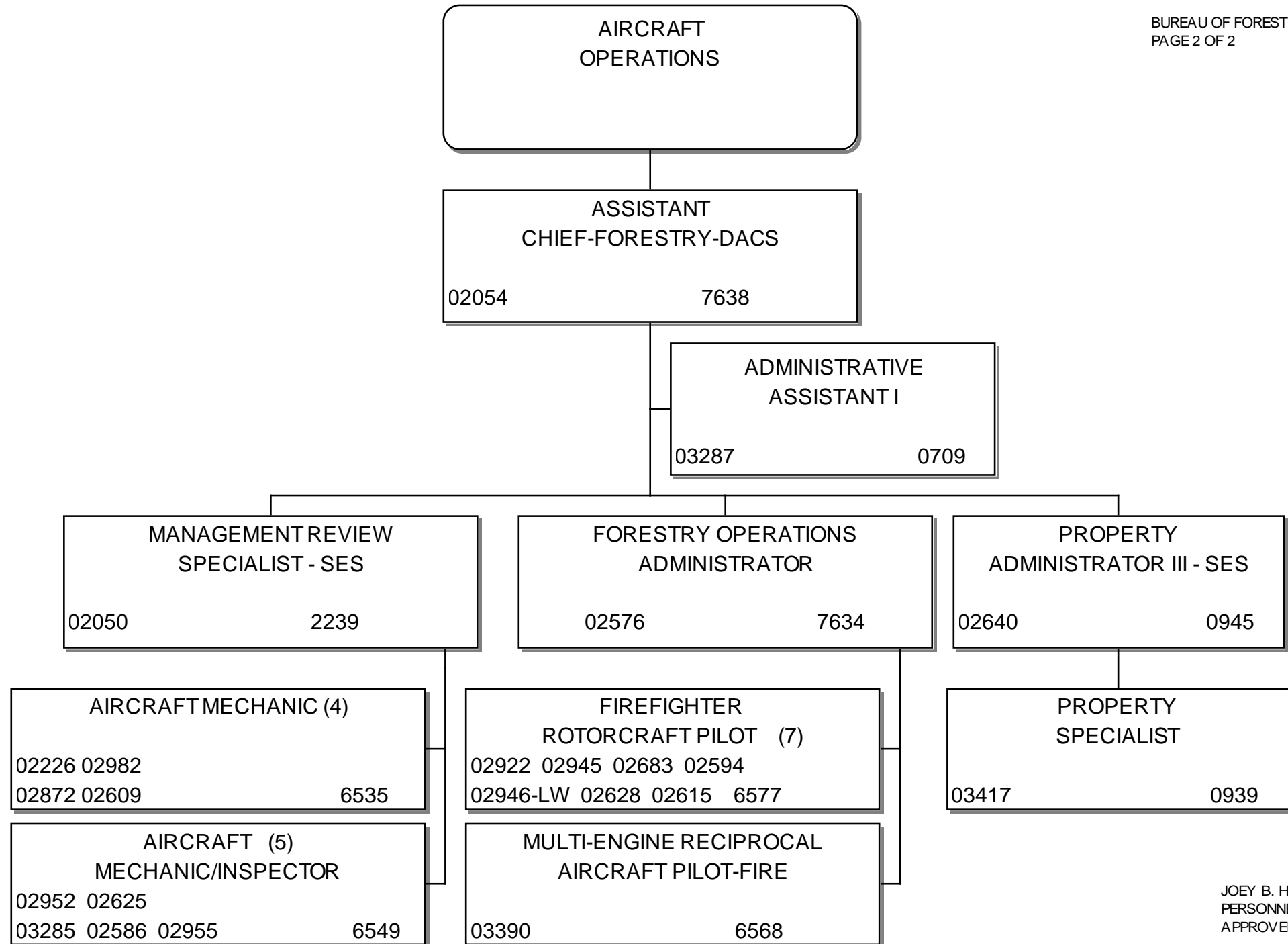
BUREAU OF FOREST PROTECTION  
PAGE 1 OF 2



JOEY B. HICKS, CHIEF OF PERSONNEL MANAGEMENT  
APPROVED DATE: 9/13/2013

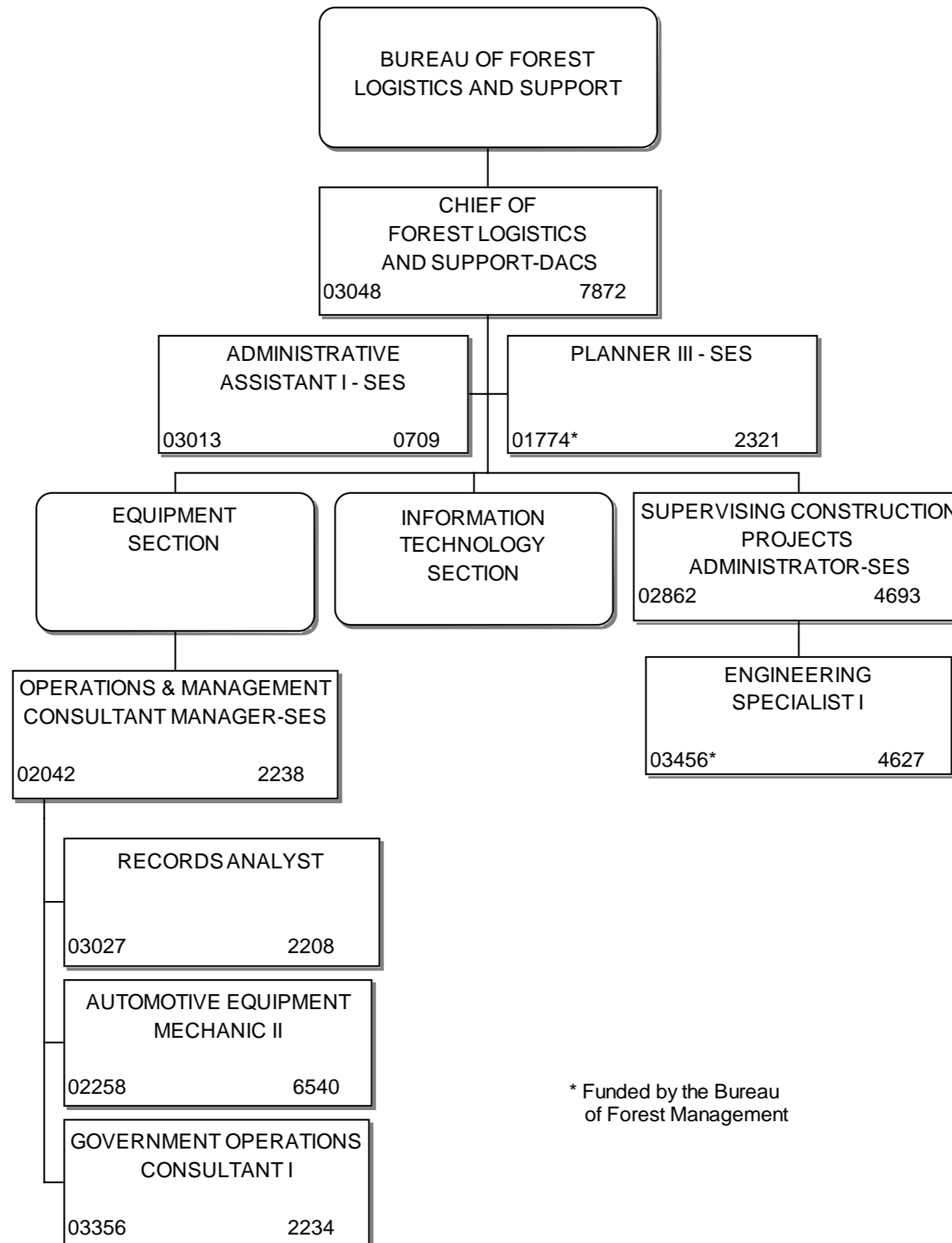
**DEPARTMENT OF AGRICULTURE AND CONSUMER  
SERVICES - DIVISION OF FORESTRY  
FLORIDA FOREST SERVICE  
BUREAU OF FOREST PROTECTION**

BUREAU OF FOREST PROTECTION  
PAGE 2 OF 2



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 9/13/2013

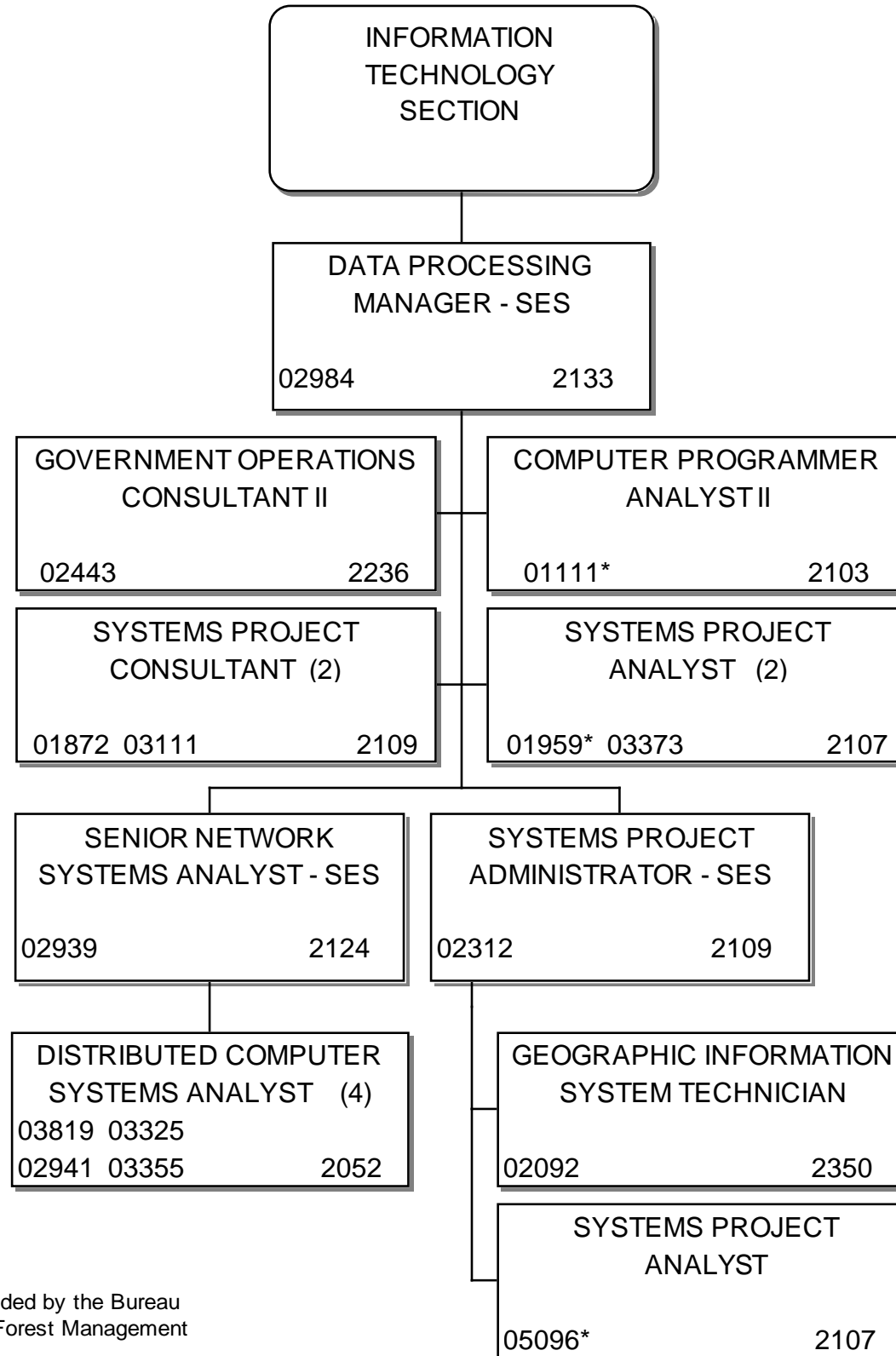
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**



\* Funded by the Bureau of Forest Management

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FOREST LOGISTICS  
AND SUPPORT  
PAGE 2 OF 2

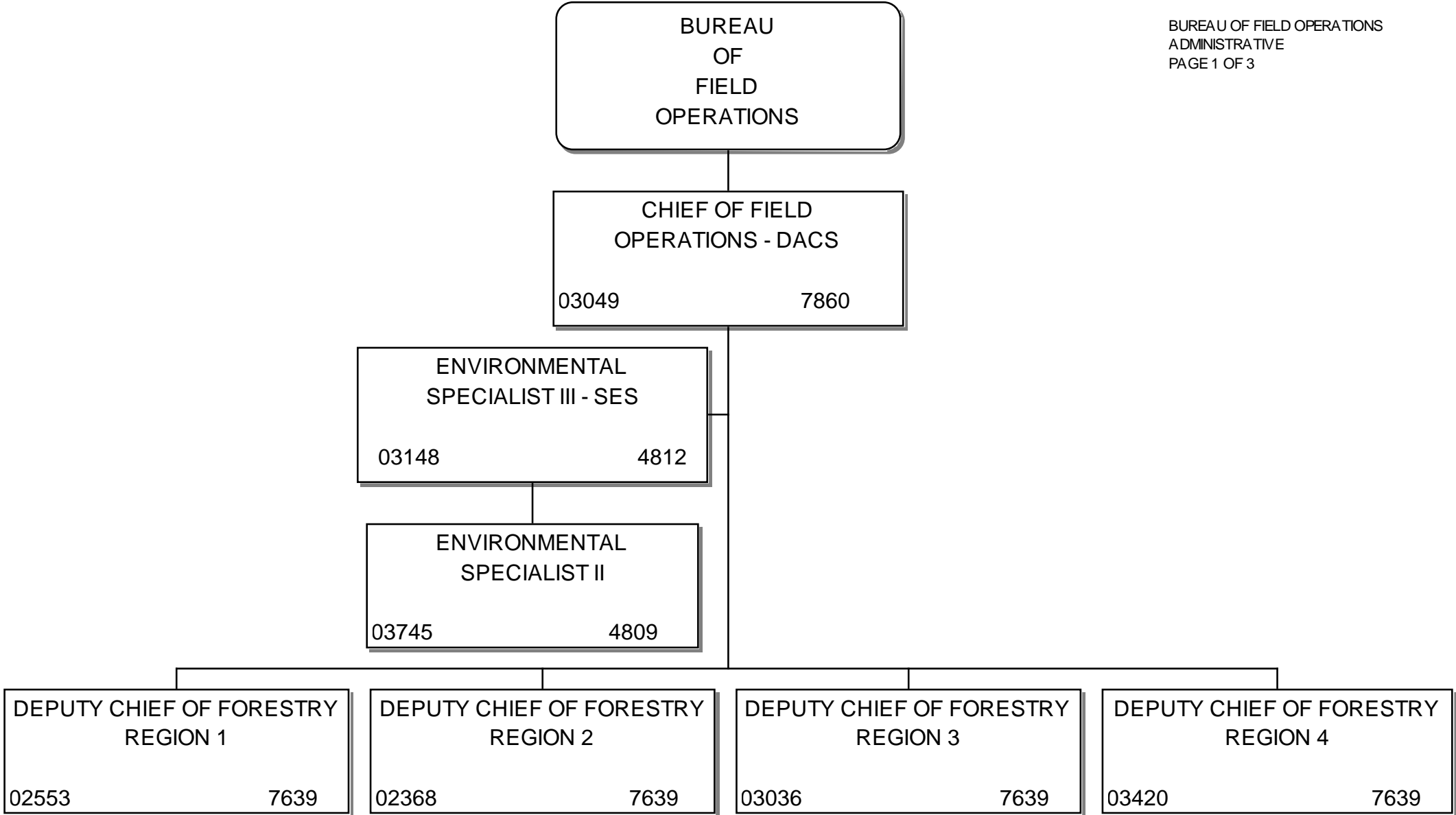


\* Funded by the Bureau of Forest Management

JOEY B. HICKS, CHIEF OF PERSONNEL MANAGEMENT  
APPROVED DATE: 3/14/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

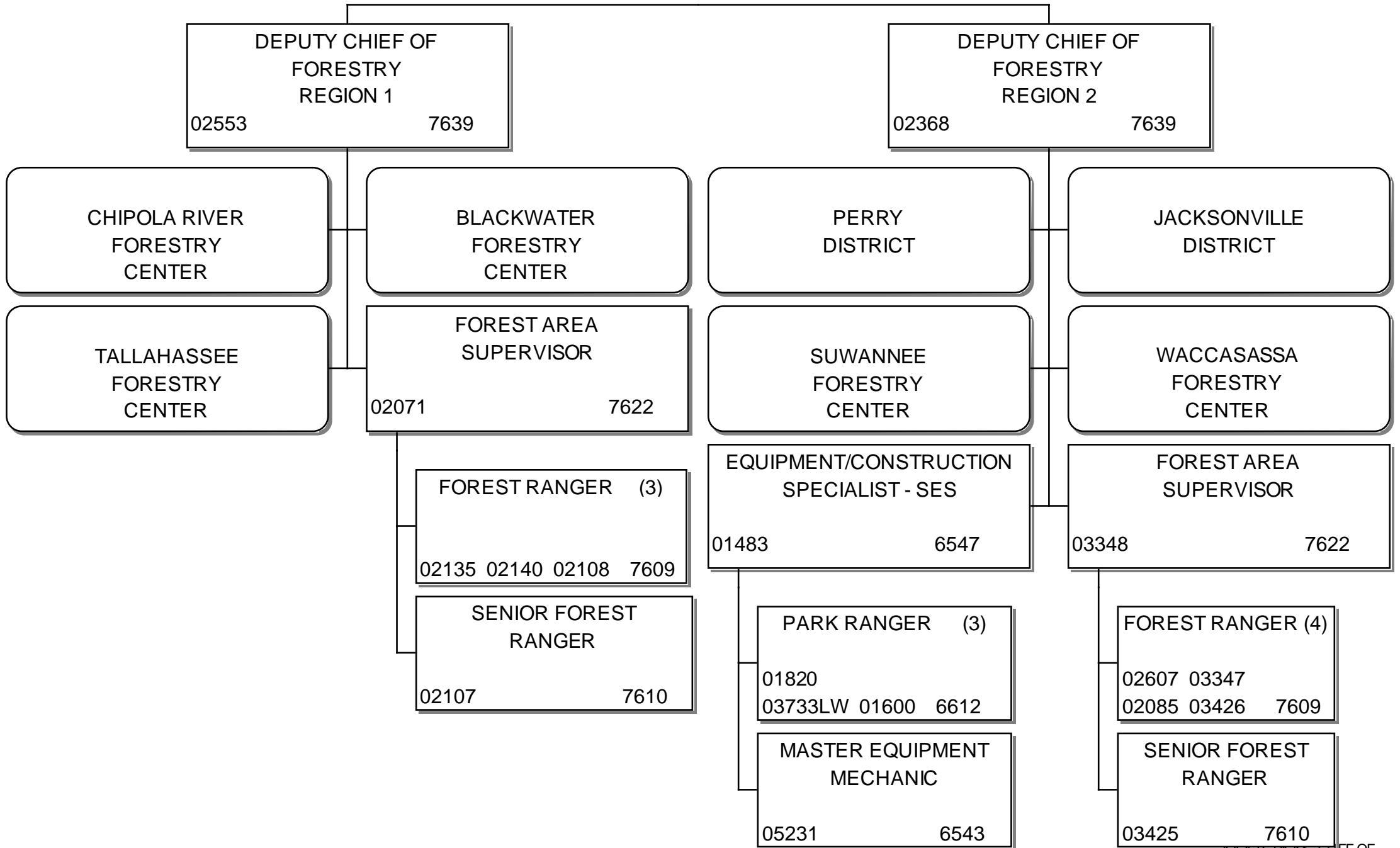
BUREAU OF FIELD OPERATIONS  
ADMINISTRATIVE  
PAGE 1 OF 3



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 8/16/2013

# DEPARTMENT OF AGRICULTURE AND COSUMER SERVICES FLORIDA FOREST SERVICE

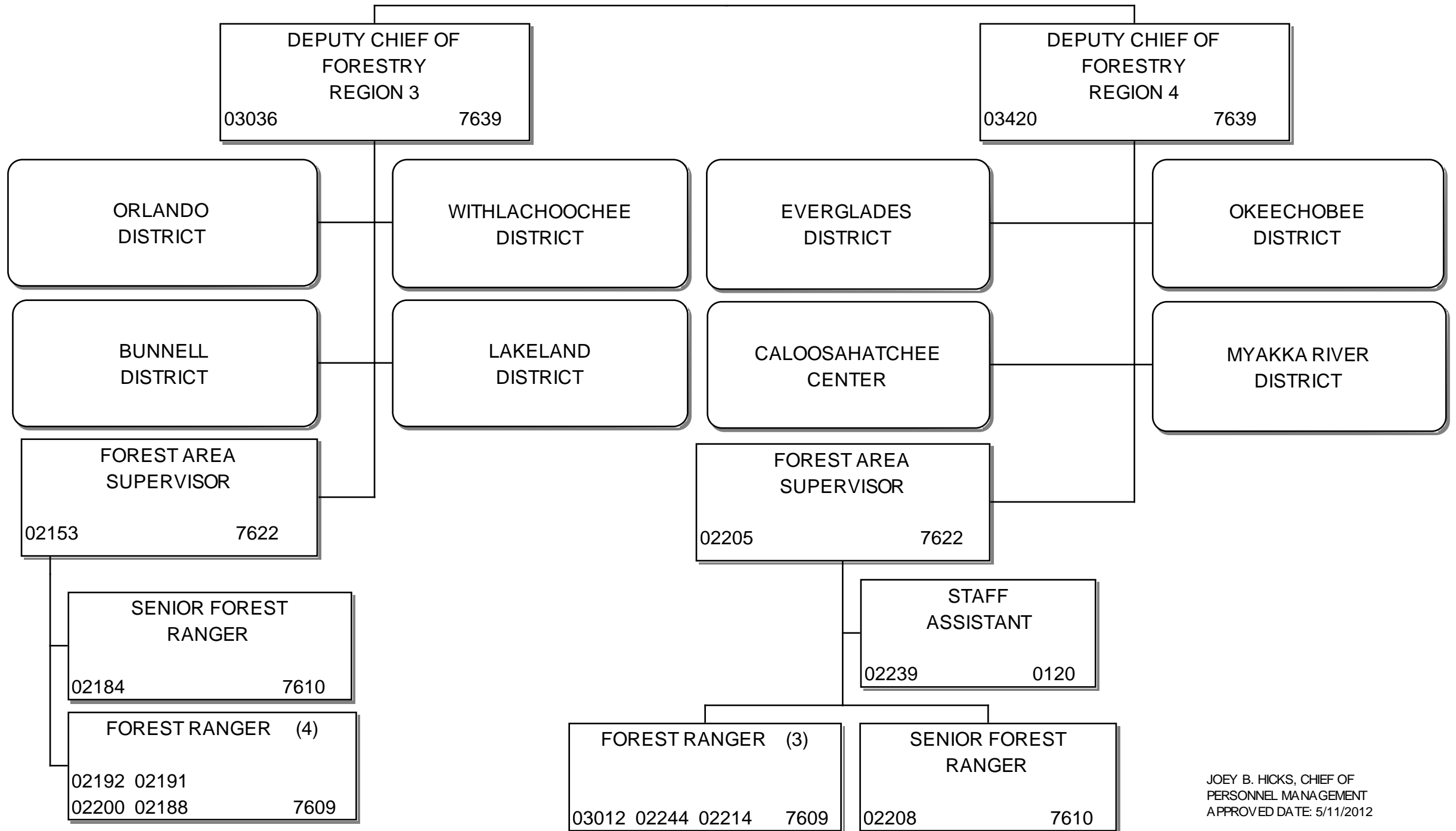
BUREAU OF FIELD OPERATIONS  
ADMINISTRATIVE  
PAGE 2 OF 3





**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

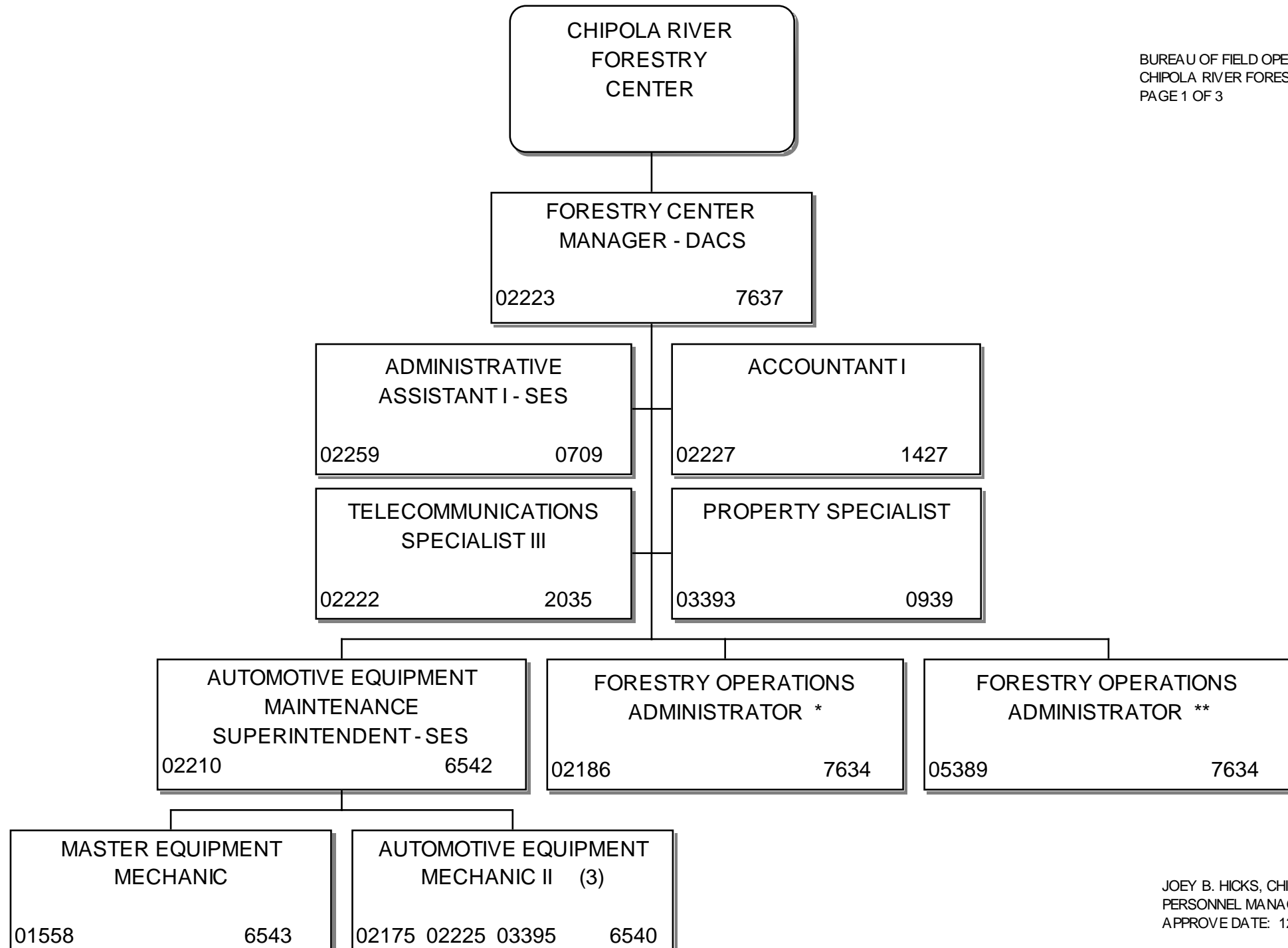
BUREAU OF FIELD OPERATIONS  
ADMINISTRATIVE  
PAGE 3 OF 3



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 5/11/2012

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
CHIPOLA RIVER FORESTRY CENTER  
PAGE 1 OF 3

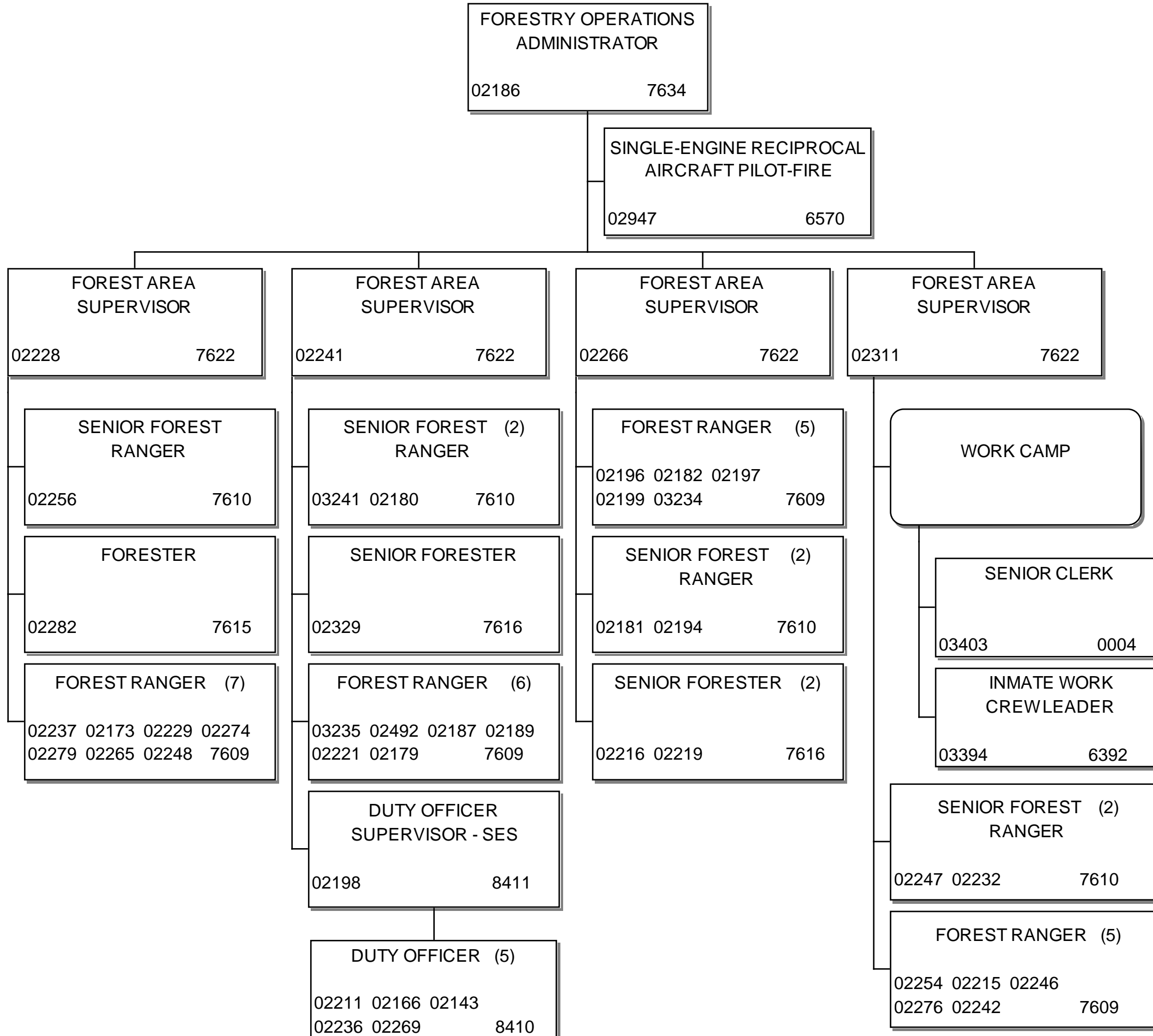


\*SEE PAGE 2  
\*\*SEE PAGE 3

JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVE DATE: 12/23/2011

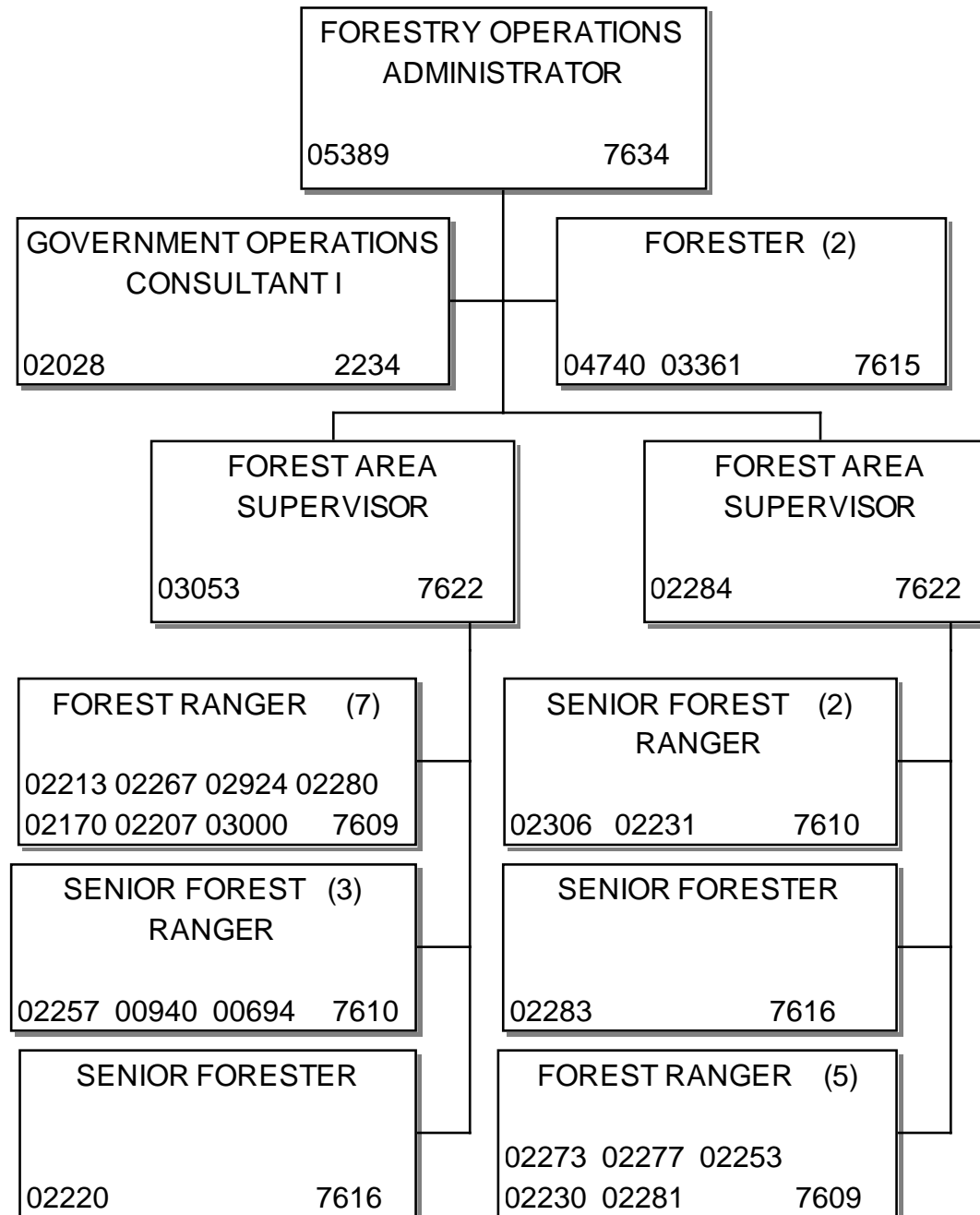
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
CHIPOLA RIVER FORESTRY CENTER  
PAGE 2 OF 3



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 10/25/2013

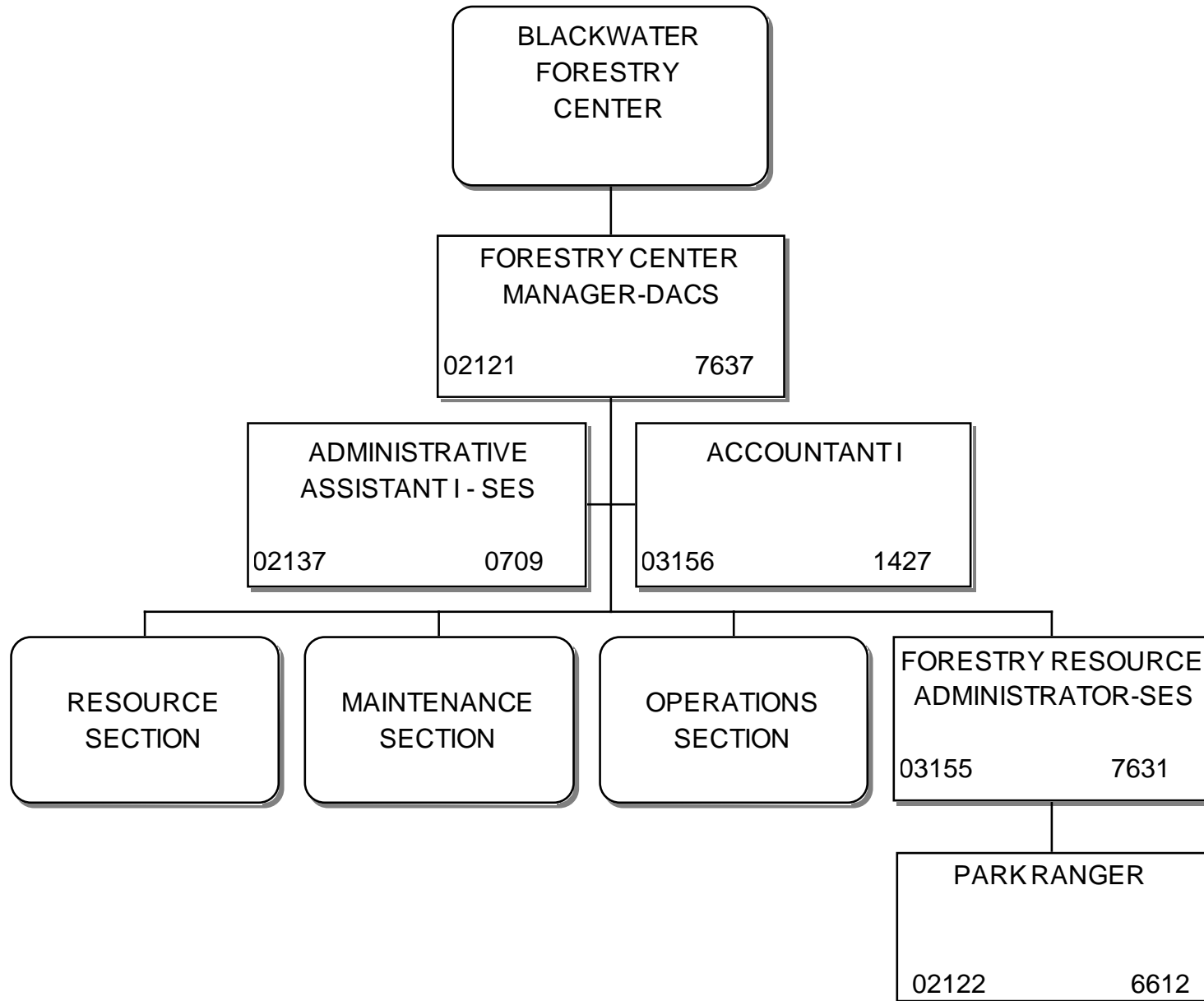
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**



BUREAU OF FIELD OPERATIONS  
CHIPOLA RIVER FORESTRY CENTER  
PAGE 3 OF 3

JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 5/11/2012

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

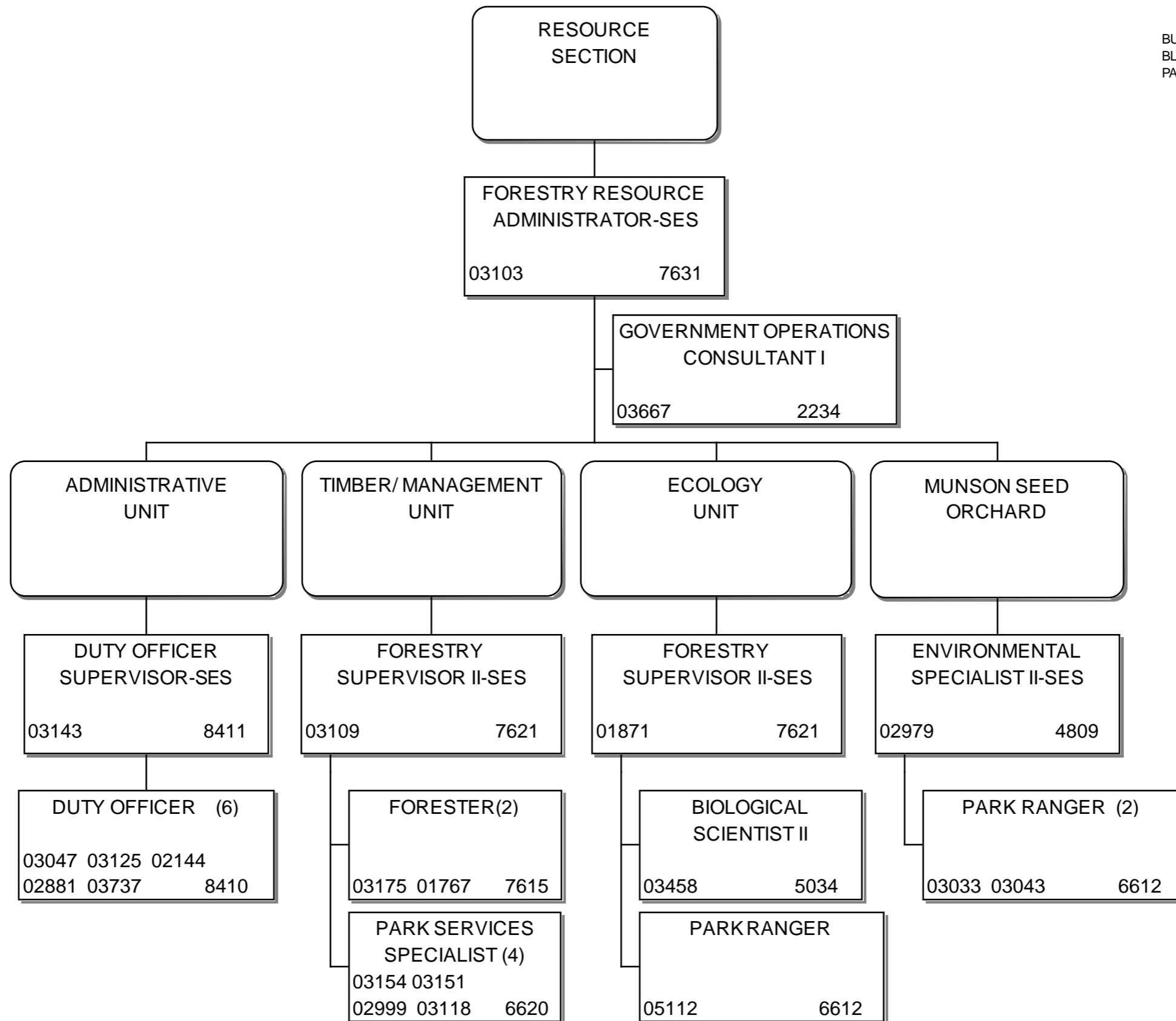


BUREAU OF FIELD OPERATIONS  
BLACKWATER FORESTRY CENTER  
PAGE 1 OF 4

JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 1/17/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

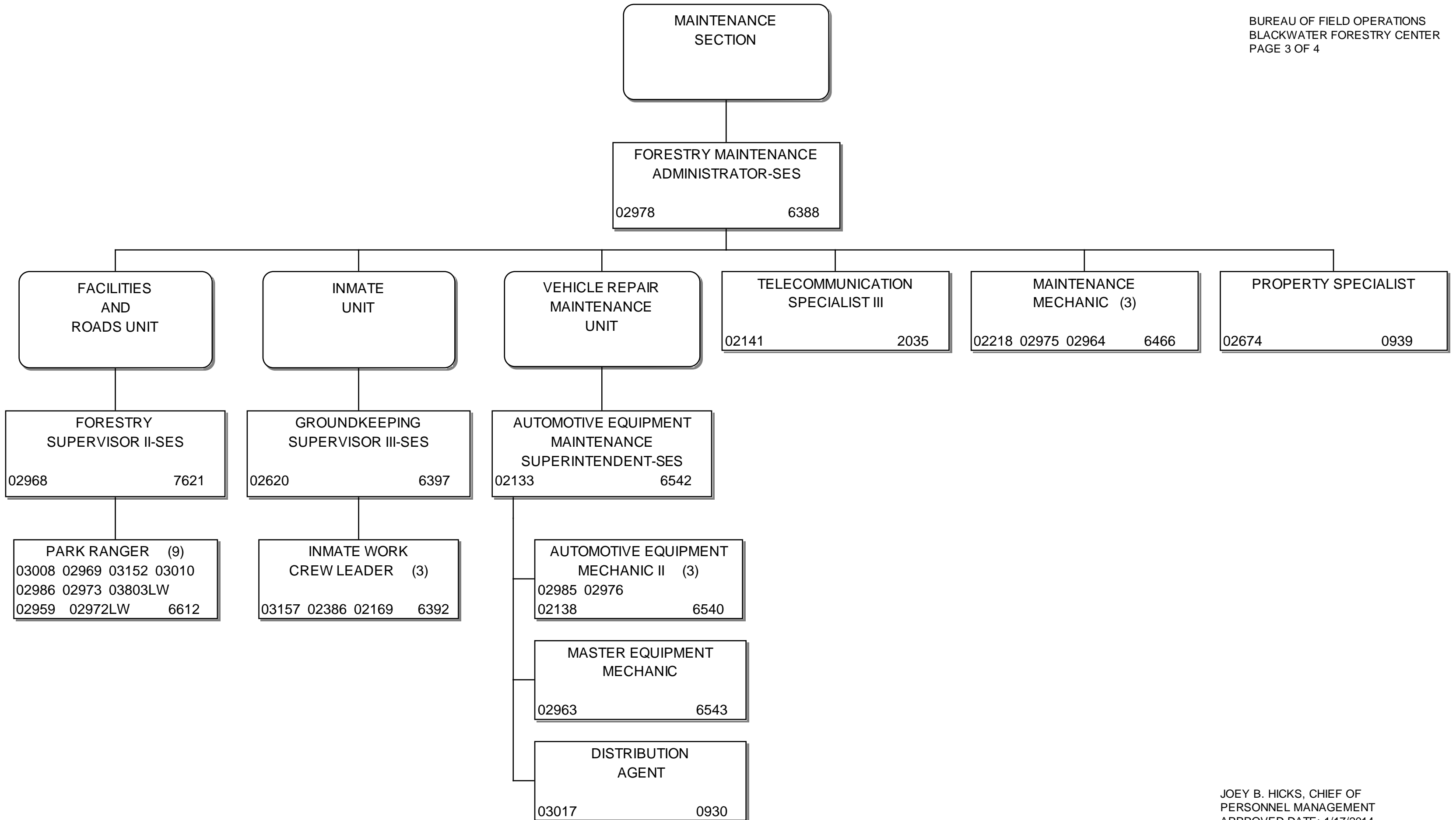
BUREAU OF FIELD OPERATIONS  
BLACKWATER FORESTRY CENTER  
PAGE 2 OF 4



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 1/17/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

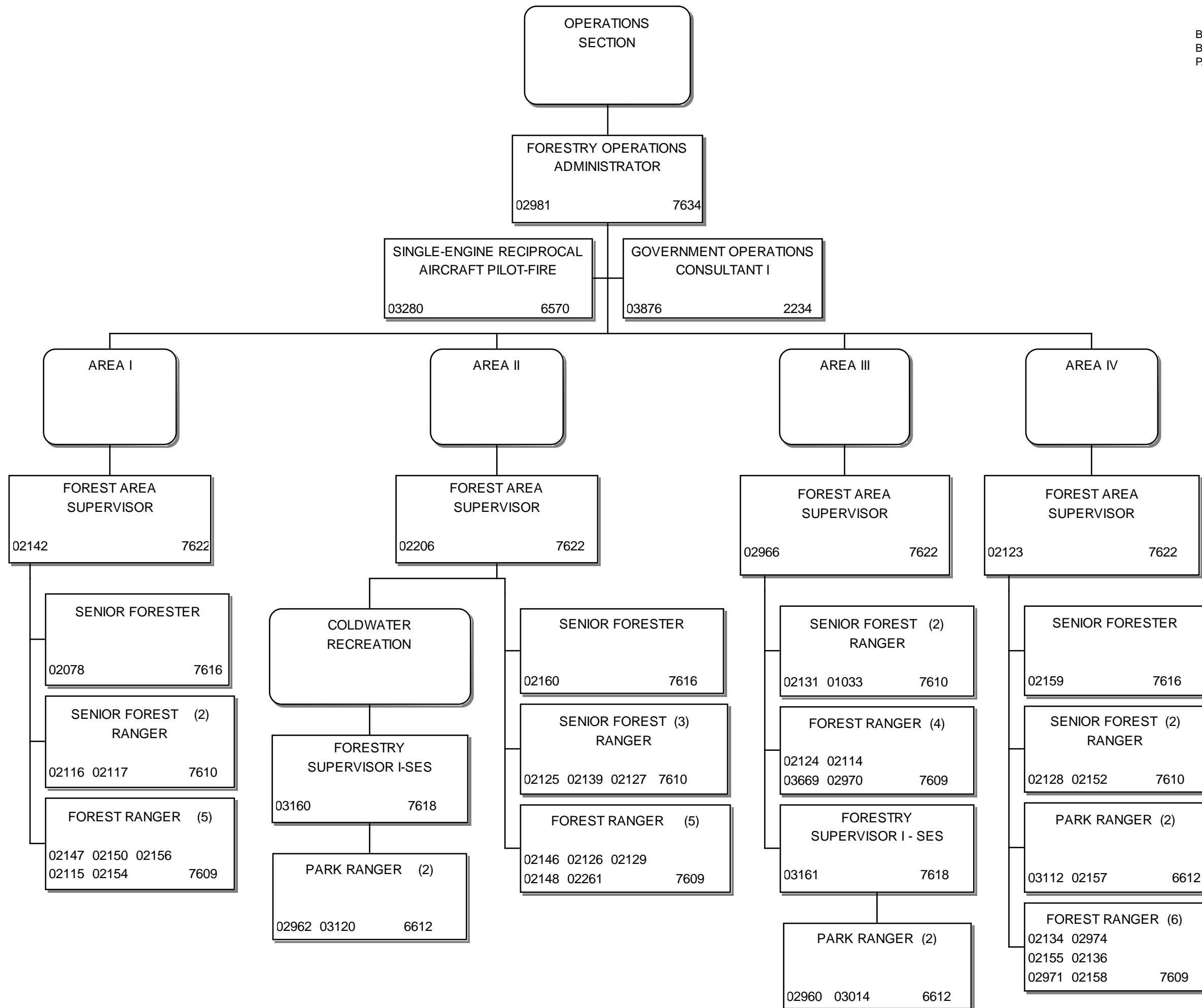
BUREAU OF FIELD OPERATIONS  
BLACKWATER FORESTRY CENTER  
PAGE 3 OF 4



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 1/17/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
BLACKWATER FORESTRY CENTER  
PAGE 4 OF 4

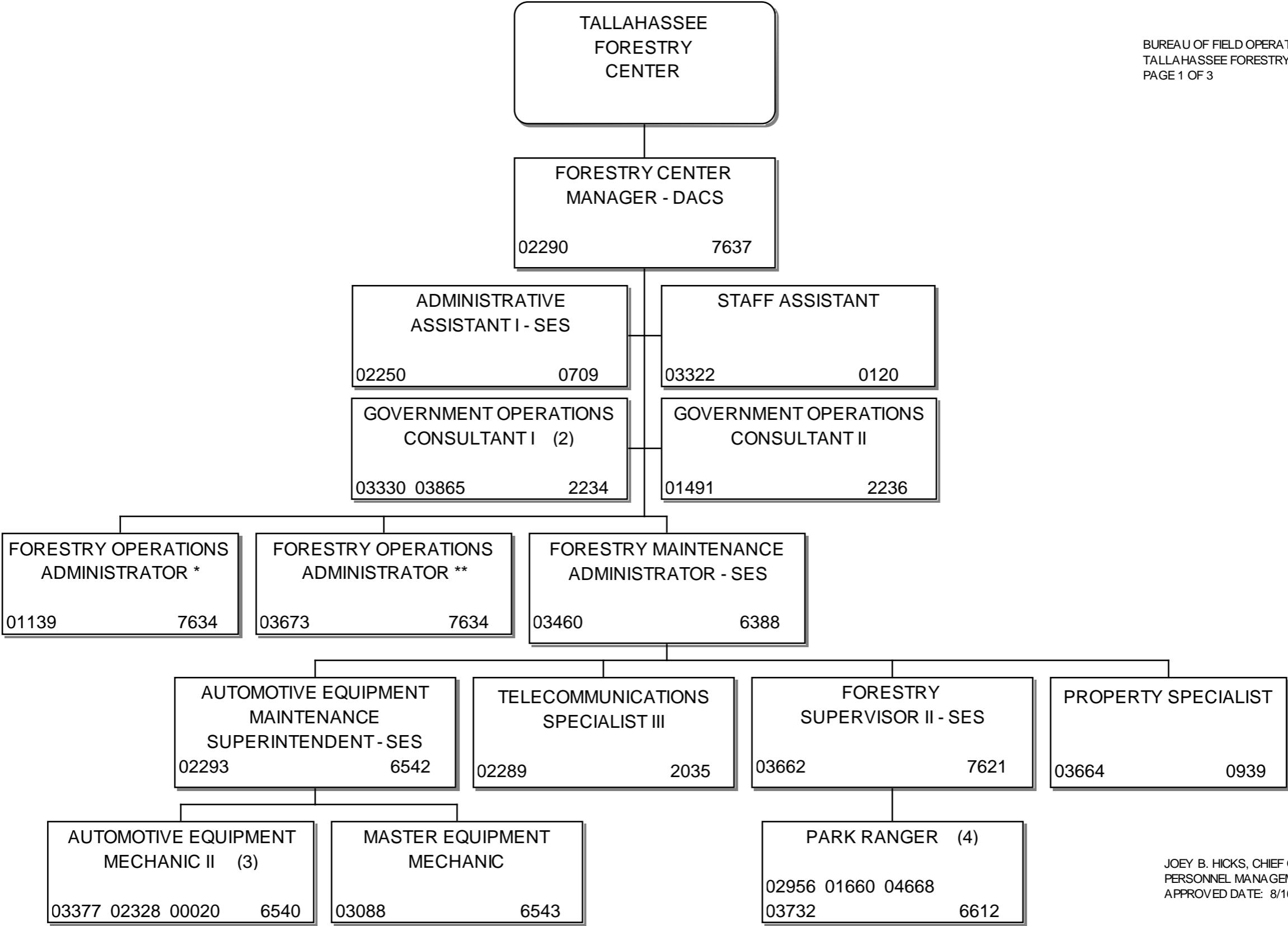


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 2/1/2013



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
TALLAHASSEE FORESTRY CENTER  
PAGE 1 OF 3

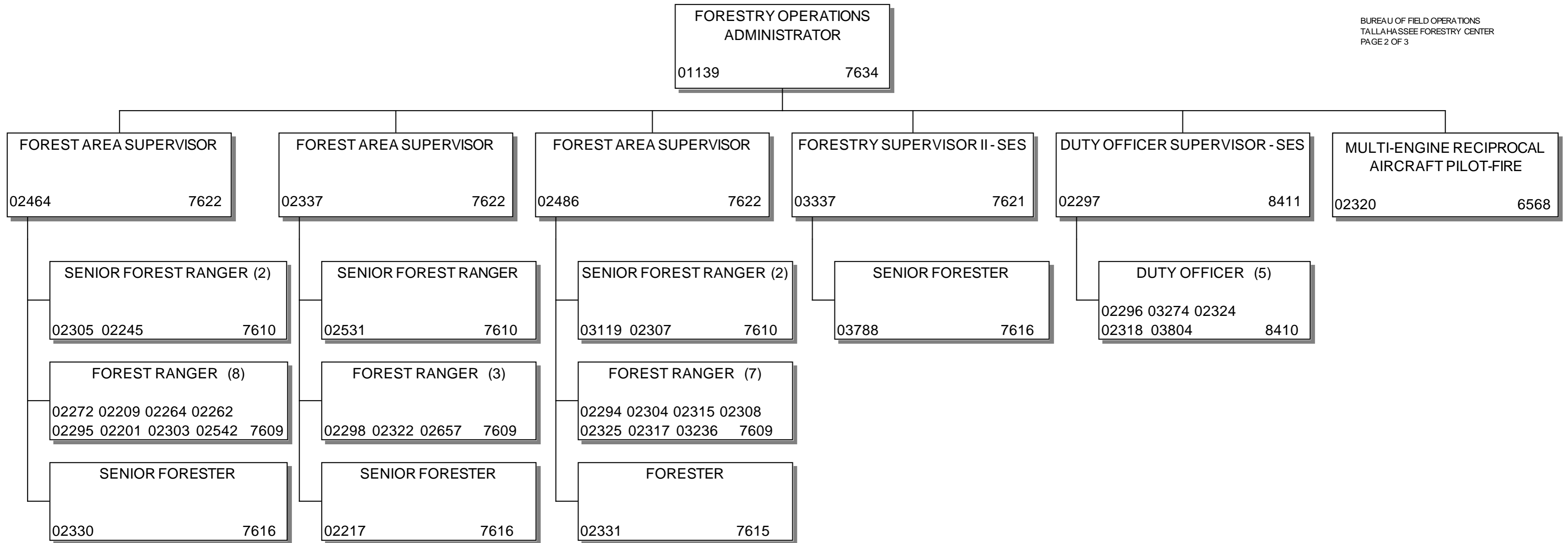


\*SEE PAGE 2  
\*\*SEE PAGE 3

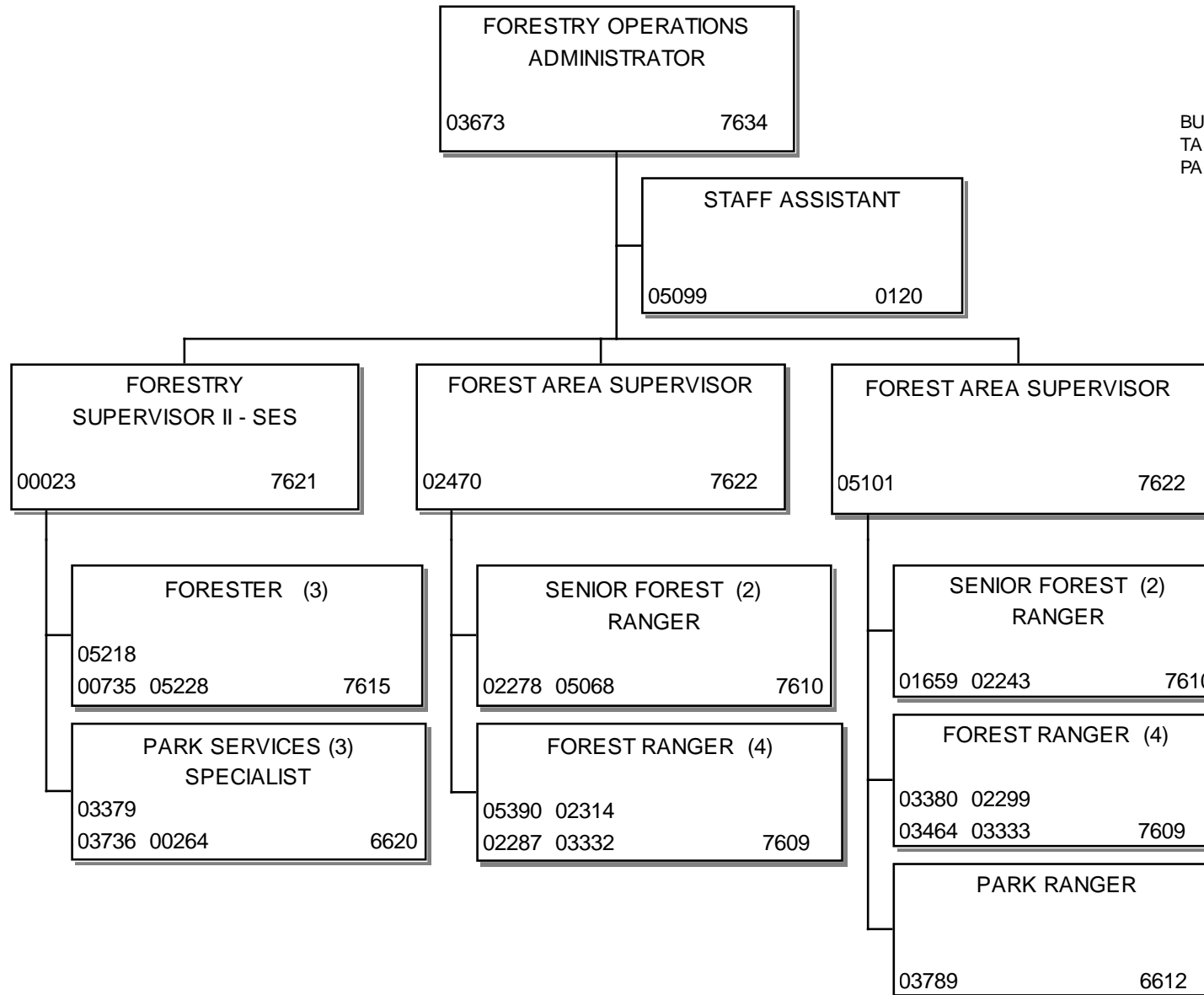
JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 8/16/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
TALLAHASSEE FORESTRY CENTER  
PAGE 2 OF 3



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

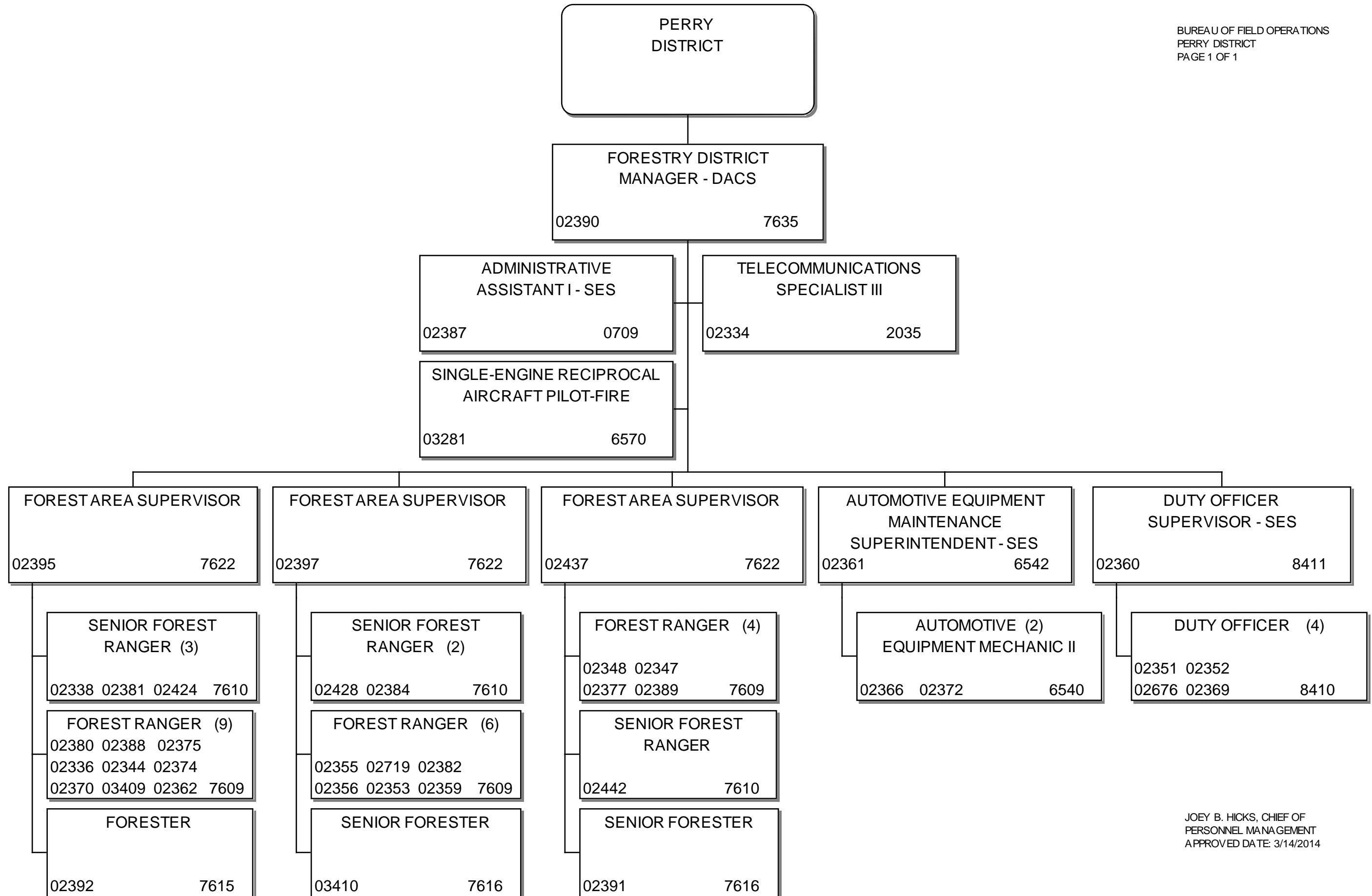


BUREAU OF FIELD OPERATIONS  
TALLAHASSEE FORESTRY CENTER  
PAGE 3 OF 3

JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 06/21/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

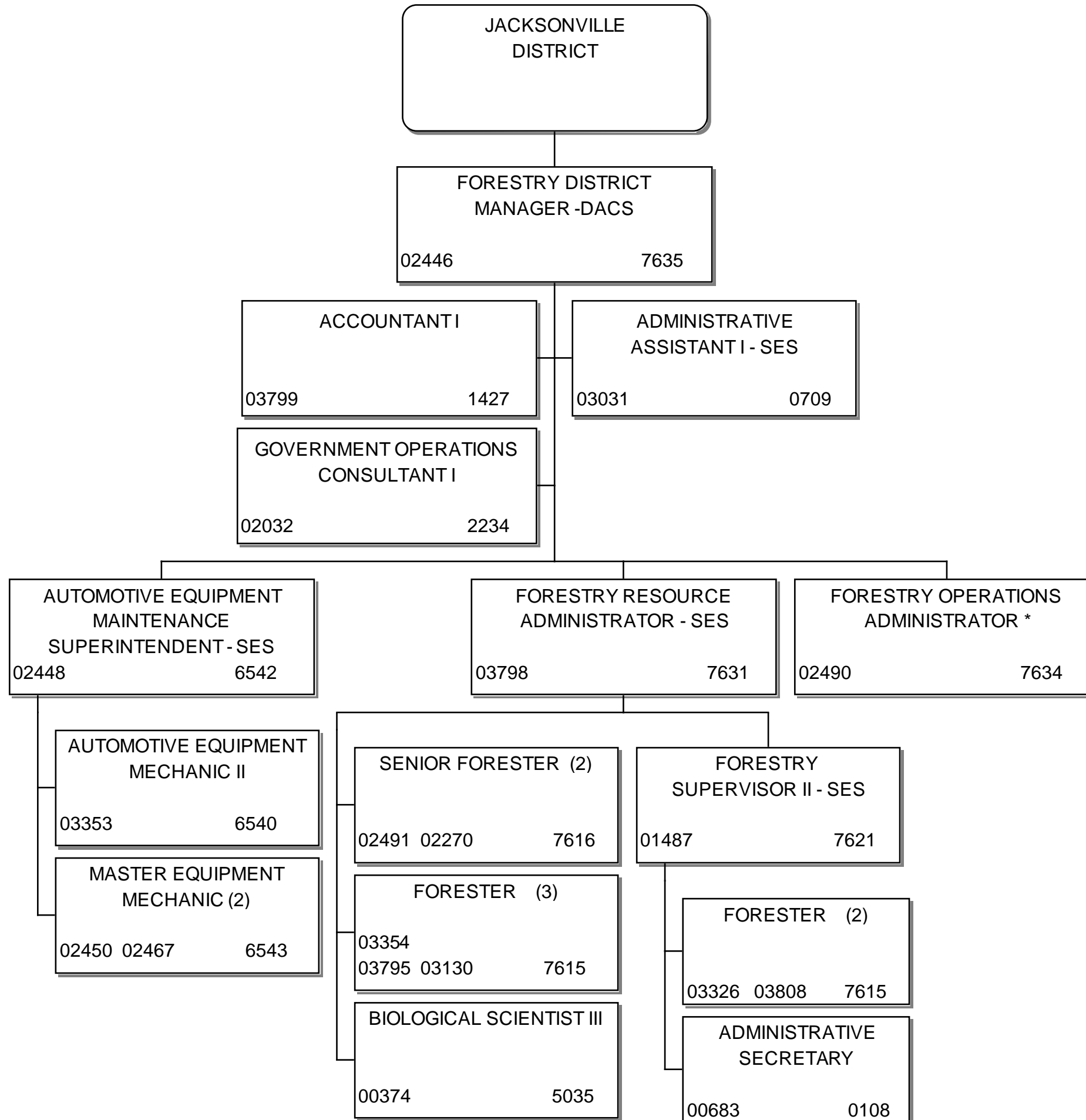
BUREAU OF FIELD OPERATIONS  
PERRY DISTRICT  
PAGE 1 OF 1



JOEY B. HICKS, CHIEF OF PERSONNEL MANAGEMENT  
APPROVED DATE: 3/14/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
JACKSONVILLE DISTRICT  
PAGE 1 OF 2

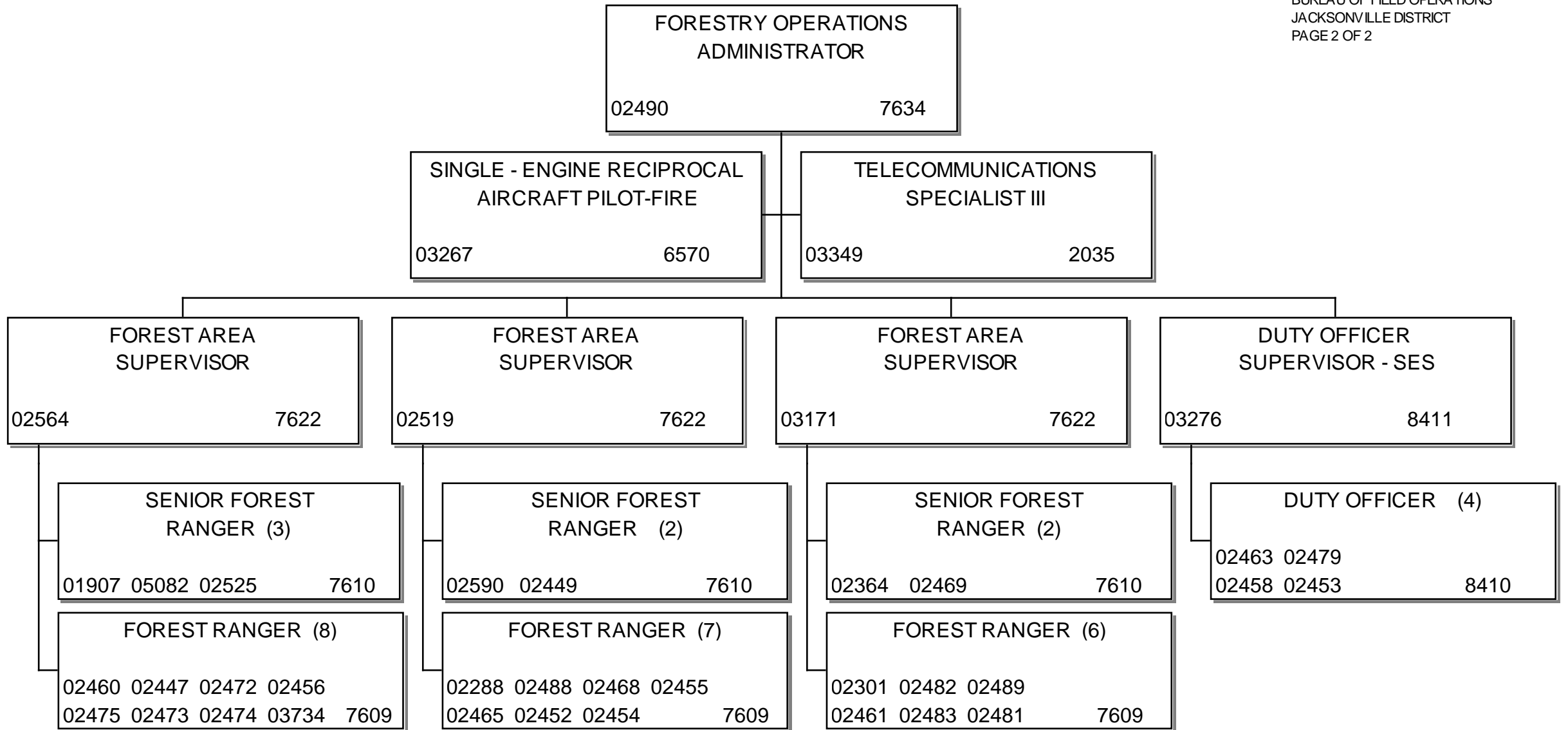


\*SEE PAGE 2

JOEY B. HICKS, CHIEF OF PERSONNEL MANAGEMENT  
APPROVED DATE: 6/20/2014

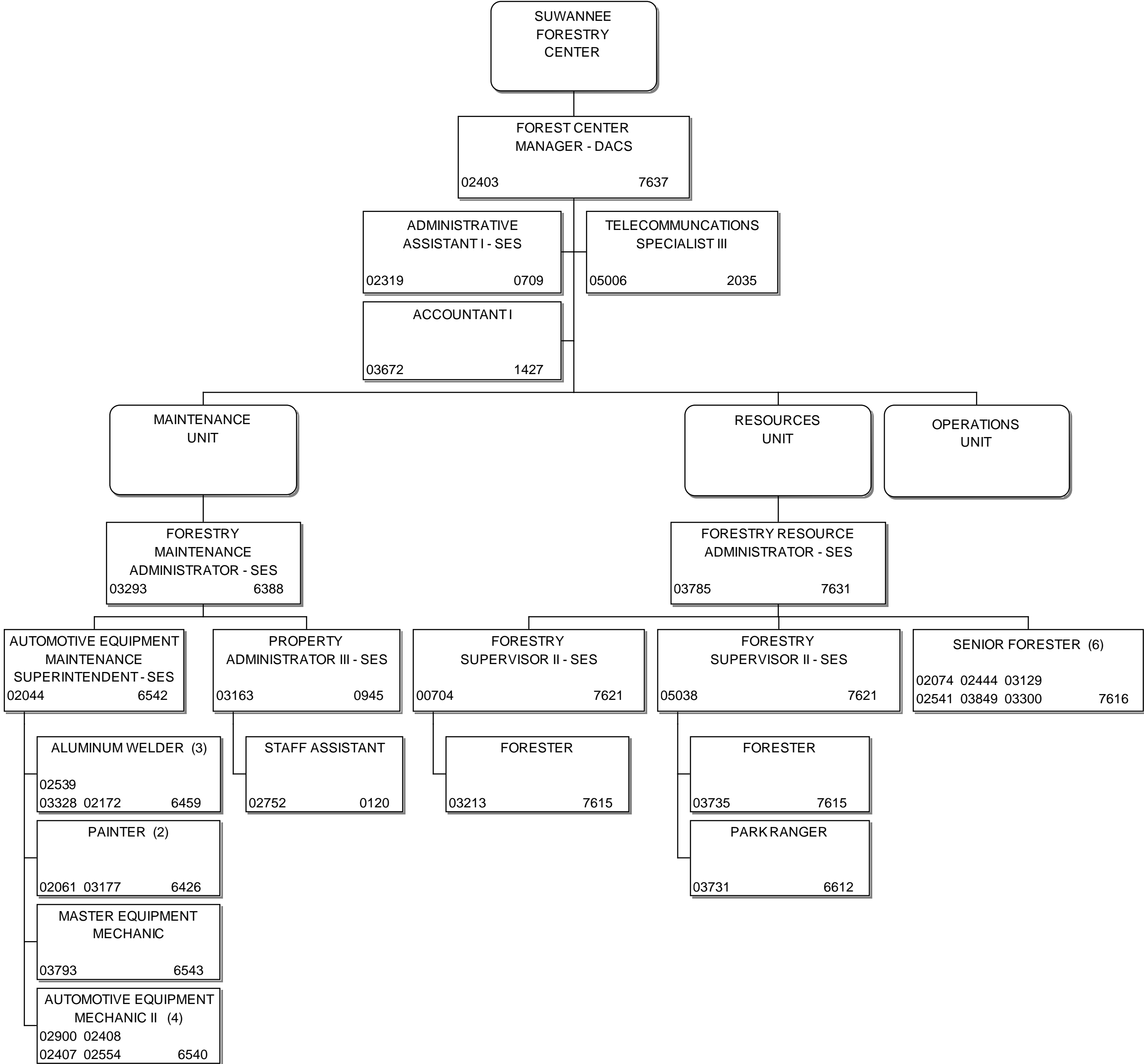
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
JACKSONVILLE DISTRICT  
PAGE 2 OF 2



