



FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES COMMISSIONER NICOLE "NIKKI" FRIED

LEGISLATIVE BUDGET REQUEST

September 16, 2019

Chris Spencer, Director
Office of Policy and Budget
Executive Office of the Governor
1701 The Capitol
402 South Monroe Street
Tallahassee, Florida 32399-0001

Eric Pridgeon, Staff Director
House Appropriations Committee
221 The Capitol
402 South Monroe Street
Tallahassee, Florida 32399-1300

Cynthia Sauls Kynoch, Staff Director
Senate Committee on Appropriations
201 The Capitol
402 South Monroe Street
Tallahassee, Florida 32399-1100

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request for the Florida Department of Agriculture and Consumer Services (FDACS) 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 2020-21 Fiscal Year.

This proposal reflects our department's commitment to a common-sense, fiscally responsible budget that meets the needs of our state's agriculture community, our consumers, and our families. Our 4,600 employees strive daily to serve as good stewards of taxpayer resources, and to implement our vision to keep Florida growing, within our budget.

In line with our commitment to fiscal prudence, this proposal represents a significant overall reduction of 26 percent from the prior Fiscal Year's legislative budget request. We believe our mandates – to promote Florida's agricultural commodities and defend against pests and diseases,

ensure our firefighters and law enforcement professionals have the resources they need, protect our water and natural resources, and defend consumers from scams and fraud – can be fulfilled within the parameters of this proposal.

Our budget priorities herein are solutions-oriented, and critical not only to our department's success, but also our state's. Funding these priorities will save lives and property by supporting our wildland firefighters, create billions in economic potential through our state hemp program, protect and improve our water sources, increase energy efficiency and provide opportunities to create good clean energy jobs, support our department's law enforcement officers, and ensure our state's agriculture industry remains globally competitive while facing global challenges.

Managing over 1 million acres of state forests, our hardworking Florida Forest Service is a model for the nation. Our wildland firefighters and forest rangers have an enormous job, given the operational stresses of wildfires, deployment for Hurricane Dorian in support of urban search and rescue task forces, continued response to Hurricane Michael, and mitigation of the 72 million tons of wildfire fuel and downed trees from that storm, which remains a significant threat to the region.

63 percent of our Forest Service fleet will exceed replacement criteria by this Fiscal Year's end. Meanwhile, the Forest Service continues to operate Vietnam-era surplus helicopters that are increasingly difficult to service, maintain, and function – yet are critical to suppressing wildfires and keeping our firefighters safe while protecting lives, land, and property. My request includes funding for replacement rotor-wing aircraft, as well as \$9.8 million in trust investment for routine maintenance and repairs to Forest Service infrastructure, such as roads, bridges, and forestry stations.

One of our most critically important conservation tools is the Rural and Family Lands Program, a common-sense initiative which ensures that environmentally sensitive lands remain in agriculture through conservation easements. These conservation partnerships with private landowners preserve agricultural lands while protecting natural resources and wildlife habitats. My budget request this year proposes a reasonable \$32.6 million to fund this program, a 56 percent reduction from the \$75 million request in the prior Fiscal Year.

Following the Legislature's passage and Governor's signing of SB 1020, our department is engaged in building a state hemp program that will be the gold standard, ready to facilitate the creation of thousands of jobs and billions in economic potential from industrial hemp. Regulating the cultivation, production, and distribution of hemp products will involve many of our divisions. From testing products for human consumption, to seed certification, to weights and measures at point of sale and packaging, to permitting, inspection, and consumer protection, robust oversight will require adequate resources. To properly implement the program the Legislature authorized, my request includes \$9.9 million, including \$7.4 million in trust authority, largely for inspection.

Water is the lifeblood of our state and one of our most critical long-term issues, as agriculture, our economy, public health, and life itself depend on access to clean water. My budget request reflects my commitment to improving Florida's water for future generations, a commitment I know the Governor shares. This request includes \$15 million in trust funding to address agricultural nutrient reduction and water retention projects in the Lake Okeechobee Watershed, and \$10 million in trust funding for similar projects outside this area, and in critical spring sheds. These crucial projects include cost share programs for precision agriculture, technology-based nutrient application, land management tools, and \$1.5 million for water supply planning, which helps support Water Management Districts in their planning.

I've also made improving our best management practices (BMP) program a top priority, and propose \$5.9 million in trust funding to help our agriculture producers acquire the latest technologies for pollution reduction, as well as the addition of eight positions for enhanced BMP verifications.

It bears repeating that agriculture is a pillar of Florida's economy, with 47,000 farms supporting 2 million jobs and \$132 billion in economic impact. However, the industry faces serious challenges from heightened tariffs, trade wars, and trade disadvantages, such as Mexico's continued dumping of illegally subsidized agricultural products. This year, key exports of timber have fallen 64 percent, certain seafood products have declined 79 percent, and exports of fruit juice have declined 65 percent. In addition, the proposed North American trade agreement before Congress could cost Florida's seasonal produce growers nearly \$400 million and 8,000 jobs.

One of our best tools to keep our agriculture producers globally competitive is the Florida Agricultural Promotional Campaign, better known as Fresh From Florida. With a \$22 return on investment for every \$1 invested, the Fresh From Florida brand has created \$125 million in annual sales for growers, \$700 million from trade shows in recent years, and reaches 60 million consumers annually. Fresh From Florida also pursues value-added partnerships with the private sector that come at no taxpayer cost. My budget request proposes \$5 million to support our state's growers in the global marketplace.

Florida's warm climate and status as a travel destination make it highly susceptible to invasive plant pests and diseases, which pose significant threats to Florida agriculture – particularly our state's signature crop, citrus. My budget proposal includes several efforts to mitigate these threats. This includes funding for the most promising research projects to rebuild Florida citrus, support for the Citrus Inspection Trust Fund, as declining citrus yields have led to depletion of this trust fund historically supporting by citrus box taxes, funding for citrus health response and fulfillment of citrus canker settlements, and eradication of pests that threaten not only agriculture and horticulture, but also human health.

Directors
September 16, 2019
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More than 900 people move to Florida daily – the equivalent of adding a city larger than Orlando to our state every year. This creates enormous strain on our energy and utility infrastructure; I’ve tasked Florida’s Office of Energy, a division of our department, with developing plans to address that challenge. My budget request includes modest proposals for studies on the energy burden upon low-income communities, and infrastructure improvements to support renewable energy and battery storage, as well as a utility pilot project for grid storage technologies to demonstrate increased efficiency, resiliency, and capacity for electric vehicle charging.

Finally, we must do all we can to support our brave first responders, which includes the law enforcement professionals within our Office of Agricultural Law Enforcement. My budget proposal includes a coordinated request with the Florida Department of Law Enforcement, the Florida Highway Patrol, and the Florida Fish and Wildlife Conservation Commission for a common base pay adjustment for all state law enforcement officers. This will help mitigate interagency competition for qualified applicants, and will help address the hiring and retention issues our state law enforcement agencies have faced for years. In preparation for the upcoming modernization of the statewide law enforcement radio system, my proposal also includes \$2 million for replacement radio equipment.

Again, I believe this proposed 2020-21 Fiscal Year budget balances our state’s fiscal outlook with the most critical and impactful needs of our department and the people of our state. Each budget proposal submitted as part of this request has been fully vetted by staff and carefully considered by me. I am confident that this request will accomplish our work while responsibly utilizing the limited resources the taxpayers grant us. Should you have any questions about this legislative budget request, please contact me or my staff directly at (850) 617-7700.

Thank you for your consideration. I look forward to working with you to keep Florida growing.

Sincerely,



Nicole Fried
Commissioner of Agriculture

Temporary Special Duty – General Pay Additives Implementation Plan for Fiscal Year 2019-2020

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 23rd 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 19/20. However, there were thirteen temporary special duty additives (not including those for absent coworker for military/FMLA leave purposes) that were provided during the FY 18/19.

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 \$13,326.01.

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 23rd 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

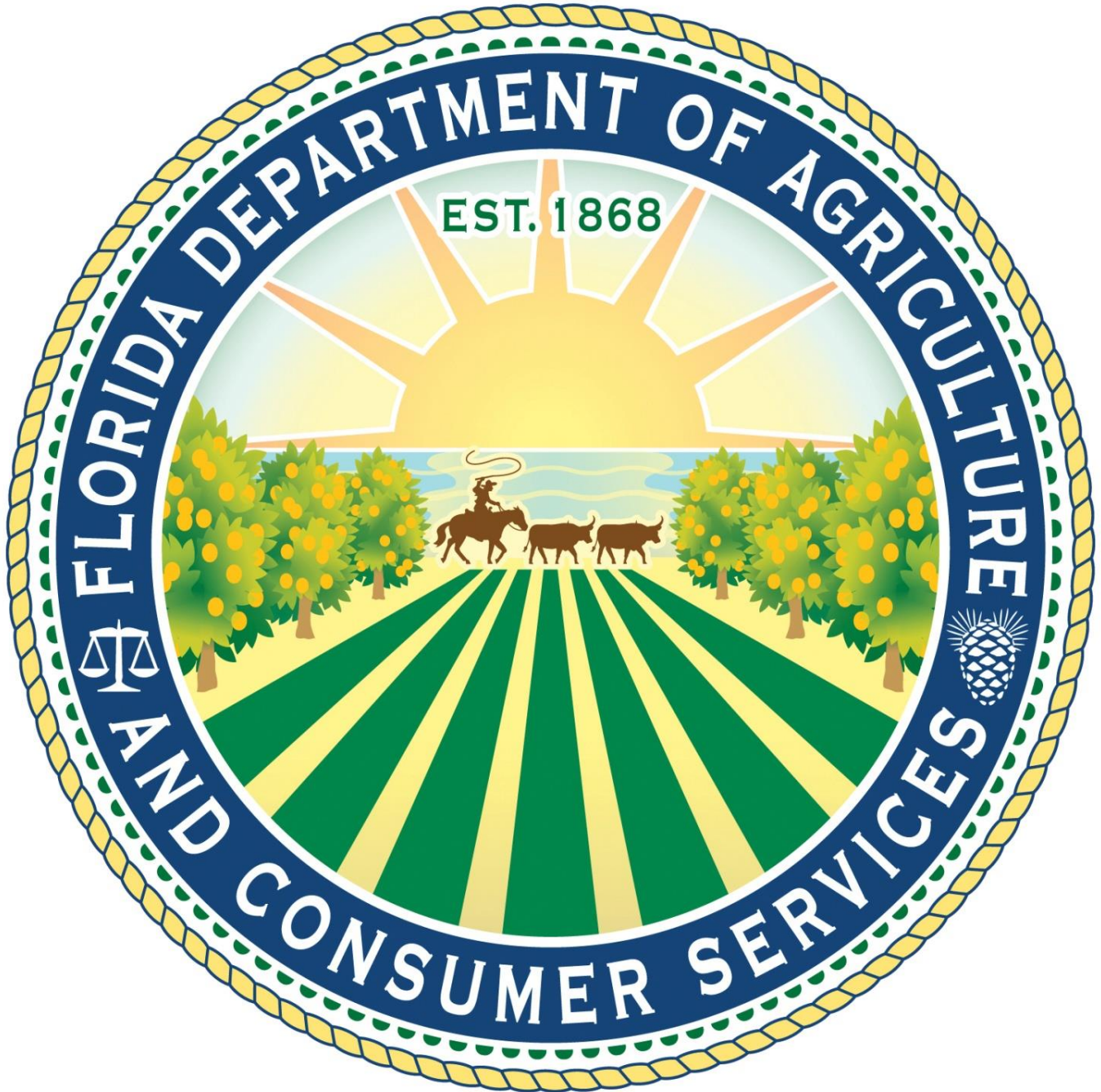
It is understood by the parties that, insofar as pay is concerned, employees temporarily filling a position in a higher broadband level shall be paid according to the same compensation method as permanent promotees under the Rules of the State Personnel System.

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.

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

DEPARTMENT LEVEL EXHIBITS AND SCHEDULES



**LEGISLATIVE BUDGET REQUEST
2020 - 2021**

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 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 compensation for removal of canker-exposed citrus trees in Broward County under theories of inverse condemnation and statutory liability, and lawsuit for writ of mandamus.		
Amount of the Claim:	See "Status of the Case."		
Specific Statutes or Laws (including GAA) Challenged:	Fla. Stat. § 581.1845 (2005); § 11.066 (2016).		
Status of the Case:	All judgments have been satisfied. Plaintiffs may have a right to an award of attorneys' fees from a prior appeal.		
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. Bruce S. Rogow, P.A.		

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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 v. FDACS (a/k/a In re Citrus Canker Litigation, Cox and Brignoni) (transferred to Miami-Dade County Circuit Court)		
Court with Jurisdiction:	Miami-Dade County Circuit Court		
Case Number:	Miami-Dade: 03-8255 (f/k/a Pompano Beach, 02-24436)		
Summary of the Complaint:	Lawsuit for compensation for removal of canker-exposed citrus trees in Miami-Dade County under theories of inverse condemnation and statutory liability.		
Amount of the Claim:	Unliquidated, but likely more than \$100 million, plus interest, costs, and attorneys' fees.		
Specific Statutes or Laws (including GAA) Challenged:	Fla. Stat. § 581.1845 (2005); § 11.066 (2016).		
Status of the Case:	The trial court found no liability and judgment in favor of FDACS was entered. Plaintiffs have appealed to the Third District Court of Appeal.		
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., P.A. Lytal Reiter, P.A. Bruce S. Rogow, P.A.		

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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.)	Mendez v. FDACS		
Court with Jurisdiction:	Palm Beach County Circuit Court		
Case Number:	02-13717 AJ		
Summary of the Complaint:	Lawsuit for compensation for removal of canker-exposed citrus trees in Palm Beach 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 (2005); § 11.066 (2016).		
Status of the Case:	All judgments have been satisfied.		
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. Bruce S. Rogow, P.A.		

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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 (a/k/a Dolliver)		
Court with Jurisdiction:	Lee County Circuit Court		
Case Number:	03-1947		
Summary of the Complaint:	Lawsuit for compensation for removal of canker-exposed citrus trees in Lee County under theories of inverse condemnation and statutory liability, and lawsuit for writ of mandamus.		
Amount of the Claim:	See "Status of the Case."		
Specific Statutes or Laws (including GAA) Challenged:	Fla. Stat. § 581.1845 (2005); § 11.066 (2016).		
Status of the Case:	A judgment against FDACS for compensation was entered in the amount of \$13,625,249, and judgments for attorneys' fees and costs against FDACS were awarded in the amount of \$821,993 and \$70,893. Interest at the statutory rate is running on the judgments. The trial court entered a peremptory writ of mandamus and declared Fla. Stat. §§ 11.066(3) and (4) unconstitutional. These orders are on appeal to the Second District Court of Appeal.		
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. Bruce S. Rogow, P.A.		

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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 compensation for removal of canker-exposed citrus trees in Orange 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 (2005).		
Status of the Case:	A judgment against FDACS for compensation was entered in the amount of \$31,534,721, and a judgment against FDACS for attorneys' fees and costs was awarded in the amount of \$614,111. Interest at the statutory rate is running on the judgments.		
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. Bruce S. Rogow, P.A.		

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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 compensation for removal of canker-exposed citrus trees belonging to Brian and Barbara 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 (2005).		
Status of the Case:	Summary judgment against the Patchens was reversed by the Florida Supreme Court. Further proceedings will be held in the circuit court to determine liability and compensation due plaintiffs, if any. No trial is currently 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		

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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 compensation for removal of canker-exposed commercial citrus trees.		
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:	Plaintiffs' motion for summary judgment of liability was granted. A compensation trial has not been scheduled. This 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		

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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 d/b/a Pokey's Lake Gem Citrus Nursery v. FDACS		
Court with Jurisdiction:	Orange County Circuit Court		
Case Number:	08-CA-30736		
Summary of the Complaint:	Lawsuit for compensation for alleged destruction of nursery citrus.		
Amount of the Claim:	Approximately \$3.4 million, plus interest, costs, and attorneys' fees.		
Specific Statutes or Laws (including GAA) Challenged:	Fla. Stat. § 581.1843.		
Status of the Case:	In the trial on liability, the court found FDACS to be liable for the destruction of some citrus, and not to be liable for the destruction of some citrus. A damages trial is scheduled for the 2-week period beginning September 16, 2019. 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		

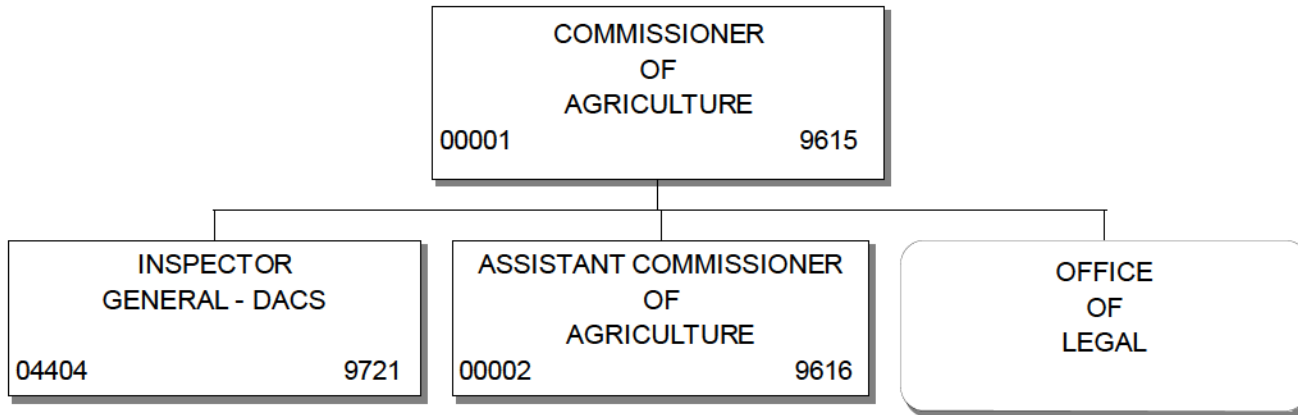
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Contact Person:	Wesley R. Parsons	Phone Number:	305-347-3123
Names of the Case: (If no case name, list the names of the plaintiff and defendant.)	John & Shelby Mahon v. FDACS		
Court with Jurisdiction:	Lake County Circuit Court		
Case Number:	11 CA 3036A		
Summary of the Complaint:	Lawsuit for compensation for alleged destruction of nursery citrus.		
Amount of the Claim:	Less than a million dollars, plus interest, costs, and attorneys' fees.		
Specific Statutes or Laws (including GAA) Challenged:	Fla. Stat. § 581.1843.		
Status of the Case:	In the trial on liability, the court found FDACS to be liable for the destruction of some citrus, and not to be liable for the destruction of some citrus. A damages trial will be 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	
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**FLORIDA DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
COMMISSIONER'S OFFICE**

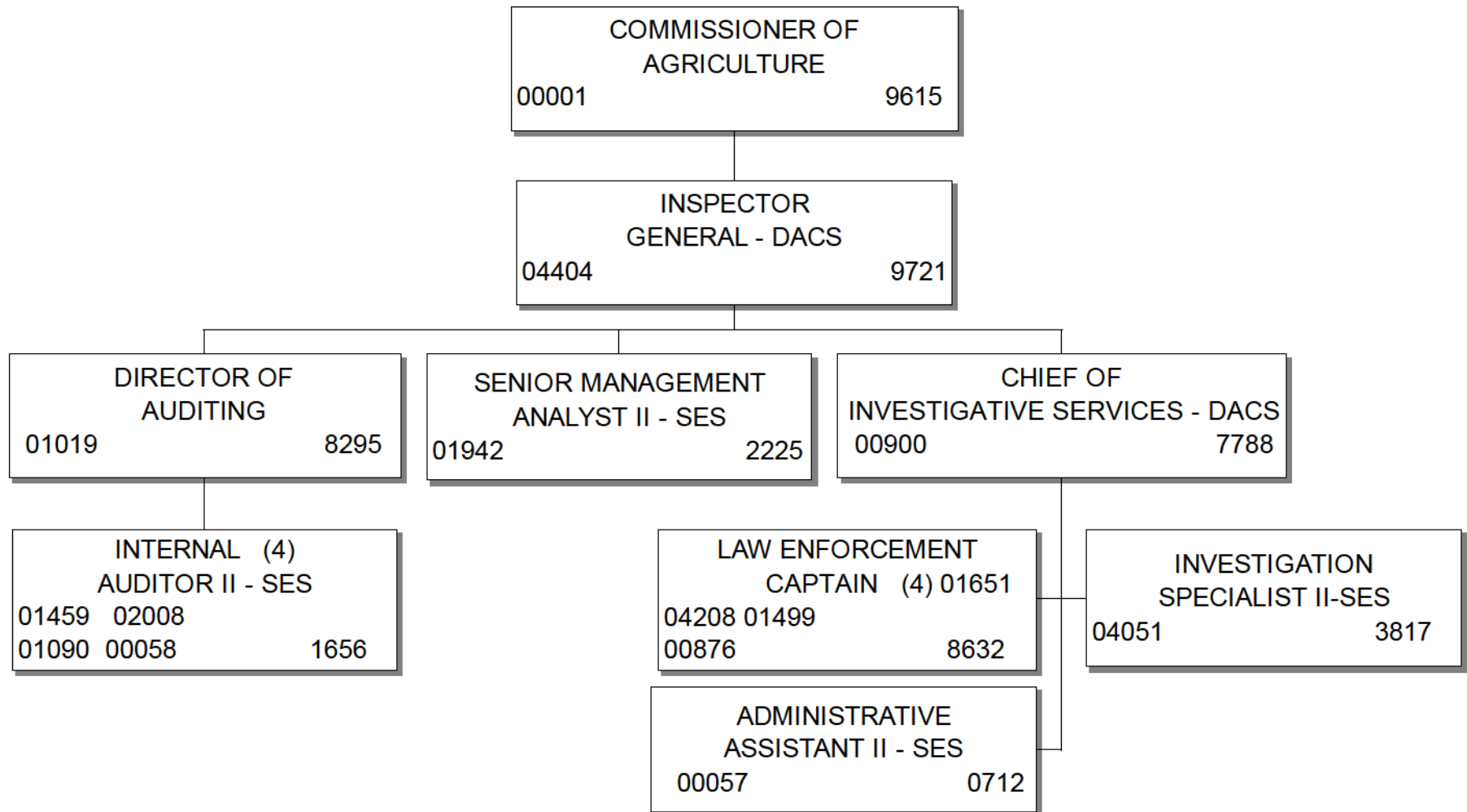
COMMISSIONER'S OFFICE
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 1/8/2019

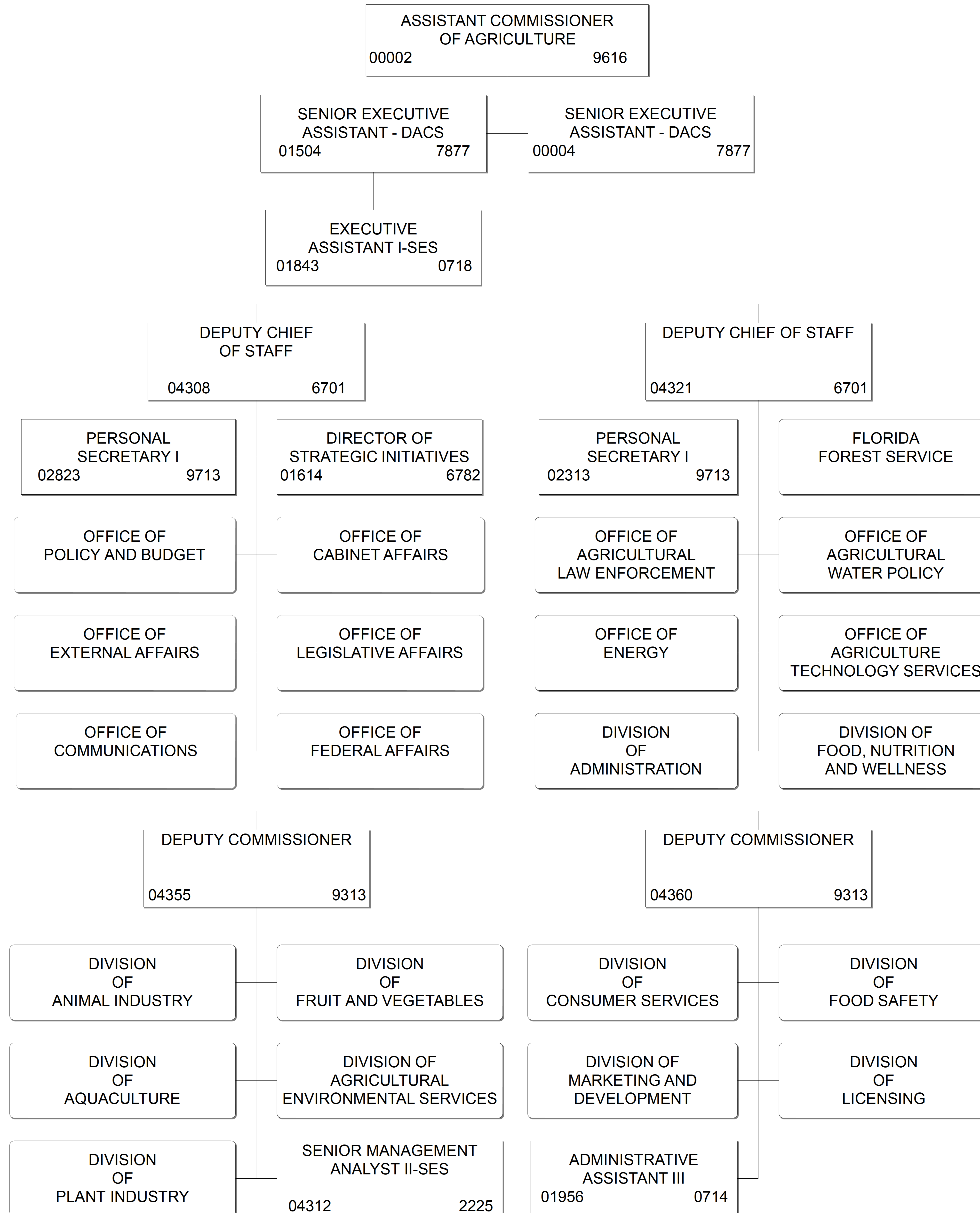
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
COMMISSIONER'S OFFICE**

OFFICE OF INSPECTOR GENERAL
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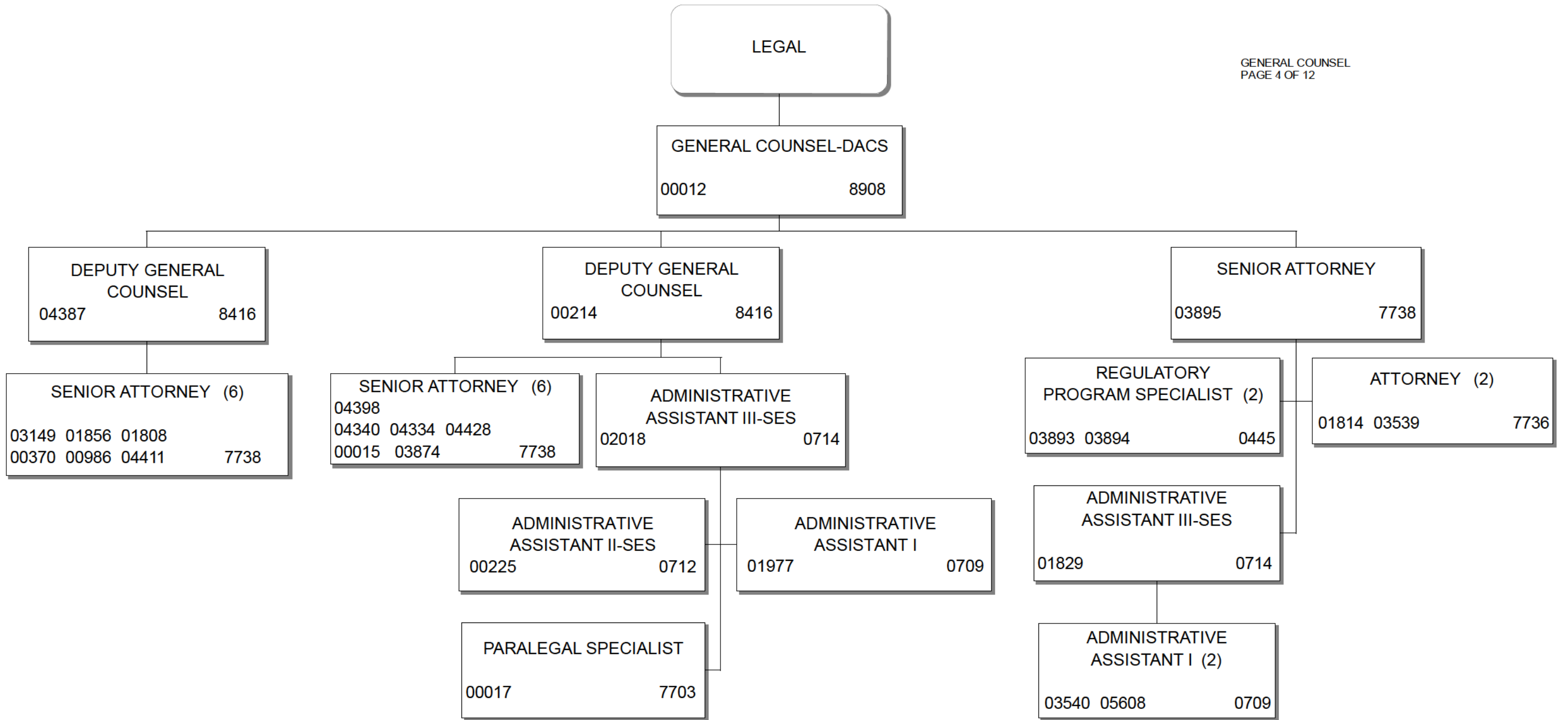
ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 7/1/2017

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



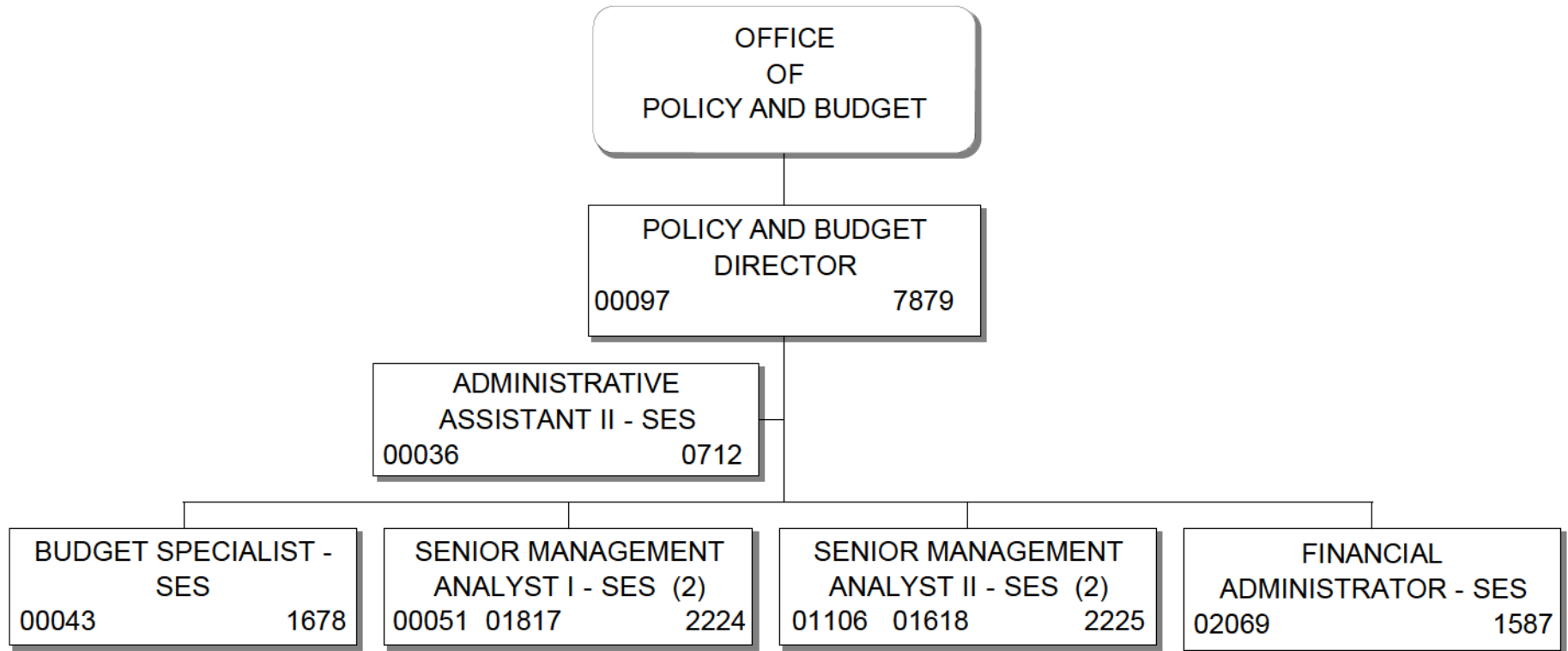
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COMMISSIONER'S OFFICE**

GENERAL COUNSEL
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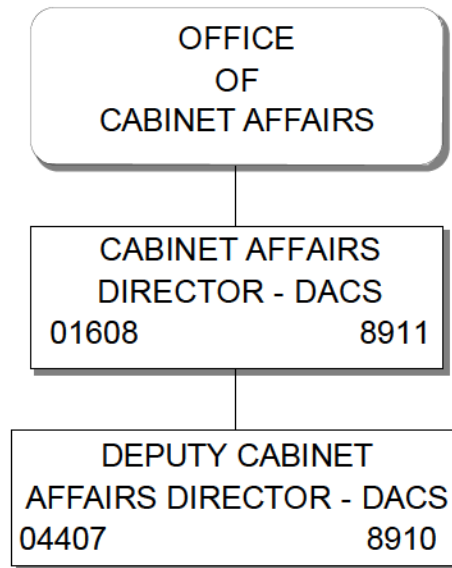
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OFFICE OF POLICY AND BUDGET
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**DEPARTMENT OF AGRICULTURE
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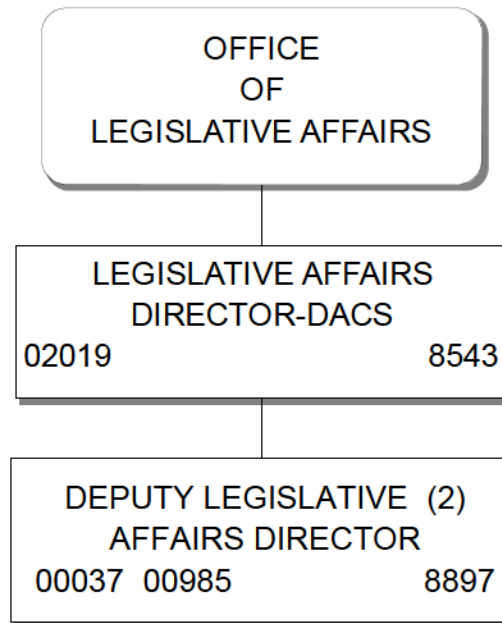
CABINET AFFAIRS
PAGE 6 OF 12



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 7/1/2015

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AND CONSUMER SERVICES
COMMISSIONER'S OFFICE**

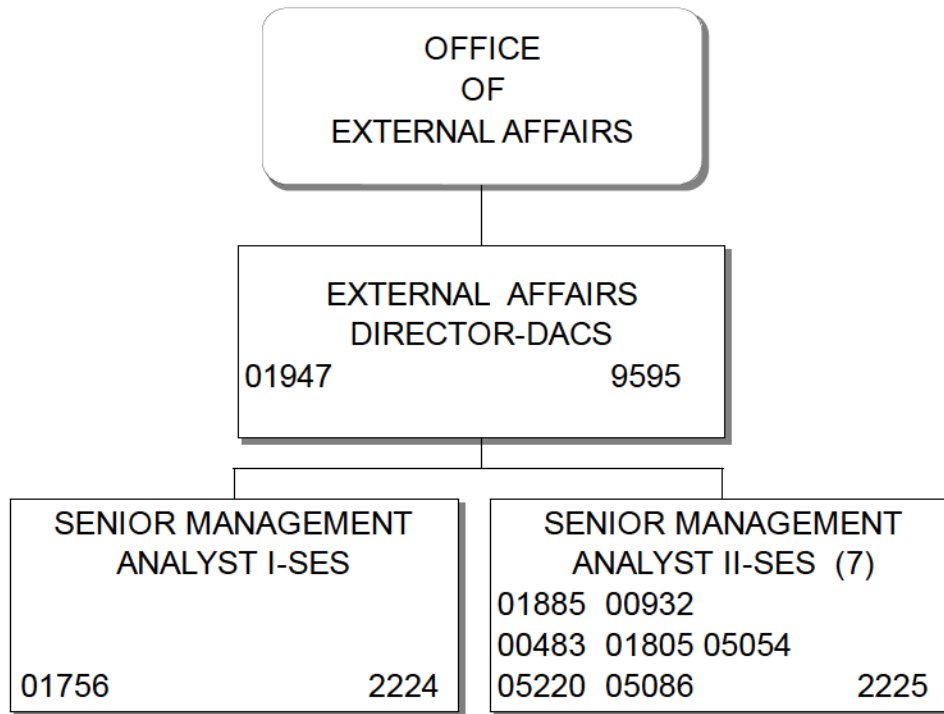
LEGISLATIVE AFFAIRS
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 1/8/2019

**DEPARTMENT OF AGRICULTURE
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COMMISSIONER'S OFFICE**

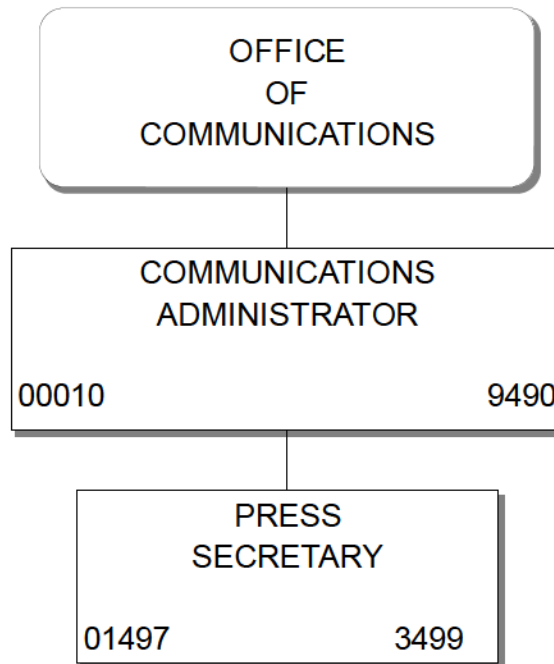
EXTERNAL AFFAIRS
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 1/11/2019

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

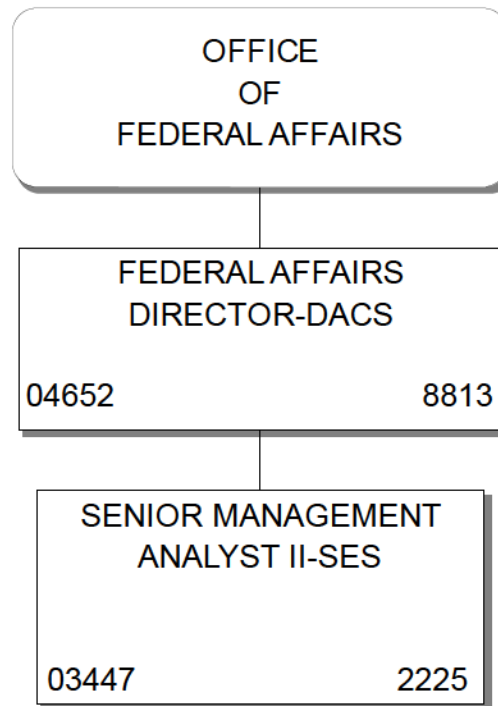
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PAGE 9 OF 12



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 1/8/2019

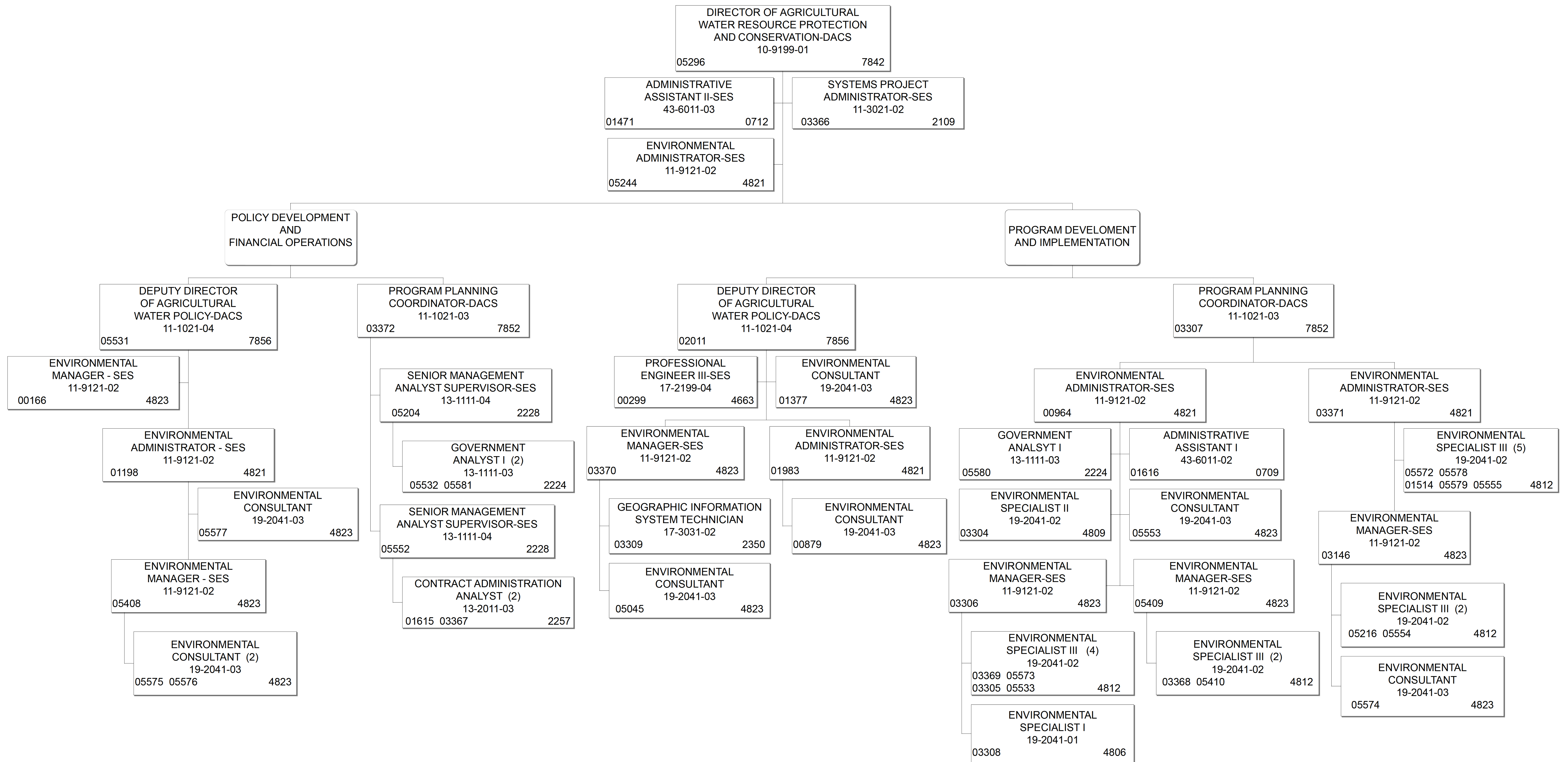
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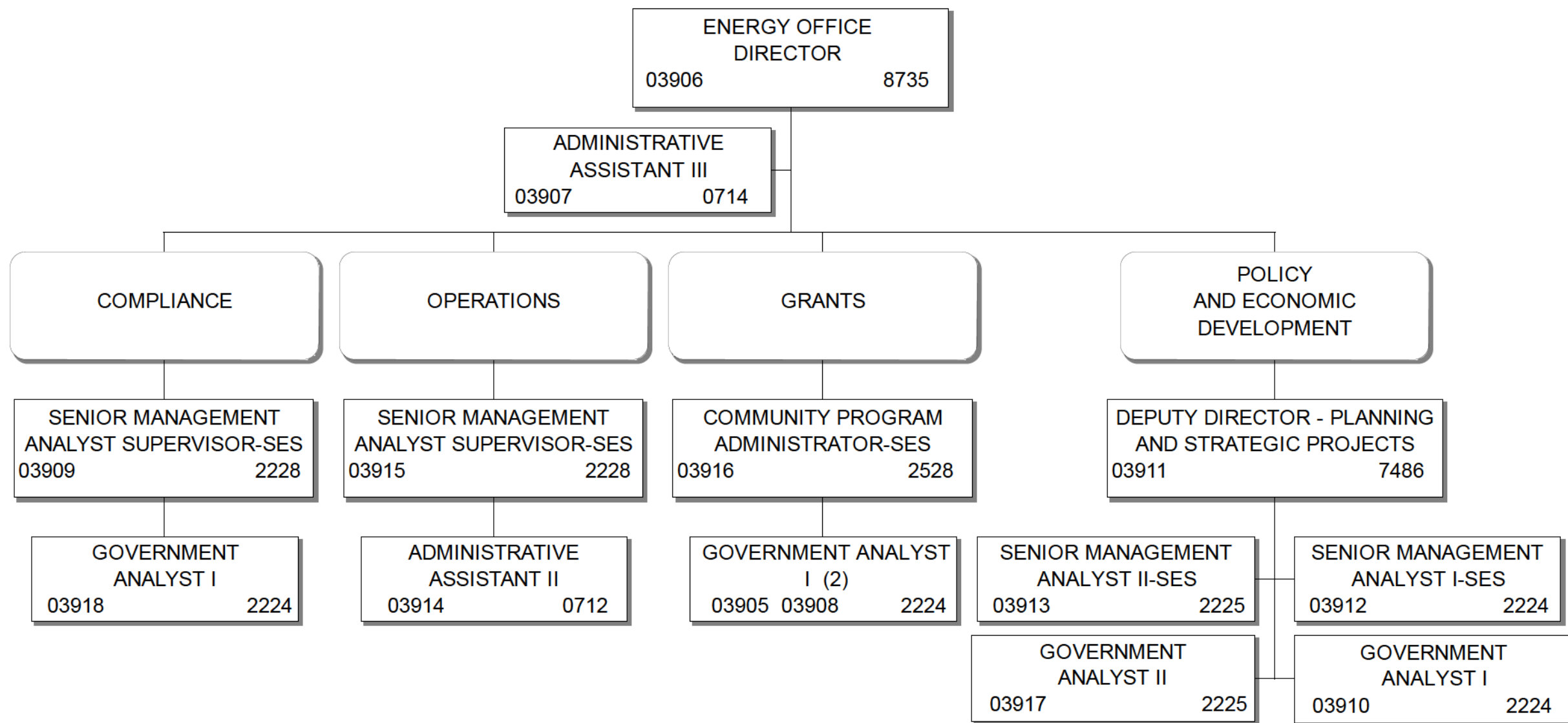


ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 1/8/2019

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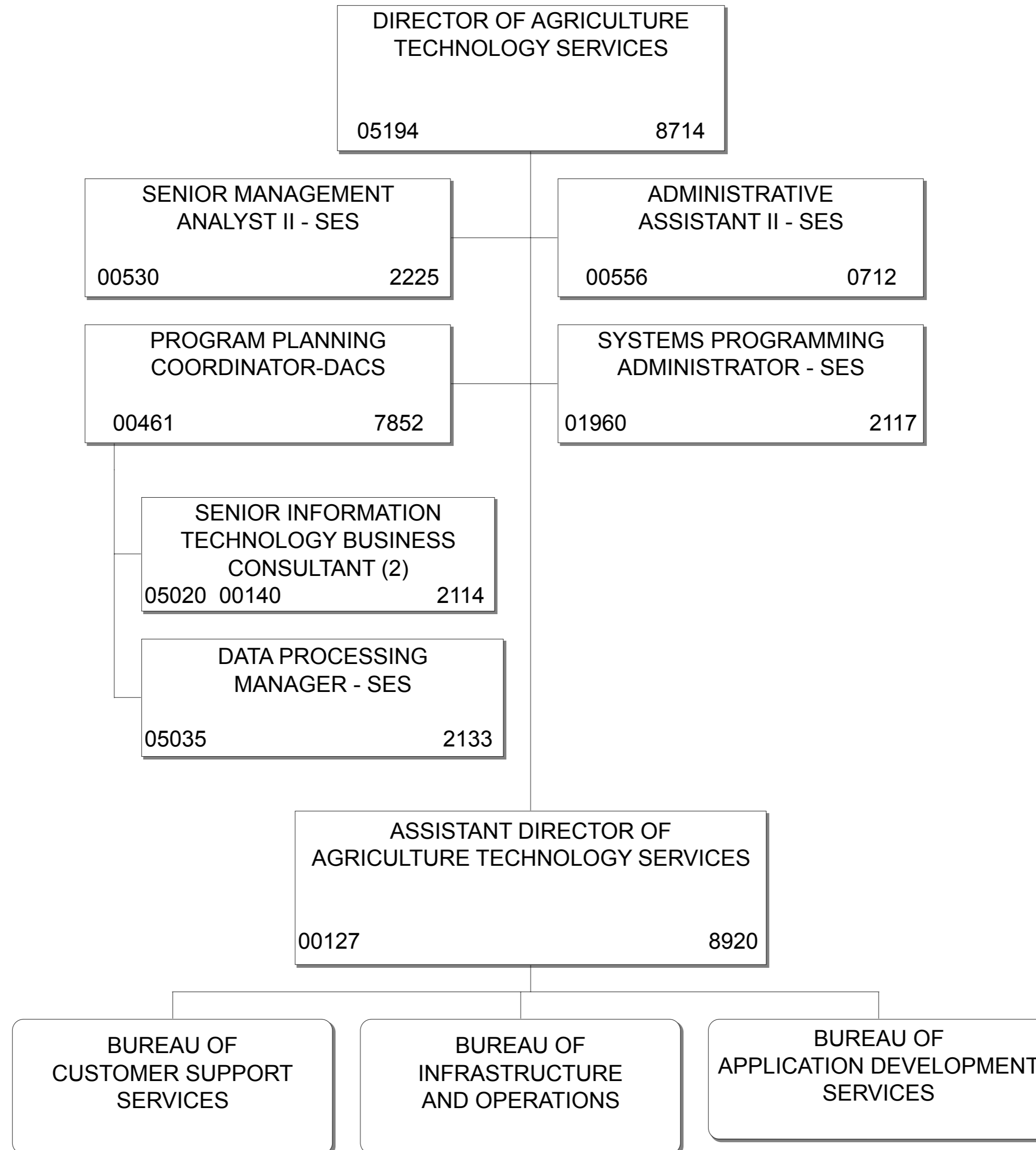


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COMMISSIONER'S OFFICE**



**DEPARTMENT OF AGRICULTURE
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OFFICE OF AGRICULTURE TECHNOLOGY SERVICES**

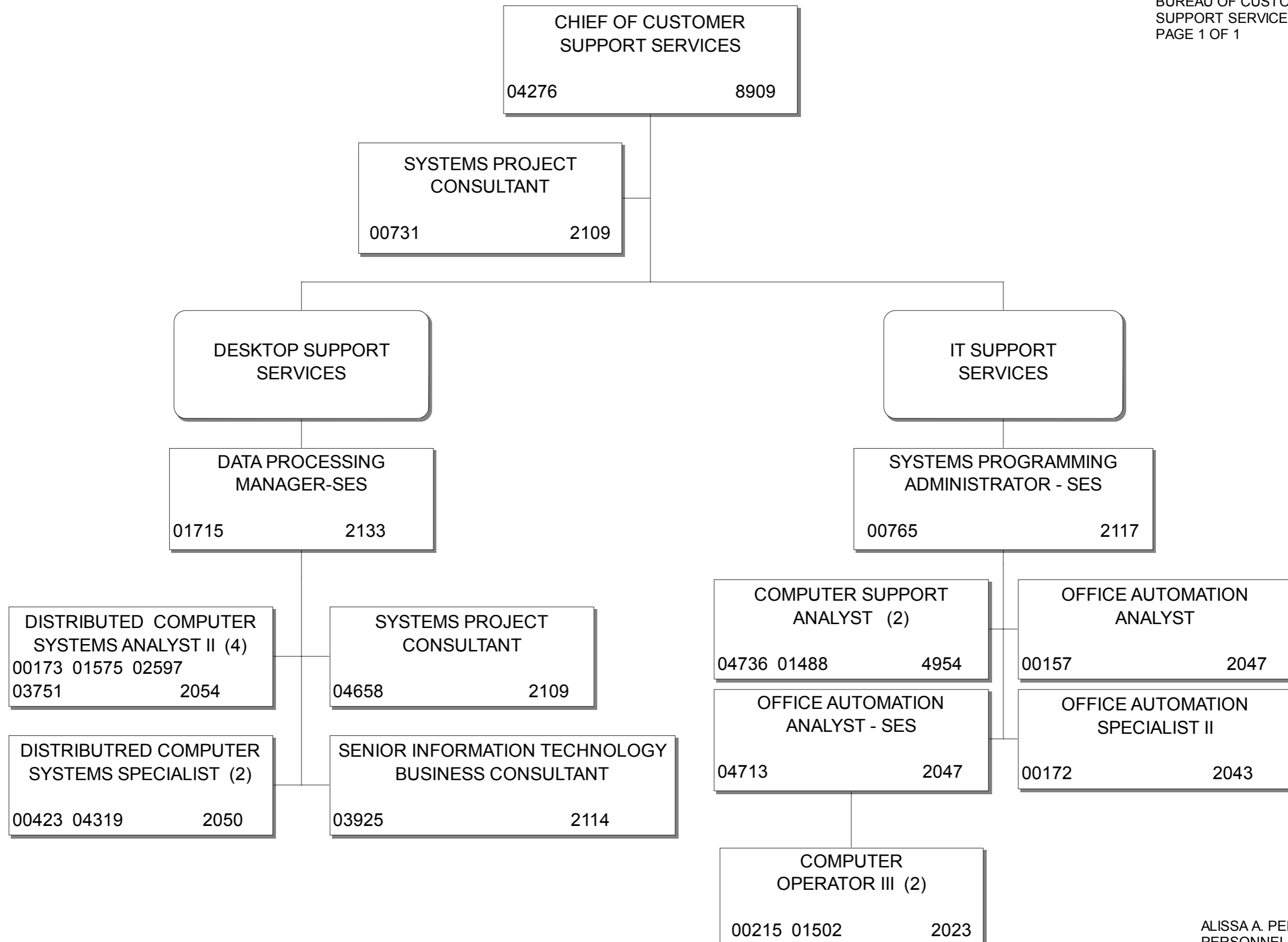
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ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 6/7/2019

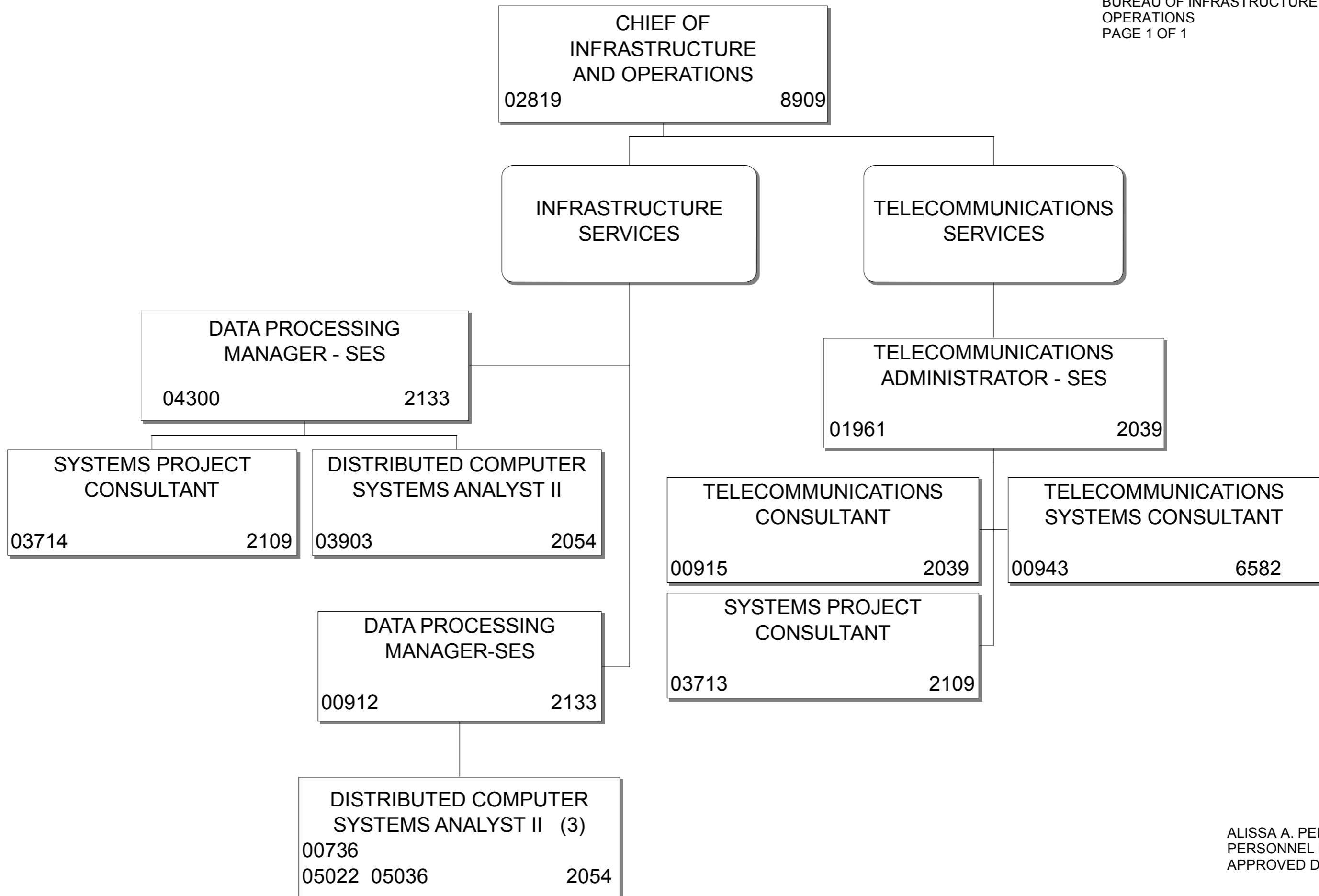
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OFFICE OF AGRICULTURE TECHNOLOGY SERVICES**

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**DEPARTMENT OF AGRICULTURE
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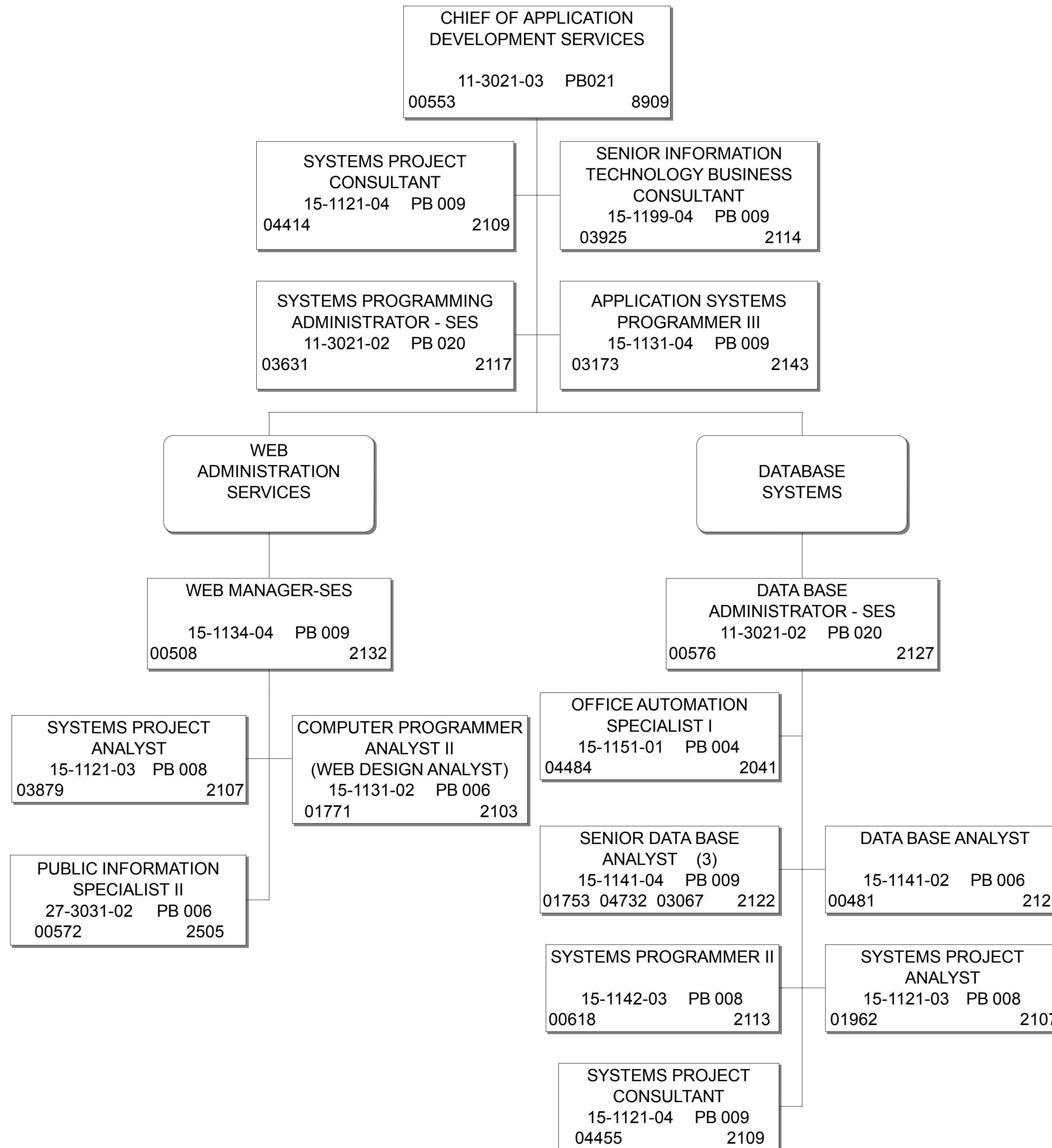
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PAGE 1 OF 1



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE:6/7/2019

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OFFICE OF AGRICULTURE TECHNOLOGY SERVICES**

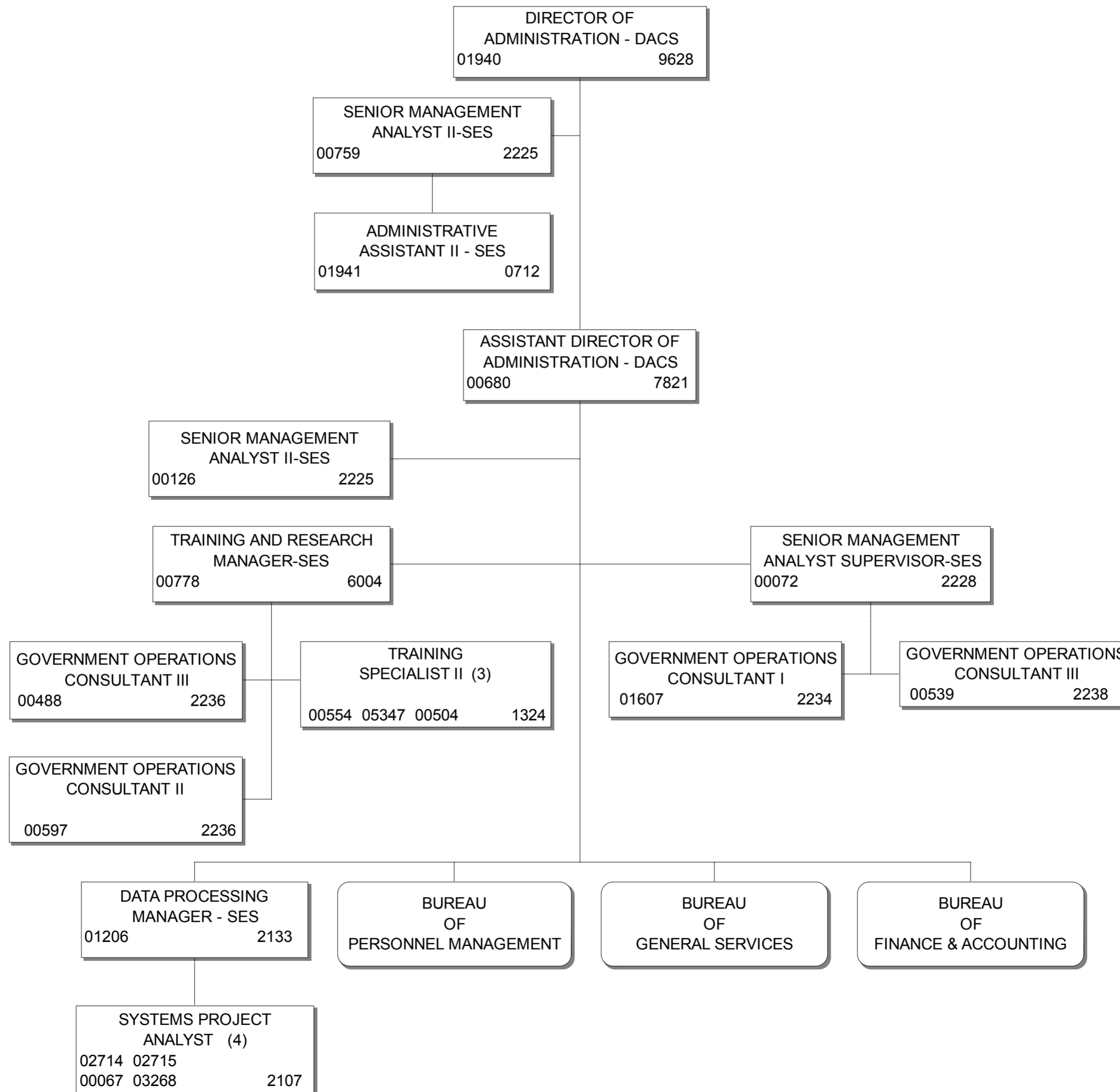
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ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
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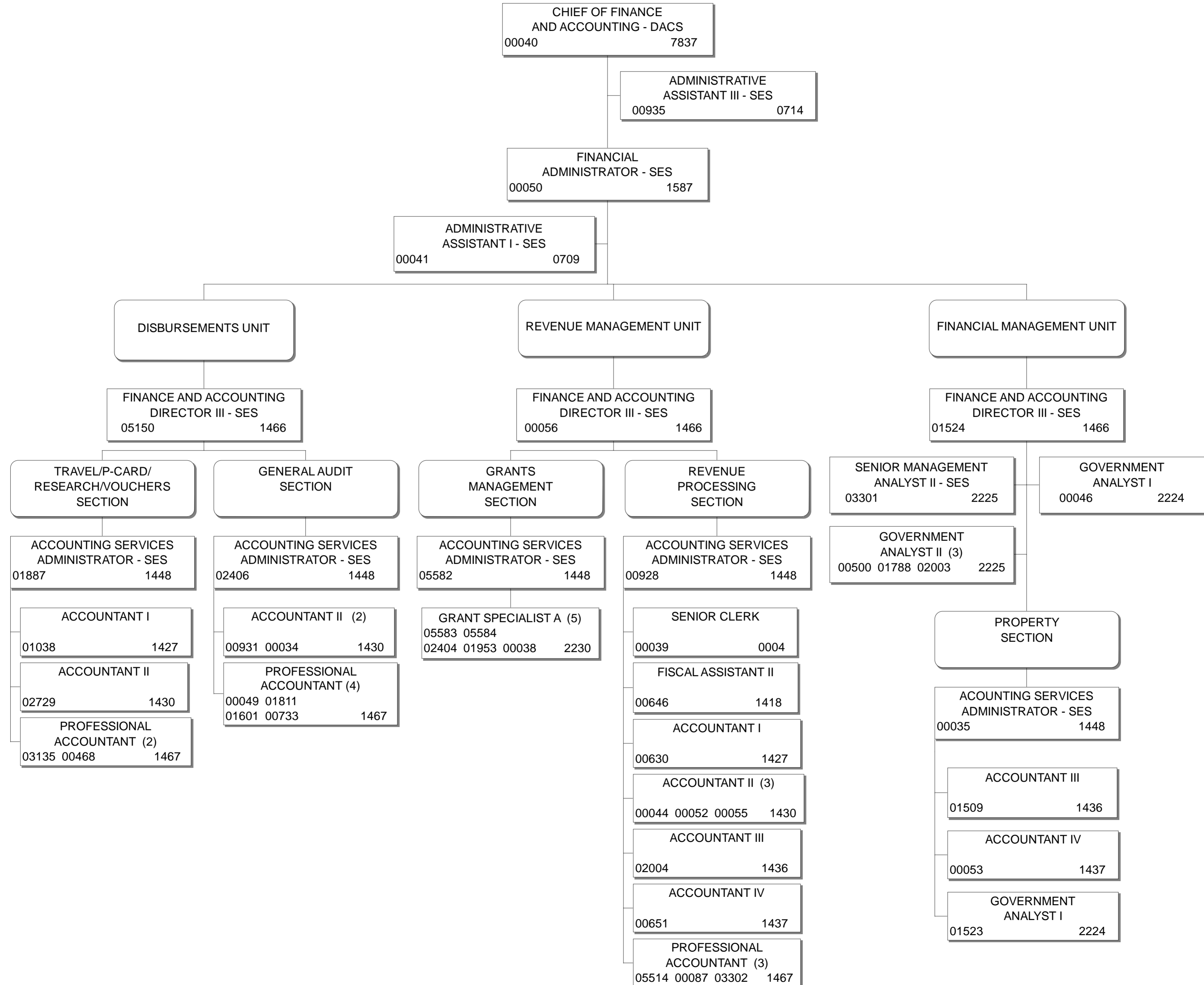
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PAGE 1 OF 1

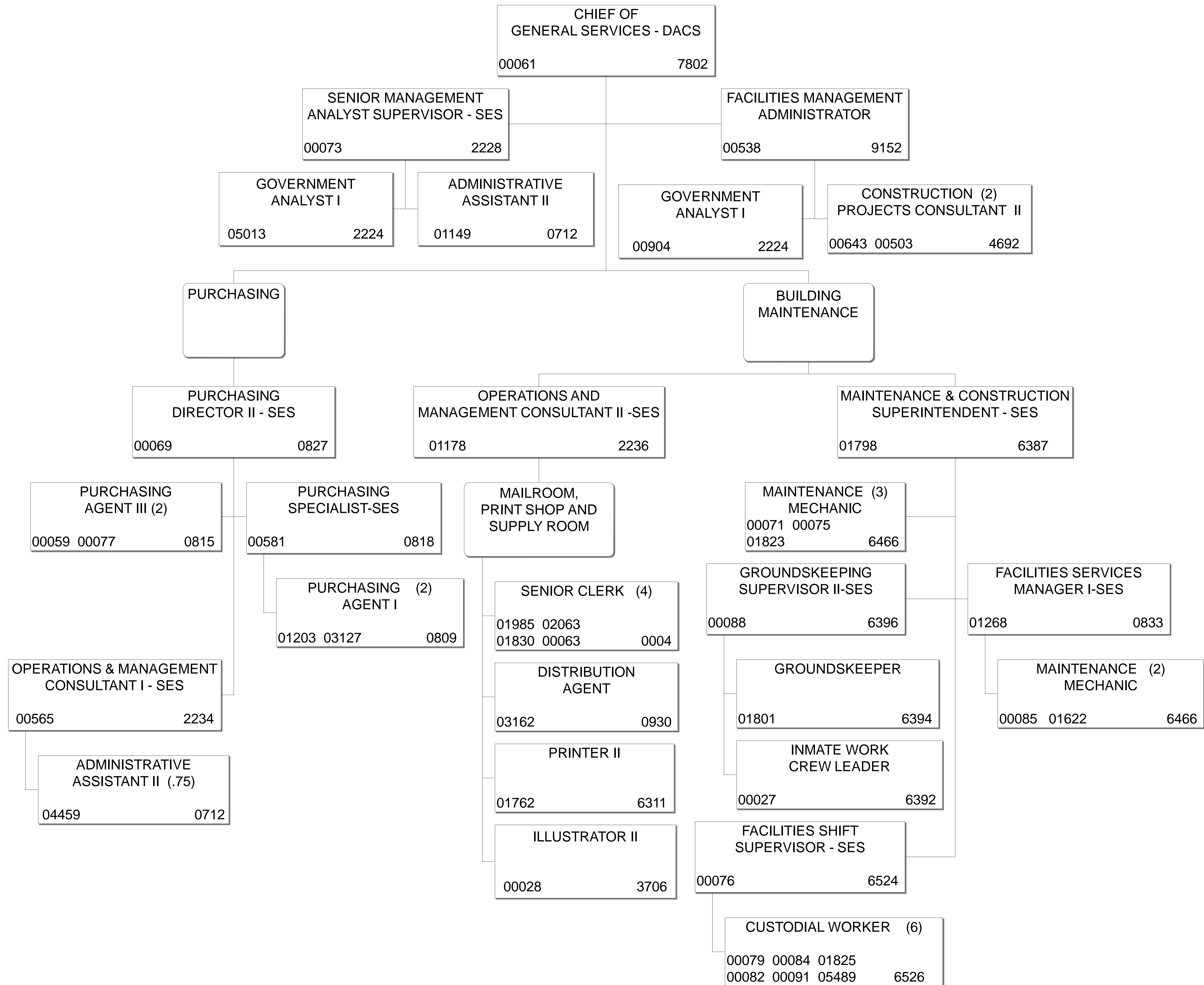


ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 7/01/2019

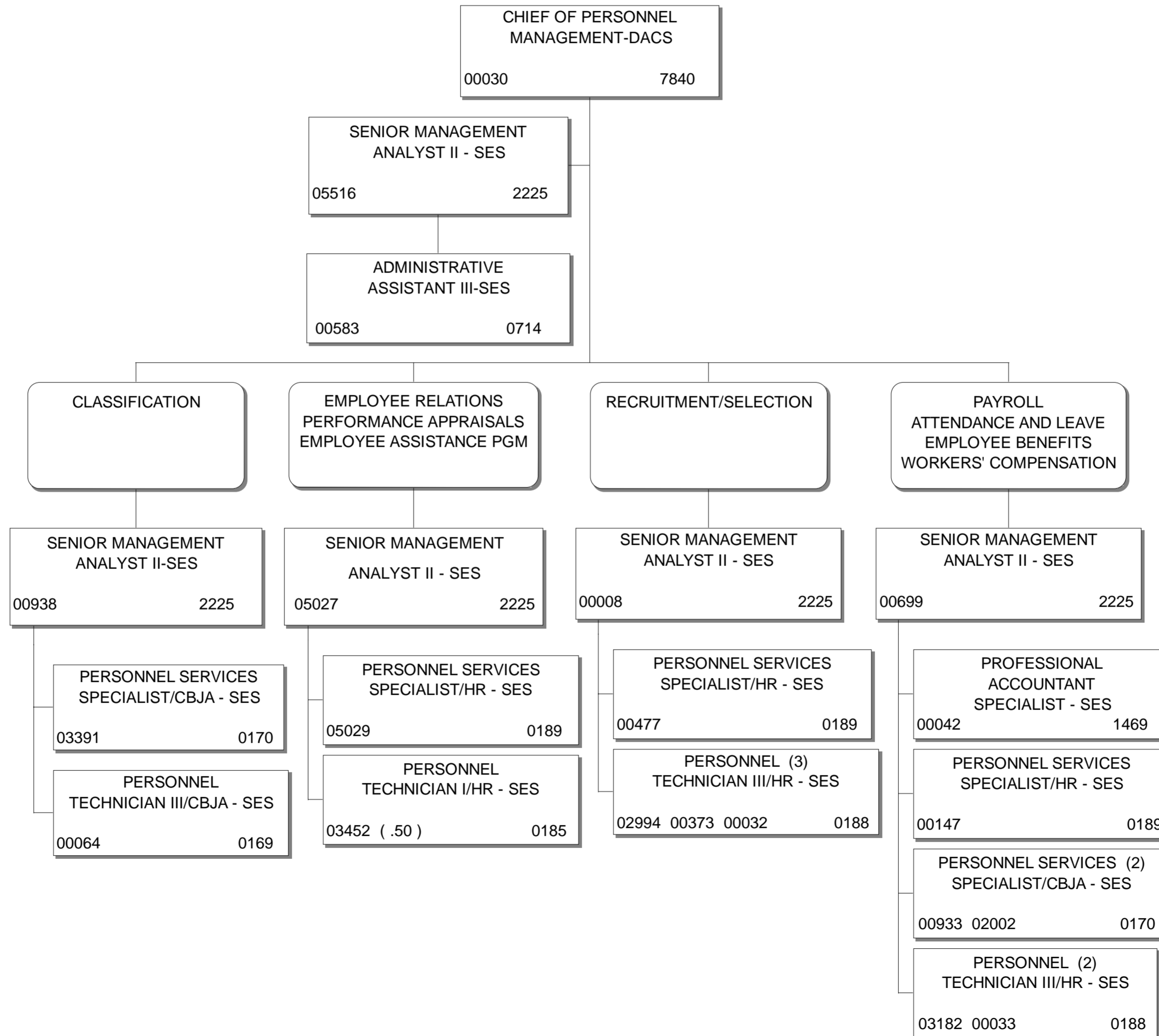
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**DEPARTMENT OF AGRICULTURE
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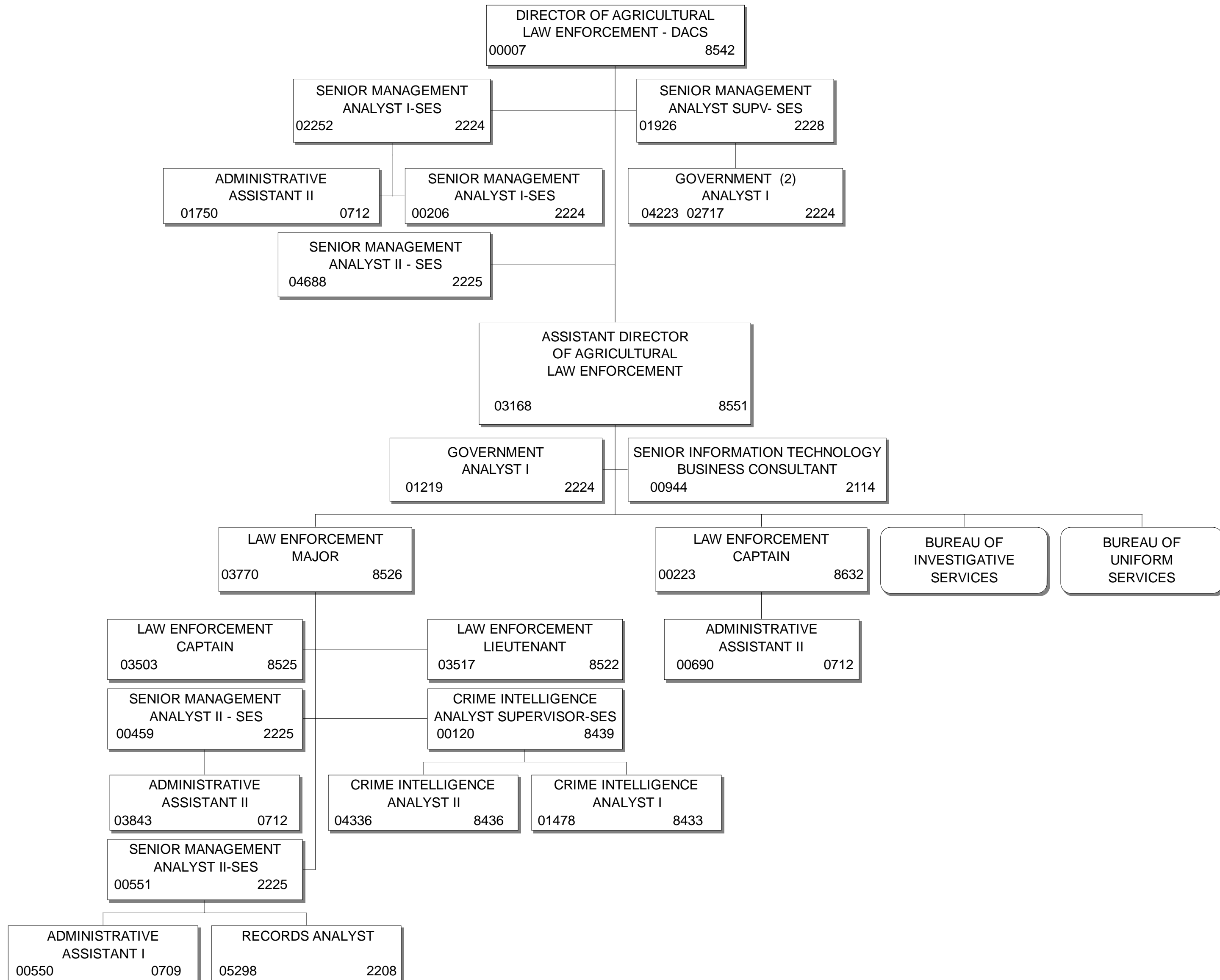


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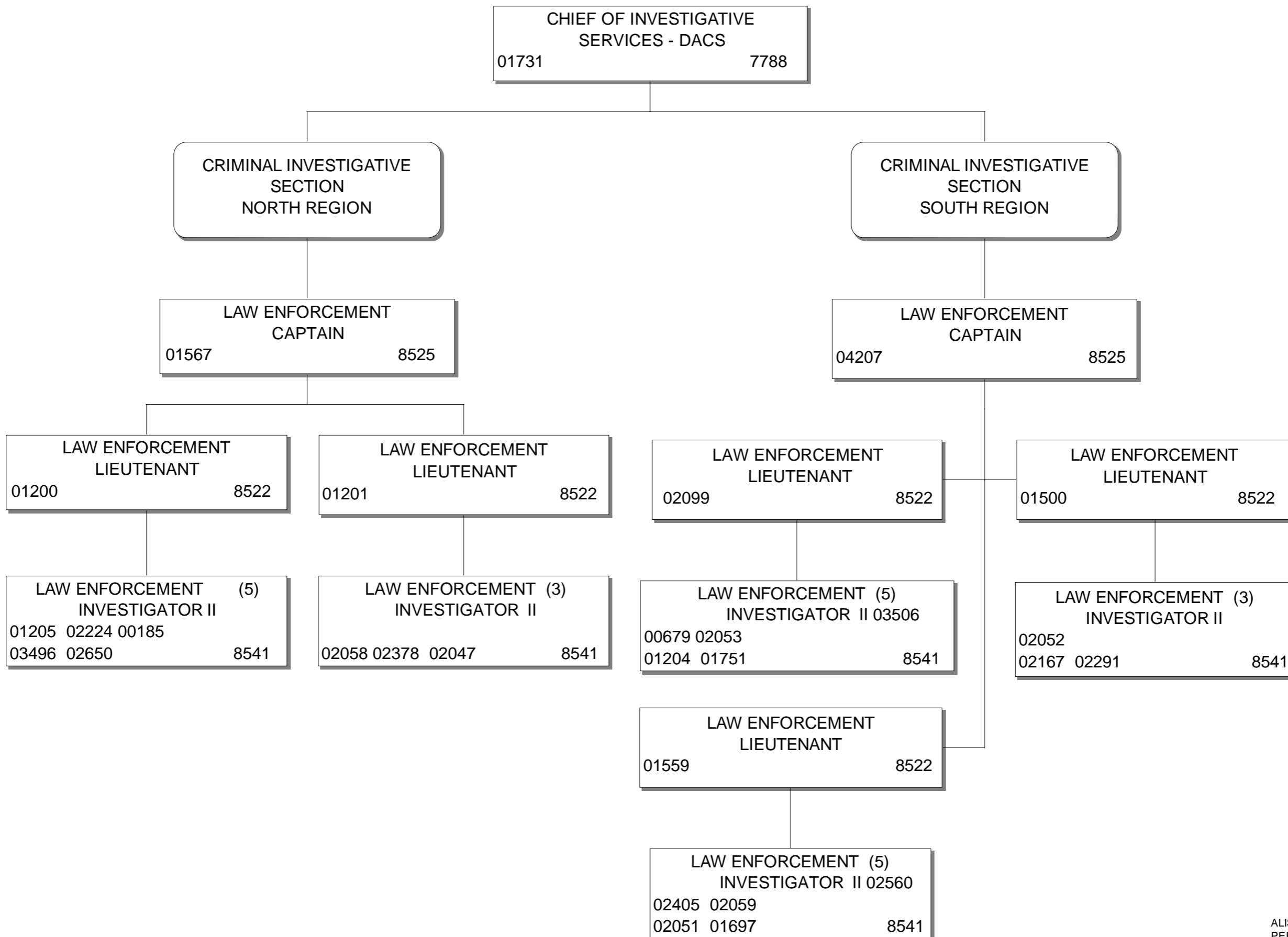