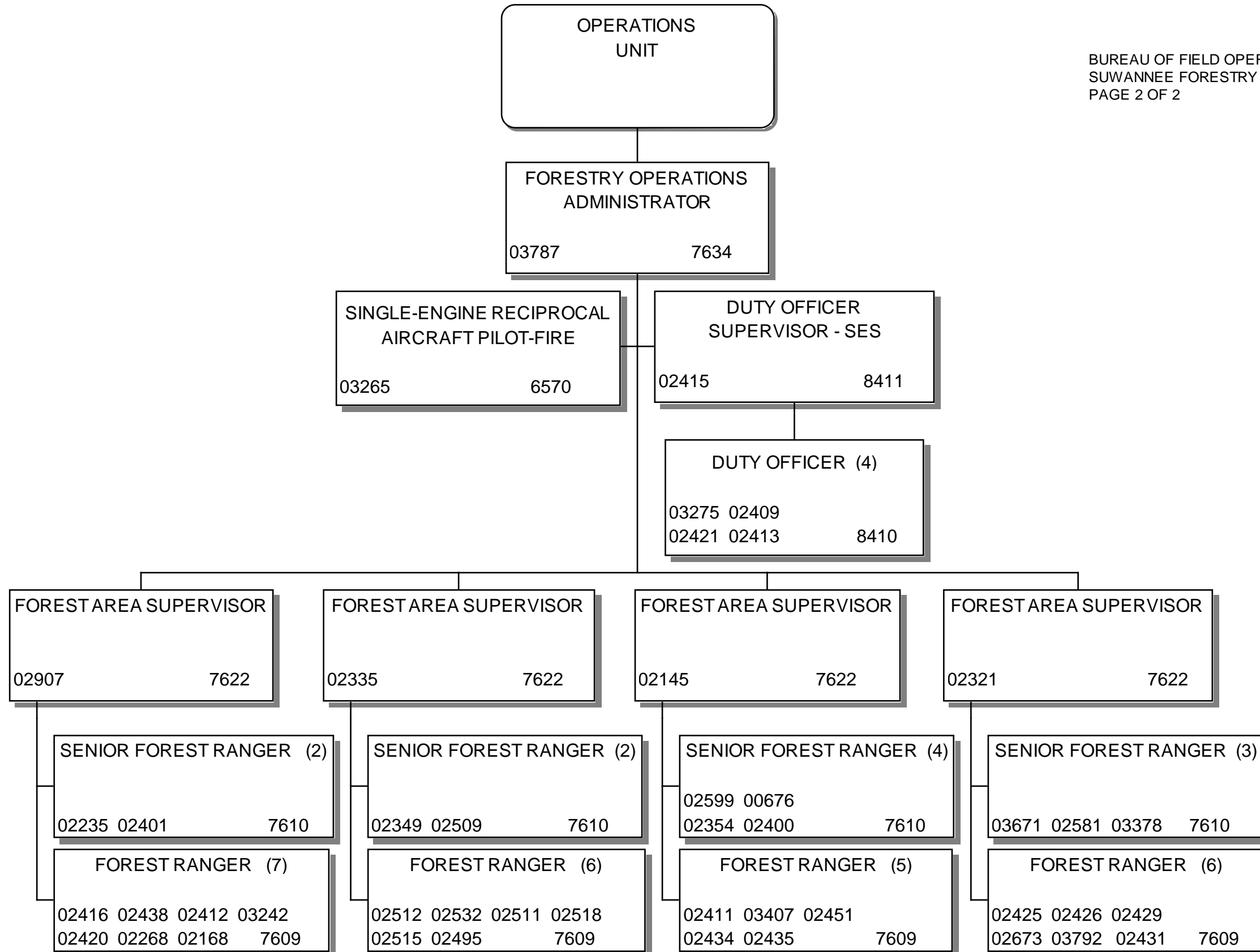
JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 8/17/2012

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**



# DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES FLORIDA FOREST SERVICE

BUREAU OF FIELD OPERATIONS  
SUWANNEE FORESTRY CENTER  
PAGE 2 OF 2

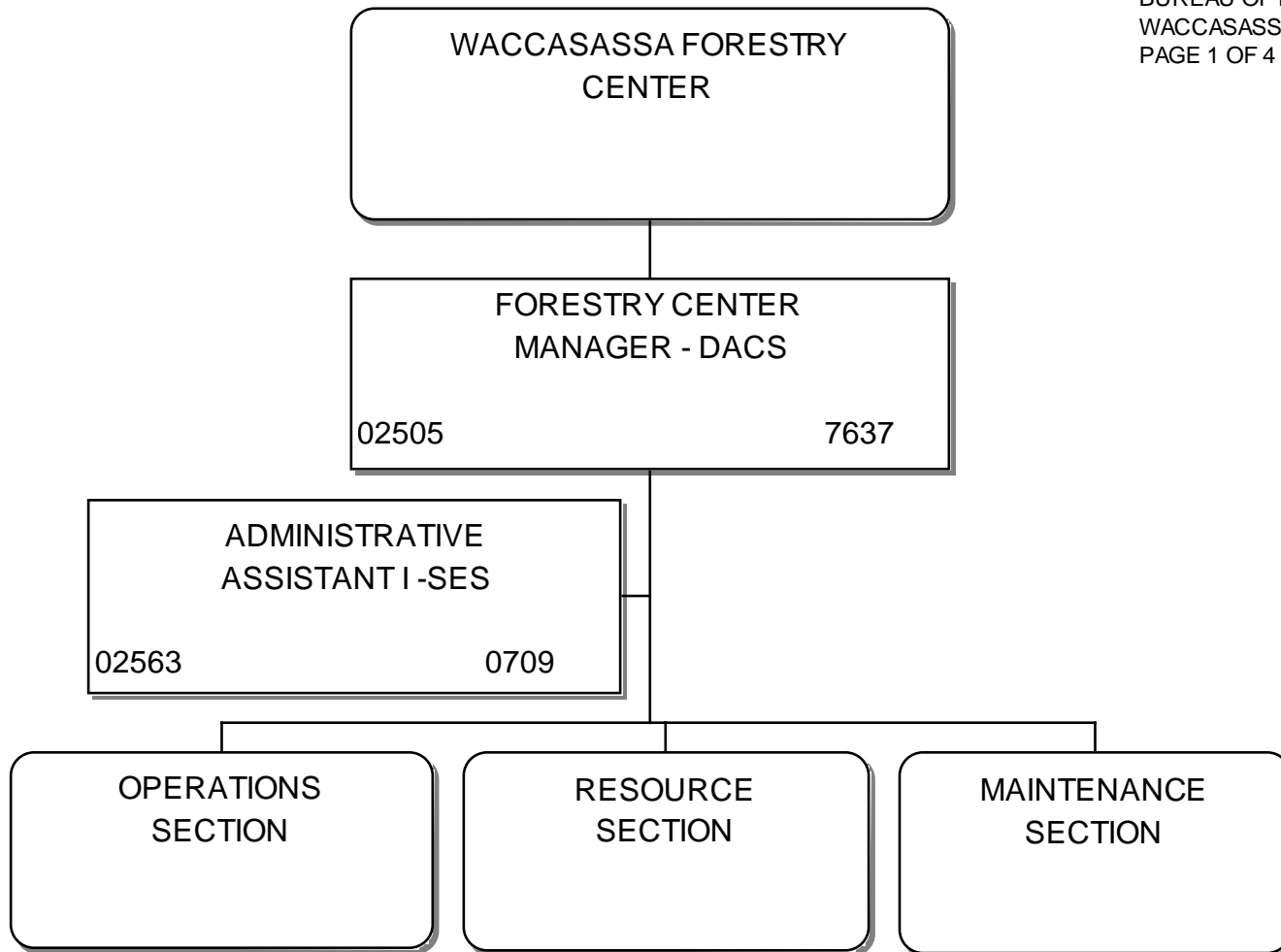


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 6/8/2012



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

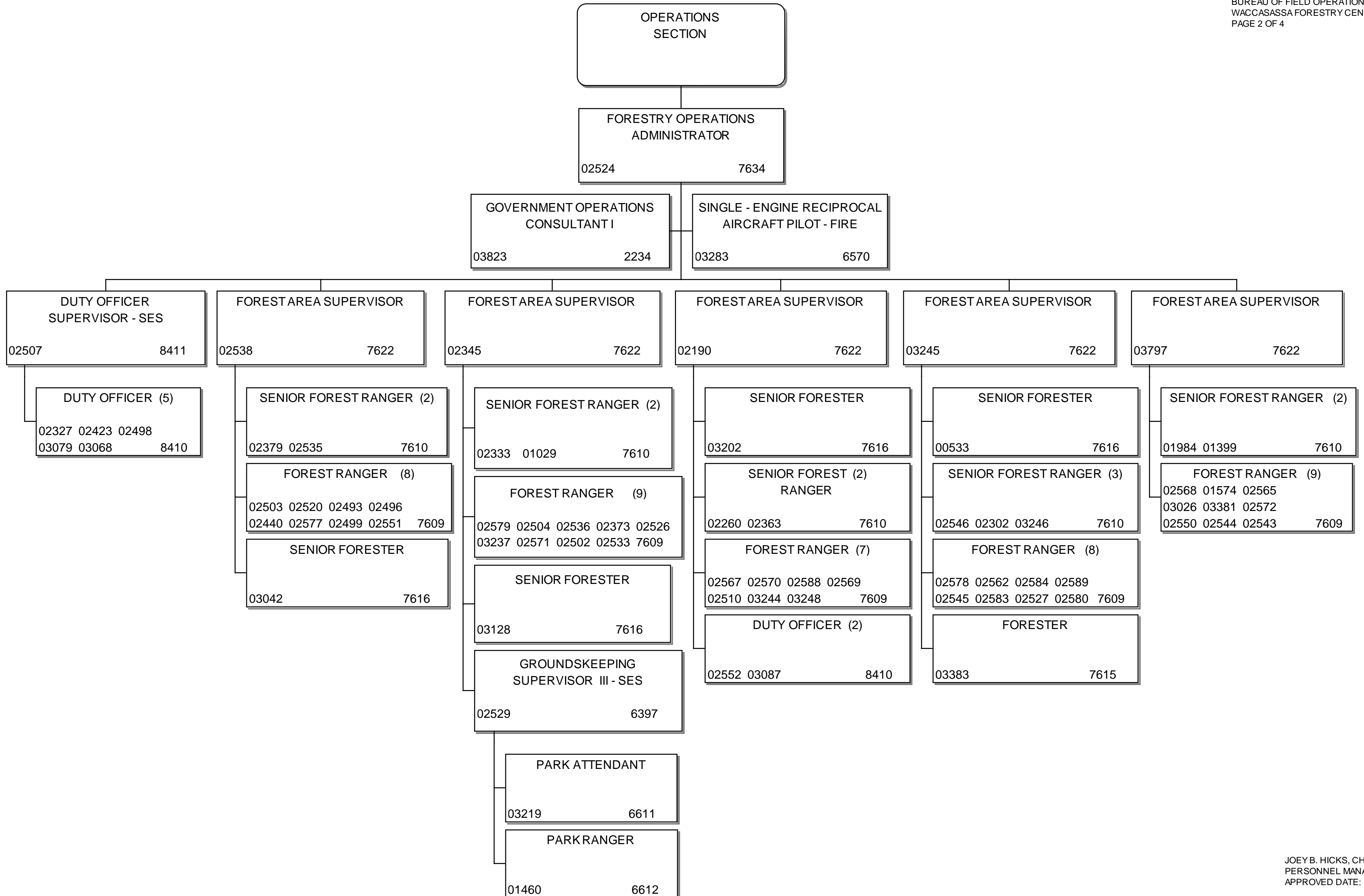
BUREAU OF FIELD OPERATIONS  
WACCASASSA FORESTRY CENTER  
PAGE 1 OF 4



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 2/1/2013

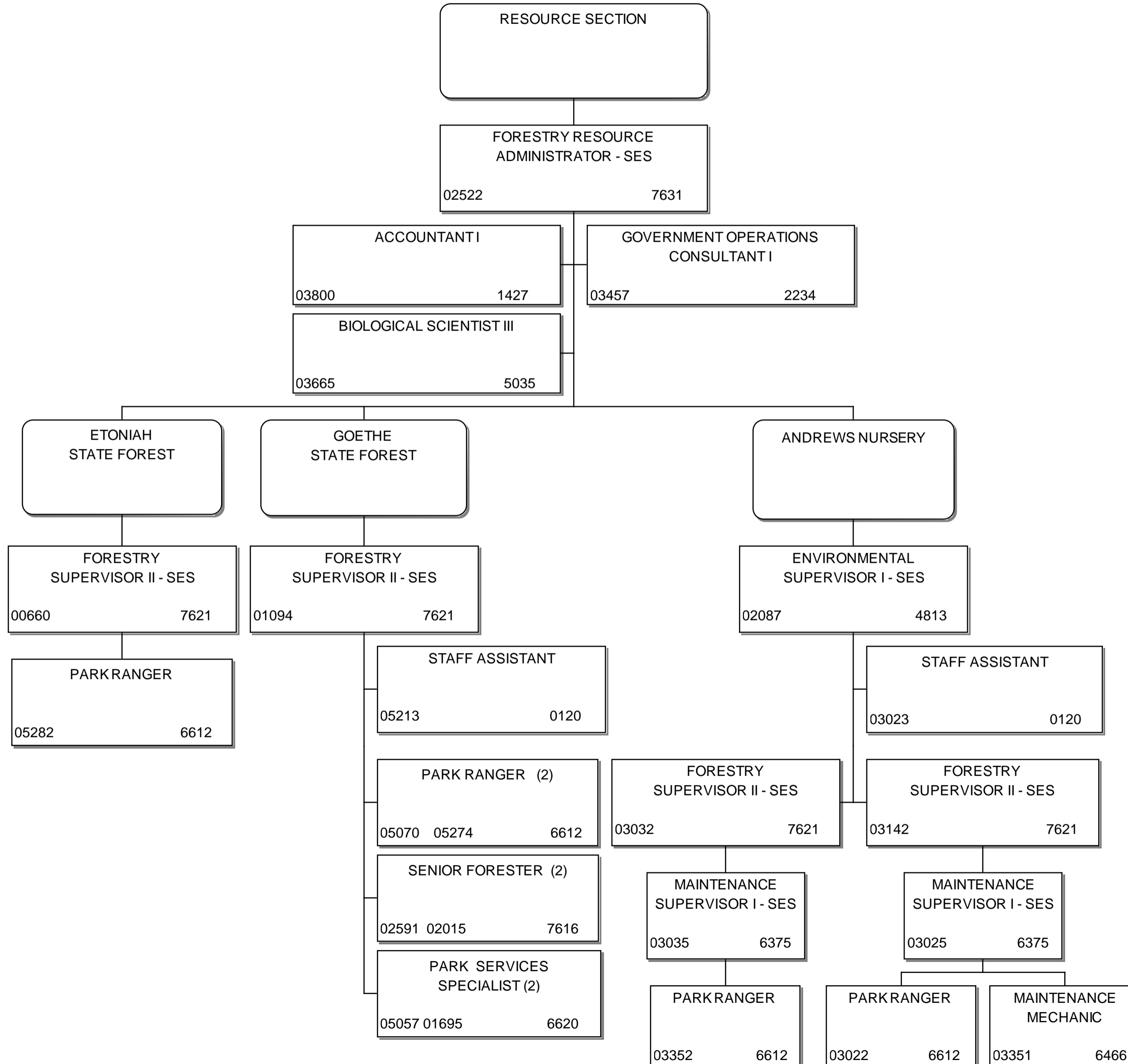
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
WACCASASSA FORESTRY CENTER  
PAGE 2 OF 4



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

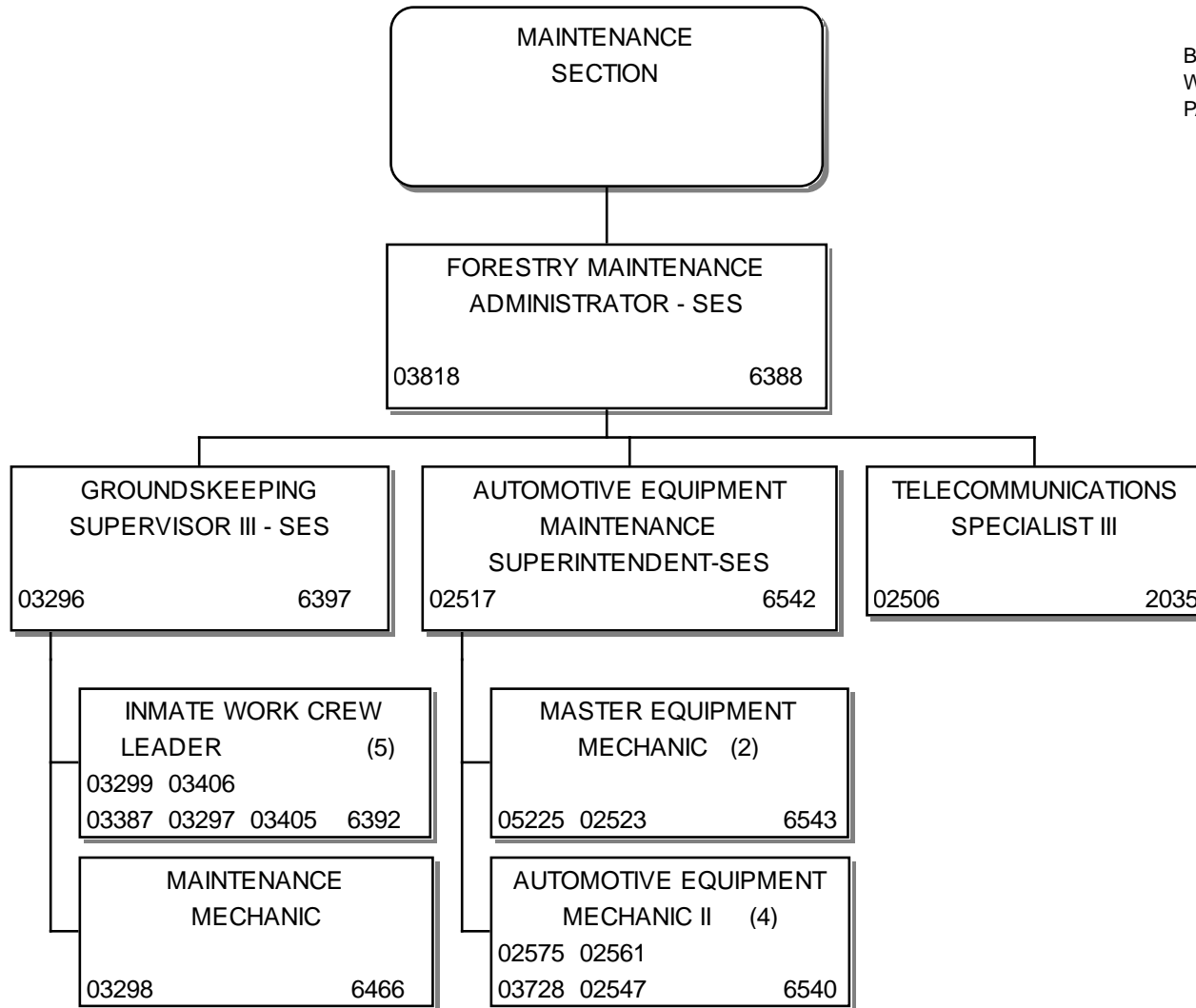
BUREAU OF FIELD OPERATIONS  
WACCASASSA FORESTRY CENTER  
PAGE 3 OF 4



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 01/03/2014

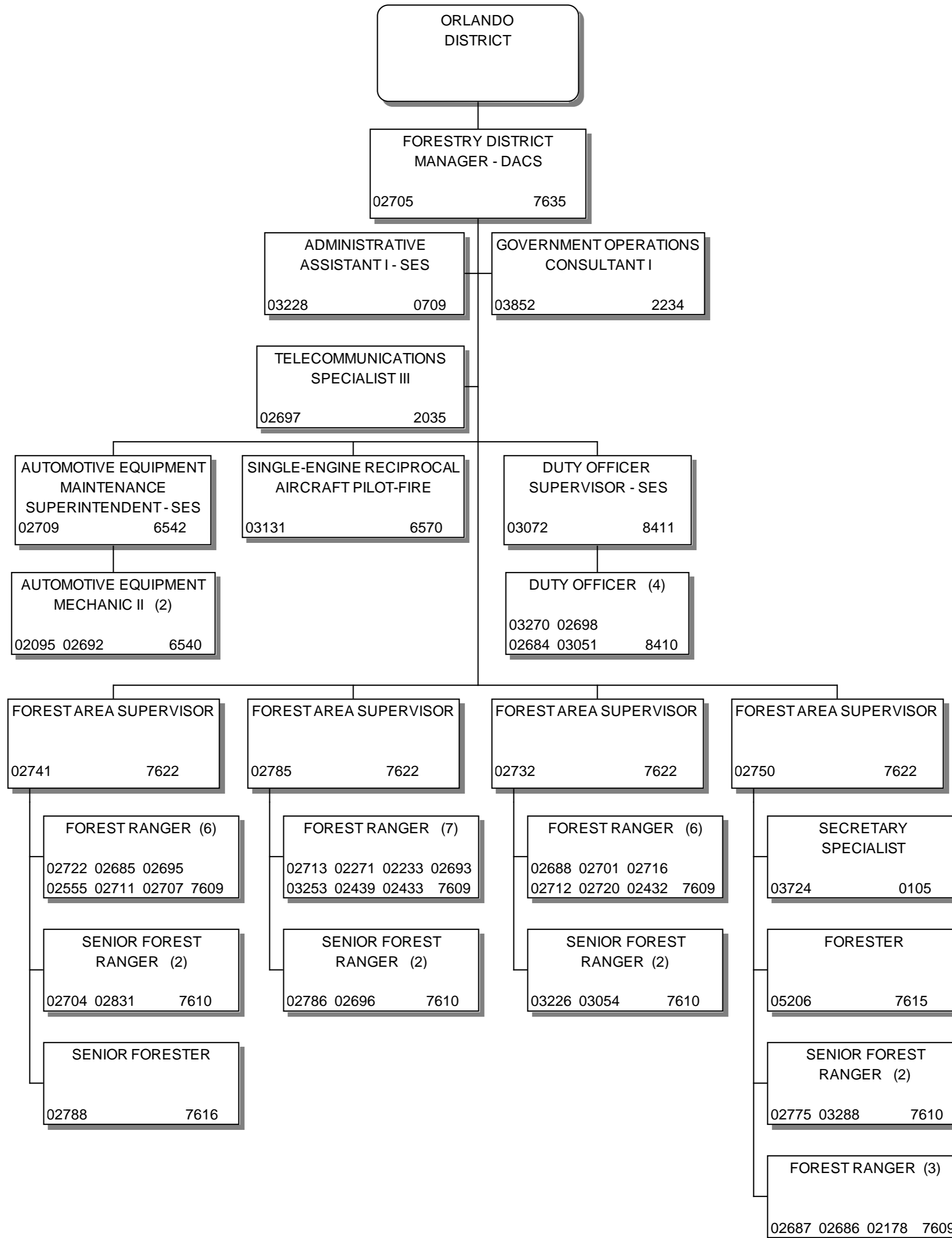
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
WACCASSA FORESTRY CENTER  
PAGE 4 OF 4



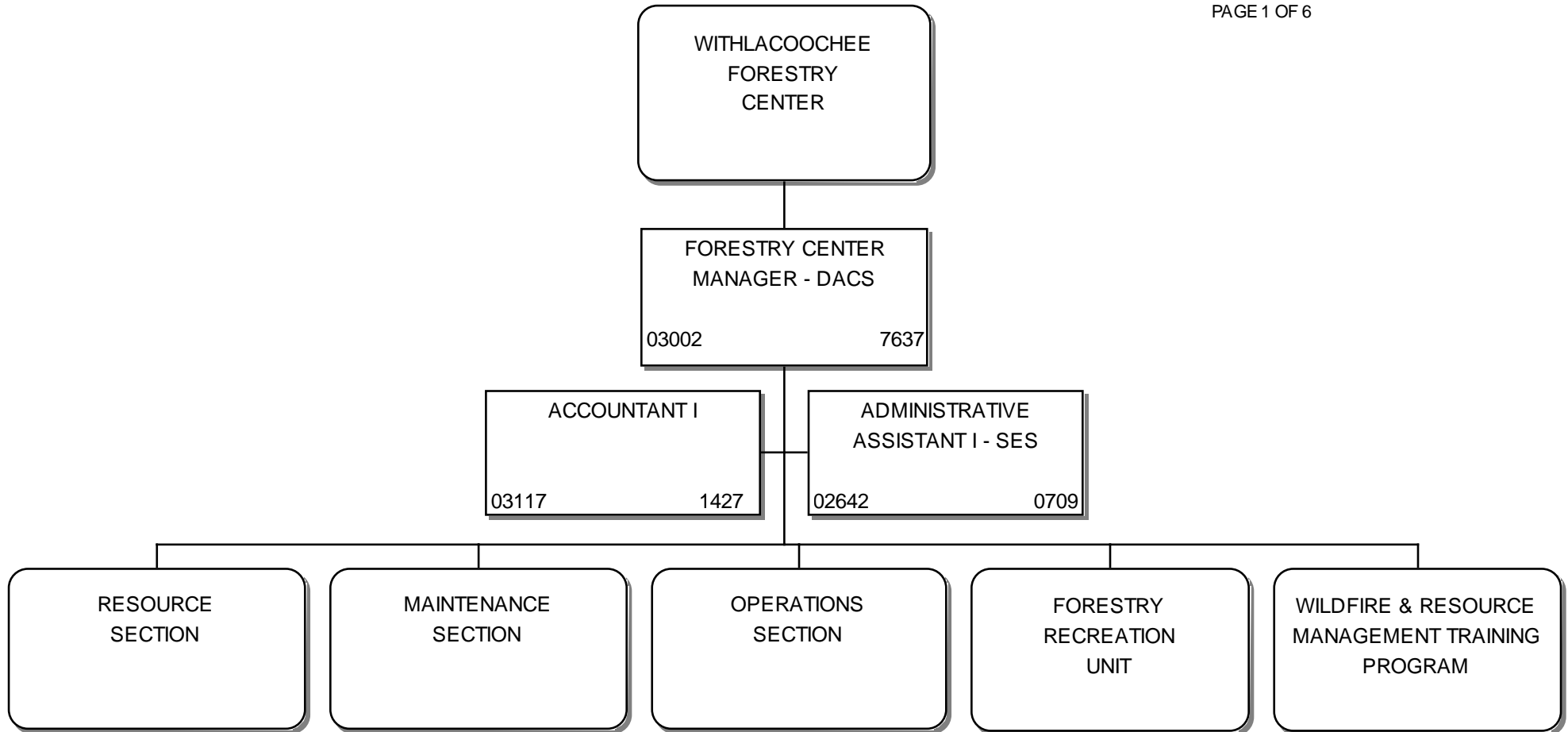
JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 5/9/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

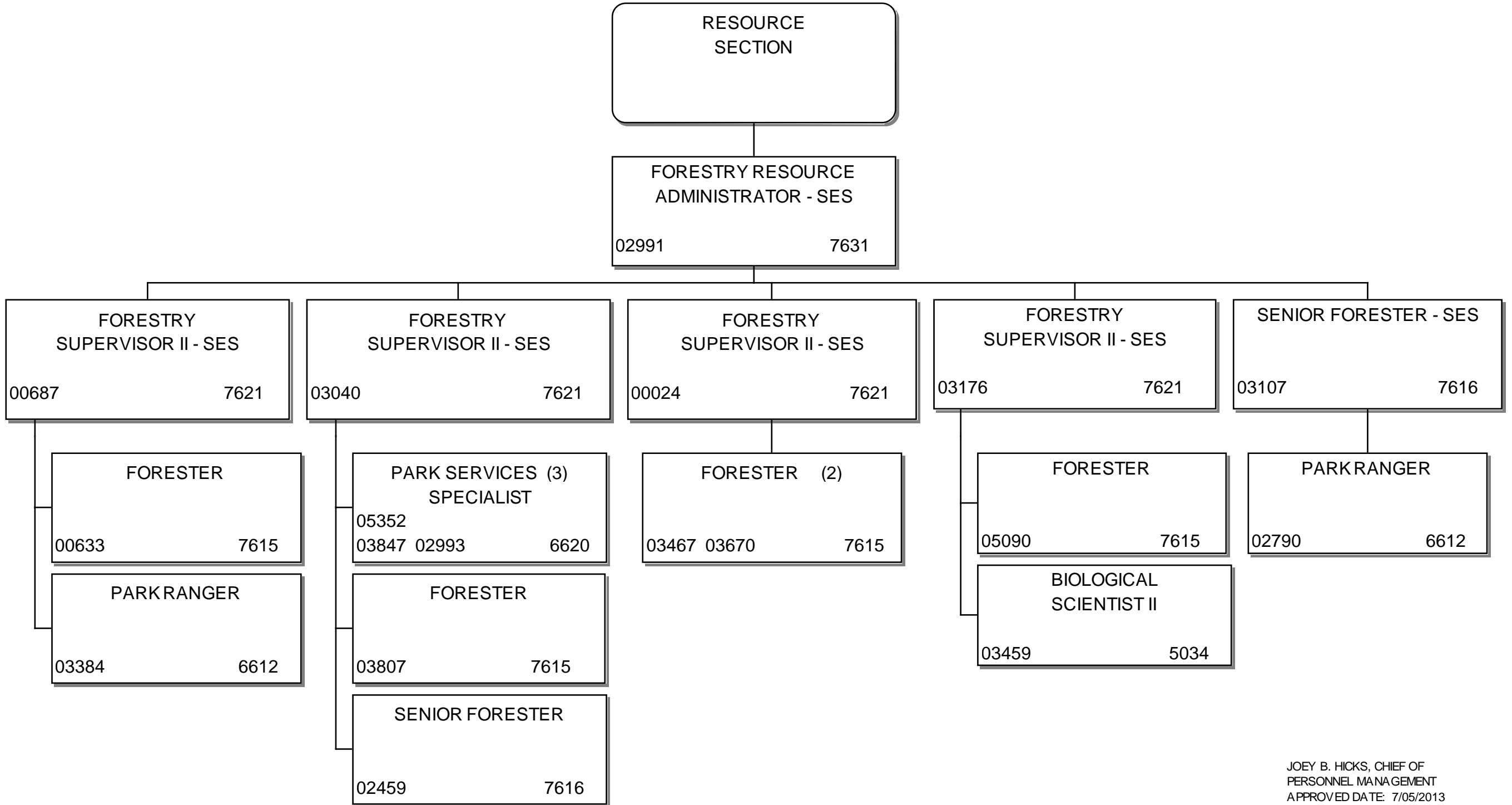
BUREAU OF FIELD OPERATIONS  
WITHLACOOCHEE FORESTRY CENTER  
PAGE 1 OF 6



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 6/22/2012

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

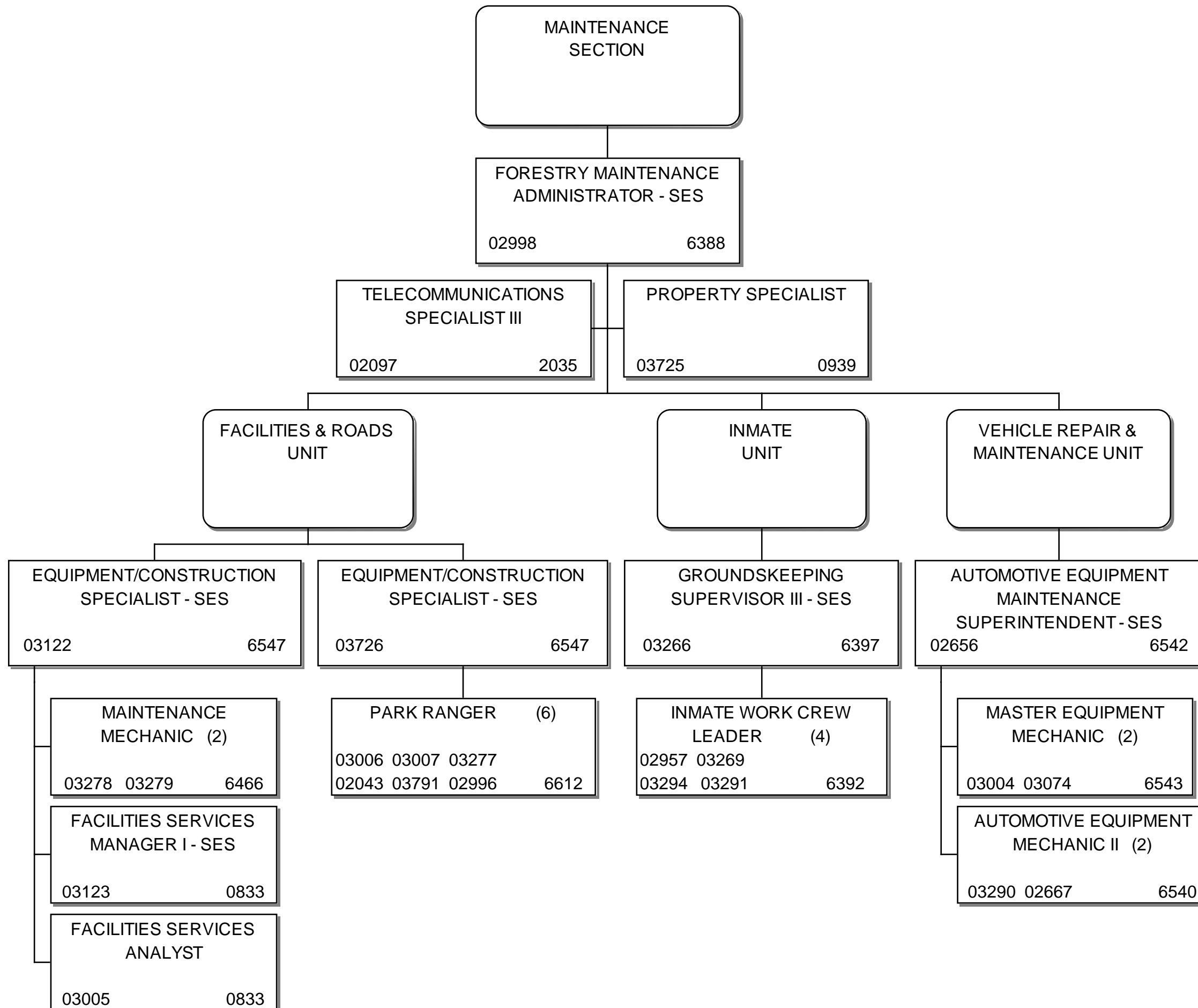
BUREAU OF FIELD OPERATIONS  
WITHLACOOCHEE FORESTRY CENTER  
PAGE 2 OF 6



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 7/05/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
WITHLACOOCHEE FORESTRY CENTER  
PAGE 3 OF 6

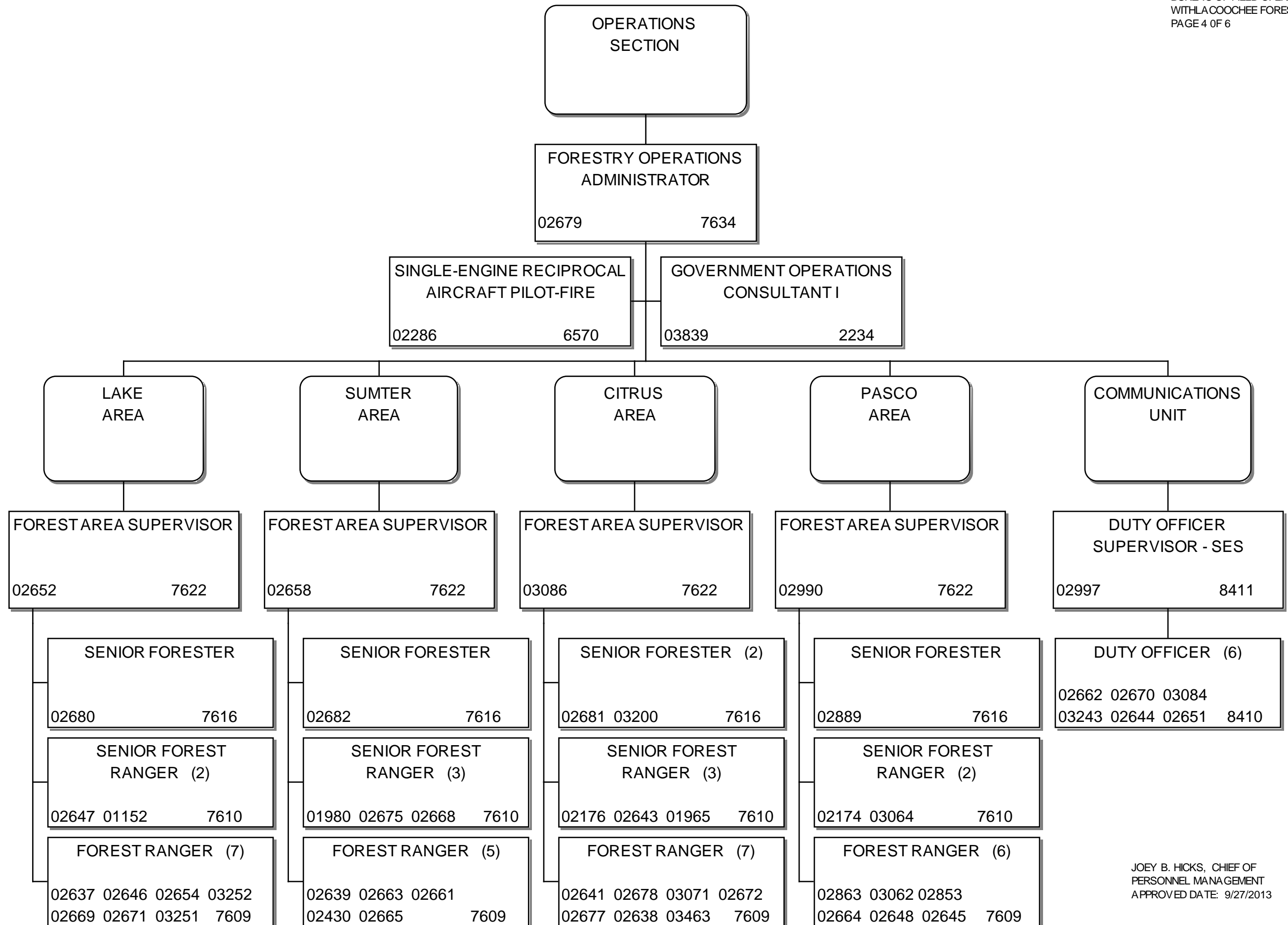


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 2/14/2014



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

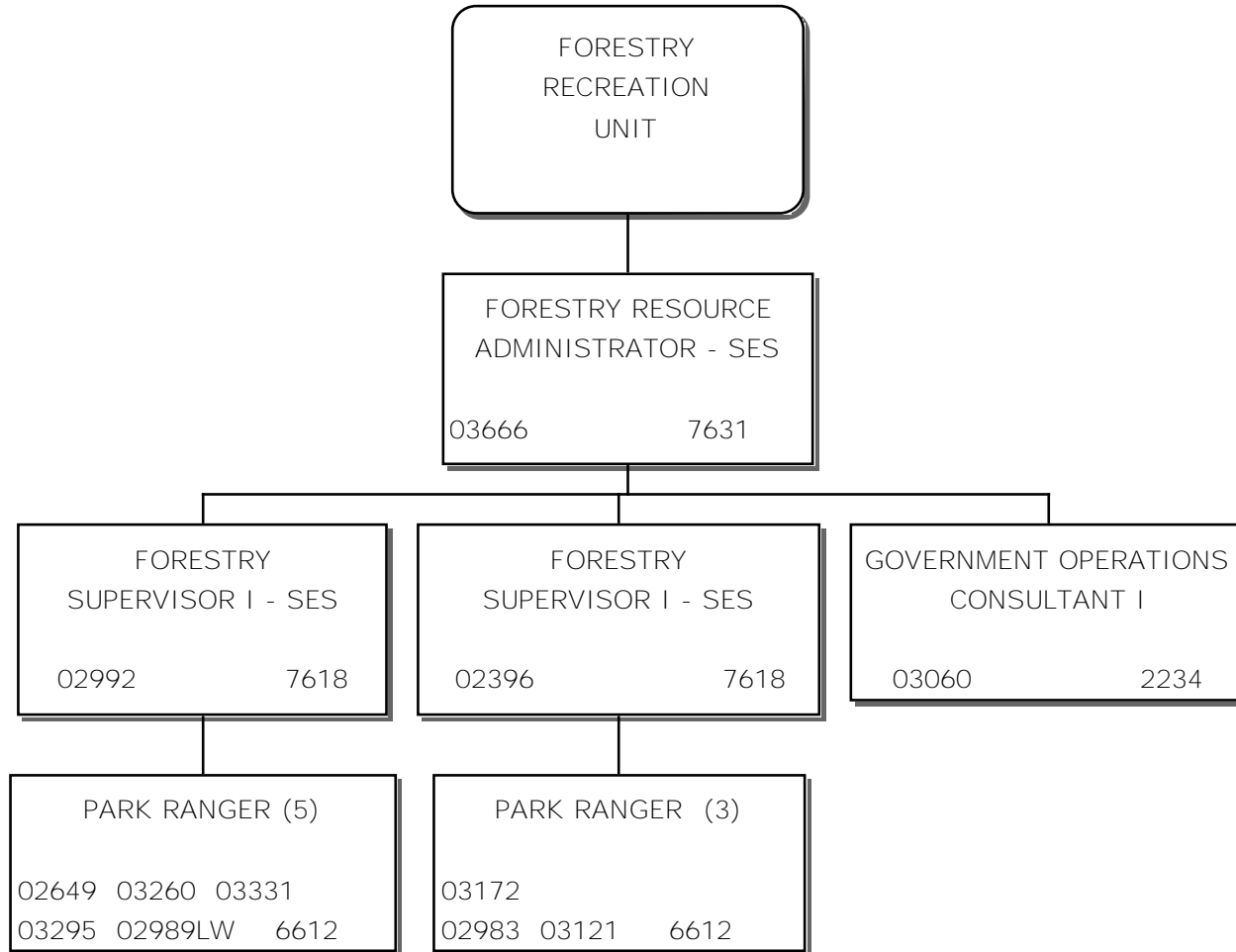
BUREAU OF FIELD OPERATIONS  
WITH LA COOCHEE FORESTRY CENTER  
PAGE 4 OF 6



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 9/27/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

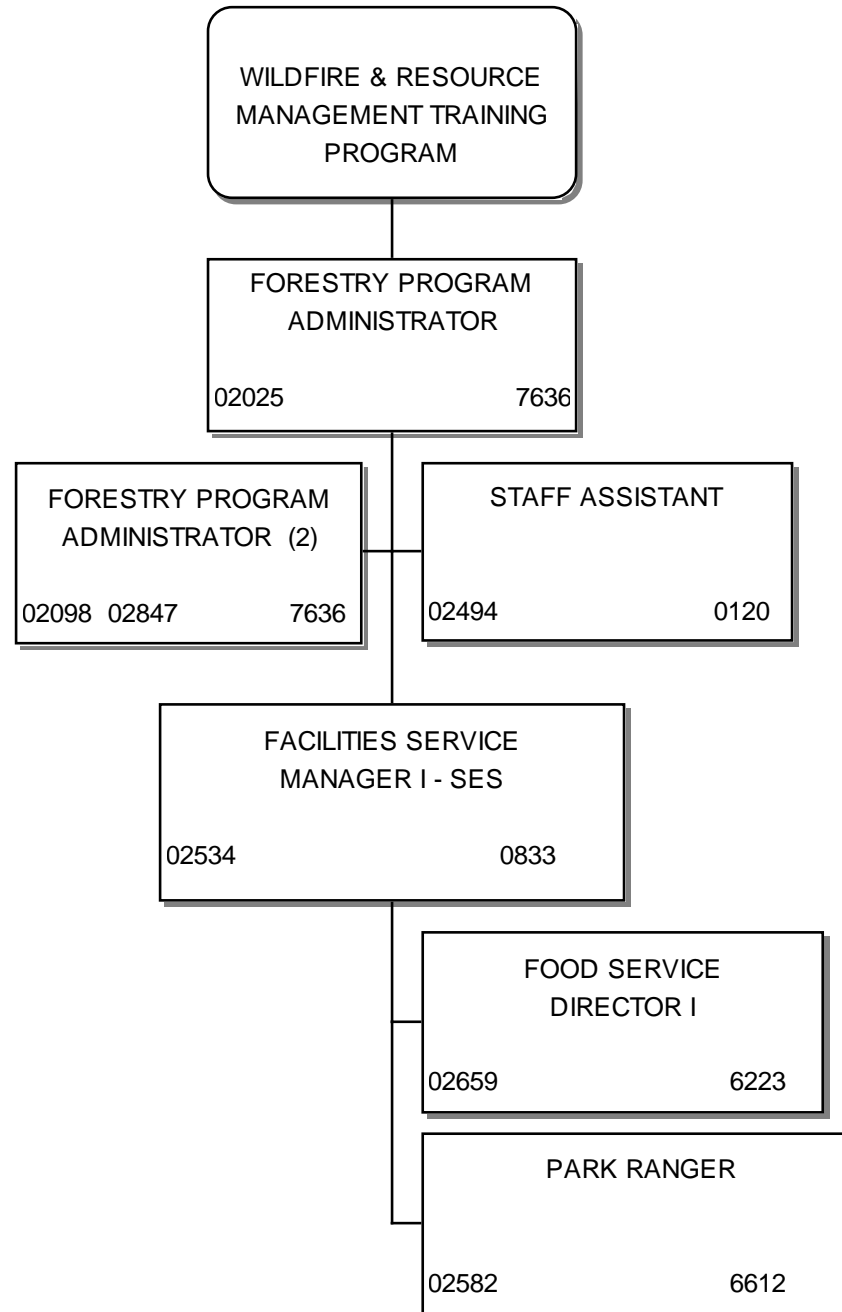
BUREAU OF FIELD OPERATIONS  
WITHLACOOCHEE FORESTRY CENTER  
PAGE 5 OF 6



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 6/22/2012

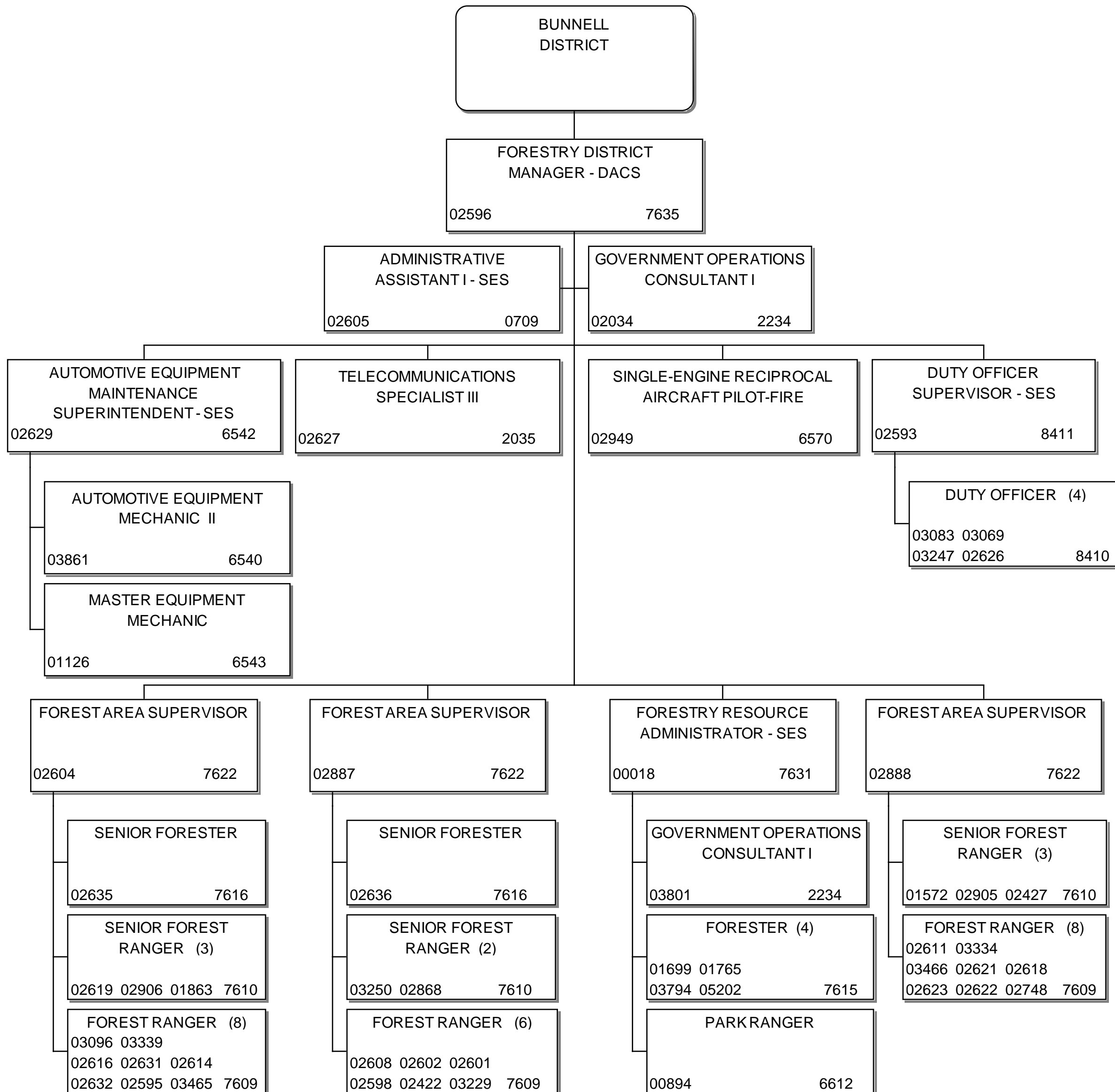
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
WITHLA COOCHEE FORESTRY CENTER  
PAGE 6 OF 6



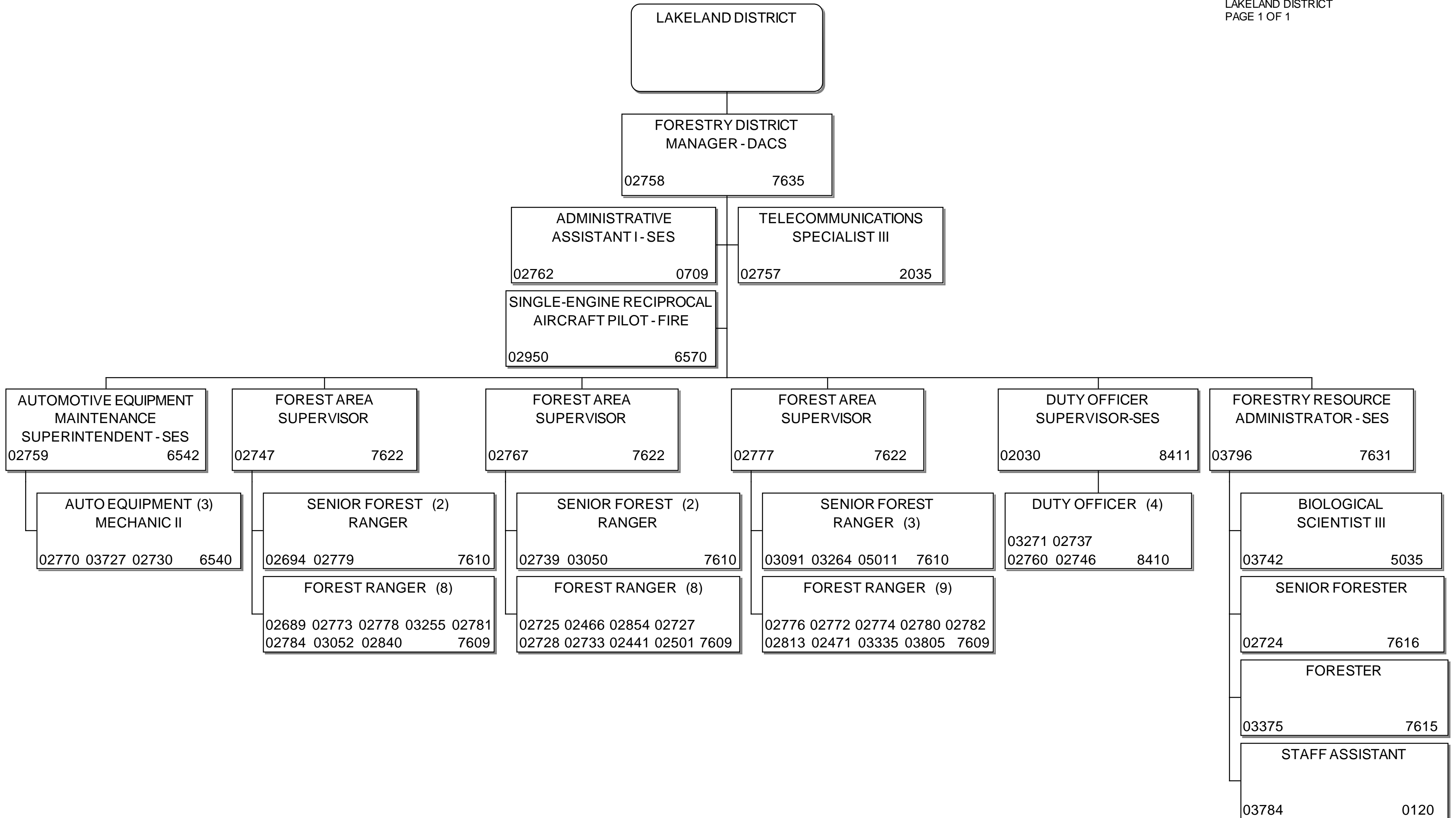
JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 11/23/2012

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**



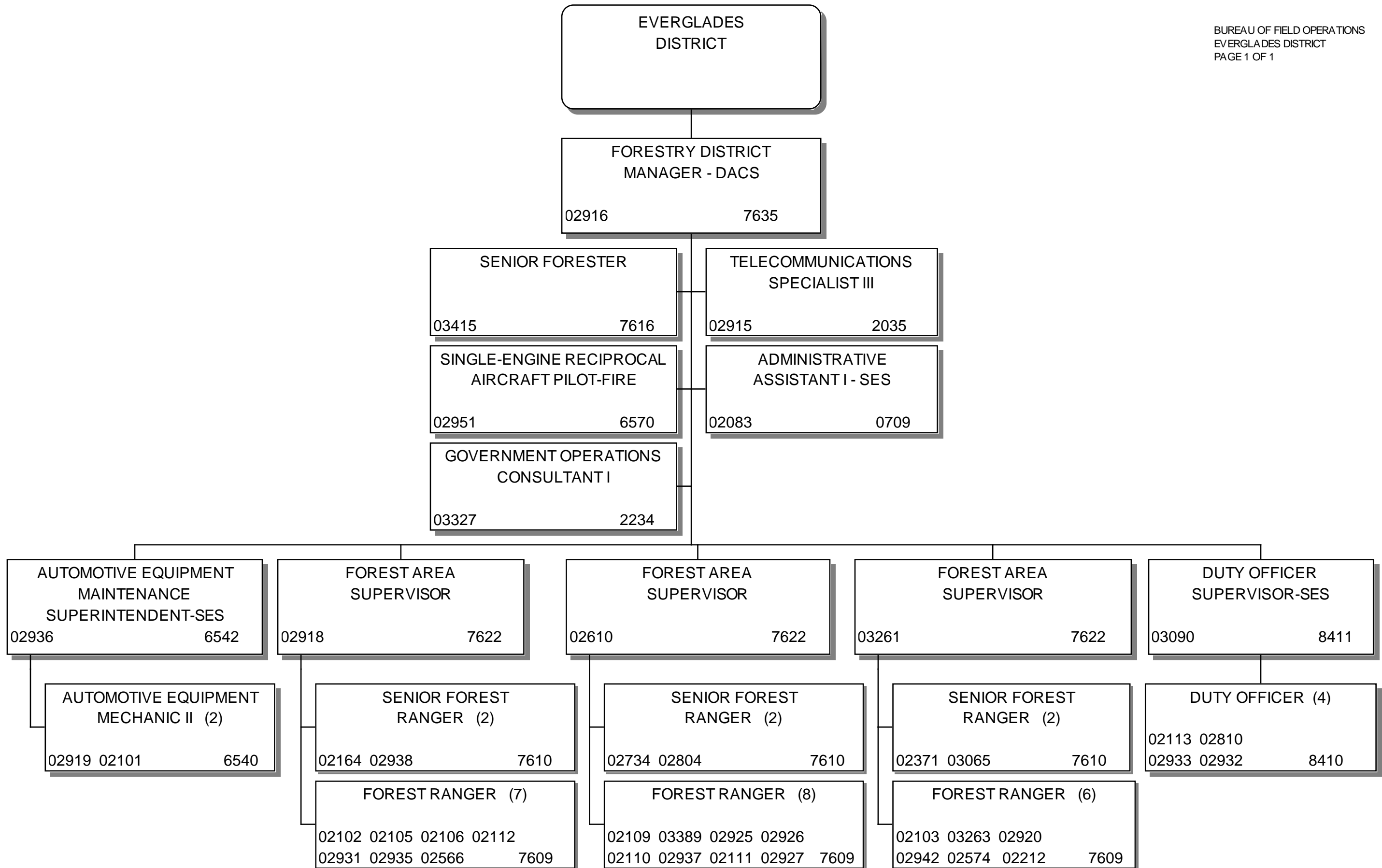
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
LAKELAND DISTRICT  
PAGE 1 OF 1

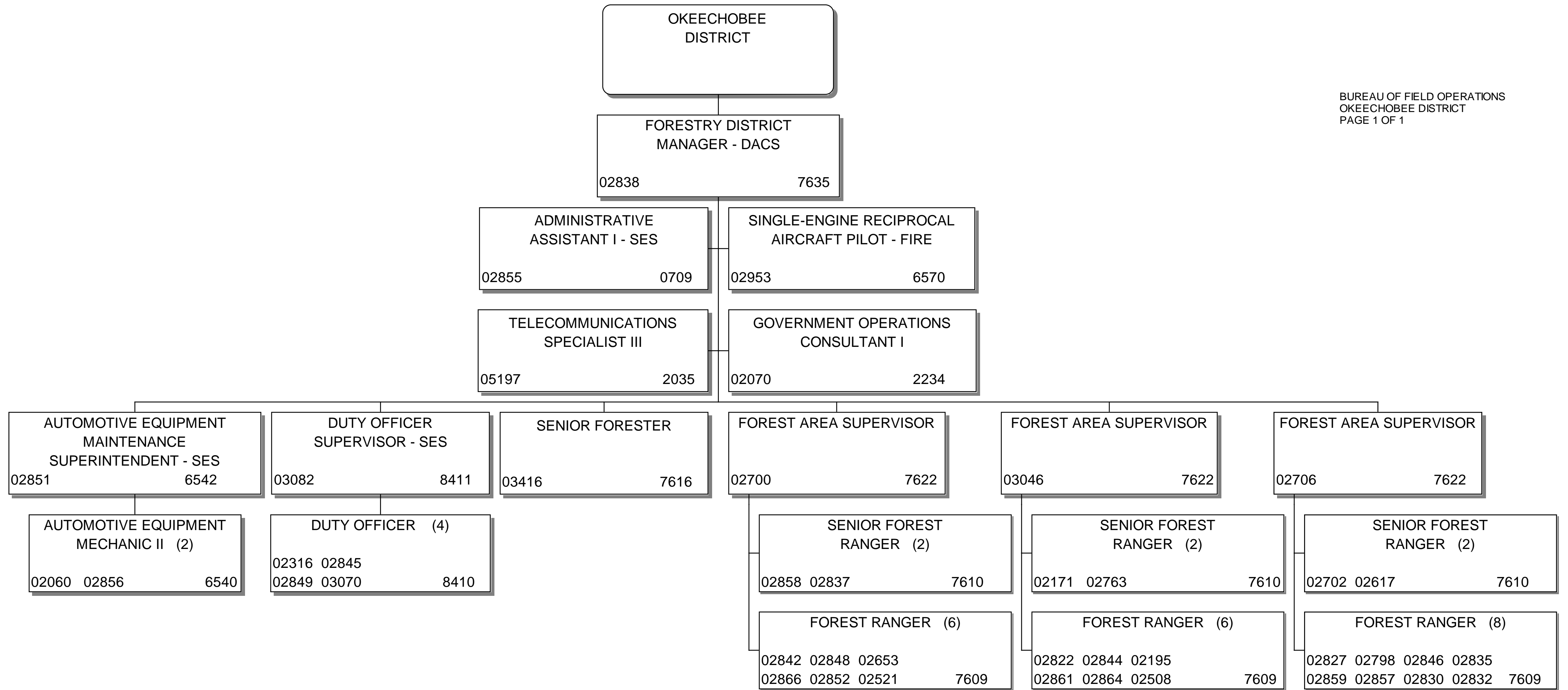


**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
EVERGLADES DISTRICT  
PAGE 1 OF 1



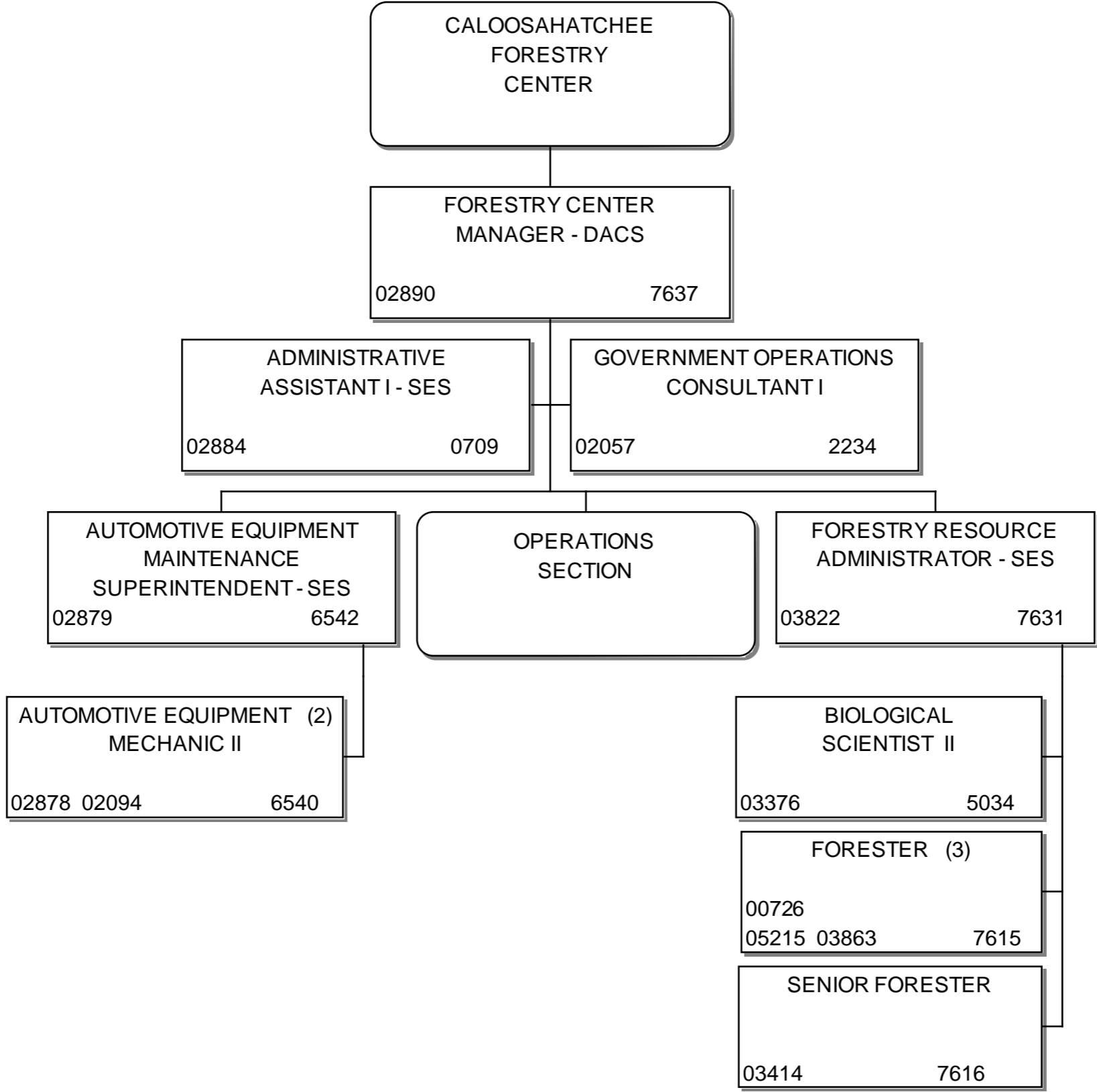
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**



BUREAU OF FIELD OPERATIONS  
OKEECHOBEE DISTRICT  
PAGE 1 OF 1

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
CALOOSAHATCHEE CENTER  
PAGE 1 OF 2

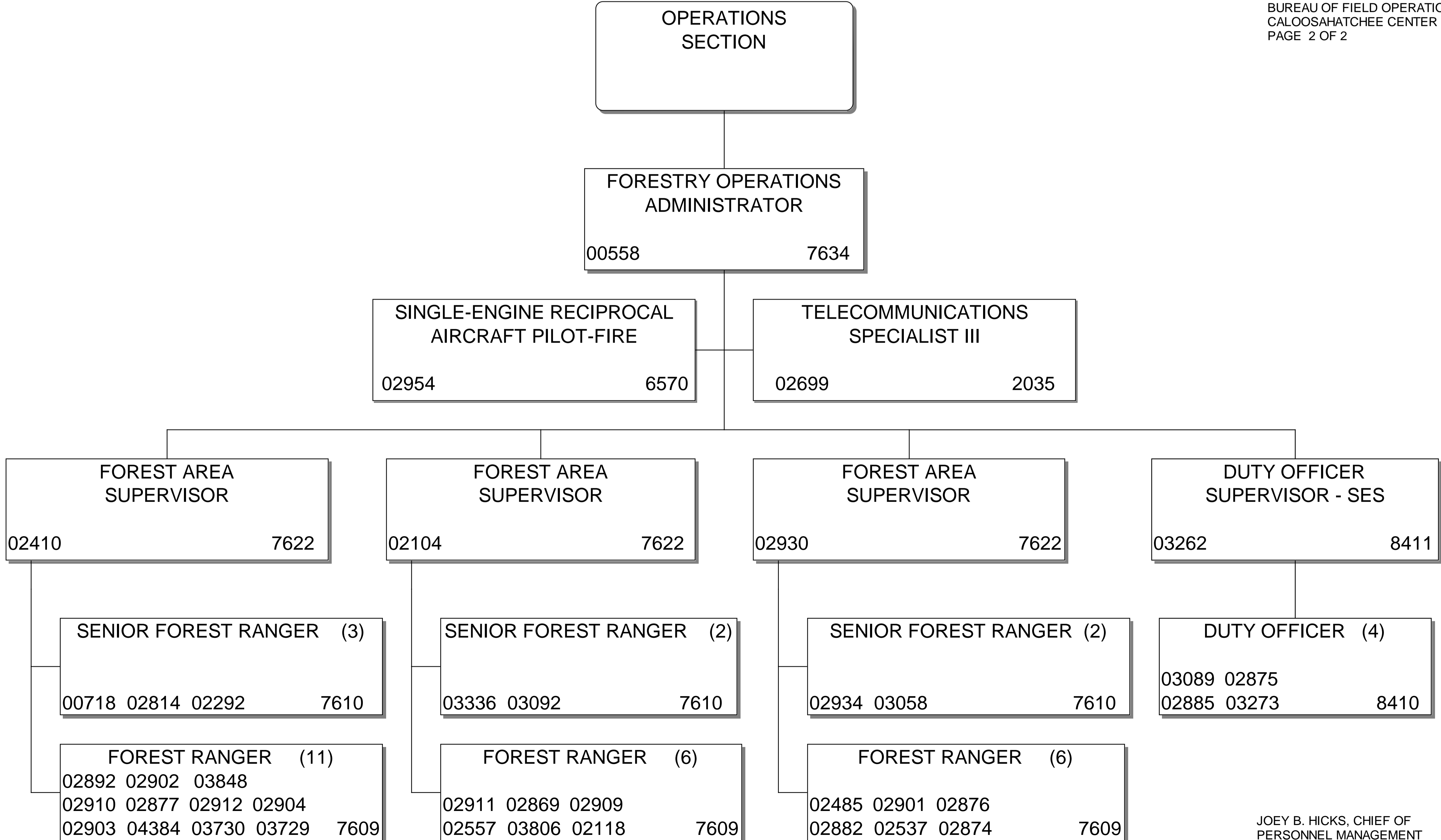


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 4/27/2012



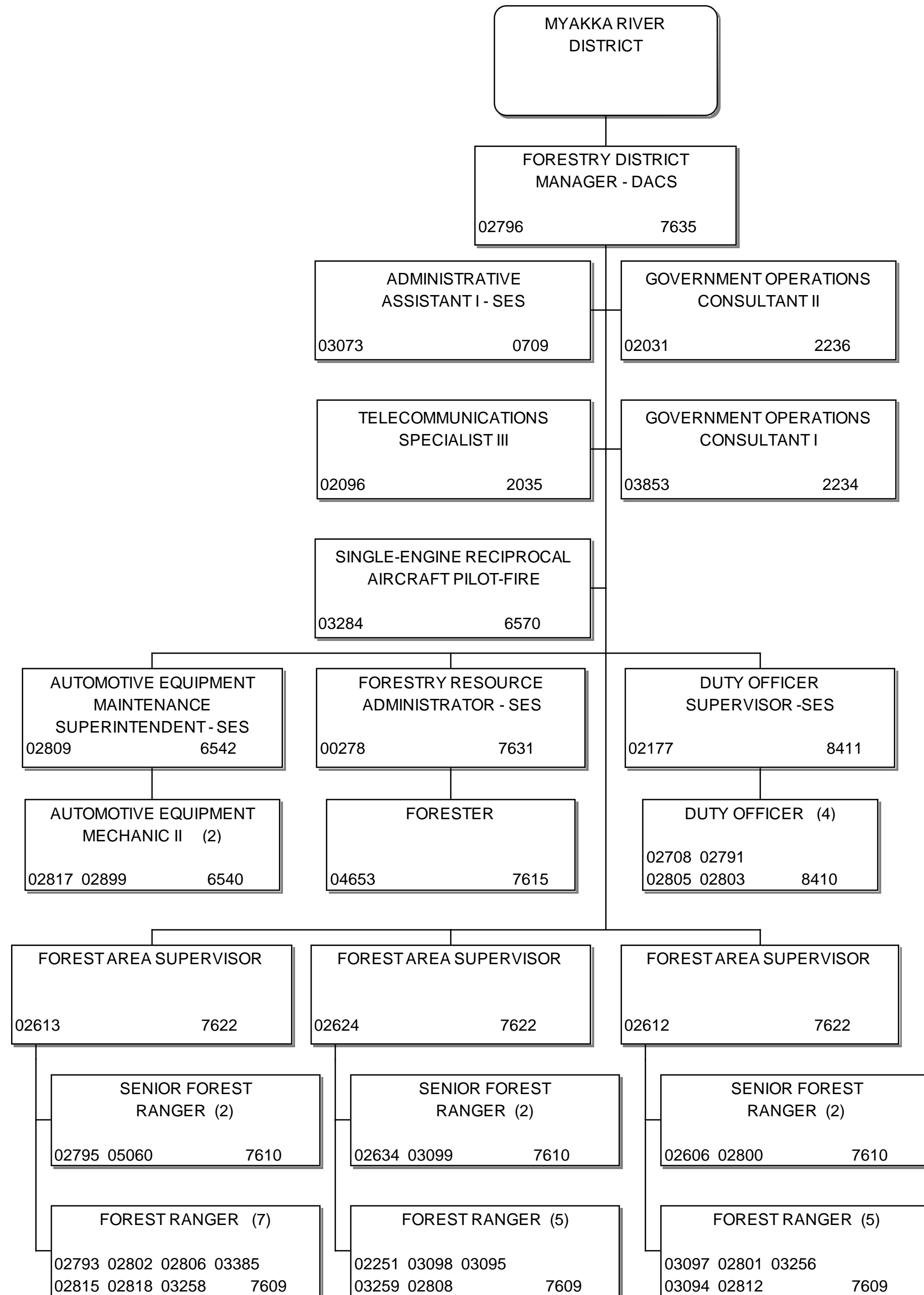
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS  
CALOOSAHATCHEE CENTER  
PAGE 2 OF 2



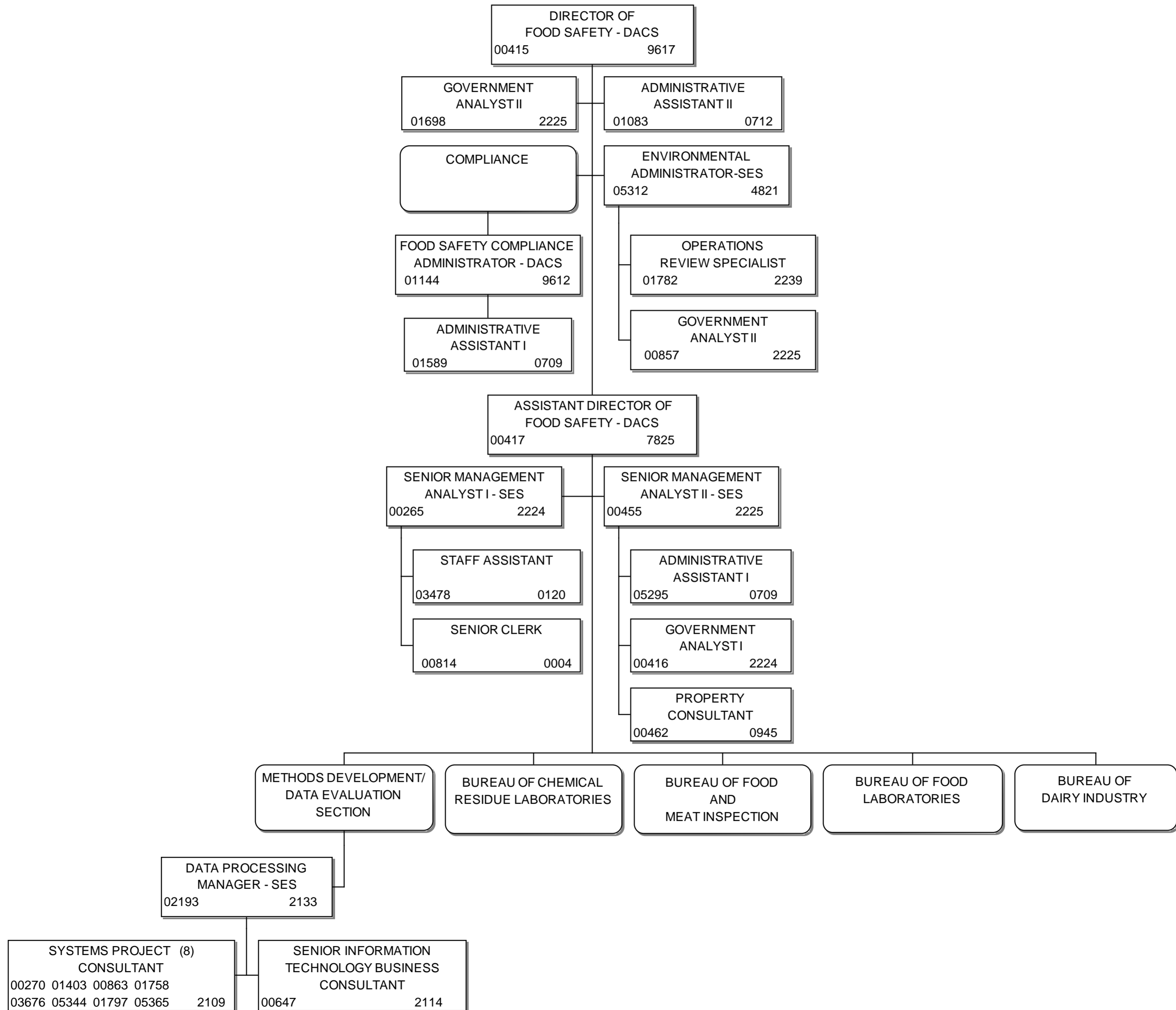
JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 7/19/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
FLORIDA FOREST SERVICE**

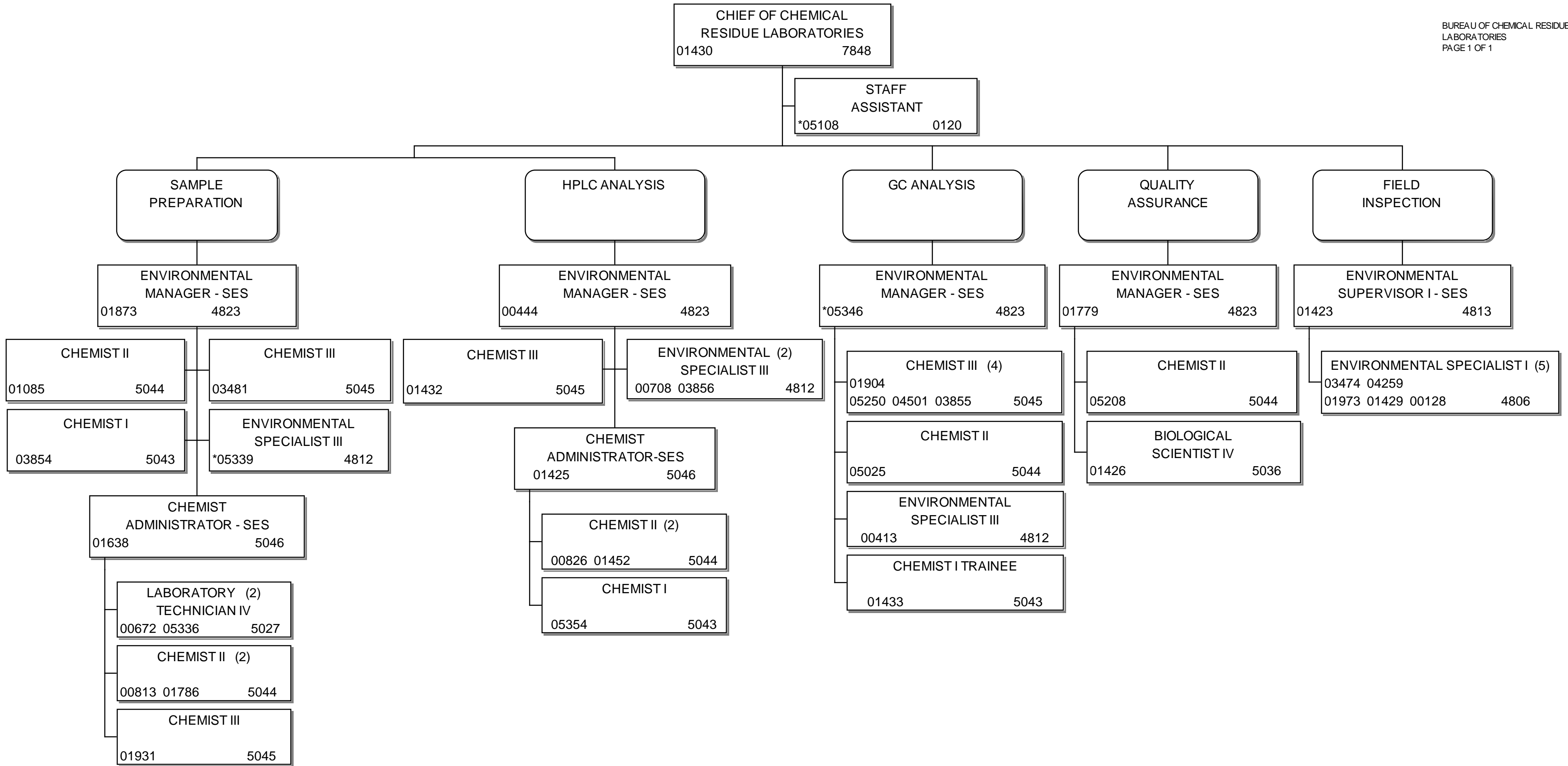


**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF FOOD SAFETY**

DIVISION F.T.E. 300  
ADMINISTRATIVE  
PAGE 1 OF 1

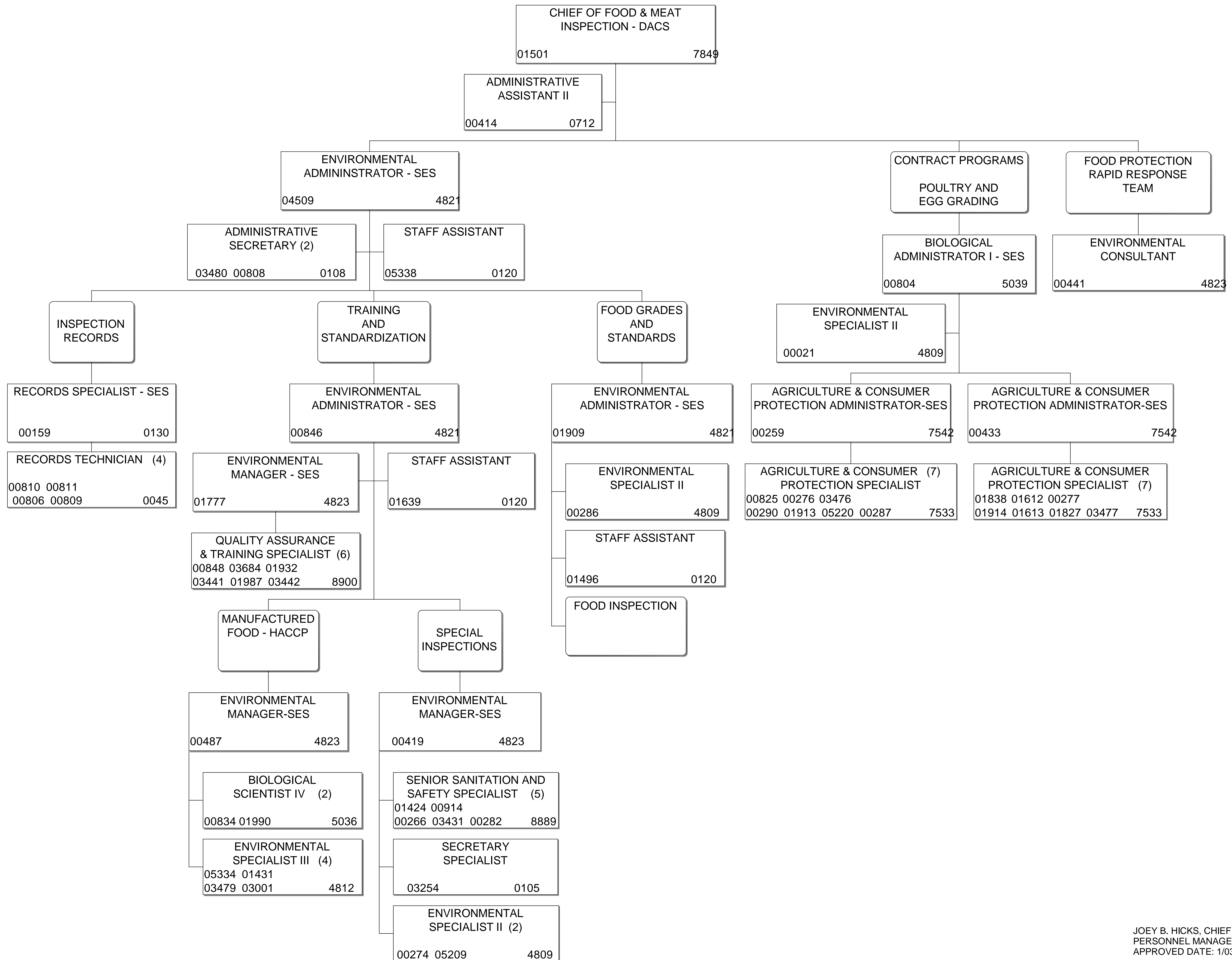


# DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES DIVISION OF FOOD SAFETY

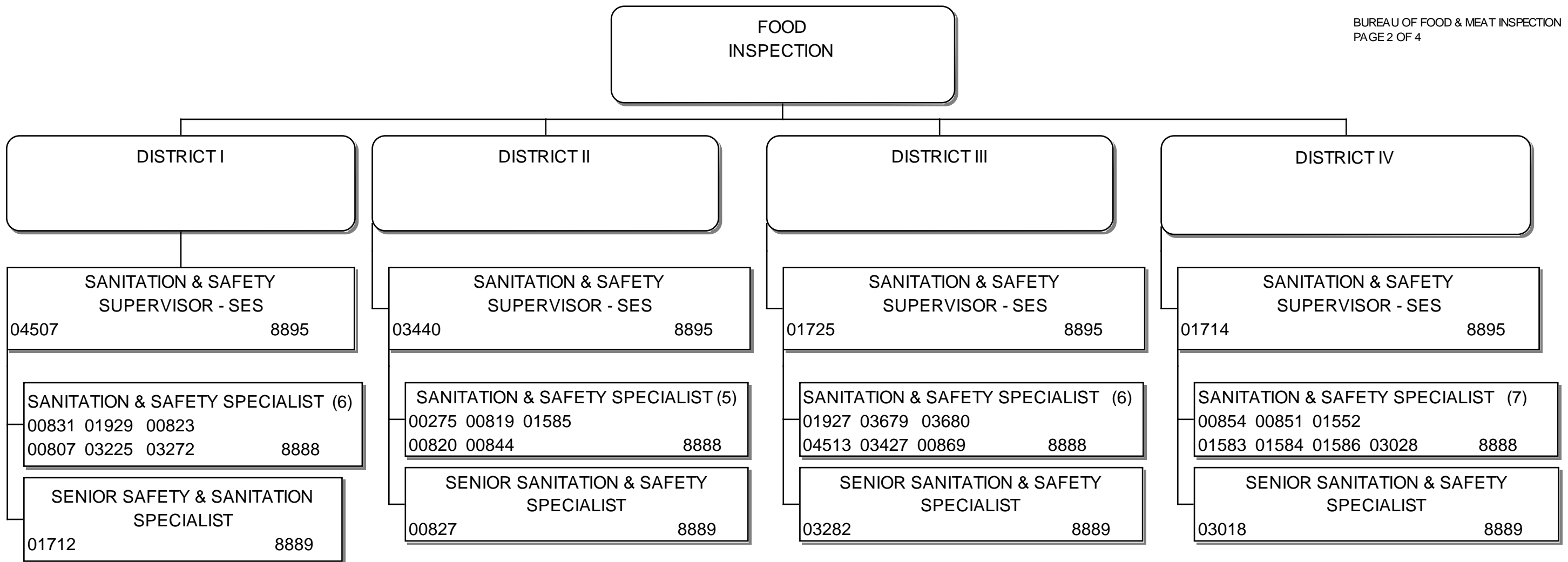


\*USDA Funded Position

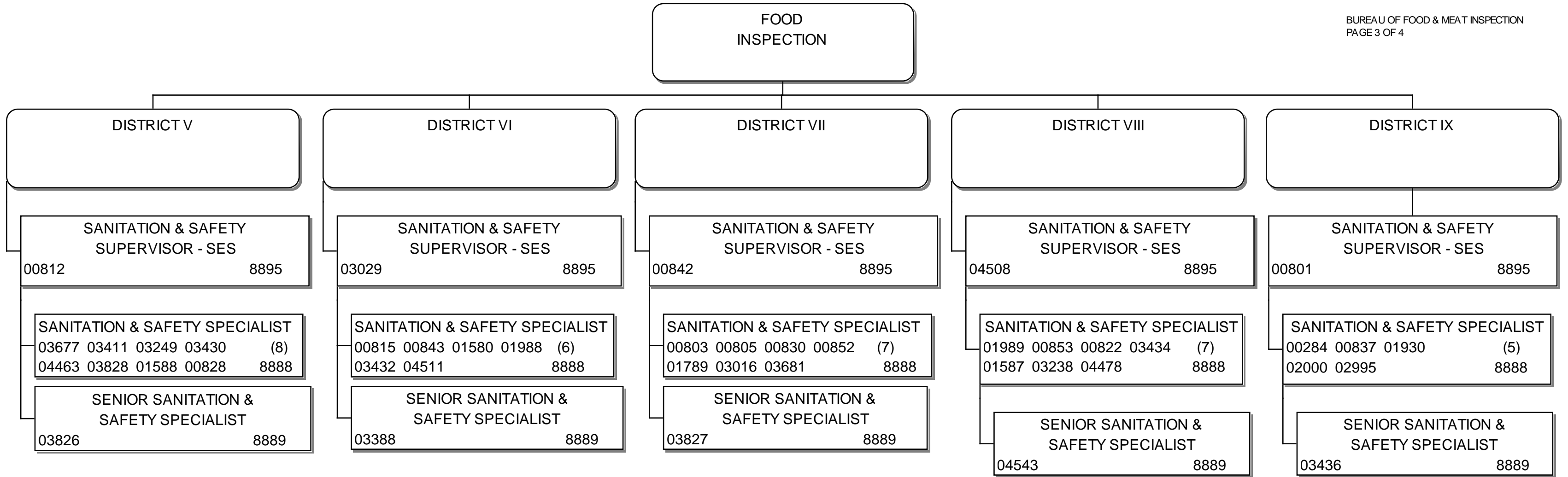
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF FOOD SAFETY**



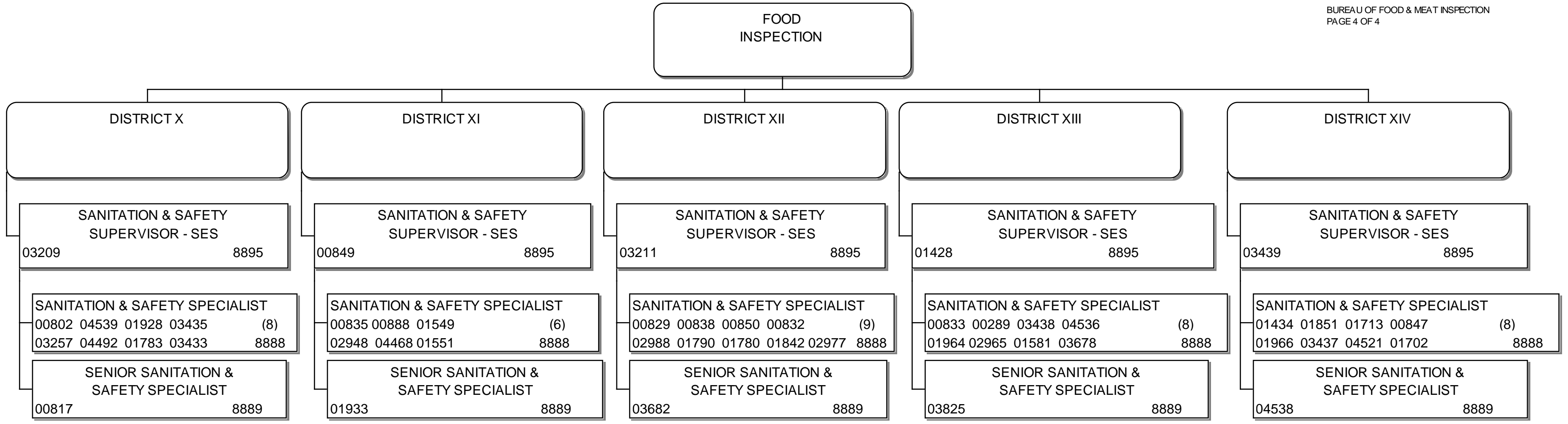
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF FOOD SAFETY**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF FOOD SAFETY**

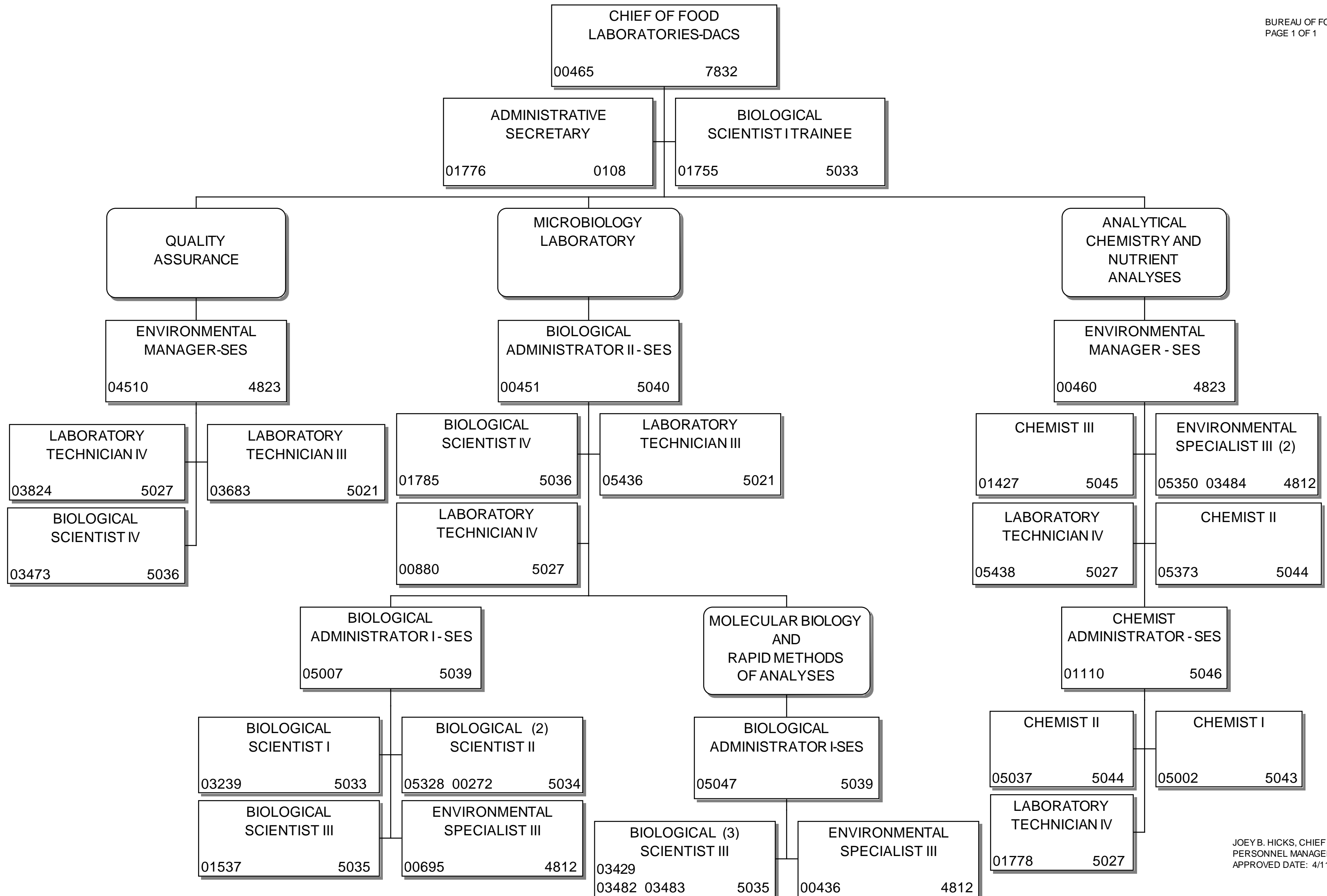


**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF FOOD SAFETY**

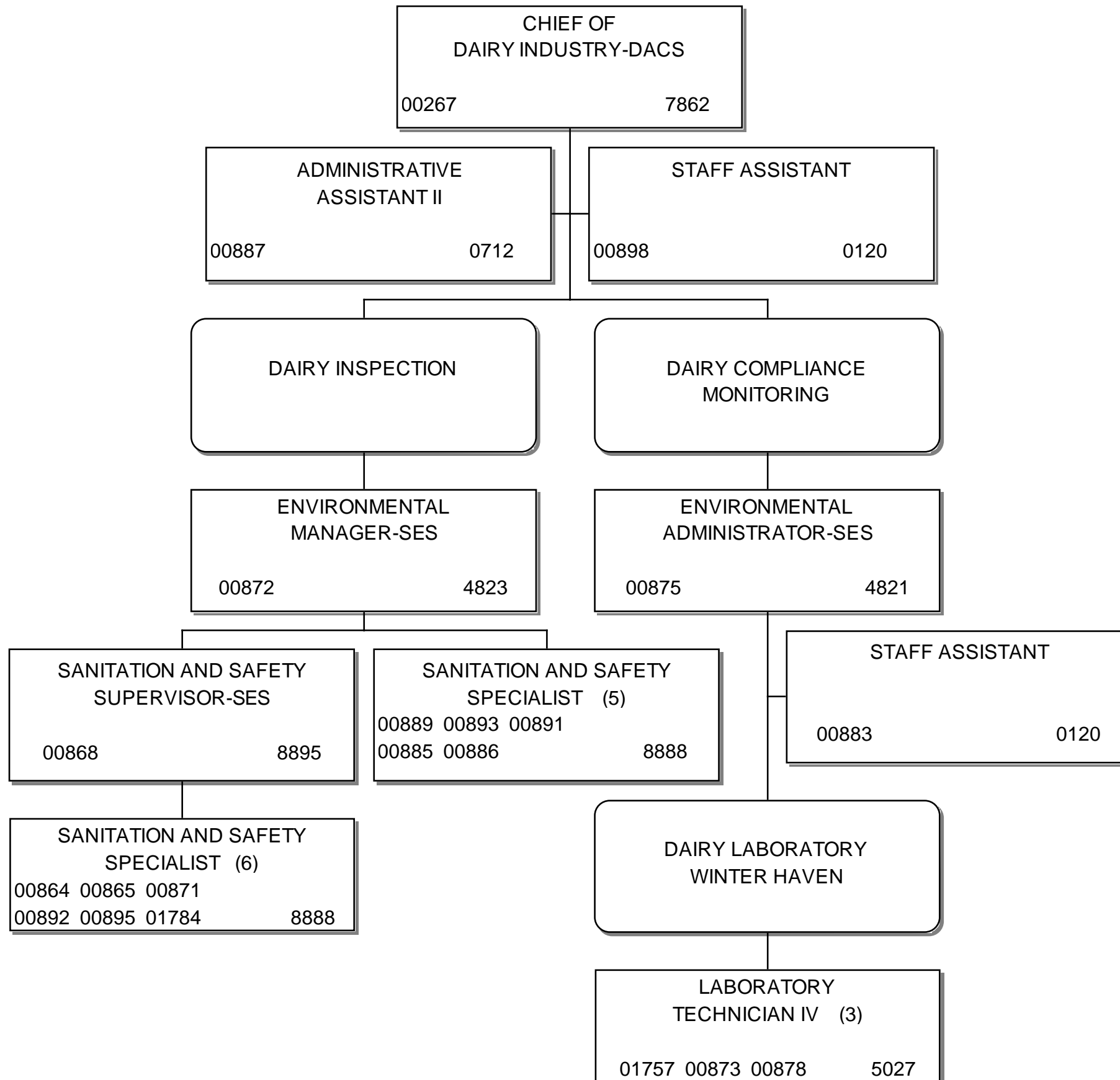




**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF FOOD SAFETY**

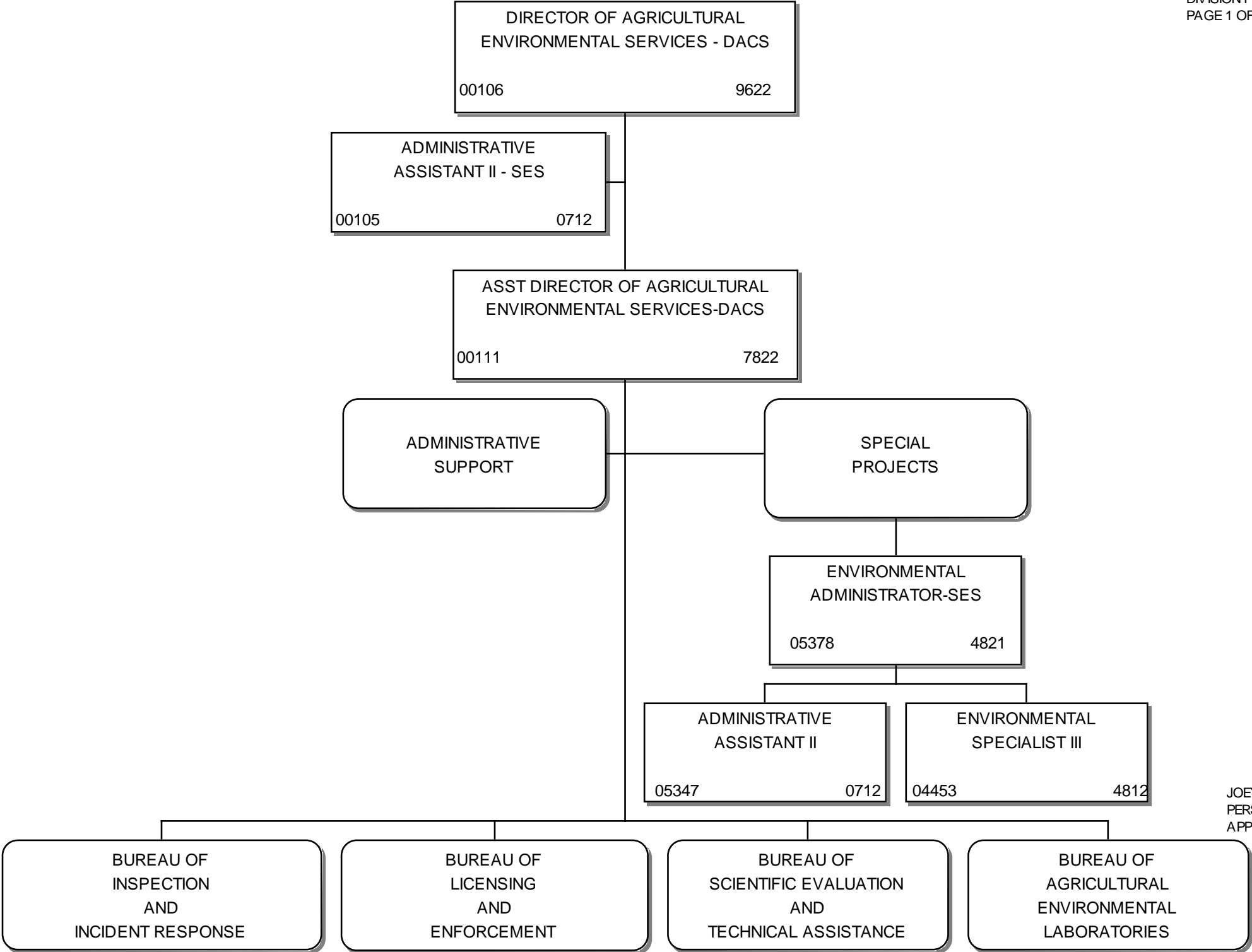


**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF FOOD SAFETY**



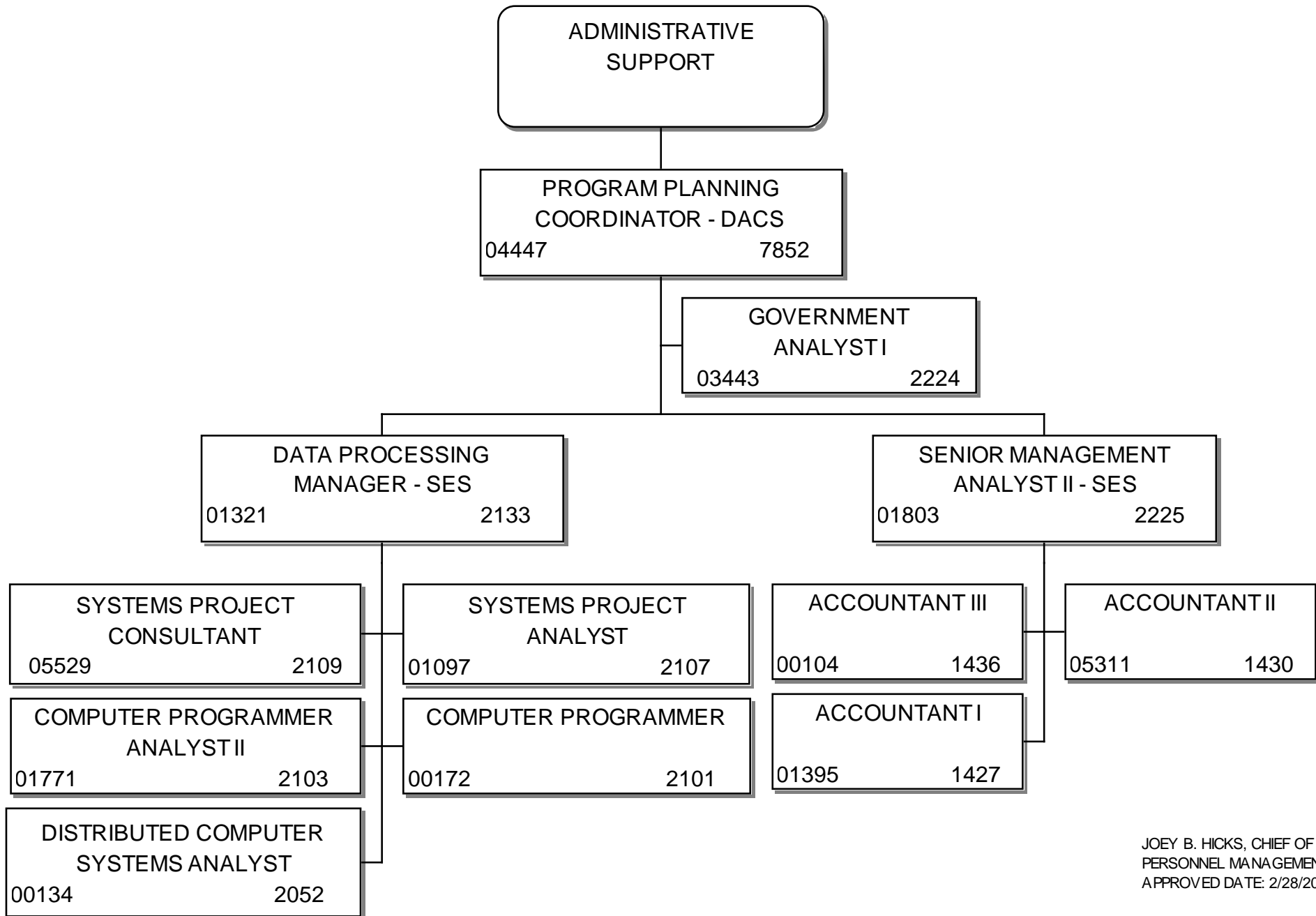
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES - DIVISION OF  
AGRICULTURAL ENVIRONMENTAL SERVICES**

DIVISION F.T.E. 186  
PAGE 1 OF 2



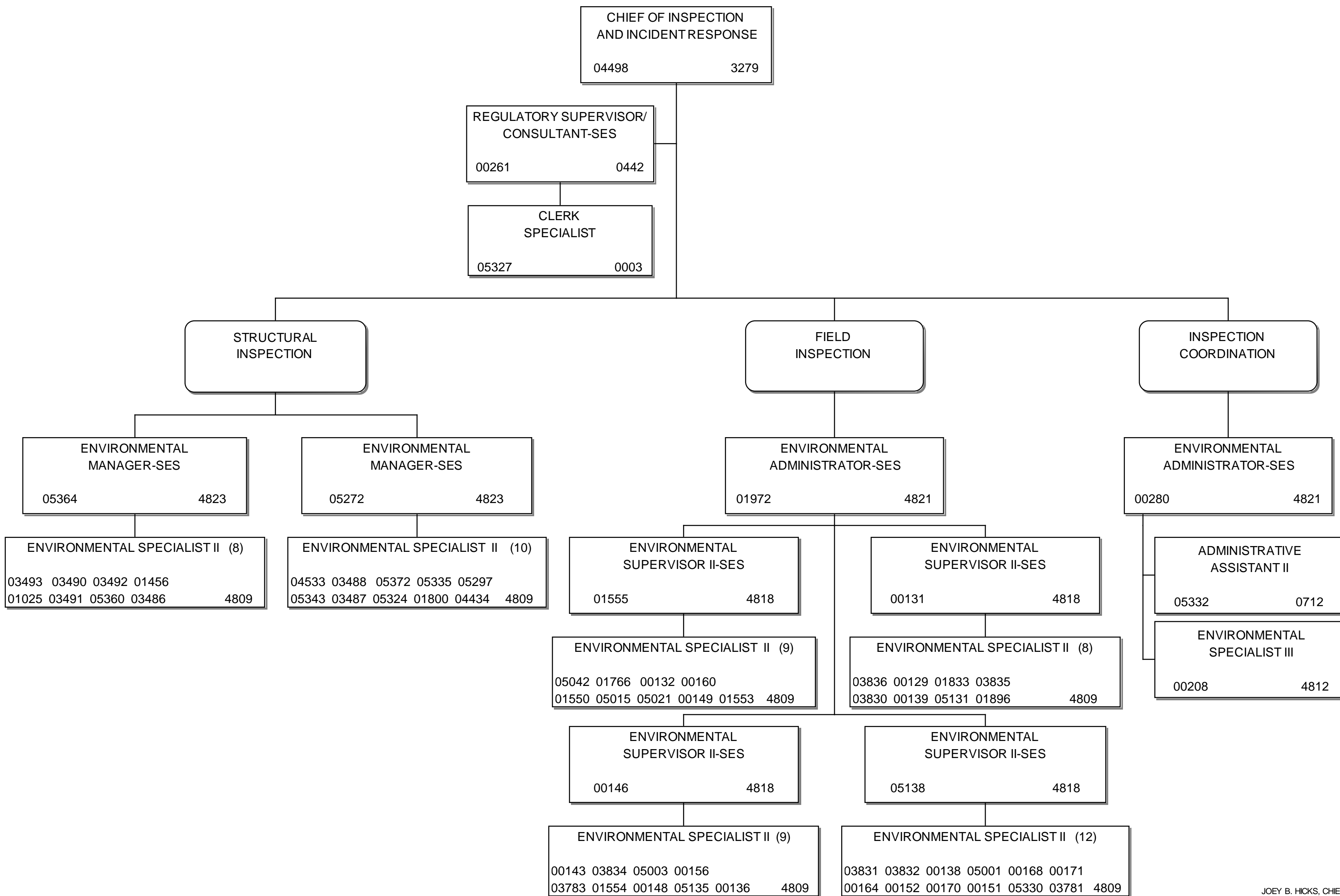
JOEY B. HICKS, CHIEF OF PERSONNEL MANAGEMENT  
APPROVED DATE: 7/1/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES - DIVISION OF  
AGRICULTURAL ENVIRONMENTAL SERVICES**

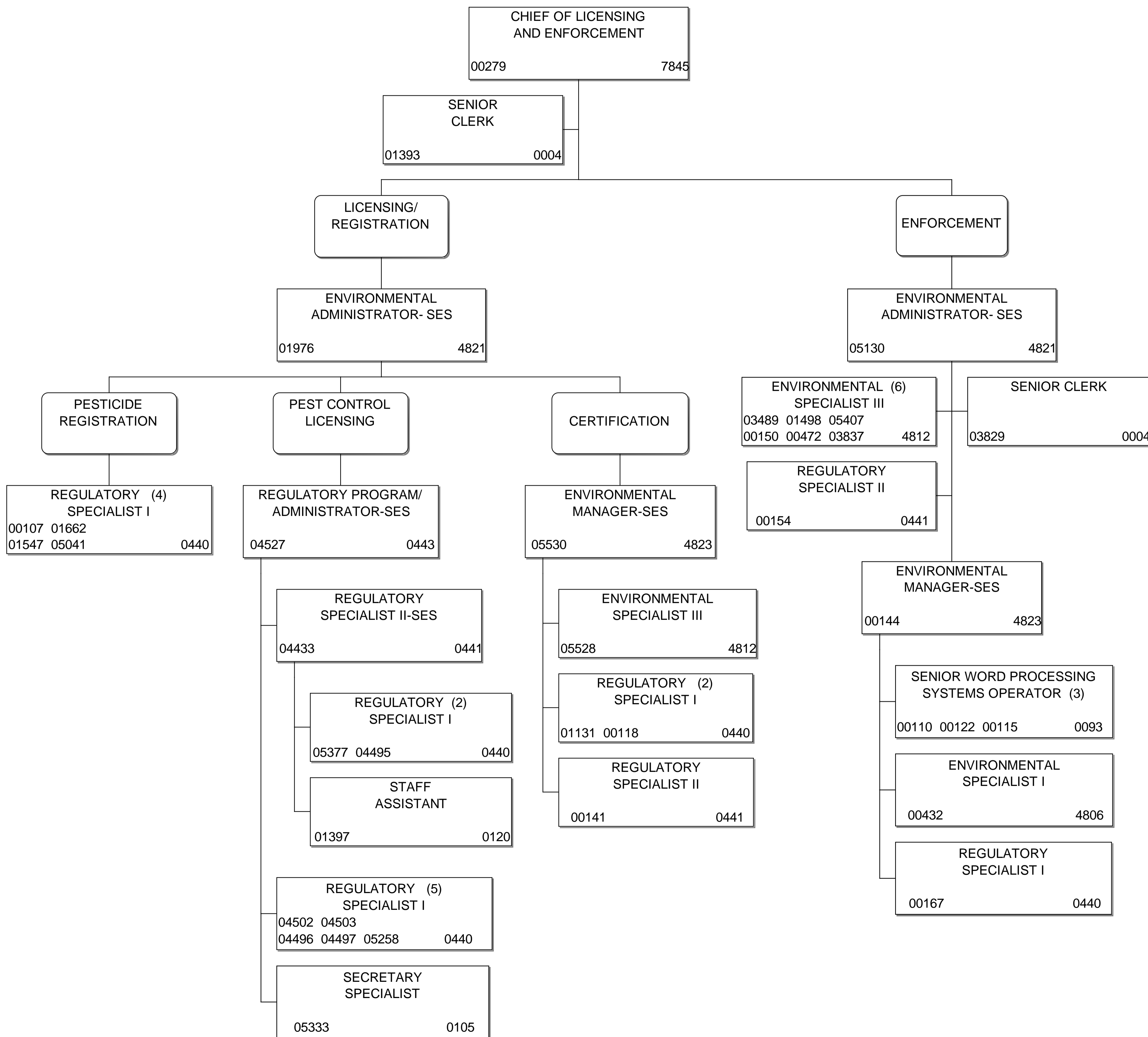


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 2/28/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES - DIVISION OF  
AGRICULTURAL ENVIRONMENTAL SERVICES**

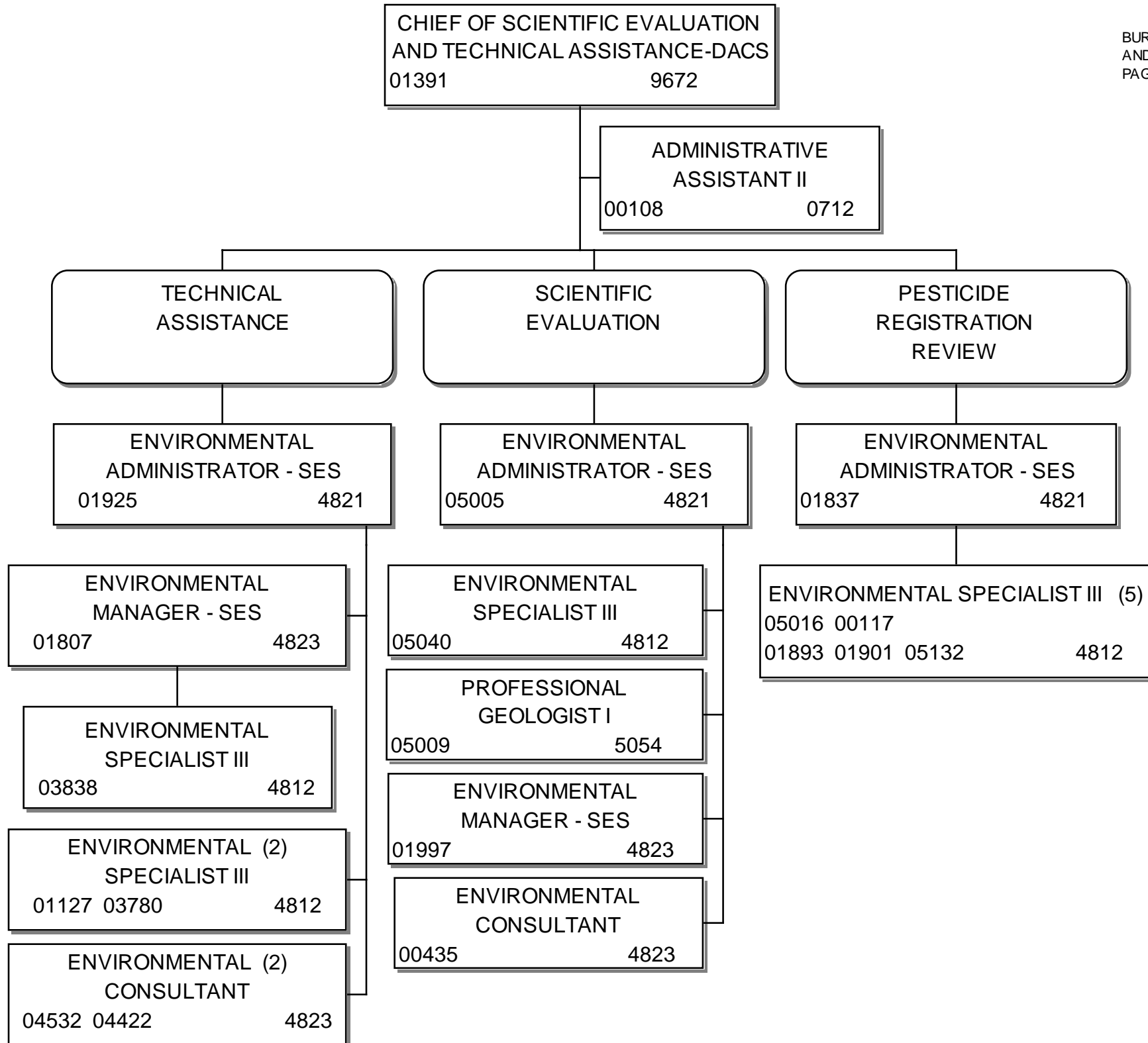


**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES - DIVISION OF  
AGRICULTURAL ENVIRONMENTAL SERVICES**



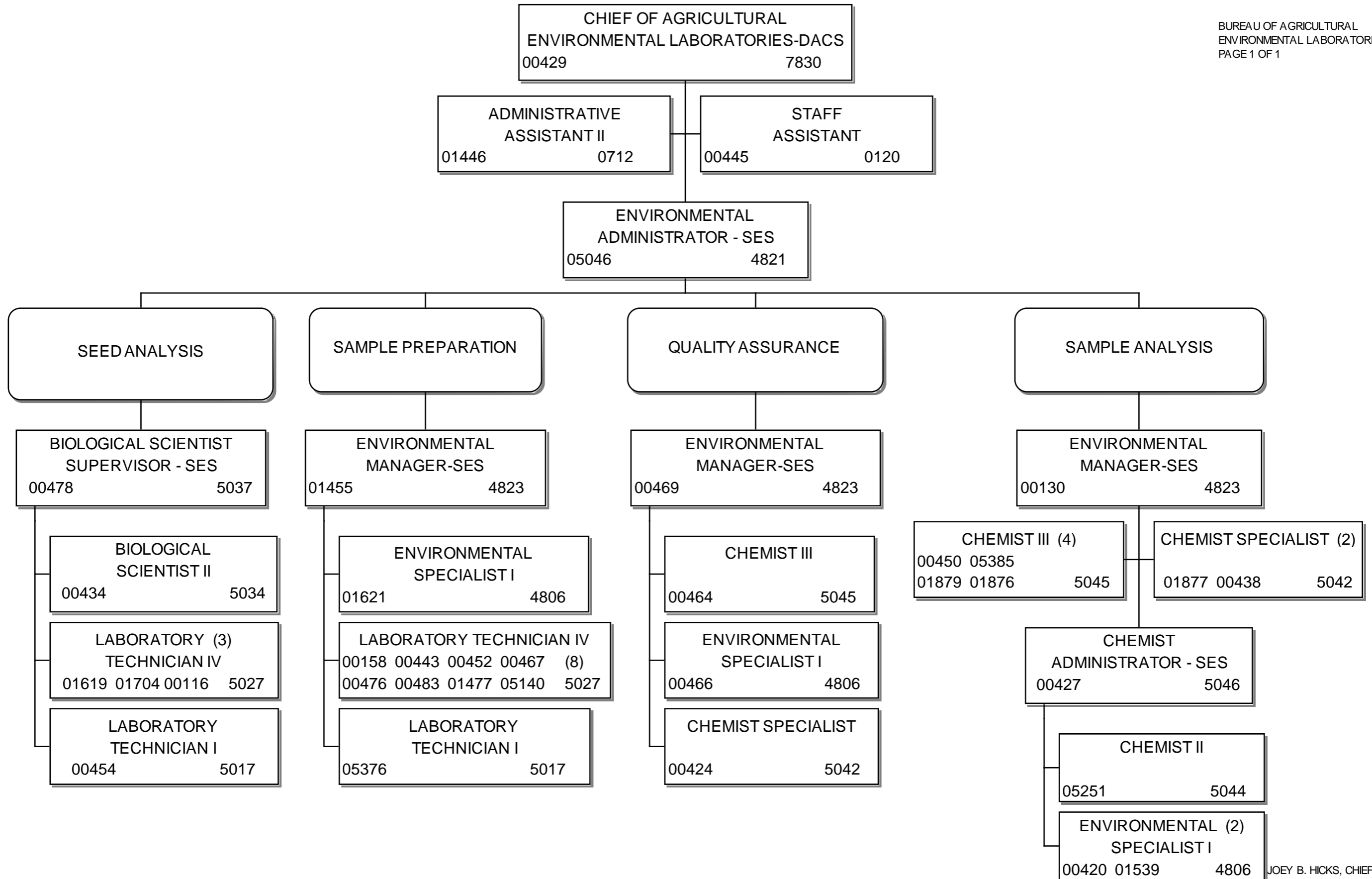
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES - DIVISION OF  
AGRICULTURAL ENVIRONMENTAL SERVICES**

BUREAU OF SCIENTIFIC EVALUATION  
AND TECHNICAL ASSISTANCE  
PAGE 1 OF 1



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES - DIVISION OF  
AGRICULTURAL ENVIRONMENTAL SERVICES**

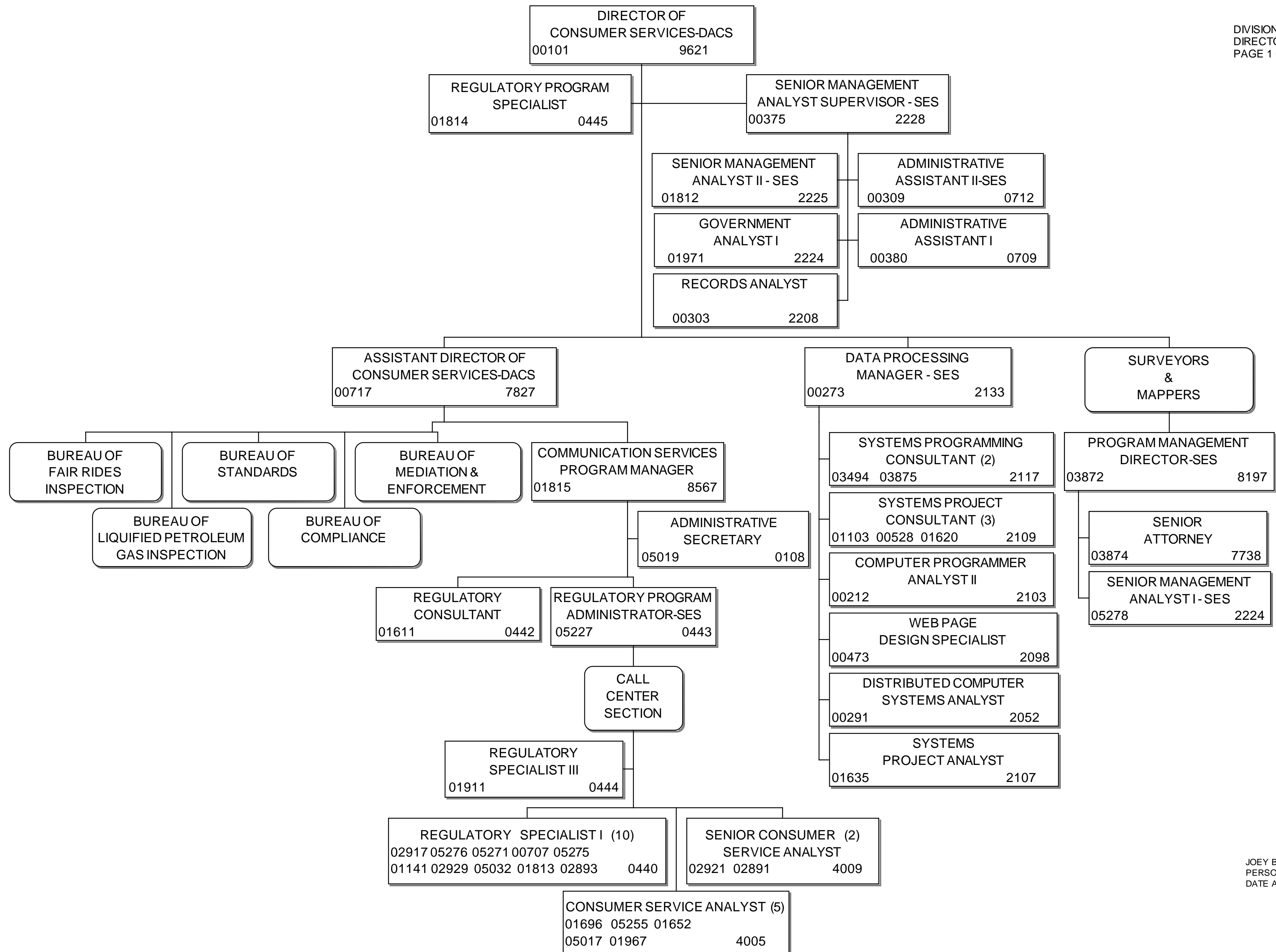
BUREAU OF AGRICULTURAL  
ENVIRONMENTAL LABORATORIES  
PAGE 1 OF 1





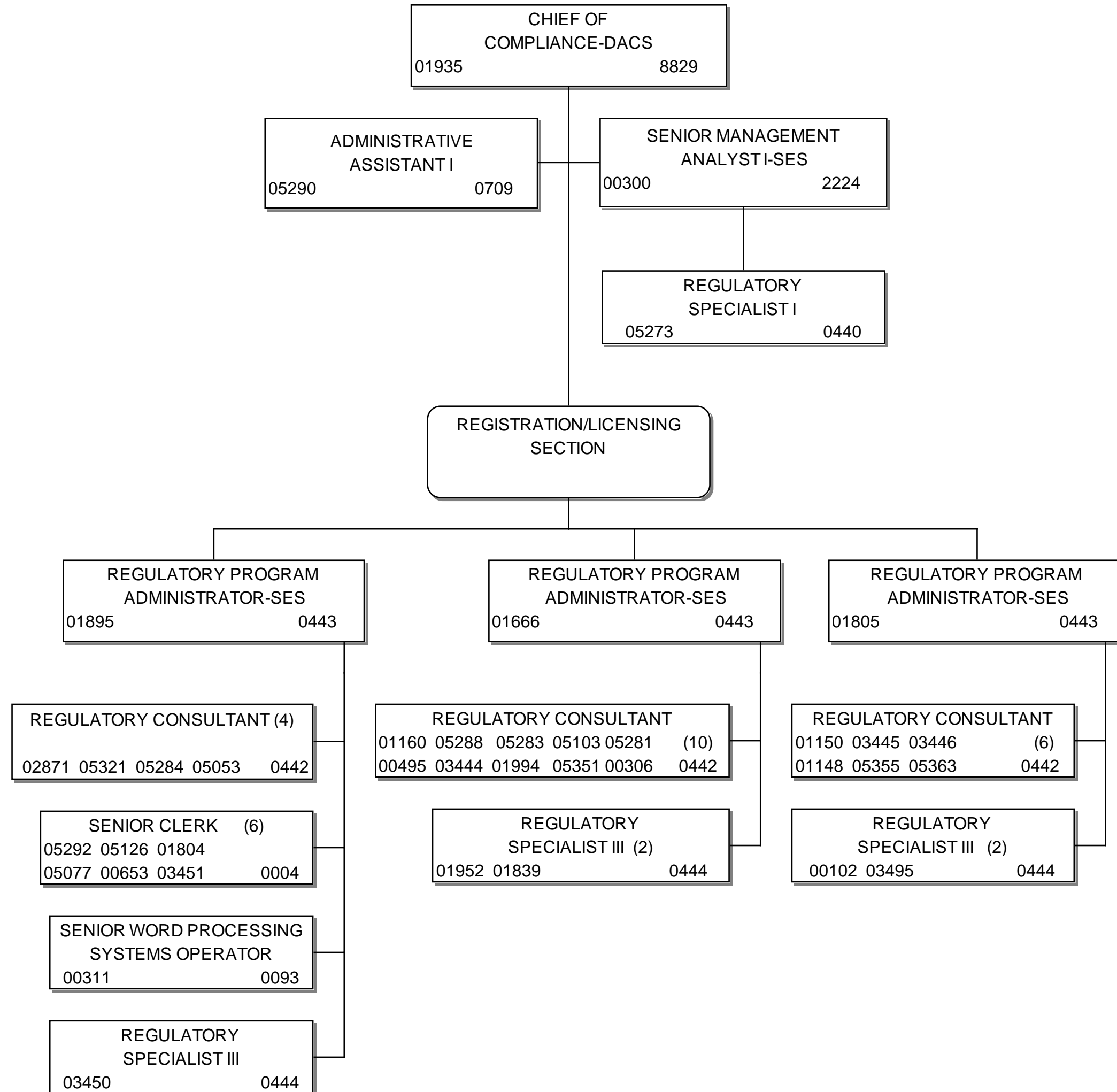
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF CONSUMER SERVICES**

DIVISION F.T.E. 274  
DIRECTOR'S OFFICE  
PAGE 1 OF 1

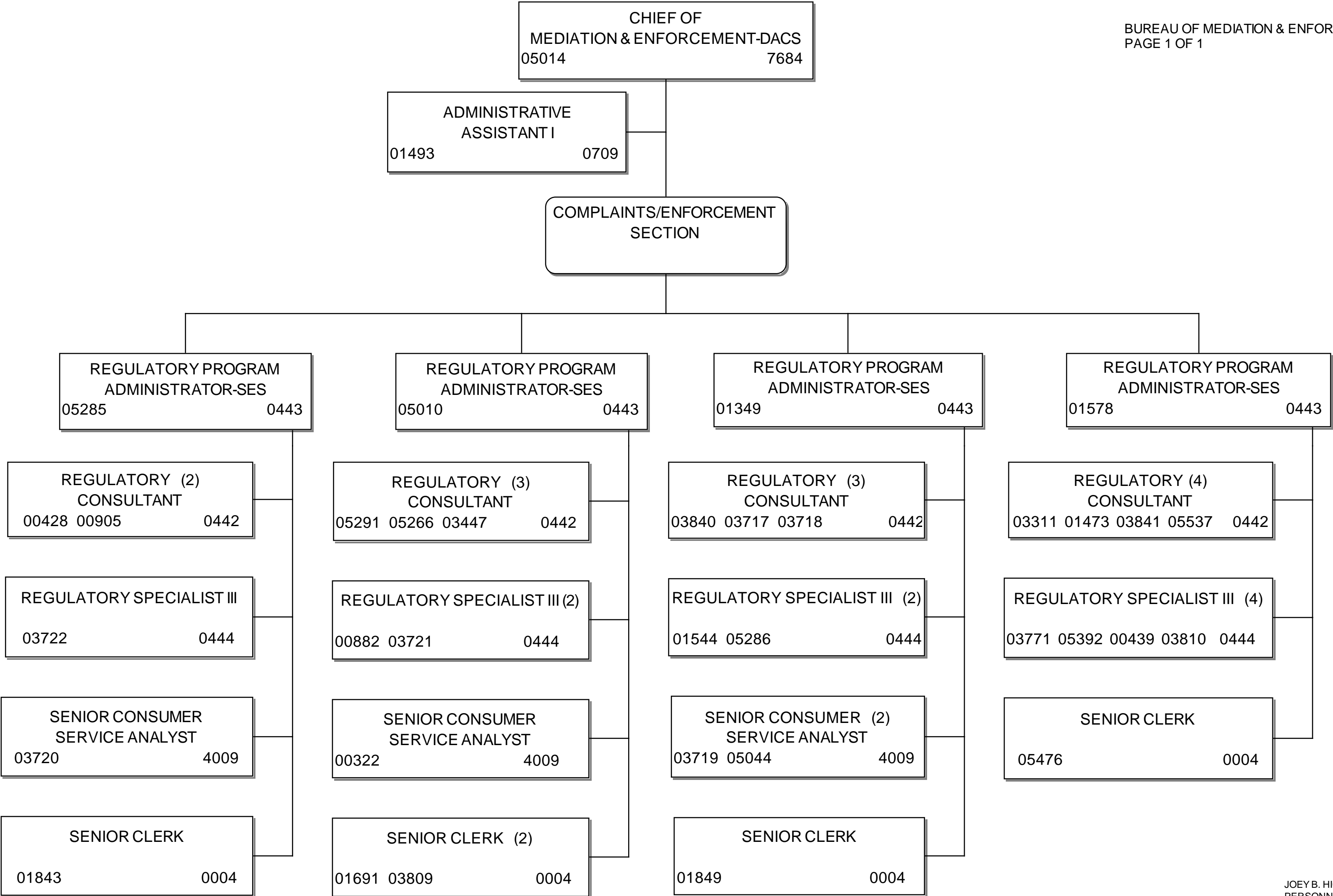


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
DATE APPROVED: 6/6/2014

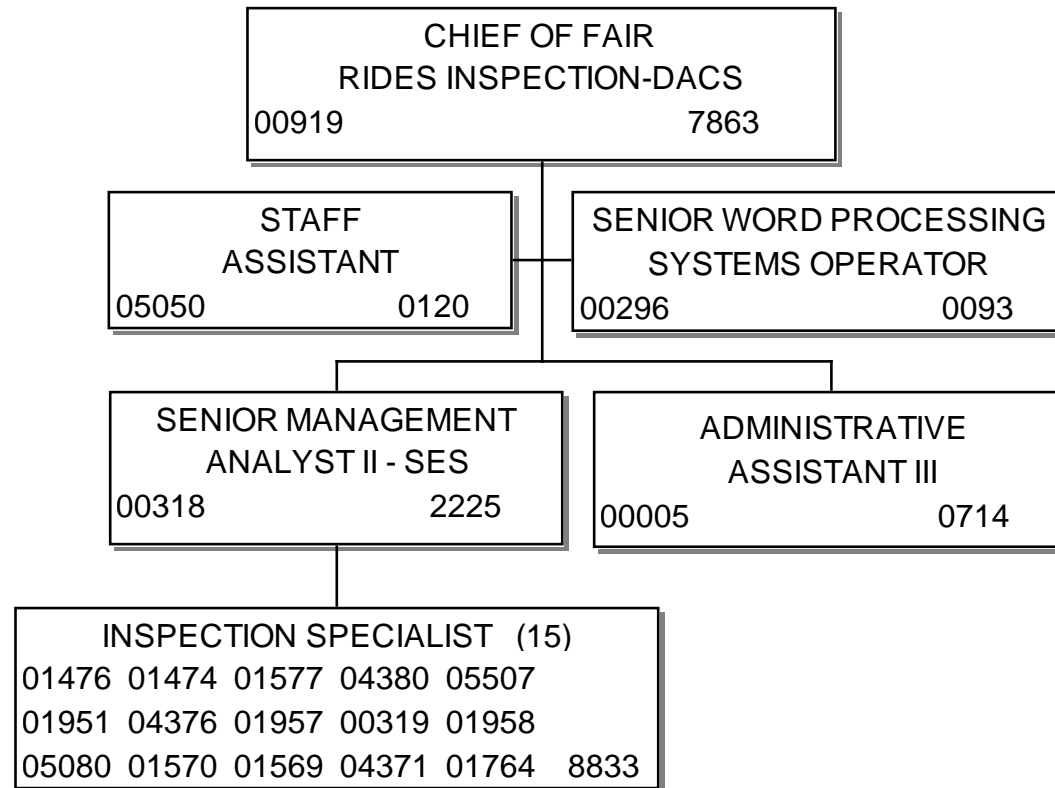
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF CONSUMER SERVICES**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF CONSUMER SERVICES**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF CONSUMER SERVICES**

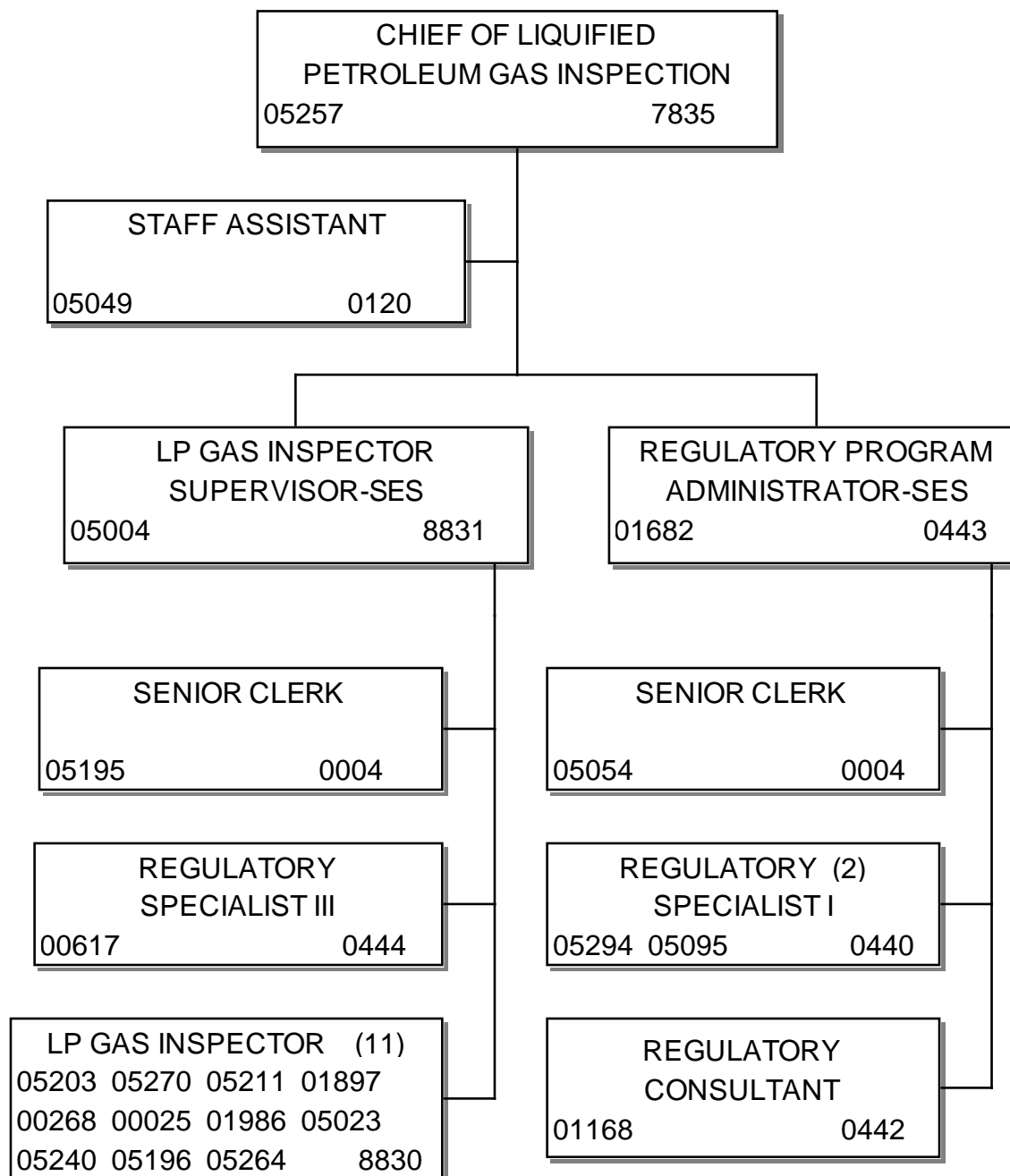


BUREAU OF FAIR RIDES INSPECTION  
PAGE 1 OF 1

JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 7/19/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF CONSUMER SERVICES**

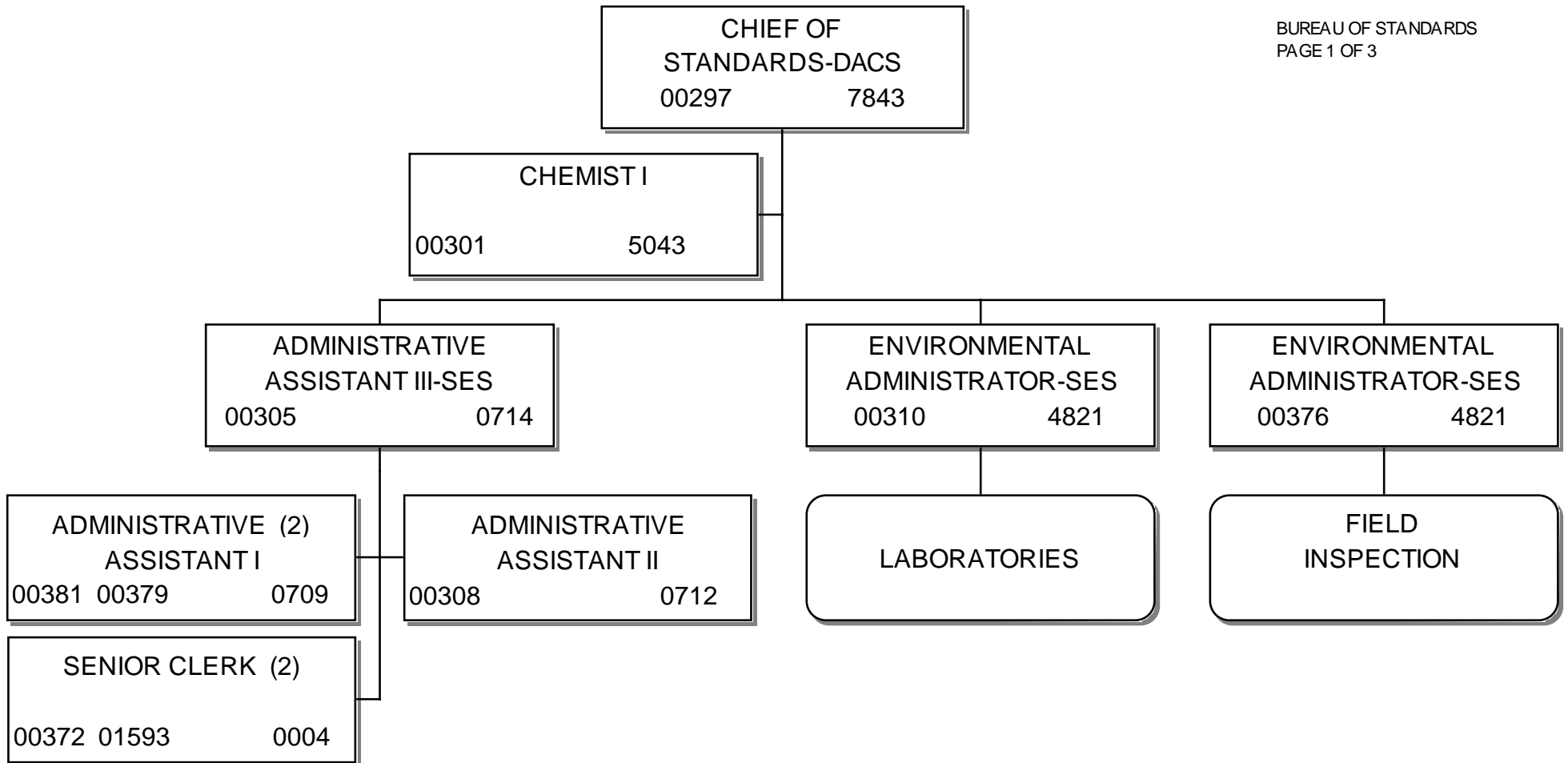
BUREAU OF LIQUIFIED  
PETROLEUM GAS INSPECTION  
PAGE 1 OF 1



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 6/28/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF CONSUMER SERVICES**

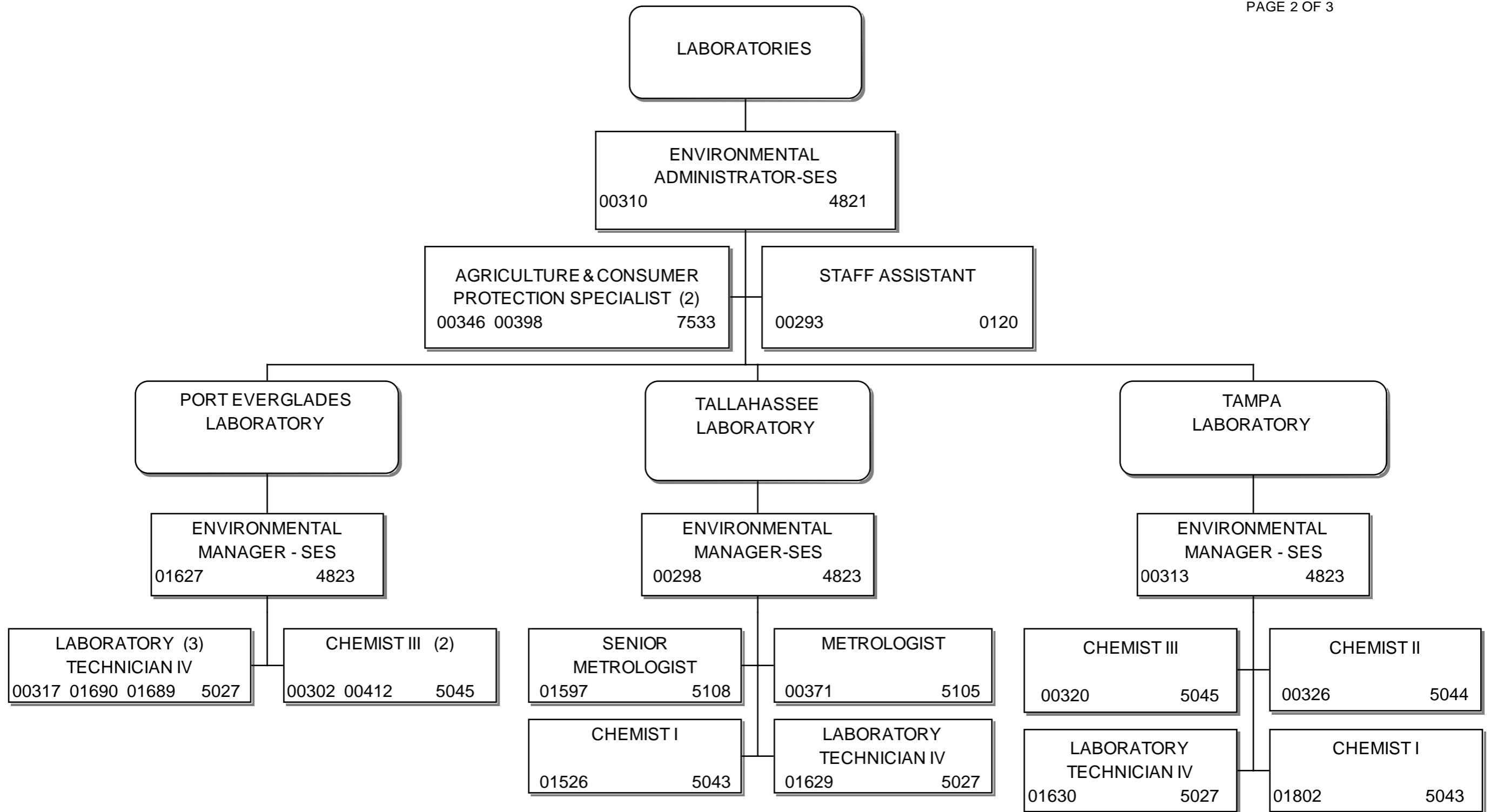
BUREAU OF STANDARDS  
PAGE 1 OF 3



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 4/25/2014

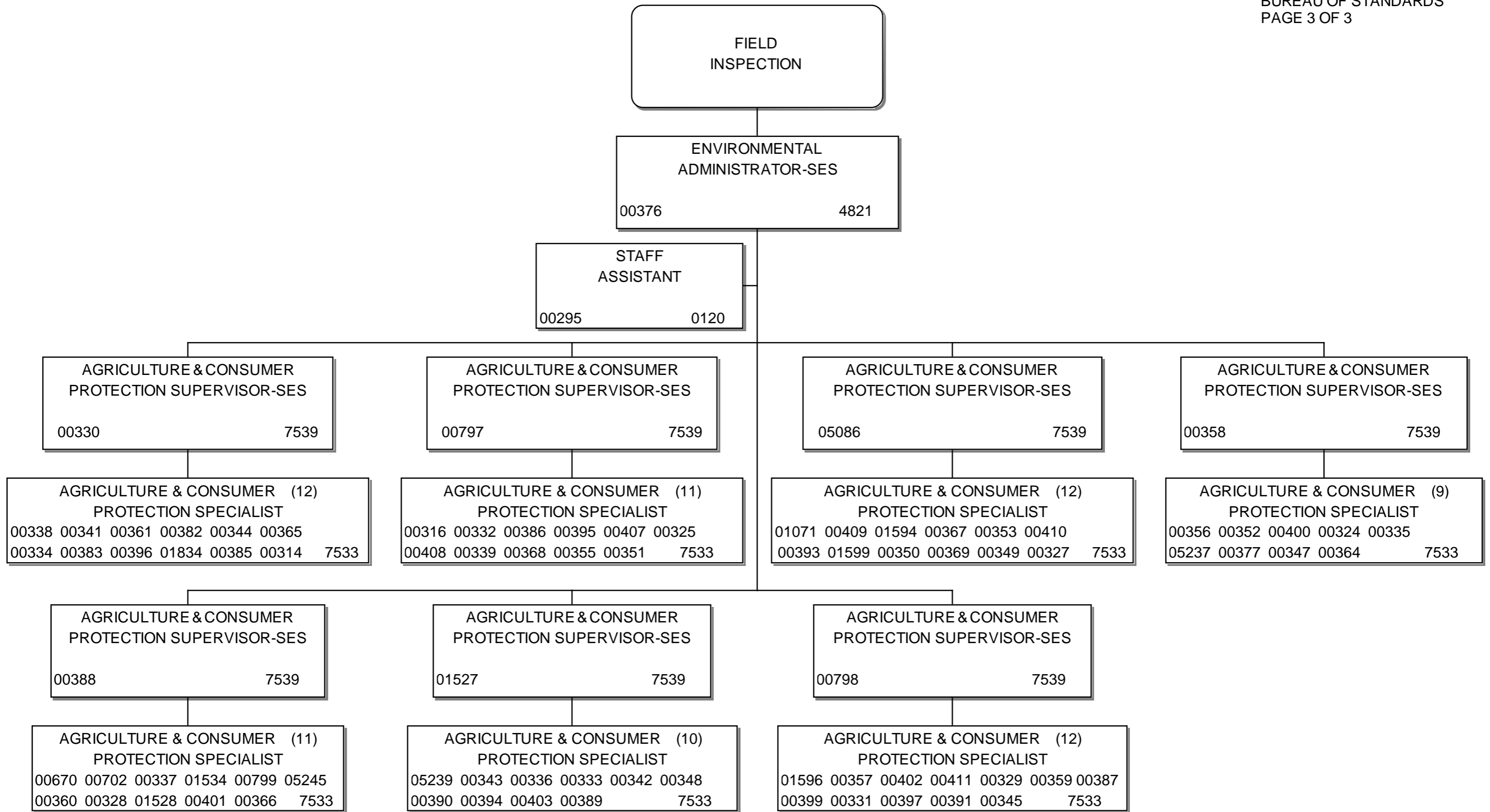
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF CONSUMER SERVICES**

BUREAU OF STANDARDS  
PAGE 2 OF 3



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF CONSUMER SERVICES**

BUREAU OF STANDARDS  
PAGE 3 OF 3

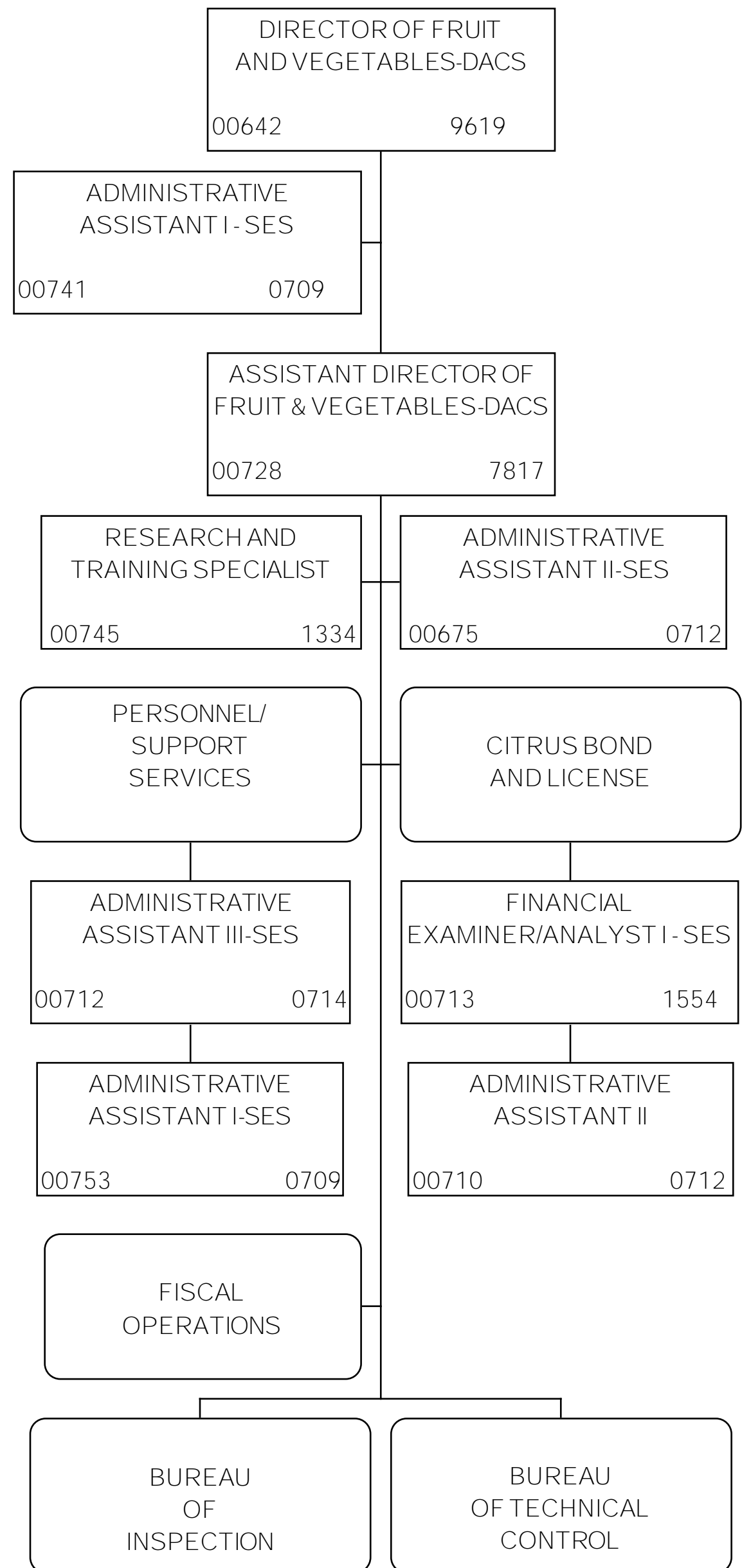


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 4/25/2014



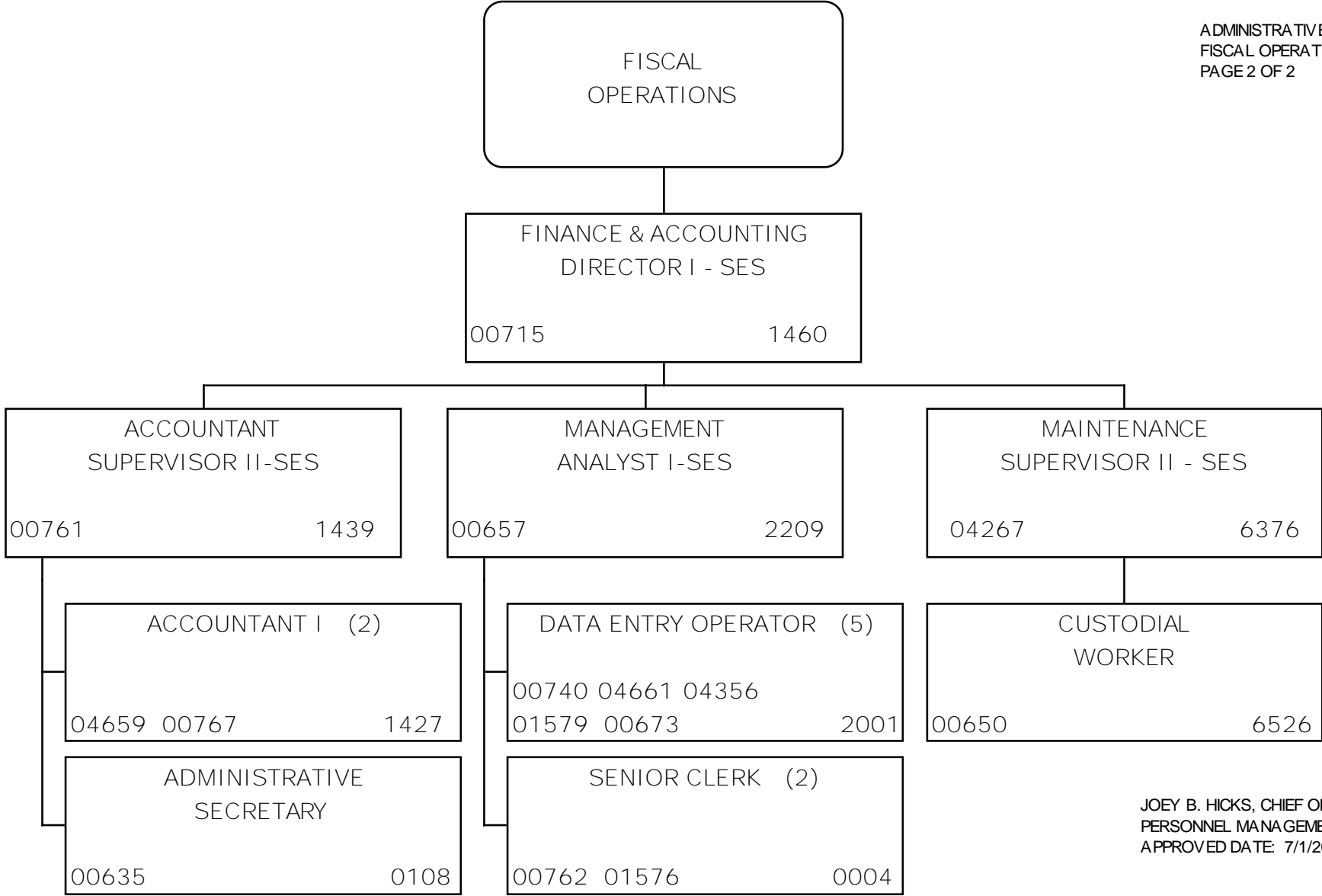
**FLORIDA DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF FRUIT AND VEGETABLES**