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OFFICE OF AGRICULTURAL
LAW ENFORCEMENT**

DIVISION FTE: 282
DIRECTOR'S OFFICE
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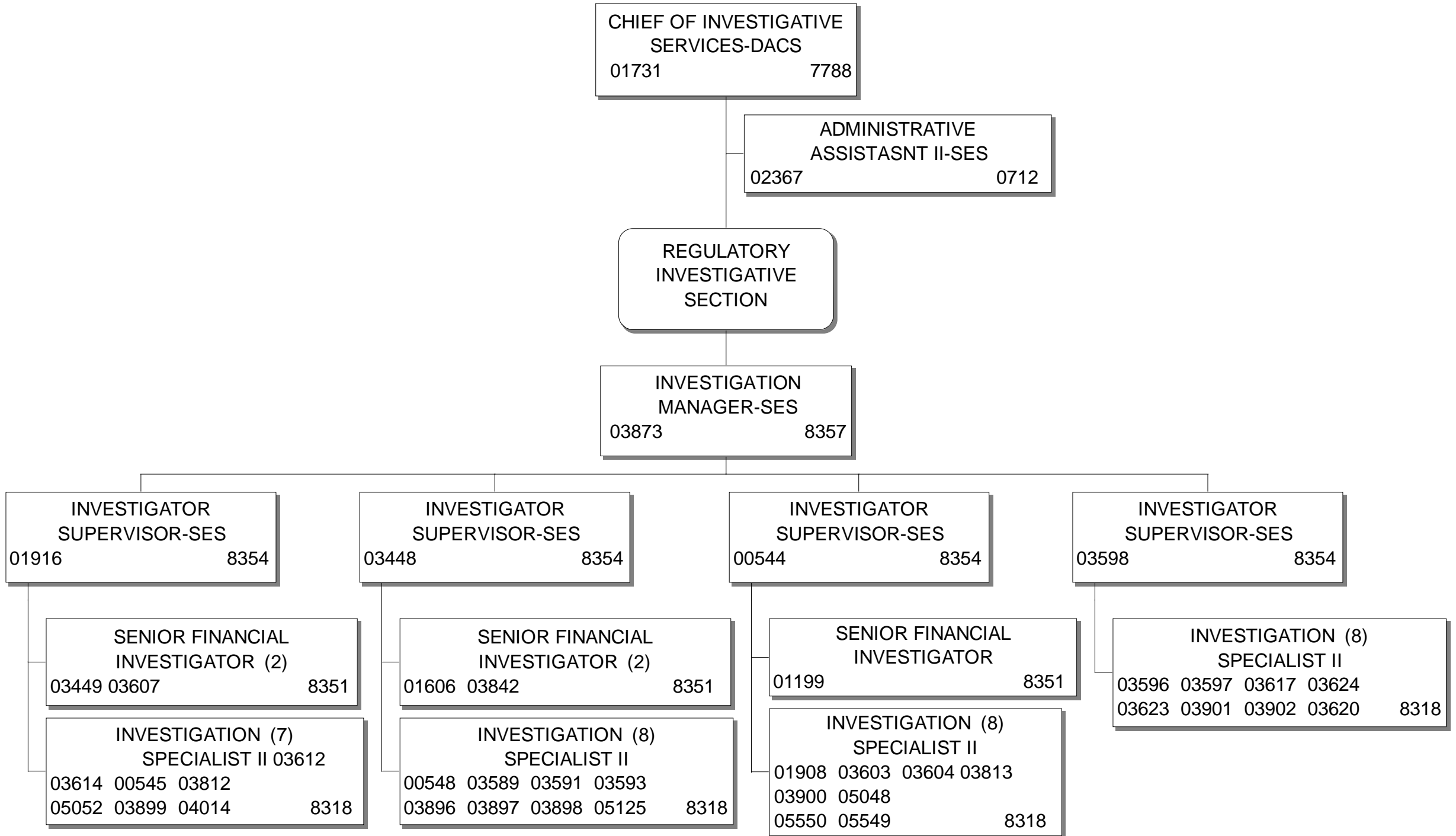


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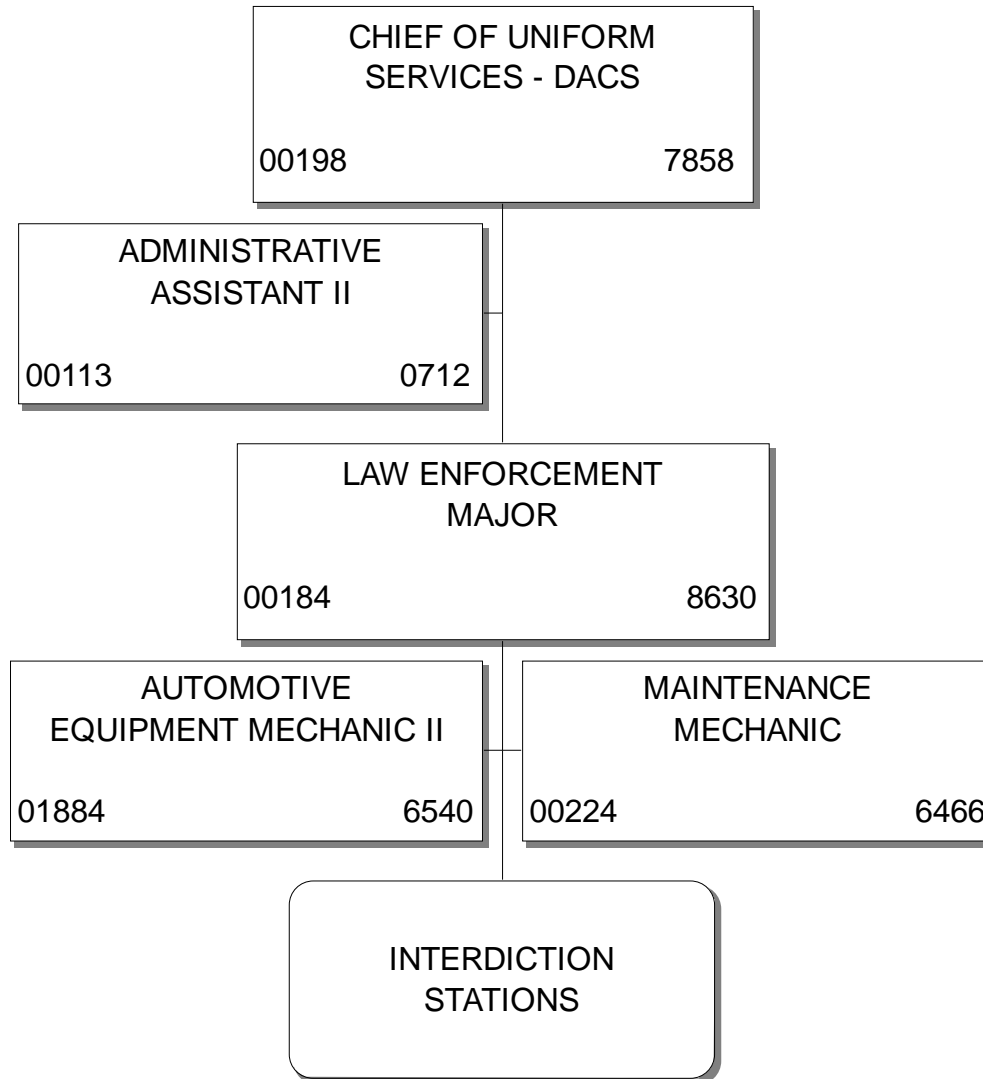
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AND CONSUMER SERVICES
OFFICE OF AGRICULTURAL
LAW ENFORCEMENT**

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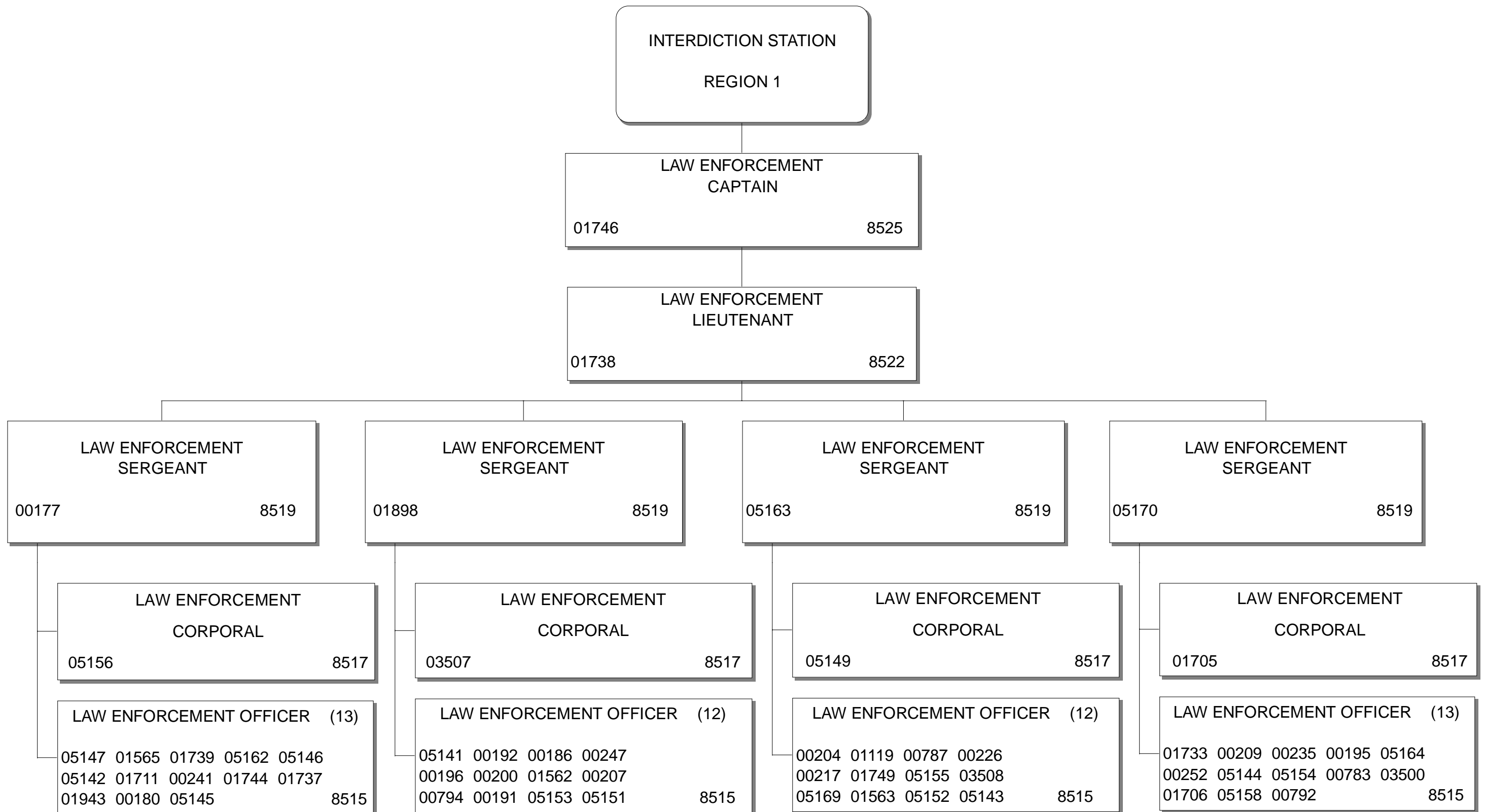
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ALISSA A. PERDUE, CHIEF
OF
PERSONNEL MANAGEMENT
APPROVED DATE: 1/11/2019

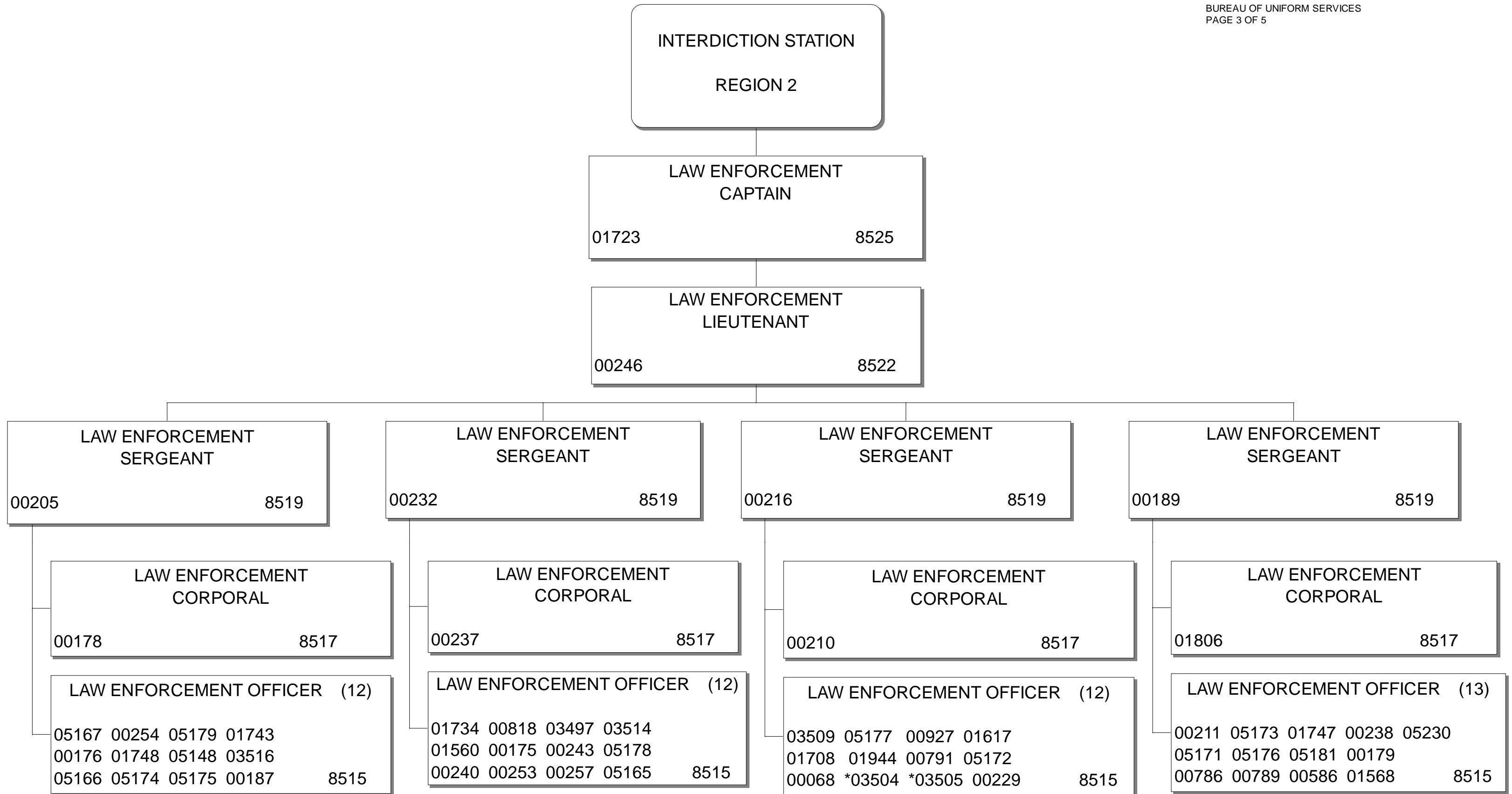
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OFFICE OF AGRICULTURAL
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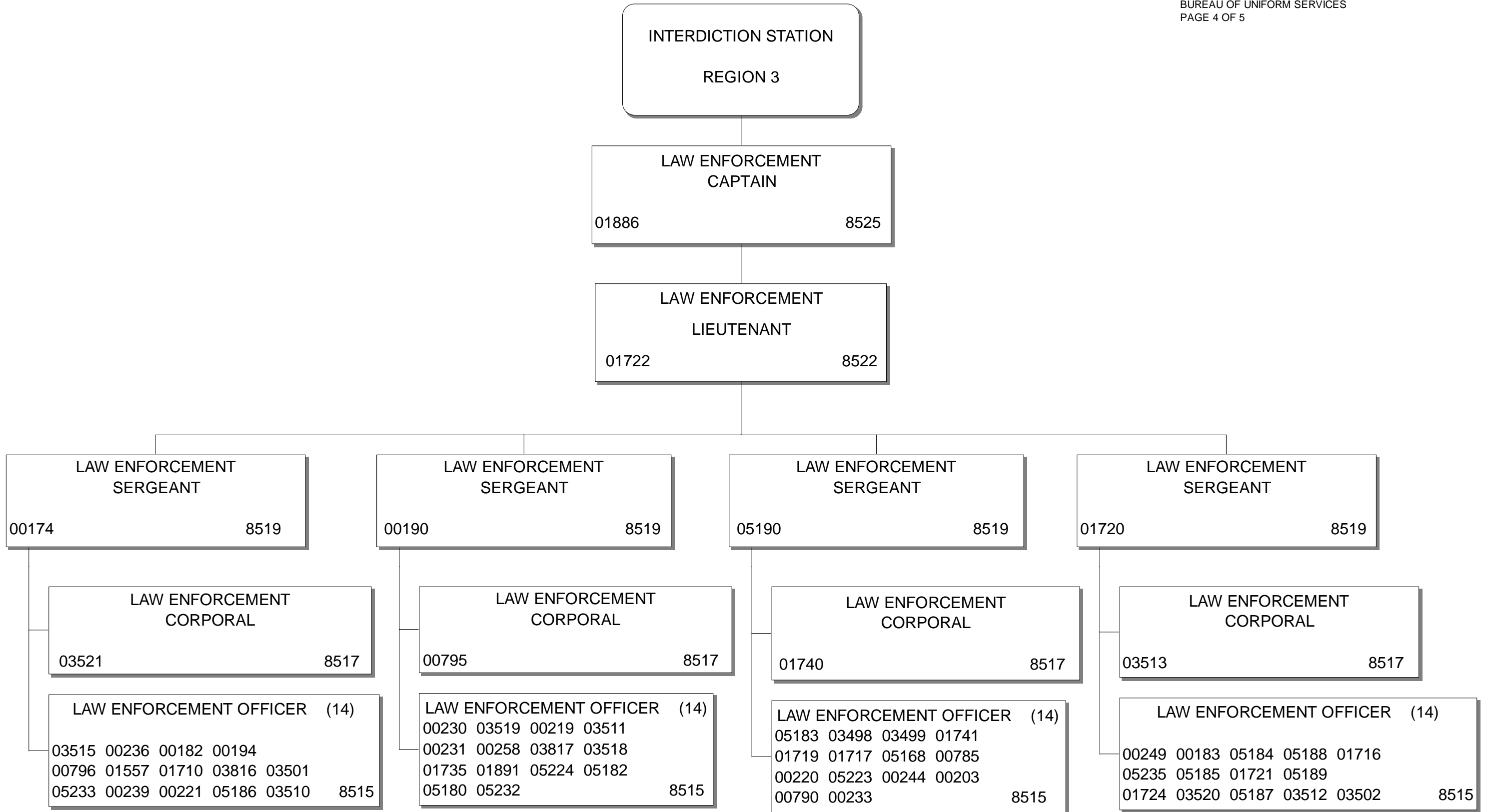


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ALISSA A. PERDUE, CHIEF OF
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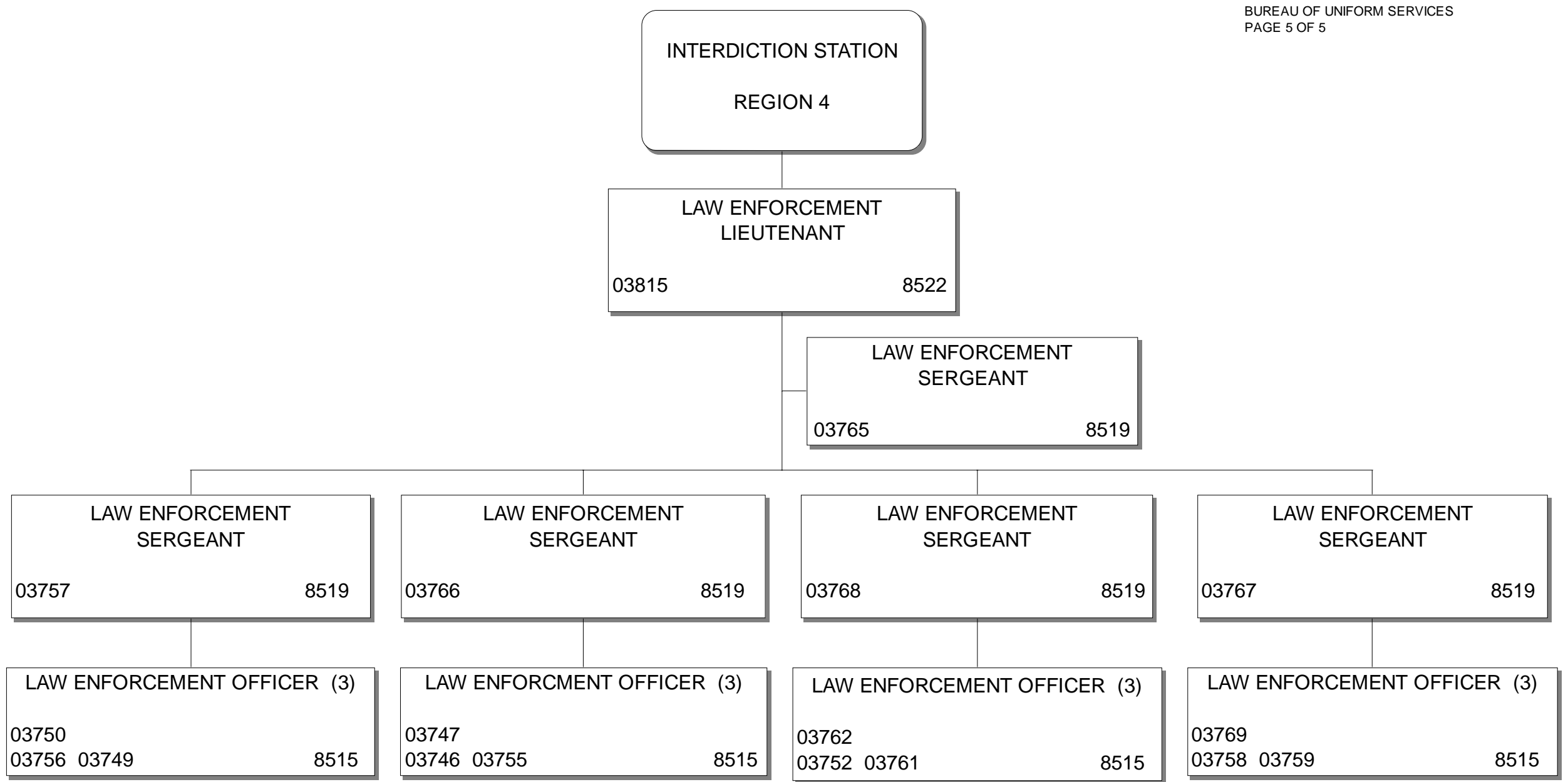
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OFFICE OF AGRICULTURAL
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**DEPARTMENT OF AGRICULTURE
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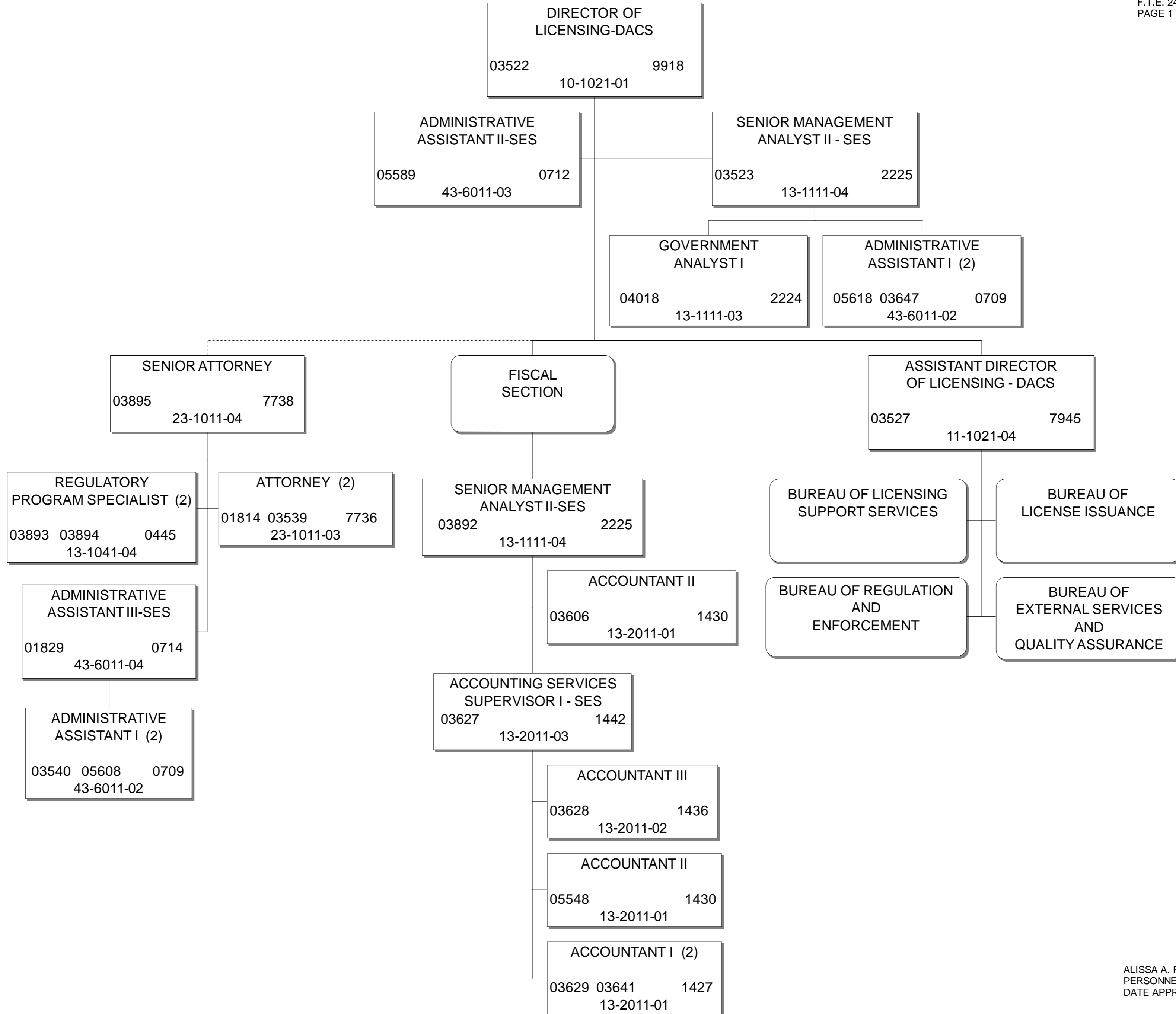
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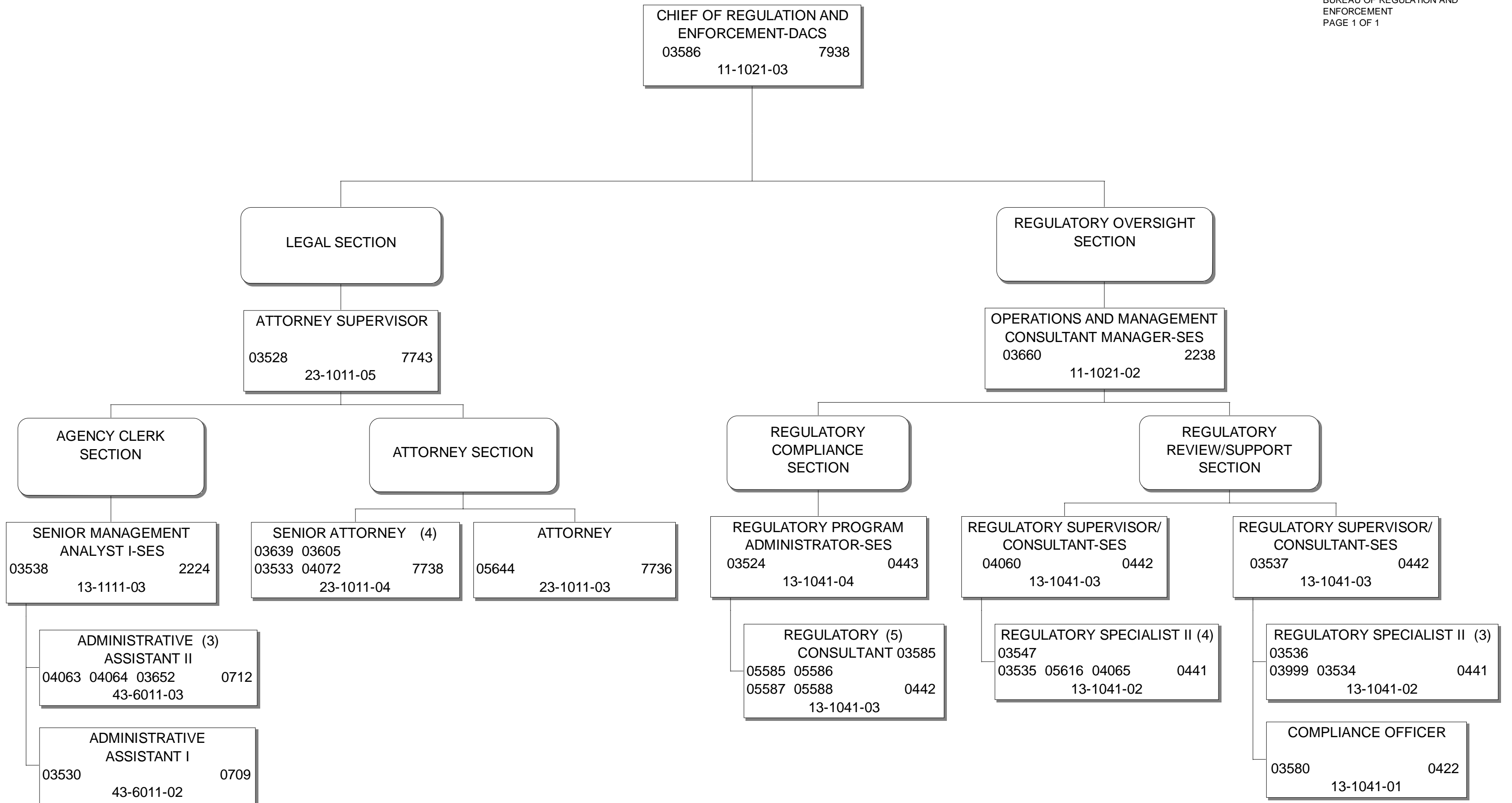
ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 5/4/2018

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DIVISION OF LICENSING**

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F.T.E. 243
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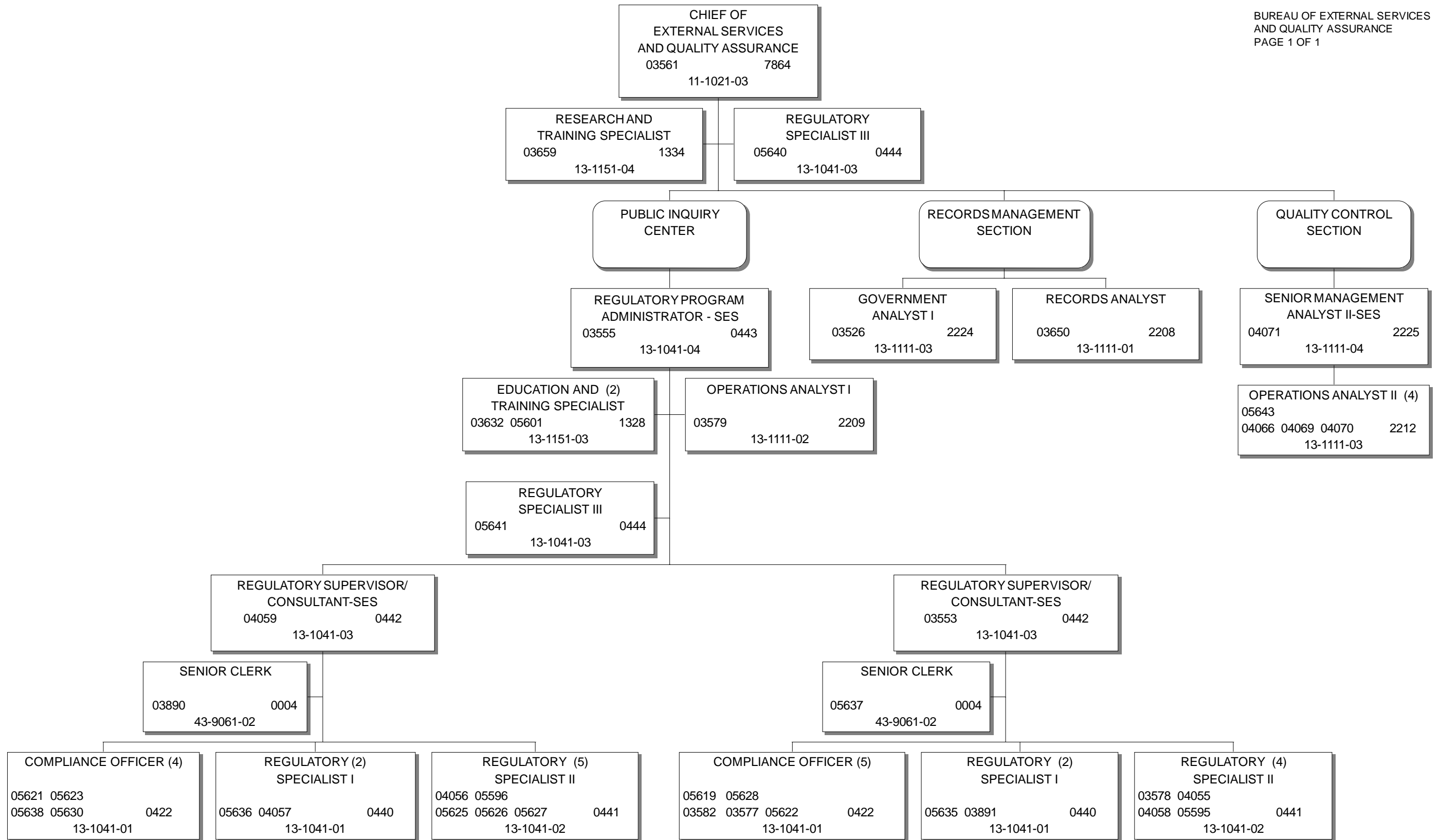


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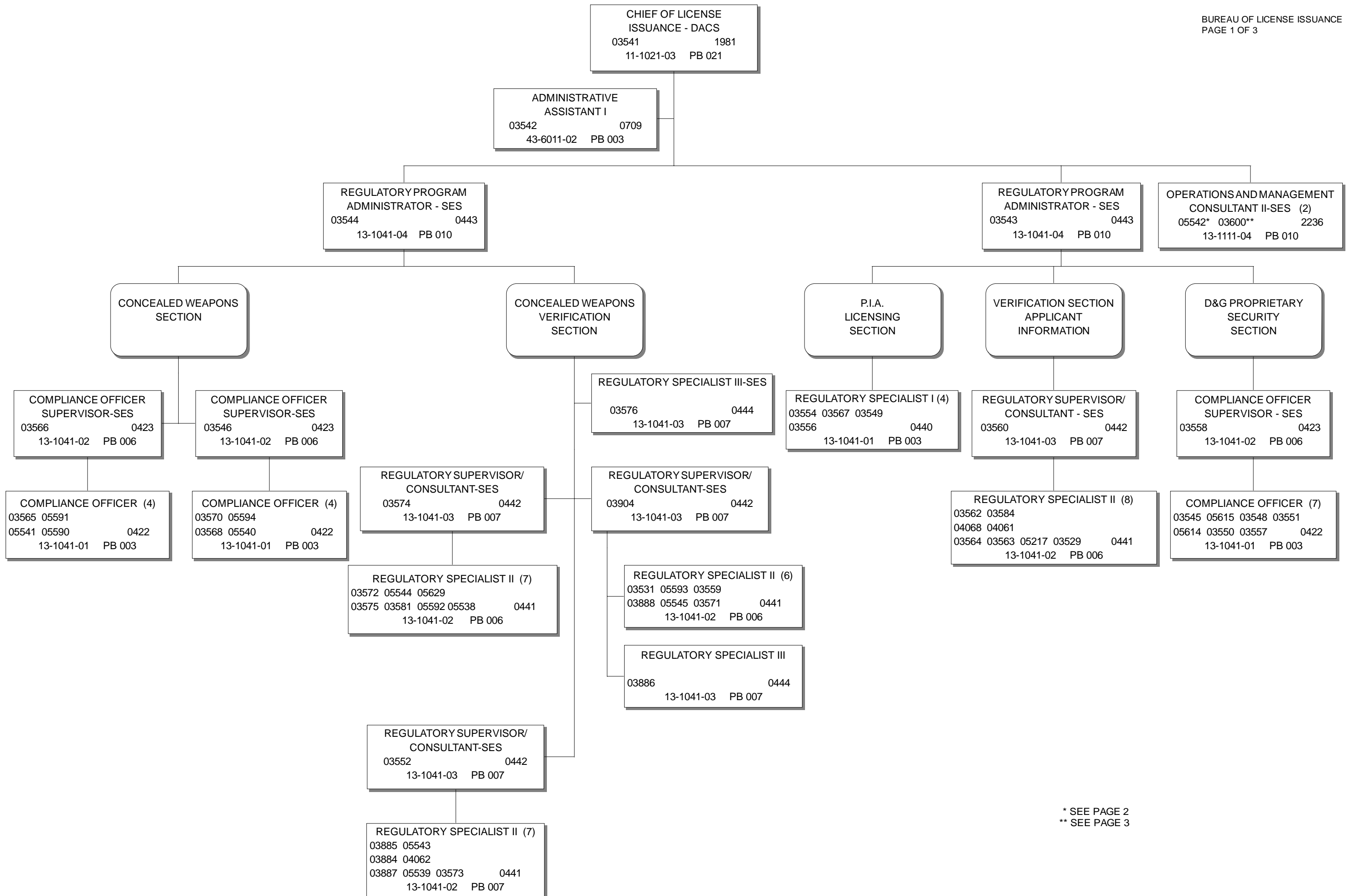