DIVISION F.T.E. 115  
ADMINISTRATIVE  
PAGE 1 OF 2



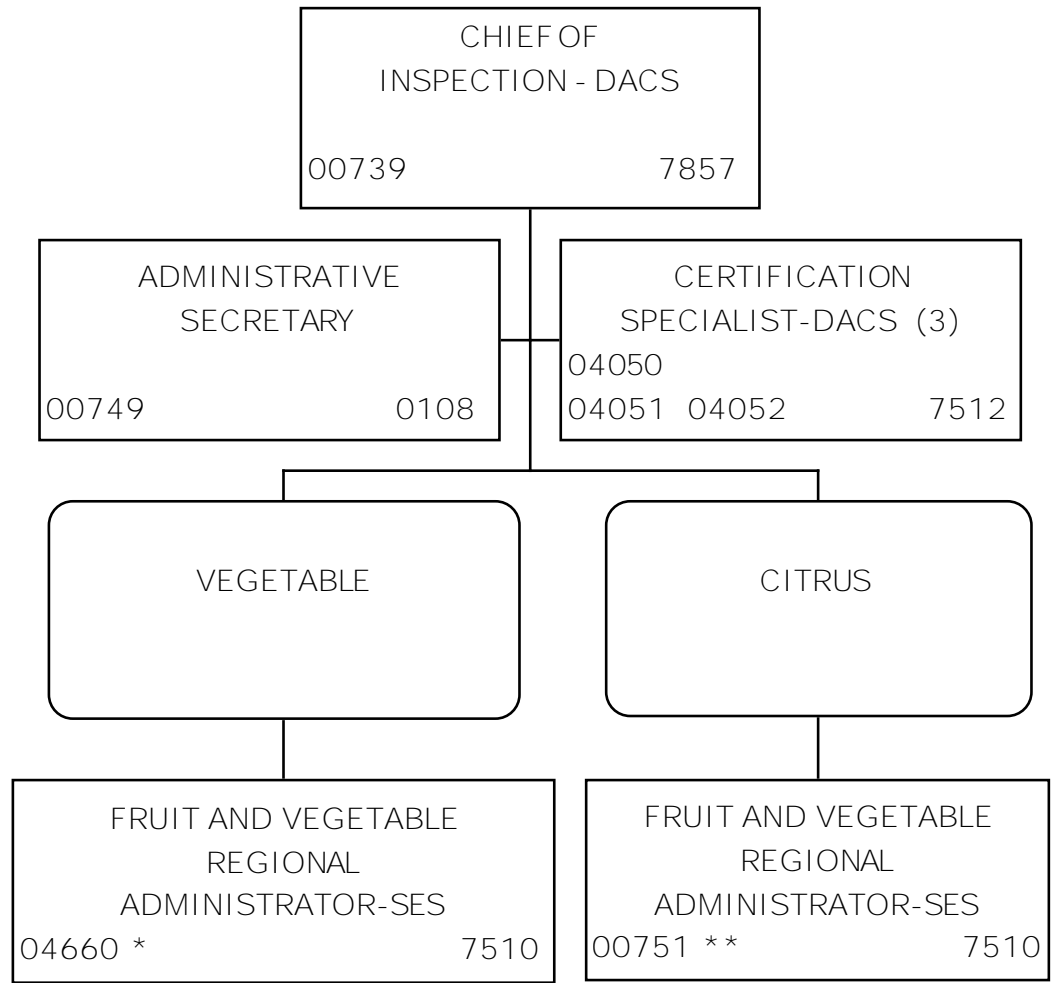
**FLORIDA DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF FRUIT AND VEGETABLES**

ADMINISTRATIVE  
FISCAL OPERATIONS  
PAGE 2 OF 2



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 7/1/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF FRUIT AND VEGETABLES**

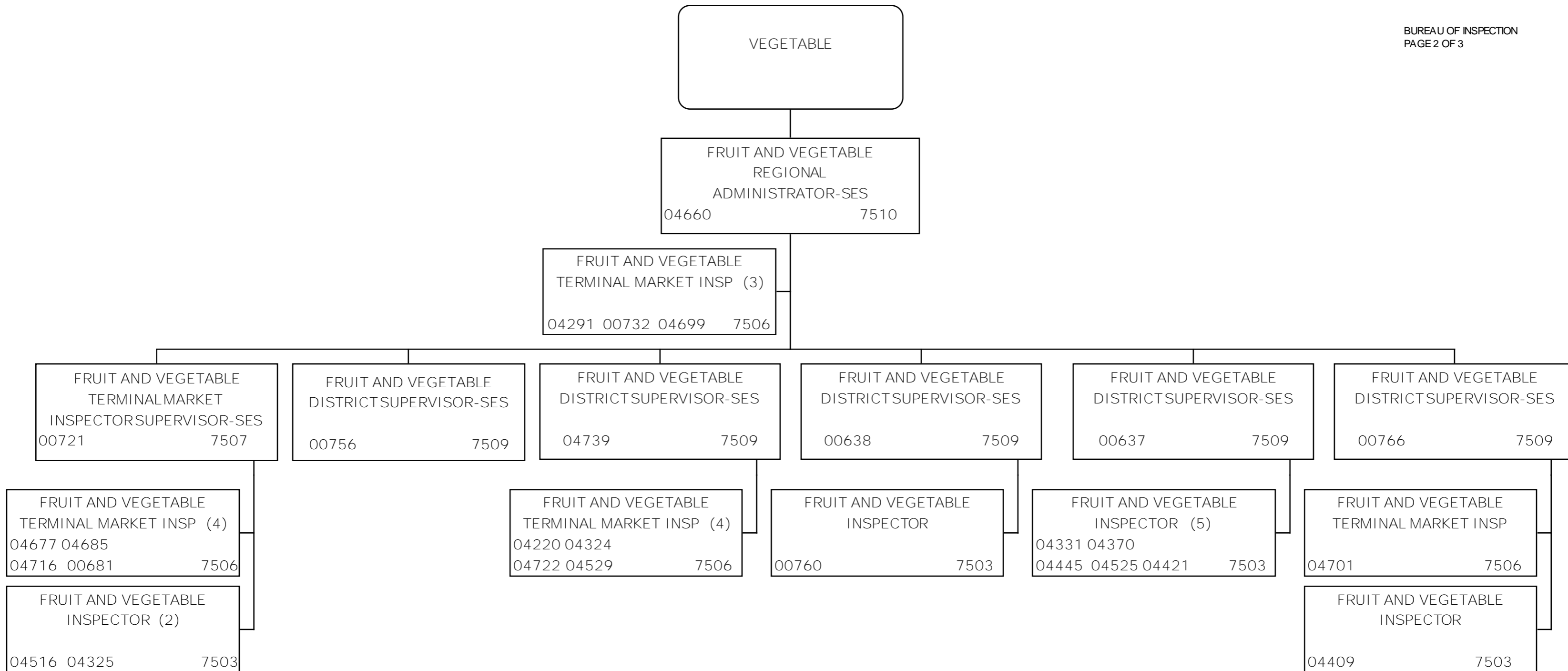


BUREAU OF INSPECTION  
PAGE 1 OF 3

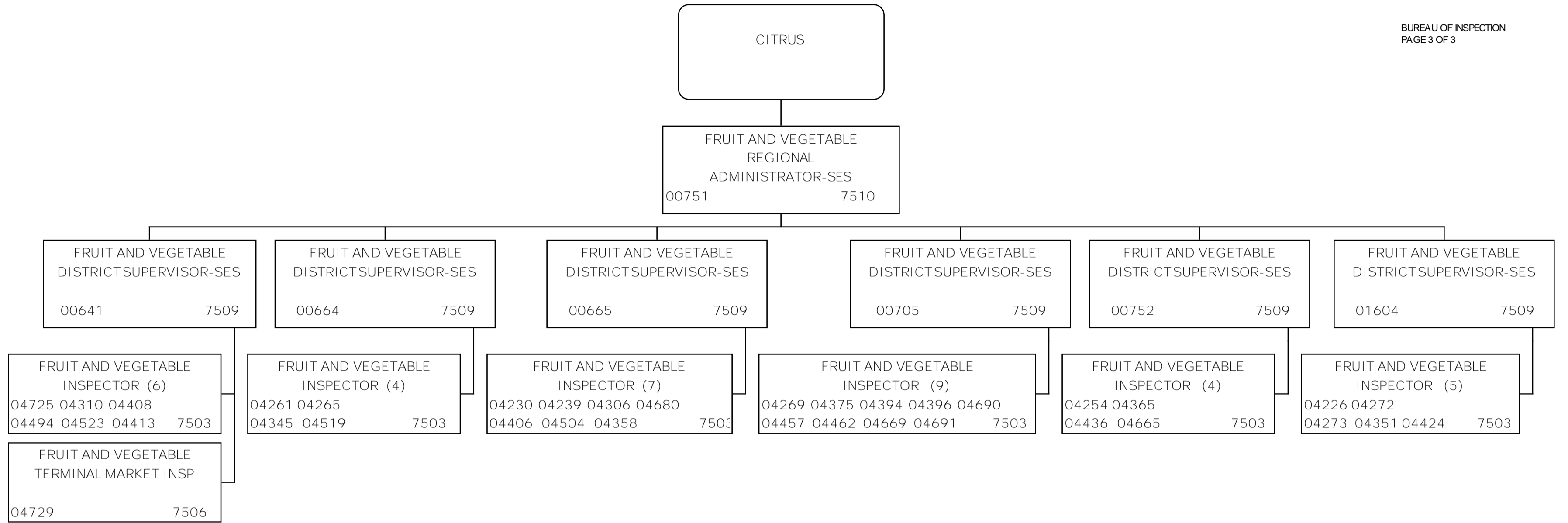
\* See page 2  
\*\* See page 3

JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 2/14/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF FRUIT AND VEGETABLES**

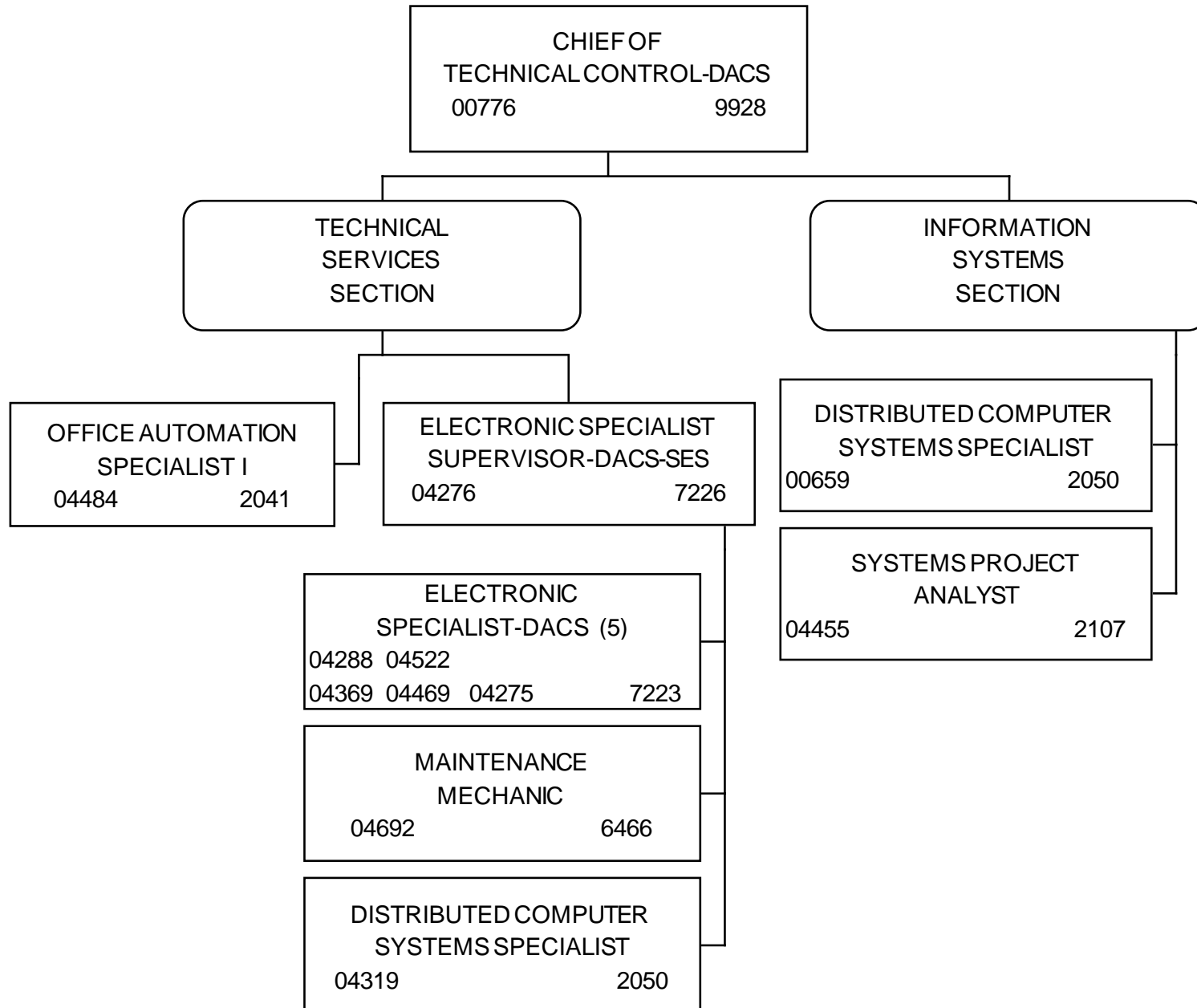


**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF FRUIT AND VEGETABLES**



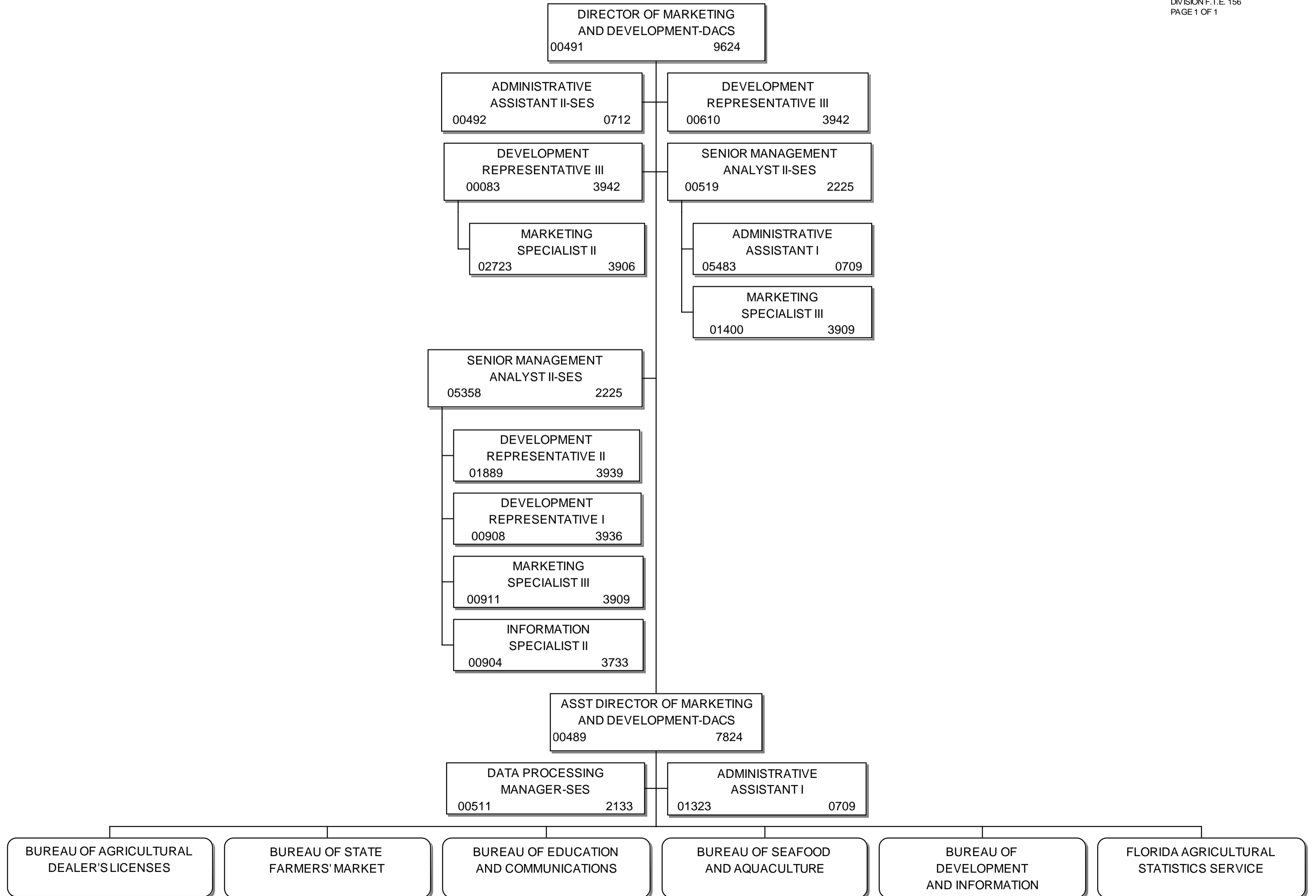
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF FRUIT AND VEGETABLES**

BUREAU OF TECHNICAL  
CONTROL  
PAGE 1 OF 1



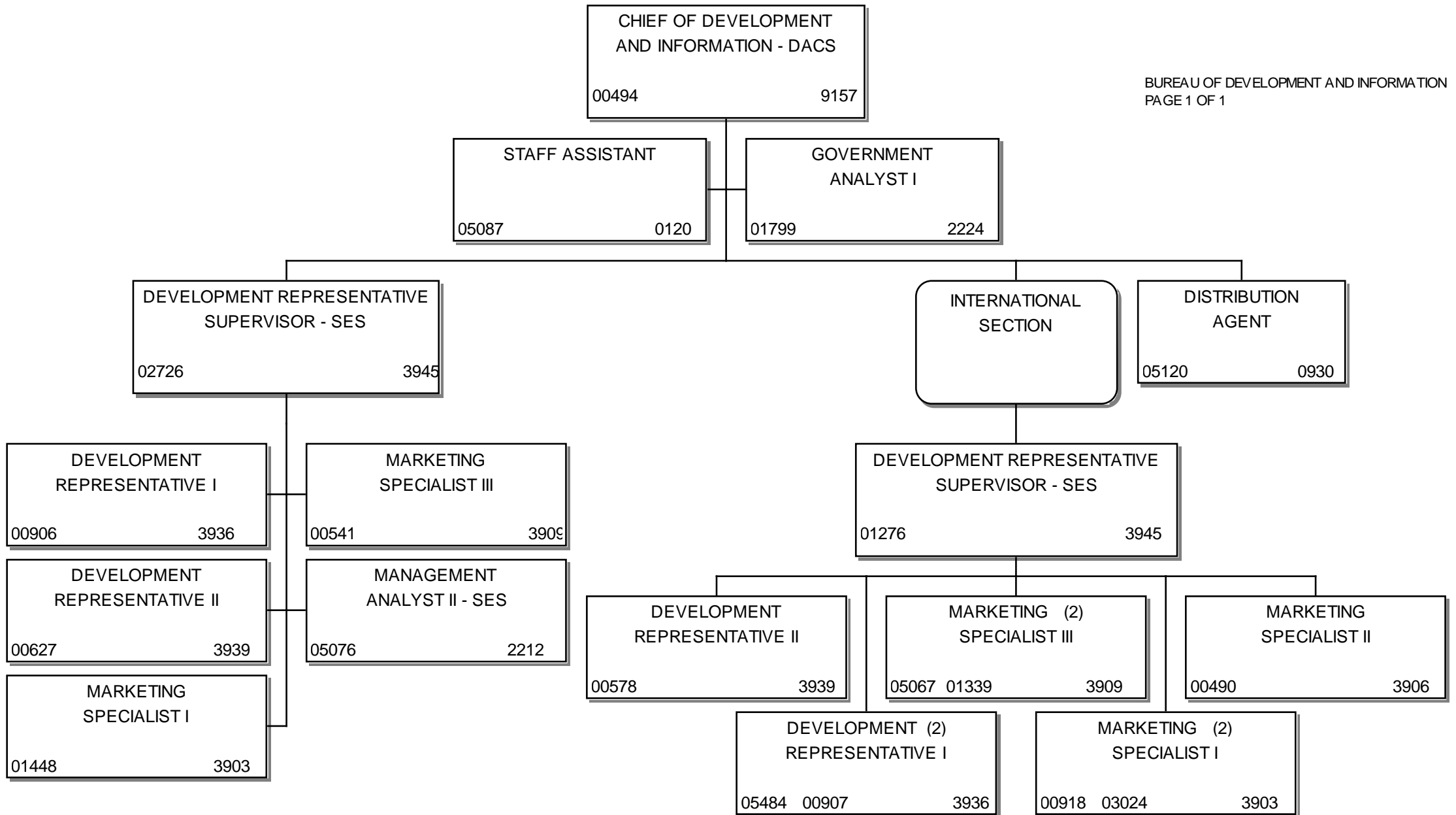
JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 7/1/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF MARKETING AND DEVELOPMENT**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF MARKETING AND DEVELOPMENT**

BUREAU OF DEVELOPMENT AND INFORMATION  
PAGE 1 OF 1

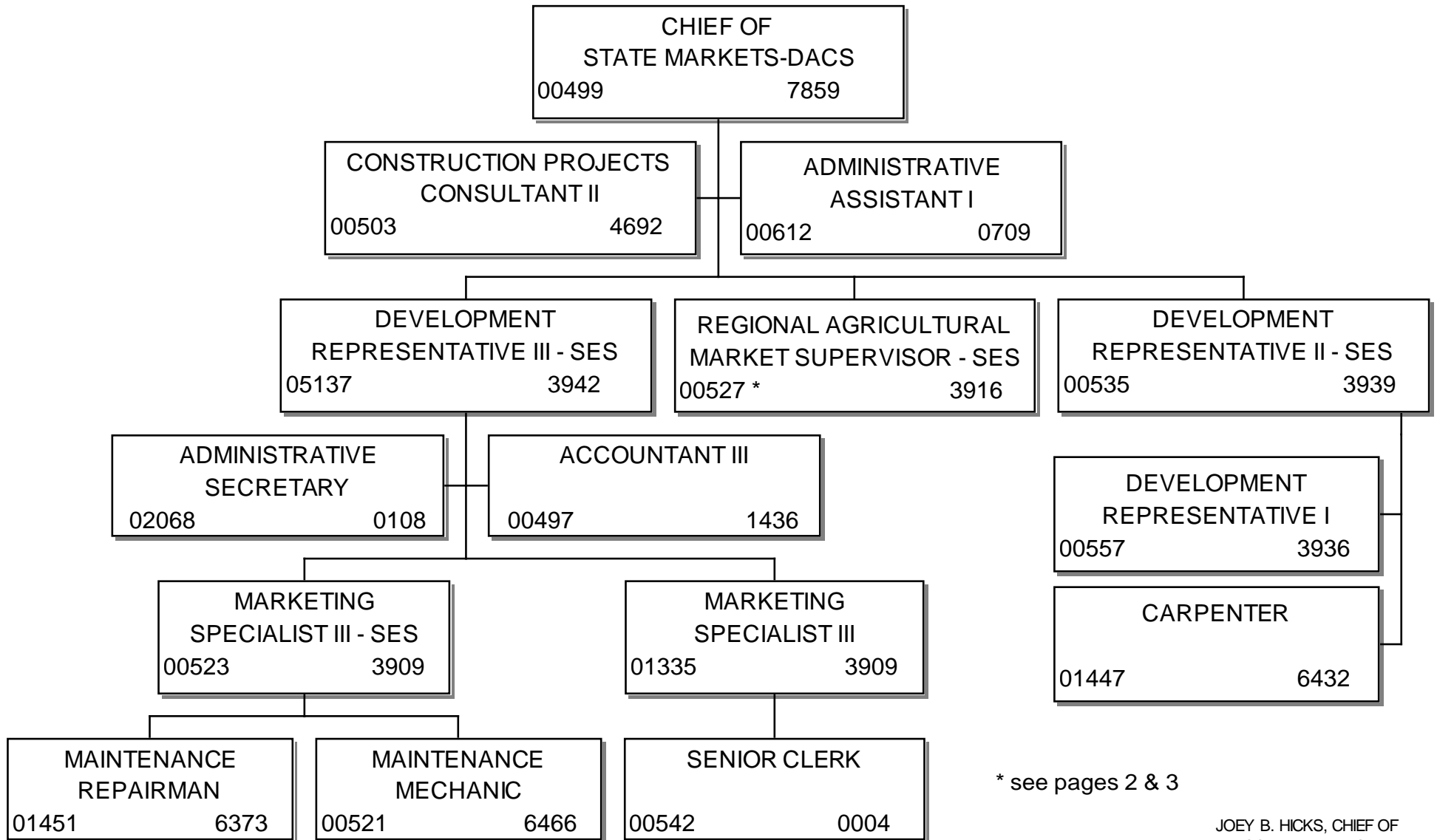


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 10/25/2013



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF MARKETING AND DEVELOPMENT**

BUREAU OF STATE FARMERS' MARKET  
PAGE 1 OF 3

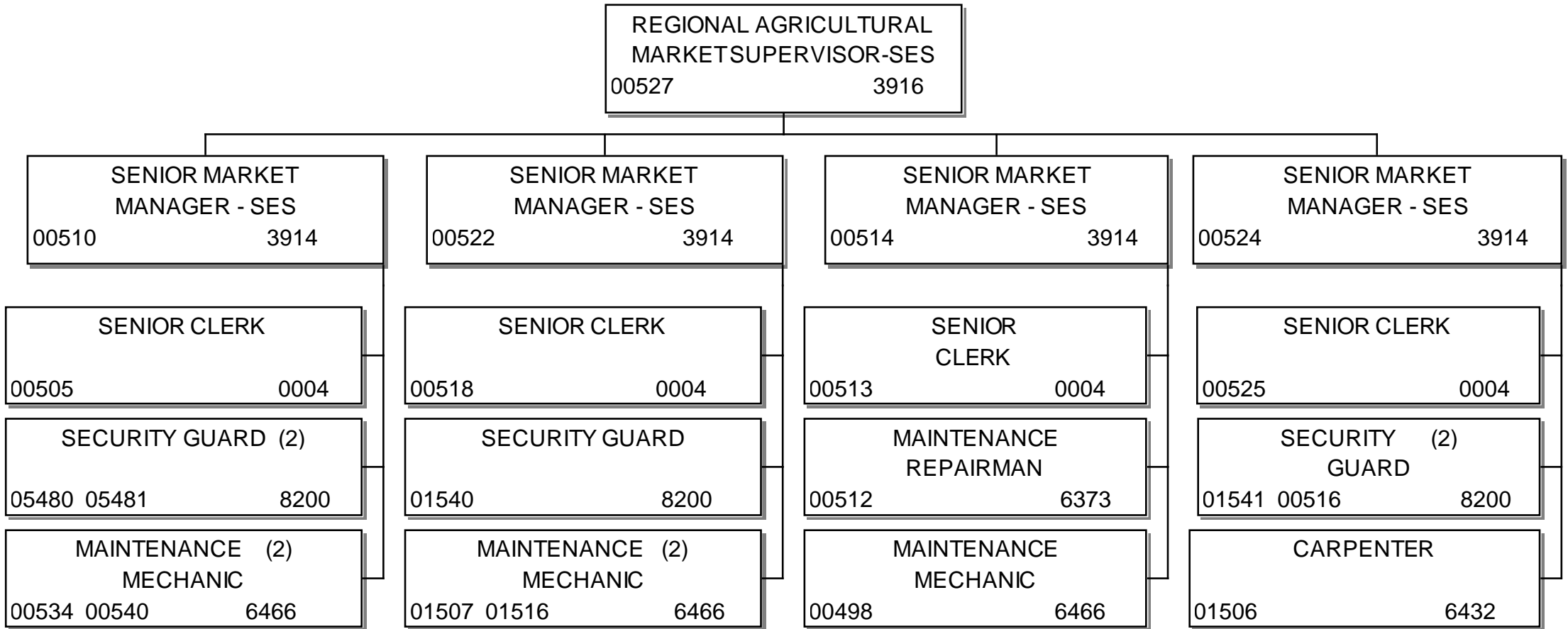


\* see pages 2 & 3

JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE:12/20/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF MARKETING AND DEVELOPMENT**

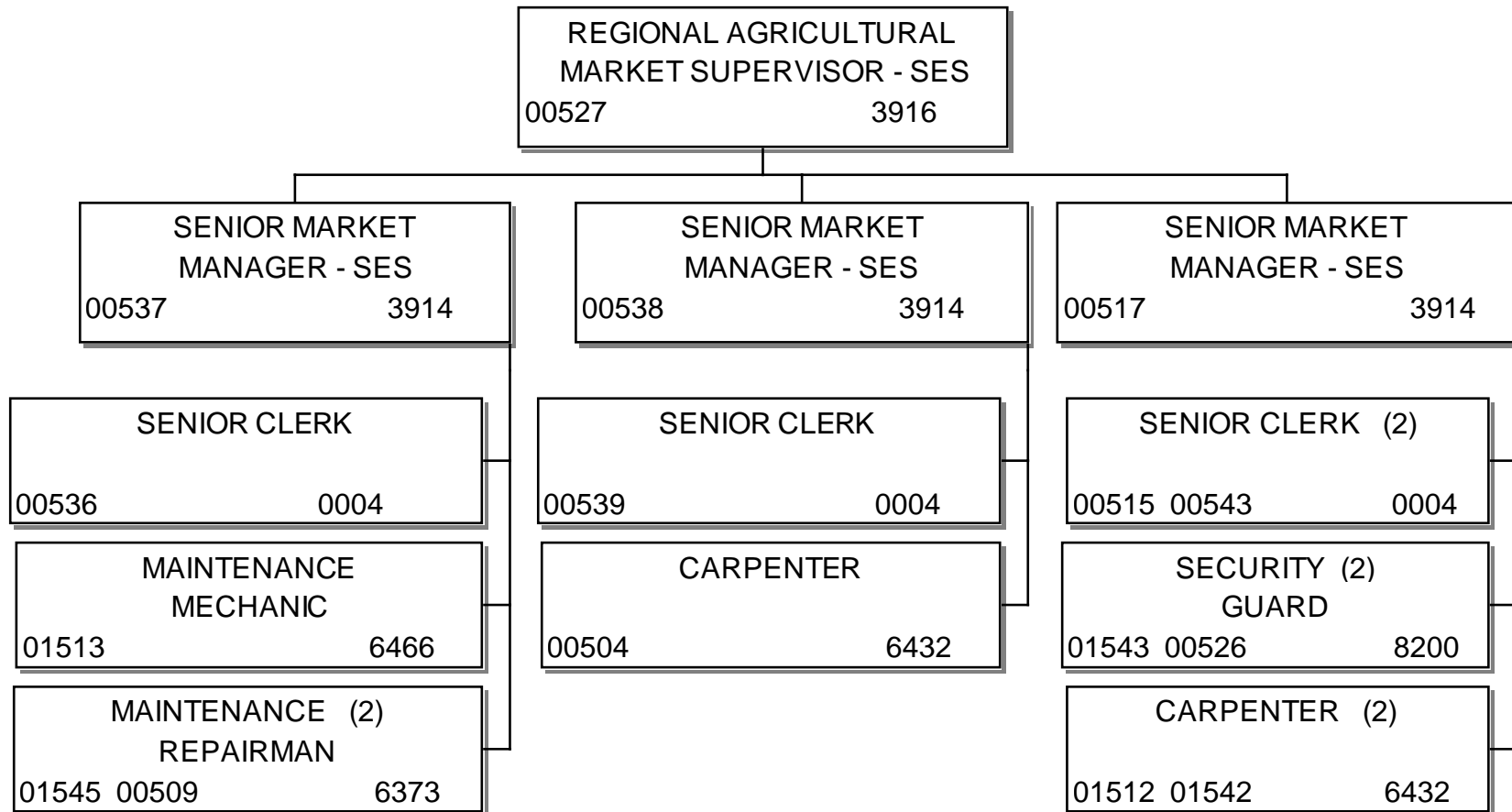
BUREAU OF STATE FARMERS' MARKET  
PAGE 2 OF 3



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 3/1/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF MARKETING AND DEVELOPMENT**

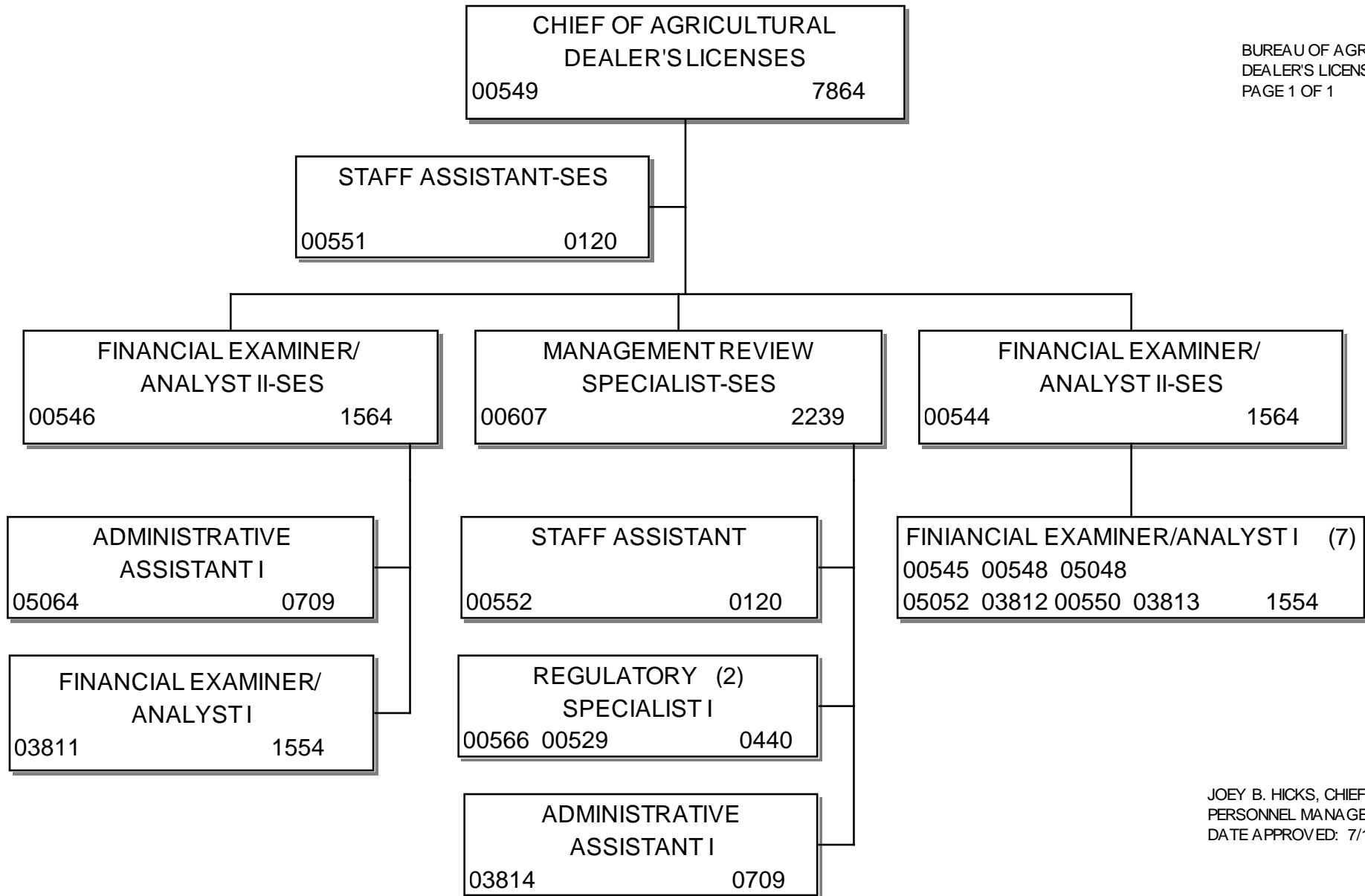
BUREAU OF STATE FARMERS' MARKET  
PAGE 3 OF 3



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 9/27/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF MARKETING AND DEVELOPMENT**

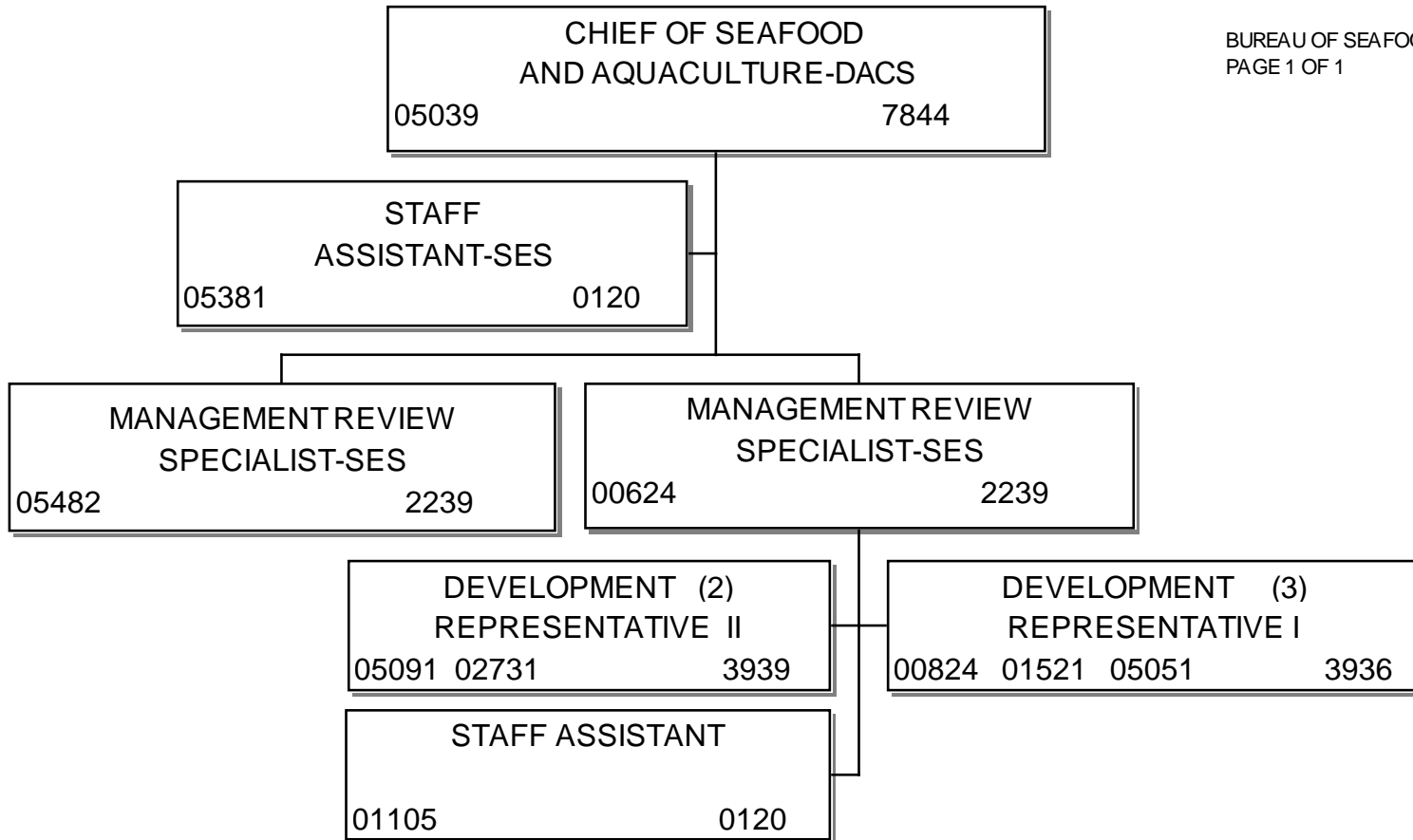
BUREAU OF AGRICULTURAL  
DEALER'S LICENSES  
PAGE 1 OF 1



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
DATE APPROVED: 7/1/2012

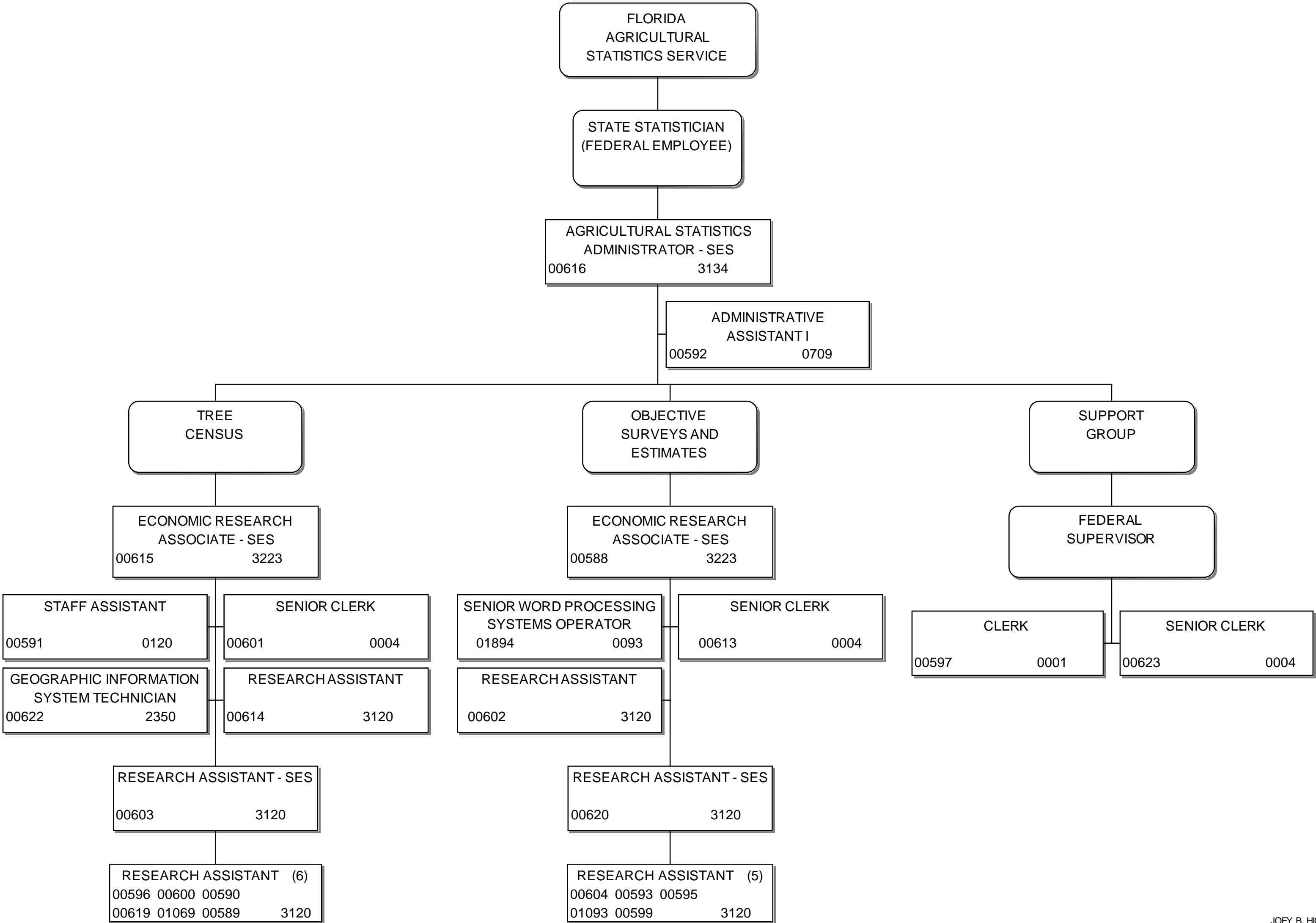
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF MARKETING DEVELOPMENT**

BUREAU OF SEAFOOD AND AQUACULTURE  
PAGE 1 OF 1



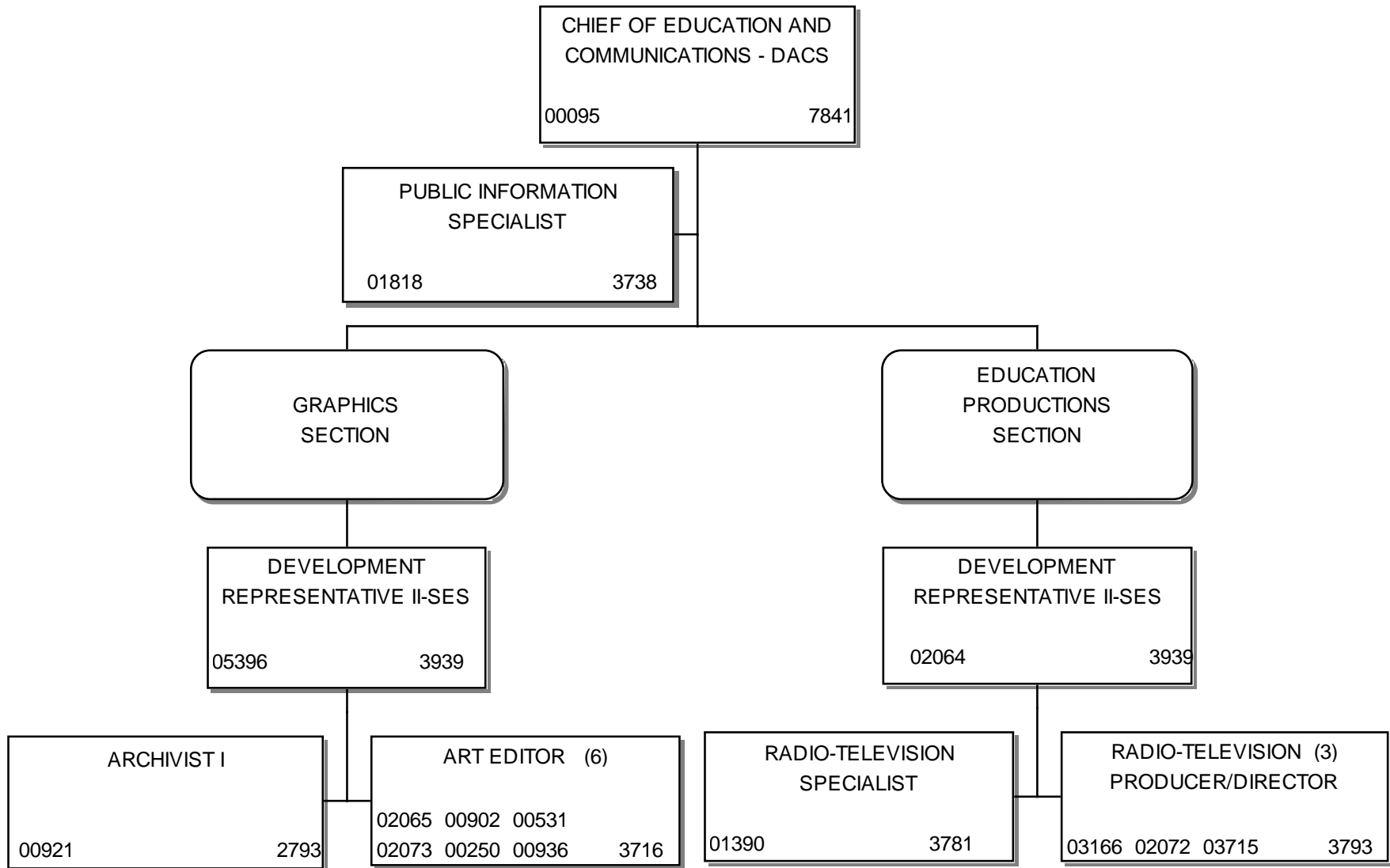
JOEY B. HICKS , CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE : 5/11/2012

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF MARKETING AND DEVELOPMNET**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF MARKETING AND DEVELOPMENT**

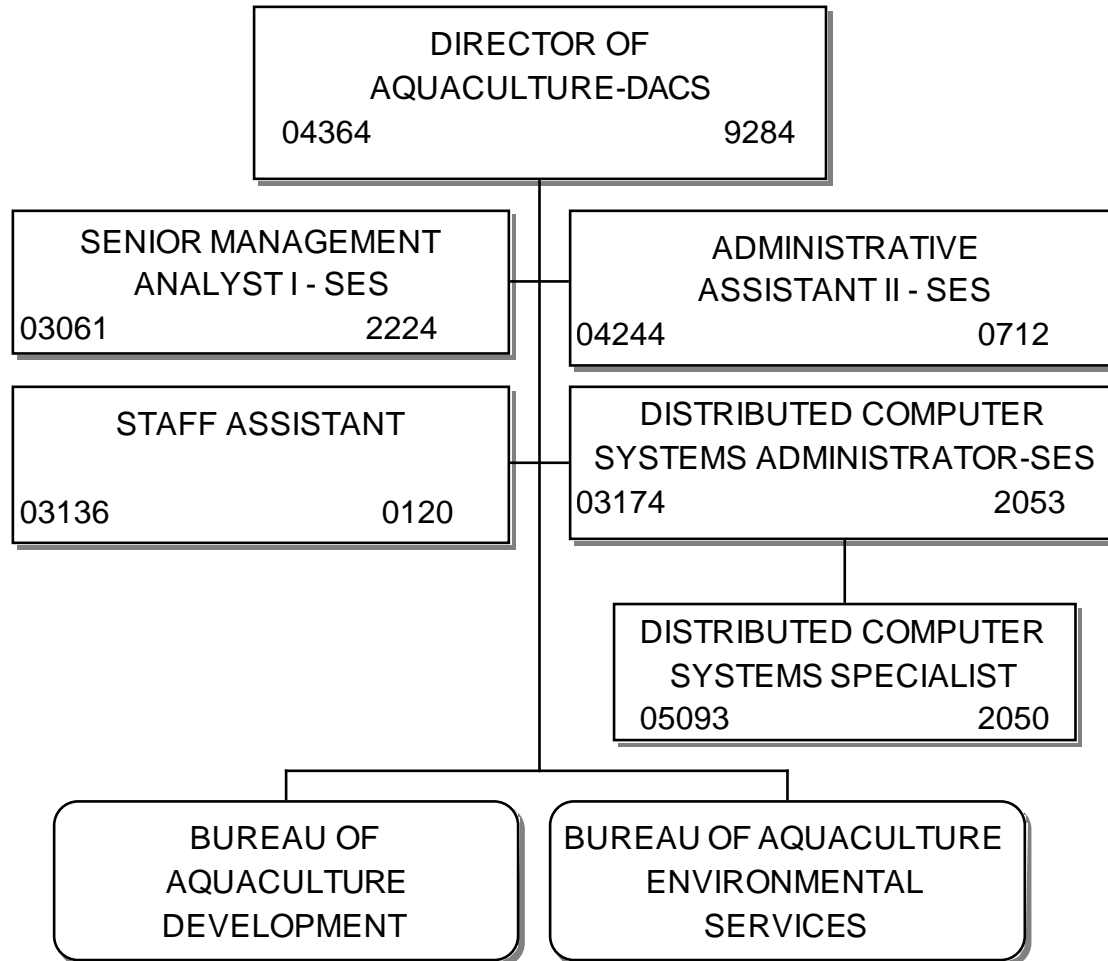
BUREAU OF EDUCATION AND COMMUNICATIONS  
PAGE 1 OF 1



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 4/11/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF AQUACULTURE**

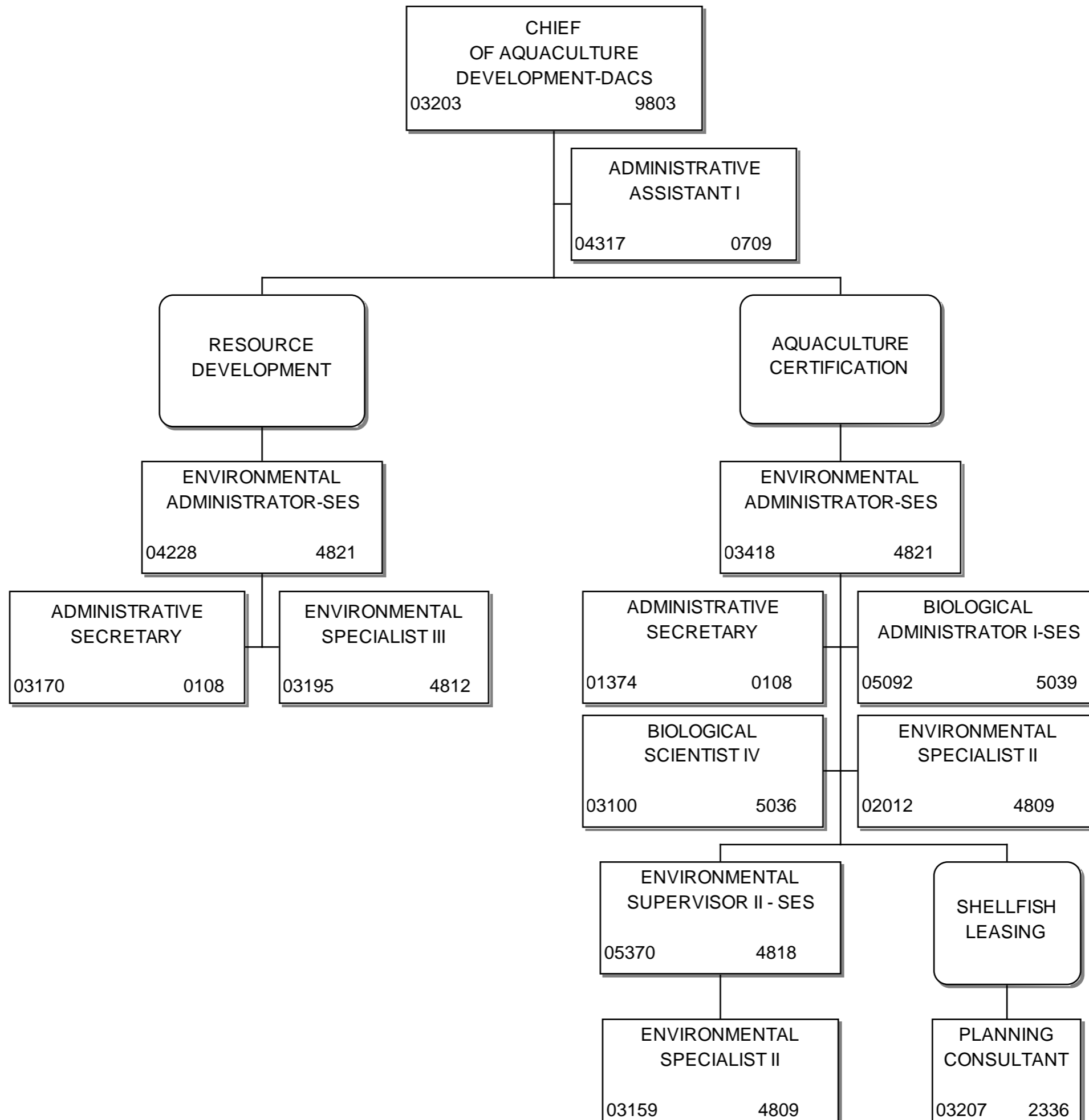
DIVISION F.T.E 44  
PAGE 1 OF 1



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
DATE APPROVED: 7/1/2013

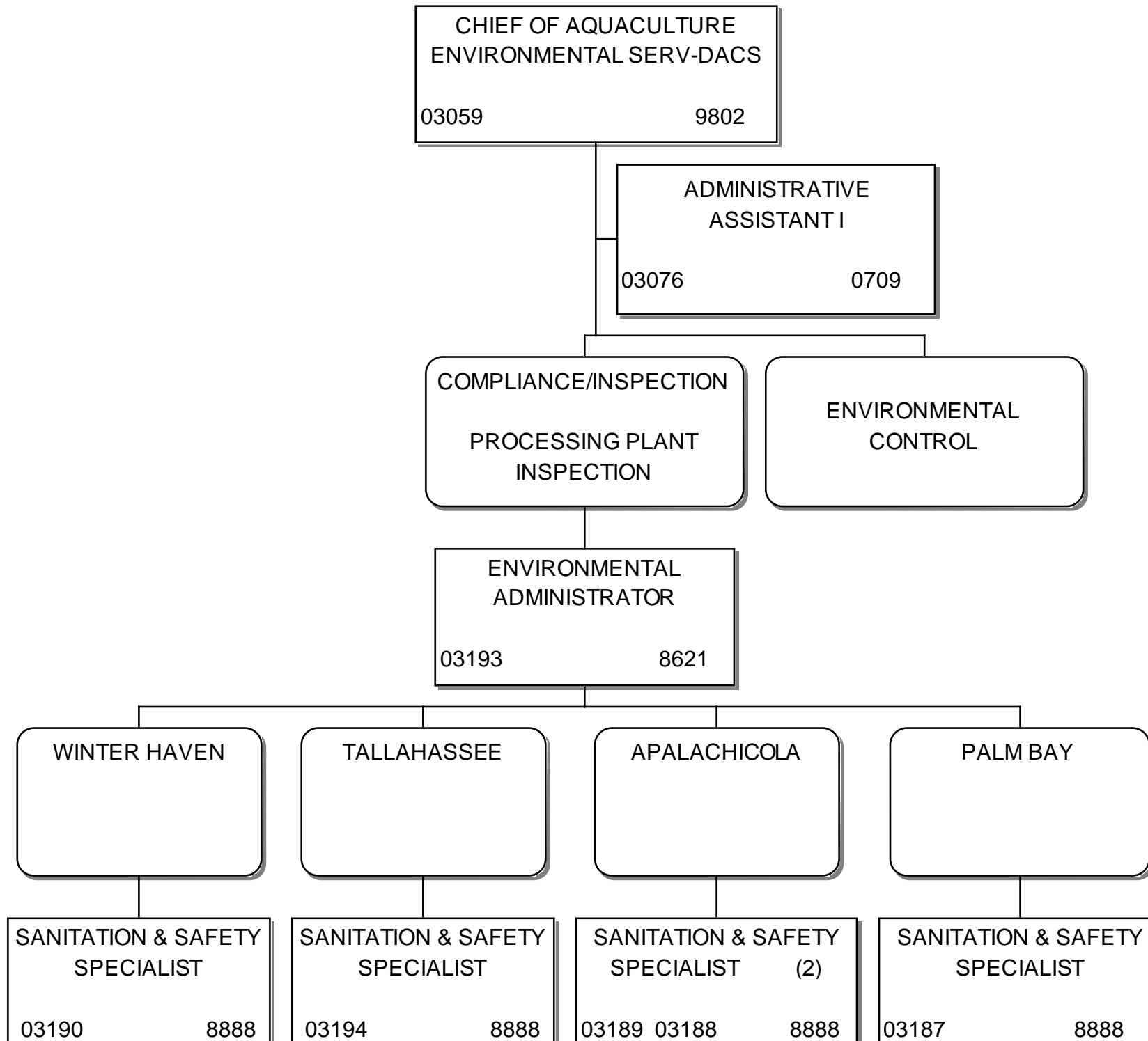


**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF AQUACULTURE**



**DEPARTMENT OF AQUACULTURE  
AND CONSUMER SERVICES  
DIVISION OF AQUACULTURE**

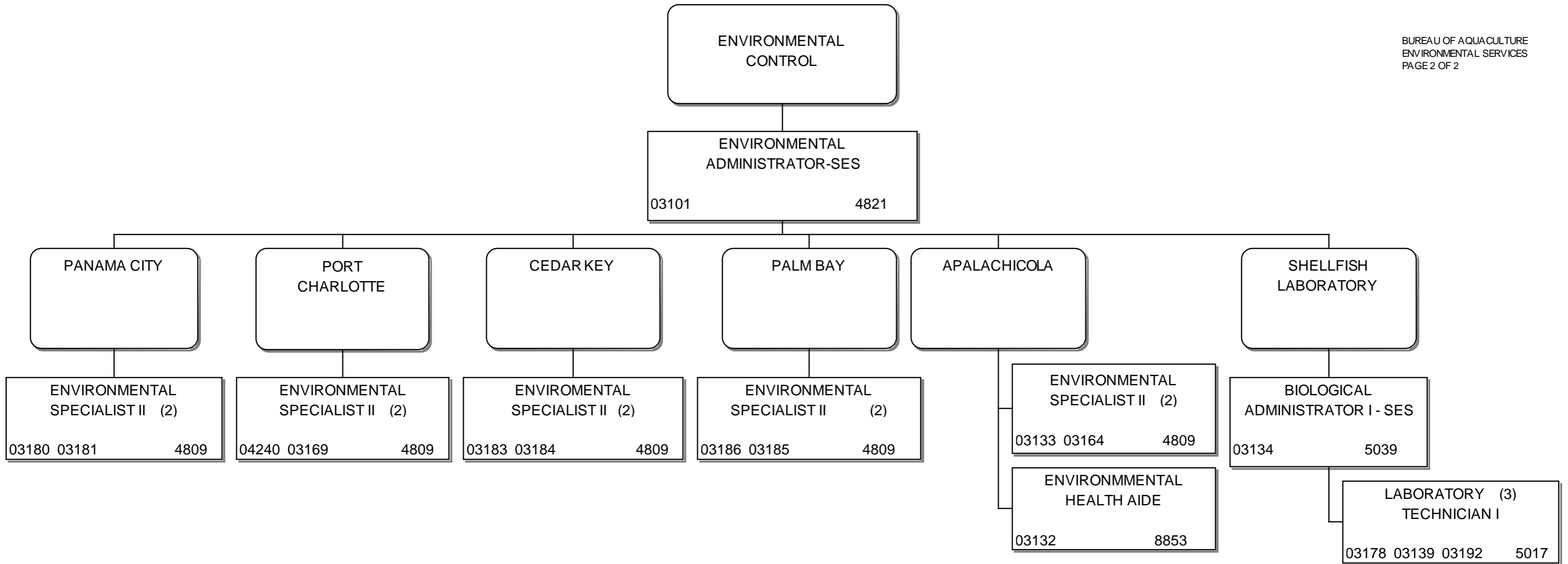
BUREAU OF AQUACULTURE  
ENVIRONMENTAL SERVICES  
PAGE 1 OF 2



JOEY B. HICKS, CHIEF OF PERSONNEL MANAGEMENT  
DATE APPROVED: 5/23/2014

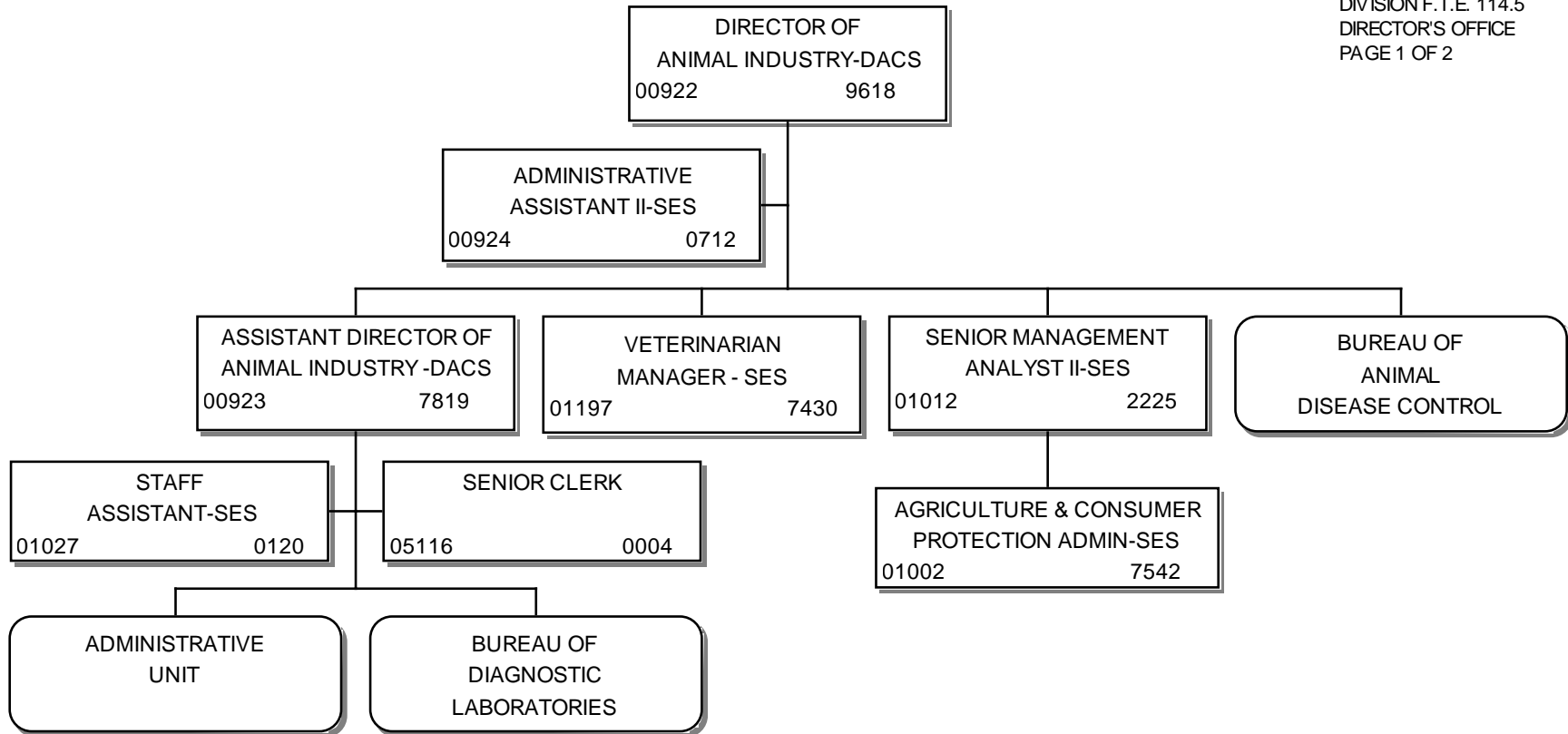
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF AQUACULTURE**

BUREAU OF AQUACULTURE  
ENVIRONMENTAL SERVICES  
PAGE 2 OF 2



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF ANIMAL INDUSTRY**

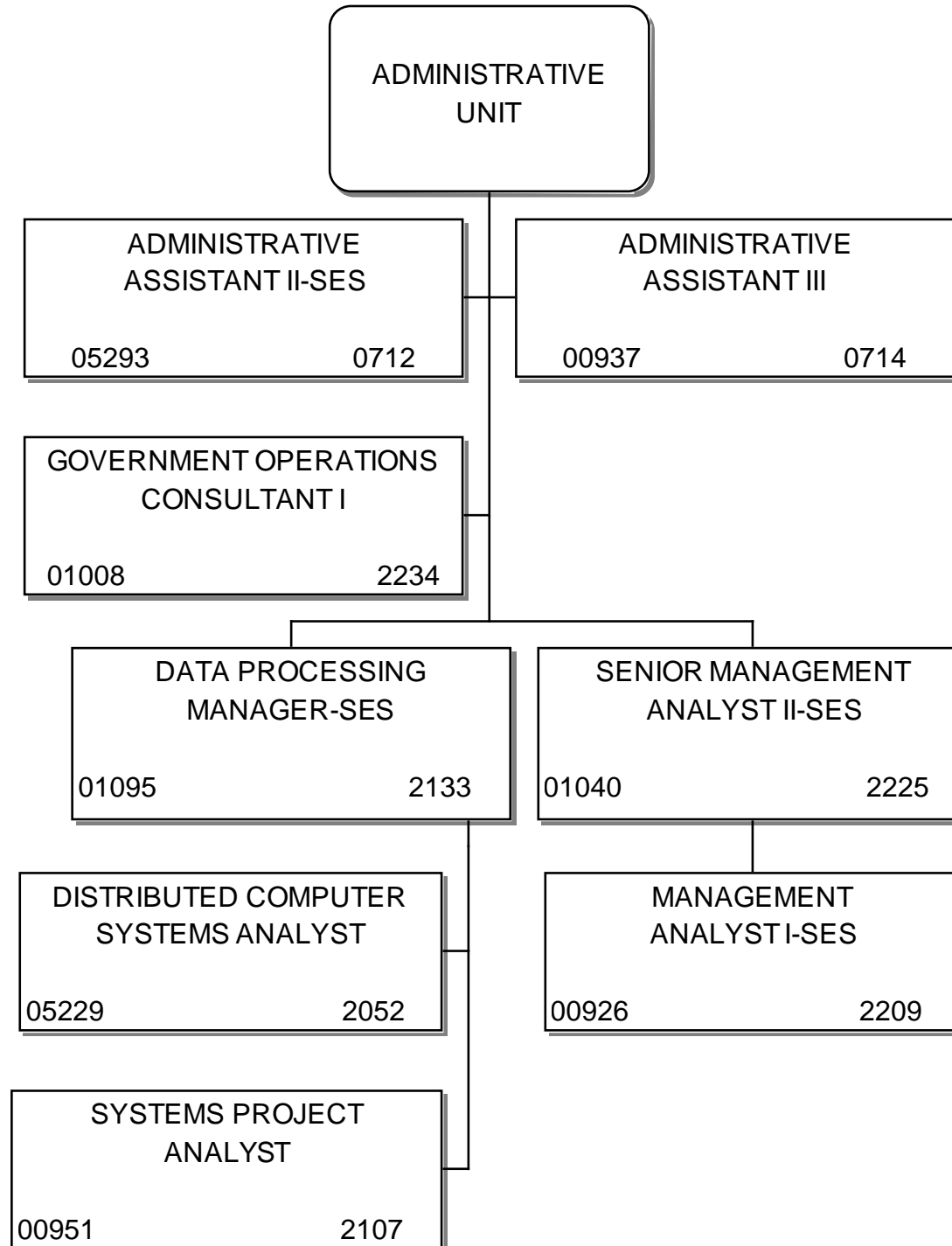
DIVISION F.T.E. 114.5  
DIRECTOR'S OFFICE  
PAGE 1 OF 2



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 2/28/2014

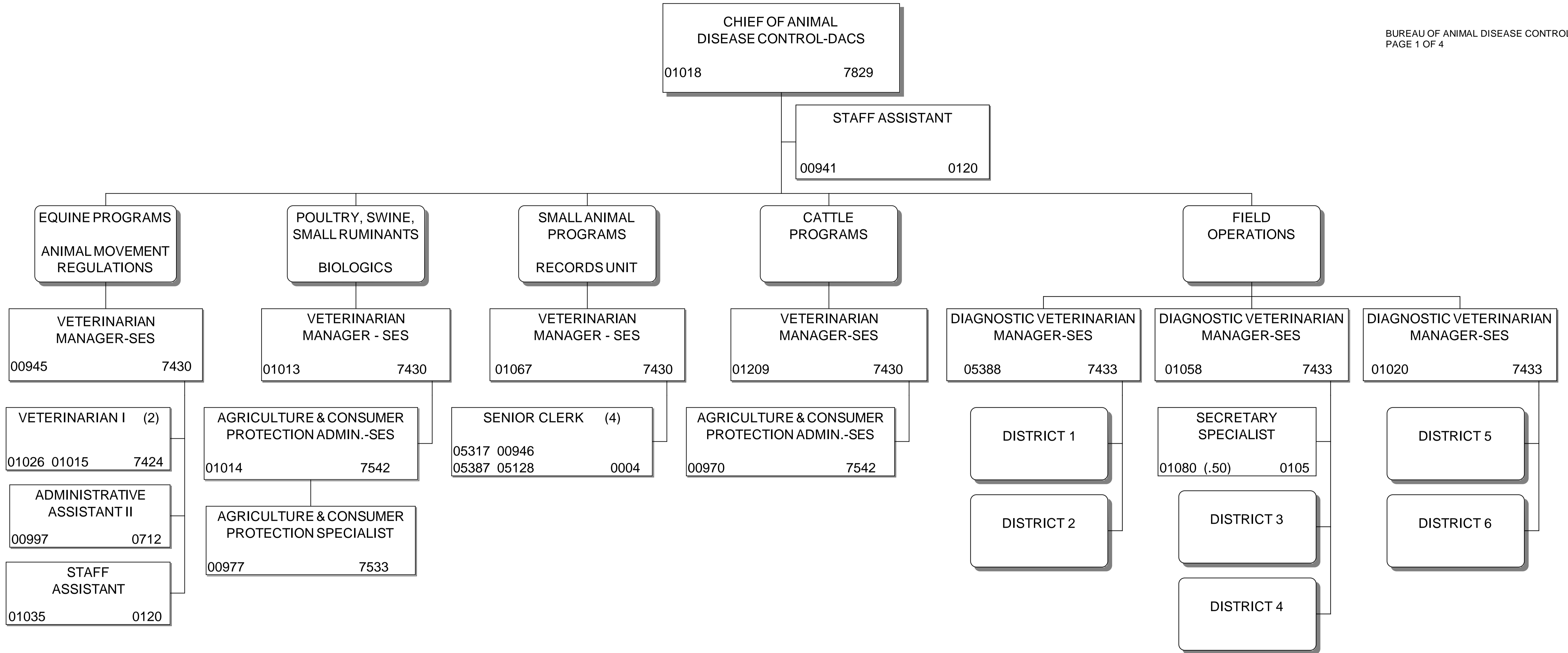
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF ANIMAL INDUSTRY**

DIRECTOR'S OFFICE  
PAGE 2 OF 2



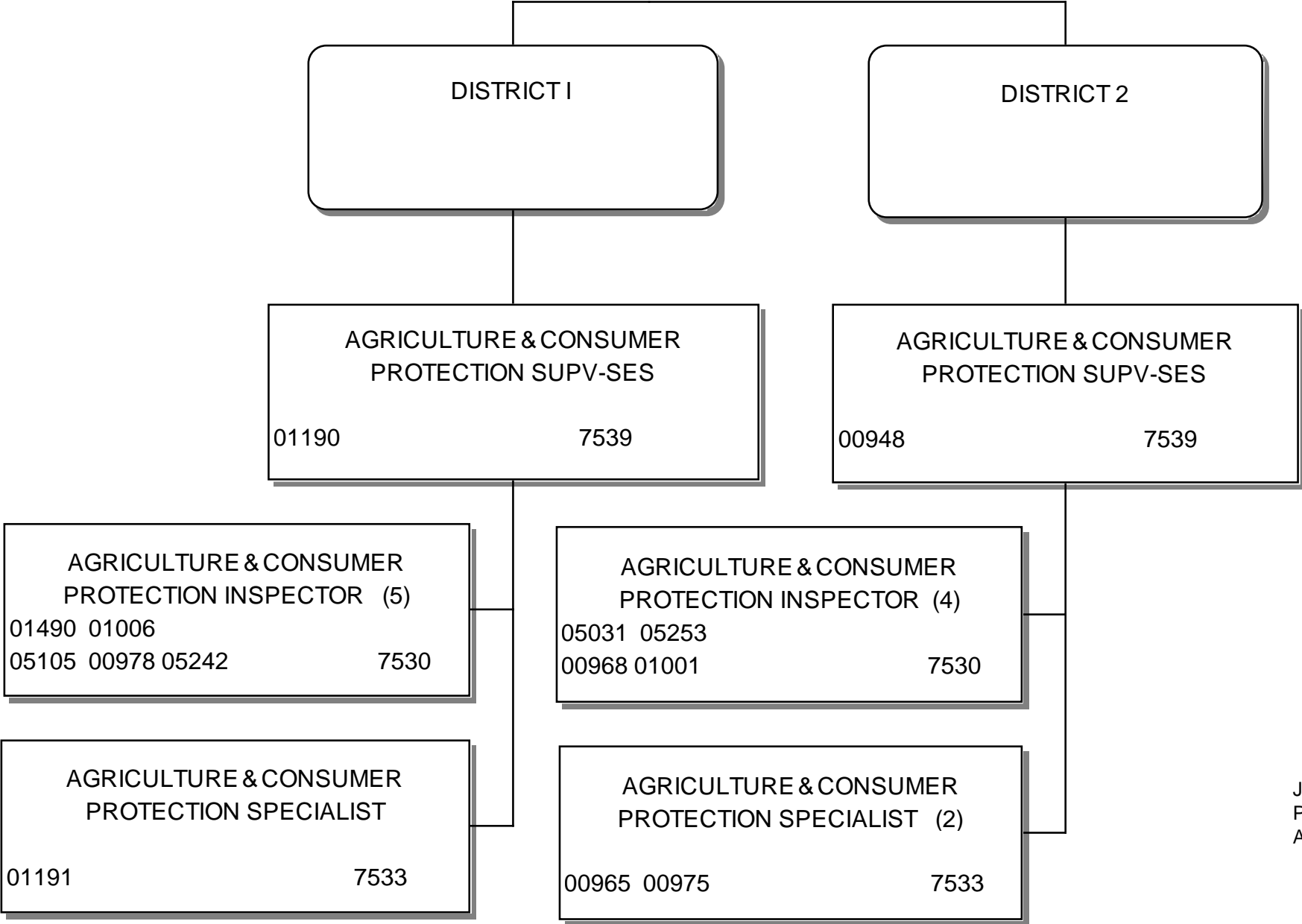
JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 4/11/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF ANIMAL INDUSTRY**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF ANIMAL INDUSTRY**