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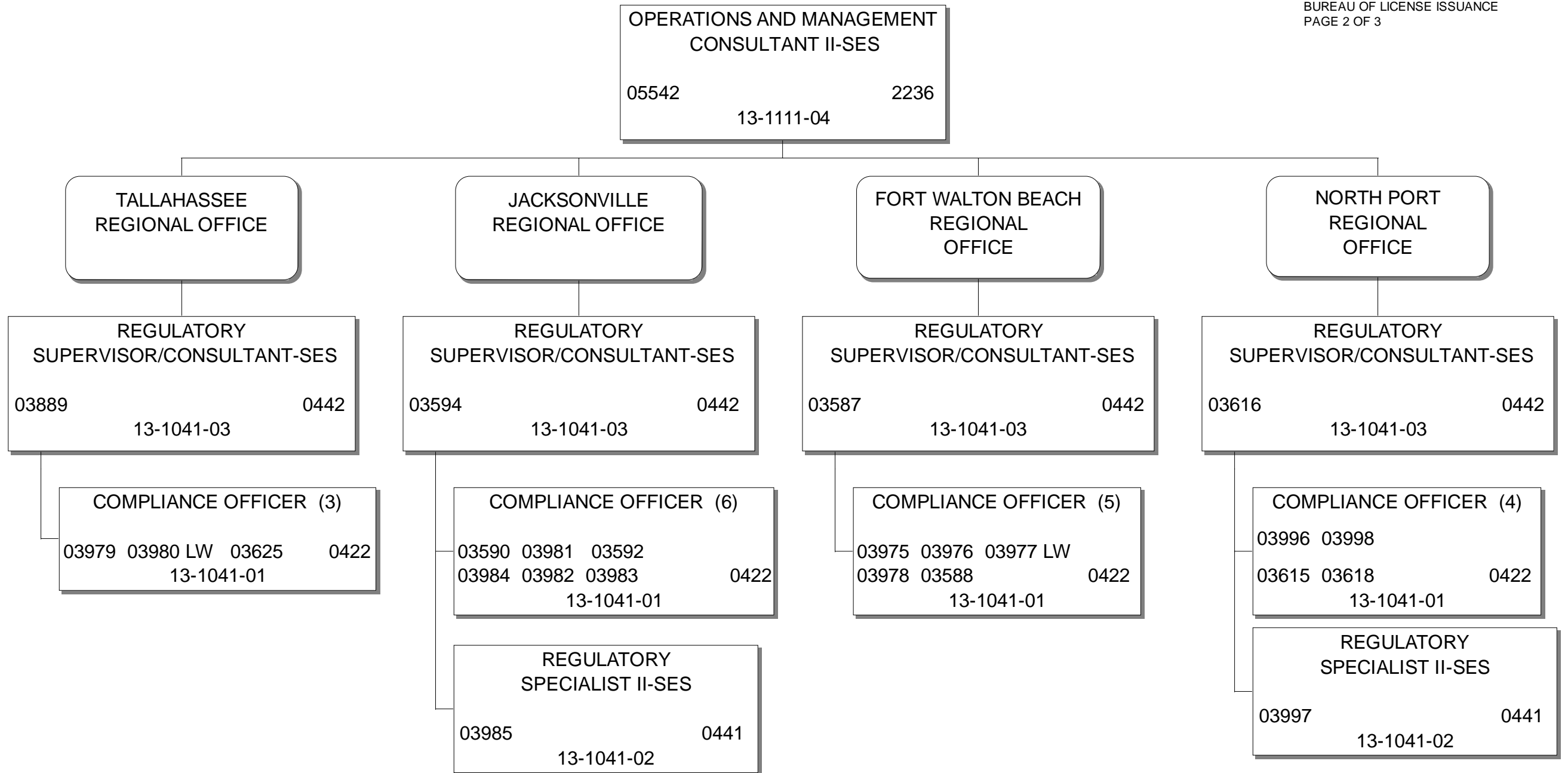
**DEPARTMENT OF AGRICULTURE
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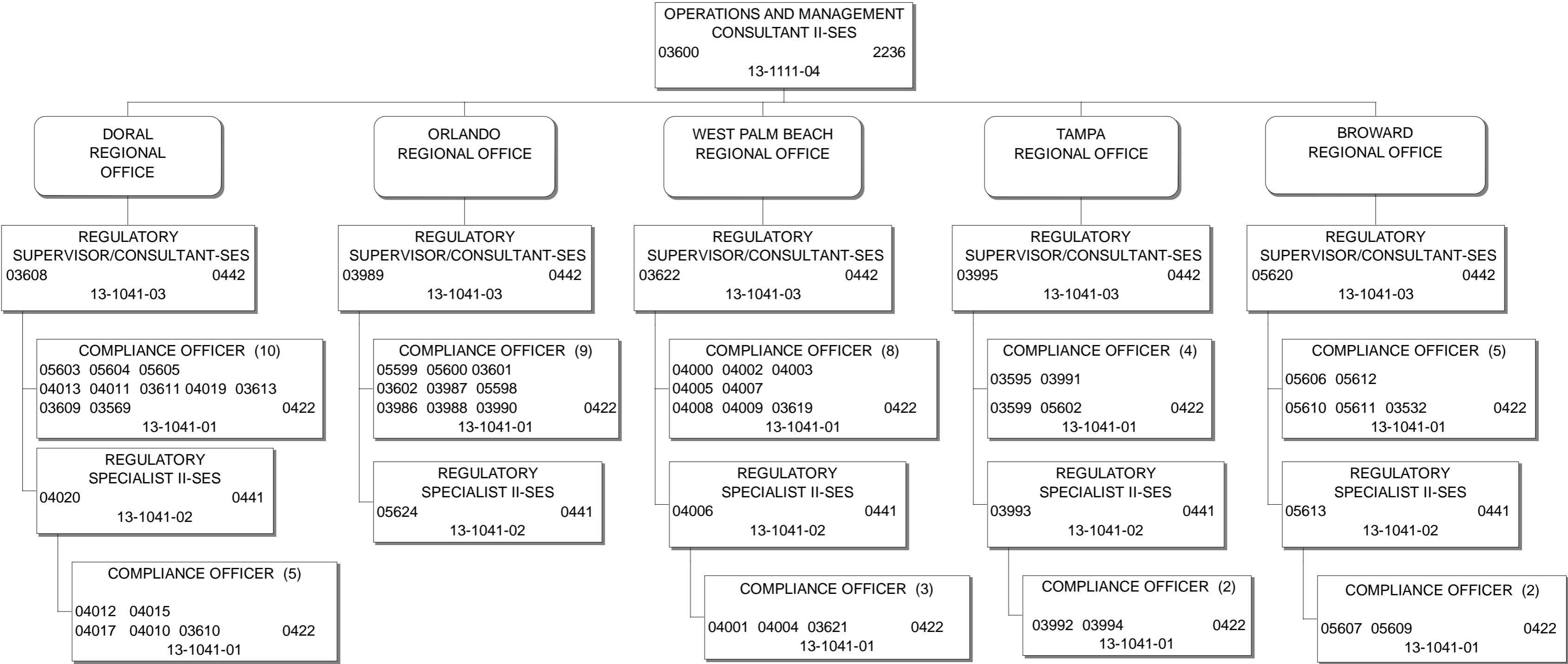
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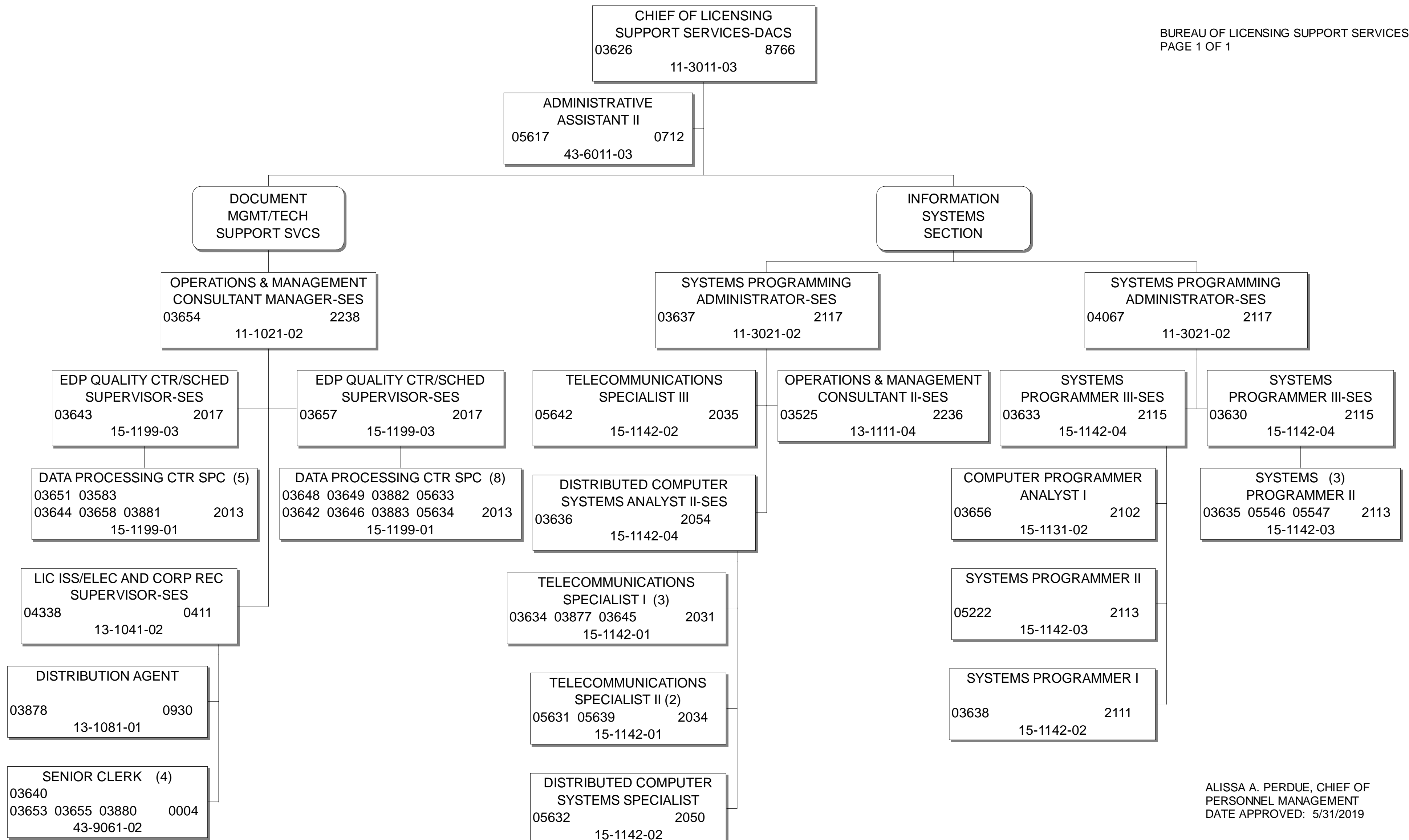
ALISSA A. PERDUE, CHIEF
OF PERSONNEL MANAGEMENT
DATE APPROVED: 4/5/2019

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AND CONSUMER SERVICES
DIVISION OF LICENSING**



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AND CONSUMER SERVICES
DIVISION OF LICENSING**

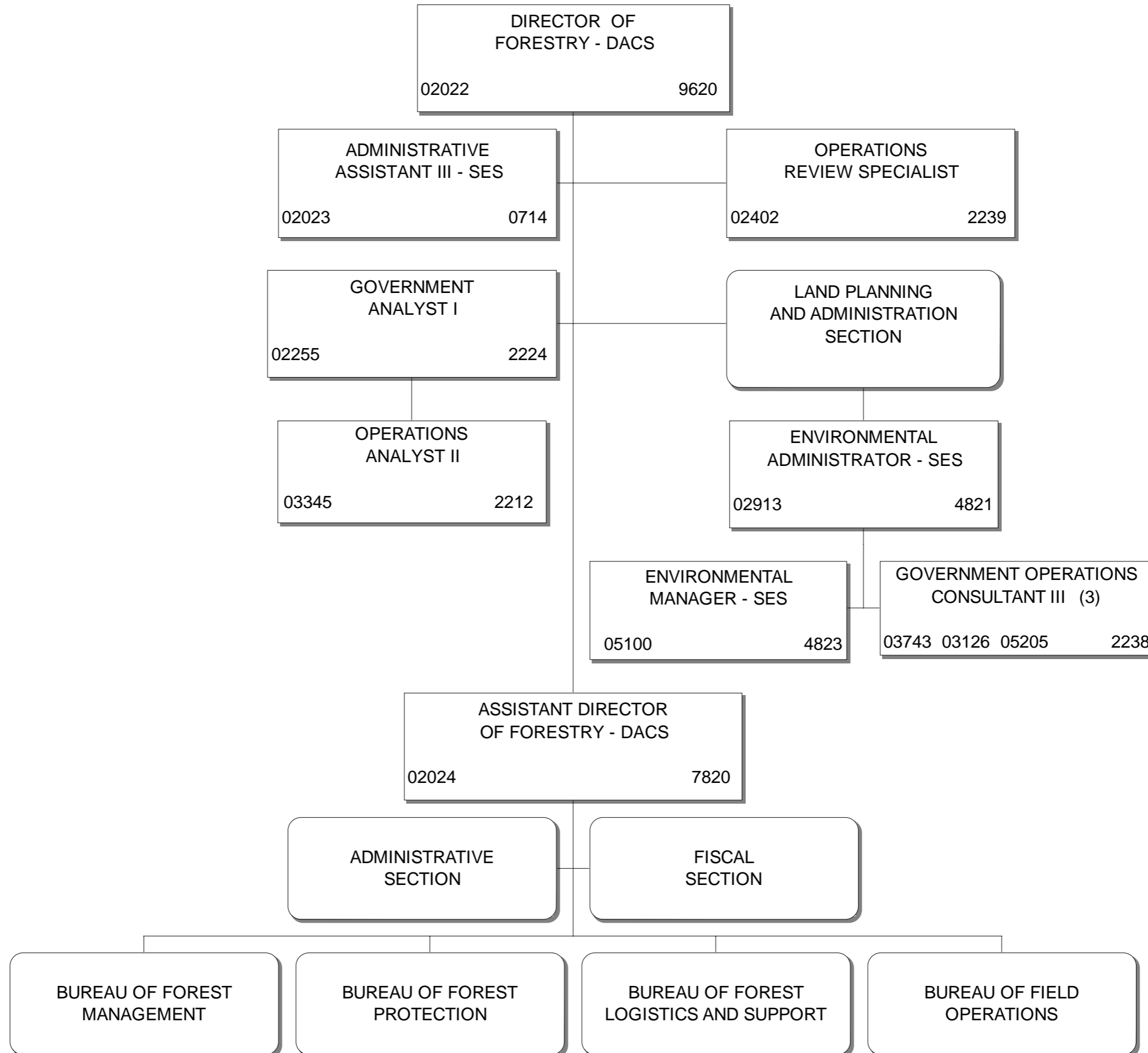
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ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
DATE APPROVED: 5/31/2019

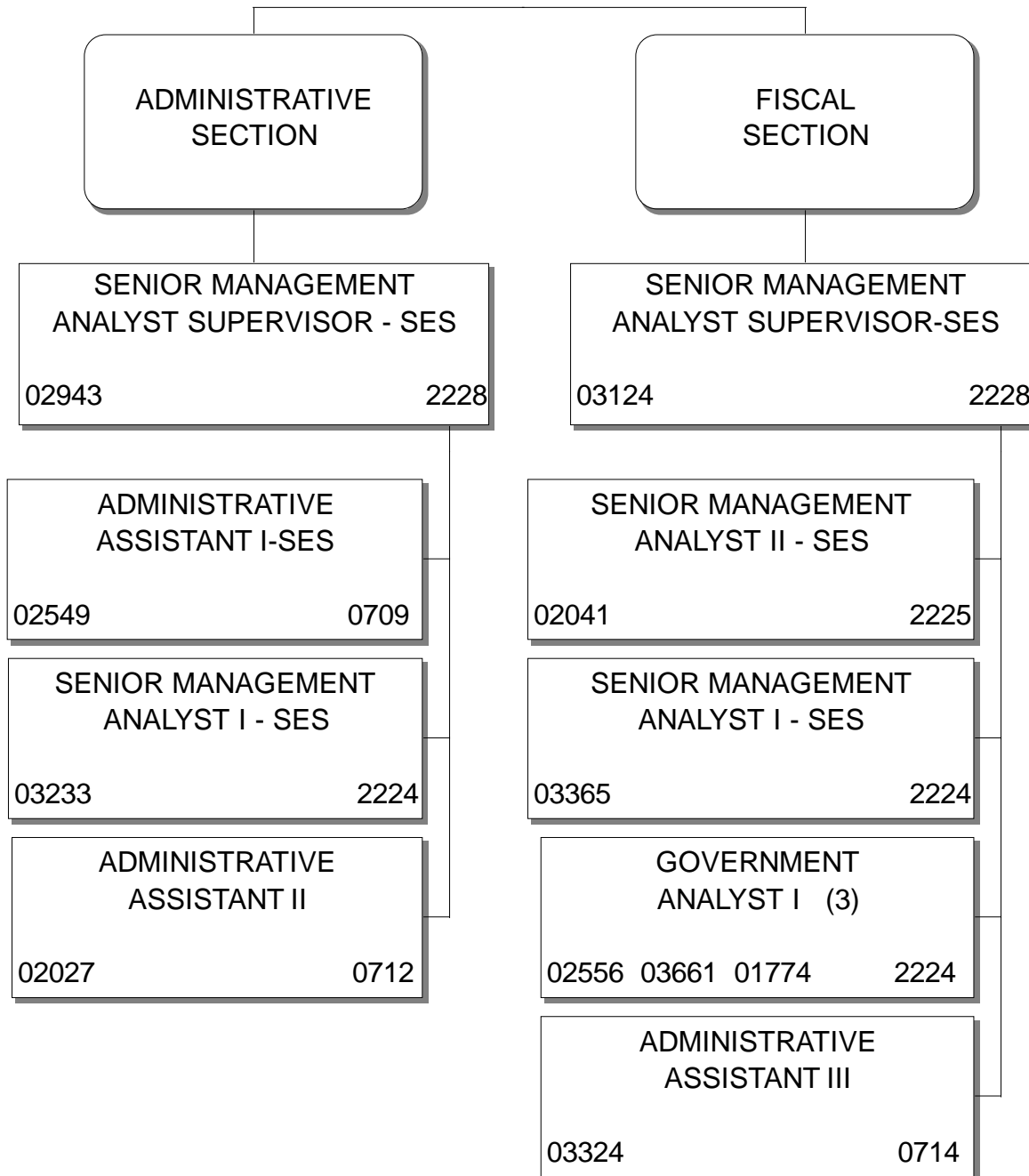
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

DIVISION F.T.E. 1,178.50
DIRECTOR'S OFFICE
PAGE 1 OF 2



ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 2/8/2019

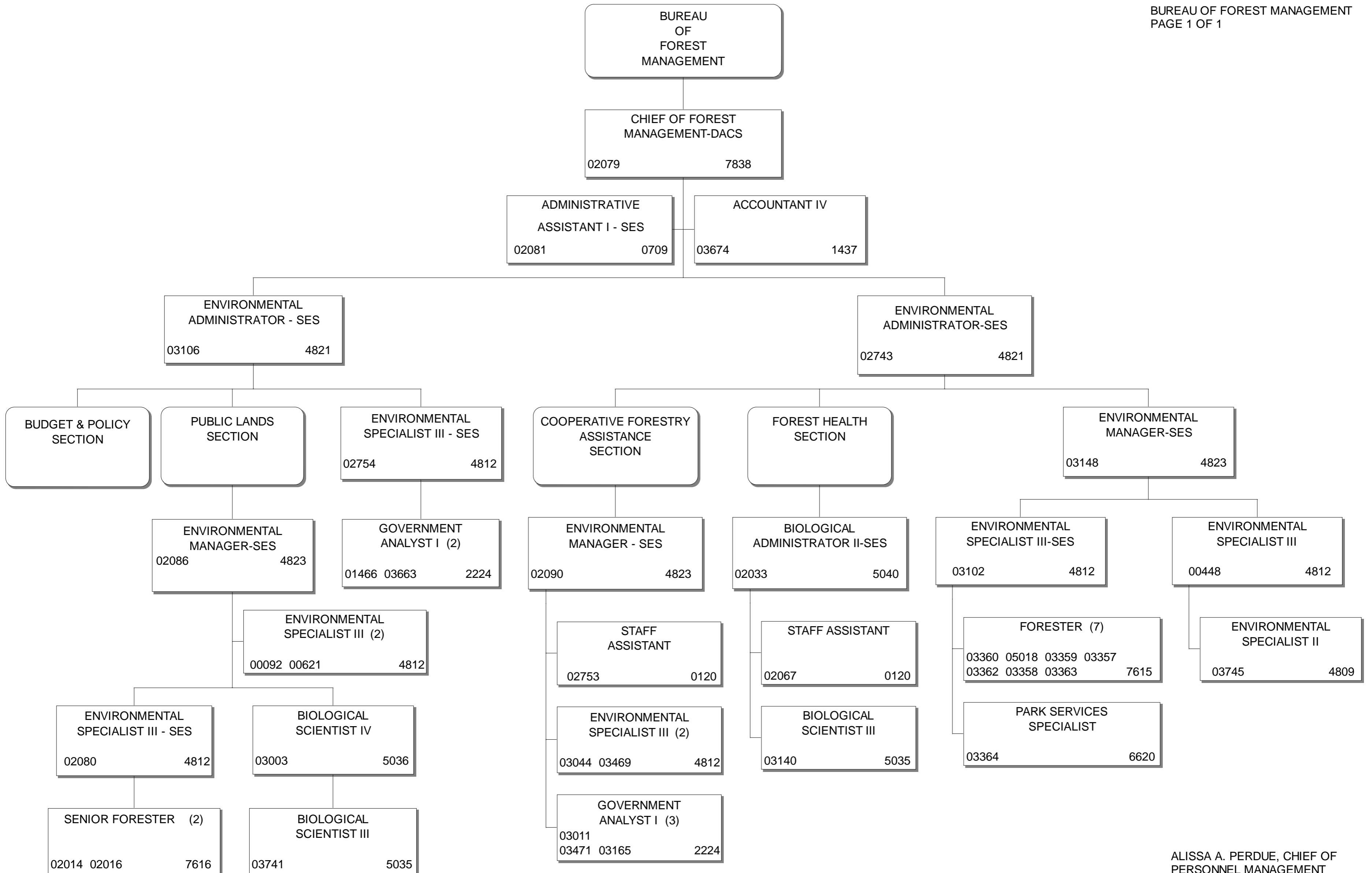
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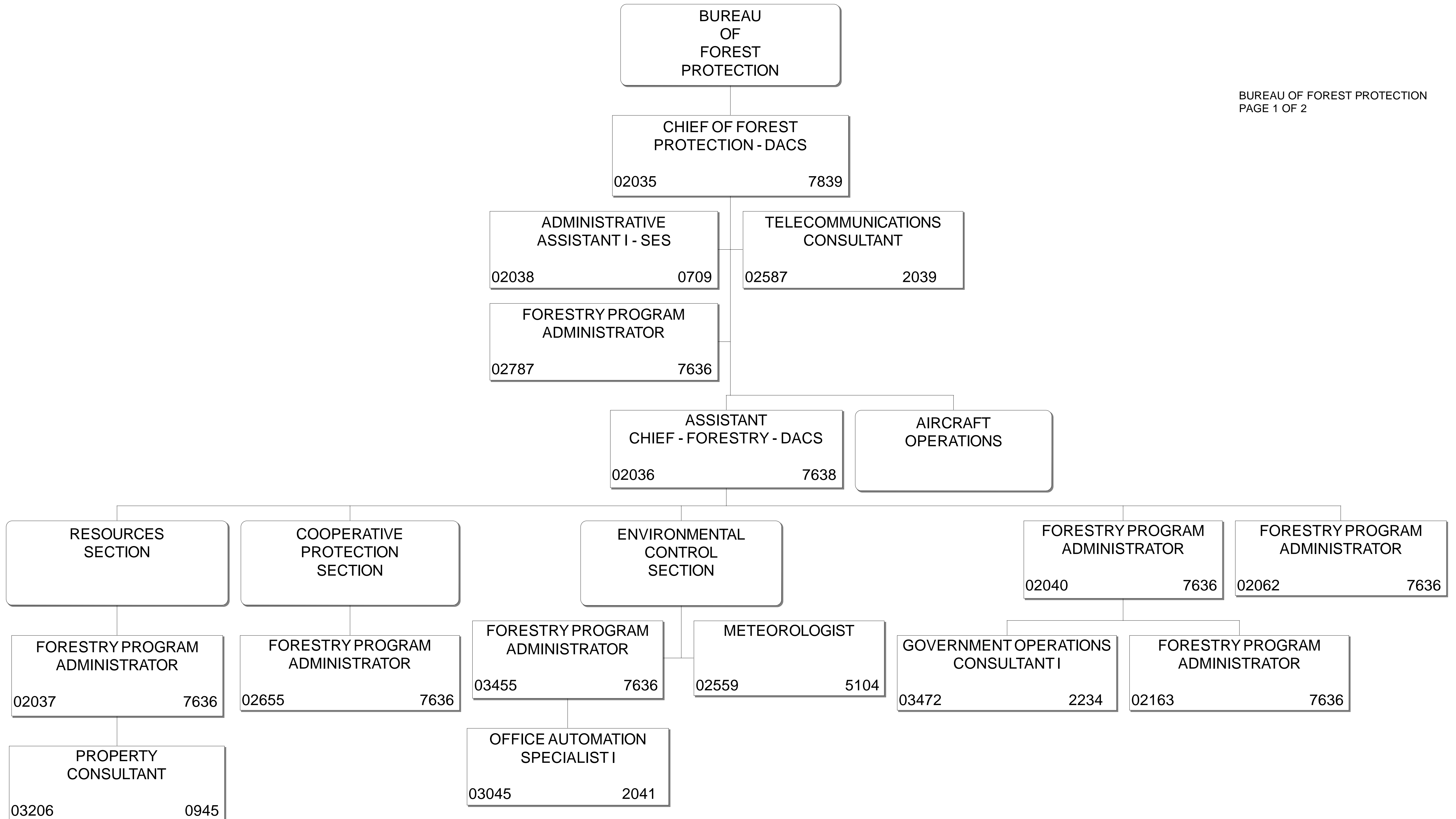
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BUREAU OF FOREST MANAGEMENT
PAGE 1 OF 1



**DEPARTMENT OF AGRICULTURE
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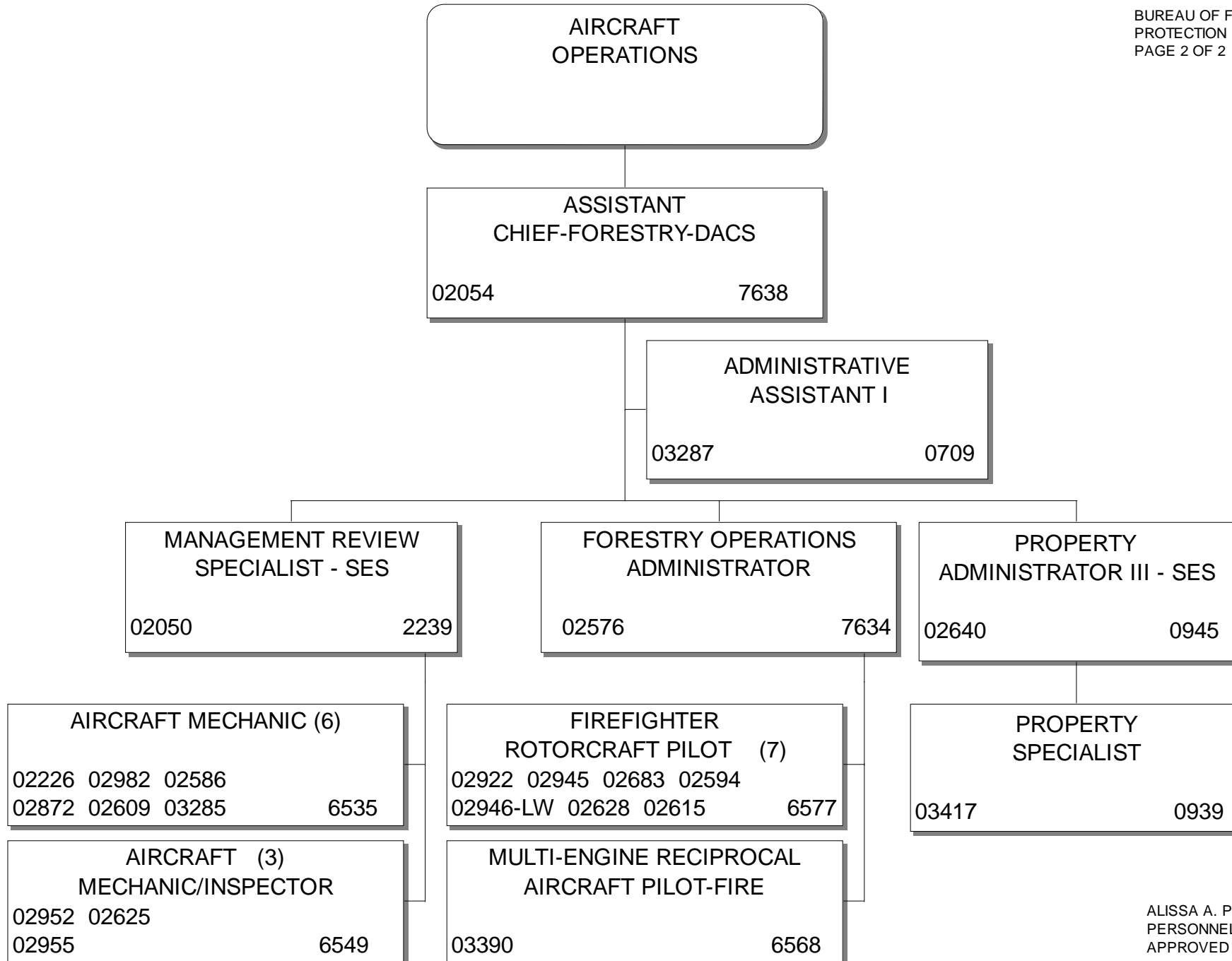
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PAGE 1 OF 2



ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 8/25/2017

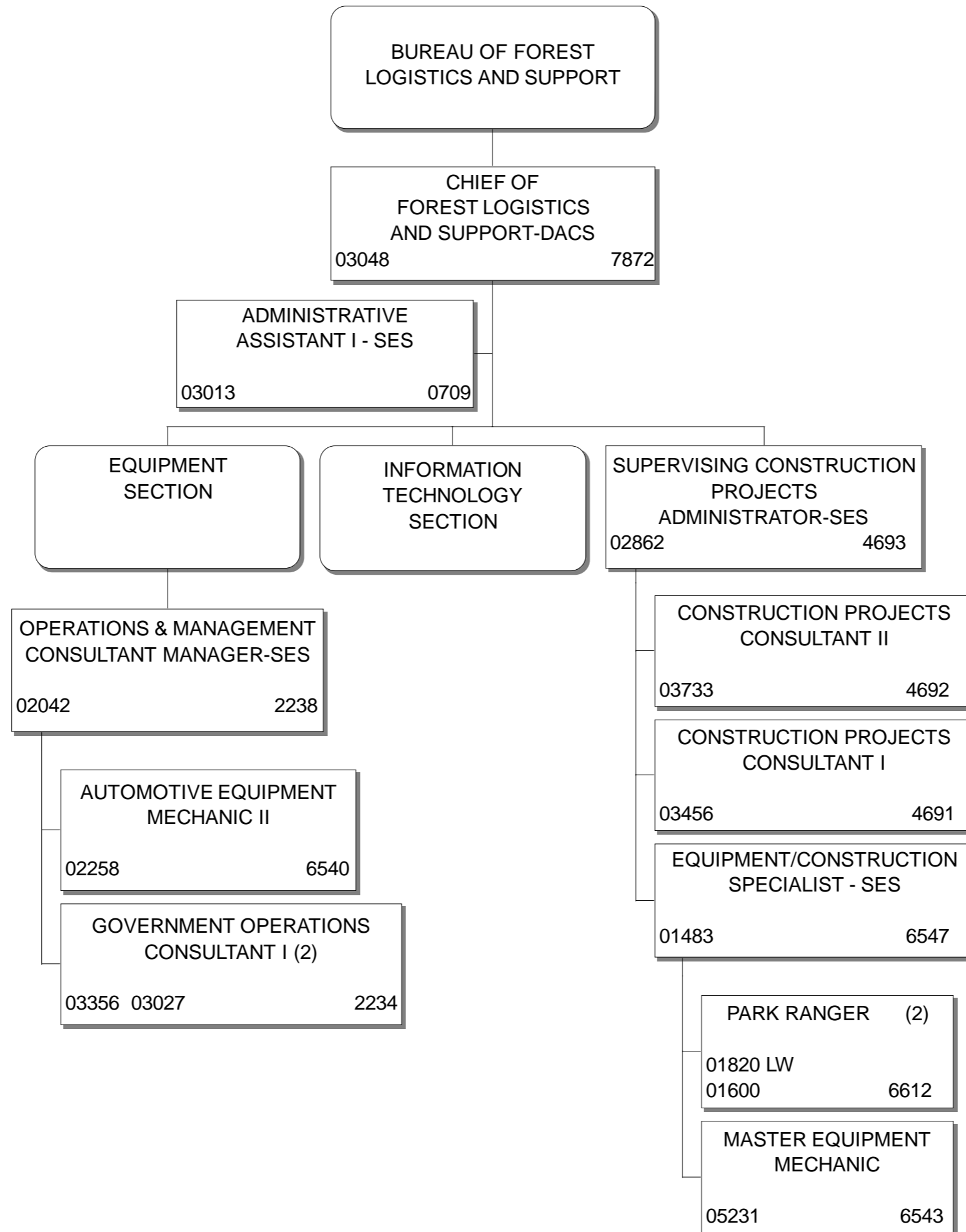
**DEPARTMENT OF AGRICULTURE AND CONSUMER
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FLORIDA FOREST SERVICE
BUREAU OF FOREST PROTECTION**

BUREAU OF FOREST
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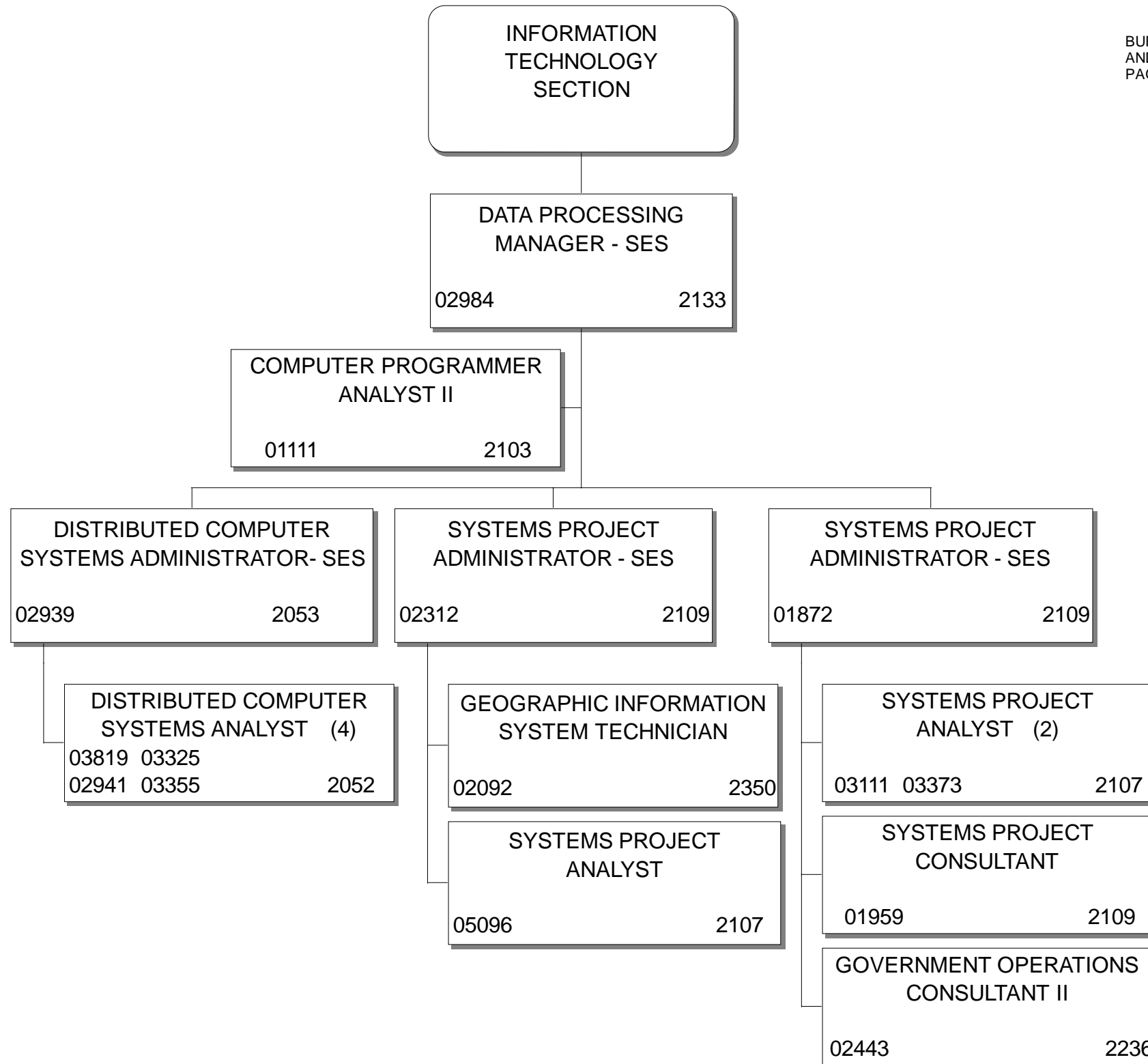
ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 4/29/2019

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AND CONSUMER SERVICES
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AND CONSUMER SERVICES
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AND CONSUMER SERVICES
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BUREAU
OF
FIELD
OPERATIONS

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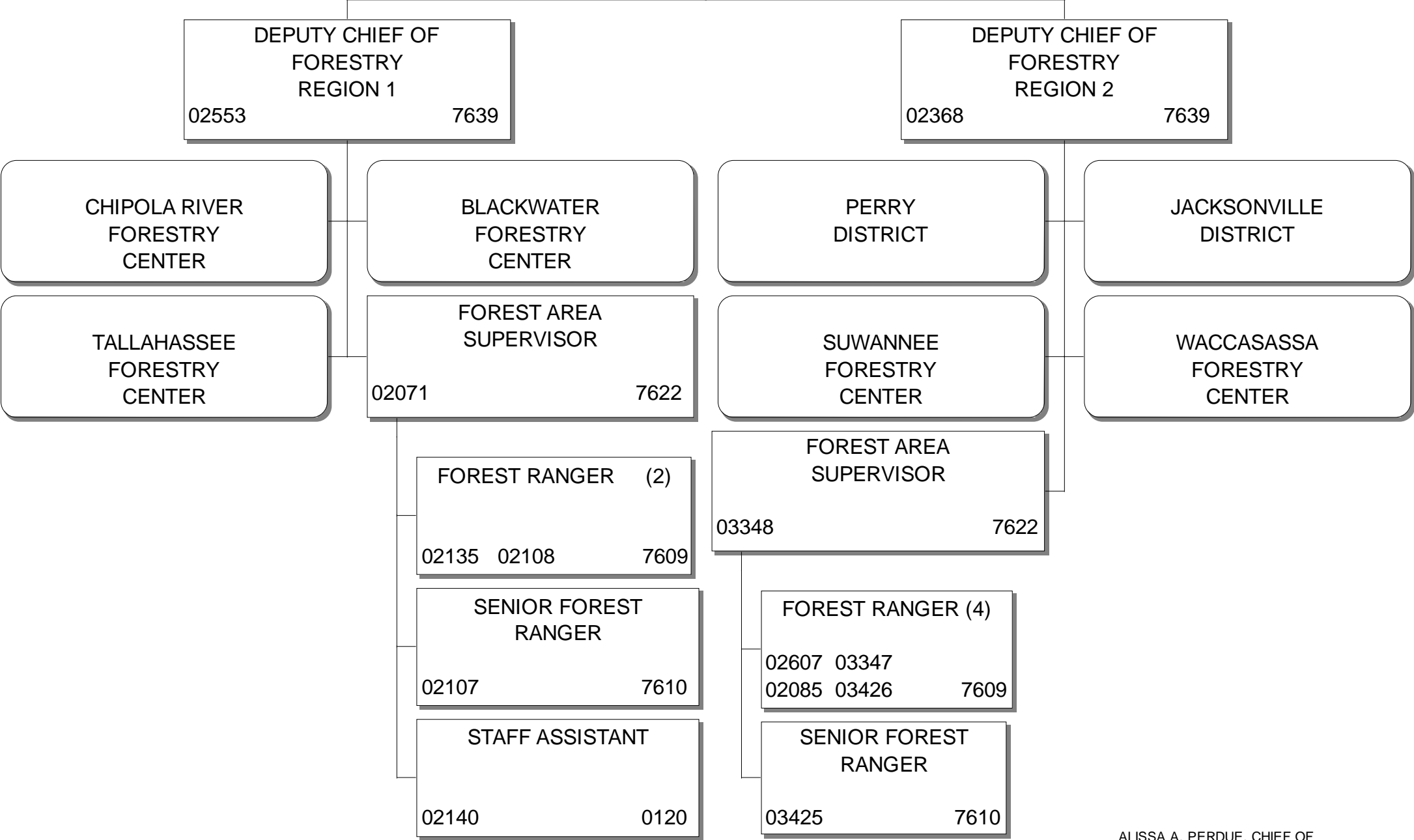
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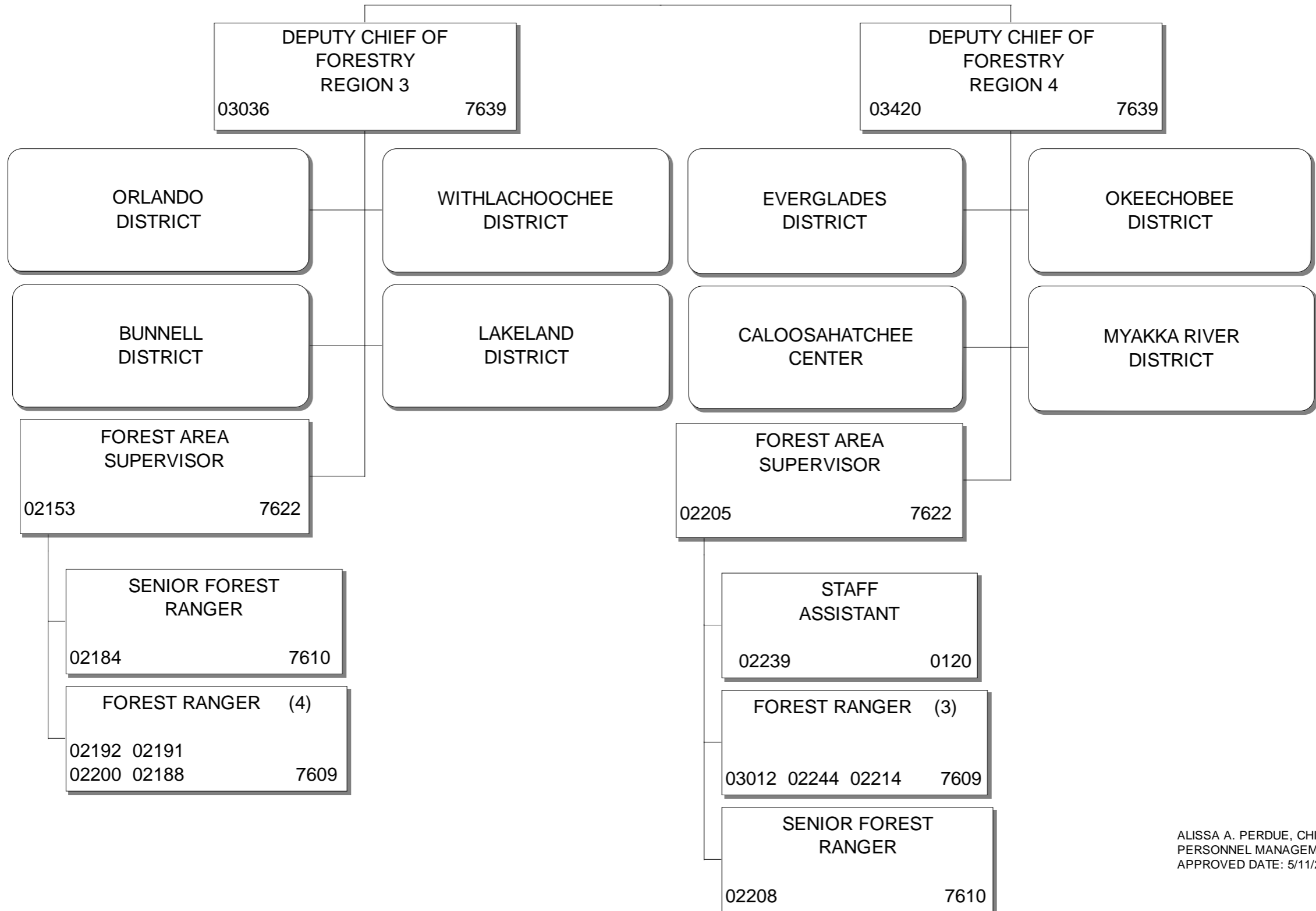
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BUREAU OF FIELD
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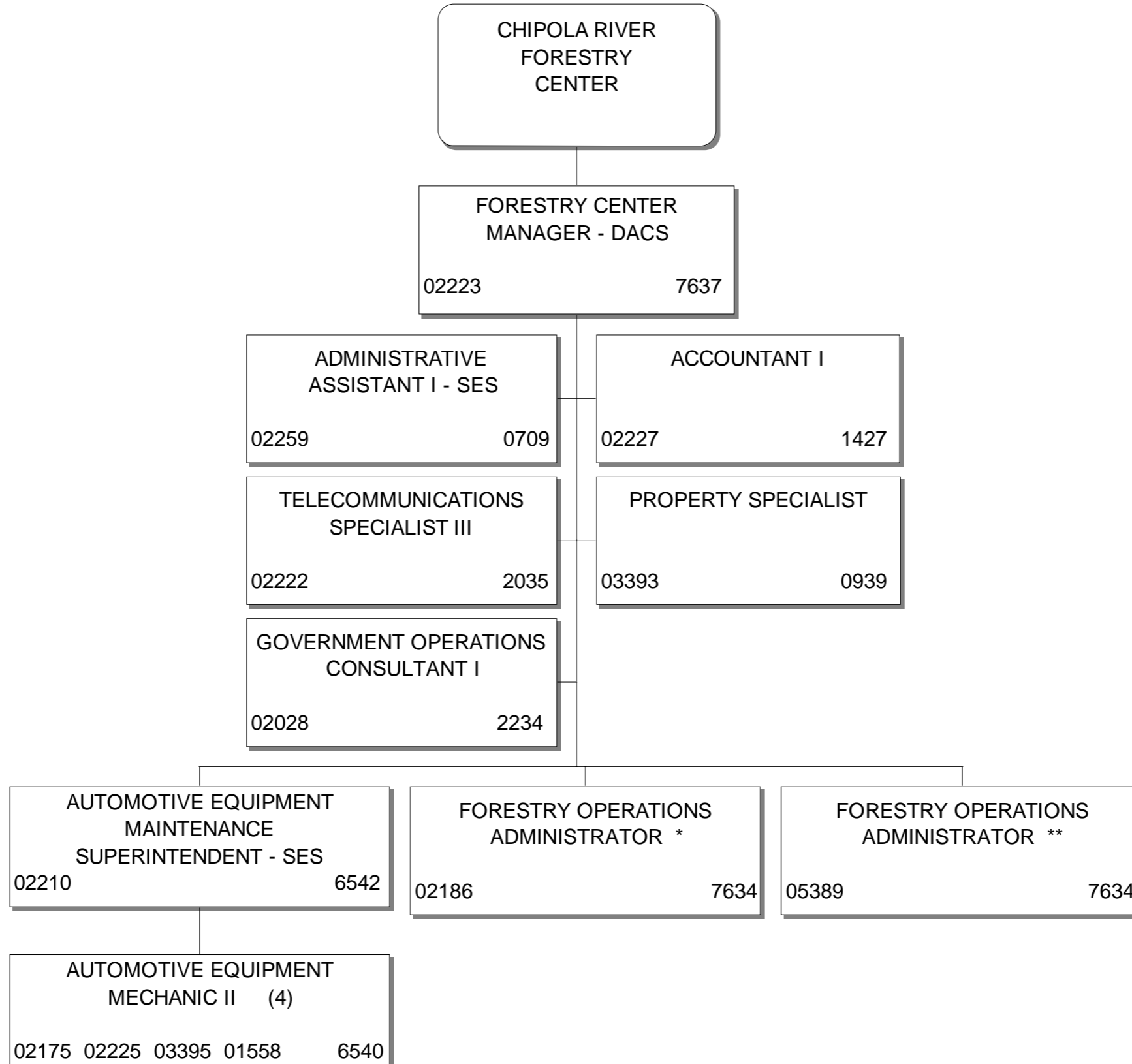
ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 7/15/2016