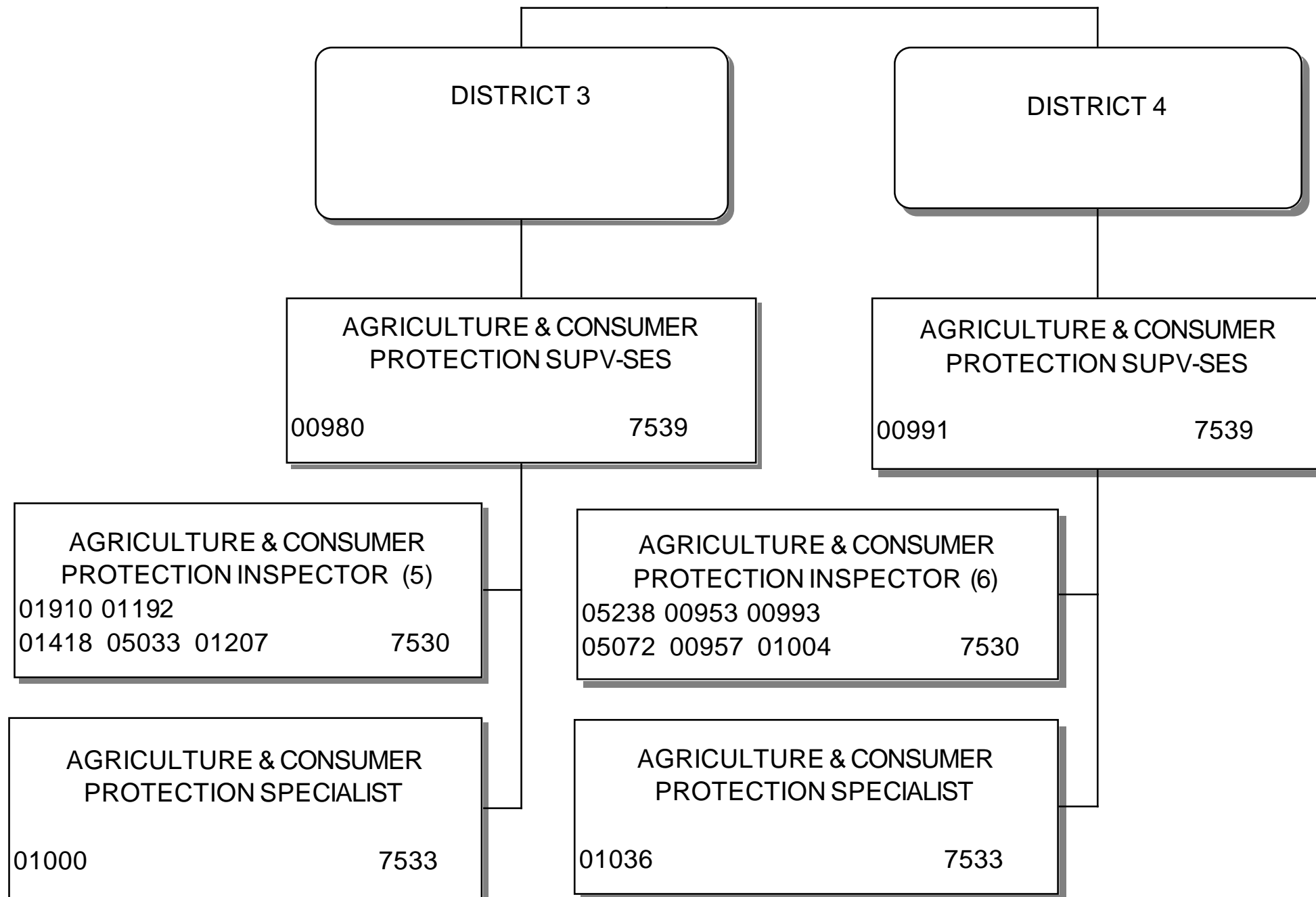
BUREAU OF ANIMAL DISEASE CONTROL  
PAGE 2 OF 4



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 7/4/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF ANIMAL INDUSTRY**

BUREAU OF ANIMAL DISEASE CONTROL  
PAGE 3 OF 4

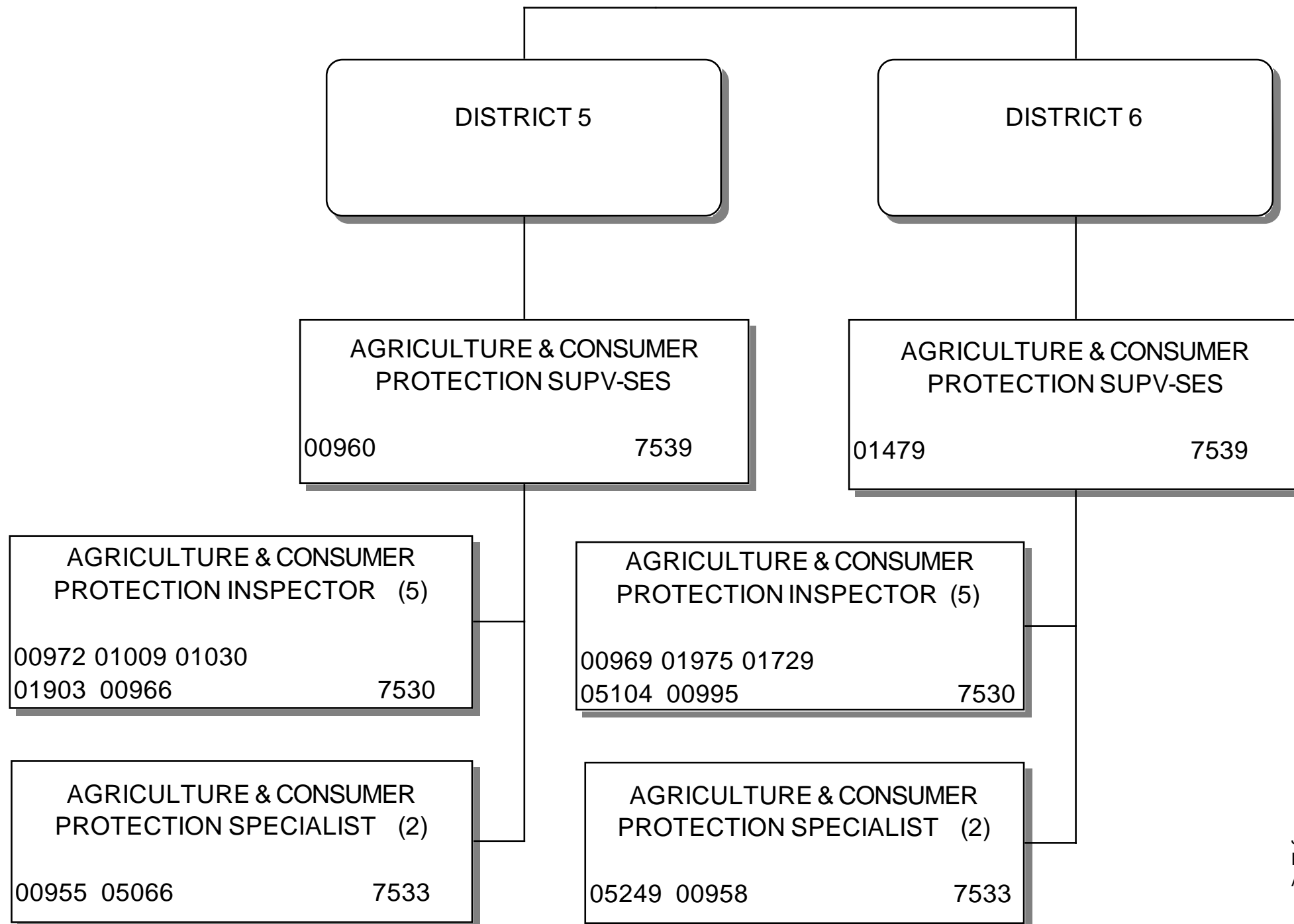


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 3/28/2014



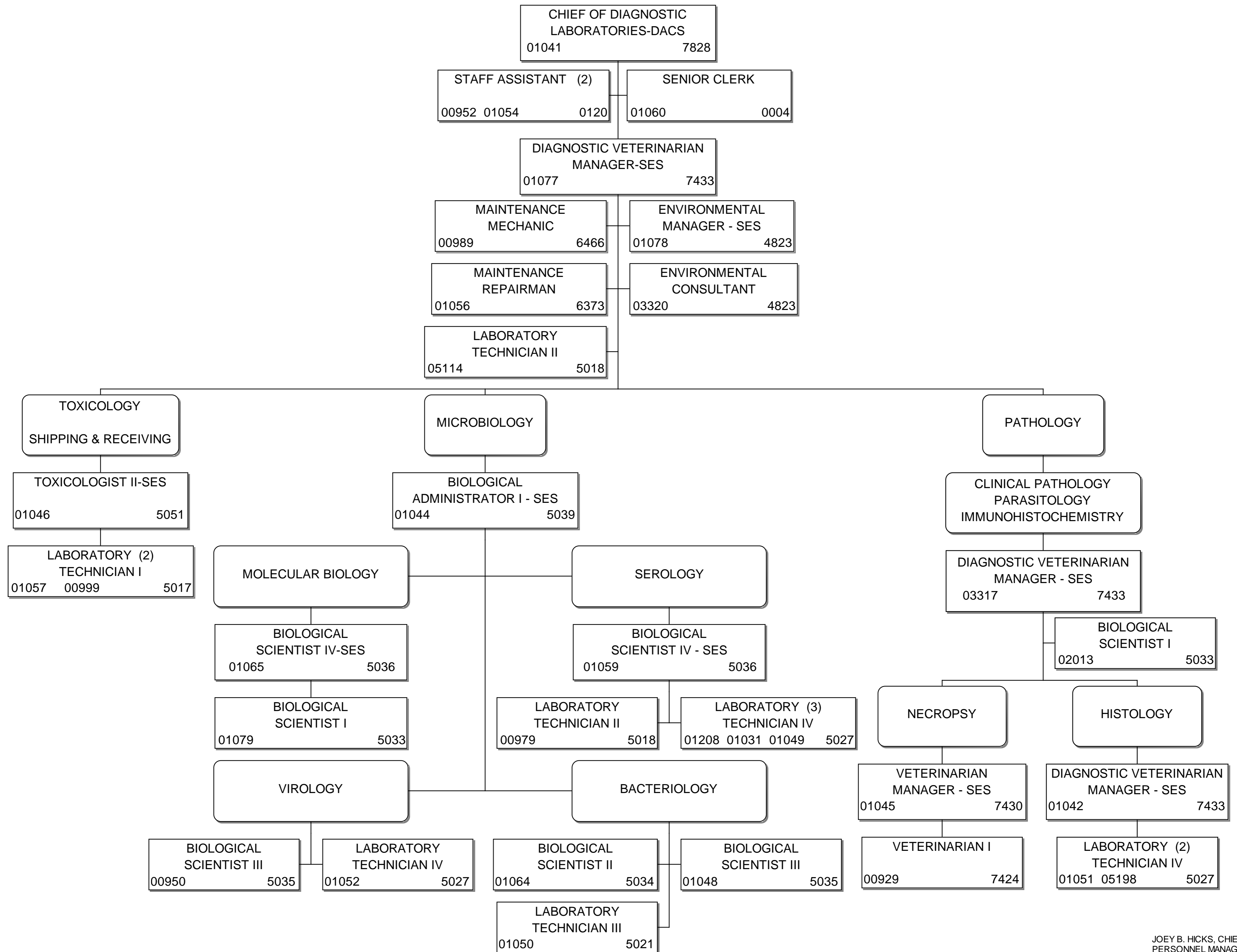
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF ANIMAL INDUSTRY**

BUREAU OF ANIMAL DISEASE CONTROL  
PAGE 4 OF 4



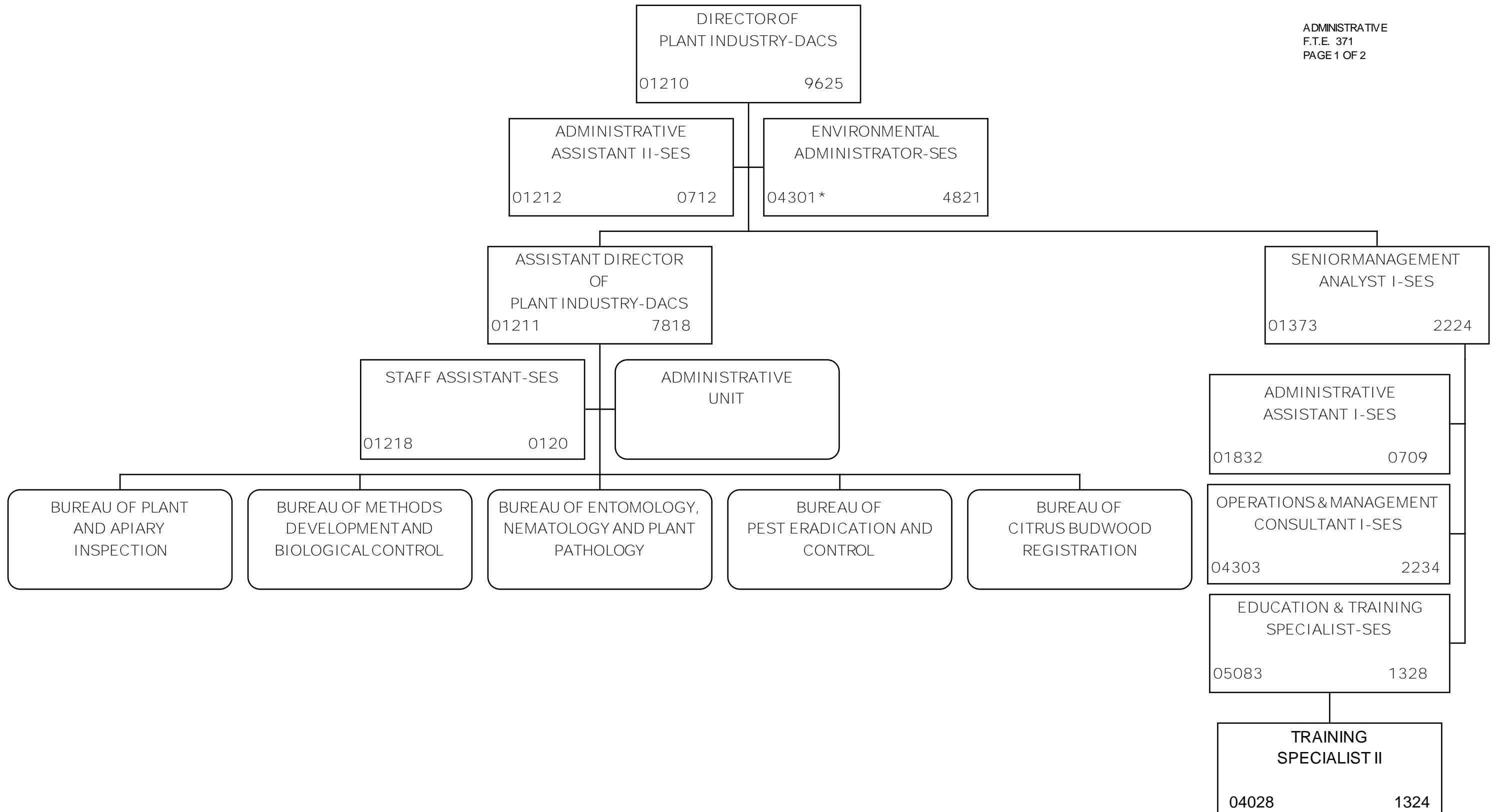
JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 4/25/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF ANIMAL INDUSTRY**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**

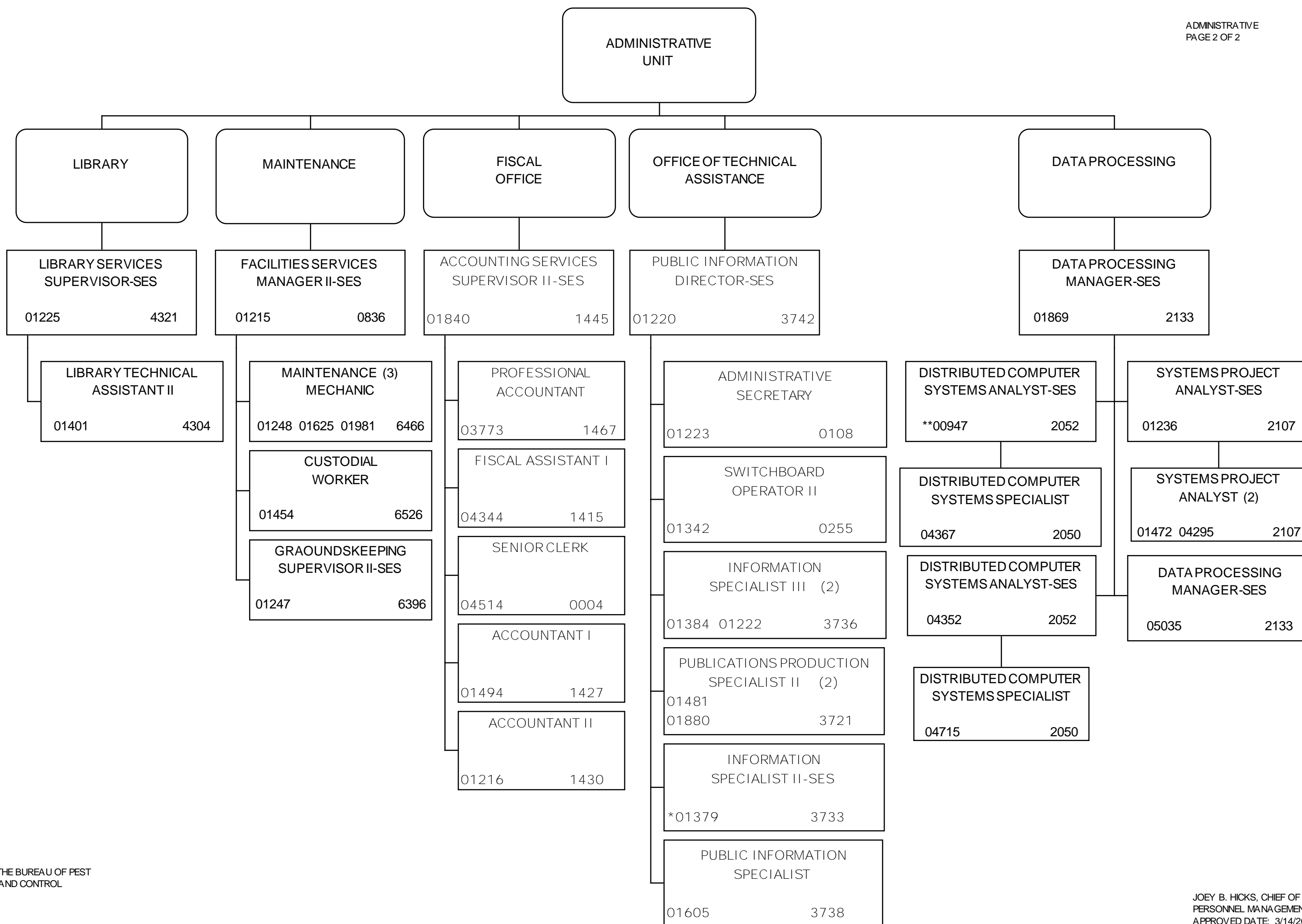
ADMINISTRATIVE  
F.T.E. 371  
PAGE 1 OF 2



\*Funded from Bureau of Pest Eradication and Control

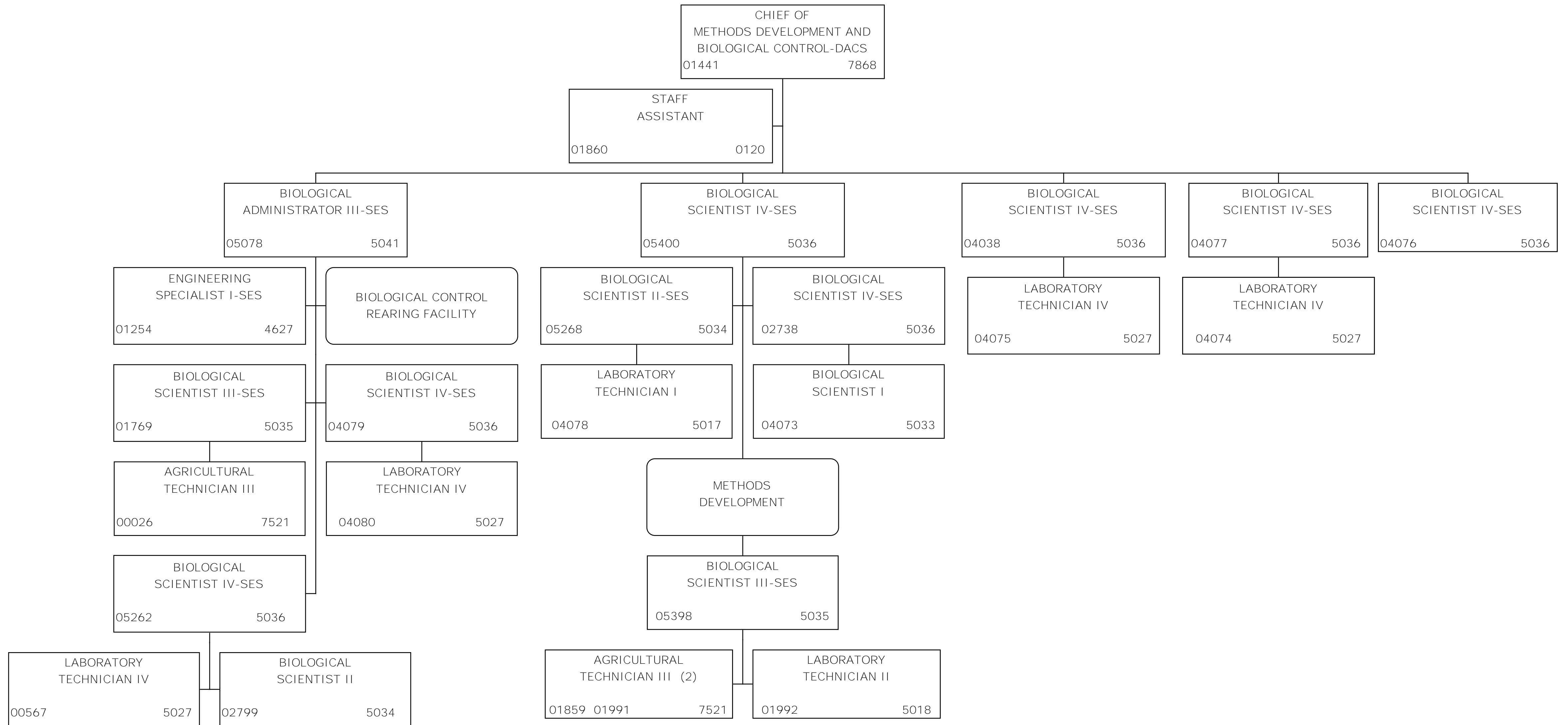
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**

ADMINISTRATIVE  
PAGE 2 OF 2



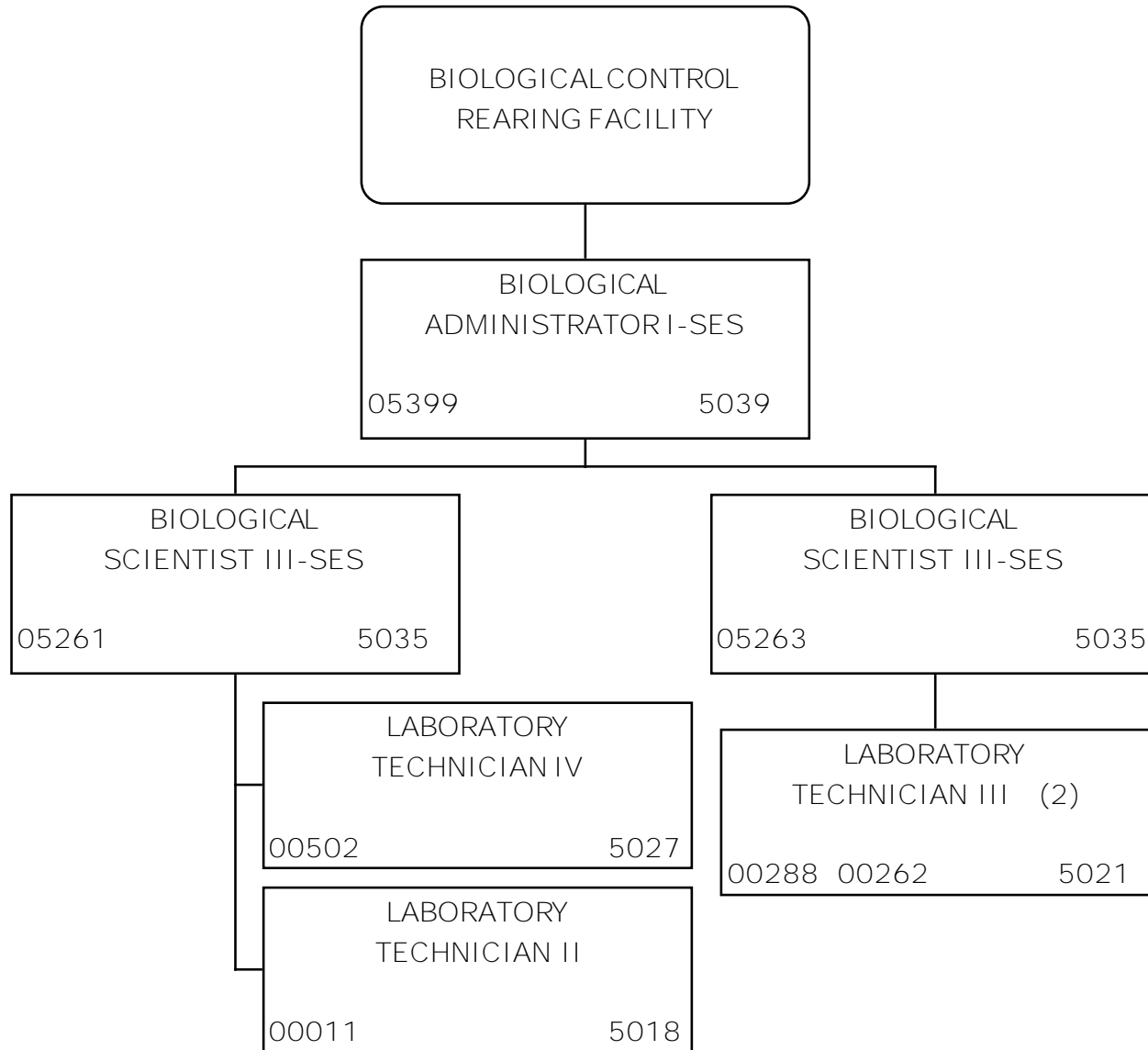
\*\*FUNDED BY THE BUREAU OF PEST ERADICATION AND CONTROL

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**

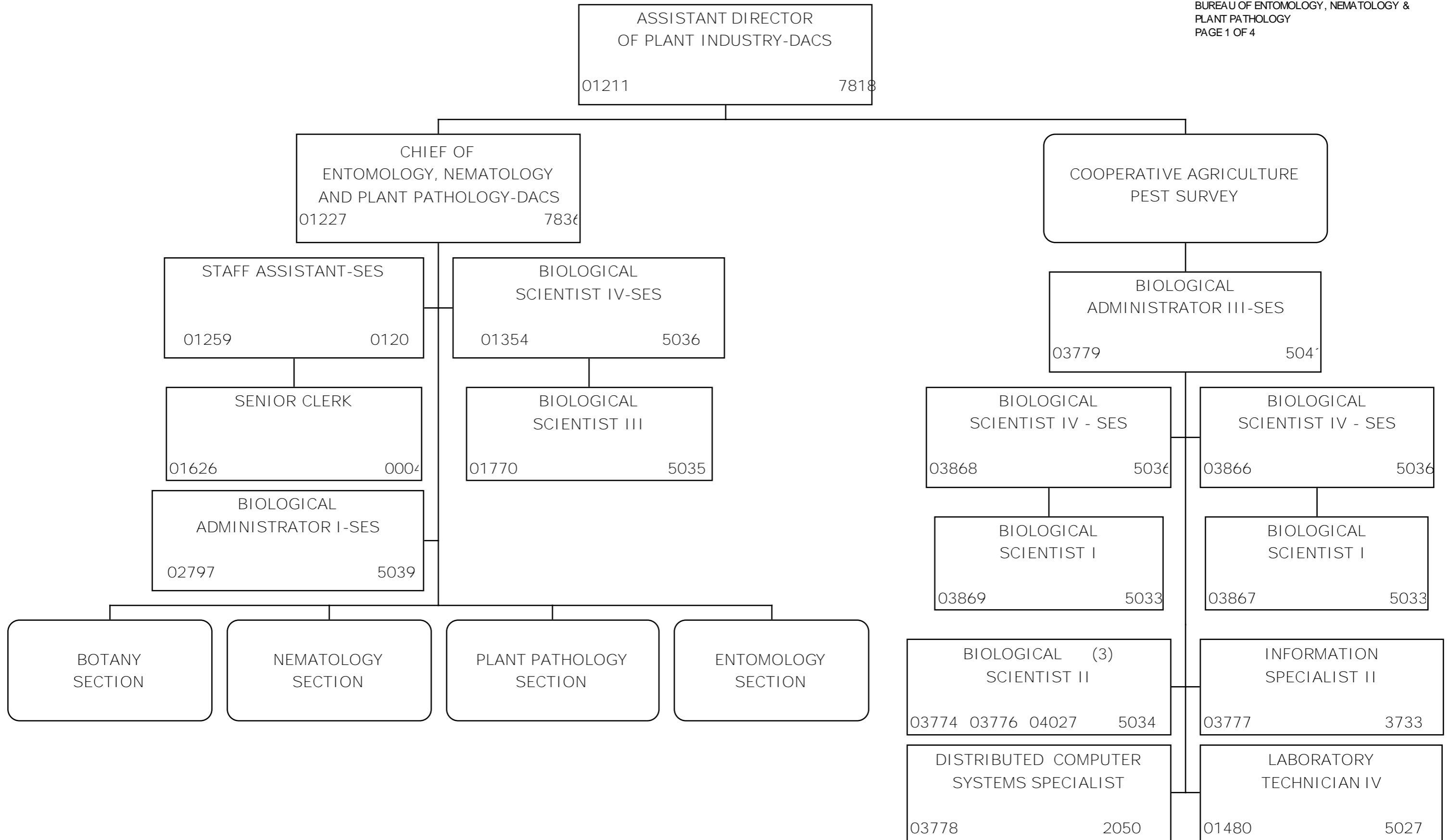
BUREAU OF METHODS DEVELOPMENT  
AND BIOLOGICAL CONTROL  
PAGE 2 OF 2



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 10/25/2013

# DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES DIVISION OF PLANT INDUSTRY

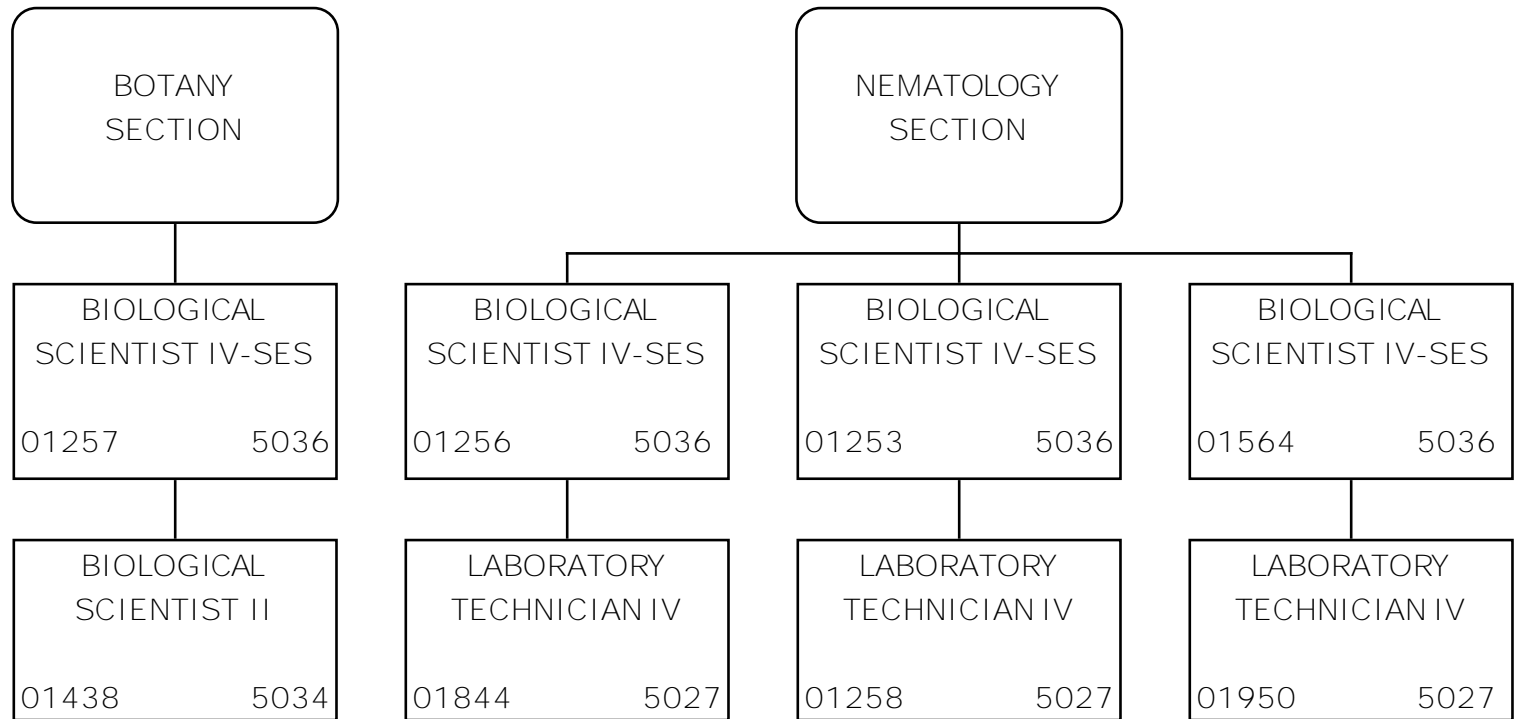
BUREAU OF ENTOMOLOGY, NEMATOLOGY &  
PLANT PATHOLOGY  
PAGE 1 OF 4



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 3/14/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**

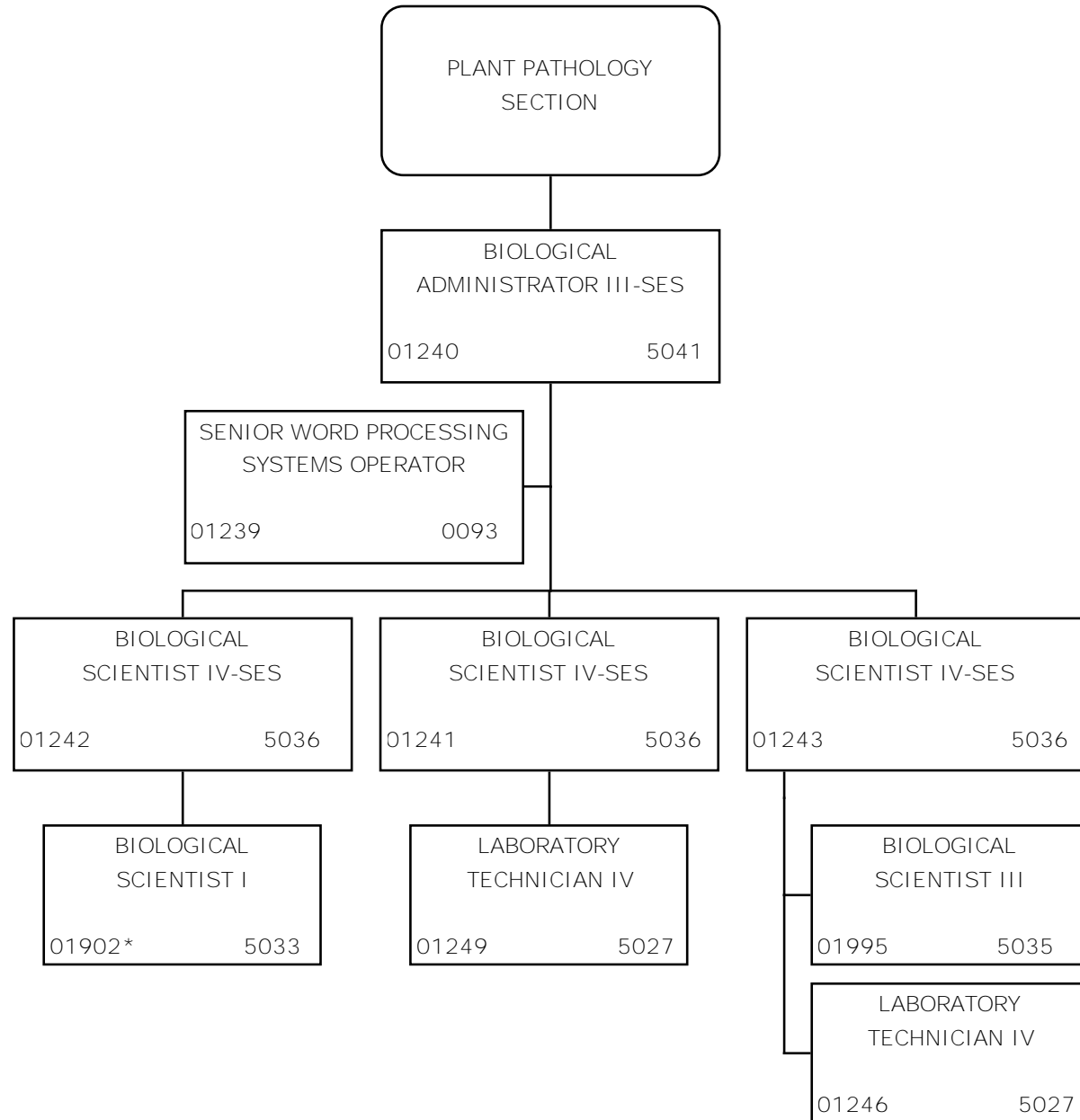
BUREAU OF ENTOMOLOGY, NEMATOLOGY &  
PLANT PATHOLOGY-NEMATOLOGY & BOTANY  
PAGE 2 OF 4



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 6/8//2012



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**



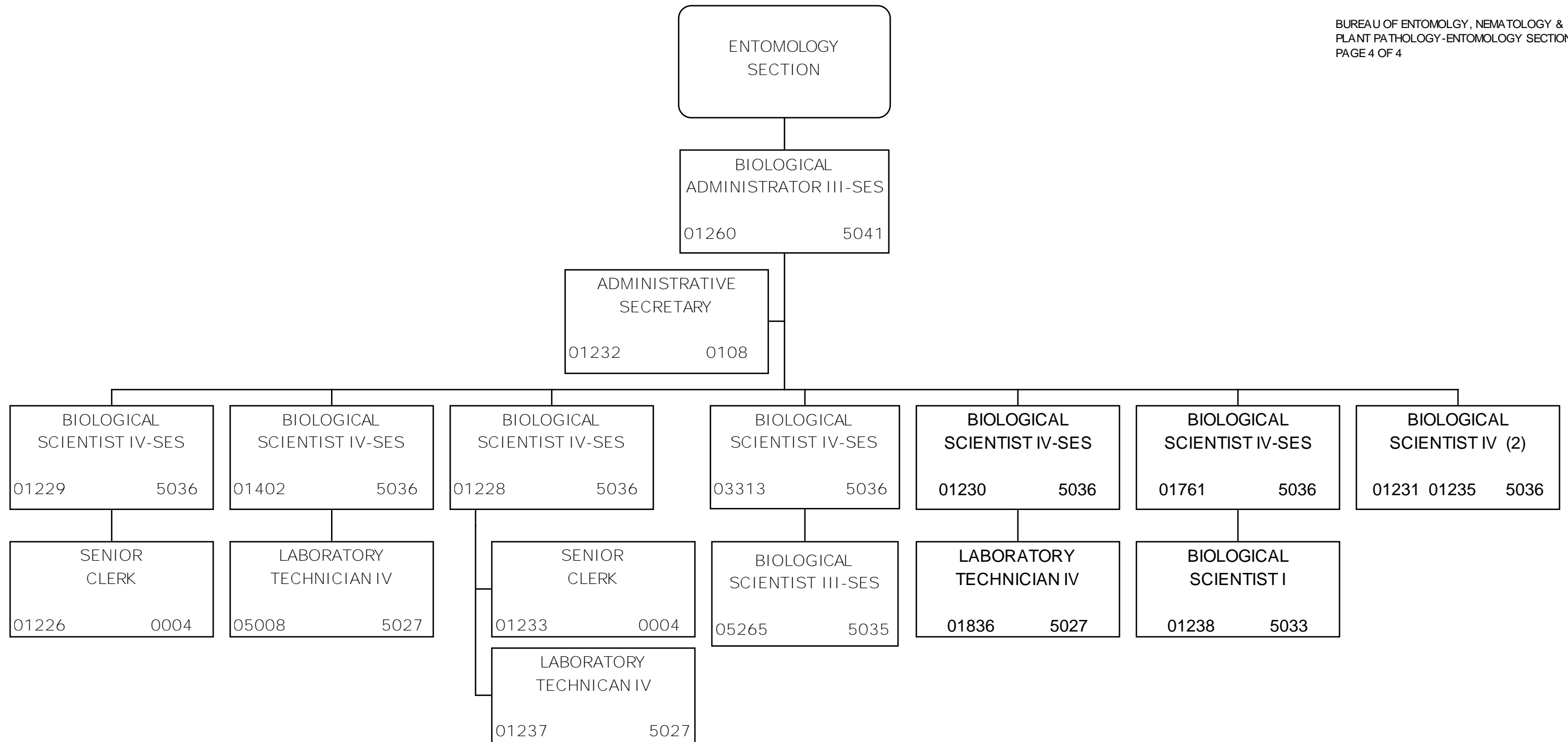
BUREAU OF ENTOMOLOGY, NEMATOLOGY &  
PLANT PATHOLOGY-PLANT PATHOLOGY SECTION  
PAGE 3 OF 4

\* FUNDED FROM BUREAU OF PEST  
ERADICATION AND CONTROL

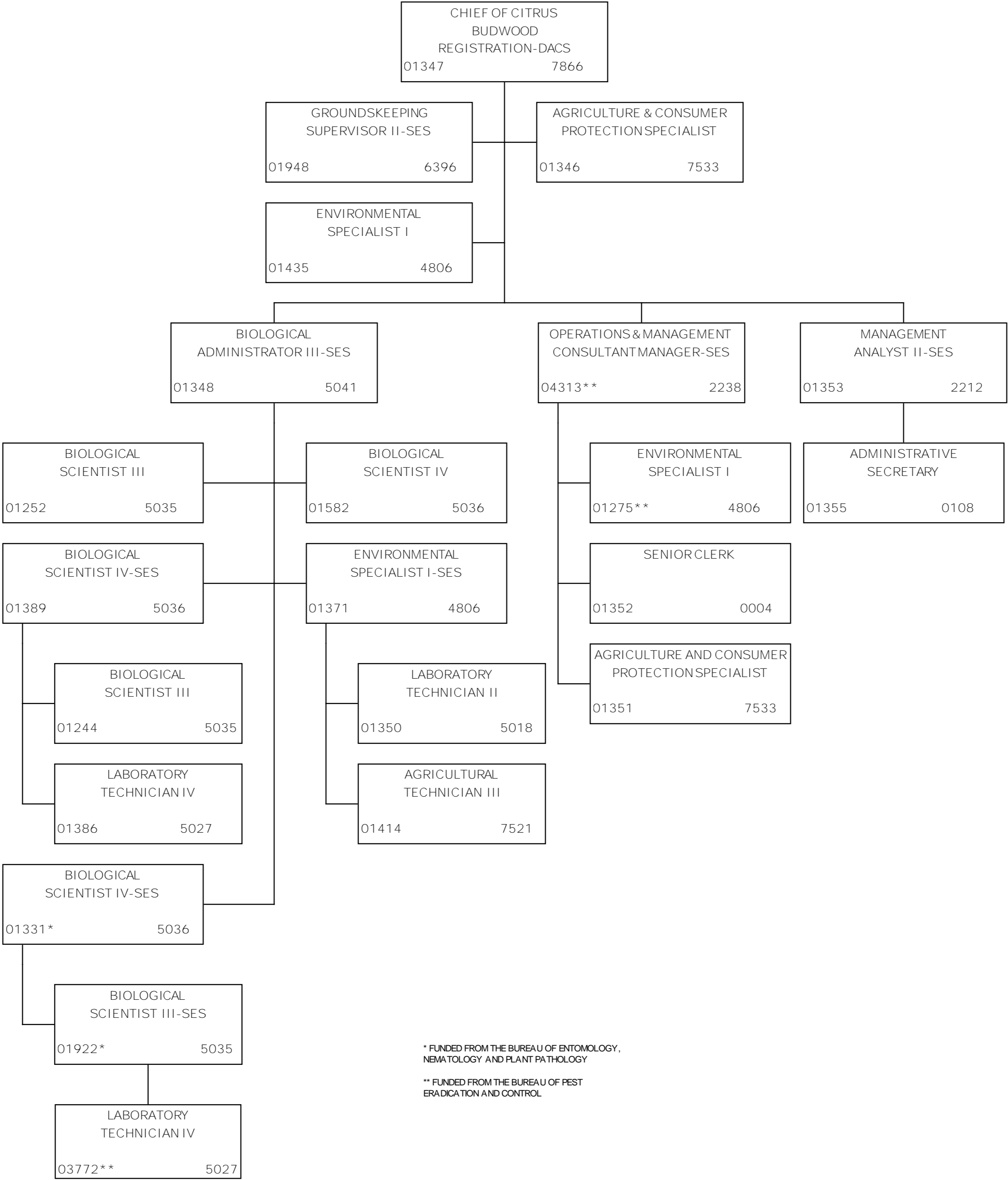
JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 6/6/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**

BUREAU OF ENTOMOLGY, NEMATOLGY &  
PLANT PATHOLOGY-ENTOMOLGY SECTION  
PAGE 4 OF 4



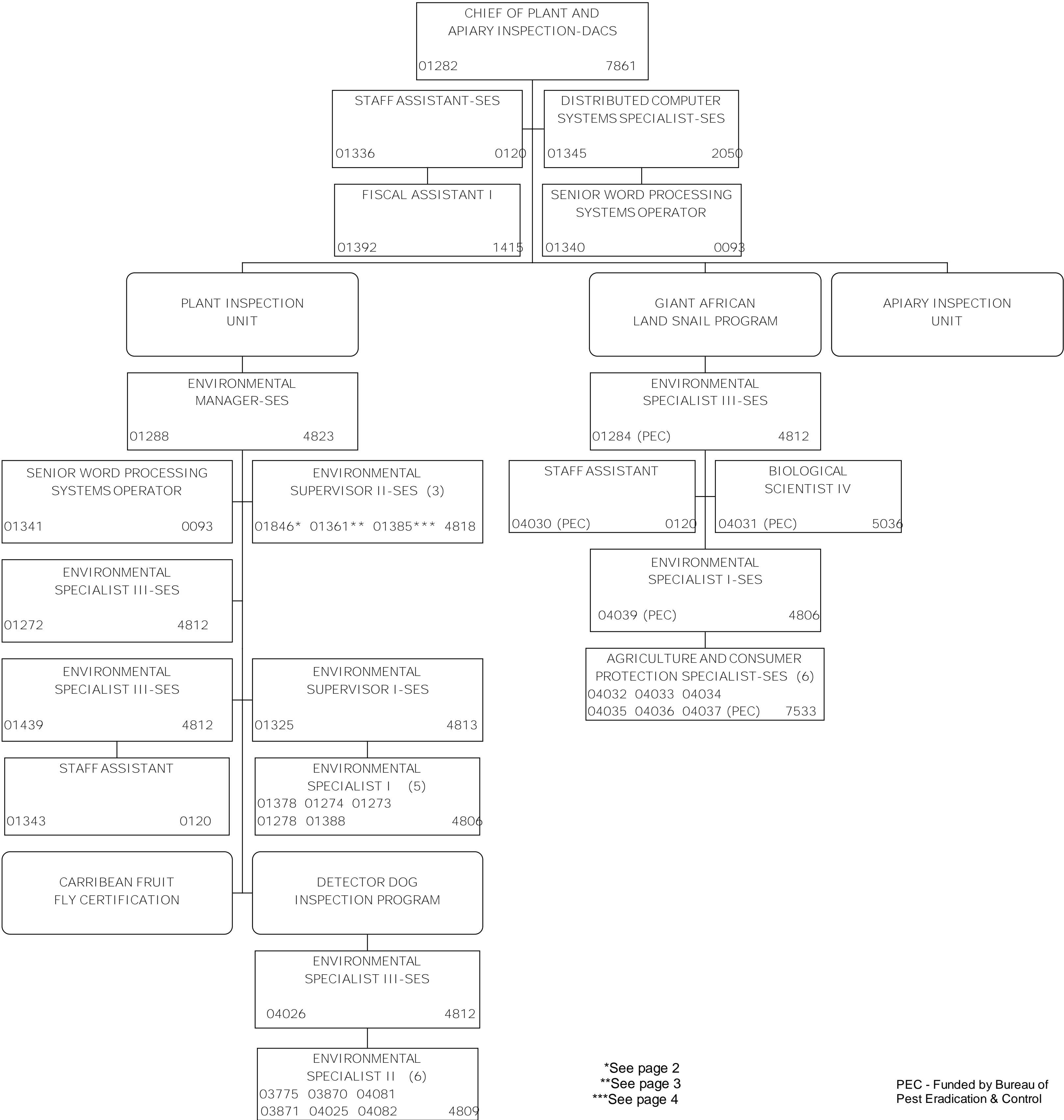
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**



\* FUNDED FROM THE BUREAU OF ENTOMOLOGY,  
NEMATODOLOGY AND PLANT PATHOLOGY

\*\* FUNDED FROM THE BUREAU OF PEST  
ERADICATION AND CONTROL

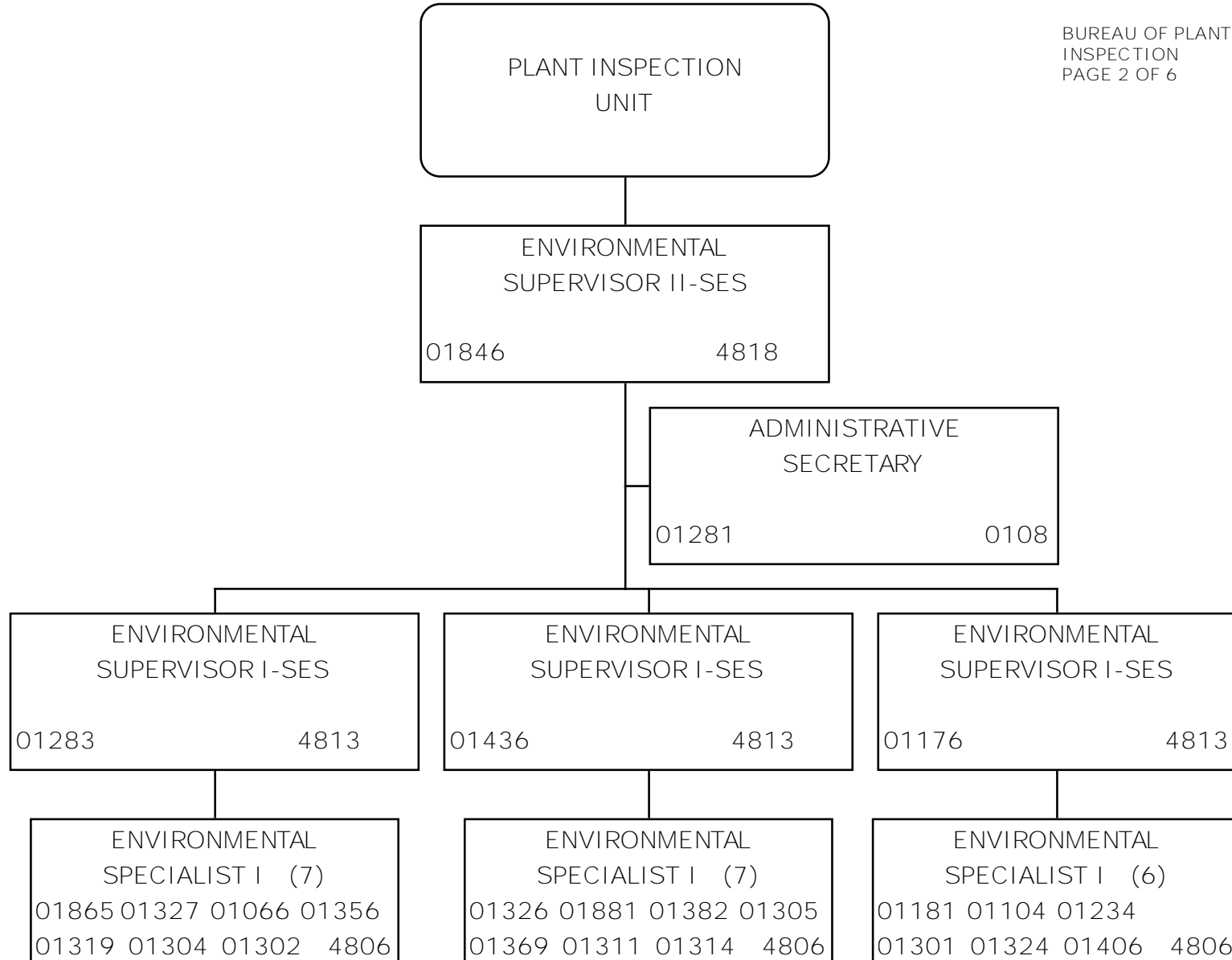
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**



\*See page 2  
\*\*See page 3  
\*\*\*See page 4

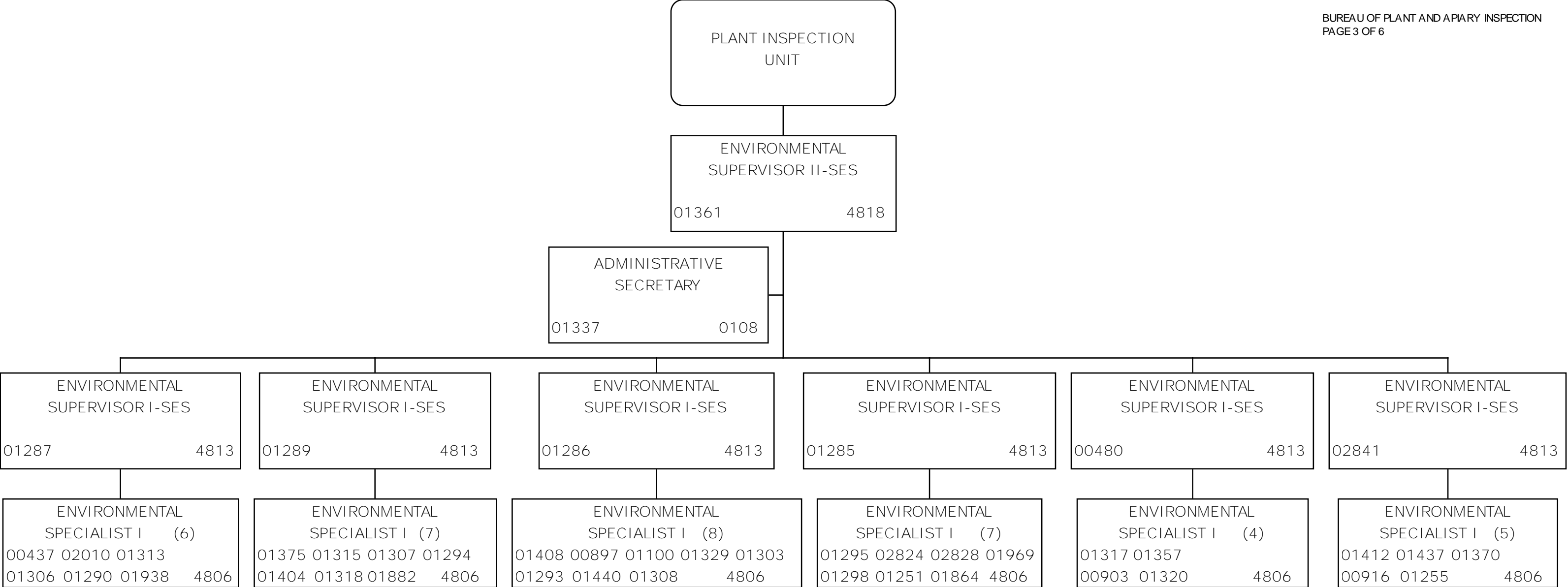
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**

BUREAU OF PLANT AND APIARY  
INSPECTION  
PAGE 2 OF 6

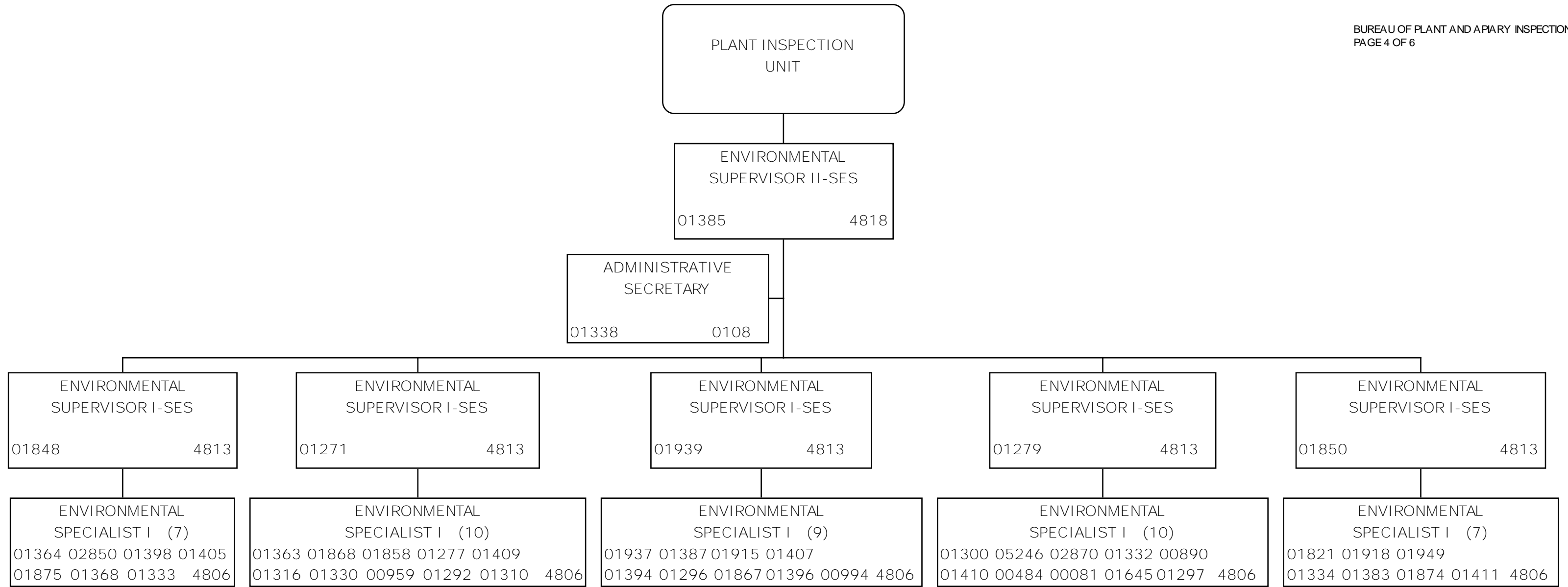


JOEY B. HICKS,  
CHIEF OF  
PERSONNEL  
MANAGEMENT  
APPROVED DATE:  
6/8/2012

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**

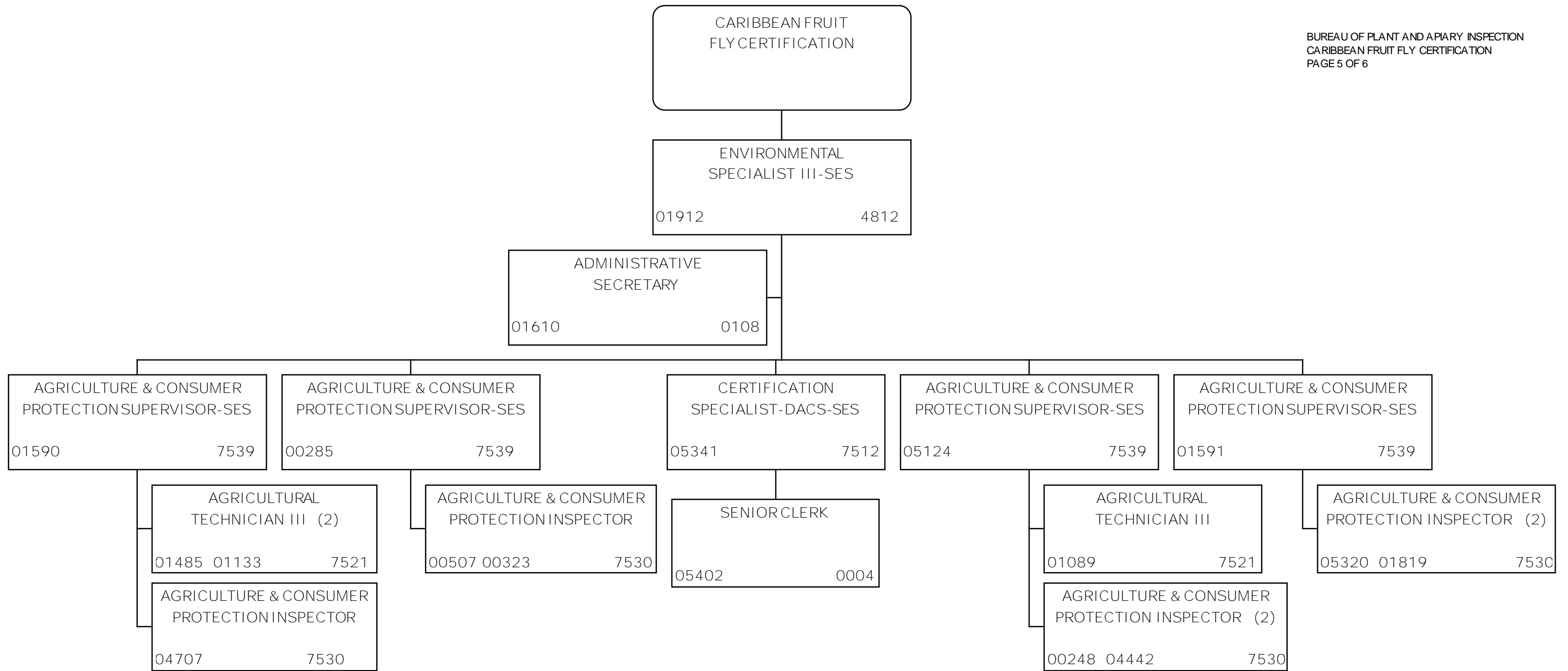


**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**

BUREAU OF PLANT AND APIARY INSPECTION  
CARIBBEAN FRUIT FLY CERTIFICATION  
PAGE 5 OF 6

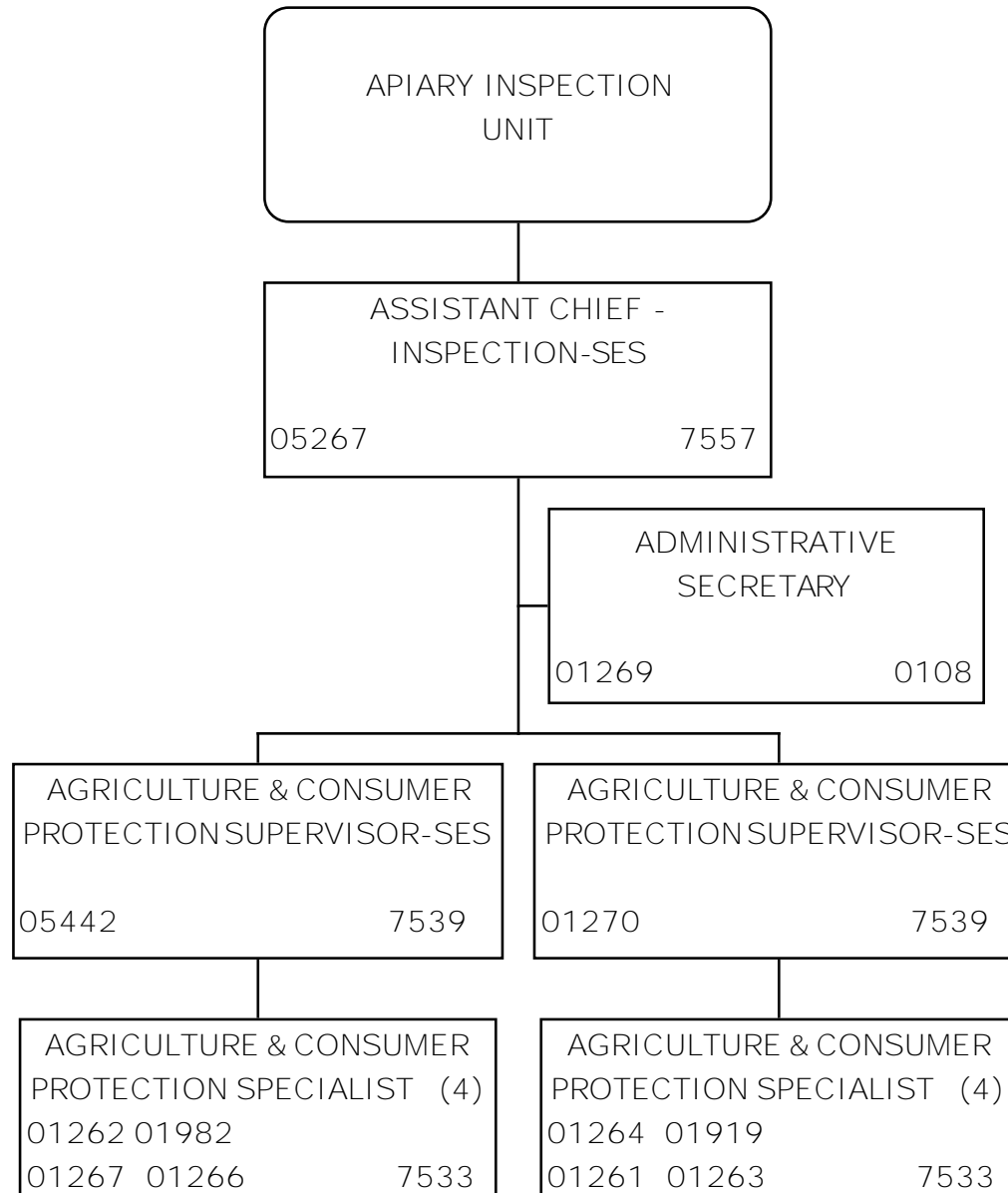


JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 7/1/2011



**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**

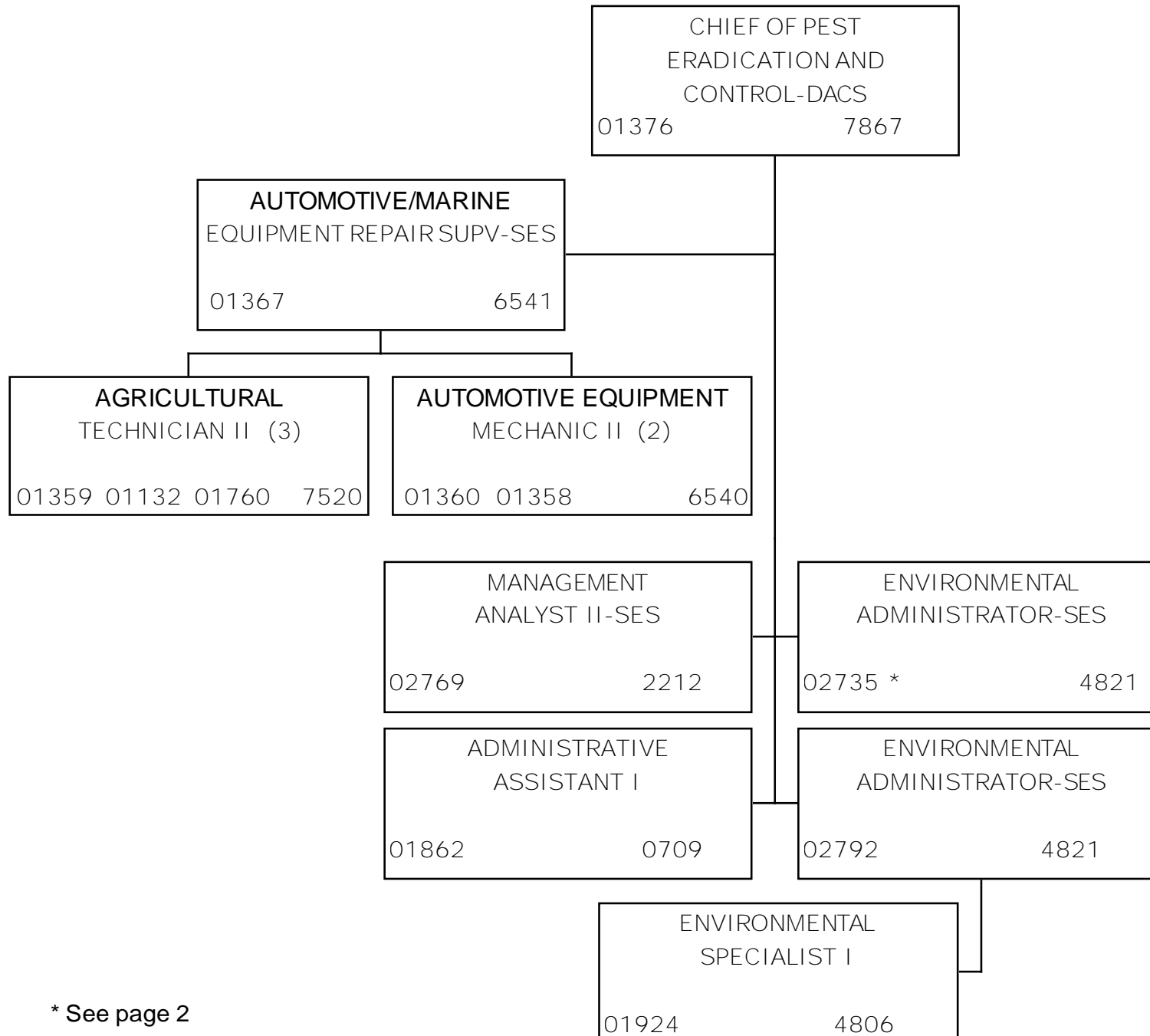
BUREAU OF PLANT AND APIARY INSPECTION  
PAGE 6 OF 6



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 7/1/2011

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**

BUREAU OF PEST ERADICATION & CONTROL  
PAGE 1 OF 3

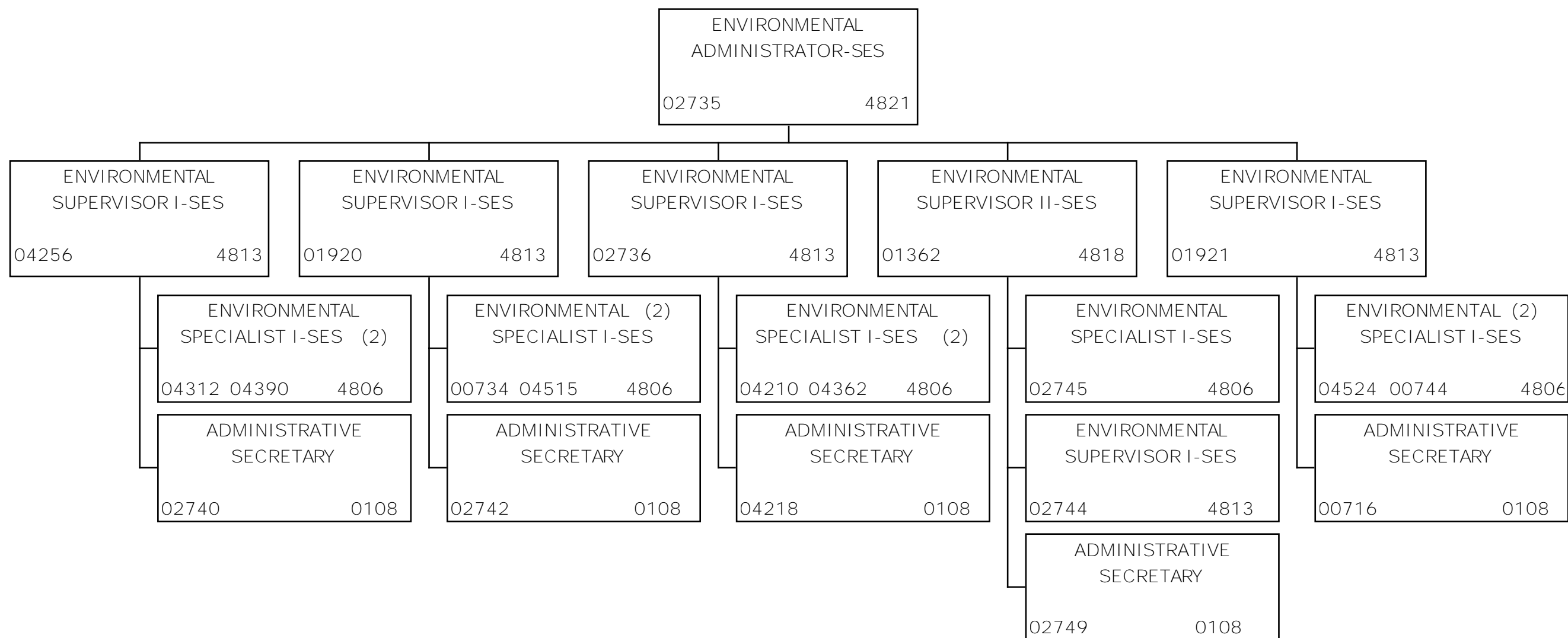


\* See page 2

JOEY B. HICKS, CHIEF OF PERSONNEL MANAGEMENT  
APPROVED DATE: 10/28/2011

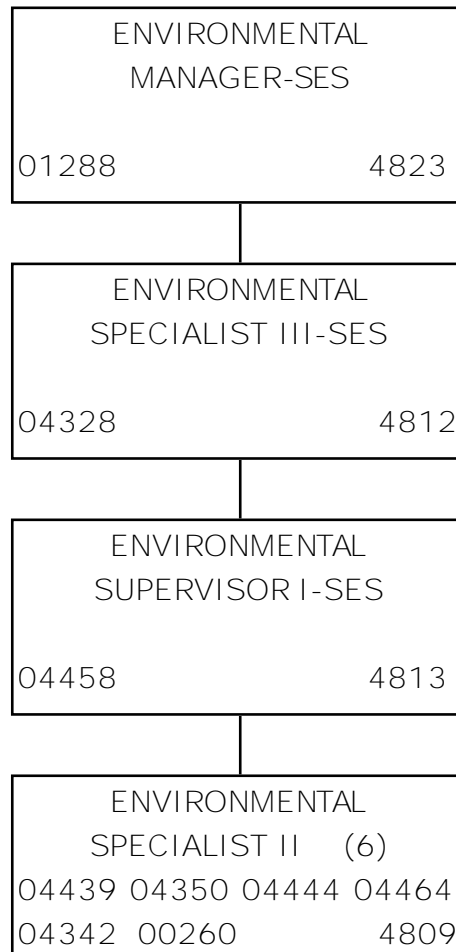
**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**

BUREAU OF PEST ERADICATION & CONTROL  
PAGE 2 OF 3



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 10/28/2011

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF PLANT INDUSTRY**

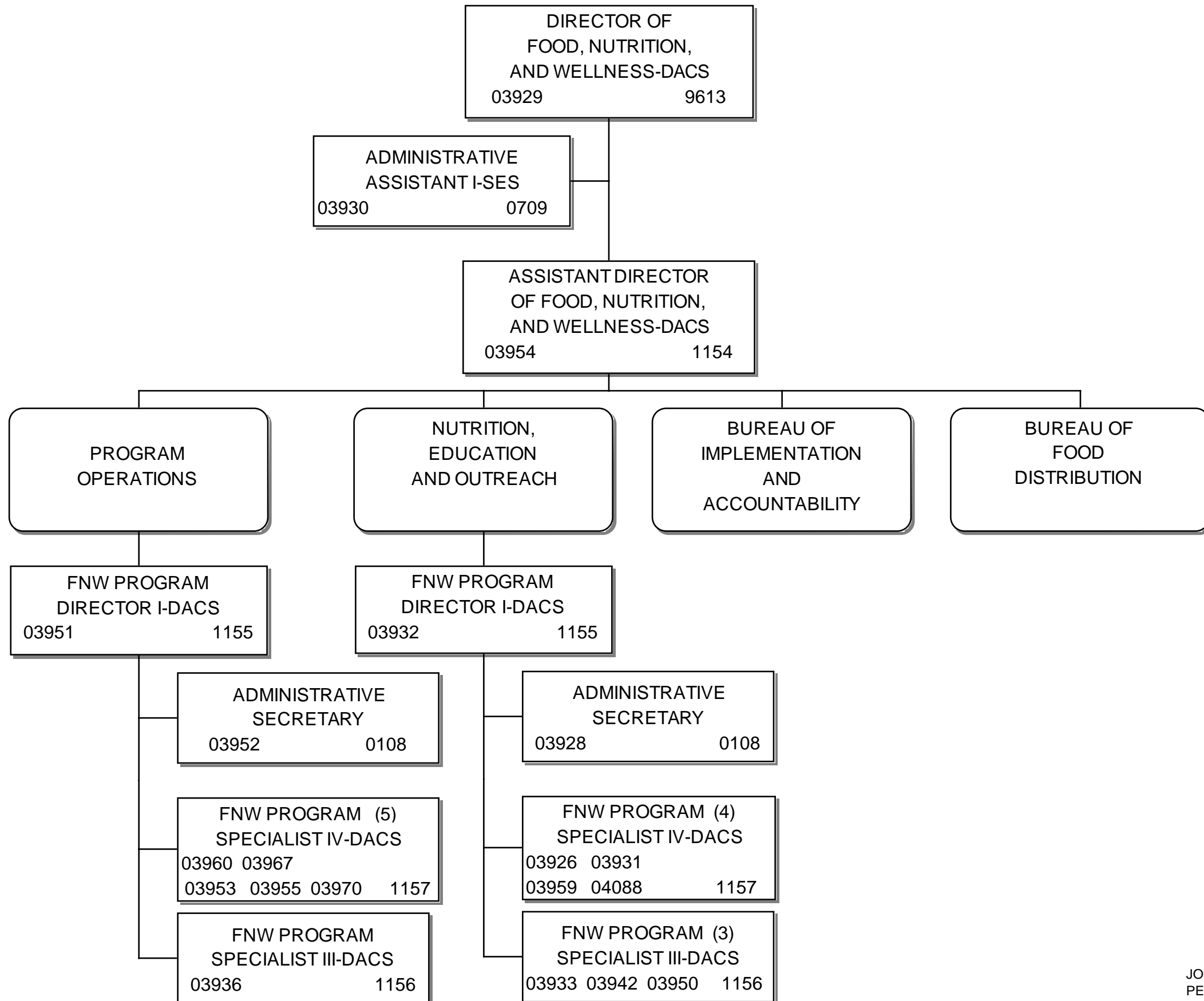


BUREAU OF PEST ERADICATION & CONTROL  
PAGE 3 OF 3

JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 11/10/2010

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF  
FOOD, NUTRITION AND WELLNESS**