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AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**



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AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
CHIPOLA RIVER FORESTRY CENTER
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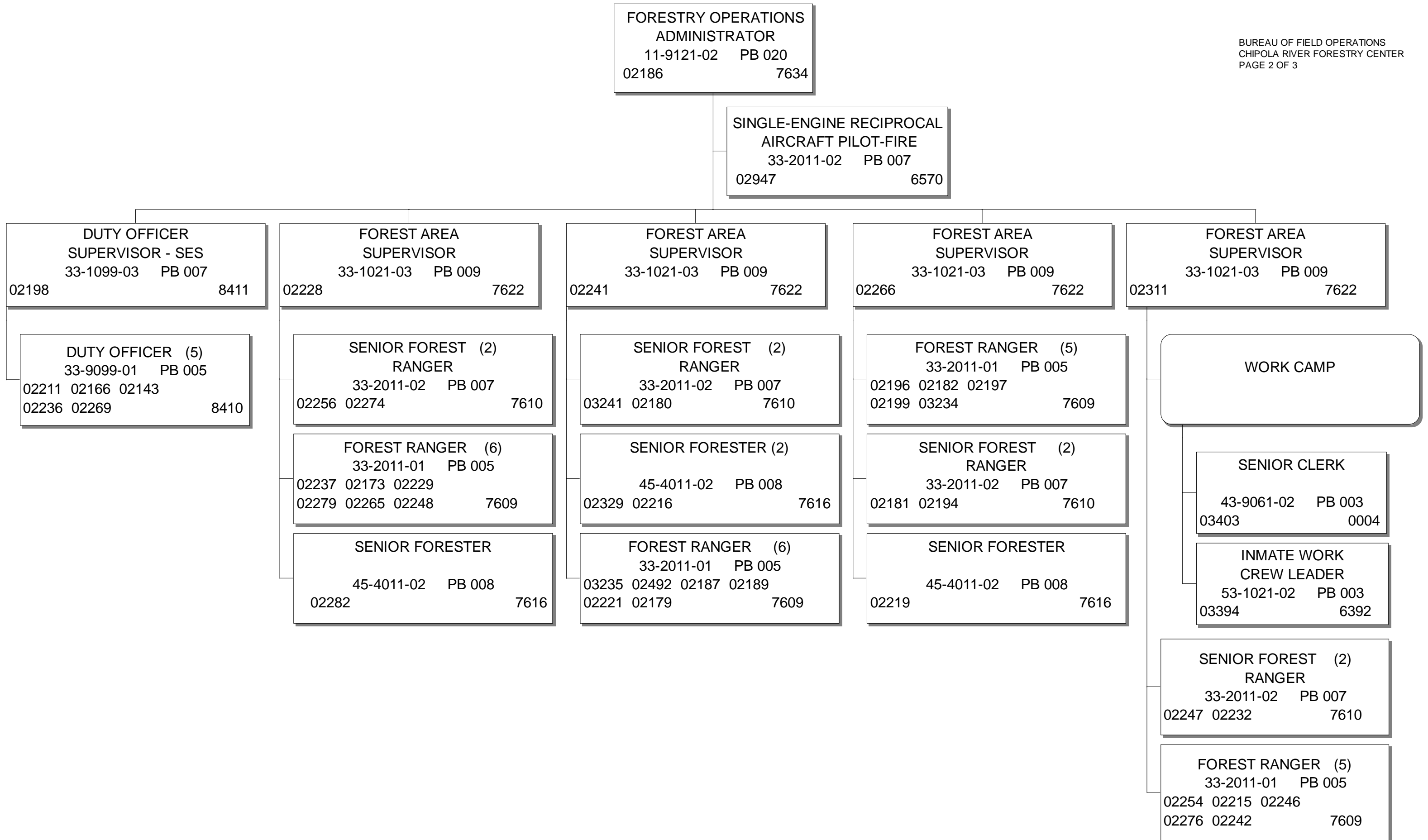


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ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVE DATE: 2/24/2017

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AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

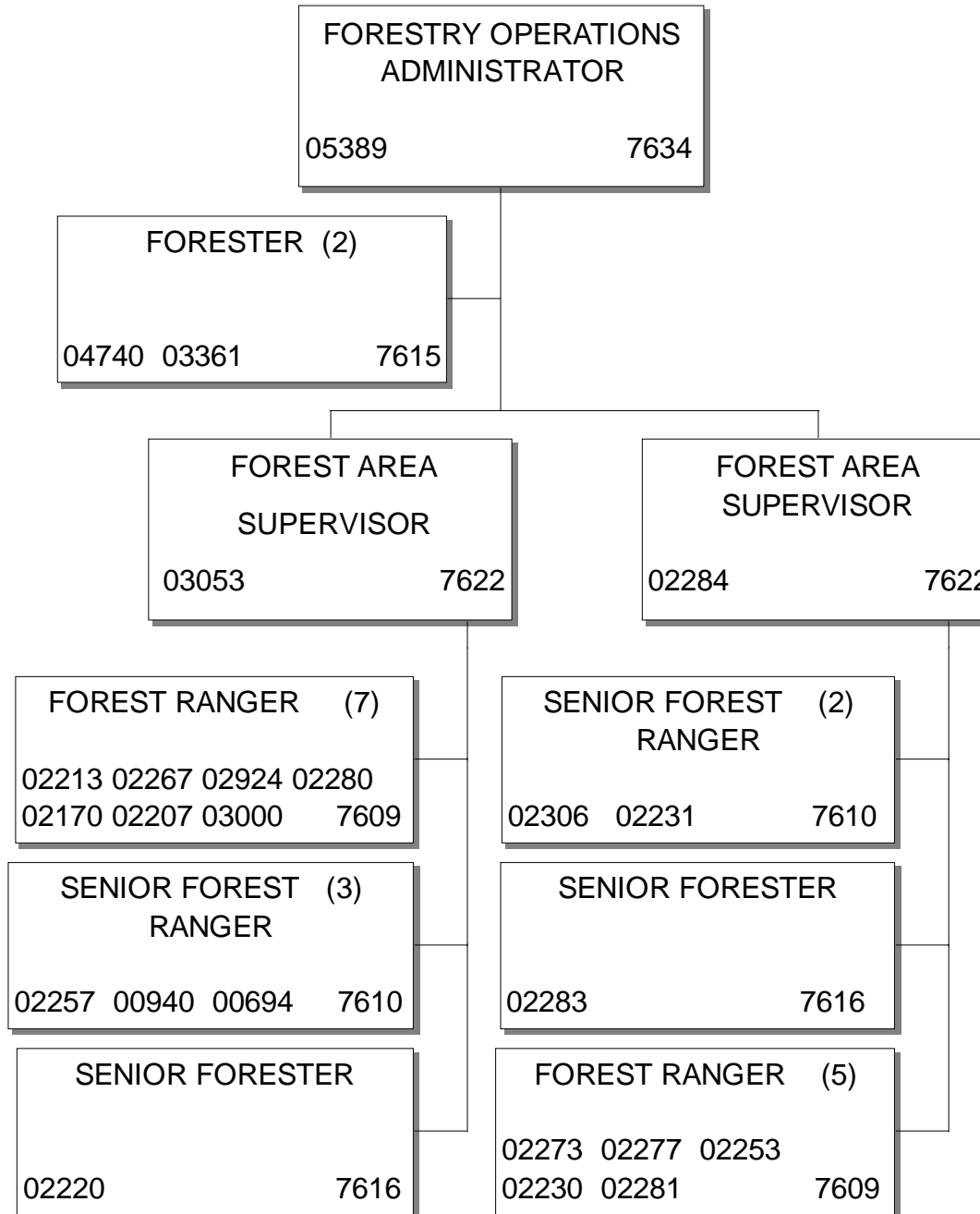
BUREAU OF FIELD OPERATIONS
CHIPOLA RIVER FORESTRY CENTER
PAGE 2 OF 3



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 7/01/2019

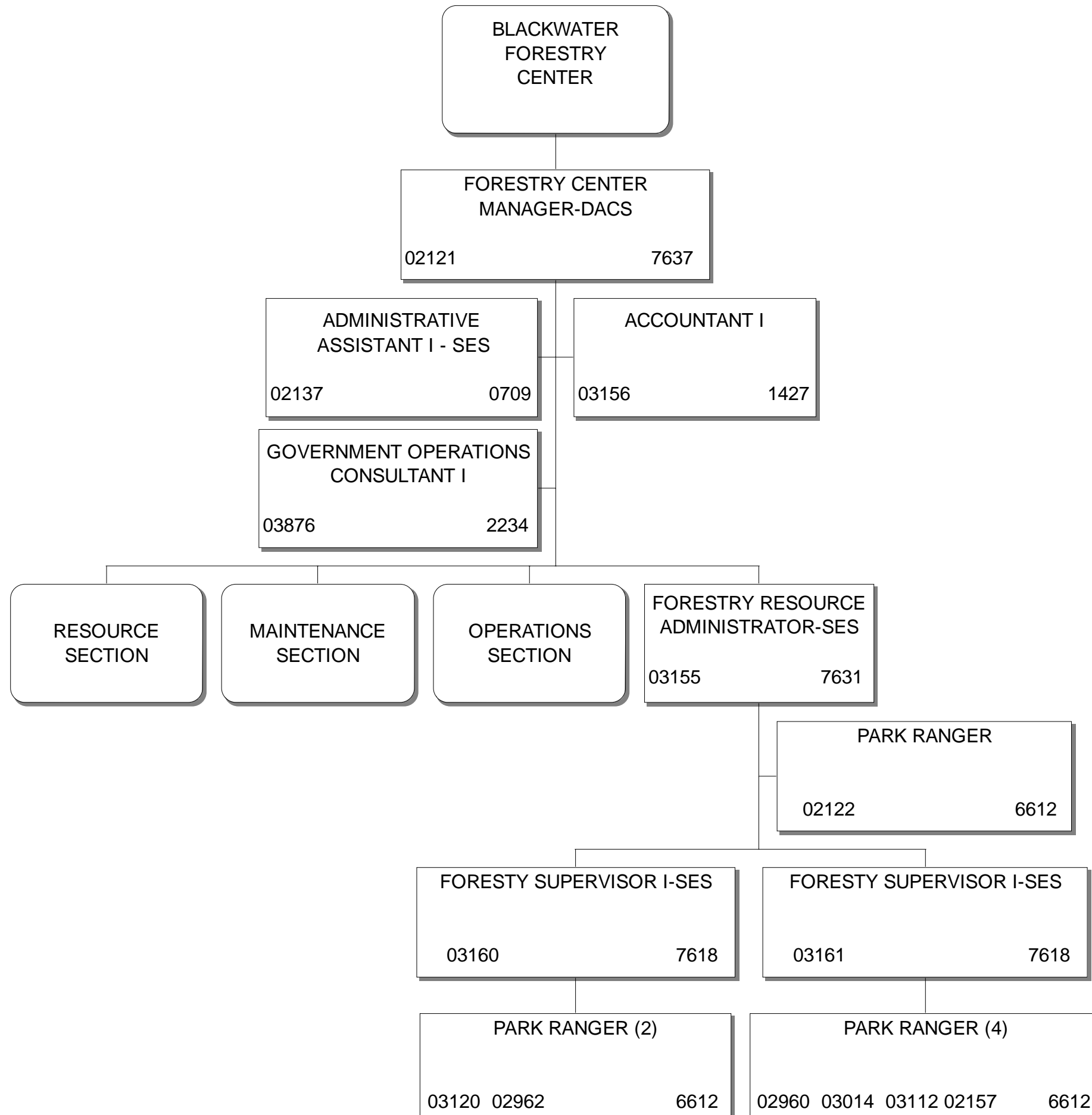
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FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
CHIPOLA RIVER FORESTRY CENTER
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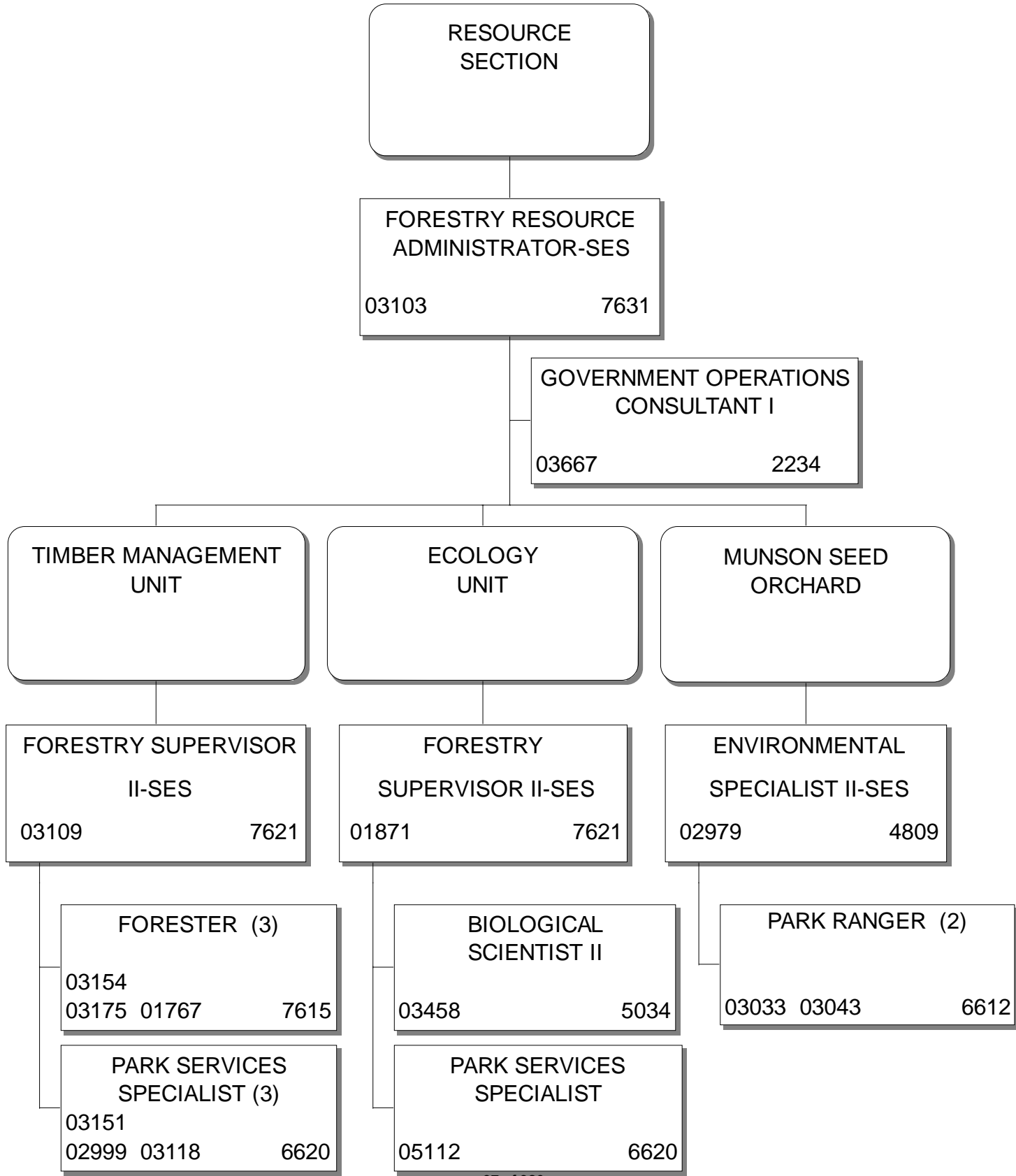
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BUREAU OF FIELD OPERATIONS
BLACKWATER FORESTRY
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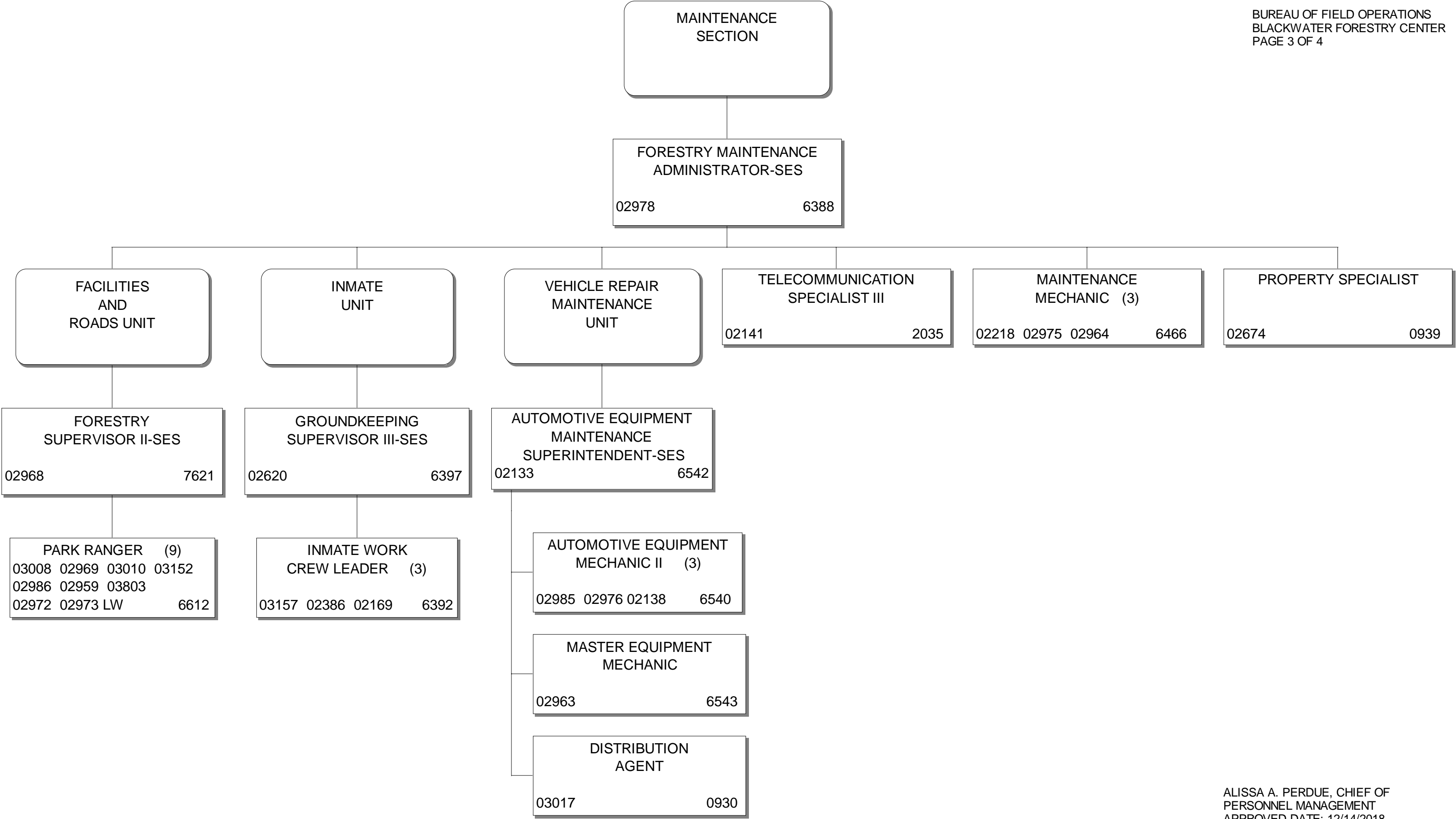
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
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**DEPARTMENT OF AGRICULTURE
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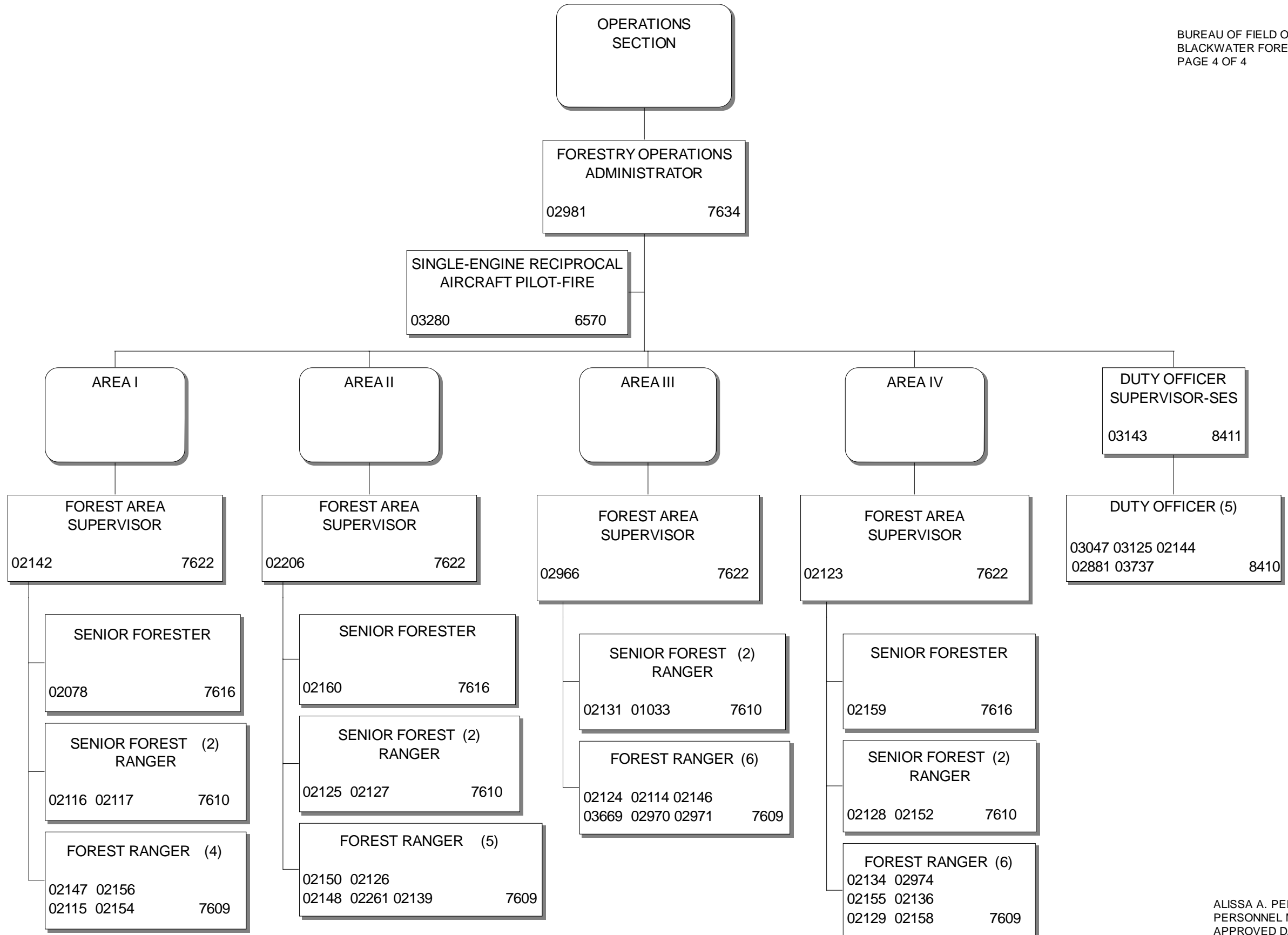
BUREAU OF FIELD OPERATIONS
BLACKWATER FORESTRY CENTER
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 12/14/2018

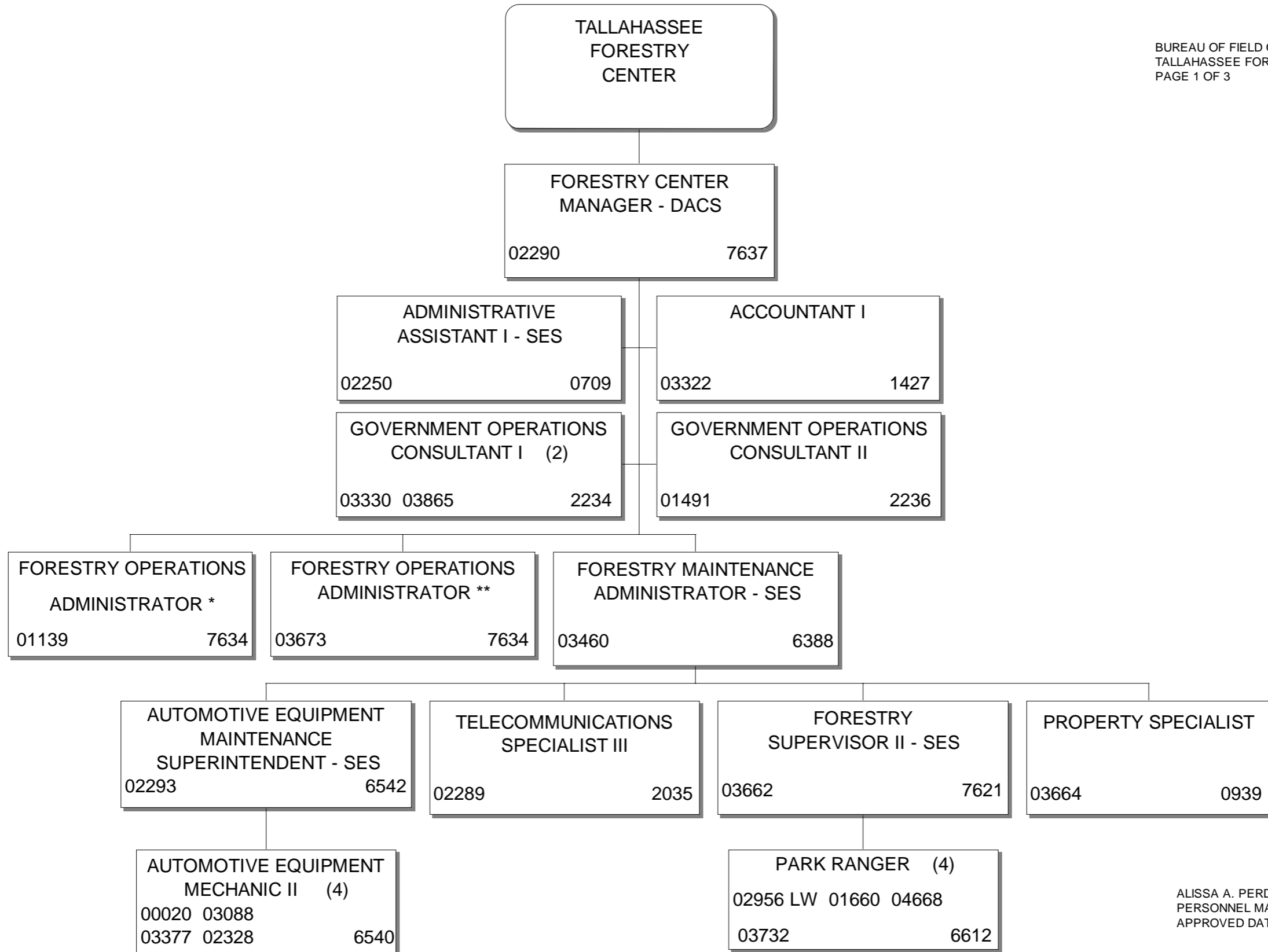
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
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BUREAU OF FIELD OPERATIONS
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**DEPARTMENT OF AGRICULTURE
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FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
TALLAHASSEE FORESTRY CENTER
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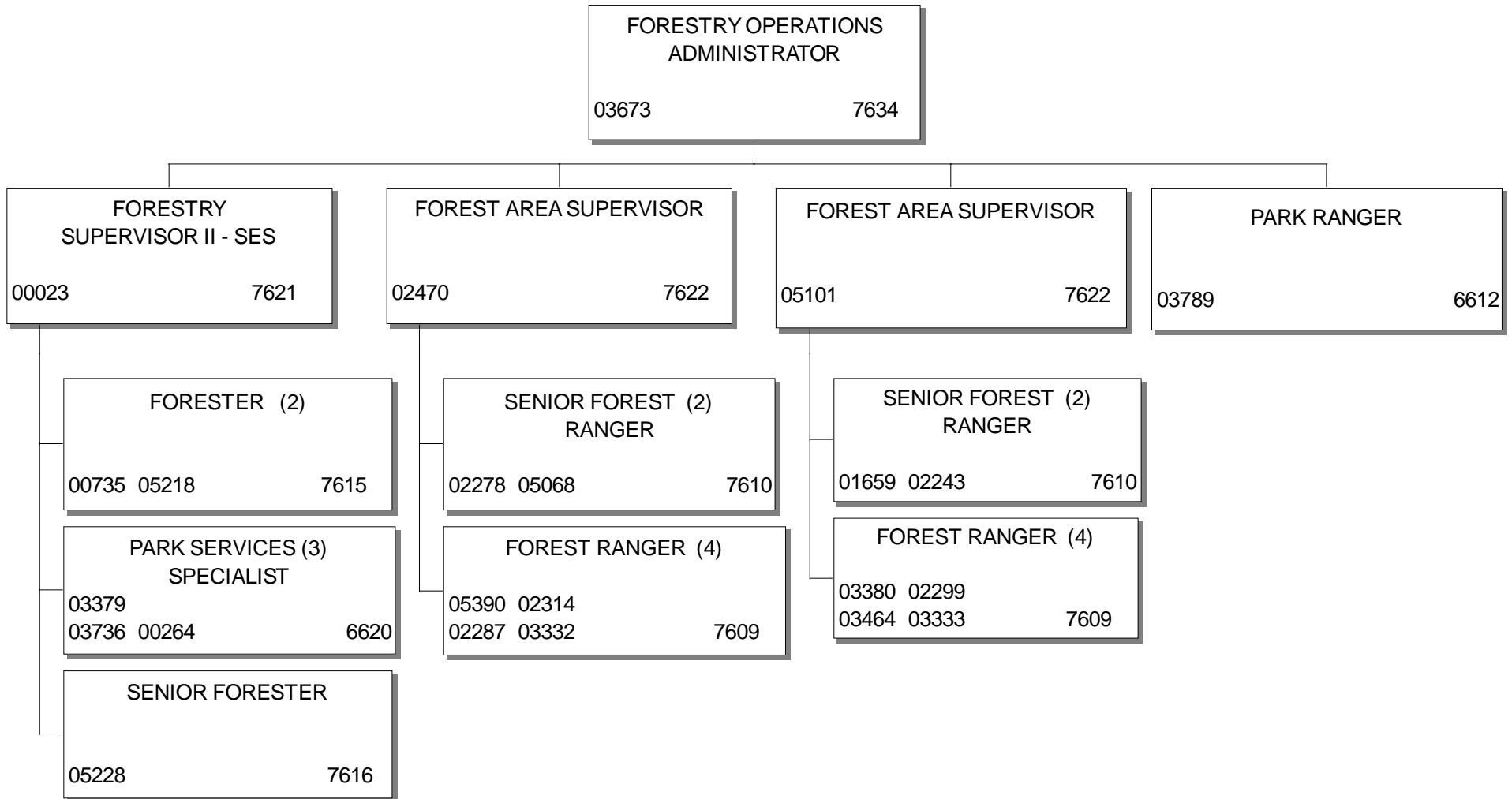


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ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 9/21/2018

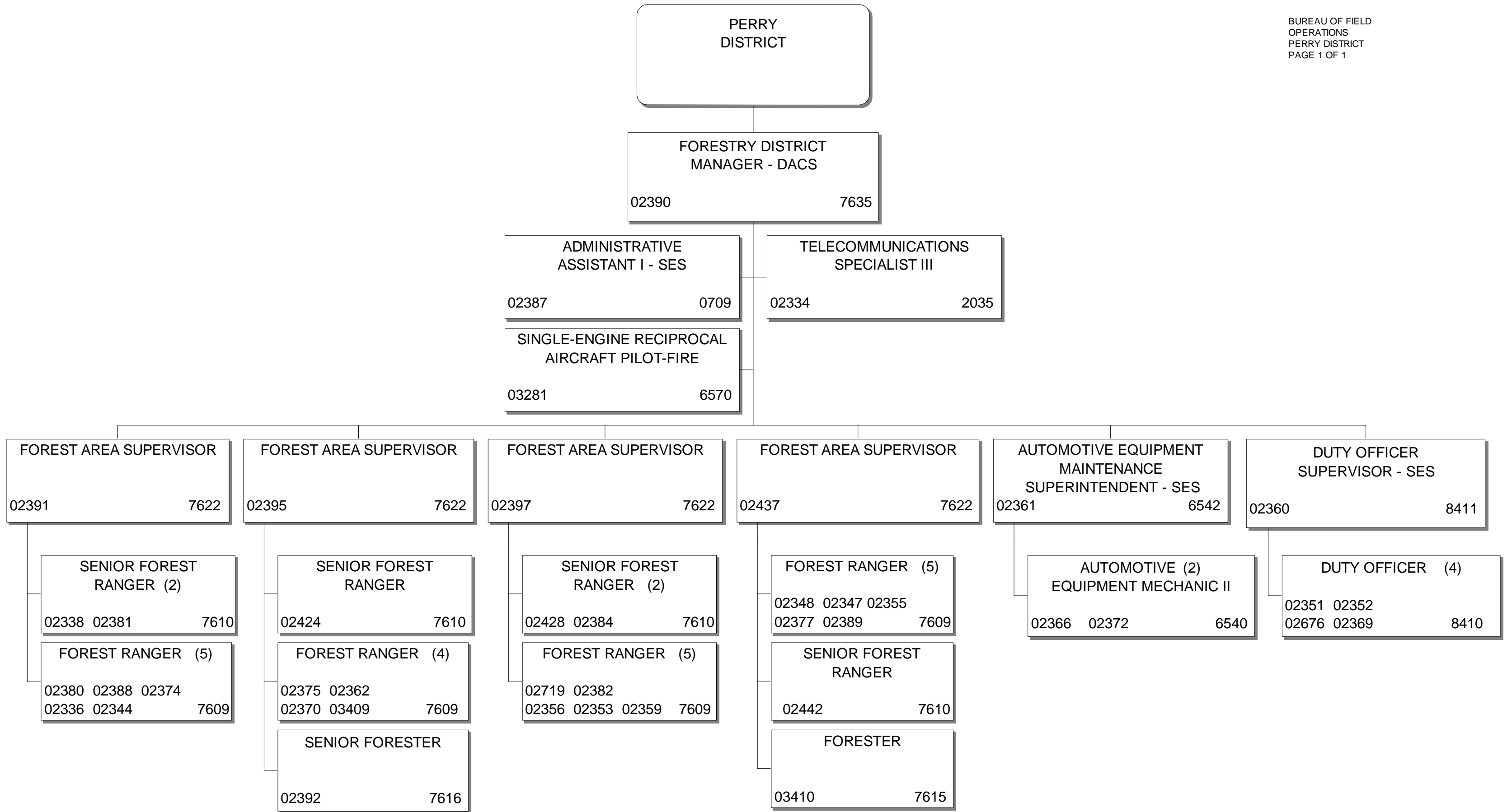
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
TALLAHASSEE FORESTRY CENTER
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**DEPARTMENT OF AGRICULTURE
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FLORIDA FOREST SERVICE**

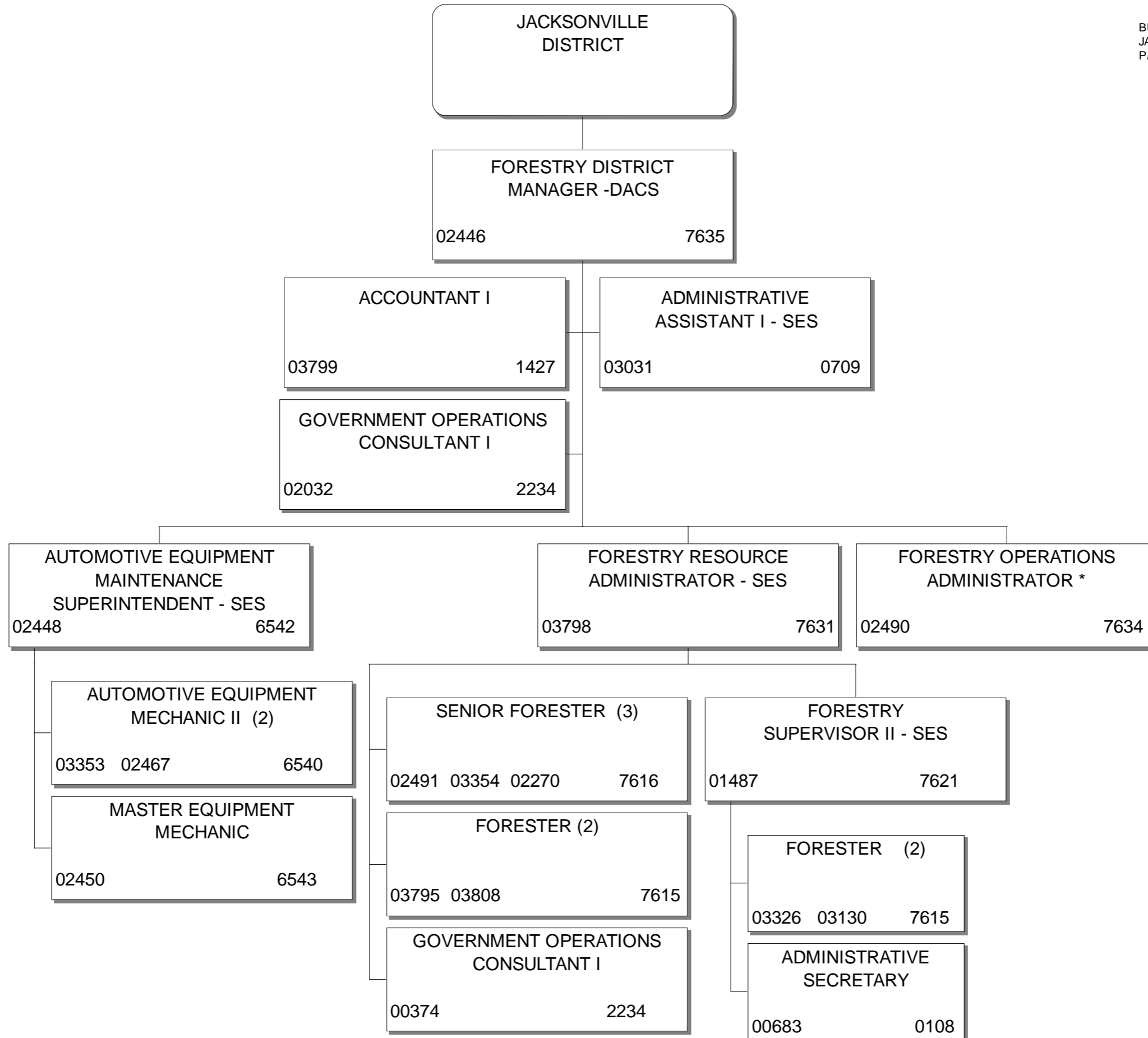
BUREAU OF FIELD
OPERATIONS
PERRY DISTRICT
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE:4/19/2019