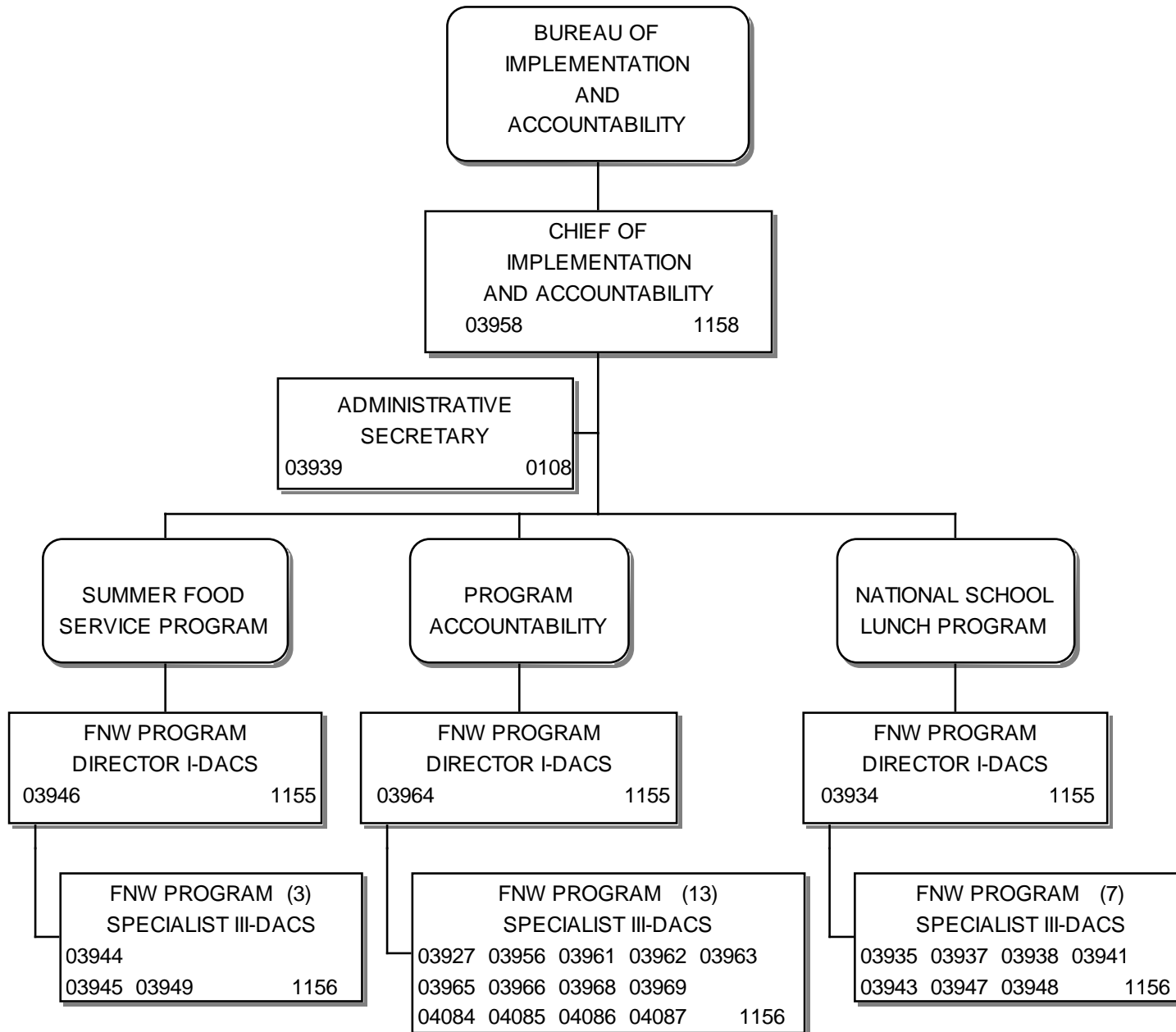
DIVISION FTE: 70  
PAGE 1 OF 1



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 5/23/2014

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF  
FOOD, NUTRITION AND WELLNESS**

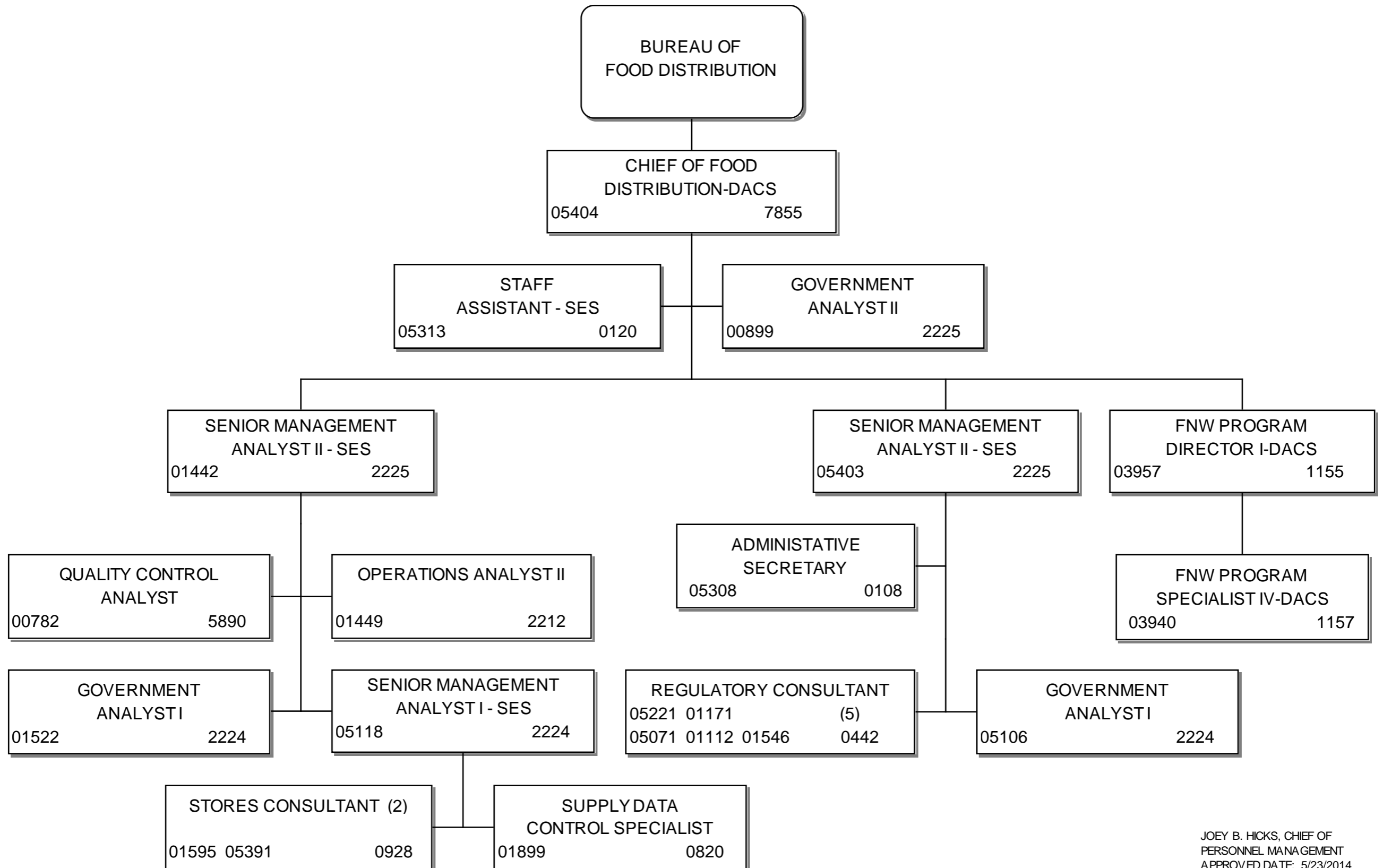
BUREAU OF IMPLEMENTATION  
AND ACCOUNTABILITY  
PAGE 1 OF 1



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 7/5/2013

**DEPARTMENT OF AGRICULTURE  
AND CONSUMER SERVICES  
DIVISION OF  
FOOD, NUTRITION AND WELLNESS**

BUREAU OF FOOD DISTRIBUTION  
PAGE 1 OF 1



JOEY B. HICKS, CHIEF OF  
PERSONNEL MANAGEMENT  
APPROVED DATE: 5/23/2014

AGRICULTURE AND CONSUMER SERVICES, DEPARTMENT OF, AND		FISCAL YEAR 2013-14			
SECTION I: BUDGET		OPERATING	FIXED CAPITAL OULAY		
TOTAL ALL FUNDS GENERAL APPROPRIATIONS ACT		1,446,494,156	18,058,555		
ADJUSTMENTS TO GENERAL APPROPRIATIONS ACT (Supplementals, Vetoes, Budget Amendments, etc.)		23,182,358	0		
FINAL BUDGET FOR AGENCY		1,469,676,514	18,058,555		
SECTION II: ACTIVITIES * MEASURES		Number of Units	(1) Unit Cost	(2) Expenditures (Allocated)	(3) FCO
Executive Direction, Administrative Support and Information Technology (2)					12,638,555
Provide Assists To Consumers (call Center) * Number of assists provided to consumers by the call center		390,126	3.65	1,424,831	
Conduct Petrol Field, Liquefied Petrol Gas Facilities, And Amusement Ride Safety Inspections Test And Analyze Petrol Production * Number of regulated devices, entities, and products that are inspected or tested for compliance		464,653	26.30	12,220,164	
Register, License, Or Permit Department Regulated Entities * Number of regulated entities registered by the Division of Consumer Services		126,293	21.38	2,699,586	
State Forest Resource Management * The number of acres of State Forests managed by the Department		1,061,899	19.03	20,208,787	
Provide Technical Assists To Non-industrial Forest Landowners * Number of hours spent providing forest-related technical assists to non-industrial private landowners		50,575	48.52	2,453,742	
Visitor Service / Recreation * The number of State Forest visitors		2,029,772	1.42	2,873,047	
Capital Improvements * Number of hours spent on capital improvement projects		192,577	42.86	8,254,317	
Provide Land Management Assistance To Other Agencies * Number of hours spent providing forest-related technical assists to public land management agencies		21,504	36.03	774,716	
Supervise Workcamp Inmates * Number of inmate hours worked on Florida Forest Service Programs		148,703	6.20	922,648	
Protect Acres Of Forest Land From Wildfires * Number of acres of forest land protected from wildfires		26,329,082	2.38	62,789,814	
Licensing * NA		178,144	73.32	13,061,438	
Compliance Section * Number of Administrative Actions		22,026	74.58	1,642,738	
Regional Offices * Number of Investigations Performed		6,452	1,475.07	9,517,180	
Inspect Pesticide Applicators And Dealers * Number of pesticide inspections conducted		3,787	539.71	2,043,866	
License Pesticide Applicators And Dealers * Number of pesticide applicators and dealers licensed		12,097	99.02	1,197,832	
Evaluate And Manage Pesticide Products * Number of pesticide products registered		153	4,018.18	614,781	
Register Pesticide Products * Number of pesticide products registered		13,389	72.95	976,668	
Analyze Pesticide Products * Number of pesticide sample determinations performed		158,644	8.07	1,280,098	
Inspect Pest Control Businesses And Applicators * Number of pest control businesses and applicators licensed		3,314	818.61	2,712,878	
License Pest Control Businesses And Applicators * Number of pest control businesses and applicators licensed		61,476	10.11	621,589	
Regulate Mosquito Control Programs * Number of people served by mosquito control activities		57	48,134.23	2,743,651	
Regulate Fertilizer Companies * Number of fertilizer inspections conducted		3,001	388.45	1,165,741	
Analyze Fertilizer Products * Number of fertilizer sample determinations		156,632	6.38	999,570	
Analyze Seed Companies * Number of official seed sample determinations performed		67,640	5.70	385,269	
Regulate Seed Companies * Number of seed inspections conducted		1,831	222.03	406,533	
License Feed Companies * Number of feed companies licensed		988	435.68	430,455	
Analyze Feed Products * Number of official feed samples collected by feed manufacturers and analyzed by certified labs for regulatory purposes		1,935	170.59	330,089	
Conduct Food Establishment Inspections * Number of inspections of food establishments and water vending machines		42,971	292.53	12,570,400	
Perform Analyses Of Food Samples * Number of food analyses conducted		8,950	384.75	3,443,469	
Perform Analyses For Chemical Residues And Pesticide Data * Number of chemical residue analyses conducted		545,430	8.38	4,570,026	
Perform Grade Evaluations On Poultry And Eggs *		201,783	7.32	1,476,170	
Energy Efficiency And Renewable Energy Grants And Incentives * NUMBER OF GRANTS AND FINANCIAL INCENTIVES PROCESSED		300	8,610.68	2,583,203	500,000
Fuel Fleet Vehicle Rebates * Number of Natural Gas Fuel Fleet Vehicle Rebates Processed		251	24,849.56	6,237,239	
Energy And Climate Program Coordination * NUMBER OF ENERGY AND CLIMATE PROGRAM CONTACTS		3,182	267.37	850,759	
Inspect Shellfish Processing Plants * Number of shellfish processing plants inspections and HACCP (Hazard Analysis Critical Control Point) records reviews		694	573.05	397,686	
Test Water Quality * Number of acres tested		1,453,112	0.81	1,175,227	
Administer Aquaculture Certification Program * Number of certifications issued to first-time applicants or renewed		887	528.53	468,809	
Administer Shellfish Lease Program * Number of Aquaculture Leases		597	112.26	67,022	
Conduct Oyster Planting Activities * Number of bushels of processed shell and live oysters deposited to restore habitat on public oyster reefs		353,636	3.37	1,190,256	
Conduct Regulatory Investigations * Number of complaints investigated upon referral from the Division of Consumer Protection		1,656	518.43	858,519	
Increase In Number Of New Sites Providing Free Meals In The Summer Food Service Program * Increase in the number of sites providing meals to children in the Summer Food Service Program		206	242,494.73	49,953,915	
Conduct Law Enforcement Investigations * Number of law enforcement investigations initiated		800	3,498.36	2,798,686	
Agriculture State Law Enforcement - Commodity Interdiction * Number of vehicles inspected at agricultural interdiction stations		9,069,862	1.48	13,420,316	
Capture Bills Of Lading * Number of Bills of Lading transmitted to the Department of Revenue from Agricultural Interdiction Stations		66,180	36.29	2,401,569	
Develop And Implement Best Management Practices (bmp's) For Agricultural Industry * Number of acres in the Northern Everglades and Estuaries Protection Program area enrolled annually, through Notices of Intent, in Agricultural Water Policy Best Management Practices programs		285,363	34.45	9,829,752	3,000,000
Assist Implementation Of 1999 Watershed Restoration Act * Number of acres outside the Northern Everglades and Estuaries Protection Program area enrolled annually, through Notices of Intent, in Agricultural Water Policy Best Management Practices programs		414,658	19.04	7,894,352	
Develop Water Policy * Number of water policy assists provided to agricultural interests		902	332.85	300,234	
Assist Mobile Irrigation Laboratory Conservation Programs * Number of gallons of water potentially conserved annually by agricultural operations pursuant to site-specific recommendations provided by participating Mobile Irrigation Labs		3,250,000,000	0.00	199,503	
Assist Soil And Water Conservation Districts * Number of soil and water conservation districts assisted		63	3,166.71	199,503	
Inspect Dairy Establishments And Collect Samples * Number of dairy establishment inspections and samples collected.		9,243	102.85	950,624	
Perform Sample Analyses * Number of analyses conducted on Florida Milk Regulatory Program samples		40,492	12.04	487,501	
Inspect Dairy Tankers And Evaluate Bulk Milk Sample Collectors * N/A		1,268	40.96	51,939	
Conduct Florida Agriculture Promotion Campaign (facp) And Related Promotional Activities * Number of buyers reached with agricultural promotion campaign messages		14,887,929,896	0.00	6,467,584	
Conduct State Farmers Market Program * Number of leased square feet at state farmers' markets		1,830,104	2.19	4,010,953	920,000
Conduct Agriculture/Seafood/ Aquaculture Assists * Number of marketing assists provided to producers and businesses		619,573	38.68	23,963,803	
Pass-through Funds To Food Distribution Agencies To Distribute Federal Commodities To The Needy * N/A		147,600,000	0.05	7,946,611	
Issue, Inspect And Review Licenses And Bond Program * Number of agricultural dealer licenses issued		5,027	250.81	1,260,845	
Conduct Citrus Crop/Maturity Estimates For The Citrus Industry * Number of agricultural production observations conducted		1,393,373	1.65	2,303,003	
Conduct Citrus Packing House And Processing Inspections * Number of tons of citrus inspected		5,453,185	0.60	3,281,301	
Conduct Shipping And Receiving Point Vegetable Inspections And Regulate Areas Upon Request * Number of tons of vegetables inspected		655,273	4.07	2,666,247	
Conduct Terminal Market Inspections Upon Request Of Shippers/Receivers * Number of tons of fruits and vegetables inspected		45,131	19.17	864,961	
Inspect Plants For Plant Pests, Disease Or Grade And Service Exotic Fruit Fly Traps * Number of plant, fruit fly trap, and honeybee inspections performed		1,102,713	22.61	24,937,308	
Identify Plant Pests * Number of plant, soil, insect and other organism samples processed for identification or diagnosis		331,145	16.82	5,568,385	
Certify Citrus Fly-free * Number of cartons of citrus certified as fly-free for export		3,283,761	0.48	1,569,182	
Develop Control Methods And Rear Biocontrol Agents * N/A		62,444,566	0.06	3,492,890	
Release Sterile Fruit Flies * Number of sterile med flies released		4,300,477,680	0.00	784	
Inspect Citrus Trees For Crop Forecast And Pest Detection * Number of commercial citrus acres surveyed for citrus diseases		67,281	4.70	316,453	
Inspect Agaries * Number of honey bee inspections performed		389,879	3.00	1,167,723	
Register Citrus Budwood * N/A		10,831	121.88	1,320,049	1,000,000
Certify Nurseries As Imported Fire Ant Free * N/A		4,071	31.93	129,994	
Prevent, Control And Eradicate Animal Diseases * Number of animals tests and/or vaccinations performed on animals		258,538	12.65	3,270,391	
Conduct Animal-related Diagnostic Laboratory Procedures * N/A		84,921	35.07	2,977,882	
Inspect Livestock On Farms/Ranches For Sanitary/Humane Conditions * Number of animal site inspections performed		14,312	128.95	1,845,506	
Identify The Origin And Health Status Of Imported Animals * N/A		23,060,321	0.03	715,592	
TOTAL				379,206,163	18,058,555
SECTION III: RECONCILIATION TO BUDGET					
PASS THROUGHS					
TRANSFER - STATE AGENCIES					
AID TO LOCAL GOVERNMENTS				8,923,918	
PAYMENT OF PENSIONS, BENEFITS AND CLAIMS					
OTHER				942,532,823	
REVERSIONS				139,013,781	
TOTAL BUDGET FOR AGENCY (Total Activities + Pass Throughs + Reversions) - Should equal Section I above. (4)				1,469,676,685	18,058,555

### SCHEDULE XI/EXHIBIT VI: AGENCY-LEVEL UNIT COST SUMMARY

- Some activity unit costs may be overstated due to the allocation of double budgeted items.
- Expenditures associated with Executive Direction, Administrative Support and Information Technology have been allocated based on FTE. Other allocation methodologies could result in significantly different unit costs per activity.
- Information for FCO depicts amounts for current year appropriations only. Additional information and systems are needed to develop meaningful FCO unit costs.
- Final Budget for Agency and Total Budget for Agency may not equal due to rounding.



**Schedule XIV**  
**Variance from Long Range Financial Outlook**

Agency: Florida Department of Agriculture and Consumer Services

Contact: Derek Buchanan, Director

Article III, Section 19(a)3, Florida Constitution, requires each agency Legislative Budget Request to be based upon and reflect the long range financial outlook adopted by the Joint Legislative Budget Commission or to explain any variance from the outlook.

- 1) Does the long range financial outlook adopted by the Joint Legislative Budget Commission in September 2014 contain revenue or expenditure estimates related to your agency?

Yes  No

- 2) If yes, please list the estimates for revenues and budget drivers that reflect an estimate for your agency for Fiscal Year 2015-2016 and list the amount projected in the long range financial outlook and the amounts projected in your Schedule I or budget request.

	Issue (Revenue or Budget Driver)	R/B*	FY 2015-2016 Estimate/Request Amount	
			Long Range Financial Outlook	Legislative Budget Request
a	Agricultural Nonpoint Source Best Management Practices (GITF)	R	5,000,000	5,000,000
b	Oyster Management and Restoration	R	620,000	620,000
c	Rural and Family Lands	B	5,400,000	25,000,000
d	Lake Okeechobee Restoration	B	3,333,333	15,000,000
e	Springs Protection	B	5,000,000	5,215,853
f	Forestry Wildfire Prevention Equipment	B	3,900,000	6,394,430
g	Florida Agricultural Promotional Campaign	B	2,400,000	4,000,000
h	Agricultural Nonpoint Source Best Management Practices (GR)	B	14,300,000	8,583,776
i	Farm Share/Food Banks	B	1,800,000	2,450,000
j	Aquaculture Program/ARC Council List	B	600,000	796,639
k	Agricultural Promotion and Education Facilities	B	2,400,000	1,000,000
l	Agricultural Emergency Eradication Trust Fund	R	11,000,000	10,900,000
m	Citrus Greening	B	3,500,000	10,500,000
n	Agriculture and Natural Resources Critical Repairs (Life & Safety)	B	1,300,000	1,206,214

- 3) If your agency's Legislative Budget Request does not conform to the long range financial outlook with respect to the revenue estimates (from your Schedule I) or budget drivers, please explain the variance(s) below.

Rural and Family Lands request seeks additional authority to support agricultural land protection efforts.  
 Lake Okeechobee Restoration projects are critical to addressing the state's on-going water quantity and quality issues.  
 Florida Forest Service Wildfire Suppression Equipment exceeds the Long Range Financial Outlook due to the immediate need to replace

**Schedule XIV**  
**Variance from Long Range Financial Outlook**

**Agency:** Florida Department of Agriculture and Consumer Services

**Contact:** Derek Buchanan, Director

critical equipment in addition to the regular replacement schedule.

The Florida Agricultural Promotional Campaign is a driving force in creating jobs and marketing agriculture and agricultural products and remains a significant issue in the current economy.

Agricultural Nonpoint Source Best Management Practices funding supports numerous water quality and supply programs statewide, which encompass some of the most important issues facing Floridians. Hybrid Wetlands issues are requested by a separate entity.

The Farm Share and Food Banks requests were increased based on the funding needs conveyed to the department by the entities.

Aquaculture ARC Council funding request is based on a prioritized listing of research projects in accordance with section 597.005(3), Florida Statutes.

Agricultural Promotion and Education Facilities funding is requested by a separate entity. The \$1M request is for the Ag Museum.

The August 2014 REC Estimate for FY1415 Fuel Tax Transfers is \$10.9M.

Citrus Greening is currently the greatest agricultural threat to one of the state's most prolific industries. Resources are necessary to combat this threat in order to mitigate damage and preserve Florida's citrus industry.

Agriculture and Natural Resources Critical Repairs varies minimally from the Long Range Financial Outlook.

\* R/B = Revenue or Budget Driver

*Office of Policy and Budget - July 2014*

**STATE OF FLORIDA  
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

**DIVISION OF LICENSING  
42010400**

**EXHIBITS AND SCHEDULES**

**LEGISLATIVE BUDGET REQUEST  
2015 - 2016**

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period: 2015-16**  
**Program:** 42010400 Licensing  
**Fund:** 2163 Licensing Trust Fund  
**Specific Authority:** Chapter 493  
**Purpose of Fees Collected:** To fund the cost of administering the licensing and regulatory requirements of Chapter 493 (Security Officers, Private Investigators and Recovery Agents).

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
<b>Receipts:</b>			
Agency New	236,559	245,000	245,000
Agency Renewal	547,489	454,150	363,175
"D" Renewal	1,910,883	1,728,900	1,528,740
"D" New	1,463,183	1,408,020	1,408,020
"G" / "K" Renewal	839,988	703,820	554,544
"G" / "K" New	855,311	995,633	995,633
Manager New	23,421	21,000	21,000
Manager Renewal	60,213	47,850	47,625
Recovery Agent New E/EE	19,588	22,500	22,500
Recovery Agent Renewal E/EE	32,108	22,365	21,195
P.I. New C/CC	75,162	75,750	75,750
P.I. Renewal C/CC	287,402	198,450	214,200
Application Fees 493	165,263	166,961	166,961
Class C Exam	60,484	60,133	60,133
Penalties Late Fees	298,532	270,000	270,000
Private Investigative Agency Misc.	107,367	106,000	106,000
Other Misc Fees - Copies	3,427	4,110	4,110
Fingerprint Fees	1,422,780	1,475,000	1,475,000
Fines	198,200	100,000	100,000
Refunds-Non-State Govt, Vendors, Employees	1,351	3,630	3,630
Tenant Broker Commission	5,956	20,000	20,000
Property Transfers In, Sale Surplus Property	19,799	-	-
Deferred Revenue	-	97,536	279,453
<b>Total Fee Collection to Line (A) - Section III</b>	<b>8,634,466</b>	<b>8,226,808</b>	<b>7,982,669</b>

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period: 2015-16**  
**Program:** 42010400 Licensing  
**Fund:** 2163 Licensing Trust Fund  
**Specific Authority:** Chapter 493  
**Purpose of Fees Collected:** To fund the cost of administering the licensing and regulatory requirements of Chapter 493 (Security Officers, Private Investigators and Recovery Agents).

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION II - FULL COSTS**

	<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
<u>Direct Costs:</u>			
Salaries and Benefits	4,130,621	4,130,621	4,040,621
Other Personal Services	-	36,764	36,764
Expenses	1,616,394	1,448,122	1,448,122
Operating Capital Outlay	25,864	23,507	23,507
Motor Vehicle	71,856	71,856	71,856
Contracted Services/Other	1,550,511	1,420,511	1,295,511
Insurance	20,695	20,695	20,695
Tenant Broker	5,956	5,956	5,956
State Personnel Assessment	24,311	24,311	24,311
Allocated Costs Charged to Trust Fund	1,082,648	1,082,648	1,046,648
<b>Total Full Costs to Line (B) - Section III</b>	<b>8,528,857</b>	<b>8,264,992</b>	<b>8,013,992</b>

Basis Used: Direct and indirect costs primarily based on full time personnel assigned to Chapter 493 responsibilities, with Chapter 493 new and renewal license volume also considered.

**SECTION III - SUMMARY**

		<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
TOTAL SECTION I	(A)	8,634,466	8,226,808	7,982,669
TOTAL SECTION II	(B)	8,528,857	8,264,992	8,013,992
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>105,609</b>	<b>(38,184)</b>	<b>(31,323)</b>

**EXPLANATION of LINE C:**

FY 13-14 net surplus of \$105,609 represents 1% of total revenue or costs; therefore a small 1% decrease in license/fee revenue or a corresponding 1% increase in costs could result in a deficit.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture & Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Licensing – Chapter 493

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

The Division's push for increased efficiency resulted in the issuance of field laptops computers with air connectivity in Fiscal Year (FY) 2013-14. These units allow investigator to spend more time in the field conducting business without burning time and fuel travelling to and from their respective regional offices to access computer databases. Given that these laptops were issued later in the fiscal year, no quantifiable cost savings have been identified at this point.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

The Division is testing a field administrative complaint for minor violations to allow investigators to issue complaints in the field, negating the need for an attorney to handle. As the existing complaint procedure is to hand deliver these complaints via contracted service providers, potentially significant cost savings may be realized.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes, the Division promotes public protection through compliance and enforcement of laws, regulations, and professional standards for persons wishing to be employed in the private investigative, private security or private recovery industries. As of June 30, 2014, 179,092 individuals and businesses were licensed by the Division, under the requirements of Chapter 493, Florida Statutes.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

Yes, projections are prepared using generally accepted governmental accounting procedures, as are actual and estimated revenues and expenditures.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Yes, the Division analyzes the fees being assessed for licenses on a regular basis. The fees were last increased in 2008.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

Yes, the fee schedule is based on the type of license. For example, more time and resources are required to process an agency application and regulate the licensee than are required for an individual's application and license. Therefore, the license fee for a Security Agency, Private Investigative Agency, or Recovery Agency is more than the license fee for an individual licensed as a private security officer, private investigator, or private recovery agent.

Furthermore, fees cover costs to regulate an entity after a license is issued, which includes activities such as investigating public complaints concerning the service provided by a licensee; performing compliance inspections; and frequent monitoring of arrest records, domestic violence records, incarceration records and mental history records. Fees are also sufficient to cover costs associated with providing legislatively required pamphlets and reports to licensees and the public and to cover the dissemination of information and documents provided to employers and citizens inquiring about the status of licensees.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate

that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Not applicable.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

Not applicable.



## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Licensing

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? \$0

Service/Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Chapter 493 Application Fee	LICENSING APPLICATION FEE-493	493.6105	\$60	1990	YES	\$50	Division of Licensing Trust Fund
Chapter 493 Fingerprint Fee	LICENSING FINGERPRINT FEE	493.6105	N/A	N/A	YES	\$42	Division of Licensing Trust Fund
Private Investigative Revised/Replacement	LICENSING PIA MISC	493.6202	\$30	1990	YES	\$15	Division of Licensing Trust Fund
Private Investigative Agency License	LICENSING AGENCY NEW	493.6202	\$450	1990	YES	\$450	Division of Licensing Trust Fund
Security Agency License	LICENSING AGENCY NEW	493.6302	\$450	1990	YES	\$450	Division of Licensing Trust Fund
Recovery Agency License	LICENSING AGENCY NEW	493.6402	\$450	1990	YES	\$450	Division of Licensing Trust Fund
Private Investigative Agency Branch License	LICENSING AGENCY NEW	493.6202	\$125	1990	YES	\$125	Division of Licensing Trust Fund
Security Agency Branch License	LICENSING AGENCY NEW	493.6302	\$125	1990	YES	\$125	Division of Licensing Trust Fund
Recovery Agency Branch License	LICENSING AGENCY NEW	493.6402	\$125	1990	YES	\$125	Division of Licensing Trust Fund
Private Investigative Agency License Renewal	LICENSING AGENCY RENEWAL	493.6202	\$450	1990	YES	\$450	Division of Licensing Trust Fund
Security Agency License Renewal	LICENSING AGENCY RENEWAL	493.6302	\$450	1990	YES	\$450	Division of Licensing Trust Fund
Recovery Agency License Renewal	LICENSING AGENCY RENEWAL	493.6402	\$450	1990	YES	\$450	Division of Licensing Trust Fund
Private Investigative Branch License Renewal	LICENSING AGENCY RENEWAL	493.6202	\$125	1990	YES	\$125	Division of Licensing Trust Fund
Security Agency Branch License Renewal	LICENSING AGENCY RENEWAL	493.6302	\$125	1990	YES	\$125	Division of Licensing Trust Fund
Recovery Agency Branch License Renewal	LICENSING AGENCY RENEWAL	493.6402	\$125	1990	YES	\$125	Division of Licensing Trust Fund
Security Officer School/Security Officer Instructor Renewal	LICENSING D RENEWAL FEE	493.6302	\$60	1990	YES	\$60	Division of Licensing Trust Fund
Security Officer License Renewal	LICENSING D RENEWAL FEE	493.6302	\$45	1990	YES	\$45	Division of Licensing Trust Fund
Security Officer/Rec School, Security Officer/Rec Instructor Lic	LICENSING D NEW LICENSE	493.6302	\$60	1990	YES	\$60	Division of Licensing Trust Fund
Security Officer License	LICENSING D NEW LICENSE	493.6302	\$45	1990	YES	\$45	Division of Licensing Trust Fund
Statewide Firearm License Renewal	LICENSING G RENEWAL	493.6107	\$150	1990	YES	\$112	Division of Licensing Trust Fund
Firearms Instructor License Renewal	LICENSING K RENEWAL	493.6107	\$100	1990	YES	\$100	Division of Licensing Trust Fund
Statewide Firearm License	LICENSING G NEW LICENSE	493.6107	\$150	1990	YES	\$112	Division of Licensing Trust Fund
Firearms Instructor License	LICENSING K NEW LICENSE	493.6107	\$100	1990	YES	\$100	Division of Licensing Trust Fund
Manager-Private Inv, Security and Rec Agency License	LICENSING MANAGER NEW	493.6107	\$75	1990	YES	\$75	Division of Licensing Trust Fund
Manager-Private Inv, Security and Rec Agency License Ren	LICENSING MANAGER RENEWAL	493.6107	\$75	1990	YES	\$75	Division of Licensing Trust Fund
Recovery Agent License	LICENSING RECOVERY AGENT NEW E/EE	493.6402	\$75	1990	YES	\$75	Division of Licensing Trust Fund
Recovery Agent Intern License	LICENSING RECOVERY AGENT NEW E/EE	493.6402	\$60	1990	YES	\$60	Division of Licensing Trust Fund
Recovery Agent Renewal	LICENSING RECOVERY AGENT RENEWAL	493.6402	\$75	1990	YES	\$75	Division of Licensing Trust Fund
Recovery Agent Intern License Renewal	LICENSING RECOVERY AGENT RENEWAL	493.6402	\$60	1990	YES	\$60	Division of Licensing Trust Fund
Private Investigator License	LICENSING-PRIV.INVESTGTR.NEW C/CC	493.6202	\$75	1990	YES	\$75	Division of Licensing Trust Fund
Private Investigator Intern License	LICENSING-PRIV.INVESTGTR.NEW C/CC	493.6202	\$60	1990	YES	\$60	Division of Licensing Trust Fund
Private Investigator License Renewal	LICENSING-PRIV.INVESTGTR.RENEWAL C	493.6202	\$75	1990	YES	\$75	Division of Licensing Trust Fund
Private Investigator Intern License Renewal	LICENSING-PRIV.INVESTGTR.RENEWAL C	493.6202	\$60	1990	YES	\$60	Division of Licensing Trust Fund
Chapter 493 Late Fees	LICENSING LATE FEES	493.6113(4)	Amt of License Fee	1990	YES	Amt of License Fee	Division of Licensing Trust Fund
Private Investigator Exam Fee	CLASS C EXAM FEE	493.6203(5)	\$100	2008	YES	\$100	Division of Licensing Trust Fund

**STATE OF FLORIDA  
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

**DIVISION OF FOOD SAFETY INSPECTION AND  
ENFORCEMENT  
42150200**

**EXHIBITS AND SCHEDULES**

**LEGISLATIVE BUDGET REQUEST  
2015 - 2016**

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services  
**Program:** 42150200 Food Safety - Bureau of Dairy  
**Fund(s):** 1000, 2321 General Revenue, General Inspection Trust Fund

**Budget Period: 2015-16**

**Specific Authority:** 502.053, F.S. - Frozen Dessert License  
**Purpose of Fees Collected:** To offset direct and indirect costs resulting from the administration of the Dairy Regulatory Program.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

Receipts:	ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015-16	
	GR	GITF	GR	GITF	GR	GITF
Frozen Dessert Licenses	-	15,500	-	15,200	-	15,200
Milk Fat Testers Permit	-	100	-	-	-	-
Copies of Documents	-	20	-	-	-	-
Pensaties - Returned Checkl	-	15	-	15	-	15
Restitution Payments	-	193	-	-	-	-
	-	-	-	-	-	-
<b>Total Fee Collection to Line (A) - Section III</b>	<b>-</b>	<b>15,828</b>	<b>-</b>	<b>15,215</b>	<b>-</b>	<b>15,215</b>

**SECTION II - FULL COSTS**

Direct Costs:	ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015-16	
	GR	GITF	GR	GITF	GR	GITF
Salaries and Benefits	1,085,453	5,213	1,137,792		1,137,792	
OPS		8,356				
Expenses	211,713	5,869	212,347		212,347	
Contracted Services	24,960	8,944	24,960	8,000	24,960	8,000
Operating Capital Outlay	43,948		10,500		10,500	
Data Processing		59,483		59,483		59,483
General Revenue S/C		1,241		1,240		1,240
Risk Management Insurance	23,695		21,697		21,697	
HR Costs	7,381	91	7,381		7,381	
Indirect Costs Charged to Trust Fund - DO		139,896		139,896		139,896
Administrative Overhead		105,739		105,739		105,739
<b>Total Full Costs to Line (B) - Section III</b>	<b>1,397,150</b>	<b>334,832</b>	<b>1,414,677</b>	<b>314,358</b>	<b>1,414,677</b>	<b>314,358</b>

Basis Used: Indirect costs are based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015-16	
		GR	GITF	GR	GITF	GR	GITF
TOTAL SECTION I	(A)	-	15,828	-	15,215	-	15,215
TOTAL SECTION II	(B)	1,397,150	334,832	1,414,677	314,358	1,414,677	314,358
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(1,397,150)</b>	<b>(319,004)</b>	<b>(1,414,677)</b>	<b>(299,143)</b>	<b>(1,414,677)</b>	<b>(299,143)</b>

**EXPLANATION OF LINE C:**

Expenditures in this document represent expenditures for the Bureau of Dairy Industry which includes the Bureau's Main Office, the Dairy Inspection Section and the Dairy Compliance Monitoring Section. The activities of the Bureau are directly related to the regulation of the Dairy Industry in Florida under the requirements of Chapter 502, Florida Statutes. The primary beneficiary of these activities are the citizens of Florida (ensuring a safe and wholesome milk, milk product and frozen dessert supply) and the Florida Dairy Industry itself for being able to move their products in interstate commerce unimpeded by other states' regulations.

Charging fees to cover the total costs in the Bureau of Dairy Industry would put the Florida Dairy Industry at a disadvantage with the other states in the Southeast Region that Florida competes with. None of these states are fee-funded. Using the information from our Service Information Form for FY 13/14 (which provides unit costs for conducting inspections, collecting samples and analysis), we did some preliminary calculations for estimated fees for a farm and a large plant. These unit costs were adjusted to include administrative overhead costs. For a farm, we would have to charge a minimum annual fee of \$4,000 per farm. Economic pressures have already reduced the number of farms from 201 to 127 from FY 02-03 to FY 13-14. A fee of this amount would add additional pressures and could cause more farms to go out of business. For a large plant, we would have to charge a minimum annual fee of \$57,200. A fee of this amount would put Florida plants at an economic disadvantage with other states in the Southeast Region. Effective July 1, 2013, the funding for the Bureau of Dairy Industry was moved from GITF to GR during the 2013 Legislative Session. While self-sufficiency is not feasible, a plan to establish fees for out-of-state permit/licenses that are outlined in Chapter 502, F.S. and a per hundred weight assessment of milk processed in Florida has been developed. Implementation of this plan would reduce the Bureau's reliance on funds from General Revenue. Using the numbers of active out-of-state permits as of June 30, 2014, an estimated \$195,200 in revenues could be generated.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Dairy Regulatory Program

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

In FY 13-14, the Division of Food Safety was approved funds to purchase replacement vehicles. The Bureau of Dairy Industry has been allotted one of those vehicles. The vehicle has not be in operation long enough to determine any cost savings.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

The Bureau submitted a request for the replacement of seven fleet vehicles during the 2015-2016 Fiscal Year. The vehicle replacements meet the criteria established by the Department of Management Services and is expected to increase fuel efficiency and decrease repair costs. If approved, the estimated cost savings will be approximately \$22,000 per year (mostly in repair costs). If the request is not approved and the vehicles are no longer operational, the annual cost for mileage reimbursement (based on an annual mileage rate of 114,400 miles for the seven vehicles to be replaced) is expected to increase by \$50,910 per year.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes. A primary mission of the Department is to safeguard the public health and to support Florida's agricultural economy by ensuring the safety and wholesomeness of food and other consumer products through inspection and testing programs; and protecting consumers from unfair and deceptive business practices and providing consumer information. The Bureau of Dairy Industry's statutory directive is to: through 502.013, F.S. - Ensure that milk, milk products and frozen desserts sold or offered for sale in Florida are produced under sanitary conditions, are wholesome and fit for human consumption, are correctly labeled as to grade, quality and source of production; and to facilitate the shipment and acceptance of milk and milk products of high sanitary quality in interstate and intrastate commerce. The Dairy Regulatory Program accomplishes this through the inspection and sampling activities conducted on dairy establishments located in the state and products sold in the state. The regulation of milk, milk products

and frozen desserts safety is a basic tenet of public health principles. As the lead state agency for food safety, the Department has a responsibility to ensure the protection of Florida's residents and guests. A comprehensive regulatory program is an appropriate function towards achieving an acceptable level of protection.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

Yes. Revenue projections Frozen Dessert licenses are developed using historical revenue data and trend analysis involving actual and estimated dairy establishment counts.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

No. Regulatory fees are used to directly support the Dairy Regulatory Program. Revenues from the current fee schedule are inadequate to fully cover all direct and indirect costs associated with the maintenance of the current level of services provided. It is important to note that in addition to its regulatory component, the Dairy Regulatory Program is a public health program which benefits Florida citizens and our guests by protecting the consuming public from injury as a result of unsafe milk, milk products and frozen desserts regardless of their origin.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fees were set by the Legislature and do not take into account any differences between the businesses regulated. It is important to note that the current fee structure is for permit fees and not inspection fees.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:

- a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
- b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

The Dairy Regulatory Program operates under Chapter 502, Florida Statutes, which regulates milk, milk products and frozen desserts. Our purpose under Chapter 502 is to ensure that milk, milk products and frozen desserts sold or offered for sale in Florida are produced under sanitary conditions, are wholesome and fit for human consumption, are correctly labeled as to grade, quality and source of production; and to facilitate the shipment and acceptance of milk and milk products of high sanitary quality in interstate and intrastate commerce.

In carrying out the requirements of Chapter 502, the Dairy Regulatory Program protects the more than 90% of Florida citizens and our guests that eat or drink dairy products. It is appropriate that the Dairy Regulatory Program be supported by General Revenue to reflect the public health benefits of the program and its activities.

Charging fees to cover the total costs for the Bureau would put the Florida Dairy Industry at a disadvantage with the other states in the Southeast Region that Florida competes with, as none of these states are fee-funded. Florida is a member of the National Conference of Interstate Milk Shipments (NCIMS). NCIMS membership is maintained by strict adherence to the requirements of the Grade A Pasteurized Milk Ordinance (PMO). The PMO sets inspection and product sampling frequencies for dairy farms and processing plants as well as standards for the analyses that are conducted on the product samples collected. Adherence to the requirements of the PMO ensures that the dairy products offered for sale to Florida residents and our guests are wholesome and fit for human consumption. It also allows for dairy products processed in Florida to be sold in interstate commerce and provides the ability for Florida processing plants to bid on federal, state and county contracts. Using the information from our Service Information Form for FY 13/14 (which provides unit costs for conducting inspections, collecting samples and analysis of those samples) and the inspection and sampling frequencies outlined in the PMO

(allowances were made based on historical averages per farm/plant for inspections and sample collections), we did some preliminary calculations for estimated fees for a farm and a large milk processing plant. These unit costs were adjusted to include administrative overhead costs. For a farm, we would have to charge a minimum annual fee of \$4,000 per farm. Economic pressures have reduced the number of farms by 37% in the last eleven years (201 in 02-03 and 127 in 13-14). A fee of this amount would add additional pressures. For a large milk processing plant, we would have to charge a minimum annual fee of \$57,200. A fee of this amount would put Florida plants at an economic disadvantage with other states in the Southeast Region.

Farm Calculations (farms have only one product and typically have one water source)

5 Inspections per year @ \$118.64 each	\$ 593.20
15 Product Samples (collect) per year @ \$118.64 each	\$1,779.60
75 Product Analyses (15 x 5) @ \$14.42 each	\$1,081.50
4 Water Samples (collect) per year @ \$118.64 each	\$ 474.56
4 Water Analyses (4 x 1) @ \$14.42 each	<u>\$ 57.68</u>
TOTAL for Farm	\$3,986.54

Plant Calculations (using a plant with 4 pasteurizers, 15 products in production and 4 cooling water sources)

5 Processing Inspections per year @ \$118.64 each	\$ 593.20
16 Pasteurizer Inspection per year @ \$118.64 each (4 pasteurizers x 4 inspections)	\$ 1,898.24
180 Product Samples (collect) per year @ \$118.64	\$21,355.20
2,160 Product Analyses (180 x 12) @ \$14.42 each	\$31,147.20
16 Water Samples (collect) per year @ \$118.64 each	\$ 1,898.24
16 Water Analyses (16 x 1) @ \$14.42 each	<u>\$ 230.72</u>
TOTAL for Plant	\$57,122.80

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

Effective July 1, 2013, the majority of funding for the Bureau of Dairy Industry was moved from GITF to GR during the 2013 Legislative Session.

Currently 13 of our 15 permits/licenses/certifications have no fee. Below is a plan to reduce the state subsidy for the Dairy Regulatory Program by 10%.

Implementing this option will require a statute change. A public records exemption would also need to be added. The following estimates were calculated using active out-of-state permits as of June 30, 2014 and an analysis of historical Federal Order 6 information.

Permit Type	# Active	Fee	Revenue
Milk Plant			
Out-of-State*	121	\$500	\$ 30,250
Frozen Dessert Plant			
Out-of-State**	62	\$400	\$ 22,320
(Net increase in fee)			
Per Hundred Weight (CWT)			
Assessment***	31,347,227	\$0.00455	\$142,630
<b>TOTAL</b>			<b>\$195,200</b>

\*Many out-of-state plants hold a permit even though they are not currently shipping into Florida. It is expected that 50%, or 60, of the current 120 out-of-state plants will request their permit be cancelled if a fee is assessed.

\*\*Already charge \$100 for an annual permit. Increasing the fee to \$500 would generate a net increase of \$400 per permit. A 10% cancellation rate is reflected in this figure.

\*\*\*All milk processed in Florida falls under the Milk Market Administrator's (MMA) office in Atlanta, GA under Federal Order No. 6. The MMA office will verify milk receipts reported to them by processors if the processor has filed a release of information form with them. The MMA office conducts quarterly audits at marketing agencies and milk plants to validate reported numbers. This is the best source of information on milk receipts. NOTE: This information is considered confidential per federal law and a new records exemption will need to be created.

Florida is part of the FDA Southeast Region which includes AL, GA, LA, MS, NC, SC and TN. A recent poll of these states showed that AL, LA, MS, NC and TN are currently charging fees.

AL – \$250 for Milk Plant, Single Service and Frozen Dessert

LA – \$90 for Milk Producer and \$300 for Milk Plant

MS – \$300 for Milk Plant or Frozen Dessert and \$100 for Manufacturing Plant

NC – \$40 for Frozen Dessert or Manufacturing Plant (annual inspection fee)

TN – Sliding scale fee based on pounds received in plant - \$20 - \$400

Arkansas and Texas are two states in the south that fully fund their dairy regulatory programs through per hundred weight (CWT) fees. Arkansas assesses \$0.03 - \$0.065 CWT fees depending on the type of permit and volume. Texas assesses \$0.045 CWT to milk processors as well as \$100 - \$400 annually for a permit depending on the type of permit.



**SPECIAL NOTE:** A per hundred weight (CWT) assessment of \$0.0425 would generate roughly \$1.4 million and fully fund our program and allow us to routinely replace vehicles and equipment.



**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period:** 2015-16  
**Program:** 42150200 Food Store Inspection Program/Food Lab  
**Fund(s):** 2261, 2321 Federal Grants Trust Fund, General Inspection Trust Fund  
**Specific Authority:** Chapters 381, 500 and 570, F.S., Chapter 5K- F.A.C.  
**Purpose of Fees Collected:** The fees collected shall be used solely for the purpose of the recovery of costs for the services provided by the Division as required by statute and F.A.C.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

Receipts:	ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015-16	
	FGTF	GITF	FGTF	GITF	FGTF	GITF
Food Permit Fees		14,308,264		15,000,000		15,000,000
Reinspection Fees		34,830		115,000		115,000
Late Filing Penalties		55,984		160,000		160,000
Administrative Fines		47,950		300,000		300,000
Plan Review Fees		14,903		15,000		15,000
COOL Agreement Fees		77,400		80,000		80,000
U.S. Grants	907,370		1,125,000		1,125,000	
Certification Report Fees		380,960		400,000		400,000
Bottled Water Permits		113,025		115,000		115,000
Epidemiology Surcharge		408,885		435,000		435,000
Misc. Revenue (Refunds, Other)	3,448	132,468		49,000		49,000
FDA Contract Agreement		492,064		360,000		380,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>910,818</b>	<b>16,066,733</b>	<b>1,125,000</b>	<b>17,029,000</b>	<b>1,125,000</b>	<b>17,049,000</b>

**SECTION II - FULL COSTS**

Direct Costs:	ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015-16	
	FGTF	GITF	FGTF	GITF	FGTF	GITF
Salaries and Benefits	350,327	9,652,781	450,000	9,700,000	450,000	9,700,000
Other Personal Services	8,446	30,335	30,000	30,000	30,000	30,000
Expenses	400,639	1,448,786	400,000	1,450,000	400,000	1,450,000
Contracted Services	46,266	447,533	150,000	450,000	150,000	450,000
Operating Capital Outlay	63,725	97,372	45,000	47,000	45,000	75,000
HR Assessment		58,001		60,000		60,000
Data Processing		576,446		535,000		535,000
General Revenue S/C		1,284,455		1,365,000		1,365,000
Refunds		17,508		20,000		20,000
Transfers-Epidemiology		375,557		385,000		385,000
				-		
Indirect Costs Charged to Trust Fund	41,415	2,252,858	50,000	2,255,000	50,000	2,255,000
<b>Total Full Costs to Line (B) - Section III</b>	<b>910,818</b>	<b>16,241,632</b>	<b>1,125,000</b>	<b>16,297,000</b>	<b>1,125,000</b>	<b>16,325,000</b>

Basis Used: Indirect costs are based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015-16	
		FGTF	GITF	FGTF	GITF	FGTF	GITF
TOTAL SECTION I	(A)	910,818	16,066,733	1,125,000	17,029,000	1,125,000	17,049,000
TOTAL SECTION II	(B)	910,818	16,241,632	1,125,000	16,297,000	1,125,000	16,325,000
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>0</b>	<b>(174,899)</b>	<b>-</b>	<b>732,000</b>	<b>-</b>	<b>724,000</b>

**EXPLANATION of LINE C:**

The overall deficit in FY 2013-14 in the Food Store Inspection Program was the result of permit billing issues with the new Food Inspection Management System (FIMS). As a result, other revenue categories (Reinspection fees, Administrative Fines, and Late Filing Penalties) were also affected. Projected GITF revenues for FY 2014-15 will increase significantly comparative to FY 13-14 as FIMS programmatic solutions are implemented. In FY 2015-16, revenues and expenditures will remain constant, with the exception being D3A issues pertaining to the replacement of state vehicles in this program totaling \$ 500,310, and a Food Laboratory equipment purchase of \$ 255,000.

It is important to note that food establishment permit fees are not inspection fees, they are one-time annual fees regardless of the number of inspections performed per location. These fees support public health protection activities including laboratory analyses of foods produced outside of our state borders. In accordance with Chapter 500, F.S., all food products sold in Florida are regulated by this Department. However, most food processors or manufacturers are located in other states or countries where the Department has no permit or inspection authority. Benefits to the general public from this program include the availability of food products that are safe, wholesome, and properly labeled to prevent injury or harm, regardless of where they are produced or grown. Prevention of and response preparedness to terrorist actions which threaten the safety of the food supply is another public benefit which is becoming a significant component of this responsibility. Rapid identification and containment of contaminated food products are essential components of these efforts, and all Floridians reap the benefits of these capabilities.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Food Store Inspection Program

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

The Division replaced its 15 year-old electronic multi-application Food Safety System database with a single integrated system, the Food Inspection Management System (FIMS), incorporating all food safety inspections and related functions into one application. Creation of a the new system was necessary to: 1) move the user interface to a supported platform; 2) implement risk-based inspection standards consistent with the United States Food and Drug Administration requirements; 3) maintain and improve necessary reporting criteria to meet grant/contract requirements from federal partners; 4) improve the public information portal; and, 5) create integration and data sharing between the Laboratory Information Management System (LIMS) and FIMS.

The Division went live with both the LIMS and FIMS systems in September 2013 and is continuing to work with in-house IT staff to resolve any system glitches and provide maintenance/oversight for operational processes.

Significant savings have already been realized in the reduction of postage costs. A part of the routine process of inspecting food entities is submitting signed inspection reports from field and administrative staff around the State of Florida. Previously, postage was used to send signed weekly inspection reports of inspected food entities to Tallahassee for archiving the documents. In fiscal year (FY) 2012-2013 an amount of \$61,830.00 was expended in postage alone. In FY 2013-2014 only \$19,450.00 was expended in postage. The implementation of the Field Inspections Management System (FIMS) has significantly reduced the use of postage by \$42,380.00 as a result of allowing for the signed inspection reports to be uploaded directly into the system. It is expected that these savings continue from year to year as FIMS continues to evolve.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

The division has identified an increased number of food manufacturing firms throughout the state performing high risk food activities. As a result, additional training on technical food processes is needed for all food inspection field staff. To facilitate this training the division has increased its use of WebEx and video

conferencing style training to provide necessary training and updates. Additionally, through a “train the trainer” style program, field components of the necessary training have been implemented to contain and manage travel and per diem costs for deployment of this training throughout the state. Training will continue throughout the current fiscal year.

Additionally, management staff is exploring the feasibility of re-organizing food inspection staff along primary regulatory program areas to maximize available resources.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

A primary mission of the Department of Agriculture and Consumer Services is to safeguard the public health and support Florida's agricultural economy by ensuring the safety and wholesomeness of food and other consumer products through inspection and testing programs, and protecting consumers from unfair and deceptive business practices and providing consumer information. The Division of Food Safety's statutory directive to “safeguard the public health and promote the public welfare by protecting the consuming public from injury” serves that primary mission through its food safety inspection and laboratory activities.

The regulation of food safety is a basic tenet of public health principles. As the lead state agency for food safety, the Department of Agriculture and Consumer Services has a responsibility to ensure the protection of Florida's residents and guests and a comprehensive regulatory program is an appropriate function towards achieving an acceptable level of protection. With the emergence of possible threats to our food supply through “bioterrorism” and/or “agroterrorism”, that responsibility has increased exponentially. As a result, the current level of responsibility is not only appropriate but should be further expanded and developed into new areas of expertise and accountability.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

Revenue projections by the Division of Food Safety are developed using historical revenue data, trend analysis involving actual and estimated firm counts, firm categories and associated fees, and the impact of current cooperative agreements in all bureaus, which involve participation with the federal government and private industry in generating revenues. Permit fees are adjusted to the extent practicable based on revenue projections, with consideration given to maintaining equity among firm categories.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Regulatory fees are used to directly support the Bureau of Food and Meat Inspection, the support services provided by the Bureau of Food Laboratories and appropriate administrative support functions. Sufficiency of funds going forward is contingent upon the census of food firms to be billed for services provided and the relationship of costs incurred to provide such services.

It is important to note that in addition to its regulatory component, food safety is a public health program which benefits Florida citizens and our guests by protecting the consuming public from injury from unsafe food products, regardless of their origin. Food producers in other states and countries are not charged a permit fee, and are not regulated by this Department, though the products they sell here are regulated. General Revenue funds were historically a component of this program; used to supplement the fees generated in support of this program. At such time that Florida revenue resources recover, consideration should be given to restore the provision of General Revenue funds to this program.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required conducting inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

It is important to note that the food establishment permit fees are not inspection fees; these fees support public health protection activities including analyses of foods produced outside of state borders. As indicated above, the permit fees developed by the Division of Food Safety include consideration of the number of inspections conducted annually, as well as the time and manpower expended to regulate firms of differing sizes and operations. Supermarkets (\$650 annually) with multiple operations under one roof (deli, meat market, seafood counter, bakery, etc.) and which carry tens of thousands of different food products obviously require a great deal of time and expertise to inspect, while a limited food sales operation (\$130 annually) may only require a relatively short amount of time. Other physically smaller operations, such as a seafood processor (\$520 annually) may require greater oversight due to the complex nature and risks associated with its operations.

In addition, the Division has instituted a re-inspection fee to compensate for the cost per service of conducting subsequent visits to firms that are not in compliance during the routine inspection. The current re-inspection fee for the

Division is \$135 per re-inspection. This fee is also considered as a deterrent to poor sanitation and safety practices.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

While current fee increases have stabilized the food inspection program's fiscal status at this time, there is the anticipation that deficits will occur again in future years due to ongoing increases to program costs. A statutory change in Chapter 500, Florida Statutes, is needed on a periodic basis to raise the fee capacity proportionate with increasing program costs. A corresponding administrative rule change will have to occur to assess each firm category to determine the appropriate permit fee for each firm type and activity.

Clearly, all Floridians face potential adverse health impacts from poor sanitation in food establishment, and conversely, benefit from a program that reduces these risks. However, as indicated previously, the food safety program is not limited to the regulation of permitted food establishments, and funding of the program should not be limited to fees collected by the regulated businesses. Additional benefits to the general public from this program include the availability of food products that are safe, wholesome, and properly labeled to prevent injury or harm, regardless of where they are produced or grown. Prevention of and response preparedness to terrorist actions which threaten the safety of the food supply is another public benefit which is becoming a significant component of this responsibility. Rapid identification and containment of contaminated food products are essential components of these efforts, and all Floridians reap the benefits of these capabilities.

It is appropriate and important that a portion of the activity be supported by General Revenue to reflect the public health benefits of the Division's programs

and activities. Future laboratory resources will also be needed to deal with new food types and analyses, improve methods for identification of pathogens, increase sensitivity of detection, and expand the current scope of testing.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

As stated in our response to question seven, a statutory change in Chapter 500, Florida Statutes, is needed on a periodic basis to raise the fee capacity proportionate with increasing program costs.



## Schedule IA - Part II: Examination of Regulatory Fees

Department: Agriculture and Consumer Services

Regulatory Service to or Oversight of Business or Profession Program: Food Store Inspection

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No. Chapter 500, Florida Statutes

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? N/A

Service/Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in
FOOD SAFETY	Food Permit	500.12(1)(b)	\$650	2008	YES	\$100 - \$650	General Inspection TF
	Bottled Water Plant	500.12(1)(b)	\$1,000	1992	YES	\$500	General Inspection TF
	Packaged Ice Plant	500.12(1)(b)	\$250	1992	YES	\$250	General Inspection TF
	Late Fee	500.12(1)(b)	\$100	1994	YES	\$100	General Inspection TF
	Water Vending	500.459	\$200	1992	YES	\$35	General Inspection TF
	Export Certificate	500.148	See Rule	2002	YES	\$15 Standard *	General Inspection TF
	Reinspection Fee	500.09(7)	Reasonable	2001	YES	\$135	General Inspection TF
	Plan Review	500.12(2)	See Rule	1994	YES	\$55.10 **	General Inspection TF
	Lab Fees	500.09(7)	Reasonable	1998	NO	Actual cost recovery	General Inspection TF
	Epidemiological Fees	381.006(10)	\$10	1992	NO	\$10 ***	Pass through DOH
	Administrative Fines	500.121 570.971	\$5,000	2014	NO	Variable	General Inspection TF
	Administrative Fines	500.121(2) 570.971	\$5,000 ****	2014	NO	Variable	General Inspection TF
*\$20 per 1/2 hour if non-standard certificate is requested (see 5K-4.026 F.A.C.)							
**\$55.10 (1st hour and application fee); additional work at \$30.10 per hour (see 5K-4.004(9) F.A.C.)							
***Collected for Department of Health / \$10 per each permit.							
****Country of origin labeling. Authority preempted back to USDA effective 9/30/2008.							

**STATE OF FLORIDA  
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

**DIVISION OF AGRICULTURAL ENVIRONMENTAL SERVICES  
42160100**

**EXHIBITS AND SCHEDULES**

**LEGISLATIVE BUDGET REQUEST  
2015 - 2016**

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period: 2015-16**  
**Program:** 42160100 Feed Regulation  
**Fund(s):** 1000, 2261, 2321 General Revenue, Federal Grants Trust Fund, General Inspection Trust Fund  
**Specific Authority:** 580.041(1), 580.065  
**Purpose of Fees Collected:** To ensure that Florida consumers receive feed products that conform to the Commercial Feed Law and to provide uniform regulation to feed producers and distributors.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

Receipts:	ACTUAL FY 2013 - 14			ESTIMATED FY 2014 - 15			REQUEST FY 2015 - 16		
	GR	FGTF	GITF	GR	FGTF	GITF	GR	FGTF	GITF
U.S. Grants		216,433			220,847			220,847	
Feed Deficiency Penalties			11,736			8,929			8,929
Feed Master Registration			523,097			523,097			523,097
Feed Lab Certification			3,600			3,600			3,600
Administrative Fines			42,518			50,000			50,000
Misc. - Other			31			900			900
BSE Inspection			235,100			100,000			100,000
Refunds						1,234			1,234
<b>Total Fee Collection to Line (A) - Section III</b>	<b>-</b>	<b>216,433</b>	<b>816,081</b>	<b>-</b>	<b>220,847</b>	<b>687,760</b>	<b>-</b>	<b>220,847</b>	<b>687,760</b>

**SECTION II - FULL COSTS**

Direct Costs:	ACTUAL FY 2013 - 14			ESTIMATED FY 2014 - 15			REQUEST FY 2015 - 16		
	GR	FGTF	GITF	GR	FGTF	GITF	GR	FGTF	GITF
Salaries and Benefits			142,638			145,013			145,013
Other Personal Services		63,405			81,805			81,805	
Expenses		88,443	11,005		84,000	26,166		84,000	26,166
Contracted Services		22,072	1,427		15,042	25,000		15,042	25,000
Operating Capital Outlay		42,513			40,000			40,000	
Data Processing	98		3,293			21,631			21,631
HR Assessment			627			462			462
General Revenue S/C			65,528			33,599			33,599
Field Inspection	4		284,660			335,386			335,386
Refunds			3,670			10,000			10,000
Indirect Costs Charged to Trust Fund	1,528		88,155	1,210		50,169	1,210		50,169
<b>Total Full Costs to Line (B) - Section III</b>	<b>1,630</b>	<b>216,433</b>	<b>601,003</b>	<b>1,210</b>	<b>220,847</b>	<b>647,425</b>	<b>1,210</b>	<b>220,847</b>	<b>647,425</b>

Basis Used: Indirect costs are based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013 - 14			ESTIMATED FY 2014 - 15			REQUEST FY 2015 - 16		
		GR	FGTF	GITF	GR	FGTF	GITF	GR	FGTF	GITF
TOTAL SECTION I	(A)	-	216,433	816,081	-	220,847	687,760	-	220,847	687,760
TOTAL SECTION II	(B)	1,630	216,433	601,003	1,210	220,847	647,425	1,210	220,847	647,425
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(1,630)</b>	<b>-</b>	<b>215,078</b>	<b>(1,210)</b>	<b>-</b>	<b>40,335</b>	<b>(1,210)</b>	<b>-</b>	<b>40,335</b>

**EXPLANATION of LINE C:**

Receipts cover most direct and indirect costs for this program area.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Feed Regulation

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

The Division constantly strives for operational efficiency. We have implemented a more efficient Laboratory Information Management System (LIMS), which has automated laboratory processes, and provides stakeholders, via the Internet, real-time program and laboratory information.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

The Division has been re-organized into functional units (inspection, licensing, etc.). Efficiencies in licensing, inspection costs, and enforcement activities are anticipated but have not been tabulated.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

The regulation of feed is essential to the continued economically viable production of livestock and protection of the health of companion animals. Feed regulation is needed to ensure that feed meets quality standards and is free from contaminants. A critically important part of the program is the monitoring of feed for prohibited proteins that are strictly regulated to prevent the transmission of the disease agent for bovine spongiform encephalopathy (BSE) or mad cow disease, as well as surveillance of animal feed and feed ingredients for the presence of mycotoxins.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The fees charged are set in statute or rule.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

As a result of a fee increase enacted by the 2008 Legislature, the fees charged exceeded direct and indirect costs to the General Inspection Trust Fund portion of the program area for FY 13-14, and we anticipate that this will continue for FY 14-15.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fees charged are set in statute or rule.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees charged are adequate to cover all direct and indirect costs.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

We believe that supporting this program area is appropriate, since the regulation of commercial feed provides an obvious public benefit.



**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services  
**Program:** 42160100 Fertilizer Regulation  
**Fund(s):** 1000, 2321 General Revenue, General Inspection Trust Fund

**Budget Period: 2015-16**

**Specific Authority:** 576.021, 576.041, 576.045, 576.051(2)  
**Purpose of Fees Collected:** To ensure that Florida consumers receive fertilizer products that conform to the Commercial Fertilizer Law, to provide uniform regulation to fertilizer producers and distributors and to provide environmental protection from heavy metal contaminants in fertilizers.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees</b> Form - Part I and II.)
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	ACTUAL FY 2013-14		ESTIMATED FY 2014 - 15		REQUEST FY 2015 - 16	
	GR	GITF	GR	GITF	GR	GITF
<u>Receipts:</u>						
Fertilizer Dealer Licenses		64,600		68,000		68,000
Fertilizer Reporting Fees		1,574,427		1,757,040		1,757,040
Lime Reporting Fees		151,157		151,157		151,157
Phosphate Reporting Fees		9,933		2,272		2,272
Specialty Fertilizer Registration		198,000		198,000		198,000
Commercial Sampling		3,832		5,584		5,584
Penalties		-14,053		40,418		40,418
Administrative Fines		0		0		0
Refunds		850		-		-
Fees - Nitrogen		1,063				
<b>Total Fee Collection to Line (A) - Section III</b>	-	1,989,809	-	2,222,471	-	2,222,471

**SECTION II - FULL COSTS**

	ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015 - 16	
	GR	GITF	GR	GITF	GR	GITF
<u>Direct Costs:</u>						
Salaries and Benefits		921,185		1,000,000		1,000,000
Other Personal Services		3,456		10,000		10,000
Expenses		105,863		105,366		105,366
Contracted Services		4,577		20,000		20,000
Operating Capital Outlay						
HR Assessment	0	3,967	-	3,176	-	3,176
Data Processing	633	27,386	-	65,000	-	65,000
General Revenue S/C		185,829		205,000		205,000
Refunds		4,327		16,000		16,000
Field Inspection	9	711,649		838,465		838,465
Indirect Costs Charged to Trust Fund	8,627	399,306	4,173	434,657	4,173	434,657
<b>Total Full Costs to Line (B) - Section III</b>	9,269	2,367,545	4,173	2,697,664	4,173	2,697,664

Basis Used: Indirect costs are based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015 - 16	
		GR	GITF	GR	GITF	GR	GITF
TOTAL SECTION I	(A)	-	1,989,809	-	2,222,471	-	2,222,471
TOTAL SECTION II	(B)	9,269	2,367,545	4,173	2,697,664	4,173	2,697,664
<b>TOTAL - Surplus/Deficit</b>	(C)	(9,269)	(377,737)	(4,173)	(475,193)	(4,173)	(475,193)

**EXPLANATION of LINE C:**

Surplus of revenues from the Pesticide Regulation Program are used to help cover the deficit in this program which arise from allocated costs.



## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Fertilizer Regulation

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

The Division constantly strives for operational efficiency. Antiquated and inefficient analytical methods and equipment have been replaced with current methodologies and modern, automated equipment. We have implemented a risk-based inspection strategy that has reduced the number of samples collected (2,761 in FY 13-14 compared to 6,478 in FY 06-07), while focusing on deficient samples with a deficiency rate of 31% for FY 13-14, versus 27% in FY 06-07.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

We will continue to refine the risk-based regulatory program. We anticipate continuing to operate at costs reduced from those of the program prior to the implementation of the risk assessment strategy. We have also implemented a Laboratory Information Management System (LIMS) that will reduce data entry requirements and increase efficiency.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

The regulation of fertilizers is essential to the continued use of fertilizers needed for food and fiber production and landscape management. Fertilizer regulation is needed to ensure that guaranteed amounts of nutrients are present in fertilizers and that contaminants, such as heavy metals from recycled hazardous waste, are not present. The regulation of fertilizers used in urban landscapes has become increasingly important as concerns have arisen regarding the impact of fertilizer use on water quality in coastal areas.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The fees charged are set in statute or rule.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

As a result of fee increases enacted by the 2008 and the 2009 Legislature, the fees charged covered most of the direct and indirect costs to the General Inspection Trust Fund portion of the program area for FY 11-12.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fees charged are set in statute or rule.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees charged are adequate to cover most of the direct and indirect costs for the General Inspection Trust Fund.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

We believe that a state subsidy for this regulatory program is appropriate since it provides a public benefit.



**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period:** 2015-16  
**Program:** 42160100 Pest Control  
**Fund(s):** 1000, 2528 General Revenue, Pest Control Trust Fund

**Specific Authority:** 482.032, 482.061, 482.071, 482.155, 482.156  
**Purpose of Fees Collected:** To ensure that Florida consumers receive pest control services that conform to the Florida Structural Pest Control Act and to provide uniform regulation to pest control licensees.

Type of Fee or Program: (Check ONE Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

Receipts:	ACTUAL FY 2013-14			ESTIMATED FY 2014 - 15			REQUEST FY 2015 - 16		
	GR	FGTF	PCTF	GR	FGTF	PCTF	GR	FGTF	PCTF
U.S. Grants		72,263			110,791			110,791	
Exam Fees			498,250			528,975			528,975
Prior Notification Registration			1,070			1,070			1,070
Emergency Certification Fees			34,645			34,445			34,445
Pest Control Licenses			3,308,895			3,765,450			3,765,450
Expedite Fees			51,445			56,885			56,885
Late Penalties			949			26,436			26,436
Administrative Fines			66,954			106,033			106,033
Interest on Investments			24,351			30,256			30,256
Copies/Refunds			2,331			2,469			2,469
Refunds			355			355			355
Misc service fees			3,632						
<b>Total Fee Collection to Line (A) - Section III</b>	-	72,263	3,992,875	-	110,791	4,552,374	-	110,791	4,552,374

**SECTION II - FULL COSTS**

Direct Costs:	ACTUAL FY 2013-14			ESTIMATED FY 2014 - 15			REQUEST FY 2015 - 16		
	GR	FGTF	PCTF	GR	FGTF	PCTF	GR	FGTF	PCTF
Salaries and Benefits		9,502	2,598,427			3,193,376			3,193,376
Personnel Assessment			13,899			15,139			15,139
Other Personal Services		0	25,052			41,530			41,530
Expenses		162	350,845			405,833			405,833
Contracted Services		18,900	99,785	-	110,791	206,425		110,791	206,425
Operating Capital Outlay		40,988	44,903			5,262			5,262
Data Processing			155,682			215,000			215,000
Transfers out to DFS			13,955						
Assessment on Investments			2,660						
Refunds			36,270			36,000			36,000
Indirect Costs Charged to Trust Fund		2,694	266,063			288,448			288,448
<b>Total Full Costs to Line (B) - Section III</b>	-	72,246	3,607,540	-	110,791	4,407,013	-	110,791	4,407,013

Basis Used: Indirect costs are based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013-14			ESTIMATED FY 2014 - 15			REQUEST FY 2015 - 16		
		GR	FGTF	PCTF	GR	FGTF	PCTF	GR	FGTF	PCTF
TOTAL SECTION I	(A)		72,263	3,992,875		110,791	4,552,374		110,791	4,552,374
TOTAL SECTION II	(B)		72,246	3,607,540		110,791	4,407,013		110,791	4,407,013
<b>TOTAL - Surplus/Deficit</b>	(C)	-	17	385,335	-	-	145,361	-	-	145,361

**EXPLANATION of LINE C:**

This regulatory activity is supported by funds collected from the industry and deposited into the Pest Control Trust Fund.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Pest Control Regulation

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

The Division constantly strives for operational efficiency. 3,314 inspections and investigations were conducted in FY 13-14. The number of pest control licensees continues to grow. A risk-based investigative system that targets high-risk areas such as structural fumigation has been implemented. Efforts to increase efficiencies in this program area include:

- Completion of a document imaging program that eliminated 1.5 million documents (120 filing cabinets).
- Movement from leased space to Department owned office space.
- Implementation of electronic mail notification of licensees for legally required notices to reduce mail-out costs to save approximately \$30,000 per year.
- Implementation of an electronic notification system for notices of structural fumigation.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

The risk-based enforcement strategy will continue to be refined. We have not completed an estimate of potential savings.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

The regulation of pest control is absolutely essential to the continued provision of pest management services that protect public health and private property. Without effective regulation, the potential exists for fraudulent or unsafe practice of pest control that will endanger public health and private property.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The fees charged are set in statute or rule.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

The fees charged covered all direct and indirect charges to the Pest Control Trust Fund for FY 13-14.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fees charged are set in statute or rule.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

The regulation of pest control provides substantial public benefits well in excess of the amount of public funds expended. These benefits include:

- Prevention of misuse of pesticides by untrained or unsupervised pest control applicators, thereby preventing harm to human health, public and private property and the environment.

- Prevention of poor performance of pest control by unlicensed or untrained and unsupervised persons.
- Prevention of misleading and deceptive practices in the conduct of pest control.
- Enforcement of requirements for protection contracts for performance of wood destroying organism pest control.

The Pest Control Industry in Florida provides services worth over \$ 1.4 billion <sup>1</sup>. One important component of pest control in Florida is protection against wood-destroying organisms. Costs for subterranean termite control and repair alone are estimated to be \$484,000,000 based on a 2000 survey of Florida homeowners<sup>2</sup>.

A critical benefit of pest control is protection of public health through the control of disease carrying flies, roaches, and rodents.

**References:**

1. - National Pest Management Association, email from Cindy Mannes, 9/20/06.
2. - A Survey of Florida Homeowners Regarding Termite Infestation, January, 2001  
Michael J. Scicchitano and Tracy L. Johns, Shimberg Center, Policy and Management Research, University of Florida, Gainesville, Florida.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

Fees collected in this program completely support this program.



## Examination of Regulatory Fees - Part II

Department: **Agriculture & Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Pest Control

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No, Ch. 482, F.S.

What percent of the regulatory cost is currently subsidized? (0 to 100%) Direct costs for this program area are fully funded by fees received into the Pest Control Trust Fund.

If the program is subsidized from other state funds, what is the source(s)? None.

What is the current annual amount of the subsidy?