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AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
JACKSONVILLE DISTRICT
PAGE 1 OF 2

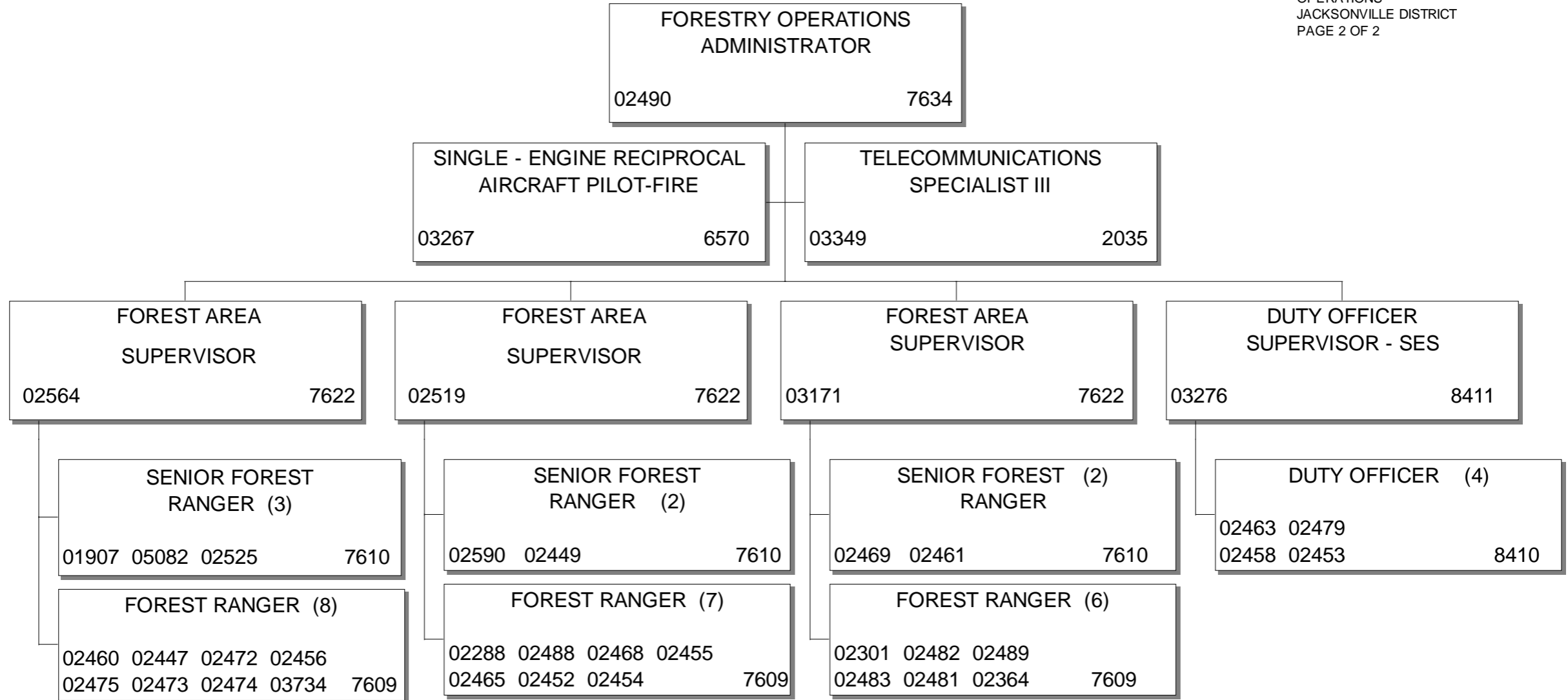


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ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 5/15/2019

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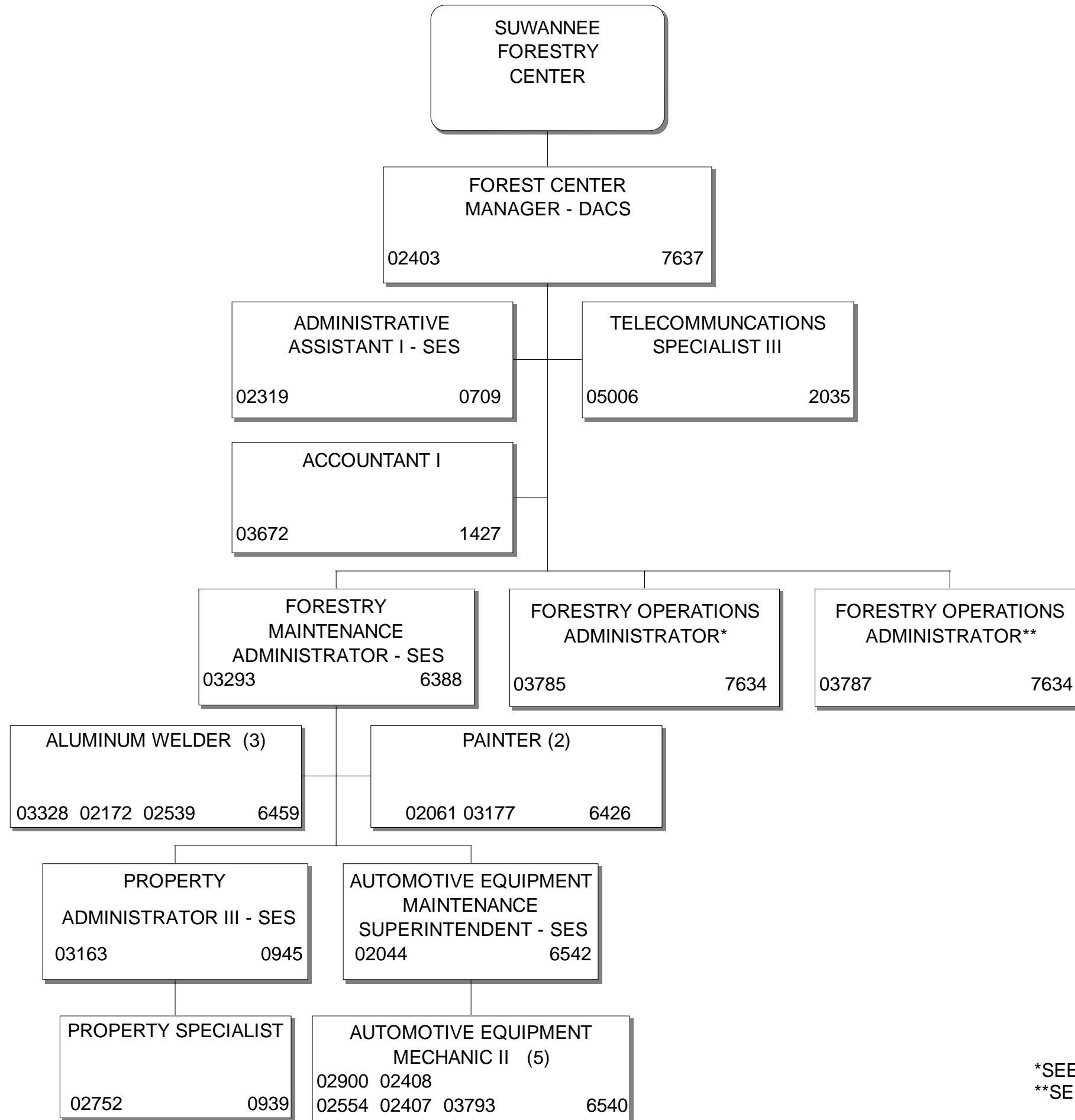
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JACKSONVILLE DISTRICT
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 9/24/2018

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

BUREAU OF FIELD OPERATIONS
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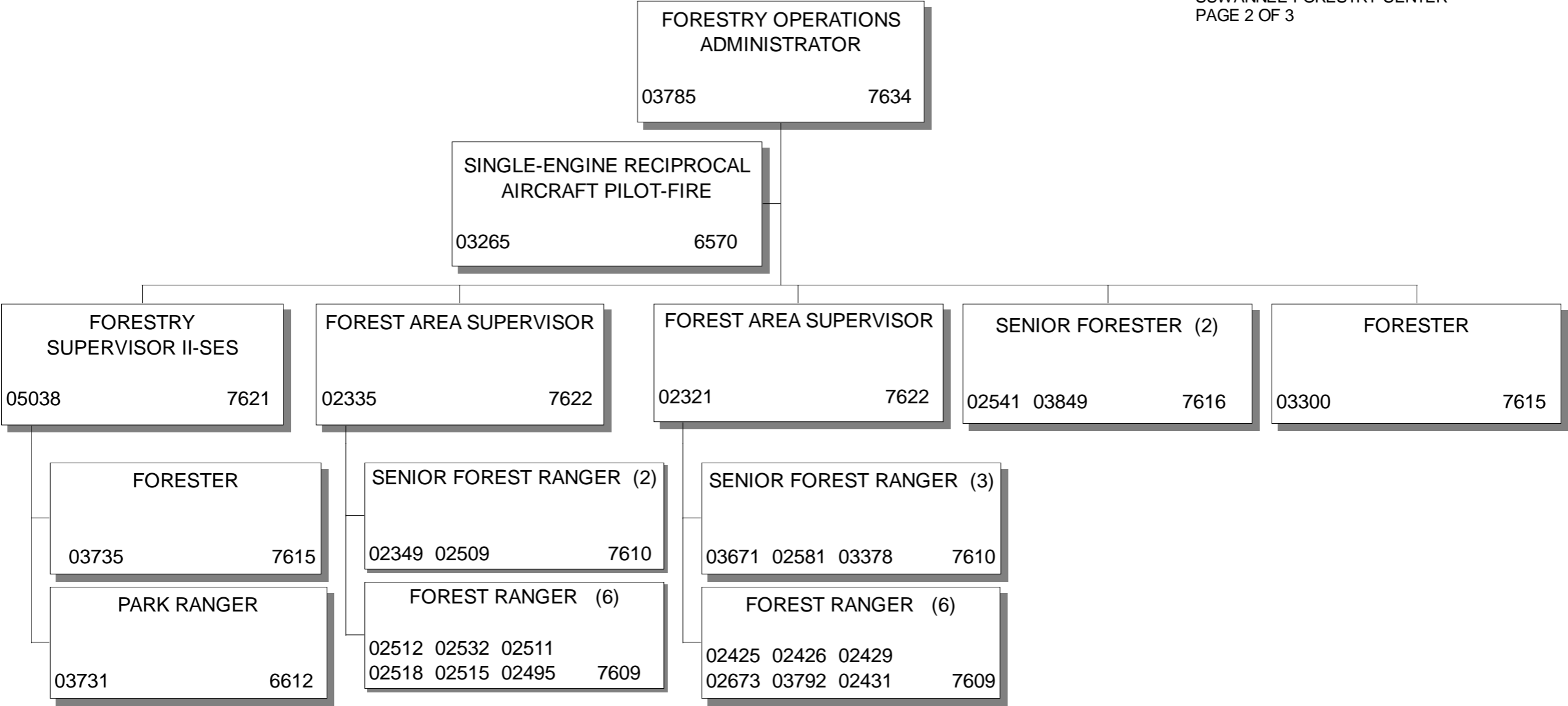


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ALISSA A. PERDUE, CHIEF OF
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APPROVED DATE: 10/19/2018

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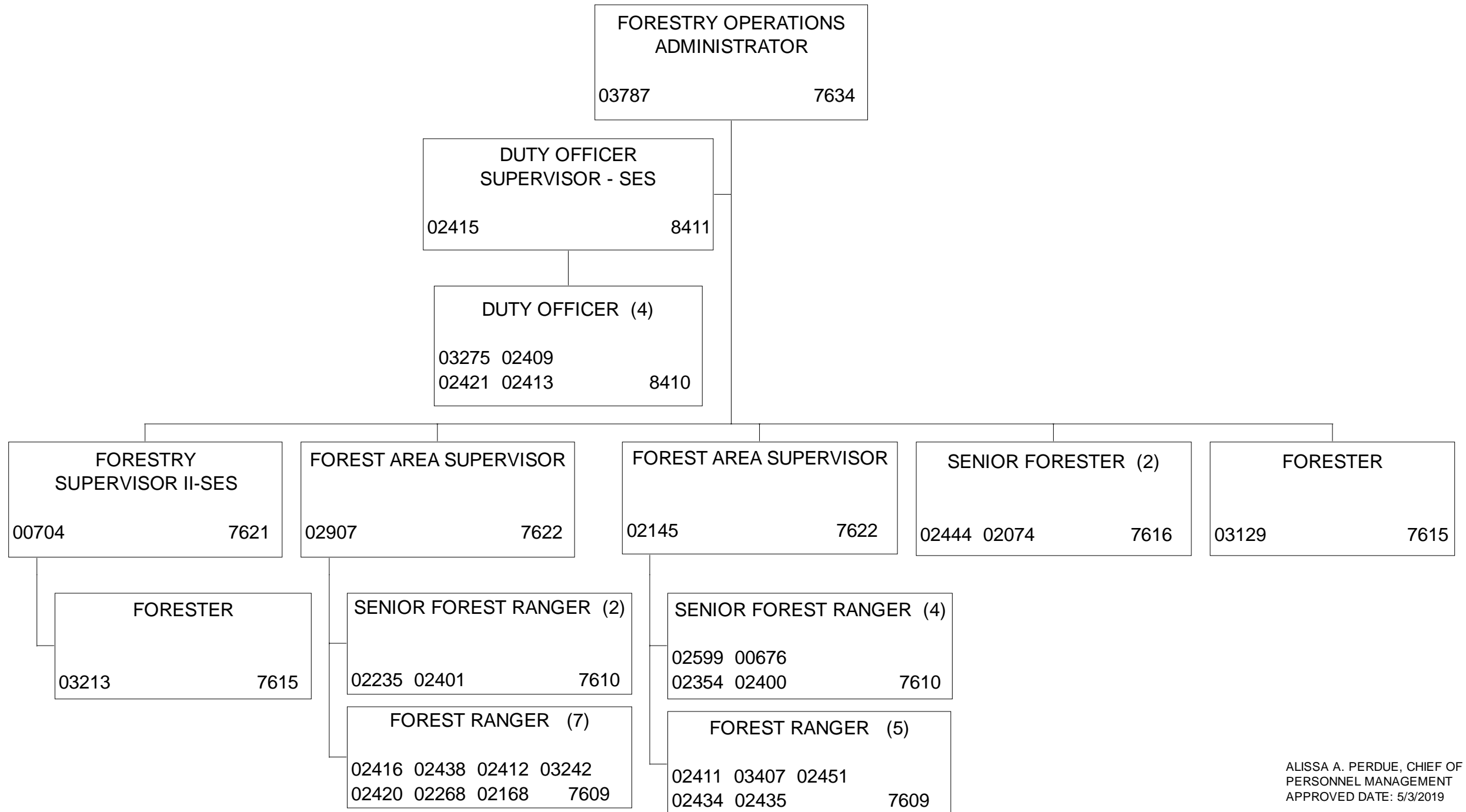
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 3/8/2019

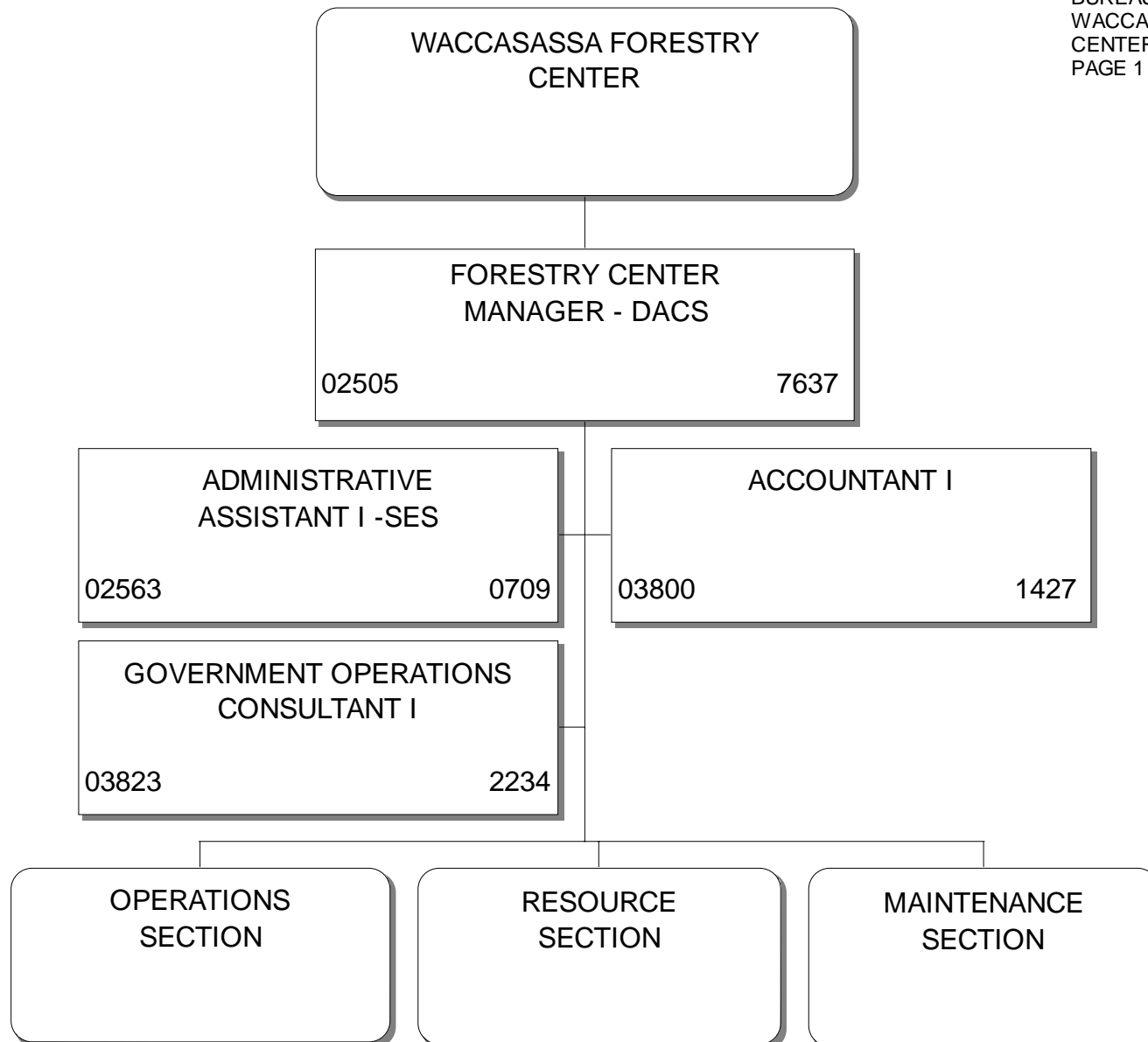
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

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SUWANNEE FORESTRY CENTER
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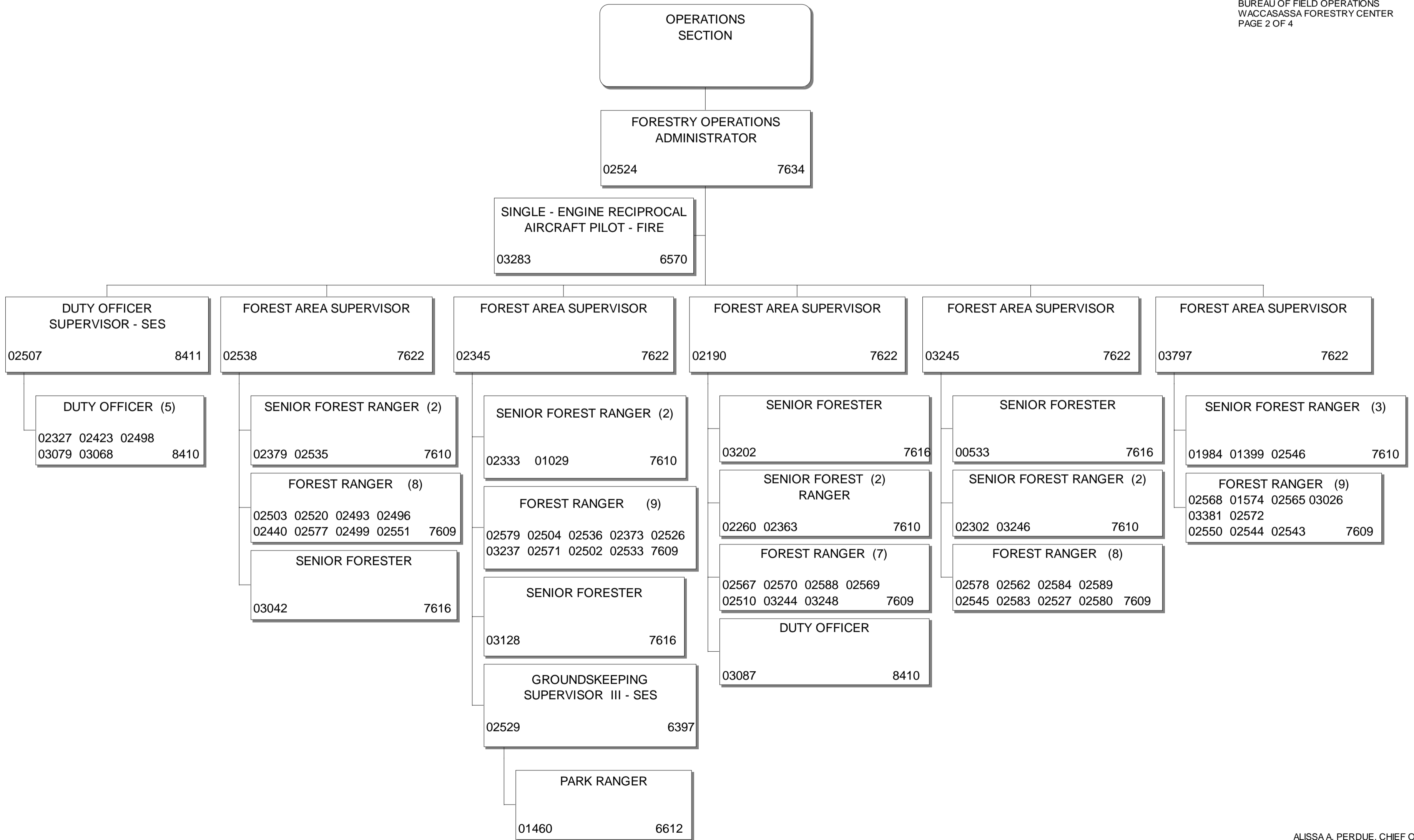
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
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**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

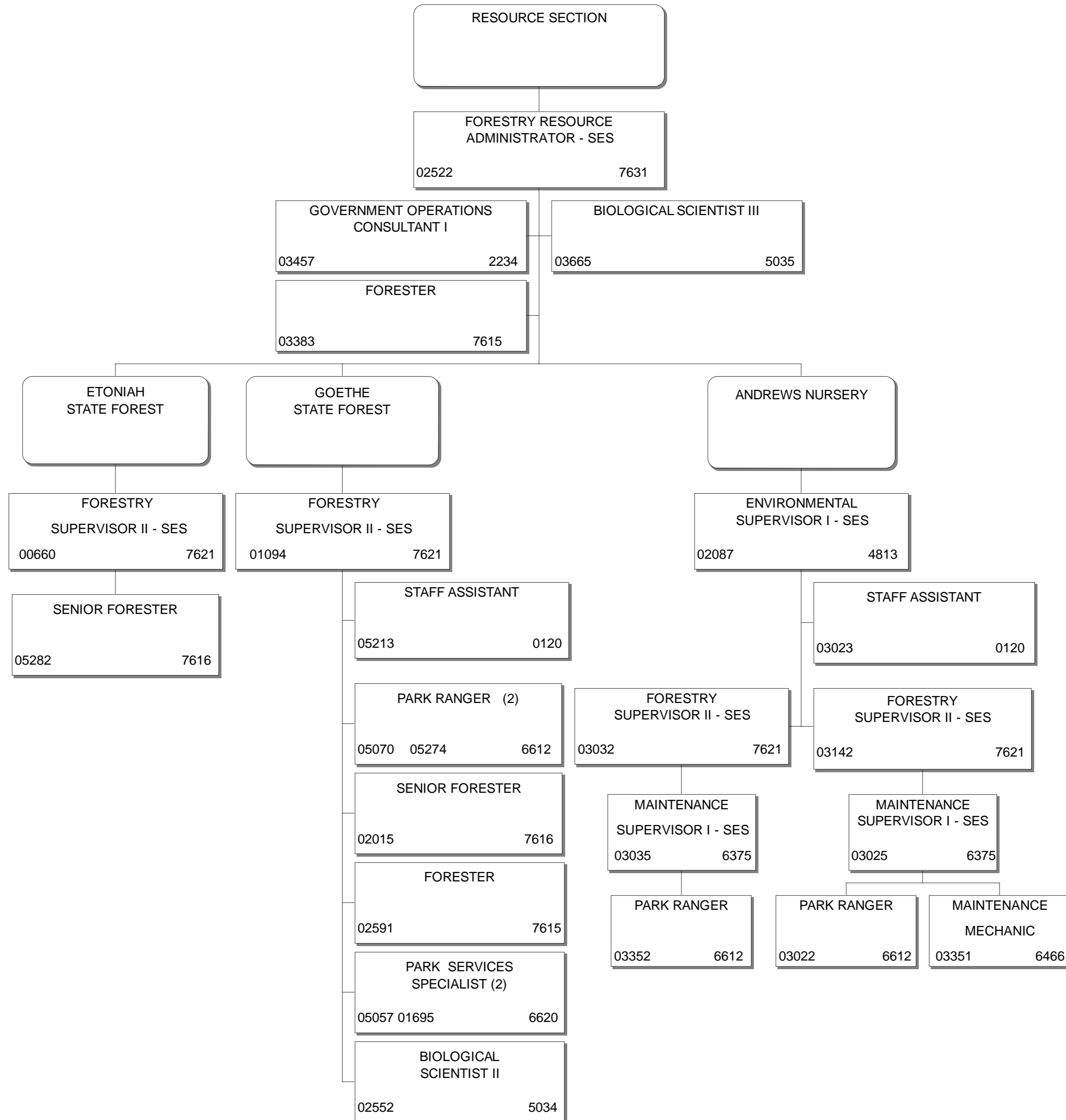
BUREAU OF FIELD OPERATIONS
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ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 5/17/2019

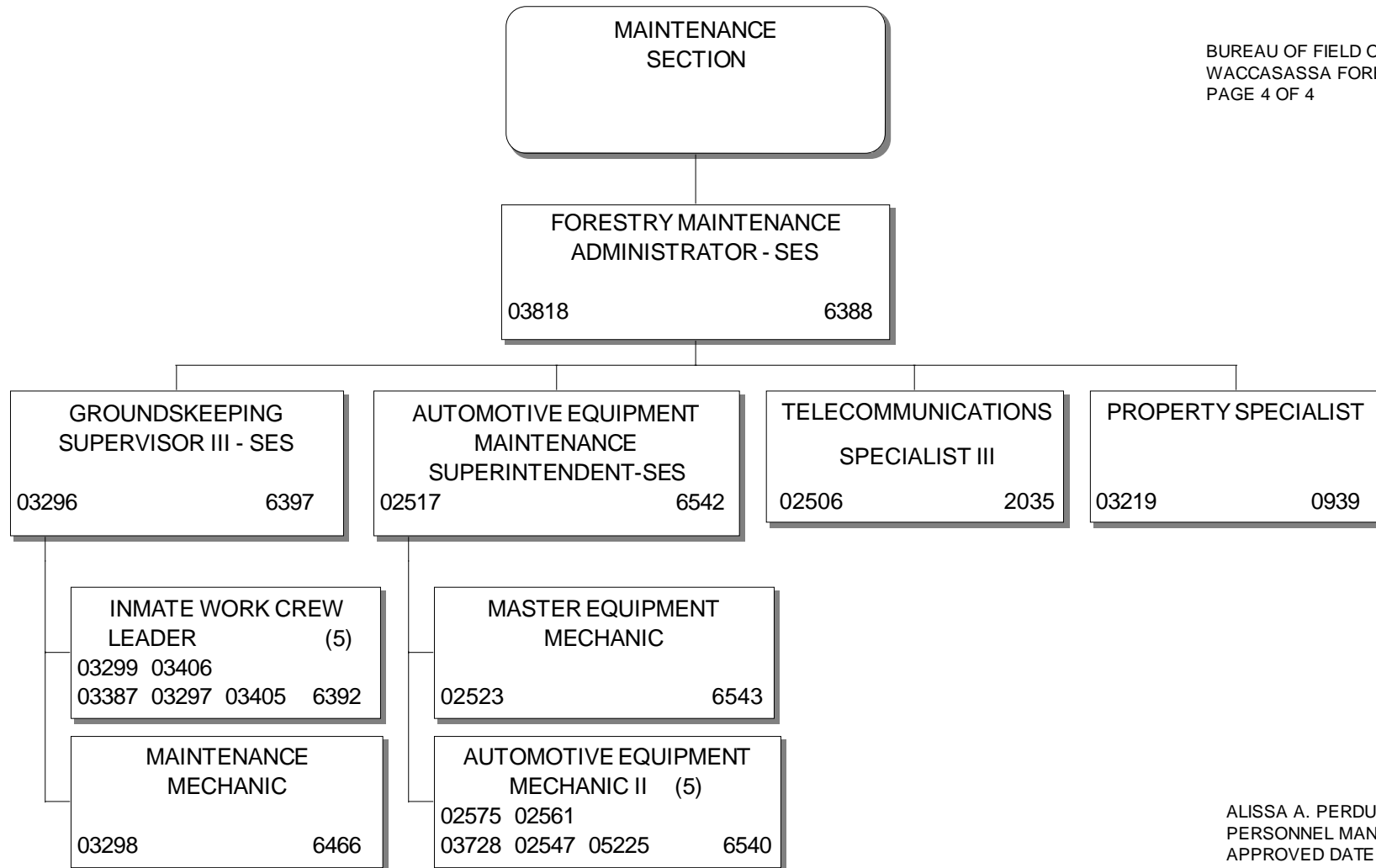
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

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WACCASASSA FORESTRY CENTER
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AND CONSUMER SERVICES
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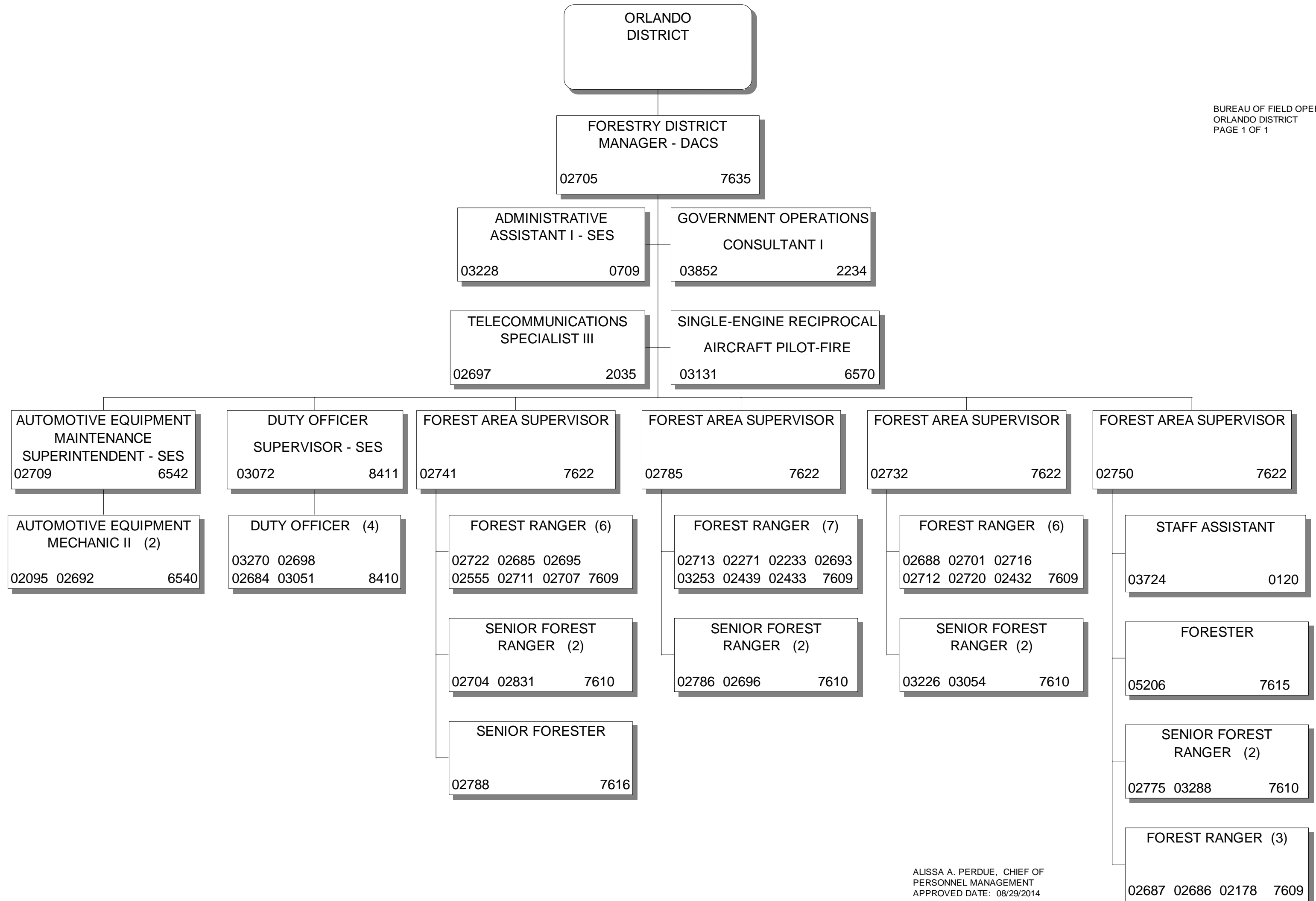
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 3/14/2019

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AND CONSUMER SERVICES
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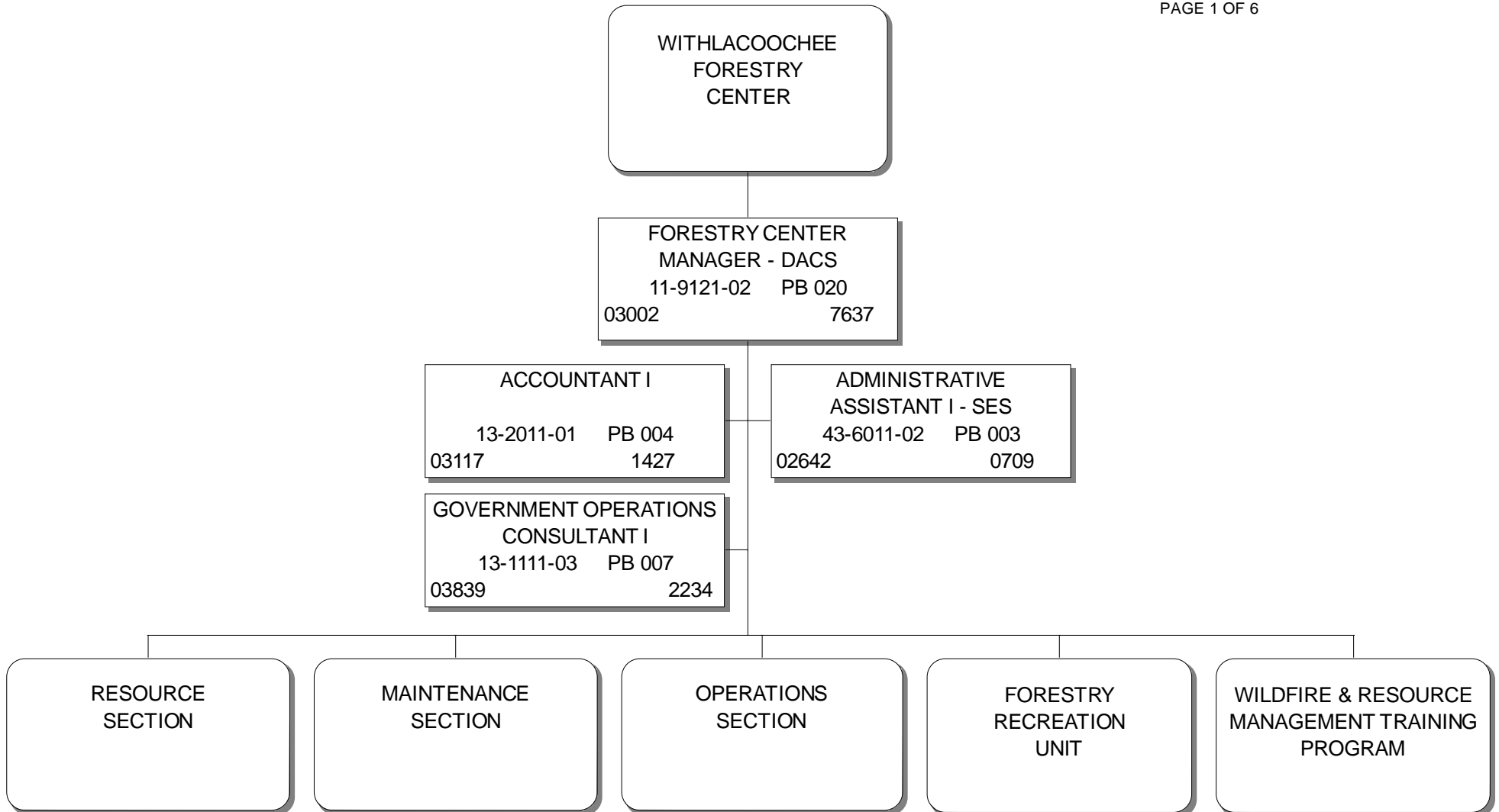
BUREAU OF FIELD OPERATIONS
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ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 08/29/2014

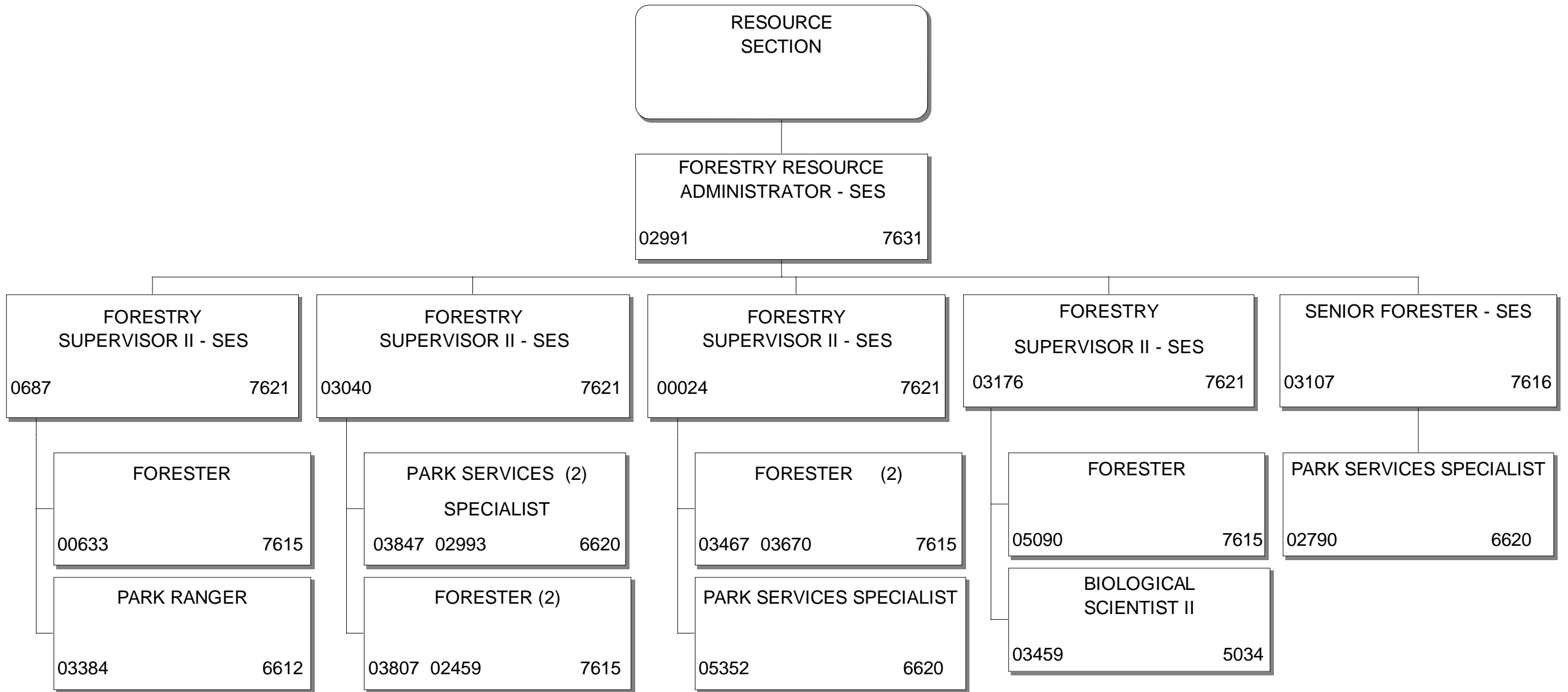
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