Service / Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Pest Control	Pest Control License - Initial fee	482.071(2)(b) 5E-14.142(5)(h)	\$300	1992	Yes	\$250	Pest Control Trust Fund
Pest Control	Pest Control License - Renewal fee (annual)	482.071(2)(b) 5E-14.142(5)(i)	\$300	1992	Yes	\$250	Pest Control Trust Fund
Pest Control	Pest Control Customer Contact Center License - Initial fee (2 year)	482.072 (2)(b), 5E-14.150	\$1,000	2011	Yes	\$600	Pest Control Trust Fund
Pest Control	Pest Control Customer Contact Center License - Renewal	482.072 (2)(b), 5E-14.150	\$1,000	2011	Yes	\$600	Pest Control Trust Fund
Pest Control	Pest Control License - Change of Business Location Address fee	482.071(2)(d)	\$25	1992	No	\$25	Pest Control Trust Fund
Pest Control	Pest Control License - Change of Business Name fee	482.071(2)(d)	\$25	1992	No	\$25	Pest Control Trust Fund
Pest Control	Pest Control License - Change of Business Ownership fee	482.071(2)(a) 5E-14.142(5)(h)	\$300	1992	Yes	\$250	Pest Control Trust Fund
Pest Control	Pest Control License - Late License Renewal fee	482.071(2)(b)	\$50	1992	No	\$50	Pest Control Trust Fund
Pest Control	Pest Control License - Expedite fee	482.071(2)(f) 5E-14.142(5)(h)	\$50	1992	Yes	\$50	Pest Control Trust Fund
Pest Control	Pest Control Employee ID Card - Initial fee	482.091(1)(b), (5)	\$10	1992	No	\$10	Pest Control Trust Fund
Pest Control	Pest Control Employee ID Card - Renewal fee (annual)	482.091(4),(5)	\$10	1992	No	\$10	Pest Control Trust Fund
Pest Control	Pest Control Employee ID Card - Change of Business Location, Name or Ownership fee	482.091(4),(5)	\$10	1992	No	\$10	Pest Control Trust Fund
Pest Control	Pest Control Operator Certificate - Issuance fee	482.111(1),(7) 5E-14.132(3)	\$150	1992	Yes	\$150	Pest Control Trust Fund
Pest Control	Pest Control Operator Certificate - Renewal fee (annual)	482.111(3), (7) 5E-14.132(3)	\$150	1992	Yes	\$150	Pest Control Trust Fund
Pest Control	Pest Control Operator Certificate - Late fees	482.111(1), (3) 5E-14.132(1), (2)	\$50	1992	Yes	\$50	Pest Control Trust Fund
Pest Control	Emergency Certificate - Initial fee (30 day)	482.111(9)	\$50	1992	No	\$50	Pest Control Trust Fund
Pest Control	Emergency Certificate - Additional Periods fee (30 day)	482.111(9)	\$50	1992	No	\$50	Pest Control Trust Fund
Pest Control	Special ID Card - Initial fee	482.151(5) 5E-14.136(2)	\$100	1992	Yes	\$100	Pest Control Trust Fund
Pest Control	Special ID Card - Renewal fee (annual)	482.151(6) 5E-14.136(3)	\$100	1992	Yes	\$100	Pest Control Trust Fund
Pest Control	Special ID Card - Late fees	482.151(5),(6) 5E-14.136(2),(3)	\$25	1992	No	\$25	Pest Control Trust Fund
Pest Control	Examination Fees - Certified Operator Initial	482.141(2) 5E-14.123(4)	\$300	1992	Yes	\$225	Pest Control Trust Fund
Pest Control	Examination Fees - Special ID Initial	482.151(4) 5E-14.123(5)	\$200	1992	Yes	\$200	Pest Control Trust Fund
Pest Control	Optional CEU Certificate Renewal by Examination fee	482.111(10)(c)	\$300	1992	Yes	\$225	Pest Control Trust Fund
Pest Control	Limited Gov't Private Exam and Issuance fee (4 yr license)	482.155(1)(b) 5E-14.117(17)	\$150	1992	Yes	\$150	Pest Control Trust Fund
Pest Control	Limited Gov't Private Certificate Renewal	482.155(1)(b) 5E-14.117(17)	\$25	1992	Yes	\$25	Pest Control Trust Fund
Pest Control	Limited Certification for Urban Landscape Commercial Fertilizer Application (four year)	482.1562 (3), 5E-14.117(18)	\$75	2009	Yes	\$25	Pest Control Trust Fund
Pest Control	Limited Commercial Lawn Maintenance Exam and Issuance fee (annual)	482.156(2)(a) 5E-14.117(11)	\$150	1992	Yes	\$150	Pest Control Trust Fund
Pest Control	Limited Commercial Lawn Maintenance Certificate Renewal	482.156(3) 5E-14.117(11)(b)(5)	\$75	1992	Yes	\$75	Pest Control Trust Fund
Pest Control	Limited Commercial Lawn Maintenance Late fee	482.156(3)	\$50	1992	No	\$50	Pest Control Trust Fund
Pest Control	Limited Commercial Wildlife Management - Initial fee	482.157(2)(a), 5E-14.117(19)	\$300	2011	Yes	\$150	Pest Control Trust Fund
Pest Control	Limited Commercial Wildlife Management - Renewal	482.157(2)(a), 5E-14.117(19)	\$150	2011	Yes	\$75	Pest Control Trust Fund
Pest Control	Prior Notification Registry - Initial	482.2267(1)	\$50	1992	No	\$50	Pest Control Trust Fund
Pest Control	Prior Notification Registry - Annual Renewal	482.2267(3)	\$10	1992	No	\$10	Pest Control Trust Fund
Pest Control	Service Charge - Returned Checks		\$15	1992	No	\$15	Pest Control Trust Fund
Pest Control	Service Charge - Records Duplication	Ch 119	\$5 (min)	1992	No	\$5 (min)	Pest Control Trust Fund
Pest Control	Administrative Fines Imposed	482.161, 482.2401(3)	\$5,000 per violation	1992	No	Up to \$5,000 per violation	Pest Control Trust Fund

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period: 2015-16**  
**Program:** 42160100 Pesticide Regulation  
**Fund(s):** 1000, 2261, 2321 General Revenue, Federal Grants Trust Fund, General Inspection Trust Fund  
**Specific Authority:** 487.04, 487.041, 487.045, 487.048, 487.071  
**Purpose of Fees Collected:** To ensure that pesticides are distributed and used in Florida in accordance with the Florida Pesticide Law and to provide uniform regulation to pesticide users.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

Receipts:	ACTUAL FY 2013-14			ESTIMATED FY 2014-15			REQUEST FY 2015 - 16		
	GR	FGTF	GITF	GR	FGTF	GITF	GR	FGTF	GITF
U. S. Grants		718,875			738,697			738,697	
Pesticide Dealer's License			96,000			96,000			96,000
Pesticide Applicator's License			474,900			475,150			475,150
Pesticide Registration			5,634,428			5,050,768			5,600,000
Misc - Penalties			15,875			15,875			15,875
Administrative Fines			16,400			17,575			17,575
Misc. - Other			1,148			690			690
Refunds		-			0	27,569		0	27,569
Supplemental Registration			430,531			381,447			381,447
Other transfers		618				12,902			12,902
<b>Total Fee Collection to Line (A) - Section III</b>	-	719,493	6,669,281	-	738,697	6,077,976	-	738,697	6,627,208

**SECTION II - FULL COSTS**

Direct Costs:	ACTUAL FY 2013-14			ESTIMATED FY 2014-15			REQUEST FY 2015 - 16		
	GR	FGTF	GITF	GR	FGTF	GITF	GR	FGTF	GITF
Salaries and Benefits		353,775	1,994,054		353,775	1,946,184		353,775	1,946,184
Other Personal Services		0	0		-			-	
Expenses		88,391	183,417		152,246	277,312		152,246	277,312
Contracted Services		106,497	19,520		107,000	39,500		107,000	39,500
HR Assessment		-	8,576			1,100			1,100
Operating Capital Outlay		134,293			62,500			62,500	
Data Processing	20,081		99,101			133,839			133,839
Transfers			2192						
General Revenue S/C			418,879			642,161			642,161
Field Inspection	14		918,264			1,081,900			1,081,900
Refunds			44,796			79,000			79,000
Indirect Costs Charged to Trust Fund	25,780	35,936	1,200,712	18,346	63,176	779,932	18,346	63,176	779,932
<b>Total Full Costs to Line (B) - Section III</b>	45,876	718,892	4,889,510	18,346	738,697	4,980,929	18,346	738,697	4,980,929

Basis Used: Indirect costs are based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013-14			ESTIMATED FY 2014-15			REQUEST FY 2015 - 16		
		GR	FGTF	GITF	GR	FGTF	GITF	GR	FGTF	GITF
TOTAL SECTION I	(A)	-	719,493	6,669,281	-	738,697	6,077,976	-	738,697	6,627,208
TOTAL SECTION II	(B)	45,876	718,892	4,889,510	18,346	738,697	4,980,929	18,346	738,697	4,980,929
<b>TOTAL - Surplus/Deficit</b>	(C)	(45,876)	602	1,779,771	(18,346)	-	1,097,048	(18,346)	-	1,646,280

**EXPLANATION of LINE C:**

Surplus of revenues is used to cover deficits in other programs.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Pesticide Regulation

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Electronic payment of registration fees has been implemented and augments the implementation of an Oracle-based, web-accessible registration system that has allowed the reduction of one staff position, while improving tracking of over 15,000 registered pesticides. A biennial registration program was implemented in January 2009 that allows registrants to pay for two years of registration at a time.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

We will continue to refine the web-accessible registration system and electronic payment system. Legislative changes enacted in 2011 were implemented in January 2012 and required pesticide registrants to make fee payments online, reducing data entry and clerical workload. We are working to provide web access to pesticide labels, making these documents quickly available to regulatory officials and the public, allowing registration staff to work on other program priorities. We will continue to refine the risk-based enforcement program.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

The regulation of pesticides and pesticide use is absolutely essential to the continued use of pesticides needed for food and fiber production, pest management, protection of public health, protection of private property, protection from aquatic weed accumulation in waterways used for flood control, and landscape management. Pesticide regulation is needed to ensure that pesticides are used in ways that protect public health, agricultural workers, environmental resources, water and air quality. Pesticide regulation is also needed to protect Florida's industries, including agriculture and tourism, the state's two largest industries.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally

accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?  
The fees charged are set in statute or rule.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Current fees are adequate to cover the direct and indirect costs of the program.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fees charged are set in statute or rule. Fees are reviewed routinely and are increased when necessary and without undue hardship on the regulated industry. Fee increases in this program area were proposed in the 2008 and 2009 Legislature and were adopted.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

The fees collected cover direct and indirect costs charged to the trust fund.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

We believe that providing General Revenue to support this program area is appropriate, since the regulation of pesticides and pesticide use provide an obvious public benefit.



**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period: 2015-16**  
**Program:** 42160100 Seed Regulation  
**Fund(s):** 1000, 2321 General Revenue, General Inspection Trust Fund

**Specific Authority:** 578.08(1), 578.11, 578.26(1)  
**Purpose of Fees Collected:** To ensure that Florida consumers receive seed products that conform to the Commercial Seed Law and to provide uniform regulation to seed producers and distributors.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	ACTUAL FY 2013 - 14		ESTIMATED FY 2014 - 15		REQUEST FY 2015- 16	
	GR	GITF	GR	GITF	GR	GITF
Receipts:						
Seed Licenses		1,115,016		1,115,000		1,115,000
Seed Complaint Filing Fee		300		300		300
Misc. - Other		1,717		1,243		1,243
Refunds						
Penalties		140				
<b>Total Fee Collection to Line (A) - Section III</b>	-	1,117,172	-	1,116,543	-	1,116,543

**SECTION II - FULL COSTS**

	ACTUAL FY 2013 - 14		ESTIMATED FY 2014 - 15		REQUEST FY 2015- 16	
	GR	GITF	GR	GITF	GR	GITF
Direct Costs:						
Salaries and Benefits		413,070		432,038		432,038
HR Assessment		1,775		1,381		1,381
Contracted Services		1,143		25,000		25,000
Expenses		20,786		27,527		27,527
Operating Capital Outlay						
Data Processing	284	9,535	-	39,212	-	39,212
General Revenue S/C		90,186		132,687		132,687
Field Inspection	3	213,495		251,540		251,540
Refunds						
Indirect Costs Charged to Trust Fund	3,752	163,117	2,674	158,776	2,674	158,776
<b>Total Full Costs to Line (B) - Section III</b>	4,038	913,108	2,674	1,068,161	2,674	1,068,161

Basis Used: Indirect costs are based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013 - 14		ESTIMATED FY 2014 - 15		REQUEST FY 2015- 16	
		GR	GITF	GR	GITF	GR	GITF
TOTAL SECTION I	(A)	-	1,117,172	-	1,116,543	-	1,116,543
TOTAL SECTION II	(B)	4,038	913,108	2,674	1,068,161	2,674	1,068,161
<b>TOTAL - Surplus/Deficit</b>	(C)	(4,038)	204,064	(2,674)	48,382	(2,674)	48,382

**EXPLANATION of LINE C:**  
 The deficit is covered by the Pesticide Regulation Program.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Seed Regulation

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

The Division constantly strives for operational efficiency. We have implemented a risk-based inspection strategy that has increased the percentage of samples that are found to be violative over pre-risk based inspections. The results are provided below:

<i>FY</i>	<i>13-14</i>	<i>12-13</i>	<i>11-12</i>	<i>10-11</i>	<i>09-10</i>
Samples Collected	2034	2408	2893	3171	3010
Number found to be violative	132	92	141	171	117
% Violations	6.5%	3.82%	4.9%	5.39%	3.89%

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

A web-based Laboratory Information Management System (LIMS) has been implemented that allows paperless transmission of seed regulatory information. The costs savings associated with this transition have not been estimated at this time.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

The regulation of seeds is essential to the continued, economically viable production of food and fiber. Seed regulation is needed to ensure that seeds purchased by consumers meet established standards for purity, germination and are not contaminated with noxious weed seeds.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally



accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The fees charged are set in statute or rule.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Prior to a fee increase adopted by the 2009 Legislature, fees were not adequate to cover the direct and indirect costs of the program. Fees were doubled in 2009, so revenues for FY 12-13 covered most of the direct and indirect costs of the program. Fees for smaller volume seed dealers were added in FY 2014.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fees charged are set in statute or rule. Fees are reviewed routinely and are increased when necessary and without undue hardship on the regulated industry.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

The seed program benefits the agricultural industry by ensuring it has access to high quality seed to produce crops of economic value in the state.

The regulation of seeds provides substantial public benefits well in excess of the amount of public funds expended. The 2,244 licensed seed dealers in Florida in FY 12-13 reported \$1,395,120.23 in gross receipts. These seeds are the basis for Florida agriculture and backyard fruit and vegetable production.

Seed regulation includes resolution of disputes between growers and seed producers. Settlement payments of \$25,787 were recommended for the three fiscal years from 10-11 to 12-13 as a result of these Seed Council Investigations.

The seed regulatory program performs a vital function in checking for both prohibited and restricted noxious weed seed contamination. For one restricted noxious weed, tropical soda apple, a total of 58 lots, totaling 228,350 pounds of Bahiagrass and Aeschynomene seed contaminated with tropical soda apple were identified and stopped from being sold or shipped in the three fiscal years of FY 10-11 through FY 12-13.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

We believe that a state subsidy for this regulatory program is appropriate since it provides a public benefit.



**STATE OF FLORIDA  
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

**DIVISION OF CONSUMER PROTECTION  
42160200**

**EXHIBITS AND SCHEDULES**

**LEGISLATIVE BUDGET REQUEST  
2015 - 2016**

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services  
**Program:** 42160200 Dance Studios  
**Fund(s):** 2321 General Inspection Trust Fund

**Budget Period: 2015-16**

**Specific Authority:** s. 501.143, F.S.

**Purpose of Fees Collected:** To provide regulation and oversight to the Ballroom Dance Studio Industry in the State of Florida.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	ACTUAL FY 2013 - 14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
	GITF	GITF	GITF
Receipts:			
Registration Fees	55,200	0	0
Administrative Fines	2,500	1,000	1,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>57,700</b>	<b>1,000</b>	<b>1,000</b>

**SECTION II - FULL COSTS**

	ACTUAL FY 2013 - 14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
	GITF	GITF	GITF
Direct Costs:			
Salaries and Benefits	5,965	2,480	2,480
Other Personal Services	139	33	33
Expenses	686	294	294
Contracted Services	41	49	49
HR Assessments	38	16	16
Refunds	900	0	0
OATS Assessment	178	80	80
General Revenue S/C	4,616	80	80
Indirect Costs Charged to Trust Fund	1,853	739	739
<b>Total Full Costs to Line (B) - Section III</b>	<b>14,417</b>	<b>3,771</b>	<b>3,771</b>

Basis Used: Indirect costs based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013 - 14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
		GITF	GITF	GITF
TOTAL SECTION I	(A)	57,700	1,000	1,000
TOTAL SECTION II	(B)	14,417	3,771	3,771
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>43,283</b>	<b>(2,771)</b>	<b>(2,771)</b>

**EXPLANATION of LINE C:**

The surplus of revenues over expenditures is used to help defray the operating costs for other programs in the Department that are funded by the Legislature from the General Inspection Trust Fund.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Dance Studios

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Services have been improved by implementing cross training and streamlining administrative processes. Due to these improvements we have been able to handle increased registrations and filings even though there are no FTEs allotted to this program.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

Dance Studios have been deregulated effective July 1, 2014.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Even though this program is being deregulated, the Department's non regulated consumer complaint program will provide protection to both the consuming public and the industry.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The Division does not use official estimates by the Revenue Estimating Conference. Our revenue projections are based on actual historical revenues and the statutorily mandated fee structure.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Fees are sufficient to cover all costs.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fee charged for the regulatory service and oversight are set by statute, and applies uniformly to all affected business entities.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees currently charged are adequate to cover all the costs.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

NA

## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Dance Studios

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No; s. 501.143, F.S.

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? N/A

Service / Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Dance Studios	Registration fee	s. 501.143	\$300 annually set by statute	2014-s. 501.143 removed from statute. Dance Studios are no longer regulated effective July 1, 2014.	No	\$300	General Inspection Trust Fund



**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period: 2015-16**  
**Program:** 42160200 Fair Rides Inspection  
**Fund:** 2321 General Inspection Trust Fund  
**Specific Authority:** 616.242, F.S.  
**Purpose of Fees Collected:** Offset direct and indirect inspection costs.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b>SECTION I - FEE COLLECTION</b>	<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
<b>Receipts:</b>			
Fair Rides Permits	719,364	726,704	726,704
Fair Rides Inspection Fees	741,939	744,810	744,810
Sale of Surplus Property-DMS Sale	2,231		
Return Check Penalties	544		
Copies of Documents	382		
Administrative Fines	7,500	5,000	5,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>1,471,960</b>	<b>1,476,514</b>	<b>1,476,514</b>

<b>SECTION II - FULL COSTS</b>	<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
<b>Direct Costs:</b>			
Salaries and Benefits	1,085,798	1,080,435	1,080,435
Other Personal Services	17,124	25,006	25,006
Expenses	267,709	280,052	280,052
Contracted Services	7,420	8,509	8,509
OCO	36,638	0	0
HR Assessment	6,881	6,289	6,289
Refunds	2,287		
OATS Assessment	32,261	32,943	32,943
General Revenue Service Charge	117,285	118,121	118,121
Indirect Costs charged to Trust Fund	341,375	330,307	330,307
<b>Total Full Costs to Line (B) - Section III</b>	<b>1,914,777</b>	<b>1,881,661</b>	<b>1,881,661</b>

Basic Used: Indirect costs based on percentage of total salary dollars by program.

<b>SECTION III - SUMMARY</b>		<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
TOTAL SECTION I	(A)	1,471,960	1,476,514	1,476,514
TOTAL SECTION II	(B)	1,914,777	1,881,661	1,881,661
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(442,817)</b>	<b>(405,147)</b>	<b>(405,147)</b>

**EXPLANATION of LINE C:**

The deficit in this program area is covered by the overall Department cash balances in the General Inspection Trust Fund.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Bureau of Fair Rides Inspection

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

During FY 13/14, the Bureau replaced a full time Senior Word Processing Systems operator with a part time (October – May) OPS clerk. This replacement saved the Bureau salary dollars. With this cut the Bureau was still able to maintain interoffice tasks and achieve the customer service the Department strives for.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

At this time, maximum operational efficiency is being maintained to meet statutory requirements with the funding available. Cost effective measures have been put in place for all supply and inventory ordering.

Office supply orders will be reviewed prior to ordering with every attempt made to use property from the warehouse or to order more cost effective supplies. The projected cost savings of this program is \$1,000 per fiscal year.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes, the Bureau provides a critical service safeguarding the public with the most comprehensive amusement ride inspection program of any state in the country.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

Fees are based on projections utilizing generally accepted governmental accounting procedures. Projections are based primarily on historic industry growth.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

No, the permit and inspection fees set by statute does not cover both direct and indirect costs of providing this regulatory service.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

Yes, amusement rides are differentiated into three types of rides, and charged fees are commensurate with the complexity and the time needed to complete the inspection. Re-inspection fees are assessed when violations are found during the initial inspection. Weekend and holiday fees are also assessed to the companies who cannot schedule inspections during normal work hours.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

The fees charged for this regulatory service and oversight is set by statute. Raising fees to sufficiently cover program costs would require so high an assessment that the carnival industry would be compelled to reduce either the number of events played in Florida, or the number of devices played at each event, or both. These reductions would in turn affect the estimates of revenue

which FDACS has employed for the purpose of establishing an amusement ride inspection fee structure. In addition, a reduction or elimination of participation at festivals, carnivals and fairs by the carnival companies would ultimately impact the fair associations, churches and civic groups as well as charities which benefit financially from the public attendance at such sponsored events which feature rides and attraction as their primary draws.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

The surplus of revenue over expenditures in the General Inspection Trust Fund is an amount sufficient to absorb deficits in the program.

## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Fair Rides Inspection

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): Yes, 616.242(8)(a), FS

What percent of the regulatory cost is currently subsidized? (0 to 100%) **23%**

If the program is subsidized from other state funds, what is the source(s)? General Inspection Trust Fund

What is the current annual amount of the subsidy? \$ **\$442,817.00**

Service/Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Amusement Ride Inspection	Kiddie Amusement Ride	616.242	\$35	2001	Yes	\$35	General Inspection Trust Fund
	Non-Kiddie Amusement Ride	616.242	\$70	2001	Yes	\$70	General Inspection Trust Fund
	Super Ride	616.242	\$140	2001	Yes	\$140	General Inspection Trust Fund
	Reinspection	616.242	\$500	2005	Yes	\$500	General Inspection Trust Fund
	Late Notice Inspection	616.242	\$100	1997	Yes	\$100	General Inspection Trust Fund
	Failure to Cancel Inspection	616.242	\$100	1997	Yes	\$100	General Inspection Trust Fund
	Go Kart Vehicle Inspection	616.242	\$7	2005	Yes	\$7	General Inspection Trust Fund
	Ride Permit Fee	616.242	\$430	2005	Yes	\$430	General Inspection Trust Fund
	Lost USAID Tag	616.242	\$100	1993	Yes	\$100	General Inspection Trust Fund
	Bungee Permit	616.242	\$500	1993	Yes	\$500	General Inspection Trust Fund
	Weekend/Holiday Inspection	616.242	\$500	2005	Yes	\$75	General Inspection Trust Fund

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period: 2015-16**  
**Program:** 42160200 Health Studios  
**Fund(s):** 2321 General Inspection Trust Fund  
**Specific Authority:** s. 501.015, F.S.  
**Purpose of Fees Collected:** To provide regulation and oversight to the Health Studio Industry in the State of Florida.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	ACTUAL FY 2013-14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
	GITF	GITF	GITF
<u>Receipts:</u>			
<u>Registration Fees</u>	681,000	648,067	648,067
<u>Administrative Fines</u>	70,891	75,000	75,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>751,891</b>	<b>723,067</b>	<b>723,067</b>

**SECTION II - FULL COSTS**

	ACTUAL FY 2013-14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
	GITF	GITF	GITF
<u>Direct Costs:</u>			
Salaries and Benefits	81,431	82,540	82,540
Other Personal Services	1,912	2,103	2,103
Expenses	9,564	9,242	9,242
Contracted Services	1,018	1,278	1,278
HR Assessment	519	523	523
Refunds	7,500		
OATS Assessment	2,437	2,806	2,806
General Revenue S/C	60,151	57,845	57,845
Indirect Costs Charged to Trust Fund	25,317	24,983	24,983
<b>Total Full Costs to Line (B) - Section III</b>	<b>189,849</b>	<b>181,320</b>	<b>181,320</b>

Basis Used: Indirect costs based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013-14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
		GITF	GITF	GITF
TOTAL SECTION I	(A)	751,891	723,067	723,067
TOTAL SECTION II	(B)	189,849	181,320	181,320
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>562,042</b>	<b>541,747</b>	<b>541,747</b>

**EXPLANATION of LINE C:**

The surplus of revenues over expenditures is used to help defray the operating costs for other programs in the Department that are funded by the Legislature from the General Inspection Trust Fund.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Health Studios

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Services have been improved by implementing cross training and streamlining administrative processes. Due to these improvements we have been able to handle increased registrations and filings without additional personnel.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

E-commerce or electronic filing will be added as budget permits. Cost savings is not determined at this time.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes. This regulatory activity is mandated by Florida Statutes, and it is appropriate to provide protection to both the consuming public and the industry being regulated.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The Division does not use official estimates by the Revenue Estimating Conference. Our revenue projections are based on actual historical revenues and the statutorily mandated fee structure.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Fees are sufficient to cover all the costs.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fee charged for the regulatory service and oversight are set by statute, and applies uniformly to all affected business entities.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees currently charged are adequate to cover all costs.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

NA



## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Health Studios

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No; s. 501.015, F.S.

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? N/A

Service / Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Health Studios	Registration fee	s. 501.015	\$300 annually set by statute	1993	No	\$300	General Inspection Trust Fund

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period:** 2015-16  
**Program:** 42160200 Intrastate Moving Companies  
**Fund(s):** 2321 General Inspection Trust Fund

**Specific Authority:** s. 507.03, F.S.  
**Purpose of Fees Collected:** To provide regulation and oversight to the Intrastate Moving Industry in the State of Florida.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part Land II</b> .)
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	ACTUAL FY 2013 -14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
	GITF	GITF	GITF
<u>Receipts:</u>			
<u>Registration Fees</u>	275,475	322,083	322,083
<u>Administrative Fines</u>	30,250	30,000	30,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>305,725</b>	<b>352,083</b>	<b>352,083</b>

**SECTION II - FULL COSTS**

	ACTUAL FY 2013 -14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
	GITF	GITF	GITF
<u>Direct Costs:</u>			
Salaries and Benefits	47,205	47,724	47,724
Other Personal Services	965	819	819
Expenses	5,487	5,560	5,560
Contracted Services	721	873	873
HR Assessment	300	305	305
Refunds	1,200		
OATS Assessment	1,386	1,561	1,561
General Revenue S/C	24,458	28,167	28,167
Indirect Costs Charged to Trust Fund	14,502	14,292	14,292
<b>Total Full Costs to Line (B) - Section III</b>	<b>96,223</b>	<b>99,300</b>	<b>99,300</b>

Basis Used: Indirect costs based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013 -14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
		GITF	GITF	GITF
TOTAL SECTION I	(A)	305,725	352,083	352,083
TOTAL SECTION II	(B)	96,223	99,300	99,300
<b>TOTAL - Surplus/Defici</b>	(C)	<b>209,502</b>	<b>252,783</b>	<b>252,783</b>

**EXPLANATION of LINE C:**

The surplus of revenues over expenditures is used to help defray the operating costs for other programs in the Department that are funded by the Legislature from the General Inspection Trust Fund.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Intrastate Moving Companies

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Services have been improved by implementing cross training and streamlining administrative processes. Due to these improvements we have been able to handle increased registrations and filings without additional personnel.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

E-commerce or electronic filing will be added as budget permits. Cost savings is not determined at this time.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes. This regulatory activity is mandated by Florida Statutes, and it is appropriate to provide protection to both the consuming public and the industry being regulated.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The Division does not use official estimates by the Revenue Estimating Conference. Our revenue projections are based on actual historical revenues and the statutorily mandated fee structure.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Fees are sufficient to cover all costs.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the

types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fee charged for the regulatory service and oversight is set by statute, and applies uniformly to all affected business entities.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees currently charged are adequate to cover all of the program's cost.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.



## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Intrastate Moving Companies

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No; s. 507.03, F.S.

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? N/A

	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Intrastate Moving Companies	Registration fee	s. 507.03	\$300 annually set by statute	2002	No	\$300	General Inspection Trust Fund

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services  
**Program:** 42160200 LP Gas Inspection  
**Fund:** 2321 General Inspection Trust Fund

**Budget Period: 2015-16**

**Specific Authority:** Chapter 527, F.S.  
**Purpose of Fees Collected:** Regulatory oversight of the liquefied petroleum gas industry, including licensing, examination, inspection, investigation and training.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2013 - 14</b>	<b>FY 2014 - 15</b>	<b>FY 2015 - 16</b>
<u>Receipts:</u>			
LP Gas Exam Fees	15,025	21,726	21,726
LP Gas Registration and Training Fees	16,280	19,178	19,178
Fees-Truck Registration	10,100	14,933	14,933
Site Plan	23,575	28,389	28,389
Transfer and duplicate LP Gas License Fees	2,995	6,245	6,245
LP Gas License Fees	2,042,369	1,753,605	1,753,605
Sale of Surplus Property-DMS Sale	2,014		
Insurance Recoveries	1,531		
Misc revenues	1,063		
Administrative Fines	23,200	25,000	25,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>2,138,152</b>	<b>1,869,076</b>	<b>1,869,076</b>

**SECTION II - FULL COSTS**

	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2013 - 14</b>	<b>FY 2014 - 15</b>	<b>FY 2015 - 16</b>
<u>Direct Costs:</u>			
Salaries and Benefits	1,141,334	1,131,527	1,131,527
Other Personal Services	123	3,086	3,086
Expenses	113,479	133,775	133,775
Contracted Services	12,179	13,128	13,128
HR Assessment	7,129	6,643	6,643
Refunds	16,770		
OCO	36,638		
OATS Assessment	29,930	32,750	32,750
General Revenue S/C	166,149	149,526	149,526
Indirect Costs Charged to Trust Fund	358,781	345,912	345,912
<b>Total Full Costs to Line (B) - Section III</b>	<b>1,882,513</b>	<b>1,816,347</b>	<b>1,816,347</b>

Basic Used:

Indirect costs based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
		<b>FY 2013 - 14</b>	<b>FY 2014 - 15</b>	<b>FY 2015 - 16</b>
TOTAL SECTION I	(A)	2,138,152	1,869,076	1,869,076
TOTAL SECTION II	(B)	1,882,513	1,816,347	1,816,347
<b>TOTAL - Surplus/Deficit</b>	<b>(C)</b>	<b>255,638</b>	<b>52,729</b>	<b>52,729</b>

**EXPLANATION of LINE C:**

The surplus of revenues over expenditures is used to help defray the operating costs for other programs in the Department that are funded by the Legislature from the General Inspection Trust Fund.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Bureau of Liquefied Petroleum Gas Inspection

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Effective July 1, 2014, the licensure renewal date for two of the bureau's fifteen licensure categories was statutorily changed from August 31st to March 31st of each year. This now permits roughly about 20% of the bureau's 15,000 licenses to renew during August and the remaining 80% to renew six months later, whereas all 15,000 license renewals were previously processed at the same time. The 20% renewing in August comprise the most time-consuming applications in that these include the LP Gas Dealer and all LP Gas Installer categories. The two categories that will renew in March, while much larger in number, take less than 1/2 the time to process. Changing the renewal dates has resulted in less staff being solely dedicated to renewal-only functions during these months, which permits other daily work to proceed as usual. In addition, because of the ability to better manage this workload, the bureau will not be required to utilize OPS staff during either renewal period.

Another initiative undertaken recently was moving the Inspector Supervisor position, which oversees all statewide inspections and accident investigations and directly supervises the bureau's eleven field inspectors, from the bureau's Tallahassee office to a field location. This facilitates better field supervision of inspectors and permits the supervisor to not only personally observe staff's performance of inspection duties, but to also receive direct feedback from licensees. Additionally, the Inspector Supervisor is now able to meet locally with a Bureau of Standards employee who enforces rules related to LP gas pump meters and weighing scales. This has resulted in clarification of existing procedures and better delineation of duties. There is no cost savings related to moving the supervisor's position; however, it has resulted in improved services.

An additional operational efficiency involved the establishment of e-mail addresses by which licensees may submit copies of renewed insurance coverage and notices of vacancies in qualifier and master qualifier positions. Permitting licensees to submit official notification through e-mail instead of through use of required forms should ultimately result in reduction of costs related to processing of records sent via U.S. mail; however actual cost savings are unknown.



2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

The bureau is currently updating and revising all inspection-related policies and procedures. Changes will result in operational efficiencies and should improve service delivery to stake holders. There are no anticipated cost savings at this time.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes. This activity is mandated under Chapter 527, Florida Statutes.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

Fees are based on projections utilizing generally accepted governmental accounting procedures. Projections are based primarily on historic industry growth, trends within the various industry factions and general market conditions.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Fees are sufficient to cover costs.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

Licensing fees are reasonable and comparable to similar professional fees in Florida and other states. Financial incentives are achieved through a strong enforcement program which imposes monetary penalties for failure to comply with adopted laws, rules and regulations.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:

- a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
- b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees currently charged are adequate to cover all costs.

- 8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

NA

## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: LP Gas Inspection

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? N/A

Service/Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Liquefied Petroleum Gas	Manufacturer of LP Gas Appliances & Equip	527.02, FS	\$525	1990	No	\$525	General Inspection Trust Fund
	Category III LP Gas Cylinder Exchange Unit Operator	527.02, FS	\$100	2000	No	\$100	General Inspection Trust Fund
	Installer E	527.02, FS	\$300	1990	No	\$300	General Inspection Trust Fund
	Installer B	527.02, FS	\$300	1990	No	\$300	General Inspection Trust Fund
	Installer C	527.02, FS	\$300	1990	No	\$300	General Inspection Trust Fund
	Requalification of Cylinders	527.02, FS	\$525	1990	No	\$525	General Inspection Trust Fund
	Fabrication, Repair & Testing of Vehicles & Cargo Tanks	527.02, FS	\$525	1990	No	\$525	General Inspection Trust Fund
	Category I LP Gas Dealer	527.02, FS	\$525	1990	No	\$525	General Inspection Trust Fund
	Dealer in Appliances & Equipment for use of LP Gas	527.02, FS	\$50	1990	No	\$50	General Inspection Trust Fund
	Installer D	527.02, FS	\$300	1990	No	\$300	General Inspection Trust Fund
	Category II LP Gas Dispensing Unit	527.02, FS	\$525	1990	No	\$525	General Inspection Trust Fund
	Category IV LP Gas Dispenser & RV Servicicer	527.02, FS	\$525	2000	No	\$525	General Inspection Trust Fund
	Category V LP Gas Dealer in Industrial Gases Only	527.02, FS	\$300	2003	No	\$300	General Inspection Trust Fund
	Installer A	527.02, FS	\$300	1990	No	\$300	General Inspection Trust Fund
	Pipeline System Operator	527.02, FS	\$400	1992	No	\$400	General Inspection Trust Fund
	Duplicate License or Qualifier Card	527.0201, FS	\$10	1993	No	\$10	General Inspection Trust Fund
	LP Gas Examination Filing Fee- Qualifier	527.0201, FS	\$20	1990	No	\$20	General Inspection Trust Fund
	LP Gas Examination Filing Fee- Master Qualifier	527.0201, FS	\$30	2000	No	\$30	General Inspection Trust Fund
	Truck Registration Fee	527.021, FS	\$50	1992	No	\$50	General Inspection Trust Fund
	Site Plan Fee	527.0605, FS	\$200	1992	No	\$200	General Inspection Trust Fund
	Qualifier Renewal	527.0201, FS	\$20	2000	No	\$20	General Inspection Trust Fund
	Master Qualifier Renewal	527.0201, FS	\$30	2000	No	\$30	General Inspection Trust Fund

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services  
**Program:** 42160200 Motor Vehicle Repair Shops  
**Fund(s):** 2321 General Inspection Trust Fund

**Budget Period: 2015-16**

**Specific Authority:** s. 559.904, F.S.  
**Purpose of Fees Collected:** To provide regulation and oversight to the Motor Vehicle Repair Industry in the State of Florida.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	ACTUAL FY 2013 - 14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
	GITF	GITF	GITF
Receipts:			
Registration Fees	1,230,581	1,164,829	1,164,829
Penalties-Late Filing	37,659	30,375	30,075
Administrative Fines	217,020	220,000	220,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>1,485,260</b>	<b>1,415,204</b>	<b>1,414,904</b>

**SECTION II - FULL COSTS**

	ACTUAL FY 2013 - 14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
	GITF	GITF	GITF
Direct Costs:			
Salaries and Benefits	433,898	439,766	439,766
Other Personal Services	10,138	11,067	11,067
Expenses	49,915	49,317	49,317
Contracted Services	5,471	6,855	6,855
HR Assessment	2,766	2,786	2,786
Refunds	18,660		
OATS Assessment	12,975	14,928	14,928
General Revenue S/C	118,821	113,216	113,192
Indirect Costs Charged to Trust Fund	134,838	133,053	133,053
<b>Total Full Costs to Line (B) - Section III</b>	<b>787,481</b>	<b>770,989</b>	<b>770,965</b>

Basis Used: Indirect costs based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013 - 14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
		GITF	GITF	GITF
TOTAL SECTION I	(A)	1,485,260	1,415,204	1,414,904
TOTAL SECTION II	(B)	787,481	770,989	770,965
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>697,779</b>	<b>644,215</b>	<b>643,939</b>

**EXPLANATION of LINE C:**

The surplus of revenues over expenditures is used to help defray the operating costs for other programs in the Department that are funded by the Legislature from the General Inspection Trust Fund.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Motor Vehicle Repair Shops

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Services have been improved by implementing cross training, streamlining administrative processes, and making online renewal available to consumers. Due to these improvements we have been able to handle increased registrations and filings without additional personnel.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

E-commerce or electronic filing will be added as budget permits. Cost savings is not determined at this time.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes. This regulatory activity is mandated by Florida Statutes, and it is appropriate to provide protection to both the consuming public and the industry being regulated.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The Division does not use official estimates by the Revenue Estimating Conference. Our revenue projections are based on actual historical revenues and the statutorily mandated fee structure.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Fees are sufficient to cover all costs.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fees charged for the regulatory service and oversight are set by statute, and applies uniformly to all affected business entities.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees currently charged are adequate to cover all costs.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

NA

## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Motor Vehicle Repair Shops

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No; s. 559.904, F.S.

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? \$ N/A

	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Motor Vehicle Repair Shops	Registration fee	s. 559.904	The following annual fees are set by statute: \$50 for shops with 1-5 employees; \$150 for shops with 6-10 employees; and \$300 for shops with 11 or more employees	In 1997, fee for small shops performing only minor repairs was amended to \$50. Other fees last revised in 1991.	No	\$50 for shops with 1-5 employees; \$150 for shops with 6-10 employees; and \$300 for shops with 11 or more employees	General Inspection Trust Fund

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services  
**Program:** 42160200 Sellers of Business Opportunities  
**Fund(s):** 2321 General Inspection Trust Fund

**Budget Period: 2015-16**

**Specific Authority:** s. 559.805, F.S.

**Purpose of Fees Collected:** To process franchise exemptions to the Sellers of Business Opportunities Industry in the State of Florida.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2013 - 14</b>	<b>FY 2014 - 15</b>	<b>FY 2015 - 16</b>
	GITF	GITF	GITF
Receipts:			
Franchise Exemption Fee	226,590	211,788	211,788
<b>Total Fee Collection to Line (A) - Section III</b>	<b>226,590</b>	<b>211,788</b>	<b>211,788</b>

**SECTION II - FULL COSTS**

	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2013 - 14</b>	<b>FY 2014 - 15</b>	<b>FY 2015 - 16</b>
	GITF	GITF	GITF
Direct Costs:			
Salaries and Benefits	56,832	57,698	57,698
Other Personal Services	1,441	1,764	1,764
Expenses	6,492	6,300	6,300
Contracted Services	613	794	794
HR Assessment	363	364	364
Refunds	4,300		
OATS Assessment	1,721	2,006	2,006
General Revenue S/C	18,127	16,943	16,943
Indirect Costs Charged to Trust Fund	17,798	17,577	17,577
<b>Total Full Costs to Line (B) - Section III</b>	<b>107,687</b>	<b>103,446</b>	<b>103,446</b>

Basis Used: Indirect costs based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
		<b>FY 2013 - 14</b>	<b>FY 2014 - 15</b>	<b>FY 2015 - 16</b>
		GITF	GITF	GITF
TOTAL SECTION I	(A)	226,590	211,788	211,788
TOTAL SECTION II	(B)	107,687	103,446	103,446
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>118,903</b>	<b>108,342</b>	<b>108,342</b>

**EXPLANATION of LINE C:**

The surplus of revenues over expenditures is used to help defray the operating costs for other programs in the Department that are funded by the Legislature from the General Inspection Trust Fund.



**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services  
**Program:** 42160200 Game Promotions  
**Fund(s):** 2321 General Inspection Trust Fund

**Budget Period: 2015-14**

**Specific Authority:** s. 849.094, F.S.

**Purpose of Fees Collected:** To process game promotion filings for game promotion operators in the State of Florida.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees</b> Form - Part I and II.)
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2013 - 14</b>	<b>FY 2014 - 15</b>	<b>FY 2015 - 16</b>
	GITF	GITF	GITF
<u>Receipts:</u>			
<u>Fees-Game Promotion Filings</u>	388,400	417,667	417,667
<u>Administrative Fines</u>	305,750	325,000	325,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>694,150</b>	<b>742,667</b>	<b>742,667</b>

**SECTION II - FULL COSTS**

	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2013 - 14</b>	<b>FY 2014 - 15</b>	<b>FY 2015 - 16</b>
	GITF	GITF	GITF
<u>Direct Costs:</u>			
Salaries and Benefits	116,751	118,456	118,456
Other Personal Services	2,873	3,383	3,383
Expenses	13,371	13,065	13,065
Contracted Services	1,339	1,710	1,710
HR Assessment	745	748	748
Refunds	4,450		
OATS Assessment	3,519	4,083	4,083
General Revenue S/C	55,532	59,413	59,413
Indirect Costs Charged to Trust Fund	36,458	35,994	35,994
<b>Total Full Costs to Line (B) - Section III</b>	<b>235,038</b>	<b>236,852</b>	<b>236,852</b>

Basis Used: Indirect costs based on percentage of total salary dollars by program.

		<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
		<b>FY 2013 - 14</b>	<b>FY 2014 - 15</b>	<b>FY 2015 - 16</b>
		GITF	GITF	GITF
<b>TOTAL SECTION I</b>	(A)	694,150	742,667	742,667
<b>TOTAL SECTION II</b>	(B)	235,038	236,852	236,852
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>459,112</b>	<b>505,815</b>	<b>505,815</b>

**EXPLANATION OF LINE C:**

The surplus of revenues over expenditures is used to help defray the operating costs for other programs in the Department that are funded by the Legislature from the General Inspection Trust Fund.

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period: 2015-16**  
**Program:** 42160200 Pawn Shops  
**Fund(s):** 2321 General Inspection Trust Fund  
**Specific Authority:** s. 539.001, F.S.  
**Purpose of Fees Collected:** To provide regulation and oversight to the Pawn Shop Industry in the State of Florida.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
	GITF	GITF	GITF
<u>Receipts:</u>			
<u>Registration Fees</u>	454,560	433,370	433,370
<u>Background Checks</u>	18,342	26,854	26,854
<u>Administrative Fines</u>	36,500	40,000	40,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>509,402</b>	<b>500,224</b>	<b>500,224</b>

**SECTION II - FULL COSTS**

	<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
	GITF	GITF	GITF
<u>Direct Costs:</u>			
<u>Salaries and Benefits</u>	38,068	38,654	38,654
<u>Other Personal Services</u>	971	1,198	1,198
<u>Expenses</u>	4,346	4,212	4,212
<u>Contracted Services</u>	406	526	526
<u>HR Assessment</u>	243	244	244
<u>Refunds</u>	2,004		
<u>OATS Assessment</u>	1,154	1,347	1,347
<u>General Revenue S/C</u>	40,752	40,018	40,018
<u>Indirect Costs Charged to Trust Fund</u>	11,929	11,782	11,782
<b>Total Full Costs to Line (B) - Section III</b>	<b>99,873</b>	<b>97,980</b>	<b>97,980</b>

Basis Used: Indirect costs based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
		GITF	GITF	GITF
<b>TOTAL SECTION I</b>	(A)	509,402	500,224	500,224
<b>TOTAL SECTION II</b>	(B)	99,873	97,980	97,980
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>409,529</b>	<b>402,244</b>	<b>402,244</b>

**EXPLANATION of LINE C:**

The surplus of revenues over expenditures is used to help defray the operating costs for other programs in the Department that are funded by the Legislature from the General Inspection Trust Fund.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Pawn Shops

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Services have been improved by implementing cross training and streamlining administrative processes. Due to these improvements we have been able to handle increased registrations and filings without additional personnel.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

E-commerce or electronic filing will be added as budget permits. Cost savings is not determined at this time.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes. This regulatory activity is mandated by Florida Statutes, and it is appropriate to provide protection to both the consuming public and the industry being regulated.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The Division does not use official estimates by the Revenue Estimating Conference. Our revenue projections are based on actual historical revenues and the statutorily mandated fee structure.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Fees are sufficient to cover all costs.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The Division does not use official estimates by the Revenue Estimating Conference. Our revenue projections are based on actual historical revenues and the statutorily mandated fee structure.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees currently charged are adequate to cover all costs.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

NA

**Schedule IA - Part II: Examination of Regulatory Fees**

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Pawn Shops

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No; s. 539.001, F.S.

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? N/A

Service / Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Pawn Shops	License fee	s. 539.001	\$300 annually set by statute	1996	NO	\$300	General Inspection Trust Fund

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services  
**Program:** 42160200 Professional Surveyors and Mappers  
**Fund(s):** 2321 General Inspection Trust Fund

**Budget Period: 2015-16**

**Specific Authority:** s.472.011, s.472.0365, s.472.018, s. 472.023, s. 472.0345 F.S.

**Purpose of Fees Collected:** To provide regulation and oversight to Professional Surveyors and Mappers

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
	GITF	GITF	GITF
Receipts:			
Exam and License Fees	532,742	558,966	558,966
Duplicate Name Change	990	1,533	1,533
Copies of Documents	122		
Penalties	5,718		
Special Assessments (2011-2012)	100		
Administrative Fines	43,902	2,000	2,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>583,573</b>	<b>562,499</b>	<b>562,499</b>

**SECTION II - FULL COSTS**

	<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
	GITF	GITF	GITF
Direct Costs:			
Salaries and Benefits	263,273	275,000	275,000
Other Personal Services	23,578	11,361	11,361
Expenses	59,149	60,000	60,000
Contracted Services	29,778	20,000	20,000
HR Assessment	1,806	1,257	1,257
Refunds	435		
OATS Assessment		9,698	9,698
General Revenue S/C	48,855	45,000	45,000
Indirect Costs Charged to Trust Fund	82,774	83,923	83,923
<b>Total Full Costs to Line (B) - Section III</b>	<b>509,647</b>	<b>506,239</b>	<b>506,239</b>

Basis Used: Indirect costs are based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
		GITF	GITF	GITF
TOTAL SECTION I	(A)	583,573	562,499	562,499
TOTAL SECTION II	(B)	509,647	506,239	506,239
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>73,926</b>	<b>56,260</b>	<b>56,260</b>

**EXPLANATION of LINE C:**

The surplus of revenue over expenditures is used to help defray the operating costs for other programs in the Department that are funded by the Legislature from the General Inspection Trust Fund.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Professional Surveyors and Mappers

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Services have been improved by implementing cross training and streamlining administrative processes. Due to these improvements we have been able to handle increased registrations and filings without additional personnel.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

E-commerce or electronic filing will be added as budget permits. Cost savings is not determined at this time.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes. This regulatory activity is mandated by Florida Statutes, and it is appropriate to provide protection to both the consuming public and the industry being regulated.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The Division does not use official estimates by the Revenue Estimating Conference. Our revenue projections are based on actual historical revenues and the statutorily mandated fee structure.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Yes, but not on an annual basis. The license renewal fee is valid for a two year period. Two year license renewals were issued in FY 12-13 and will be issued again in FY 14-15.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fee charged for the regulatory service and oversight is set by statute, and applies uniformly to all affected business entities.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees currently charged are adequate to cover all costs in a two year period.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

NA



## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Professional Surveyors and Mappers

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.) Yes, s. 472.011, F.S.

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? N/A

Service / Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Land Surveying and Mapping	Examination Fee	s.472.011	\$120	2012	Yes	\$120	General Inspection Trust Fund
	Unlicensed Activity Fee	s.472.0365	\$5	1993	Yes	\$5	General Inspection Trust Fund
	Licensure by Endorsement Application Fee	s.472.011	\$200	1993	Yes	\$125	General Inspection Trust Fund
	Voluntary Inactive Renewal Fee	s.472.011	\$150	1993	Yes	\$100	General Inspection Trust Fund
	Continuing Education Provider Fees	s.472.018	\$500	1993	Yes	\$450 Initial \$250 Renewal	General Inspection Trust Fund
	Temporary Certificate Fee	s.472.023	\$100 Individual \$200 Business	1993	Yes	\$25	General Inspection Trust Fund
	Temporary Certificate of Authorization Fee	s.472.023	\$100 Individual \$200 Business	1993	Yes	\$50	General Inspection Trust Fund
	Duplicate Name/Status Change Fee	s.472.011		1993	Yes	\$20	General Inspection Trust Fund
	Application Fee	s.472.011	\$125	1993	Yes	\$125	General Inspection Trust Fund
	Initial License Fee	s.472.011	\$200	1993	Yes	\$125	General Inspection Trust Fund
	Renewal License Fee	s.472.011	\$500	1993	Yes	\$250 biennium non-business \$350 biennium business	General Inspection Trust Fund
	Business License Fee	s.472.011		1993	Yes	\$125	General Inspection Trust Fund
	License Reactivation Fee	s.472.011	\$150	1993	Yes	\$50	General Inspection Trust Fund
	Citations	s.472.0345	\$5,000	1993	Yes	No less than \$500 and no more than \$5000	General Inspection Trust Fund
	Citations-Unlicensed	s.472.036	\$5,000	1993	Yes	No less than \$500 and no more than \$5000	General Inspection Trust Fund

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period: 2015-16**  
**Program:** 42160200 Sellers of Travel  
**Fund(s):** 2321 General Inspection Trust Fund  
**Specific Authority:** s. 559.928, F.S.  
**Purpose of Fees Collected:** To provide regulation and oversight to the Sellers of Travel Industry in the State of Florida.

Type of Fee or Program: (Check ONE Box and answer questions as indicated.)

X	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	ACTUAL FY 2013 - 14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
Receipts:	GITF	GITF	GITF
Initial Fee	156,950	136,927	136,927
Renewal Fee	522,325	497,217	497,217
DOC Submission Fee	100		
Travel Independent Agents	204,000	180,483	180,483
Administrative Fines	40,366	25,000	25,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>923,741</b>	<b>839,627</b>	<b>839,627</b>

**SECTION II - FULL COSTS**

	ACTUAL FY 2013 - 14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
Direct Costs:	GITF	GITF	GITF
Salaries and Benefits	212,361	215,295	215,295
Other Personal Services	5,034	5,617	5,617
Expenses	24,401	24,036	24,036
Contracted Services	2,612	3,289	3,289
HE Assessment	1,354	1,363	1,363
Refunds	4,825		
OATS Assessment	6,364	7,339	7,339
General Revenue S/C	73,899	67,170	67,170
Indirect Costs Charged to Trust Fund	66,080	65,215	65,215
<b>Total Full Costs to Line (B) - Section III</b>	<b>396,931</b>	<b>389,323</b>	<b>389,323</b>

Basis Used: Indirect costs based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013 - 14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
		GITF	GITF	GITF
TOTAL SECTION I	(A)	923,741	839,627	839,627
TOTAL SECTION II	(B)	396,931	389,323	389,323
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>526,810</b>	<b>450,304</b>	<b>450,304</b>

**EXPLANATION of LINE C:**

The surplus of revenues over expenditures is used to help defray the operating costs for other programs in the Department that are funded by the Legislature from the General Inspection Trust Fund.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Sellers of Travel

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Services have been improved by implementing cross training and streamlining administrative processes. Due to these improvements we have been able to handle increased registrations and filings without additional personnel.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

E-commerce or electronic filing will be added as budget permits. Cost savings is not determined at this time.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes. This regulatory activity is mandated by Florida Statutes, and it is appropriate to provide protection to both the consuming public and the industry being regulated.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The Division does not use official estimates by the Revenue Estimating Conference. Our revenue projections are based on actual historical revenues and the statutorily mandated fee structure.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Fees are sufficient to cover all costs.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fee charged for the regulatory service and oversight are set by statute, and applies uniformly to all affected business entities.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees currently charged are adequate to cover all costs

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

NA

## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Sellers of Travel

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No; s. 559.928, F.S.

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? N/A

Service / Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Sellers of Travel	Registration fee	s. 559.928	\$300 annually set by statute	1991	No	\$300	General Inspection Trust Fund
	Document Submission Fee	s. 559.9295(16)	\$100	1991	No	\$100	General Inspection Trust Fund
	Travel Independent Agents	s.559.928(3)	\$50	2010	No	\$50	General Inspection Trust Fund

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services  
**Program:** 42160200 Solicitation of Contributions  
**Fund:** General Revenue, General Inspection Trust Fund

**Budget Period: 2015-16**

**Specific Authority:** s.496.406,496.409 and 496.410, F.S.

**Purpose of Fees Collected:** To provide regulation and oversight to the Solicitation of Contributions Industry in the State of Florida

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	ACTUAL		ESTIMATED		REQUEST	
	FY 2013-14		FY 2014-15		FY 2015-16	
Receipts:	GR	GITF	GR	GITF	GR	GITF
Registration Fees		2,774,673		2,687,426		2,687,426
Penalties		95,492		100,915		100,915
Administrative Fines		222,461		212,166		212,166
Misc.						
<b>Total Fee Collection to Line (A) - Section III</b>	-	3,092,626	-	3,000,507	-	3,000,507

**SECTION II - FULL COSTS**

	ACTUAL		ESTIMATED		REQUEST	
	FY 2013-14		FY 2014-15		FY 2015-16	
Direct Costs:	GR	GITF	GR	GITF	GR	GITF
Salaries and Benefits		680,661	48,803	690,663	48,803	690,663
Other Personal Services		16,824		19,921		19,921
Expenses		77,926	10,034	76,069	6,261	76,069
Contracted Services		7,743	175,015	9,906		9,906
HR Assessment		4,345	344	4,358	344	4,298
Refunds		143,148				
OATS Assessment		20,466	1,760	23,833	1,760	23,833
General Revenue S/C		229,193		240,041		240,041
Indirect Costs charged to Trust Fund		212,637	-	209,944	-	209,944
<b>Total Full Costs to Line (B) - Section III</b>	-	1,392,944	235,956	1,274,735	57,168	1,274,675

Basis Used: Indirect costs based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL		ESTIMATED		REQUEST	
		FY 2013-14		FY 2014-15		FY 2015-16	
		GR	GITF	GR	GITF	GR	GITF
TOTAL SECTION I	(A)	-	3,092,626	-	3,000,507	-	3,000,507
TOTAL SECTION II	(B)	-	1,392,944	235,956	1,274,735	57,168	1,274,675
<b>TOTAL - Surplus/Deficit</b>	(C)	-	1,699,682	(235,956)	1,725,772	(57,168)	1,725,832

**EXPLANATION of LINE C:**

The surplus of revenue over expenditures is used to help defray the operating costs for other programs in the Department that are funded by the Legislature from the General Inspection Trust Fund.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Solicitation of Contributions

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Services have been improved by implementing cross training and streamlining administrative processes. Due to these improvements we have been able to handle increased registrations and filings without additional personnel.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

E-commerce or electronic filing will be added as budget permits. Cost savings is not determined at this time.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes. This regulatory activity is mandated by Florida Statutes, and it is appropriate to provide protection to both the consuming public and the industry being regulated.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The Division does not use official estimates by the Revenue Estimating Conference. Our revenue projections are based on actual historical revenues and the statutorily mandated fee structure.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Fees are sufficient to cover all costs.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fee charged for the regulatory service and oversight are set by statute, and applies uniformly to all affected business entities.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees currently charged are adequate to cover all costs.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

NA



## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Solicitation of Contributions

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No; s. 496.405, 496.409 and 496.410, F.S.

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? N/A

Service / Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Solicitation of Contributions	Registration fee	ss. 496.405, 496.409 and 496.410	The following annual fees are set by statute for charitable organizations and sponsors: \$10 if contributions received from the public during the immediately preceding fiscal year by such organization or sponsor are no more than \$25,000 and the fundraising activities of such organization or sponsor are carried on by volunteers, members, officers, or permanent employees, who are not compensated, primarily to solicit such contributions, provided no part of the assets or income of such organization or sponsor inures to the benefit of or is paid to any officer or member of such organization or sponsor or to any professional fundraising consultant, professional solicitor, or commercial co-venturer; \$75 if contributions more than \$5,000 and less than \$100,000; \$125 if contributions more than \$100,000 and less than \$200,000; \$200 if more than \$200,000 and less than \$500,000; \$300 if more than \$500,000 and less than \$1 million; \$350 if more than \$1 million and less than \$10 million; and \$400 if \$10 million or more. Fees for professional solicitors or professional fundraising consultants are \$300 per year.	2013	No	The following annual fees are set by statute for charitable organizations and sponsors: \$10 if contributions received from the public during the immediately preceding fiscal year by such organization or sponsor are no more than \$25,000 and the fundraising activities of such organization or sponsor are carried on by volunteers, members, officers, or permanent employees, who are not compensated, primarily to solicit such contributions, provided no part of the assets or income of such organization or sponsor inures to the benefit of or is paid to any officer or member of such organization or sponsor or to any professional fundraising consultant, professional solicitor, or commercial co-venturer; \$75 if contributions more than \$5,000 and less than \$100,000; \$125 if contributions more than \$100,000 and less than \$200,000; \$200 if more than \$200,000 and less than \$500,000; \$300 if more than \$500,000 and less than \$1 million; \$350 if more than \$1 million and less than \$10 million; and \$400 if \$10 million or more. Fees for professional solicitors or professional fundraising consultants are \$300 per year.	General Inspection Trust Fund

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period: 2015-16**  
**Program:** 42160200 Standards (Petroleum Inspection and Weights & Measures Inspection)  
**Fund:** 2321 General Inspection Trust Fund

**Specific Authority:** 525.09, F.S.; 526.51, F.S.; 501.913, F.S, 531, F.S.  
**Purpose of Fees Collected:** To defray the expenses incident to inspecting, testing, and analyzing petroleum fuels and vehicular fluids in this state and issue permits fees for scales and weighing devices and metrology calibration services

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory</b>
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
<u>Receipts:</u>			
Fees-Petroleum Products	1,123,842	57,423	
Transfers from DOR	9,699,150	9,991,908	9,991,908
Antifreeze Registration Fees	94,950	102,300	102,300
Brake Fluid Fluid Permits	25,475	19,875	19,875
Metrology Fees	52,367	49,188	49,188
Sale of Surplus property	29,245	3,712,812	
Interest	346,215	350,000	350,000
Penalties	440		
Refunds	1,397		
Reimbursements from employees	176		
Insurance Recoveries	910		
Weights and Measures Permit fees	2,209,835	2,230,087	2,230,087
Administrative Fines	93,025	92,000	92,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>13,677,026</b>	<b>16,605,593</b>	<b>12,835,358</b>

**SECTION II - FULL COSTS**

	<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
<u>Direct Costs:</u>			
Salaries and Benefits	5,687,492	6,117,375	6,117,375
Other Personal Services	22,770	44,325	44,325
Expenses	1,407,831	1,347,310	1,347,310
Contracted Services	152,353	146,707	146,707
Operating Capital Outlay & Vehicles	305,266	324,000	324,000
Refunds	11,870		
HR Assessment	35,725	38,901	38,901
OATS Assessment	251,696	268,946	268,946
Assement on Investments	38,307	38,500	38,500
General Revenue Service Charge	325,641	1,328,452	1,026,829
Indirect Costs charged to Trust Fund	1,788,046	1,870,945	1,870,945
<b>Total Full Costs to Line (B) - Section III</b>	<b>10,026,998</b>	<b>11,525,460</b>	<b>11,223,837</b>

Basis Used: Indirect costs based on percentage of total salary dollars of programs

**SECTION III - SUMMARY**

		<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
TOTAL SECTION I	(A)	13,677,026	16,605,593	12,835,358
TOTAL SECTION II	(B)	10,026,998	11,525,460	11,223,837
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>3,650,028</b>	<b>5,080,133</b>	<b>1,611,521</b>

**EXPLANATION of LINE C:**

The Bureau of Standards currently generates revenues through inspection, permit fees, and registration fees to offset program expenses. The sale of petroleum fuel fluctuates from year to year and the current fee plan (a single fee rate assessed per gallon of specific petroleum fuels sold in Florida) is believed to be the best overall approach. The fee covers the associated expenses for the many different services our programs are responsible for, such as the handling and investigation of consumer complaints, the analysis of petroleum samples and the inspection of wholesale and retail dispensing devices, scales and weighing devices, and metrology calibration services. The surplus of revenue over expenditures is used to help defray the operating costs for other programs in the Department that are funded by the Legislature from the General Inspection Trust Fund.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Standards (Petroleum Inspection and Weights/Measures Inspection)

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

After the merger of the Bureau's of Petroleum Inspection and Weights and Measures to form the current Bureau of Standards, database integration and consolidation began to facilitate data gathering and organization. At the time of the merger many databases and spreadsheets were used to house program data, none of which communicated. The paper databases have for the most part been eliminated and several of the databases have been combined with some of the smaller database/spreadsheets still remaining with the goal to eventually move everything into DOCS.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

Further staff reorganization has occurred to continue to improve the effectiveness and efficiency of the merged bureau. Further database migration and conversion are anticipated to continue to improve the operational efficiencies of the bureau and division.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes, these regulatory activities are mandated by Florida Statutes, and it is appropriate to provide protection to both the consuming public and the industry being regulated.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The Division does not use official estimates by the Revenue Estimating Conference. Our revenue projections are based on actual historical revenues and the statutorily mandated fee structure.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Fees are sufficient to cover all costs.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fee charged for the regulatory service and oversight are set by statute, and applies uniformly to all affected business entities.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees currently charged are adequate to cover all costs.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

N/A

**Schedule IA - Part II: Examination of Regulatory Fees**

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Standards ( Petroleum Inspection and Weights/Measures Inspections)

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? \$ N/A

Service/Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Petroleum distribution and sales	Inspection Fee	Section 525.09, F.S.	None	1995	No	1/8 cent per gallon gasoline and kerosene (except aviation and #1 fuel oil)	General Inspection Trust Fund
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Retail scales; 1 - 5 in a single establishment - \$60	2009	Yes	\$40	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Retail scales; 6 - 10 in a single establishment - \$150	2009	Yes	\$125	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Retail scales; 11 - 30 in a single establishment - \$200	2009	Yes	\$175	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Retail scales; More than 30 in a single establishment - \$300	2009	Yes	\$225	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Scales; 100 - 250 lb. capacity - \$200	2009	Yes	\$40	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Scales; >250 - 5,000 lb. capacity - \$200	2009	Yes	\$75	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Scales; >5,000 - 20,000 lb. capacity - \$300	2009	Yes	\$150	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Scales; Over 20,000 lb capacity - \$400	2009	Yes	\$200	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Wheel Load Weighers - \$35	2009	Yes	\$15	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Static Railroad track scales \$1,000	2009	Yes	\$200	GITF

**Schedule IA - Part II: Examination of Regulatory Fees**

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Standards ( Petroleum Inspection and Weights/Measures Inspections)

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? \$ N/A

Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Bely Conveyor Scales - \$500	2009	Yes	\$400	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	In Motion Railroad Track Scales - \$1,000	2009	Yes	\$200	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Mass Flow Meters up to 150 lb/minute - \$100	2009	Yes	\$100	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Mass Flow Meters >150 lb/minute - \$500	2009	Yes	\$250	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Volumetric Flow Meters up to 20 gal/minute - \$50	2009	Yes	\$40	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Volumetric Flow Meters >20 gal/minute - \$100	2009	Yes	\$80	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Tanks, Under 500 gal capacity, Used as measures - \$100	2009	Yes	\$100	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Tanks, Over 500 gal capacity, used as measures - \$200	2009	Yes	\$200	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Taximeters - \$50	2009	Yes	\$35	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Grain Moisture Meters - \$25	2009	Yes	\$25	GITF
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Multiple Dimension Measuring Device - \$100	2009	Yes	\$100	GITF

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services  
**Program:** 42160200 Telemarketing  
**Fund(s):** 2321 General Inspection Trust Fund

**Budget Period: 2015-16**

**Specific Authority:** s. 501.605 and 501.607, F.S.  
**Purpose of Fees Collected:** To provide regulation and oversight to the Telemarketing Industry in the State of Florida.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees</b> Form - Part I and II.)
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	ACTUAL FY 2013 - 14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
Receipts:	GITF	GITF	GITF
Licenses-Commercial Telephone Sales	582,100	548,955	548,955
Licenses-Sales Persons	828,640	692,754	692,754
Fees-Change Info-TeleMarketing Licenses	33,780	25,833	25,833
Administrative Fines	234,064	260,000	260,000
Miscellaneous Other			
<b>Total Fee Collection to Line (A) - Section III</b>	<b>1,678,584</b>	<b>1,527,542</b>	<b>1,527,542</b>

**SECTION II - FULL COSTS**

	ACTUAL FY 2013 - 14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
Direct Costs:	GITF	GITF	GITF
Salaries and Benefits	494,977	502,016	502,016
Other Personal Services	11,963	13,732	13,732
Expenses	56,779	55,699	55,699
Contracted Services	5,878	7,453	7,453
HR Assessment	3,158	3,174	3,174
Refunds	1,560		
OATS Assessment	14,877	17,209	17,209
General Revenue S/C	134,287	122,203	122,203
Indirect Costs Charged to Trust Fund	154,301	152,311	152,311
<b>Total Full Costs to Line (B) - Section III</b>	<b>877,780</b>	<b>873,798</b>	<b>873,798</b>

Basis Used: Indirect costs based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013 - 14	ESTIMATED FY 2014 - 15	REQUEST FY 2015 - 16
		GITF	GITF	GITF
TOTAL SECTION I	(A)	1,678,584	1,527,542	1,527,542
TOTAL SECTION II	(B)	877,780	873,798	873,798
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>800,804</b>	<b>653,744</b>	<b>653,744</b>

**EXPLANATION of LINE C:**

The surplus of revenue over expenditures is used to help defray the operating costs for other programs in the Department that are funded by the Legislature from the General Inspection Trust Fund.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Telemarketing

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Services have been improved by implementing cross training and streamlining administrative processes. Due to these improvements we have been able to handle increased registrations and filings without additional personnel.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

E-commerce or electronic filing will be added as budget permits. Cost savings is not determined at this time.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes. This regulatory activity is mandated by Florida Statutes, and it is appropriate to provide protection to both the consuming public and the industry being regulated.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The Division does not use official estimates by the Revenue Estimating Conference. Our revenue projections are based on actual historical revenues and the statutorily mandated fee structure.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Fees are sufficient to cover all costs.



6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fee charged for the regulatory service and oversight are set by statute, and applies uniformly to all affected business entities.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees currently charged are adequate to cover all costs.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

NA

## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Telemarketing

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No; s. 501.605 and 501.607, F.S.

What percent of the regulatory cost is currently subsidized? (0 to 100%) 0%

If the program is subsidized from other state funds, what is the source(s)? N/A

What is the current annual amount of the subsidy? N/A

Service / Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Telemarketing	Commercial Telephone Sellers Licenses	s. 501.605	The following annual fees are set by statute: \$1,500	1991	No	\$1,500	General Inspection Trust Fund
	Sales Person Licenses	s. 501.607	The following annual fees are set by statute: \$50 for telemarketing salespersons	1991	No	\$50	General Inspection Trust Fund
	Changes to Information on Telephone Marketing Licenses	s.501.609(2)	The following annual fees are set by statute: \$10 for changes to information on telephone marketing licenses	1991	No	\$10	General Inspection Trust Fund

**STATE OF FLORIDA  
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

**DIVISION OF FRUIT AND VEGETABLES  
INSPECTION AND ENFORCEMENT  
42170100**

**EXHIBITS AND SCHEDULES**

**LEGISLATIVE BUDGET REQUEST  
2015 - 2016**

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** Agriculture and Consumer Service      **Budget Period: 2015-16**\_\_  
**Program:** Fruit and Vegetable Inspection and Enforcement  
**Fund:** General Inspection Trust Fund

**Specific Authority:** 570.481 F.S.  
**Purpose of Fees Collected:** Fees collected to the extent necessary to perform inspection service or based on set fees from USDA

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input type="checkbox"/>	Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input checked="" type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b><u>SECTION I - FEE COLLECTION</u></b>	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>REQUEST</b>
	<b>FY 2013 - 14</b>	<b>FY 2014 - 15</b>	<b>FY 2015 - 16</b>
<u>Receipts:</u>			
<u>Vegetable Inspection Program</u>	4,073,128	3,488,725	3,402,225
_____			
_____			
_____			
<b>Total Fee Collection to Line (A) - Section III</b>	<b>4,073,128</b>	<b>3,488,725</b>	<b>3,402,225</b>

<b><u>SECTION II - FULL COSTS</u></b>			
<u>Direct Costs:</u>			
Salaries and Benefits	1,813,222	1,795,000	1,775,000
Other Personal Services	613,265	610,000	600,000
Expenses	1,290,794	995,775	975,000
Operating Capital Outlay	-	-	
<u>Contracted Services</u>	107,463	45,000	42,000
<u>General Revenue Surcharge</u>	178,937	147,000	141,800
Indirect Costs Charged to Trust Fund	87,941	87,941	87,941
<b>Total Full Costs to Line (B) - Section III</b>	<b>4,091,622</b>	<b>3,680,716</b>	<b>3,621,741</b>

**Basis Used:** Indirect costs are the allocation from Tallahassee of Administrative costs.

<b><u>SECTION III - SUMMARY</u></b>				
TOTAL SECTION I	(A)	4,073,128	3,488,725	3,402,225
TOTAL SECTION II	(B)	4,091,622	3,680,716	3,621,741
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(18,494)</b>	<b>(191,991)</b>	<b>(219,516)</b>

**EXPLANATION of LINE C:**  
After much discussion, the decision was made to lower the FS Peanuts inspection fee by \$1.20 per ton.  
Assuming similar cost structure to perform inspections, deficiencies of revenues will result.

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** Agriculture and Consumer Service      **Budget Period: 2015-16**       
**Program:** Fruit and Vegetable Inspection and Enforcement  
**Fund:** Citrus Inspection Trust Fund

**Specific Authority:** 601.28 & 570.481 F.S.  
**Purpose of Fees Collected:** Fees collected to the extent necessary to perform inspection service

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<u>SECTION I - FEE COLLECTION</u>	<u>ACTUAL</u>	<u>ESTIMATED</u>	<u>REQUEST</u>
	<u>FY 2013 - 14</u>	<u>FY 2014 - 15</u>	<u>FY 2015 - 16</u>
<u>Receipts:</u>			
<u>Citrus Inspection Program</u>	4,044,288	4,373,020	3,844,420
<u>License and Bond</u>	13,070	11,700	11,000
<b>Total Fee Collection to Line (A) - Section III</b>	<b>4,057,358</b>	<b>4,384,720</b>	<b>3,855,420</b>

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
<u>Salaries and Benefits</u>	3,137,942	3,105,000	2,895,000
<u>Other Personal Services</u>	417,353	374,734	349,934
<u>Expenses</u>	351,334	285,000	250,000
<u>Operating Capital Outlay</u>	7,300	15,000	7,500
<u>Automated Testing Equipment</u>	81,116	75,000	65,000
<u>Contracted Services</u>	47,123	45,000	38,000
<u>Indirect Costs Charged to Trust Fund</u>	249,986	249,986	249,986
<b>Total Full Costs to Line (B) - Section III</b>	<b>4,292,154</b>	<b>4,149,720</b>	<b>3,855,420</b>

**Basis Used:** Indirect costs are the allocation from Tallahassee of Administrative costs.

<u>SECTION III - SUMMARY</u>				
TOTAL SECTION I	(A)	4,057,358	4,384,720	3,855,420
TOTAL SECTION II	(B)	4,292,154	4,149,720	3,855,420
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(234,796)</b>	<b>235,000</b>	<b>(0)</b>

**EXPLANATION of LINE C:**  
The deficit of revenues over expenditures in FY2013-2014 will be recaptured in the fee for FY2014-2015.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

---

**Regulatory Service to or Oversight of Businesses or Professions Program:** Fruit and Vegetable Inspection and Enforcement

---

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?  
In FY2013-2014, the Fiscal Office developed and implemented a change in the way the inspector's timesheets are handled. By creating charge objects in PeopleFirst, management reporting efficiency was improved thus saving labor hours previously spent manually entering the timesheet information in several different spreadsheets. Rough estimate of savings based on labor hours and an average salary & benefits is \$40,000.
2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?  
The division is developing an electronic process utilizing mobile tablet technology to facilitate inspections and audits. The initial estimated savings on supplies is offset by the additional licensing fees associated with the software. The benefit to the industry is readily available electronic documents, which should create efficiencies in the marketplace. As inspectors become familiar with the process, there will be some savings in labor hours it takes to prepare and submit the documentation. Another operational efficiency planned is in the Farmer's Stock Peanut Inspection Program. The division is working with the peanut industry to improve the inspection program through advanced hiring practices, expanded training plan with sessions in the classroom and hands-on, and through continuous communication with the industry.
3. Is the regulatory activity an appropriate function that the agency should continue at its current level? Yes.
4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable? Yes.
5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the

regulatory service or oversight?

Yes; per statute, the division charges fees necessary to cover expenditures to perform the inspection service.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The Federal-State Inspection Service fees are set by the federal government. The citrus fees are set in accordance with 601 F.S., which requires the fees fully cover the cost of the inspection service

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:

- a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
- b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Per statute, when revenues from fees are in excess of expenditures, the excess revenues are incorporated into next year's fee as a reduction in fee. Conversely, any deficit of revenue is recovered in the next year as a fee increase.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

### Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture and Consumer Services**  
 Regulatory Service to or Oversight of Business or Profession Program: Fruit and Vegetable Inspection and Enforcement  
 Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): Yes; F.S. 601.28  
 What percent of the regulatory cost is currently subsidized? (0 to 100%) **0%**  
 If the program is subsidized from other state funds, what is the source(s)?  
 What is the current annual amount of the subsidy? \$

Service/Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (Indicate General Revenue or Specific Trust Fund)
Citrus Inspection Program	Packing House Inspection Fees	570.48; 570.481; 601.28; 601.27; 601.29; 601.32			No	0.132	Citrus Inspection TF
	Packing House Partners in Quality (PIQ) Fees	570.48; 570.481; 601.28; 601.27; 601.29; 601.32			No	0.01	Citrus Inspection TF
	Customer Assisted Certification Program (CACP) Fees	570.48; 570.481; 601.28; 601.27; 601.29; 601.32			No	0.0208	Citrus Inspection TF
	CACP Non-eligible Fees	570.48; 570.481; 601.28; 601.27; 601.29; 601.32			No	0.0249	Citrus Inspection TF
	Fresh Cannery Inspection Fees	570.48; 570.481; 601.28; 601.27; 601.29; 601.32			No	0.0579	Citrus Inspection TF
	Roadside Stand Inspection Fees	570.48; 570.481; 601.28; 601.27; 601.29; 601.32			No	0.03	Citrus Inspection TF
License and Bond	Citrus Agent Registration	570.48; 601.59			No	10	Citrus Inspection TF
	Citrus Fruit Dealers Licenses	570.48; 601.59			No	25	Citrus Inspection TF



**STATE OF FLORIDA  
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

**DIVISION OF AGRICULTURAL PRODUCTS MARKETING  
42170200**

**EXHIBITS AND SCHEDULES**

**LEGISLATIVE BUDGET REQUEST  
2015 - 2016**

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture & Consumer Servic      **Budget Period:** 2015-16  
**Program:** 42170200 Agricultural Dealer's Licenses  
**Fund:** 2321 General Inspection Trust Fund  
**Specific Authority:** 534.48; 535.05; 604.15-604.34 F.S.  
**Purpose of Fees Collected:** Licensing of agricultural dealers, throughbred horse sales, and livestock markets; processing claims of Florida producers; administrative fines for enforcement of statutory requirements.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

<b><u>SECTION I - FEE COLLECTION</u></b>	<b>ACTUAL FY 2013 - 14</b>	<b>ESTIMATED FY 2014 - 15</b>	<b>REQUEST FY 2015 - 16</b>
<b>Receipts:</b>			
Licenses - Ag Dealers	928,148	950,000	1,000,000
Licenses - Livestock Markets	800	800	800
Licenses - Thoroughbred Horse Sales	2,400	2,400	2,400
Fees - L&B Complaint Filing Fee	2,800	3,700	3,700
Administrative Fines	68,432	200,000	250,000
Other Refunds	3,934		
Miscellaneous	1,570		
<b>Total Fee Collection to Line (A) - Section III</b>	<b>1,008,085</b>	<b>1,156,900</b>	<b>1,256,900</b>

<b><u>SECTION II - FULL COSTS</u></b>			
<b>Direct Costs:</b>			
Salaries and Benefits	925,845	981,567	981,567
Other Personal Services			
Expenses	90,073	139,600	139,600
Operating Capital Outlay			
Contracted Services	10,833	20,000	20,000
HR Assessment	4,717	4,717	4,717
Refunds	6,879	7,000	7,000
OATS Assessment	35,097	35,000	35,000
General Revenue Service Charge	79,913	80,000	80,000
Indirect Costs Charged to Trust Fund	44,935	45,000	45,000
<b>Total Full Costs to Line (B) - Section III</b>	<b>1,198,291</b>	<b>1,312,884</b>	<b>1,312,884</b>

Basis Used: Indirect costs are based on percentage of total salary dollars by program.

<b><u>SECTION III - SUMMARY</u></b>			
TOTAL SECTION I	(A)	1,008,085	1,256,900
TOTAL SECTION II	(B)	1,198,291	1,312,884
<b>TOTAL - Surplus/Deficit</b>	<b>(C)</b>	<b>(190,207)</b>	<b>(55,984)</b>

**EXPLANATION of LINE C:**

Expenditures in this document represent expenses in the Bureau of Agricultural Dealer's Licenses.  
 The primary objective of the program is to reduce the financial risk of Florida growers in the event an agricultural dealer defaults on payment. The sole source of funding for this program is GITF.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Agricultural Dealer's Licenses

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

The program has continued to refine processes and look for new ideas to cut operating costs. The program has reduced the number of certified mailings, therefore, reducing expenses.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

With the anticipation of a department wide enterprise system not too far on the horizon, it is planned to hopefully offer dealers the opportunity to complete their applications on-line. This will help stream-line the process and reduce the potential for errors.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes. The program continues to garner support from industry groups affected by the program.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The maximum license fee is set by statute.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Fees were increased in 2006 as a result of a legislative review. During FY 08-09, the program experienced an operating surplus. The program continues to realize a modest increase in revenues.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

The fees charged are reasonable. The business type is determined by the commodity handled. The fees do not differentiate between business types. There are no reinspection fees assessed.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

Fees were increased in 2006 as a result of a legislative review. During FY 08-09, the program experienced an operating surplus. However, fees may have to be reassessed if indirect costs and costs beyond the control of the program continue to climb.

This program provides a unique and valuable protection to one of the largest industries in Florida. This protection ensures that those Florida producers who conduct business with properly licensed agricultural dealers will be provided an entry into the administrative process and security from the possibility of serious economic harm in the event that an agricultural dealer defaults on payment. This security is crucial to the Florida producer due to the perishable nature of agricultural products, the impracticality of recovering those products due to the

speed with which they move through commerce, and the difficulty in identifying one producer's product from another's.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

The program continues to explore ideas to reduce operating costs. One idea is to reduce costs in the renewal process by utilizing forms available on-line as opposed to incurring the cost of mass mailing forms to licensees. Another suggestion has been to develop an on-line application process. However, these changes would require funding to implement programming changes.

## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: **Agricultural Dealer's Licenses**

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): **No**

What percent of the regulatory cost is currently subsidized? (0 to 100%) **0%**

If the program is subsidized from other state funds, what is the source(s)? **General Inspection Trust Fund**

What is the current annual amount of the subsidy? \$ **N/A**

Service/Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Agricultural Dealer's	License Fee	604.19	\$500	2005	Yes - 5H-1.003	\$170; \$230; \$300	General Inspection TF
	Supplemental Location Fee	604.19	100	2005	Yes - 5H-1.003	100	General Inspection TF
	Delinquent Renewal	604.19	100	2005	Yes - 5H-1.003	100	General Inspection TF
	Complaint Filing Fee	604.21(1)(a)	50	2005	No	50	General Inspection TF
	Administrative Fines	604.30(3)(a)	2,500	2005	No	2,500	General Inspection TF
	Continuing Violation Fine	604.30(3)(b)	\$100/day	2005	No	\$100/day	General Inspection TF
Livestock Markets	License Fee	534.48	\$100	1993	No	\$100	General Inspection TF
Thoroughbred Horse Sales	License Fee	535.05	\$300	1993	No	\$300	General Inspection TF

**STATE OF FLORIDA  
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

**DIVISION OF AQUACULTURE  
42170300**

**EXHIBITS AND SCHEDULES**

**LEGISLATIVE BUDGET REQUEST  
2015 - 2016**

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period: 2015-16**  
**Program:** 42170300 Aquaculture Certification  
**Fund:** 1000, 2321 General Revenue and General Inspection Trust Fund  
**Specific Authority:** 597.004  
**Purpose of Fees Collected:** To fund the Certification Program that regulates Aquaculture farms which produce products for sale to the public.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees</b> Form - Part I and II.)
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015-16	
	GR	GITF	GR	GITF	GR	GITF
<u>Receipts:</u>						
Aquaculture Certification Fees		105,019		102,000		102,000
Donations						
Refunds						
<b>Total Fee Collection to Line (A) - Section II</b>	-	105,019	-	102,000	-	102,000

**SECTION II - FULL COSTS**

	ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015-16	
	GR	GITF	GR	GITF	GR	GITF
<u>Direct Costs:</u>						
Salaries and Benefits	386,656	1,984	378,759	23,251	378,759	23,251
Other Personal Services						
Expenses	18,848	2,189	32,759	144	32,759	144
Operating Capital Outlay						
Contracted Services		3,002		1,089		1,089
HR	2,776		2,894	94	2,894	94
General Revenue S/C						
Indirect Costs Charged to Trust Fund						
<b>Total Full Costs to Line (B) - Section III</b>	408,281	7,175	414,412	24,578	414,412	24,578

Basis Used: Indirect costs are based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015-16	
		GR	GITF	GR	GITF	GR	GITF
TOTAL SECTION I	(A)	-	105,019	-	102,000	-	102,000
TOTAL SECTION II	(B)	408,281	7,175	414,412	24,578	414,412	24,578
<b>TOTAL - Surplus/Deficit</b>	(C)	(408,281)	97,844	(414,412)	77,422	(414,412)	77,422

**EXPLANATION of LINE C:**

The Division collects a statutory fee for this program. Excess revenues are used to cover the deficit in the Division's Shellfish Processing plant Inspection Program.



## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture & Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Aquaculture Certification

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Historically aquaculture regulatory on-site compliance visits have been conducted “unannounced.” This policy often resulted in visits with no access because of locked gates, locked buildings, watch dogs and other uninvited guest deterrents, in addition to the farmer/managers not being present to accompany staff on facility inspection. Routine compliance site visits are now scheduled in advance, eliminating the need for unnecessary repeat return attempts to inspect a facility.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

Improve planning, scheduling, and coordination to improve staff time efficiencies and effectiveness resulting in increased productivity per FTE, while reducing program cost per visit without having a detrimental impact on service provided to the farmer or the Division’s program responsibilities.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes, the Legislature established the regulatory function in the Department of Agriculture and Consumer Services, Division of Aquaculture because aquaculture is an agricultural commodity and the Legislature wanted aquaculture to be part of the one-stop regulatory permitting process to eliminate duplication of regulation and agency oversight, and provide a concise, effective, and efficient permitting process for Florida aquaculture farmers.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The Florida Legislature set the original fee in FY 1997-98 and increased (doubled) the fee in FY 2008-09 from \$50 to \$100.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

No, the number of field staff and the fee is set by the Florida Legislature. Reducing field staff (4 for 1,000 farms that have to be inspected twice a year) would greatly diminish the protection to the state's resources.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

No, the aquaculture certification fees are established in statute and apply equally.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

The Aquaculture Certification Program benefits the general public by controlling exotic/invasive aquatic species, conserving waters of the state, and protecting, maintaining, and improving water quality for public use by providing that no waste water be discharged from aquaculture farms into any waters of the state without first being given the degree of treatment necessary to protect Florida waters. This program also promotes the utilization of wildlife, fish, and other aquatic life, and provides for domestic, agricultural, industrial, recreational, and other beneficial uses. Raising fees to cover

program costs will put the Florida Aquaculture Industry at a competitive disadvantage in both the National and International marketplace.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

Any reduction of the state subsidy will require the reduction and/or elimination of legislatively directed agency responsibilities which will directly impact all Florida residents and visitors, Florida's wildlife and Florida's natural resources.



**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period: 2015-16**  
**Program:** 42170300 Shellfish Processing Plant Inspection  
**Fund:** 1000, 2321 General Revenue and General Inspection Trust Fund  
**Specific Authority:** 597.020  
**Purpose of Fees Collected:** No fees collected.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

x	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees</b> Form - Part I and II.)
	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015-16	
	GR	GITF	GR	GITF	GR	GITF
<u>Receipts:</u>						
Penalties						
<b>Total Fee Collection to Line (A) - Section II</b>	-	-	-	-	-	-

**SECTION II - FULL COSTS**

	ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015-16	
	GR	GITF	GR	GITF	GR	GITF
<u>Direct Costs:</u>						
Salaries and Benefits	181,022	78,819	172,258	62,526	172,258	62,526
Other Personal Services						
Expenses	40,004	925	25,553	854	25,553	854
Contracted Services		92				
Operating Capital Outlay						
HR	1,302	409				
Indirect Costs Charged to Trust Fund						
<b>Total Full Costs to Line (B) - Section III</b>	222,329	80,245	197,811	63,380	197,811	63,380

Basis Used: Indirect costs are based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013-14		ESTIMATED FY 2014-15		REQUEST FY 2015-16	
		GR	GITF	GR	GITF	GR	GITF
TOTAL SECTION I	(A)	-	-	-	-	-	-
TOTAL SECTION II	(B)	222,329	80,245	197,811	63,380	197,811	63,380
<b>TOTAL - Surplus/Deficit</b>	(C)	(222,329)	(80,245)	(197,811)	(63,380)	(197,811)	(63,380)

**EXPLANATION of LINE C:**

The Division does not collect any fees for this program due to the small number of plants inspected. Excess revenues from the Aquaculture Certification Program are used to cover deficit.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture & Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Shellfish Processing Plant Inspection

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

The Department recognizes that large operational efficiencies in this program are not feasible since: (1) the required level of inspector standardization, (2) the required level of inspections, and (3) the number of required inspections are prescriptive according to the National Shellfish Sanitation Program.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

Large operational efficiencies in this program are not feasible as stated in #1 above.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes, the regulatory activity is an appropriate function and the agency should continue at the current level for this molluscan shellfish public health program. The current regulatory activity and level of regulatory activity is what is required by the National Shellfish Sanitation Program. Should the regulatory activity fall below that prescribed by the National Shellfish Sanitation Program, the safety of Florida-produced and processed molluscan shellfish would be questioned and Florida shellfish would not be allowed to enter interstate commerce.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

No fees are charged for this molluscan shellfish public health program. The shellfish consuming public is the primary beneficiary of safe and wholesome shellfish.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

No fees are charged for this molluscan shellfish public health program. The shellfish consuming public is the primary beneficiary of safe and wholesome shellfish.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

No fees are charged for this molluscan public health program. There is no entity to charge.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

7. b). A reasonable fee cannot be charged to cover a significant part of the cost of the processing plant program. With the number of processors (100), it makes the unit cost approximately \$4,000. This fee would devastate this small industry. General Revenue is appropriated because the general public is the primary beneficiary of safe and wholesome shellfish. Consumers enjoy eating molluscan shellfish raw, whole, and alive. Because consumers choose to consume shellfish in this product form (raw), and raw oysters, clams, and mussels can be passive vectors of enteric disease which pose a potential human health hazard, stringent regulations must occur. For these reasons, molluscan shellfish must continue to be regulated to ensure a safe product and to compete with other gulf states funded with other dollars.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

As stated above, there is no reasonable plan to reduce the state General Revenue funding by charging the molluscan shellfish processing industry. Because the consumer enjoys the public health benefits of this regulatory program, General Revenue funding remains the most appropriate revenue source. A possible alternative to General Revenue funding may be legislation to collect a tax at retail and food establishments for each shellfish sold to the consumer. However, such a tax may be burdensome on the Department of Revenue to collect and on food proprietors to implement.





**STATE OF FLORIDA  
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

**DIVISION OF ANIMAL PEST AND DISEASE CONTROL  
42170500**

**EXHIBITS AND SCHEDULES**

**LEGISLATIVE BUDGET REQUEST  
2015 - 2016**

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period: 2015-16**  
**Program:** 42170500 Animal Disease Control  
**Fund(s):** 1000, 2321, 2360 General Revenue, General Inspection Trust Fund and Ag Emergency Eradication Trust Fund  
**Specific Authority:** 534, 534.021, 534.031, 534.041, 534.051, 534.083(1), 585.002(5)  
**Purpose of Fees Collected:** To facilitate the Division's ability to regulate the movement of animals into and within the state to control and or prevent dangerous animal diseases.

Type of Fee or Program: (Check **ONE** Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I</b> and
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

Receipts:	ACTUAL FY 2013-14			ESTIMATED FY 2014-15			REQUEST FY 2015-16		
	GR	GITF	AEETF	GR	GITF	AEETF	GR	GITF	AEETF
Vet Inspection Certificate-Intrastate		54,470			63,270			63,270	
Apply for Approval Quarantine Facility		2,850			2,800			2,800	
Contagious Equine Metritis Service		519,200			423,417			423,417	
Vet Inspection Certificate -Large Interest.		20,995			19,717			19,717	
Vet Inspection Certificate -Equine Interest.		75,465			79,278			79,278	
Vet Inspection Certificate -Small Interest.		54,535			59,595			59,595	
Health Certificate-Avian		710			587			587	
Equine Interstate Passport Card		7,625			5,798			5,798	
Negative EIA Test Verification Card		2,960			4,365			4,365	
Equine Event Extension		8,830			8,685			8,685	
Garbage Feeding Permit		5,900			5,968			5,968	
Transport Animal Carcass Permit		10,848			9,867			9,867	
Apply to Conduct EIA Tests		-							
Brand Certification Renewal		7,030			6,874			6,874	
Livestock Hauler Permit		-							
Fuel Tax and Interest Earnings			113,813			113,813			113,813
Miscellaneous		19,702							
<b>Total Fee Collection to Line (A) - Section III</b>	<b>-</b>	<b>791,120</b>	<b>113,813</b>	<b>-</b>	<b>690,221</b>	<b>113,813</b>	<b>-</b>	<b>690,221</b>	<b>113,813</b>

**SECTION II - FULL COSTS**

Direct Costs:	ACTUAL FY 2013-14			ESTIMATED FY 2014-15			REQUEST FY 2015-16		
	GR	GITF	AEETF	GR	GITF	AEETF	GR	GITF	AEETF
Salaries and Benefits	2,807,047	139,592	55,206	2,848,180	150,000	65,000	2,848,180	150,000	65,000
Other Personal Services	3,982								
Expenses	182,896	233,920		145,000	160,900		145,000	160,900	
Operating Capital Outlay	0	16,999		25,000			25,000		
Transfers									
HR Assessment	20,363	2,686		10,491	2,766		10,491	2,766	
Risk Management Insurance		111,894			100,000			100,000	
Contracted Services		24,218			25,000			25,000	
Data Processing	41,905	45,738		41,905	45,738		41,905	45,738	
Refunds		1,048							
General Revenue S/C		63,134			55,247			55,217	
Indirect Costs Charged to Trust Fund	835,524	114,255	98,104		114,255	98,104		114,255	98,104
<b>Total Full Costs to Line (B) - Section III</b>	<b>3,891,717</b>	<b>753,483</b>	<b>153,310</b>	<b>3,070,576</b>	<b>653,906</b>	<b>163,104</b>	<b>3,070,576</b>	<b>653,876</b>	<b>163,104</b>

Basis Used: Indirect costs are based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

		ACTUAL FY 2013-14			ESTIMATED FY 2014-15			REQUEST FY 2015-16		
		GR	GITF	AEETF	GR	GITF	AEETF	GR	GITF	AEETF
TOTAL SECTION I	(A)	-	791,120	113,813	-	690,221	113,813	-	690,221	113,813
TOTAL SECTION II	(B)	3,891,717	753,483	153,310	3,070,576	653,906	163,104	3,070,576	653,876	163,104
<b>TOTAL - Surplus/Deficit</b>	(C)	<b>(3,891,717)</b>	<b>37,636</b>	<b>(39,497)</b>	<b>(3,070,576)</b>	<b>36,315</b>	<b>(49,291)</b>	<b>(3,070,576)</b>	<b>36,345</b>	<b>(49,291)</b>

**EXPLANATION of LINE C:**

Expenditures in this document represent expenditures of the Bureau of Animal Disease Control. Our sole regulatory program is housed in this Bureau. Since the opening of the new necropsy suite and the shipping and receiving facility in the Bronson Animal Disease Diagnostic Laboratory (BADDL) in FY 09/10, the Division has incurred additional costs for operations for a total of approximately \$72,000 per year. In addition, the Division receives limited funding for the Bio-safety Level 3 (BSL3) Laboratory at the BADDL. Expenditures here include approximately \$48,000 in laboratory testing supplies and \$72,000 for utilities. The surplus in FY 13/14 was used for these recurring operating expenditures.

The primary beneficiaries of animal disease surveillance are the citizens of Florida, ensuring an available and safe food supply and protection from zoonotic diseases, which are diseases that can spread from animal to human, animal industries and the animal population, not the individual animal or animal owner. Without the cooperation of the individual animal owner, an undiagnosed zoonotic and/or foreign animal disease could be introduced into the state and destroy economic segments of the industry (Florida, nationally and internationally), and severely impact public health in the event of a zoonotic disease epidemic. Current fees are reasonable as the objective is to encourage participation in the Division's disease surveillance and animal movement activities.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions**

**Program:** Animal Disease Control

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

The Division of Animal Industry has achieved operational efficiencies through enhanced emergency response capabilities, including enhancing a State Animal Response Team (SART), establishing partnerships with other entities to assist in emergency response efforts and coordinating county emergency response efforts as related to animal issues. Establishing and maintaining a close working relationship with partners in the Department of Health, Fish and Wildlife Commission, and the University of Florida, College of Veterinary Medicine has greatly improved our operational efficiencies and improved services in response to natural disasters such as hurricanes and to outbreaks of Dangerous Transmissible Diseases. These efforts have improved services to the citizens of Florida.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

Operational efficiencies have been implemented in an attempt to meet performance measures with reduced personnel. While some activities were discontinued, some functions were shifted to other employees with resulting increased efficiencies. Any additional budget reductions or further reductions in personnel can be expected to negatively impact on program delivery and reduction in performance measure accomplishment.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes. The primary beneficiaries of animal disease surveillance are the citizens of Florida, ensuring an available and safe food supply and protection from zoonotic diseases (diseases that can spread from animal to human), animal industries and the animal population, not the individual animal or animal owner. The Division of Animal Industry has experienced significant reduction in staff over the past 5 years as our programs have evolved. Our responsibilities have been expanded to include enhanced Emergency Response, including establishing a State Animal Response Team (SART), establishing partnerships with other entities to assist in

emergency response efforts and coordinating county emergency response efforts as related to animal issues, responsibility for the Emergency Support Function (ESF)-17 at the State Emergency Operations Center (SEOC), increased assistance on animal cruelty/abuse investigations and significantly increased management of cooperative agreements and grants from a variety of federal entities. In addition, responsibilities for enhanced animal disease surveillance and monitoring of animals introduced into the state that pose a risk of introducing diseases such as avian influenza, chronic wasting disease, contagious equine metritis, Equine Herpes Virus 1 (EHV-1), and piroplasmosis have increased significantly. These issues are all tied to our regulatory service, Introduction of Animals into the State, for the prevention, control, and eradication of Dangerous Transmissible Diseases of Animals. Therefore, the continuation of all funding sources, including General Revenue, is justified due to the critical animal and public health benefit.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

No. Fees charged are set and capped by statute and/or rule. As disease surveillance is our primary objective, it is incumbent on the Division to maintain fees at a reasonable level to encourage citizens, livestock owners, veterinarians, etc. to continue to participate in our surveillance activities. This surveillance for Dangerous Transmissible Diseases generally does not benefit the individual animal owner, but enables regulatory controls to be implemented to prevent the spread of disease.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

No. Fees charged are set and capped by statute and/or rule and the Legislature and past Governors have seen this program as one that protects the general public and has appropriated mostly General Revenue to continue its functions. As disease surveillance and control are our primary objectives, it is incumbent on the Division to maintain fees at a reasonable level to encourage citizens, livestock owners, veterinarians, etc. to continue to participate in our surveillance activities. The primary beneficiaries of animal disease surveillance are the citizens of Florida (ensuring an available and safe food supply and protection from zoonotic diseases – diseases that can spread from animal to human), animal industries and the animal population, not the individual animal or animal owner. Without the cooperation of the individual animal owner, an undiagnosed zoonotic and/or foreign animal disease could be introduced into the state and destroy economic segments of the industry (Florida, nationally and internationally), and severely impact animal and public health in the event of a zoonotic disease epidemic. As

an example, because of worldwide concerns related to avian influenza in birds and people, our Division greatly expanded laboratory testing of domestic birds and wild birds. This was part of a nationwide and international effort to carry out surveillance for this very serious animal and public health threat.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

Current fees are reasonable as the objective is to encourage participation in the Division's disease surveillance and animal movement activities. A survey of the state of Louisiana, Alabama and Georgia Animal Health Divisions revealed they are dependent upon General Revenue with the only regulatory fee of \$25 being charged by Alabama for the licensing of livestock markets/haulers. We are revising Chapter 5C-13, State Diagnostic Laboratories schedule of testing fees, to delete obsolete tests/fees and add new testing capabilities with their associated fees.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

The primary beneficiaries of animal disease surveillance and control are the citizens of Florida, ensuring an available and safe food supply and protection from zoonotic diseases (diseases that can spread from animal to human), animal

industries and the animal population, not the individual animal or animal owner. The Division of Animal Industry has experienced significant reduction in staff over the past 5 years as our programs have evolved. Our responsibilities have been expanded to include enhanced Emergency Response, including establishing a State Animal Response Team (SART), establishing partnerships with other entities to assist in emergency response efforts and coordinating county emergency response efforts as related to animal issues), responsibility for the Emergency Support Function (ESF)-17 at the State Emergency Operations Center (SEOC), increased assistance on animal cruelty/abuse investigations and significantly increased management of cooperative agreements and grants from a variety of federal entities. In addition, responsibilities for enhanced animal disease surveillance and monitoring of animals introduced into the state that pose a risk of introducing diseases such as avian influenza, chronic wasting disease, Equine Herpes Virus 1 (EHV-1), contagious equine metritis, and piroplasmiasis, have increased significantly. These issues are all tied to our regulatory service – Introduction of Animals into the State. Therefore, the continuation of all funding sources, including General Revenue, is justified due to the critical economic and animal/ public health benefits.

All other states carry out regulatory services and oversight of animal health of livestock and poultry. Without these functions being carried out in Florida, agricultural animal industries could not market their animals or products to other states, because of other state or federal restrictions. If producers were required to bear these additional costs, the competitive economic disadvantage would be so great that they could be expected to go out of business. Again, these regulatory measures serve to safeguard not the individual producer, but the animal industries as a whole and to protect animal and public health.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

As the majority of the costs of our program are either Salaries and Benefits or facilities/fuel costs, we would be forced to eliminate FTEs and reduce our animal disease surveillance and disease control efforts if state subsidies are further reduced.

## Examination of Regulatory Fees - Part II

Department: **Agriculture & Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Animal Industry - Introduction of Animals Into the State

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No

What percent of the regulatory cost is currently subsidized? (0 to 100%) 82%

If the program is subsidized from other state funds, what is the source(s)? General Revenue

What is the current annual amount of the subsidy? \$ 3,111,399

Service / Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Introduction of Animals Into the State	Livestock; Marks and Brands; Stamping Beef	534	\$5; \$1,000	1975, 1991, 1993, 1997	No	\$5; \$1,000	General Inspection Trust Fund
	Recording of marks or brands	534.021	\$10	1997	No	\$10	
	Certified copies of marks and brands	534.031	\$2	1975	No	\$2	
	Renewal of certificate of mark or brand	534.041	\$5	1997	No	\$5	
	Transfer of ownership of mark or brand	534.051	\$10	1975	No	\$10	
Introduction of Animals Into the State	5C-4, Animal Health Regulations for Exhibition						General Inspection Trust Fund
	Equine Interstate Passport Card (DACS-09207) Application (DACS-09219)	585.002(5)	\$200	2006	Yes	\$15; \$5	
	Negative EIA Test Verification Card (DACS-09160) Application (DACS-09206)	585.002(5)	\$200	2006	Yes	\$5	
	Extension (A Permit)(DACS-09051)	585.002(5)	\$200	2006	Yes	\$10; \$5	
Introduction of Animals Into the State	5C-11, Swine Garbage Feeding						General Inspection Trust Fund
	Application for Permit to Feed Garbage to Swine (AI-15/DACS-09015)	585.002(5)	\$200	2002	Yes	\$50, \$100, \$150, \$200	
Introduction of Animals Into the State	5C-18, Equine Infectious Anemia						General Inspection Trust Fund
	Request for a permit to conduct EIA tests	585.002(5)	\$200	1973, 1994, 1999	Yes	\$50	
	Request for approved quarantine premises	585.002(5)	\$200	1999	Yes	\$200	





**STATE OF FLORIDA  
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**

**DIVISION OF PLANT PEST AND DISEASE CONTROL  
42170600**

**EXHIBITS AND SCHEDULES**

**LEGISLATIVE BUDGET REQUEST  
2015 - 2016**

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services **Budget Period:** 2015-16  
**Program:** 42170600 Apiary Inspection  
**Fund:** 1000, 2360, 2507 General Revenue, Ag Emergency Eradication TF, Plant Industry TF  
**Specific Authority:** Ch 581.021.14, F.S.  
**Purpose of Fees Collected:** To help support the inspection and certification of honeybee colonies in order to maintain a healthy Apiary Industry.

Type of Fee or Program: (Check ONE Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach <b>Examination of Regulatory Fees Form - Part I and II.</b> )
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	ACTUAL FY 2013 - 14				ESTIMATED FY 2014 - 15				REQUEST FY 2015 - 16			
	GR	FGTF	AEETF	PITF	GR	FGTF	AEETF	PITF	GR	FGTF	AEETF	PITF
<b>Receipts:</b>												
Apiary Registration Fees	-	-	-	70,880	-	-	-	79,740	-	-	-	89,708
Special Inspections - Apiary	-	-	-	31,140	-	-	-	35,032	-	-	-	39,411
Fuel Tax Allocation	-	-	454,444	-	-	-	454,444	-	-	-	454,444	-
U.S. Grants	-	10,625	-	-	-	10,273	-	-	-	-	-	-
Penalties - Returned Check Service Fees	-	-	-	30	-	-	-	30	-	-	-	30
<b>Total Fee Collection to Line (A) - Section III</b>	<b>-</b>	<b>10,625</b>	<b>454,444</b>	<b>102,050</b>	<b>-</b>	<b>10,273</b>	<b>454,444</b>	<b>114,802</b>	<b>-</b>	<b>-</b>	<b>454,444</b>	<b>129,149</b>

**SECTION II - FULL COSTS**

	ACTUAL FY 2013 - 14				ESTIMATED FY 2014 - 15				REQUEST FY 2015 - 16			
	GR	FGTF	AEETF	PITF	GR	FGTF	AEETF	PITF	GR	FGTF	AEETF	PITF
<b>Direct Costs:</b>												
Salaries and Benefits	58,356	3,133	502,574	-	58,356	3,133	502,574	-	84,509	4,537	727,815	-
OPS	2,572	-	2,506	63,277	2,572	-	2,506	63,277	2,572	-	2,506	63,277
Expenses	62,309	1,875	2,148	30,788	62,309	1,875	2,148	30,788	92,246	2,776	3,180	45,580
Contracted Services	136	-	104,924	1,015	-	-	105,000	-	-	-	105,000	-
HR Assessment	619	-	-	1,914	619	-	-	1,914	1,064	-	-	3,533
Plant Pest/Disease Monitor/Control	-	5,617	-	-	-	5,617	-	-	-	5,617	-	-
OATS Assessment	9,907	-	-	17,616	9,907	-	-	17,616	9,907	-	-	17,616
Refund State Revenue	-	-	-	50	-	-	-	50	-	-	-	50
Transfers Out to DFS - Unclaimed Property	-	-	-	70	-	-	-	75	-	-	-	75
<b>Total Full Costs to Line (B) - Section III</b>	<b>133,898</b>	<b>10,625</b>	<b>612,153</b>	<b>114,731</b>	<b>133,762</b>	<b>10,625</b>	<b>612,229</b>	<b>113,720</b>	<b>190,298</b>	<b>12,930</b>	<b>838,502</b>	<b>130,131</b>

Basis Used: Indirect costs are based on percentage of total salary dollars by program.

**SECTION III - SUMMARY**

	GR	FGTF	AEETF	PITF	GR	FGTF	AEETF	PITF	GR	FGTF	AEETF	PITF
TOTAL SECTION I (A)	-	10,625	454,444	102,050	-	10,273	454,444	114,802	-	-	454,444	129,149
TOTAL SECTION II (B)	133,898	10,625	612,153	114,731	133,762	10,625	612,229	113,720	190,298	12,930	838,502	130,131
<b>TOTAL - Surplus/Deficit (C)</b>	<b>(133,898)</b>	<b>-</b>	<b>(157,709)</b>	<b>(12,681)</b>	<b>(133,762)</b>	<b>(352)</b>	<b>(157,785)</b>	<b>1,082</b>	<b>(190,298)</b>	<b>(12,930)</b>	<b>(384,058)</b>	<b>(982)</b>

**EXPLANATION of LINE C:**

The registration and inspection fees that are collected are not sufficient to cover actual program costs. However, the actual costs incurred are insignificant in comparison to the service rendered and its impact on Florida's public and economic health. If one calculates the value of all citrus, watermelons, strawberries, blueberries, squash, cucumber, avocado, lychee, longans, and other minor agricultural crops, and crops produced by home gardeners, this is the partial value of honey bees, as all of these crops need pollen transferred from one flower to another in order for this pollination and fertilization to produce a marketable crop. The industry is under considerable financial pressure from imported honey, low pollination fees, and ever increasing overheads, and cannot shoulder additional costs directly. The contribution of our Africanized Honey Bee activities for all of Florida's citizens, tourists, guests, outdoor enthusiasts, and others is a PUBLIC SAFETY SERVICE. Raising fees sufficiently to cover these program costs would require so high an assessment from the industry as to damage its competitive position with similar entities in other states.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions Program:**  
Apiary Inspection Program

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Operating within budget constraints, we have continued to maintain our priority regulatory registration, inspection and compliance agreements and monitoring Africanized honey bee (AHB) oversight responsibilities. We have experienced over a 325% growth in registered beekeepers since 2005, approaching 3,400 registered beekeepers and approximately 398,072 colonies. Recently, we abolished one (1) Apiary Field Inspector position even though the industry continues to grow. Best management requirements (BMRs) under direction 5B-54.0105 The Beekeeper Compliance Agreement – Best Management Requirements for Maintaining European Honeybee Colonies (FDACS-08492, revised 09/13) have been instituted, which requires a site visit by apiary field inspectors to verify beekeeper compliance and analyzing of honey bee samples in the Apiary identification laboratory in Gainesville without an increase in staffing. Apiary field supervisors and field staff have been trained to give public, organizational, state and community presentations on a variety of honey bee topics including, but not limited to, the aggressive defensive behavior of Africanized honey bee and honey bee health issues.

Apiary services to all Florida's consumers have increased significantly without additional resources being required; however, there is now extremely limited flexibility to meet any additional demands without increasing resources. In terms of costs to run the program, we continue to improve our use of computer and associated technology to achieve greater efficiencies.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

The bottleneck that has resulted in diminished efficiencies occurs in the Division's USDA-Certified Africanized Honey Bee Identification Laboratory. The growing presence and spread of AHB in Florida and the concerns throughout the Southeast have taxed the AHB ID Laboratory. These concerns have resulted in dozens of samples being submitted for USDA-ID and FABIS (Fast Africanized Honey Bee Identification System) for processing from public, private,

governmental and industry groups in Florida, plus from other Departments of Agriculture in sister states in the Southeast.

We continue to gain efficiencies by training select apiary inspectors in the most labor intensive aspects of the AHB morphometric identification which is preparing submitted samples. Sample preparation requires dissection and mounting of selected honey bee body structures on microscope slides.

A new initiative in pilot testing is having apiary inspectors certify, in a prescribed window of time, if honey bee colonies are behaviorally manageable or not. If not, a sample is collected for further analysis. This initiative will track sample quantity change over time in the AHB ID Laboratory.

A pilot 'Mobile Office Computing' project has been started to explore the use of existing wireless technology to free apiary field inspectors from being anchored to fixed office locations. The goal is to give the inspectors the ability to use their vehicles as mobile offices to record regulatory data as well as distribute registration documents, inspection reports and a variety of other documents directly to the consumer in real time. This initiative should also allow field inspectors to electronically submit certificates, permits and similar documents/reports to Gainesville for immediate processing—without having to return to an office. This will reduce overhead costs and time needed to access those fixed resources. The successful implementation of this project will result in definable efficiencies in time and resources and increased value to our consumer base.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Honey bees are the foundational pollinator species for successful agricultural production of many fruits, vegetables and berry crops in Florida. Without a healthy and vibrant Apiculture Industry, the production of citrus, vegetables, watermelons, strawberries, blueberries and many other crops would suffer from lack of pollination that allows a fruit, melon vegetable or berry to form. Without pollination there is no crop and no agriculture business revenue. Estimates from the Division of Marketing place the value of Florida agricultural crops dependent on honey bees for pollination at \$1.4 billion. If growers lose their markets they rarely regain them due to extreme market competition.

Africanized honey bees, the extremely defensive and aggressive relative of the gentle, managed European honey bee, are increasing their presence in Florida. Florida has lost livestock, pets and wildlife as a result of mass stinging events. Dozens of citizens have sought emergency medical attention from non-fatal stinging encounters with Africanized honey bees. In 2008, Florida experienced its first human fatality from an African swarm attack in the Kissimmee area. The Division of Plant Industry (DPI) tracks the movement and spread of these

dangerous insects by monitoring and maintaining over 400 Africanized honey bee traps in the state of Florida. DPI maintains the only USDA-Certified Africanized Honey Bee Identification personnel in the Southeast.

This regulatory activity should continue at its current level at a minimum. Expansion in the future is highly advised due to the increasing spread of the Africanized honey bee which negatively affects Florida Agriculture and Public Safety. The regulatory duties conducted by the Division minimize the impacts of many serious pests and diseases of honey bees and helps ensure a safe and healthy Agriculture Industry.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The fees for registration are established and capped by Chapter 586.045 (3), F.S., at \$100 and do not cover the cost of the regulatory oversight. Special inspection fees, as established by rule, cover the cost of providing the special regulatory service. The Division is prohibited from charging special inspection fees in excess of the cost to provide the service.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

No. The registration and inspection fees that are collected are insignificant in comparison to the services rendered. The industry is under considerable financial pressure from imported honey, low pollination fees, colony collapse disorder and ever-increasing overheads, and cannot shoulder additional direct costs.

The contribution of our Africanized honey bee activities for all of Florida's citizens, tourists, guests, outdoor enthusiasts, and others is an essential public safety service. Education and outreach efforts to prevent more human fatalities in Florida are our ultimate concern.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

Since only one type of entity or portion of the Apiculture Industry is regulated by fees, there is no difference between types of consumers or services, except the number of colonies managed, that we provide as a value for consumers. The fees do not reflect the amount of time, and resources that are expended on our regulatory or public safety efforts. However, the low fees do help the Apiculture Industry remain compliant with state standards.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

If one calculates the value of all citrus, watermelons, strawberries, blueberries, squash, cucumber, avocado, lychee, longans and other commercial agricultural crops, and crops produced by home gardeners, it would only reflect the partial value of honey bees, as all of these crops need pollen transferred from one flower to another in order for this pollination and fertilization to produce a marketable crop. These figures can be calculated because of the presence of healthy honey bee colonies that are the result of an active, knowledgeable and consumer-oriented Apiary Inspection Section.

Apiary inspection is also about detecting established pests and diseases as well as exotic ones. Inspection is an essential tool for early-detection and subsequent early-response which helps keep impact costs lower.

Surveying, training and educational outreach efforts through and with the Africanized honey bee Working Group and the African Honey Bee Inter-Agency Coordination Group helps alert all segments of the state to the AHB situation and provides appropriate awareness and helps ensure proper planning. Public safety and the value of human life are incalculable.

Raising fees sufficiently to cover these program costs would require so high an assessment from the industry that it would damage its competitive position with similar entities in other states. On average, it costs \$1.50 to produce one pound of honey in Florida. These costs are directly attributed to control of varroa mite and small hive beetle. NASS statistics for 2013 show 12.352 million pounds of honey produced in Florida. This translates to over \$18.528 million in production costs for honey producers and revenue of over \$22.728 million for honey sales in Florida. The same costs would be incurred by commercial beekeepers participating in a fee-based pollination business model.

The importance of managed honey bees to Florida agriculture is simple to substantiate. Honey bees can pollinate efficiently within an approximate 2-3 mile radius of their colony. In the process of collecting pollen, many different types and varieties of plants are pollinated allowing them to produce the fruits, nuts, berries and seeds that feed Florida wildlife such as deer, turkeys, song birds, migratory birds and even fish. The value of these resources is immense if not priceless.

The presence of healthy honey bees in Florida is essential to the safety and supply of our food as well as the safety of our people and livestock at the state and national level.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

Honey bees provide benefits that only they can provide in the form of pollination. Without pollination, many segments of Florida agriculture would experience an irrecoverable loss in revenue from the decrease in production. Honey bees also provide free pollination in Florida's natural environment, producing the fruits, nuts and berries that feed all segments of Florida wildlife. Managed honey bee colonies minimize the risk of AHB stinging incidents that result in severe incapacitation or death in humans and livestock.

There is no reasonable plan that can substitute for the benefits that a healthy and managed honey bee industry receives through apiary inspection for pests, parasites and diseases.



## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture & Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: **Apiary Inspection**

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): **No, Ch. 581.191, 581.212, F.S.**

What percent of the regulatory cost is currently subsidized? (0 to 100%) **(0 to 100%) 35%**

If the program is subsidized from other state funds, what is the source(s)?

**General Revenue, Ag Emergency Eradication TF, Plant Industry TF**

What is the current annual amount of the subsidy? \$ **\$304,287**

Service/Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Honey Bee Colonies	Apiary Registration	Ch 586.045 (3)	\$100	1995	Yes	\$5-\$100	Plant Industry Trust Fund

**SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS**

**Department:** 42 Agriculture and Consumer Services  
**Program:** 42170600 Citrus Budwood Registration  
**Fund:** 2093 Citrus Inspection TF, 2507 Plant Industry TF

**Budget Period: 2015-16** \_\_

**Specific Authority:** Ch 581.021.14, F.S.  
**Purpose of Fees Collected:** Specialized pathogen testing on citrus budwood and the distribution and preservation of clean budwood stock.

Type of Fee or Program: (Check ONE Box and answer questions as indicated.)

<input checked="" type="checkbox"/>	Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach Examination of Regulatory Fees Form - Part I and II.)
<input type="checkbox"/>	Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.)

**SECTION I - FEE COLLECTION**

	ACTUAL FY 2013 - 14				ESTIMATED FY 2014 - 15				REQUEST FY 2015 - 16			
	GR	CITF	FGTF	PITF	GR	CITF	FGTF	PITF	GR	CITF	FGTF	PITF
Receipts:												
Citrus Budwood Fees	-	-	-	181,150	0	-	-	205,000	0	-	-	205,000
U.S. Grants	-	-	89,934	-	0	-	221,000	-	0	-	160,000	-
<b>Total Fee Collection to Line (A) - Section III</b>	-	-	89,934	181,150	-	-	221,000	205,000	-	-	160,000	205,000

**SECTION II - FULL COSTS**

	GR				CITF				FGTF				PITF			
	GR	CITF	FGTF	PITF	GR	CITF	FGTF	PITF	GR	CITF	FGTF	PITF	GR	CITF	FGTF	PITF
Direct Costs:																
Salaries and Benefits	316,611	465,615	-	-	316,611	468,847	-	-	789,458	-	-	-	-	-	-	-
OPS	-	52,025	4,499	-	-	53,150	5,999	-	61,149	-	-	-	-	-	-	-
Contracted Services	10	1,897	5,350	-	-	890	5,323	-	6,213	-	-	-	-	-	-	-
OCO	-	-	18,076	-	-	-	15,473	-	15,473	-	-	-	-	-	-	-
HR Assessment	3,818	7,848	-	-	3,818	7,848	-	-	3,818	7,848	-	-	-	-	-	-
Plant Pest/Disease Monitor/Control	-	-	62,010	-	-	-	62,987	-	62,987	-	-	-	-	-	-	-
OATS Assessment	11,879	-	-	6,876	11,879	-	-	6,876	11,879	-	-	6,876	-	-	-	6,876
<b>Total Full Costs to Line (B) - Section III</b>	332,318	527,385	89,934	6,876	332,308	530,735	89,782	6,876	950,977	7,848	-	6,876	-	-	-	-

Basis Used:

**SECTION III - SUMMARY**

	GR	CITF	FGTF	PITF	GR	CITF	FGTF	PITF	GR	CITF	FGTF	PITF
TOTAL SECTION I (A)	-	-	89,934	181,150	-	-	221,000	205,000	-	-	160,000	205,000
TOTAL SECTION II (B)	332,318	527,385	89,934	6,876	332,308	530,735	89,782	6,876	950,977	7,848	-	6,876
<b>TOTAL - Surplus/Deficit (C)</b>	(332,318)	(527,385)	-	174,274	(332,308)	(530,735)	131,218	198,124	(950,977)	(7,848)	160,000	198,124

**EXPLANATION of LINE C:**

Although the fees have historically been sufficient to cover both direct and indirect costs, the recent detrimental effects of citrus greening and citrus canker on the citrus industry has reduced fresh fruit yield significantly. This pervasive problem is affecting the revenue streams of this and other citrus-related fee programs. The Department is requesting \$1 million in general revenue for FY15-16 to cover the shortage. Additionally, the Department is investigating the fee structure to determine if raising the fees currently charged is feasible.

## Schedule IA - Part I: Examination of Regulatory Fees

**Department:** Agriculture and Consumer Services

**Regulatory Service to or Oversight of Businesses or Professions Program:**  
Citrus Budwood Registration

1. What recent operational efficiencies have been achieved to either decrease costs or improve services? If costs have been reduced, how much money has been saved during the fiscal year?

Real-time Polymerase Chain Reaction (qPCR) tests have increased our efficiencies and reduced the frequency of sample collections. Improvements were recently implemented to reduce our PCR reagent size nearly in half which cut reagent costs without a loss of diagnostic sensitivity. Other increases of operational efficiencies were achieved after purchasing robotics using a cherry-picking liquid handling robot to allow us to consolidate plates to run specialized tests on the few samples that need it. The robot allows us to reduce errors in this complicated task while trimming expenditures by reformatting plates to run just the samples that require that subsequent test; therefore, all samples are not run which further reduces reagent costs.

2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?

We plan to implement a new test for psoriasis (based on published research), which will allow us to use a TaqMan assay with a probe, rather than a SYBR reaction. This will result in a savings of 3.8 cents per reaction. If we test 6500 trees for psoriasis in the 2014-15 fiscal year, this is a savings of \$250. The new TaqMan assay is also much more robust than the assay it is replacing.

The purchase of the maintenance contracts for the real-time PCR machines in the laboratory will also reduce long term maintenance and equipment costs.

The introduction of robotics should reduce the use of some consumables, decrease the risk of repetitive motion injury, and sample pipetting error.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?

Yes, Citrus Industry stakeholder groups and industry task forces have expressed that clean budwood is critical to the survival of the industry in dealing with citrus greening and other endemic and exotic graft-transmissible diseases of citrus. The specialized pathogen testing provided by this agency is not available to individual growers through the private sector and distribution and preservation of clean stock has to be centralized and made available to all stakeholders. There is no other agency or program in either the governmental or private realm that provides these services.

4. Are the fees charged for the regulatory service or oversight to businesses or professions based on revenue projections that are prepared using generally accepted governmental accounting procedures or official estimates by the Revenue Estimating Conference, if applicable?

The citrus budwood regulation fees are established and capped by Chapter 581.031.14 (d), F.S., at \$5. Program fees cover the registration costs of source trees, but not other program fees, as the Division is prohibited from charging fees above actual expenses for services rendered.

The majority of the program's budget is funded by a citrus inspection box tax on the Citrus Industry. This fee is collected by the Division of Fruits and Vegetables and transferred to the Division of Plant Industry to cover the major portion of our expenses.

5. Are the fees charged for the regulatory service or oversight to businesses or professions adequate to cover both direct and indirect costs of providing the regulatory service or oversight?

Although the fees have historically been sufficient to cover both direct and indirect costs, the recent detrimental effects of citrus greening and citrus canker on the citrus industry has reduced fresh fruit yield significantly. This pervasive problem is affecting the revenue streams of this and other citrus-related fee programs. The Department is requesting \$1 million in general revenue for FY15-16 to cover the shortage. Additionally, the Department is investigating the fee structure to determine if raising the fees currently charged is feasible.

6. Are the fees charged for the regulatory service or oversight to businesses or professions reasonable and do they take into account differences between the types of professions or businesses that are regulated? For example, do fees reflect the amount of time required to conduct inspections by using a sliding scale for annual fees based on the size of the regulated business; or do fees provide a financial incentive for regulated entities to maintain compliance with state standards by assessing a re-inspection fee if violations are found at initial inspection?

Since only one type of entity or portion of the Citrus Industry is regulated by this Citrus Budwood Registration fee, there is no difference between the types of customers or services that we provide and a consistent fee is reasonable and well-received by the customers. The annual source tree registration fees reflect an amount of time and input into indexing practices for plant pathogens that require a set amount of inputs that can be applied to all end users equally as each tree is required to have the same tests; therefore, the cost of services is determined by the customer's number of trees requiring registration. Nurseries with large numbers of source trees paid more than nurseries with a smaller number of source trees. Re-inspection is not an issue as graft-transmissible pathogen positive or negative results determine tree status and the fee covers testing costs that are required regardless if a pathogen is determined to be present or not.

The majority of the Budwood Program is covered by a Citrus Industry fruit tax that is assessed on each box of fruit harvested. This tax is assessed fairly because it is applied on each box of citrus that is harvested. The taxes collected are deposited into the Citrus Inspection Trust Fund and then appropriated to the Citrus Budwood Protection Program. The fee is considered fair and equitable as the Citrus Budwood Protection Program benefits all segments of the Florida Citrus Industry by providing high quality citrus propagation stock to all parties.

7. If the fees charged for the regulatory services or oversight to businesses or professions are **not** adequate to cover direct and indirect program costs provide either:
  - a) information regarding alternatives for realigning revenues or costs to make the regulatory service or program totally self-sufficient, including any statutory changes that are necessary to implement the alternative; or
  - b) demonstrate that the service or program provides substantial benefits to the public which justify a partial subsidy from other state funds, specifically describing the benefits to the general public (statements such as 'providing consumer benefits' or 'promoting health, safety and welfare' are not sufficient justification). For example, the program produces a range of benefits to the general public, including pollution reduction, wildlife preservation, and improved drinking water supply. Alternatively, the agency can demonstrate that requiring self-sufficiency would put the regulated entity at an unfair advantage. For example, raising fees sufficiently to cover program costs would require so high an assessment as to damage its competitive position with similar entities in other states.

One hundred percent of the program is funded from trust funds, the majority of which come from the Citrus Inspection Trust Fund (CITF). Funds deposited into the CITF are collected by the Division of Fruits and Vegetables from the Citrus Inspection Box Tax. This fee is assessed on each box of citrus fruit harvested in the state and a portion is used to cover the cost of the Citrus Budwood Registration Program.

8. If the regulatory program is not self-sufficient and provides a public benefit using state subsidization, please provide a plan for reducing the state subsidy.

N/A.

## Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture & Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: **Citrus Budwood Registration**

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): **No, Ch. 581.191, 581.212, F.S.**

What percent of the regulatory cost is currently subsidized? (0 to 100%) **(0 to 100%) 72%**

If the program is subsidized from other state funds, what is the source(s)?

**General Revenue, Ag Emergency Eradication TF, Plant Industry TF**

What is the current annual amount of the subsidy? **\$ \$685,428**

Service/Product Regulated	Specific Fee Title	Statutory Authority for Fee	Maximum Fee Authorized (cap)	Year of Last Statutory Revision to Fee	Is Fee Set by Rule? (Yes or No)	Current Fee Assessed	Fund Fee Deposited in (indicate General Revenue or Specific Trust Fund)
Citrus Budwood	Source Tree Registration	581.031.14 (d)	\$5	1998	Yes	\$5	Plant Industry
*Citrus Inspection Box Tax Fee		601.28			Yes	0.0421	Processors
*Citrus Inspection Box Tax Fee		601.28			Yes	0.0030	Road Side Stands
*Citrus Inspection Box Tax Fee		601.28			Yes	0.0123	Fresh Fruit (PIQ)
*Citrus Inspection Box Tax Fee		570.48			Yes	0.0850	Packing House

**SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS**

**Budget Period: 2015 - 2016**

**Department:** Agriculture and Consumer Services

**Chief Internal Auditor:** Nedra Harrington

**Budget Entity:** \_\_\_\_\_

**Phone Number:** (850) 245-1367

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
IA 1314-01	January 18, 2013	User Account Reviews for Mission Critical Applications	<p><b>Finding:</b> The OIG determined that user account reviews were performed in accordance with the department’s AP&amp;Ps for only 4 of the 13 mission critical applications audited.</p> <p><b>Recommendations:</b> According to the department’s AP&amp;P, each division director shall identify the division owners of an information resource. Therefore, division directors should ensure that all owners of mission critical applications are aware of their designation as an application owner, and that they are knowledgeable regarding the duties and responsibilities that are associated with being an owner.</p> <p>Division directors should also ensure that user account reviews are performed for all mission critical applications within his or her division to facilitate the timely revocation of access privileges for users no longer employed with the department. In addition, the review should ensure the timely revocation of accounts for users whose current job duties and responsibilities no longer necessitate access to the mission critical application.</p>	The divisions have implemented procedures to ensure that user account reviews are performed by application owners annually, at a minimum, and that access privileges are revoked in a timely manner, when appropriate.	
IA 1314-02	November 2012 to January 2013	Revenue Collection Process	<p><b>Finding:</b> Our testing determined that for 7 of the 52 revenue types, the duties related to revenue collection and processing were not sufficiently segregated and no compensating controls existed.</p>		
			<p><b>Recommendation:</b> Incompatible duties should be separated to the extent feasible. Where it is not feasible to separate these duties, the divisions should establish sufficient management oversight to ensure that errors, anomalies, or theft will not be concealed from timely detection and resolution.</p>	The impacted divisions have worked diligently to implement compensating controls for the revenue collection process where reduced staffing does not allow for the recommended segregation of all incompatible duties.	



**SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS**

**Budget Period: 2015 - 2016**

**Department:** Agriculture and Consumer Services

**Chief Internal Auditor:** Nedra Harrington

**Budget Entity:** \_\_\_\_\_

**Phone Number:** (850) 245-1367

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
			<p><b>Finding:</b> One division does not adequately account for pre-printed licenses.</p> <p><b>Recommendation:</b> The division should develop procedures to establish accountability for pre-printed licenses to ensure revenue was collected for all licenses provided to license holders. The procedures should include proper handling and destruction of licenses that were not issued to the license holder.</p> <p><b>Finding:</b> One division does not maintain documentation for the review of the monthly reconciliation.</p> <p><b>Recommendation:</b> The division should ensure management reviews that are performed to compensate for the assignment of incompatible duties are sufficiently documented.</p> <p><b>Finding:</b> The division has not reconciled their subsidiary systems to REV or FLAIR for two revenue types due to the difficulties encountered when attempting to match the data captured in the subsidiary systems to the reports generated from the REV or FLAIR systems.</p> <p><b>Recommendation:</b> The division should participate in the joint consulting project between the OIG and the Division of Administration to determine whether there is an efficient method in which the reconciliations can be performed.</p>	<p>The division has modified its license issuance procedures. Effective immediately, the license will be mailed directly from division headquarters to the license holder and there will be no pre-prints of licenses.</p> <p>The division will continue to work with managers to ensure that documentation for the review of monthly reconciliations is appropriately maintained.</p> <p>The division will participate in the joint consulting project to determine whether there is an efficient method in which the reconciliations can be performed.</p>	

**SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS**

**Budget Period: 2015 - 2016**

**Department:** Agriculture and Consumer Services

**Chief Internal Auditor:** Nedra Harrington

**Budget Entity:** \_\_\_\_\_

**Phone Number:** (850) 245-1367

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
IA 1314-03	February 6 to 17, 2014	Florida State Fair Authority	<p><b>Finding:</b> During the first 3 days of the Fair, it took an inordinate amount of time for several of the ticket office tellers to close out the ticket sellers, and a few appeared to be unsure of how to process the bank bags. A number of the office tellers were new to the Fair, which could have contributed to the processing inefficiencies that were observed.</p> <p>According to the Fair’s Comptroller, the ticket office tellers became more efficient as the Fair went on; however, for next year, plans are in process to provide individualized training instead of just group training.</p> <p><b>Recommendation:</b> Fair management should ensure plans are implemented to modify the training provided to ticket office tellers to increase their efficiency in completing assigned tasks.</p> <p><b>Findings:</b> There was a delay in the completion of the daily sales and deposit reconciliation reports by Fair management. The main contributor to the delay was issues surrounding the FunCard system. Critical Wi-Fi connectivity issues occurred on day 4 of the Fair which rendered the FunCard system inoperable.</p> <p>Another contributor to the delay in producing the reports was based on the limited experience of the midway seller’s in using the FunCard system.</p>	<p>In early January 2015, Fair management will set up stations in the Fair Bank to facilitate individual training for each ticket office teller. During the training, several “test bags” will be developed for the teller to balance. Fair management will walk the tellers through any difficulties they experience balancing the bags.</p>	

**SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS**

**Budget Period: 2015 - 2016**

**Department:** Agriculture and Consumer Services

**Chief Internal Auditor:** Nedra Harrington

**Budget Entity:** \_\_\_\_\_

**Phone Number:** (850) 245-1367

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
			Based on discussions with the Comptroller, the issues surrounding Wi-Fi connectivity were resolved prior to the end of the Fair. The Comptroller also indicated that for next year, one-on-one training will be provided to the midway sellers instead of group training. In addition, a stronger (i.e., more knowledgeable) midway seller will be placed in the booth with a seller who may require additional guidance.		
			<b>Recommendation:</b> Fair management should ensure plans are implemented to modify the training provided to midway sellers to reduce errors when processing transactions.	During the 2015 Fair, management will set up four FunCard stations to provide individual training. Numerous selling scenarios will be performed by the sellers and their progress will be evaluated to determine additional training needs. In addition, training will be reinforced during the group training session conducted the weekend prior to the Fair.	
IA 1314-04	January 1, 2013 to December 31, 2013, and select activities which occurred during calendar years 2012 and 2014.	Florida Arson Alert Association, Inc.	<b>Finding:</b> The Association's bylaws establish its name, purpose, and the responsibilities of its officers. However, the bylaws do not include elements such as an indemnification clause to limit the personal liability of Board members; the minimum and maximum number of Board members; the member's voting rights; the number of Board members that constitute a quorum ; and the term limits for its members.		

**SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS**

**Budget Period: 2015 - 2016**

**Department:** Agriculture and Consumer Services

**Chief Internal Auditor:** Nedra Harrington

**Budget Entity:** \_\_\_\_\_

**Phone Number:** (850) 245-1367

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
			<p><b>Recommendation:</b> The Board should consider revising its bylaws to provide an enhanced framework within which the Association should function.</p> <p><b>Finding:</b> On February 26, 2014, the Board held a meeting with five of its Board members present. The Board proceeded to vote on such issues as the election of officers and the 2014 budget. With only 5 of the 15 active Board members in attendance during the meeting, a quorum was not present.</p>	<p>The Board is in the process of revising its bylaws to include the recommendations brought forth in the audit.</p>	
			<p><b>Recommendation:</b> The Board should establish the number of members needed to constitute a quorum, and ensure that a quorum is present when official decisions are made by the Board. The Board should also evaluate actions that occurred during the meeting to determine whether subsequent review and approval by the Board is warranted.</p> <p><b>Finding:</b> The Association did not notice the Board meetings held on July 11, 2012, February 25, 2013, and February 26, 2014, in accordance with s. 120.525, Florida Statutes.</p> <p><b>Recommendation:</b> The Board must ensure that all Board meetings are properly noticed.</p>	<p>The Board will establish a meeting quorum and ensure a quorum is present when official decisions are made by the Board. If a quorum is not present, the Board will establish procedures for voting on business-related issues through electronic mail, in writing or by proxy. The Board will also evaluate actions that occurred during the meeting on February 26, 2014, to determine whether subsequent review and approval by the Board is warranted.</p> <p>The Board will ensure that all meetings are properly noticed in order to comply with s. 120.525, Florida Statutes.</p>	

**SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS**

**Budget Period: 2015 - 2016**

**Department:** Agriculture and Consumer Services

**Chief Internal Auditor:** Nedra Harrington

**Budget Entity:** \_\_\_\_\_

**Phone Number:** (850) 245-1367

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
			<p><b>Finding:</b> The financial activities of the Association are not sufficiently segregated to provide assurance that errors, anomalies or theft will not be concealed from timely detection and resolution. Due to limited staffing, the Association’s coordinator collects, records, deposits and reconciles revenue. The coordinator also writes and signs the checks for expenses incurred by the Association.</p> <p><b>Recommendation:</b> The Board should implement procedures to separate incompatible duties to the extent feasible. Where it is not feasible to separate these duties, compensating controls should be established to ensure errors or irregularities will be detected in a timely manner.</p>	<p>The Board will implement procedures to separate duties where feasible, including the separation of the revenue collection and reconciliation duties. The coordinator for the Arson Alert Association will be in charge of revenue collection, writing checks and depositing funds into the Association's bank account. A FFS administrative assistant in the Forest Protection Bureau will be in charge of reconciling the Association's financial activities.</p>	
				<p>A quarterly review of the account will be conducted by the administrative assistant, along with the coordinator for the Arson Alert Association and the Association's treasurer. The FFS program manager in the Forest Protection Bureau will take over the duties of coordinating information with the Board on meetings, budgets and quarterly reports.</p>	

**SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS**

**Budget Period: 2015 - 2016**

**Department:** Agriculture and Consumer Services

**Chief Internal Auditor:** Nedra Harrington

**Budget Entity:** \_\_\_\_\_

**Phone Number:** (850) 245-1367

(1) REPORT NUMBER	(2) PERIOD ENDING	(3) UNIT/AREA	(4) SUMMARY OF FINDINGS AND RECOMMENDATIONS	(5) SUMMARY OF CORRECTIVE ACTION TAKEN	(6) ISSUE CODE
			<p><b>Finding:</b> The FFS' Fire Manual states, "A field unit can solicit Arson Alert donations for the purpose of arson rewards or special prevention projects within the field unit." However, the FFS' Policy and Procedure 120, Revenue Procedures, does not specifically address how the revenue collected should be documented and subsequently transferred to the Association's coordinator.</p> <p><b>Recommendation:</b> The FFS should develop specific procedures for the collection and transfer of donations received by the field units.</p> <p><b>Finding:</b> For calendar year 2013, the Association processed 12 expenditures totaling \$3,430. For two of the expenditures totaling \$266, a receipt or invoice was not available to support the expenditure.</p> <p><b>Recommendation:</b> The Board should ensure that sufficient documentation is maintained for all expenditures.</p>	<p>The coordinator for the Association will update the FFS Fire Manual to include specific procedures for the collection and transfer of donations received by field units. Donated funds collected by a field unit should ideally be in the form of a check, and will be mailed directly to the coordinator in the Forest Protection Bureau. Before mailing the check, the field unit should notify the coordinator to expect the check to arrive. After receiving and depositing the check into the Association's bank account, the coordinator will email the field unit to inform them that the check was received and deposited.</p> <p>The Board will ensure that sufficient documentation is maintained for all expenditures.</p>	

**SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS**

**Budget Period: 2015 - 2016**

**Department:** Agriculture and Consumer Services

**Chief Internal Auditor:** Nedra Harrington

**Budget Entity:** \_\_\_\_\_

**Phone Number:** (850) 245-1367

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
AG 2014-173	Fiscal Year 2012 - 2013	State Energy Program	<b>Finding:</b> FDACS procedures were not adequate to ensure that all subrecipient audit reports were obtained and reviewed in a timely manner. In addition, FDACS staff did not timely review audit reports to determine whether management decisions and corrective actions were required.		

**SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS**

**Budget Period: 2015 - 2016**

**Department:** Agriculture and Consumer Services

**Chief Internal Auditor:** Nedra Harrington

**Budget Entity:** \_\_\_\_\_

**Phone Number:** (850) 245-1367

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
			<p><b>Recommendation:</b> We recommend that the FDACS enhance procedures to require documentation of staff efforts to follow-up with subrecipients that do not timely submit audit reports and to ensure that, upon receipt, subrecipient audit reports are timely reviewed and any related management decisions timely issued.</p>	<p>The department's Office of Energy's (OOE) Policies and Procedures for Grant Management: Section IV, Reporting, outlines the sub-recipient audit review procedures. It requires audit reports to be reviewed within five months of receipt to the Office. Any required management decisions will be issued within six months of receipt, consistent with the requirements of Office of Management and Budget (OMB) Circular A-133. The OOE has re-visited the receipt of sub-recipient audits for fiscal years 2011 and 2012, and increased its efforts to obtain any audits that were not submitted previously by searching for required audits on-line or contacting the sub-recipients in writing. To date, all applicable sub-recipient audits for FFY 2011 and FFY 2012 have been received and are under review, and all audit tracking logs have been updated to reflect their receipt. Any management decisions or corrective actions resulting from the review will impact the sub-recipient's receipt of financial assistance in the future.</p>	
AG 2014-184	Fiscal Years 2011-2012 and 2012-2013	Payroll and Personnel Processes	<p><b>Finding:</b> Three of 22 required Dual Employment and Compensation Request forms were not available for review.</p>		



**SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS**

**Budget Period: 2015 - 2016**

**Department:** Agriculture and Consumer Services

**Chief Internal Auditor:** Nedra Harrington

**Budget Entity:** \_\_\_\_\_

**Phone Number:** (850) 245-1367

(1)	(2)	(3)	(4)	(5)	(6)
REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
			<p><b><u>Recommendation:</u></b> We recommend that state agency management establish appropriate procedures that provide for the proper submittal and approval of dual employment requests. Additionally, we recommend that state agencies utilize available dual employment reports to ensure that the dual employment activities of all applicable personnel have received appropriate consideration in accordance with state law, DMS rules, and other guidelines.</p> <p><b><u>Finding:</u></b> The department had not established written procedures for recovering overpayments from third parties.</p> <p><b><u>Recommendation:</u></b> We recommend that the department establish policies and procedures regarding salary payment cancellations and reissuances and the recovery of overpayments from third parties.</p>	<p>The department has obtained reports from the DMS to ensure dual employment is up to date. The department has tested other report products and has found that they are insufficient, thus making the special request to DMS the best option.</p> <p>The Bureau of State Payrolls' (BOSP) manual has been updated since the completion of the audit to enhance protocols for recovery of third party payments. The department agrees with the BOSP manual and will utilize it as the official practice for this process. Therefore, no additional policy will be necessary for the department.</p>	

## Fiscal Year 2015-16 LBR Technical Review Checklist

Department/Budget Entity (Service):
Agency Budget Officer/OPB Analyst Name:

A "Y" indicates "YES" and is acceptable, an "N/J" indicates "NO/Justification Provided" - these require further explanation/justification (additional sheets can be used as necessary), and "TIPS" are other areas to consider.

Action	Program or Service (Budget Entity Codes)																
	42010100	42010200	42010300	42010400	42010600	42110100	42110200	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600

### 1. GENERAL

1.1 Are Columns A01, A02, A04, A05, A23, A24, A25, A36, A93, IA1, IA5, IA6, IP1, IV1, IV3 and NV1 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for both the Budget and Trust Fund columns? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only? <b>(CSDI)</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
1.2 Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? <b>(CSDI)</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

### AUDITS:

1.3 Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. <b>(EXBR, EXBA)</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
1.4 Has security been set correctly? <b>(CSDR, CSA)</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

<b>TIP</b> The agency should prepare the budget request for submission in this order: 1) Lock columns as described above; 2) copy Column A03 to Column A12; and 3) set Column A12 column security to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status.																
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

### 2. EXHIBIT A (EADR, EXA)

2.1 Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 59 of the LBR Instructions?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
2.2 Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
2.3 Are the issue codes and titles consistent with <i>Section 3</i> of the LBR Instructions (pages 15 through 29)? Do they clearly describe the issue?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
2.4 Have the coding guidelines in <i>Section 3</i> of the LBR Instructions (pages 15 through 29) been followed?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

### 3. EXHIBIT B (EXBR, EXB)

3.1 Is it apparent that there is a fund shift where an appropriation category's funding source is different between A02 and A03? Were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits.	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

### AUDITS:

3.2 Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity at the FSI level? Are all nonrecurring amounts less than requested amounts? <b>(NACR, NAC - Report should print "No Negative Appropriation Categories Found")</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
3.3 Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? <b>(EXBR, EXBC - Report should print "Records Selected Net To Zero")</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Action	Program or Service (Budget Entity Codes)																	
	42010100	42010200	42010300	42010400	42010600	42110100	42110200	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600	42170700
TIP Generally look for and be able to fully explain significant differences between A02 and A03.																		
TIP Exhibit B - A02 equal to B07: Compares Current Year Estimated column to a backup of A02. This audit is necessary to ensure that the historical detail records have not been adjusted. Records selected should net to zero.																		
TIP Requests for appropriations which require advance payment authority must use the sub-title "Grants and Aids". For advance payment authority to local units of government, the Aid to Local Government appropriation category (05XXXX) should be used. For advance payment authority to non-profit organizations or other units of state government, the Special Categories appropriation category (10XXXX) should be used.																		
<b>4. EXHIBIT D (EADR, EXD)</b>																		
4.1 Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 61 of the LBR Instructions?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.2 Is the program component code and title used correct?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP Fund shifts or transfers of services or activities between program components will be displayed on an Exhibit D whereas it may not be visible on an Exhibit A.																		
<b>5. EXHIBIT D-1 (EDIR, EXD1)</b>																		
5.1 Are all object of expenditures positive amounts? (This is a manual check.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>AUDITS:</b>																		
5.2 Do the fund totals agree with the object category totals within each appropriation category? (EDIR, XD1A - Report should print "No Differences Found For This Report")	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
5.3 FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences need to be corrected in Column A01.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
5.4 A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences need to be corrected in Column A01.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP If objects are negative amounts, the agency must make adjustments to Column A01 to correct the object amounts. In addition, the fund totals must be adjusted to reflect the adjustment made to the object data.																		
TIP If fund totals and object totals do not agree or negative object amounts exist, the agency must adjust Column A01.																		
TIP Exhibit B - A01 less than B04: This audit is to ensure that the disbursements and carry/certifications forward in A01 are less than FY 2013-14 approved budget. Amounts should be positive.																		
TIP If B08 is not equal to A01, check the following: 1) the initial FLAIR disbursements or carry forward data load was corrected appropriately in A01; 2) the disbursement data from departmental FLAIR was reconciled to State Accounts; and 3) the FLAIR disbursements did not change after Column B08 was created.																		
<b>6. EXHIBIT D-3 (ED3R, ED3) (Not required to be submitted in the LBR - for analytical purposes only.)</b>																		
6.1 Are issues appropriately aligned with appropriation categories?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Action	Program or Service (Budget Entity Codes)																	
	42010100	42010200	42010300	42010400	42010600	42110100	42110200	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600	42170700
<b>TIP</b> Exhibit D-3 is no longer required in the budget submission but may be needed for this particular appropriation category/issue sort. Exhibit D-3 is also a useful report when identifying negative appropriation category problems.																		
<b>7. EXHIBIT D-3A (EADR, ED3A)</b>																		
7.1	Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 33 of the LBR Instructions.)																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.2	Does the issue narrative adequately explain the agency's request and is the explanation consistent with the LRPP? (See page 67-68 of the LBR Instructions.)																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.3	Does the narrative for Information Technology (IT) issue follow the additional narrative requirements described on pages 69 through 71 of the LBR Instructions?																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.4	Are all issues with an IT component identified with a "Y" in the "IT COMPONENT?" field? If the issue contains an IT component, has that component been identified and documented?																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.5	Does the issue narrative explain any variances from the Standard Expense and Human Resource Services Assessments package? Is the nonrecurring portion in the nonrecurring column? (See pages E-4 through E-6 of the LBR Instructions.)																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.6	Does the salary rate request amount accurately reflect any new requests and are the amounts proportionate to the Salaries and Benefits request? Note: Salary rate should always be annualized.																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.7	Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OAD/C)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A.																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.8	Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.9	Does the issue narrative reference the specific county(ies) where applicable?																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.10	Do the 160XXX0 issues reflect budget amendments that have been approved (or in the process of being approved) and that have a recurring impact (including Lump Sums)? Have the approved budget amendments been entered in Column A18 as instructed in Memo #14-001?																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.11	When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the OPB Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. <b>(PLRR, PLMO)</b>																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.12	Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?																	
		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.13	Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.14	Do the amounts reflect appropriate FSI assignments?																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.15	Are the 33XXXX0 issues negative amounts only and do not restore nonrecurring cuts from a prior year or fund any issues that net to a positive or zero amount? Check D-3A issues 33XXXX0 - a unique issue should be used for issues that net to zero or a positive amount.																	
	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Action	Program or Service (Budget Entity Codes)																	
	42010100	42010200	42010300	42010400	42010600	42110100	42110200	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600	42170700
7.16 Do the issues relating to <i>salary and benefits</i> have an "A" in the fifth position of the issue code (XXXXAXX) and are they self-contained (not combined with other issues)? (See page 28 and 88 of the LBR Instructions.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.17 Do the issues relating to <i>Information Technology (IT)</i> have a "C" in the sixth position of the issue code (36XXXXC) and are the correct issue codes used (361XXC0, 362XXC0, 363XXC0, 17C01C0, 17C02C0, 17C03C0, 24010C0, 33001C0, 330010C0, 33011C0, 160E470, 160E480 or 55C01C0)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.18 Are the issues relating to <i>major audit findings and recommendations</i> properly coded (4A0XXX0, 4B0XXX0)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.19 Does the issue narrative identify the strategy or strategies in the Five Year Statewide Strategic Plan for Economic Development?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>AUDIT:</b>																		
7.20 Are all FSI's equal to '1', '2', '3', or '9'? There should be no FSI's equal to '0'. <b>(EADR, FSIA - Report should print "No Records Selected For Reporting")</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.21 Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? <b>(GENR, LBR1)</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.22 Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? <b>(GENR, LBR2)</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.23 Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? <b>(GENR, LBR3)</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.24 Have FCO appropriations been entered into the nonrecurring column A04? <b>(GENR, LBR4 - Report should print "No Records Selected For Reporting" or a listing of D-3A issue(s) assigned to Debt Service (IOE N) or in some cases State Capital Outlay - Public Education Capital Outlay (IOE L) )</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run <b>OADA/OADR</b> from STAM to identify the amounts entered into OAD and ensure these entries have been thoroughly explained in the D-3A issue narrative.																		
TIP The issue narrative must completely and thoroughly explain and justify each D-3A issue. Agencies must ensure it provides the information necessary for the OPB and legislative analysts to have a complete understanding of the issue submitted. Thoroughly review pages 65 through 70 of the LBR Instructions.																		
TIP Check BAPS to verify status of budget amendments. Check for reapprovals not picked up in the General Appropriations Act. Verify that Lump Sum appropriations in Column A02 do not appear in Column A03. Review budget amendments to verify that 160XXX0 issue amounts correspond accurately and net to zero for General Revenue funds.																		
TIP If an agency is receiving federal funds from another agency the FSI should = 9 (Transfer - Recipient of Federal Funds). The agency that originally receives the funds directly from the federal agency should use FSI = 3 (Federal Funds).																		

Action	Program or Service (Budget Entity Codes)																	
	42010100	42010200	42010300	42010400	42010600	42110100	42110200	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600	42170700
TIP If a state agency needs to include in its LBR a realignment or workload request issue to align its data processing services category with its projected FY 2015-16 data center costs, this can be completed by using the new State Data Center data processing services category (210001). (NSRC data processing services category (210022) and the SSRC data processing services category (210021) will no longer be used).																		
TIP If an appropriation made in the FY 2014-15 General Appropriations Act duplicates an appropriation made in substantive legislation, the agency must create a unique deduct nonrecurring issue to eliminate the duplicated appropriation. Normally this is taken care of through line item veto.																		
<b>8. SCHEDULE I &amp; RELATED DOCUMENTS (SC1R, SC1 - Budget Entity Level or SC1R, SC1D - Department Level)</b>																		
8.1 Has a separate department level Schedule I and supporting documents package been submitted by the agency?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.2 Has a Schedule I and Schedule IB been completed in LAS/PBS for each operating trust fund?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.3 Have the appropriate Schedule I supporting documents been included for the trust funds (Schedule IA, Schedule IC, and Reconciliation to Trial Balance)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.4 Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.5 Have the required detailed narratives been provided (5% trust fund reserve narrative; method for computing the distribution of cost for general management and administrative services narrative; adjustments narrative; revenue estimating methodology narrative; fixed capital outlay adjustment narrative)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.6 Has the Inter-Agency Transfers Reported on Schedule I form been included as applicable for transfers totaling \$100,000 or more for the fiscal year?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.7 If the agency is scheduled for the annual trust fund review this year, have the Schedule ID and applicable draft legislation been included for recreation, modification or termination of existing trust funds?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8.8 If the agency is scheduled for the annual trust fund review this year, have the necessary trust funds been requested for creation pursuant to <i>section 215.32(2)(b), Florida Statutes</i> - including the Schedule ID and applicable legislation?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8.9 Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)? For non-grant federal revenues, is the correct revenue code identified (codes 000504, 000119, 001270, 001870, 001970)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.10 Are the statutory authority references correct?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.11 Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to Chapter 2009-78, Laws of Florida, for appropriate general revenue service charge percentage rates.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.12 Is this an accurate representation of revenues based on the most recent Consensus Estimating Conference forecasts?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.13 If there is no Consensus Estimating Conference forecast available, do the revenue estimates appear to be reasonable?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.14 Are the federal funds revenues reported in Section I broken out by individual grant? Are the correct CFDA codes used?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Action	Program or Service (Budget Entity Codes)																	
	42010100	42010200	42010300	42010400	42010600	42110100	42110200	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600	42170700
8.15 Are anticipated grants included and based on the state fiscal year (rather than federal fiscal year)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.16 Are the Schedule I revenues consistent with the FSI's reported in the Exhibit D-3A?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.17 If applicable, are nonrecurring revenues entered into Column A04?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.18 Has the agency certified the revenue estimates in columns A02 and A03 to be the latest and most accurate available? Does the certification include a statement that the agency will notify OPB of any significant changes in revenue estimates that occur prior to the Governor's Budget Recommendations being issued?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.19 Is a 5% trust fund reserve reflected in Section II? If not, is sufficient justification provided for exemption? Are the additional narrative requirements provided?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.20 Are appropriate general revenue service charge nonoperating amounts included in Section II?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.21 Are nonoperating expenditures to other budget entities/departments cross-referenced accurately?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.22 Do transfers balance between funds (within the agency as well as between agencies)? (See also 8.6 for required transfer confirmation of amounts totaling	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.23 Are nonoperating expenditures recorded in Section II and adjustments recorded in Section III?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.24 Are prior year September operating reversions appropriately shown in column A01?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.25 Are current year September operating reversions appropriately shown in column A02?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.26 Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.27 Has the agency properly accounted for continuing appropriations (category 13XXXX) in column A01, Section III?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.28 Does Column A01 of the Schedule I accurately represent the actual prior year accounting data as reflected in the agency accounting records, and is it provided in sufficient detail for analysis?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.29 Does Line I of Column A01 (Schedule I) equal Line K of the Schedule IC?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>AUDITS:</b>																		
8.30 Is Line I a positive number? (If not, the agency must adjust the budget request to eliminate the deficit).	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.31 Is the June 30 Adjusted Unreserved Fund Balance (Line I) equal to the July 1 Unreserved Fund Balance (Line A) of the following year? If a Schedule IB was prepared, do the totals agree with the Schedule I, Line I? ( <b>SC1R, SC1A - Report should print "No Discrepancies Exist For This Report"</b> )	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.32 Has a Department Level Reconciliation been provided for each trust fund and does Line A of the Schedule I equal the CFO amount? If not, the agency must correct Line A. ( <b>SC1R, DEPT</b> )	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.33 Has a Schedule IB been provided for each trust fund and does total agree with line I ?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Action	Program or Service (Budget Entity Codes)																		
	42010100	42010200	42010300	42010400	42010600	42110100	42110200	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600	42170700	
8.34 Have A/R been properly analyzed and any allowances for doubtful accounts been properly recorded on the Schedule IC?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP The Schedule I is the most reliable source of data concerning the trust funds. It is very important that this schedule is as accurate as possible!																			
TIP Determine if the agency is scheduled for trust fund review. (See page 130 of the LBR Instructions.) Transaction DFTR in LAS/PBS is also available and provides an LBR review date for each trust fund.																			
TIP Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status.																			
TIP Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.																			
<b>9. SCHEDULE II (PSCR, SC2)</b>																			
AUDIT:																			
9.1 Is the pay grade minimum for salary rate utilized for positions in segments 2 and 3? (BRAR, BRAA - Report should print "No Records Selected For This Request") Note: Amounts other than the pay grade minimum should be fully justified in the D-3A issue narrative. (See Base Rate Audit on page 161 of the LBR Instructions.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>10. SCHEDULE III (PSCR, SC3)</b>																			
10.1 Is the appropriate lapse amount applied in Segment 3? (See page 92 of the LBR Instructions.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
10.2 Are amounts in Other Salary Amount appropriate and fully justified? (See page 99 of the LBR Instructions for appropriate use of the OAD transaction.) Use OADI or OADR to identify agency other salary amounts requested.	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>11. SCHEDULE IV (EADR, SC4)</b>																			
11.1 Are the correct Information Technology (IT) issue codes used?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP If IT issues are not coded correctly (with "C" in 6th position), they will not appear in the Schedule IV.																			
<b>12. SCHEDULE VIII A (EADR, SC8A)</b>																			
12.1 Is there only one #1 priority, one #2 priority, one #3 priority, etc. reported on the Schedule VIII-A? Are the priority narrative explanations adequate? Note: FCO issues can now be included in the priority listing.	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>13. SCHEDULE VIII B-1 (EADR, S8B1)</b>																			
13.1 NOT REQUIRED FOR THIS YEAR	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>14. SCHEDULE VIII B-2 (EADR, S8B2)</b>																			
14.1 Do the reductions comply with the instructions provided on pages 104 through 106 of the LBR Instructions regarding a 5% reduction in recurring General Revenue and Trust Funds, including the verification that the 33BXXX0 issue has NOT been used?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>15. SCHEDULE VIII C (EADR, S8C)</b> (LAS/PBS Web - see page 107-109 of the LBR Instructions for detailed instructions)																			
15.1 Agencies are required to generate this schedule via the LAS/PBS Web.	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
15.2 Does the schedule include at least three and no more than 10 unique reprioritization issues, in priority order? Manual Check.	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y



Action	Program or Service (Budget Entity Codes)																	
	42010100	42010200	42010300	42010400	42010600	42110100	42110200	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600	42170700
15.3 Does the schedule display reprioritization issues that are each comprised of two unique issues - a deduct component and an add-back component which net to zero at the department level?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
15.4 Are the priority narrative explanations adequate and do they follow the guidelines on pages 107-109 of the LBR instructions?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
15.5 Does the issue narrative in A6 address the following: Does the state have the authority to implement the reprioritization issues independent of other entities (federal and local governments, private donors, etc.)? Are the reprioritization issues an allowable use of the recommended funding source?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>AUDIT:</b>																		
15.6 Do the issues net to zero at the department level? (GENR, LBR5)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>16. SCHEDULE XI (USCR,SCXI) (LAS/PBS Web - see page 110-114 of the LBR Instructions for detailed instructions)</b>																		
16.1 Agencies are required to generate this spreadsheet via the LAS/PBS Web. <b>The Final Excel version no longer has to be submitted to OPB for inclusion on the Governor's Florida Performs Website.</b> (Note: Pursuant to <i>section 216.023(4)(b), Florida Statutes</i> , the Legislature can reduce the funding level for any agency that does not provide this information.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
16.2 Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>AUDITS INCLUDED IN THE SCHEDULE XI REPORT:</b>																		
16.3 Does the FY 2013-14 Actual (prior year) Expenditures in Column A36 reconcile to Column A01? (GENR, ACT1)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
16.4 None of the executive direction, administrative support and information technology statewide activities (ACT0010 thru ACT0490) have output standards (Record Type 5)? (Audit #1 should print "No Activities Found")	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
16.5 Does the Fixed Capital Outlay (FCO) statewide activity (ACT0210) only contain 08XXXX or 14XXXX appropriation categories? (Audit #2 should print "No Operating Categories Found")	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
16.6 Has the agency provided the necessary standard (Record Type 5) for all activities which <u>should</u> appear in Section II? (Note: <b>Audit #3</b> will identify those activities that do NOT have a Record Type '5' and have not been identified as a 'Pass Through' activity. These activities will be displayed in Section III with the 'Payment of Pensions, Benefits and Claims' activity and 'Other' activities. Verify if these activities should be displayed in Section III. If not, an output standard would need to be added for that activity and the Schedule XI submitted again.)	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
16.7 Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found")	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>TIP</b> If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.																		
<b>17. MANUALLY PREPARED EXHIBITS &amp; SCHEDULES</b>																		
17.1 Do exhibits and schedules comply with LBR Instructions (pages 115 through 158 of the LBR Instructions), and are they accurate and complete?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
17.2 Are appropriation category totals comparable to Exhibit B, where applicable?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
17.3 Are agency organization charts (Schedule X) provided and at the appropriate level of detail?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Action	Program or Service (Budget Entity Codes)																	
	42010100	42010200	42010300	42010400	42010600	42110100	42110200	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600	42170700
17.4 Does the LBR include a separate IV-B for each IT project over \$1 million (see page 134 of the LBR instructions for exemptions to this rule)? Have all IV-B been emailed to: IT@LASPBS.state.fl.us	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
17.5 Are all forms relating to Fixed Capital Outlay (FCO) funding requests submitted in the proper form, including a Truth in Bonding statement (if applicable) ?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>AUDITS - GENERAL INFORMATION</b>																		
TIP Review Section 6: Audits of the LBR Instructions (pages 160-162) for a list of audits and their descriptions.																		
TIP Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.																		
<b>18. CAPITAL IMPROVEMENTS PROGRAM (CIP)</b>																		
18.1 Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
18.2 Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
18.3 Do all CIP forms comply with CIP Instructions where applicable (see CIP	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
18.4 Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
18.5 Are the appropriate counties identified in the narrative?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
18.6 Has the CIP-2 form (Exhibit B) been modified to include the agency priority for each project and the modified form saved as a PDF document?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP Requests for Fixed Capital Outlay appropriations which are Grants and Aids to Local Governments and Non-Profit Organizations must use the Grants and Aids to Local Governments and Non-Profit Organizations - Fixed Capital Outlay major appropriation category (140XXX) and include the sub-title "Grants and Aids". These appropriations utilize a CIP-B form as justification.																		
<b>19. FLORIDA FISCAL PORTAL</b>																		
19.1 Have all files been assembled correctly and posted to the Florida Fiscal Portal as outlined in the Florida Fiscal Portal Submittal Process?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y