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WITHLACOOCHEE FORESTRY CENTER
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AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

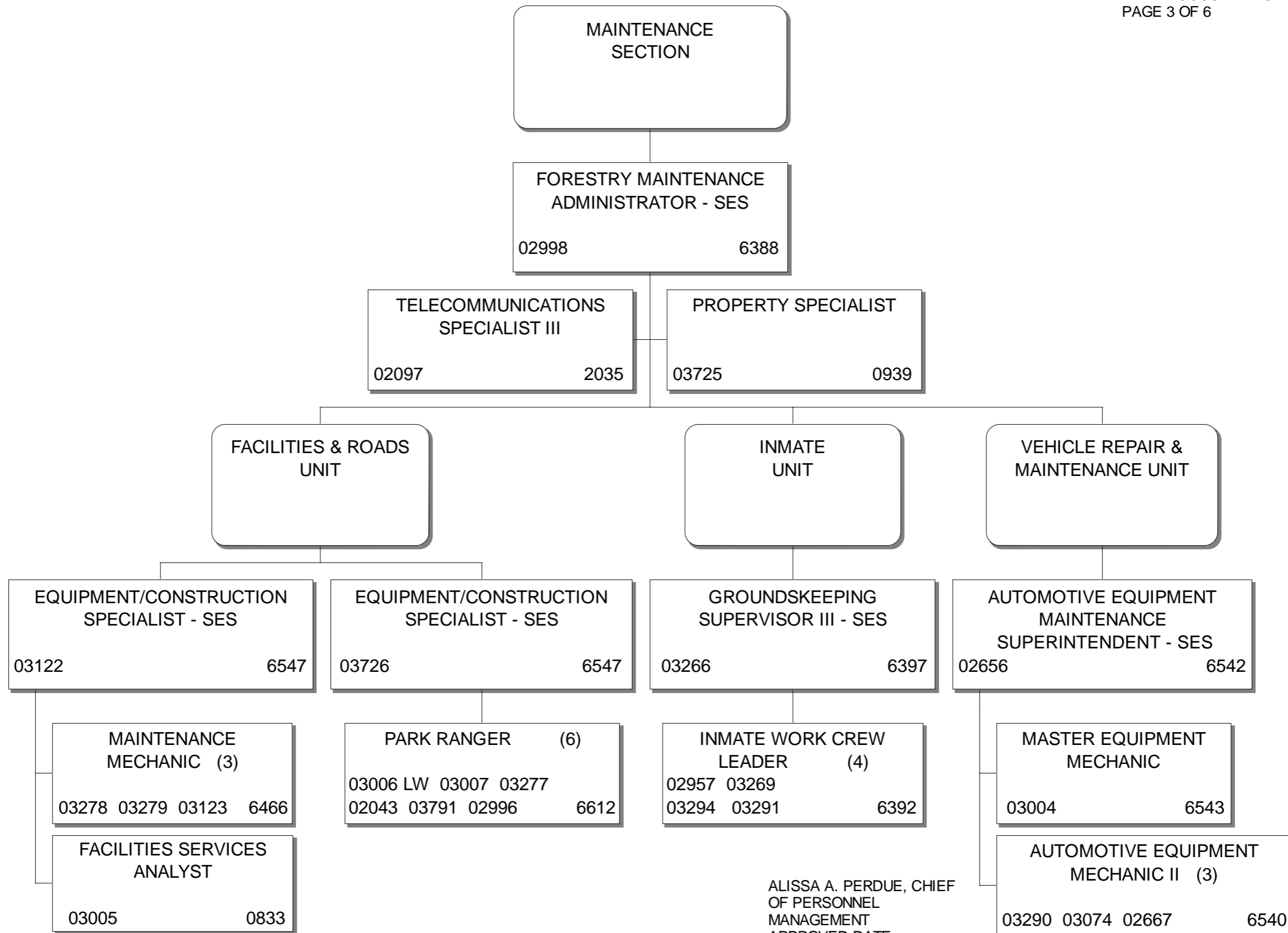
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 6/29/2018

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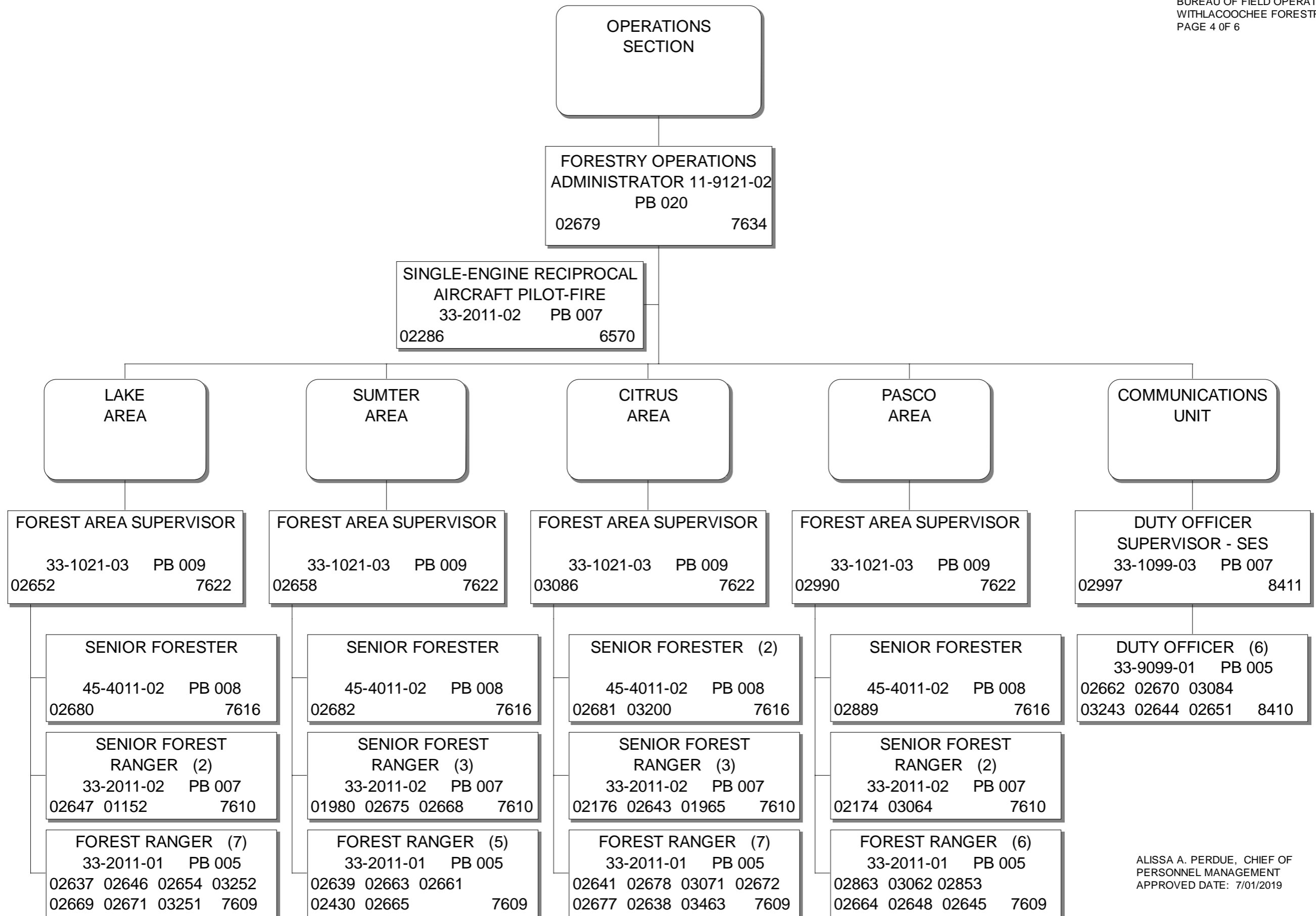
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ALISSA A. PERDUE, CHIEF
OF PERSONNEL
MANAGEMENT
APPROVED DATE:
12/16/2016

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AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

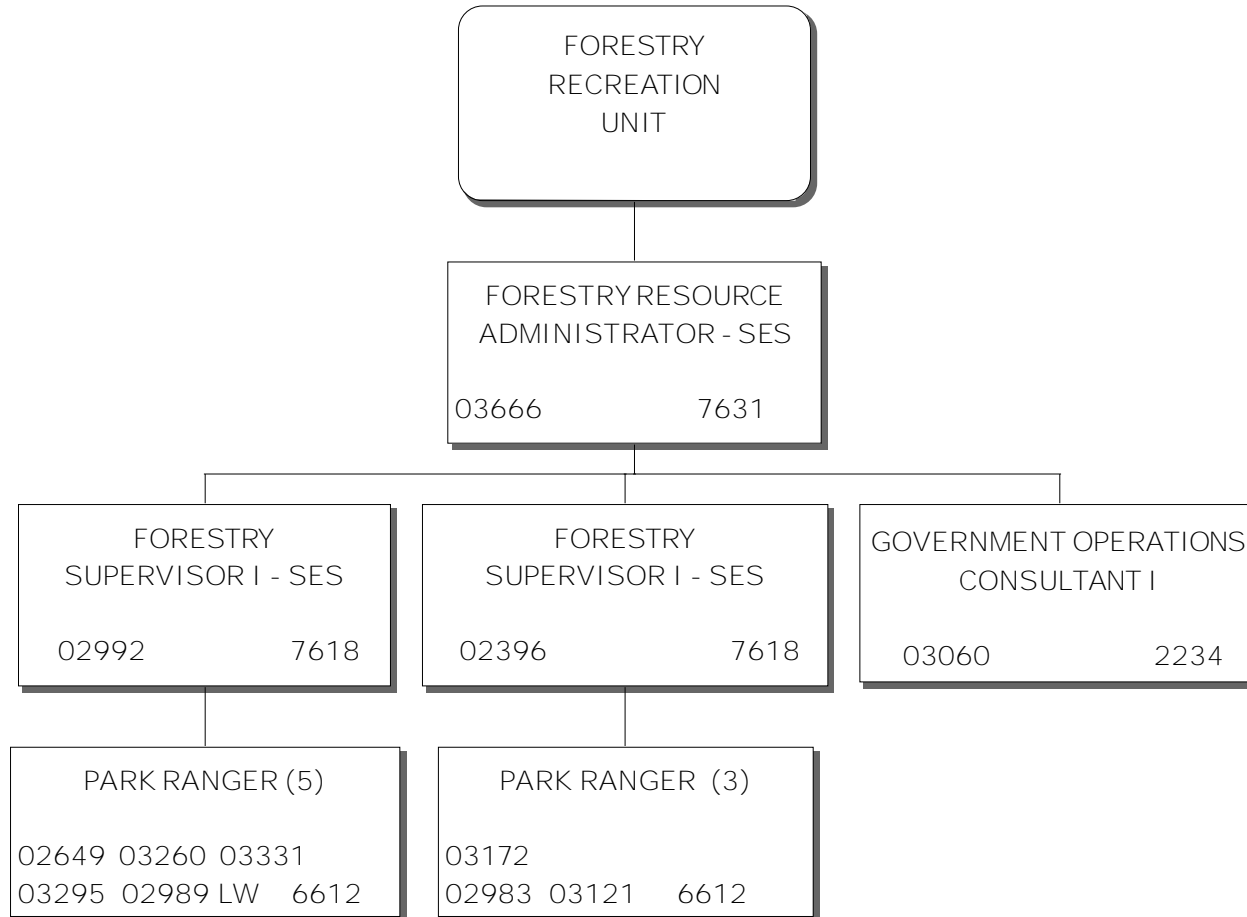
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ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 7/01/2019

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AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

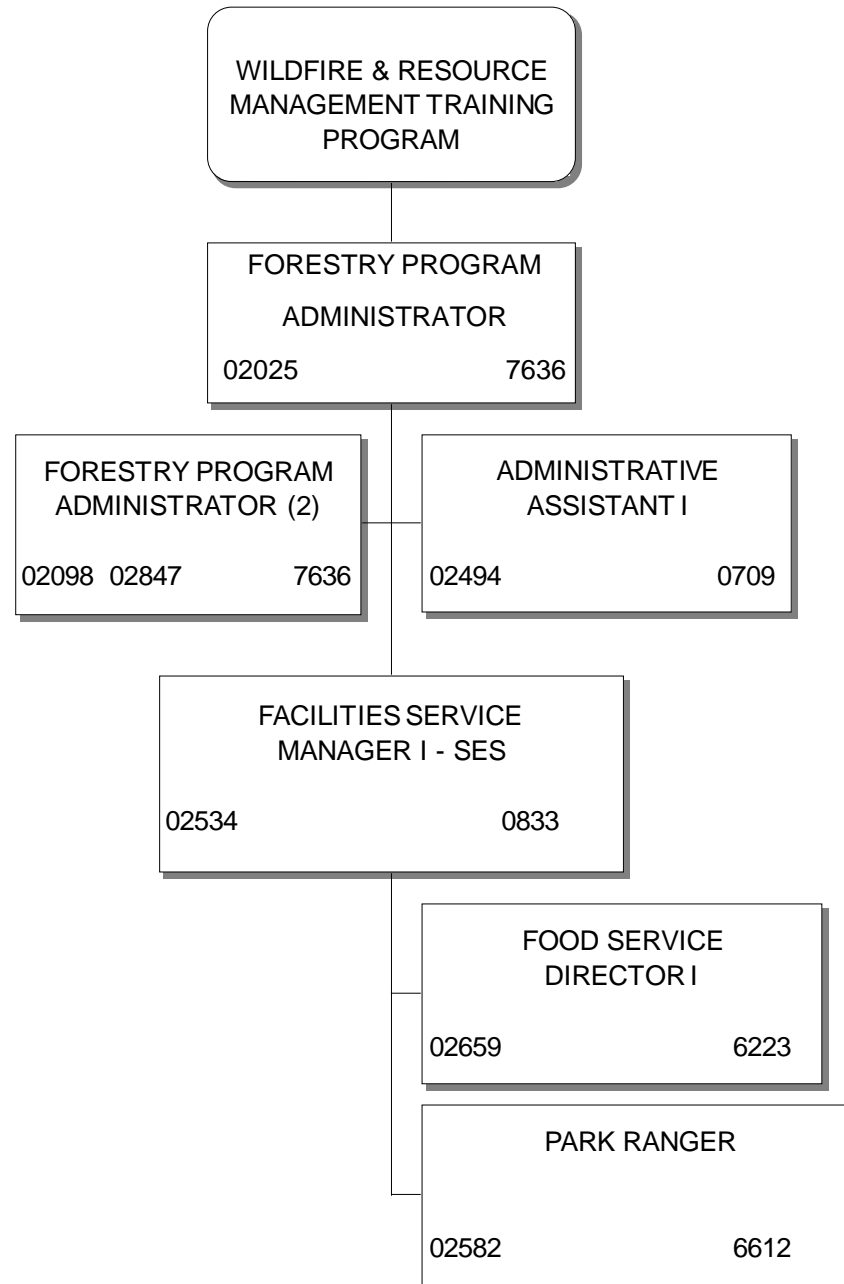
BUREAU OF FIELD OPERATIONS
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 6/22/2012

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

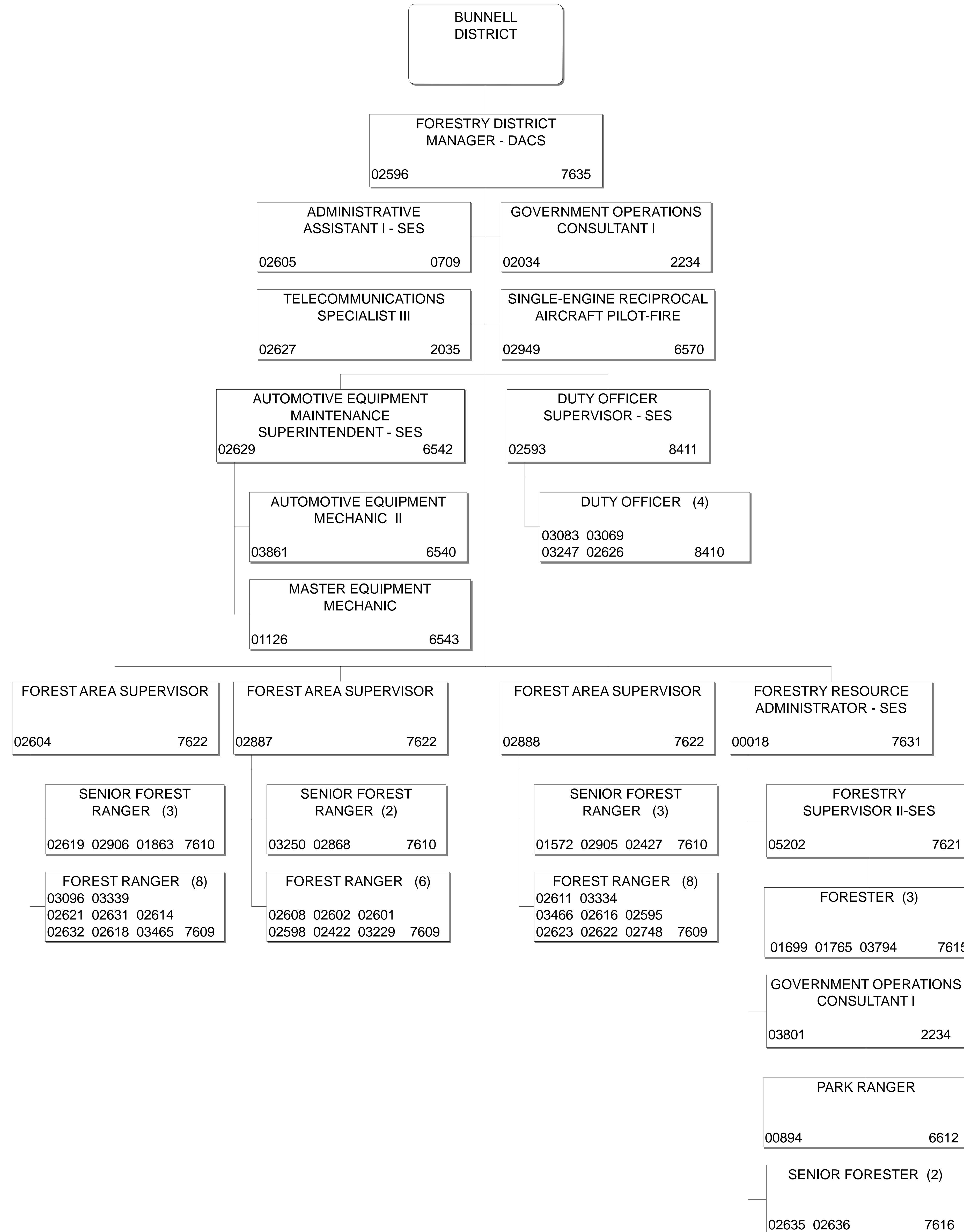
BUREAU OF FIELD OPERATIONS
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 6/30/2017

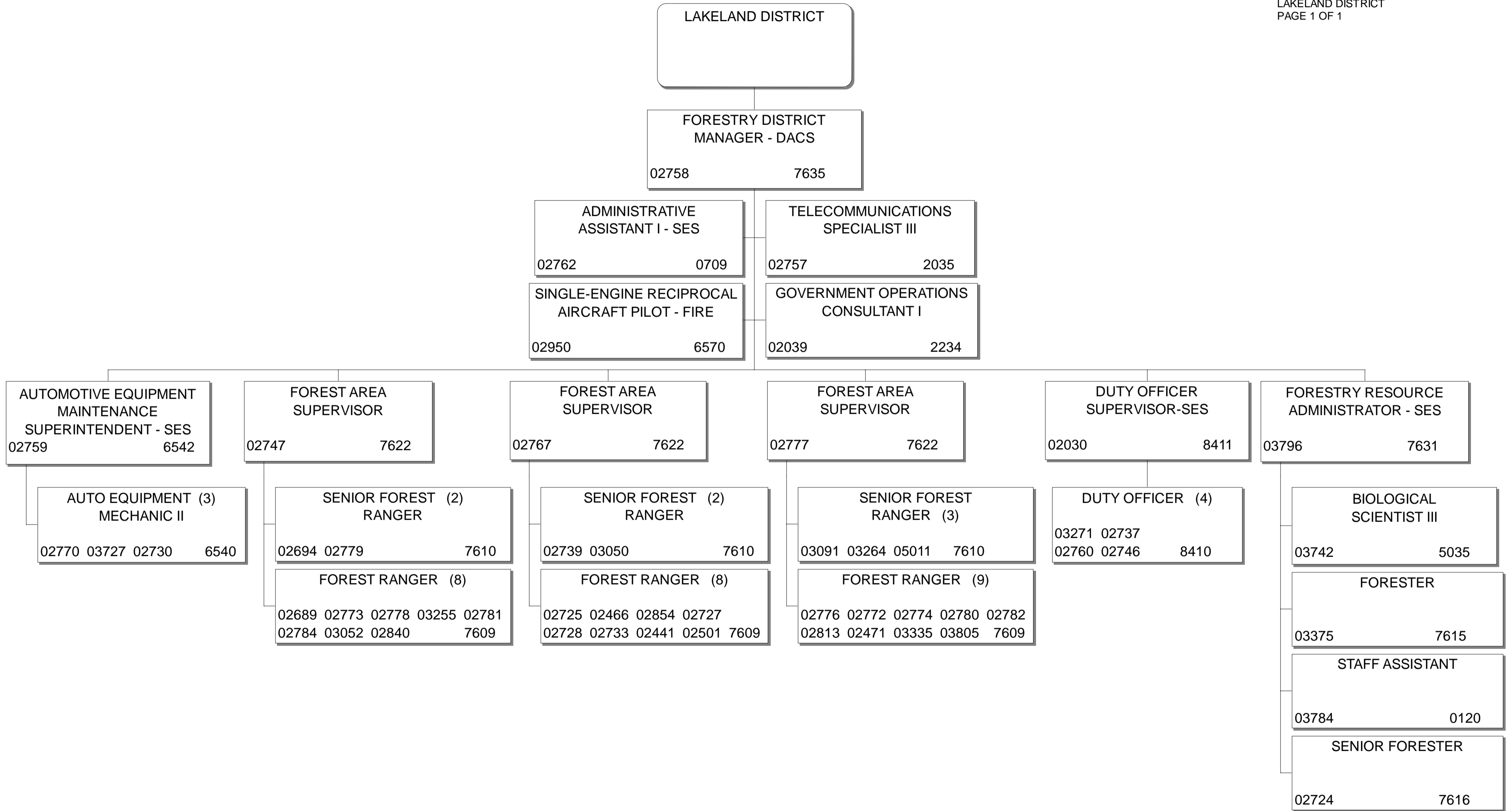
DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE

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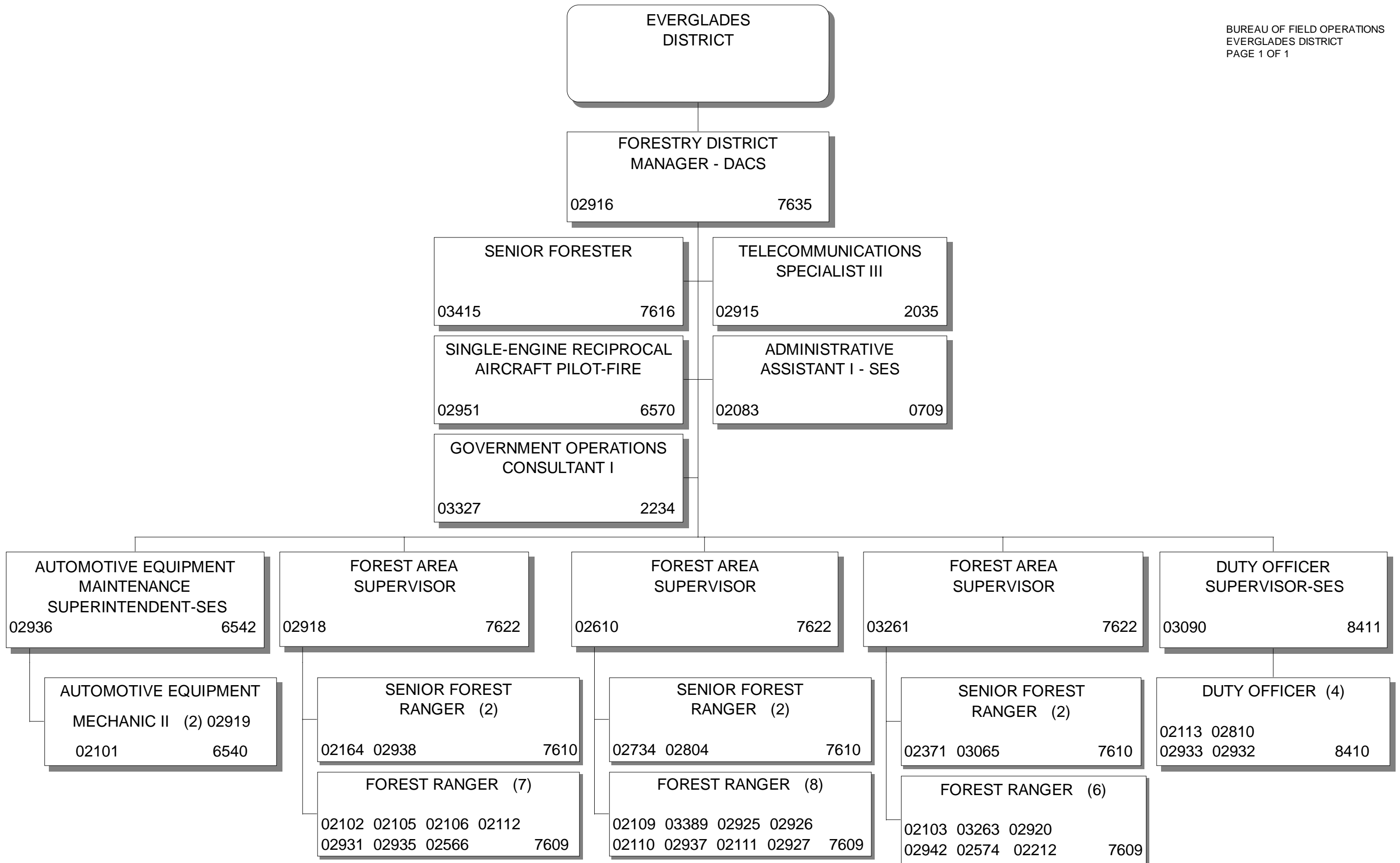
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

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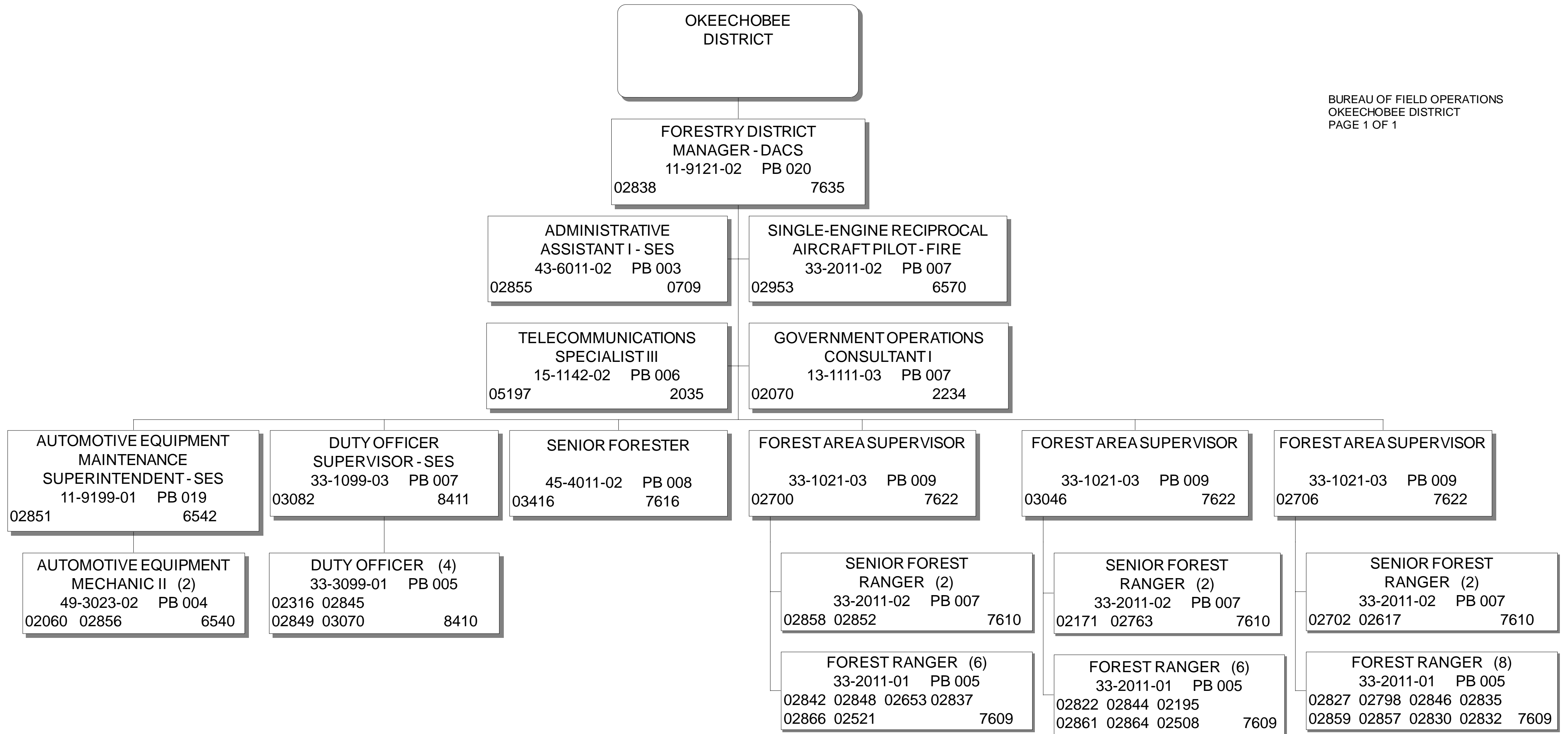
**DEPARTMENT OF AGRICULTURE
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FLORIDA FOREST SERVICE**

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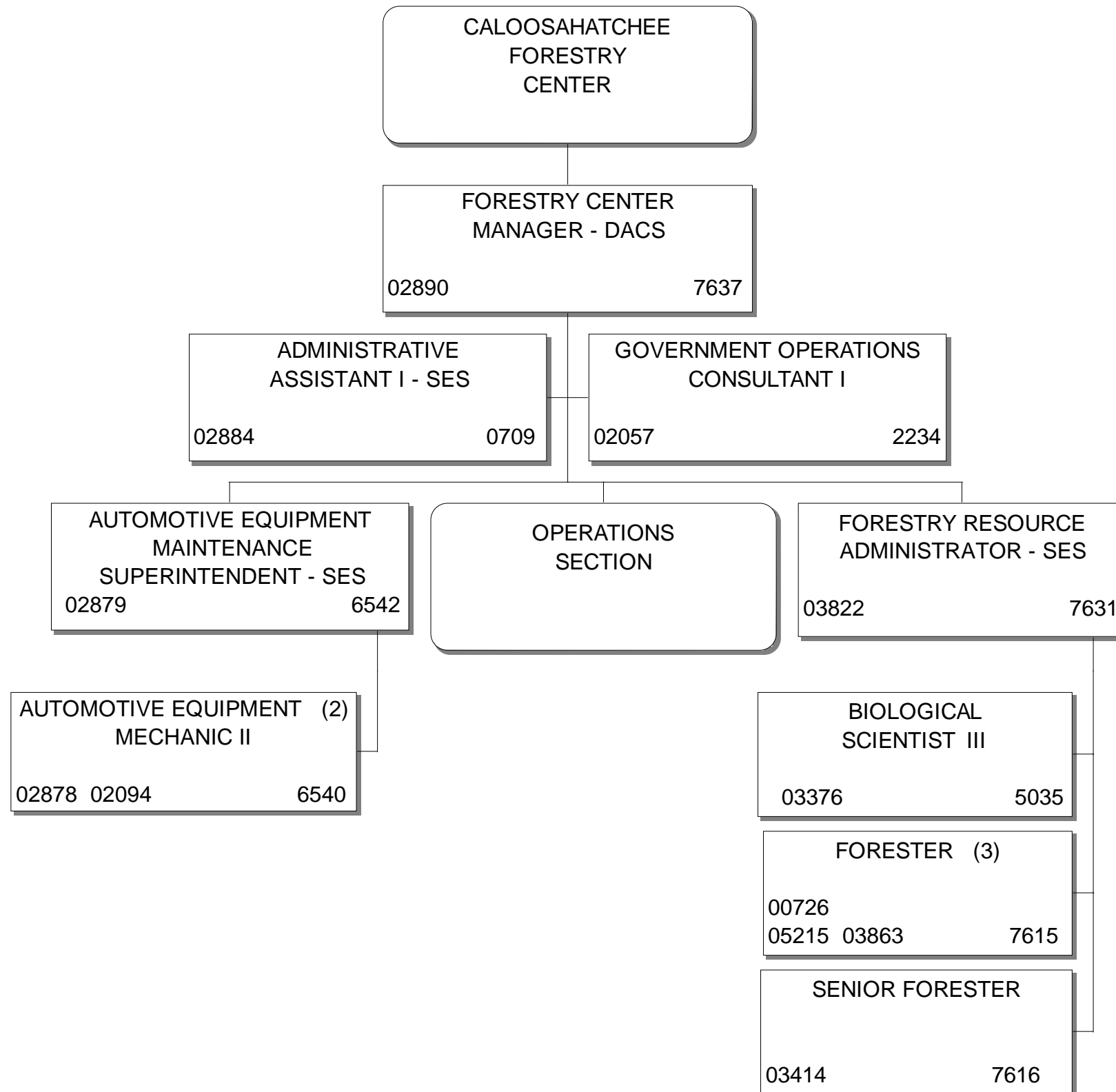
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AND CONSUMER SERVICES
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 7/01/2019

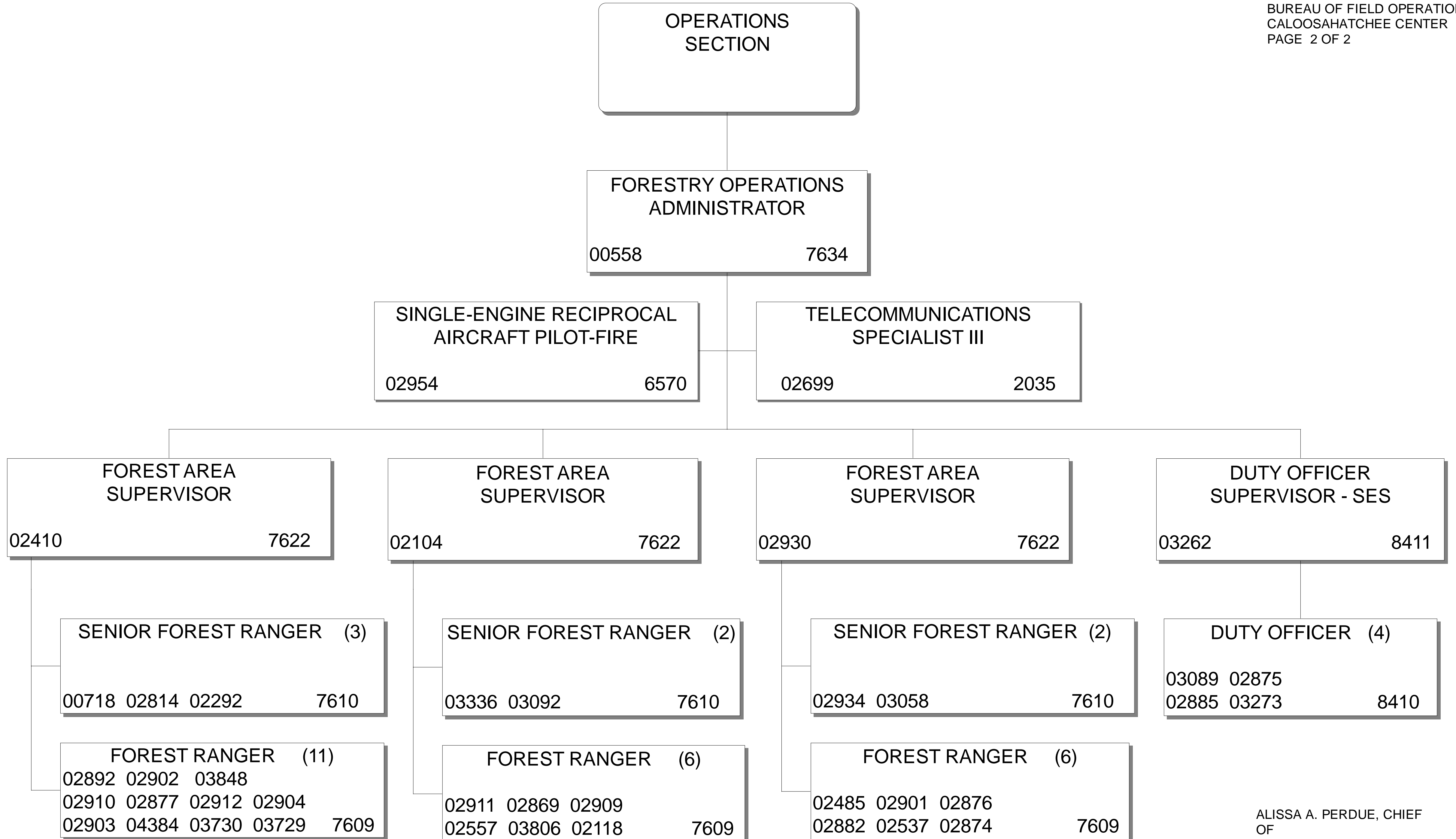
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AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**



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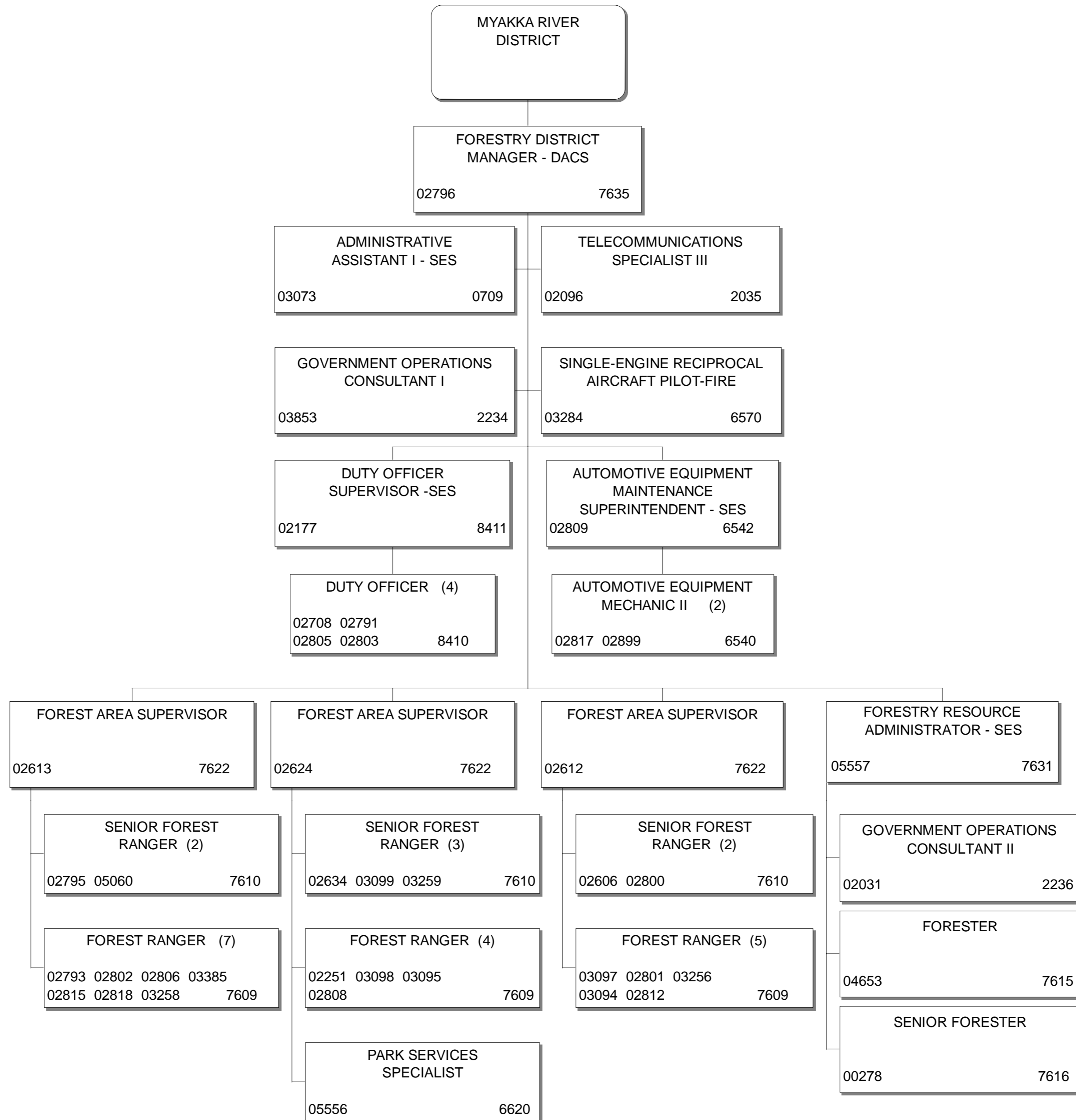
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

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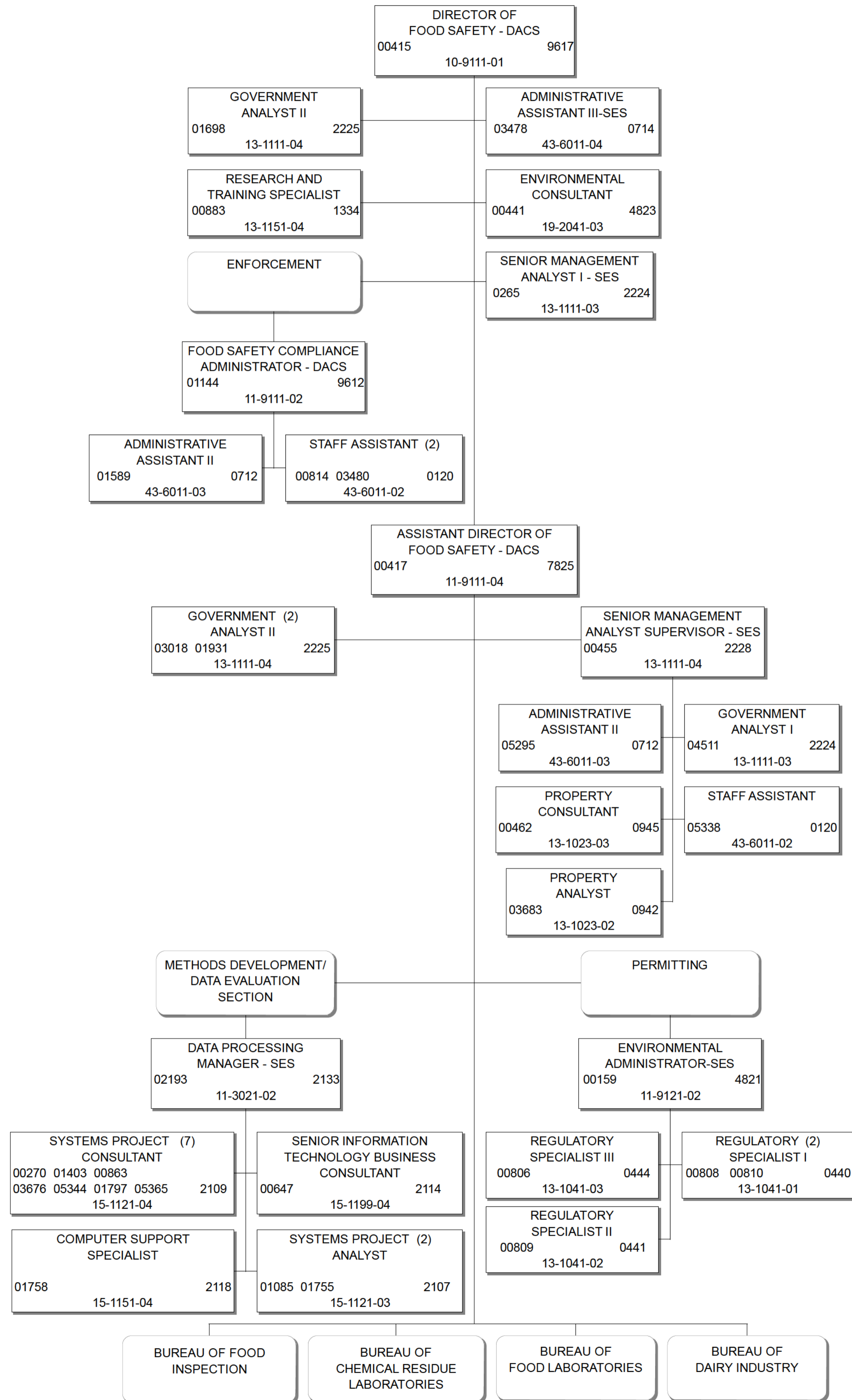
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AND CONSUMER SERVICES
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BUREAU OF FIELD OPERATIONS
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PAGE 1 OF 1



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

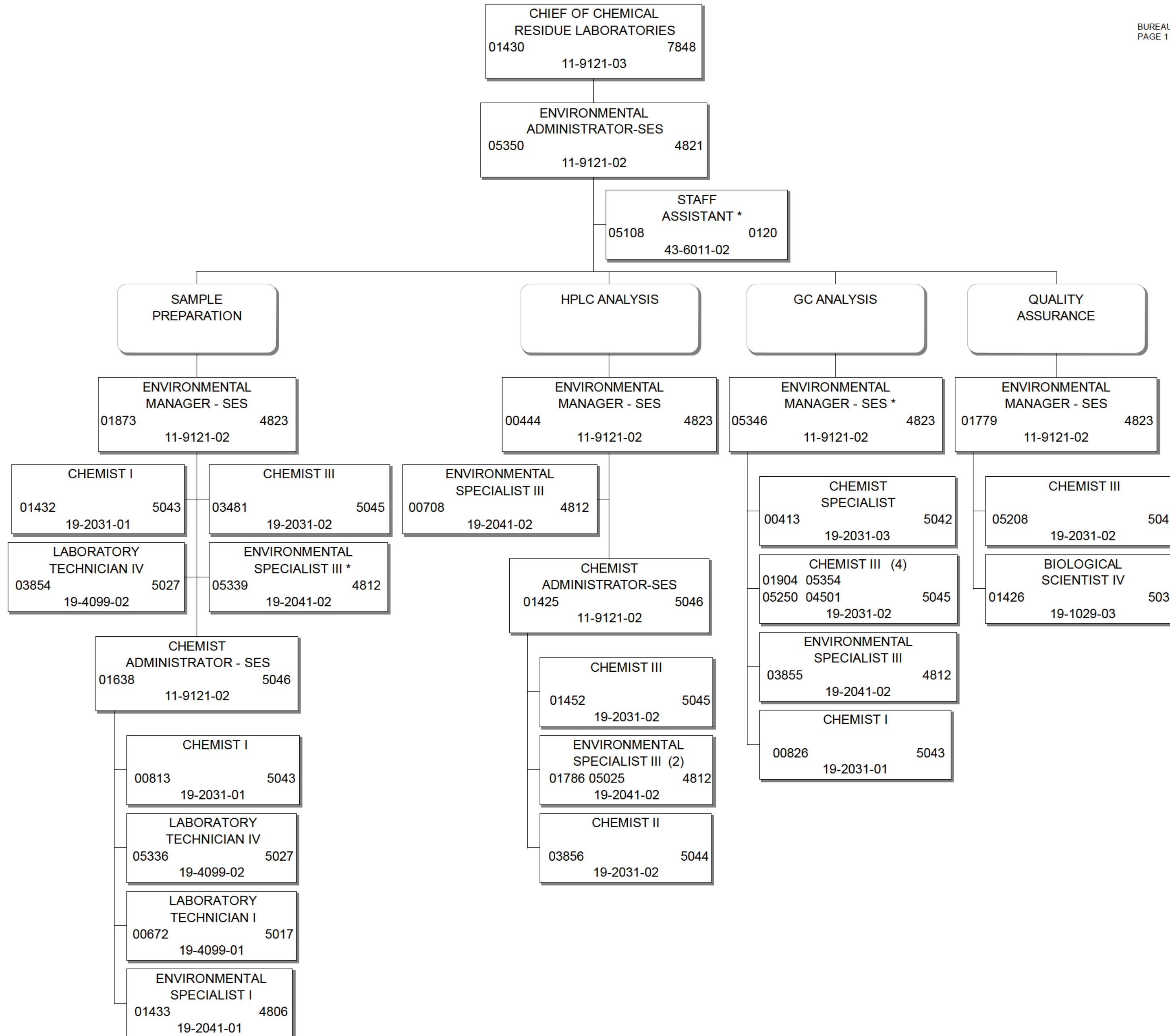
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ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 6/14/2019

DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES DIVISION OF FOOD SAFETY

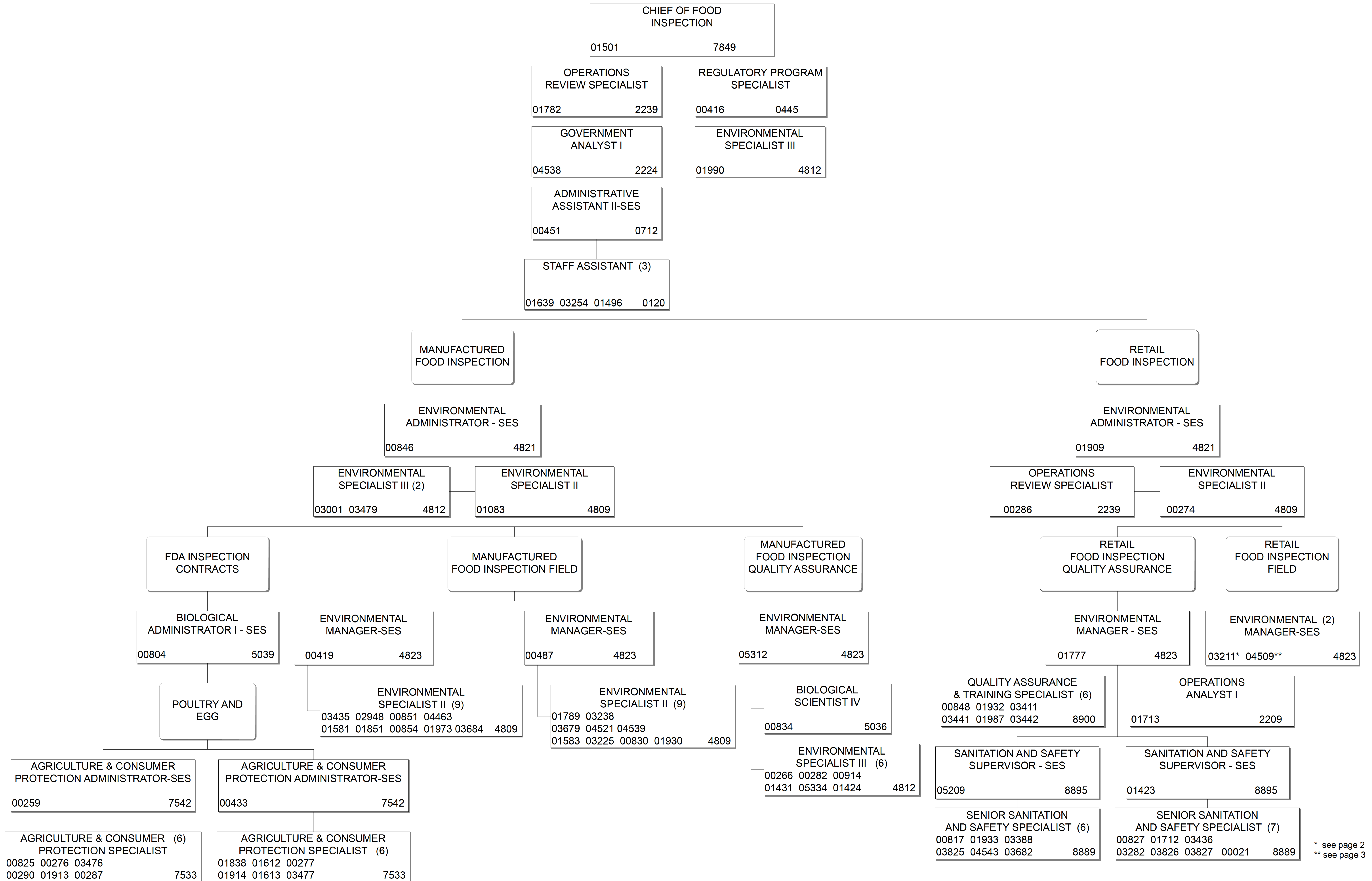
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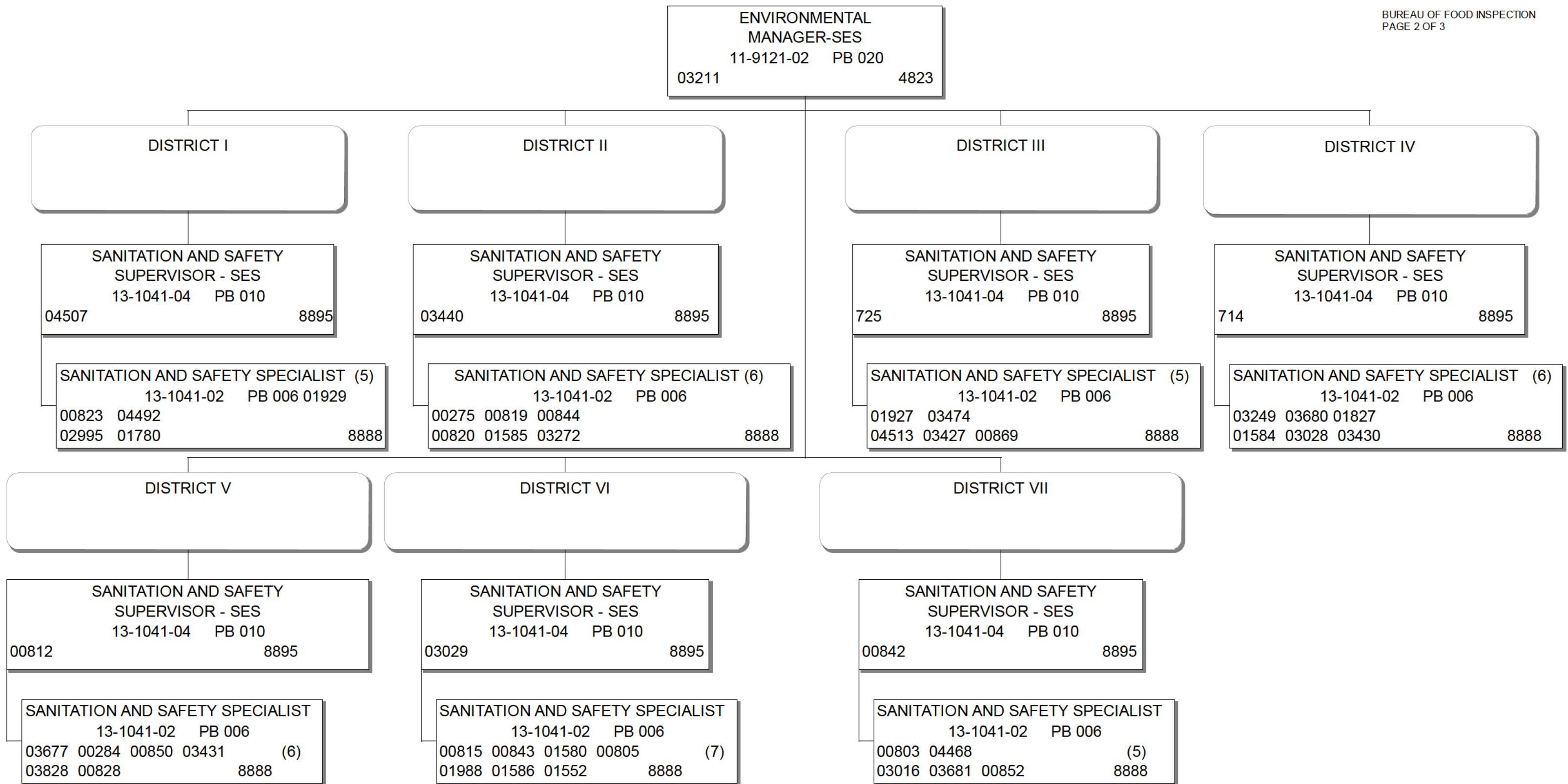
ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 4/5/2019

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

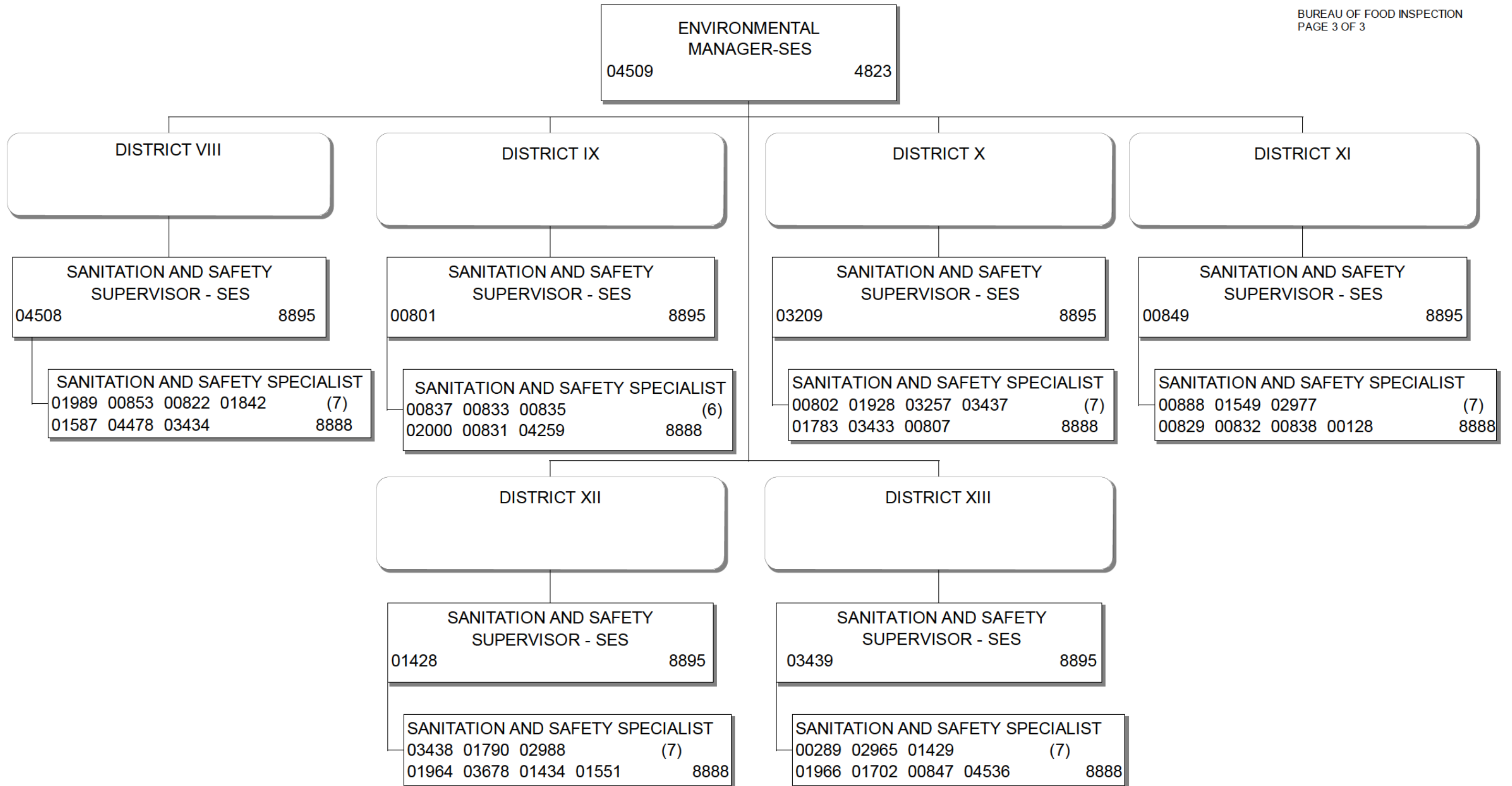


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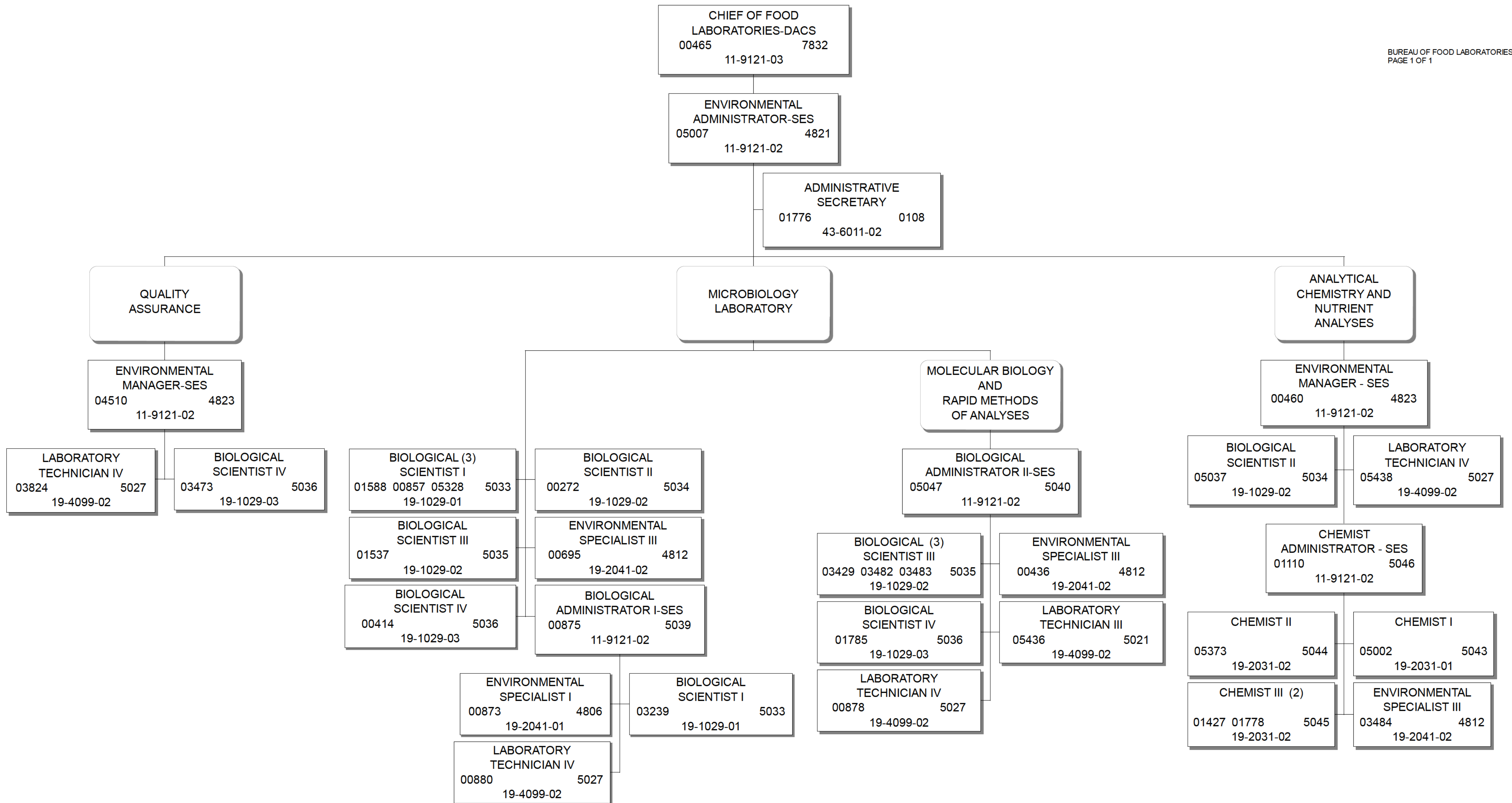
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF FOOD SAFETY**



**DEPARTMENT OF AGRICULTURE
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DIVISION OF FOOD SAFETY**

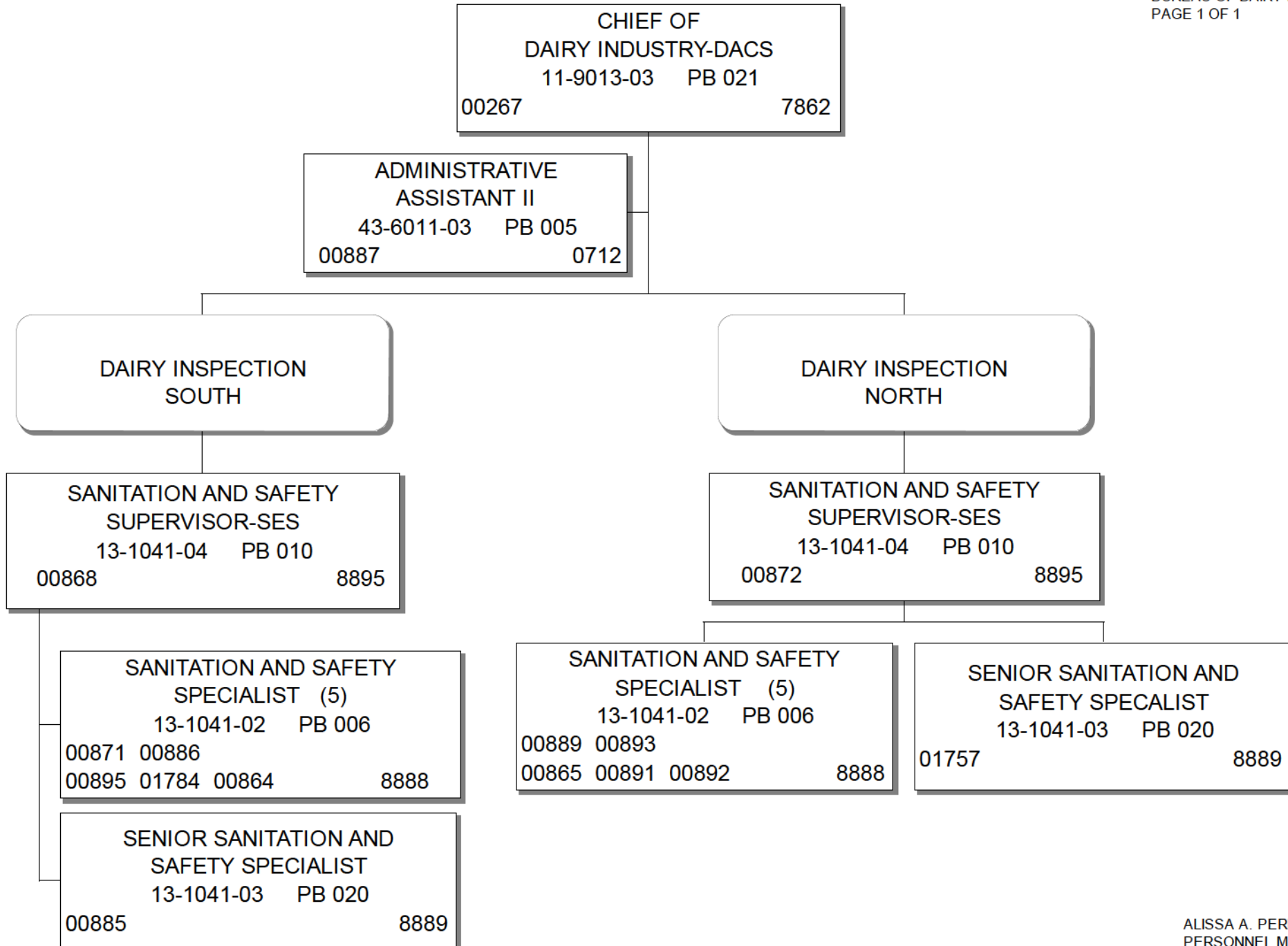


**DEPARTMENT OF AGRICULTURE
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DIVISION OF FOOD SAFETY**

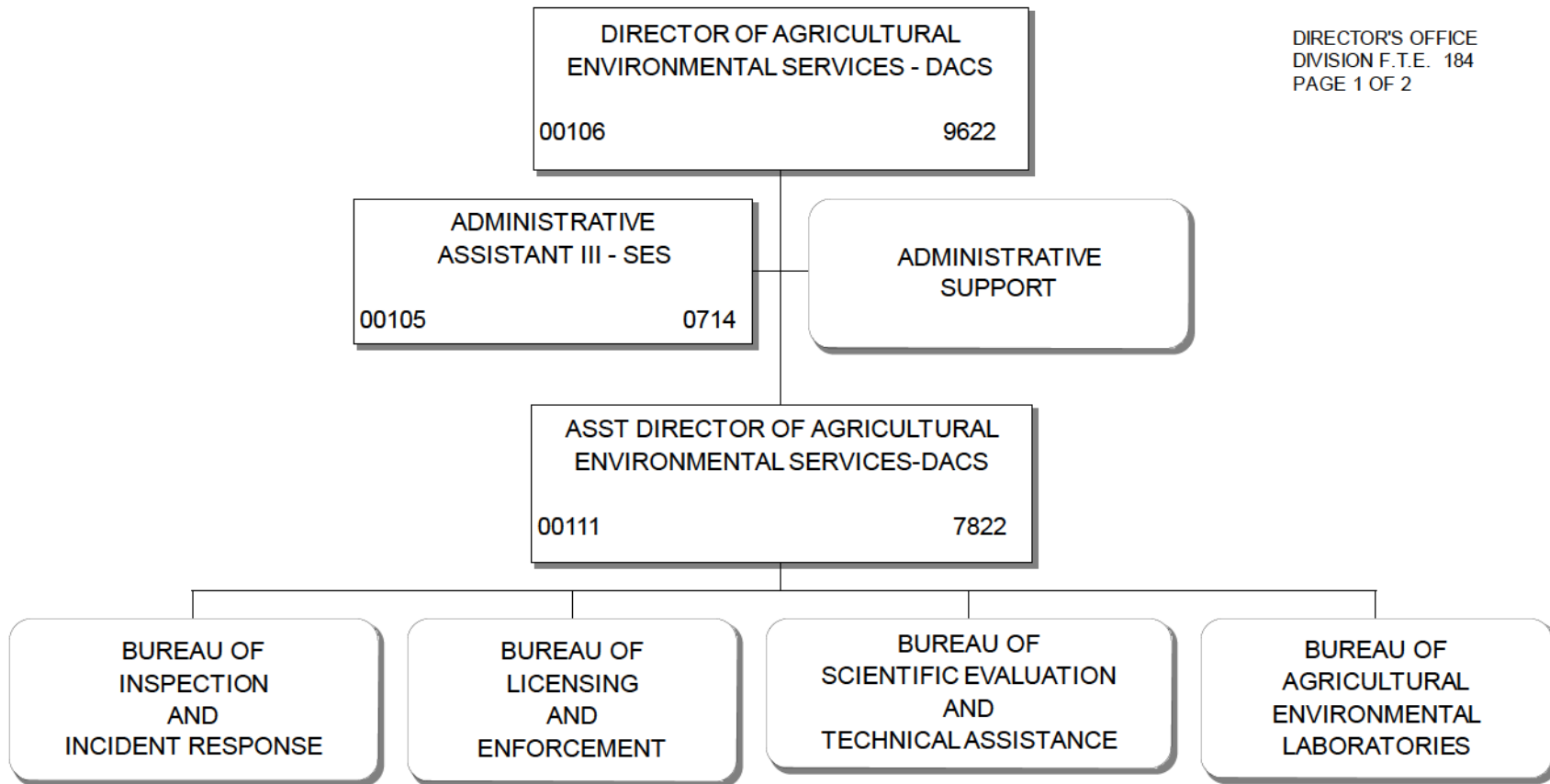


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF FOOD SAFETY**

BUREAU OF DAIRY INDUSTRY
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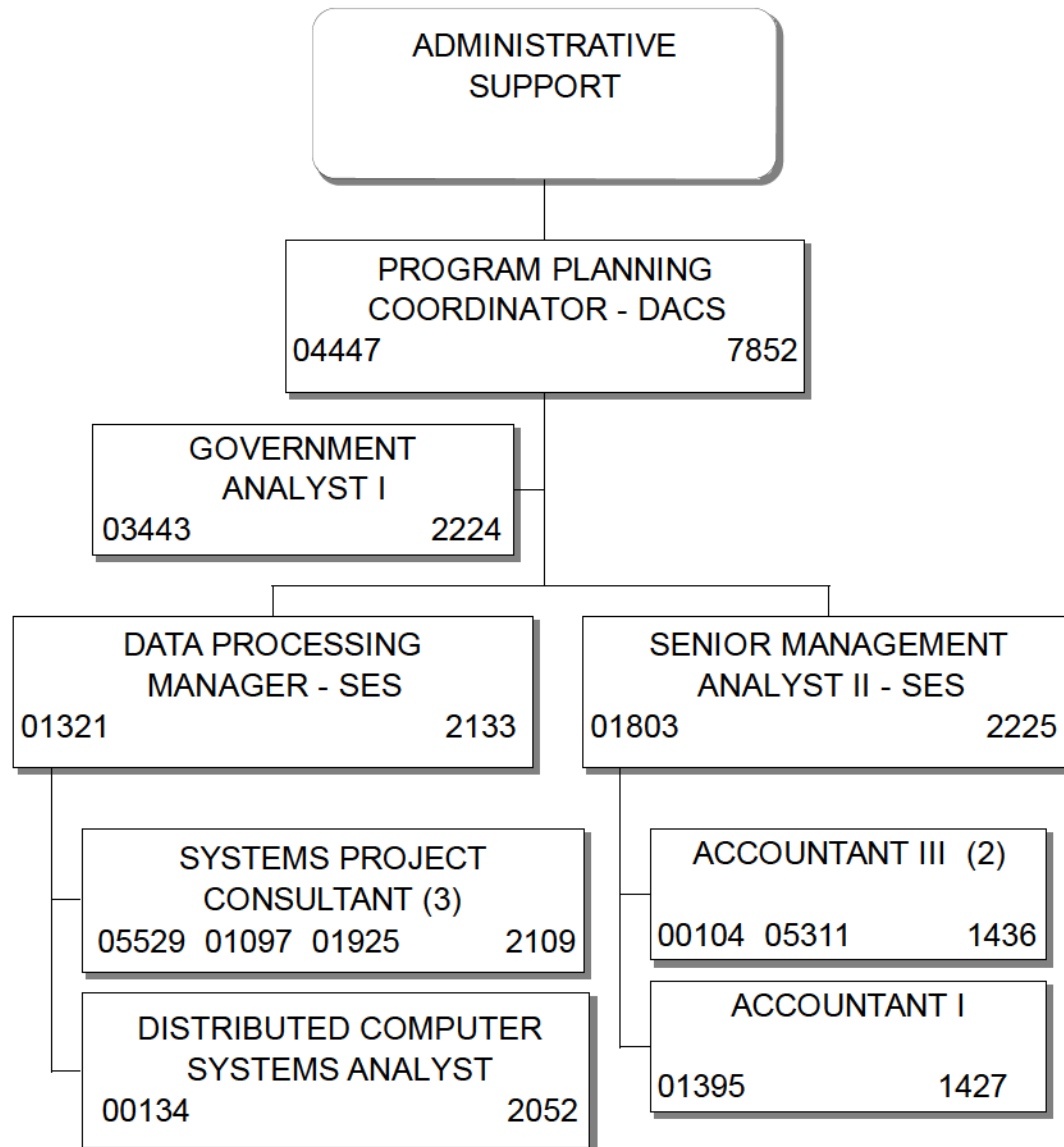
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AND CONSUMER SERVICES - DIVISION OF
AGRICULTURAL ENVIRONMENTAL SERVICES**



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AND CONSUMER SERVICES - DIVISION OF
AGRICULTURAL ENVIRONMENTAL SERVICES**

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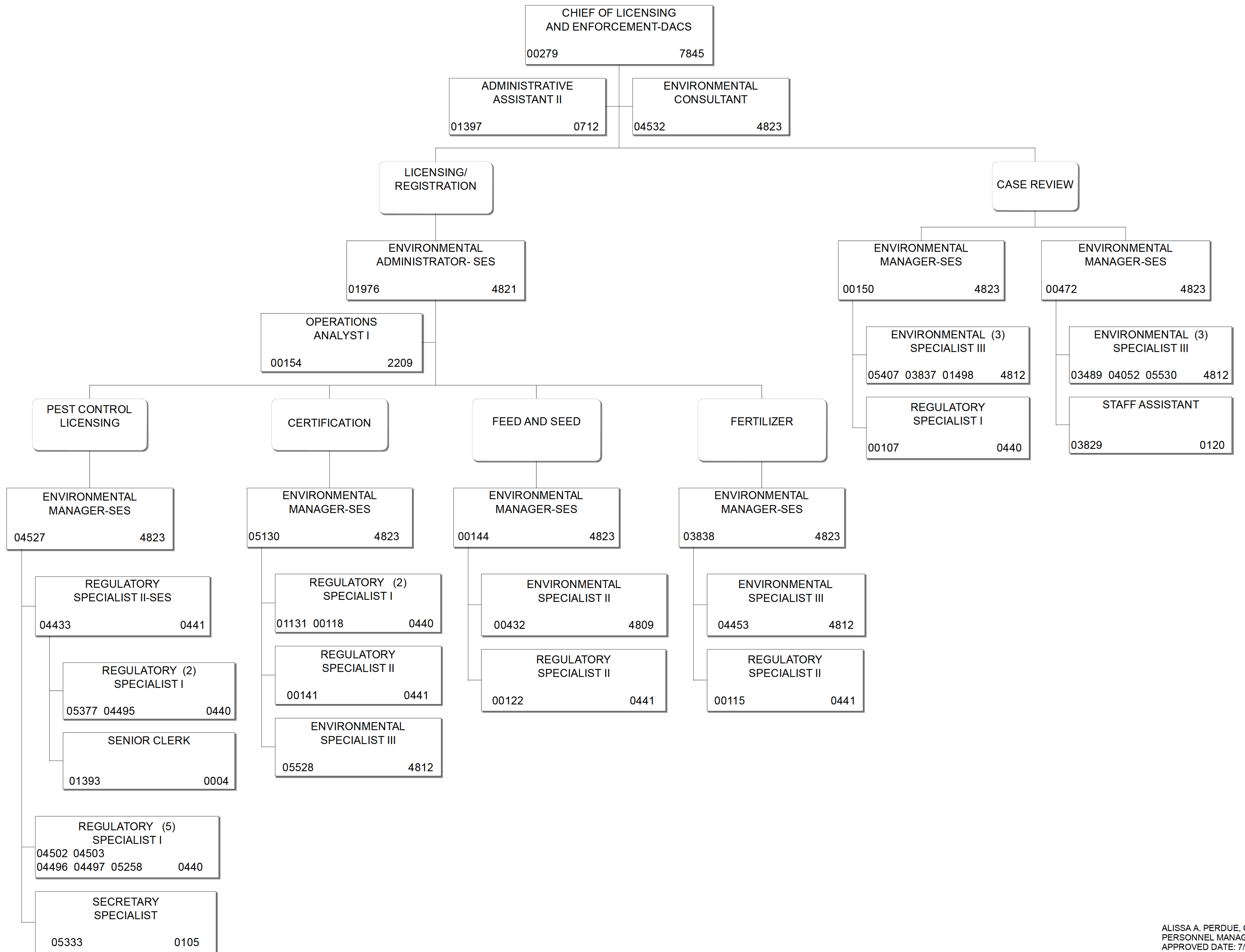


ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 11/3/2017

DEPARTMENT OF AGRICULTURE
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AGRICULTURAL ENVIRONMENTAL SERVICES

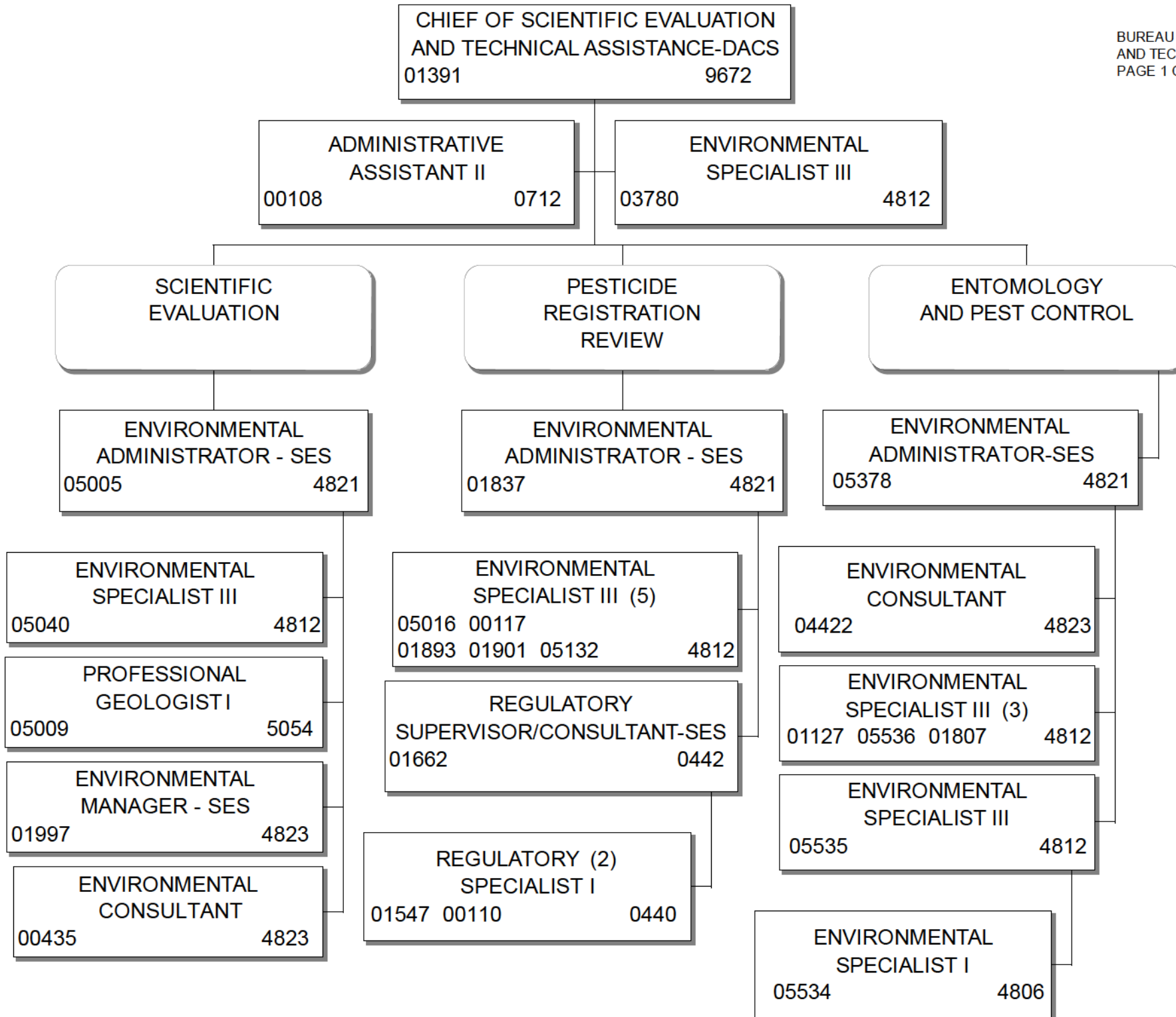


**DEPARTMENT OF AGRICULTURE
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AGRICULTURAL ENVIRONMENTAL SERVICES**



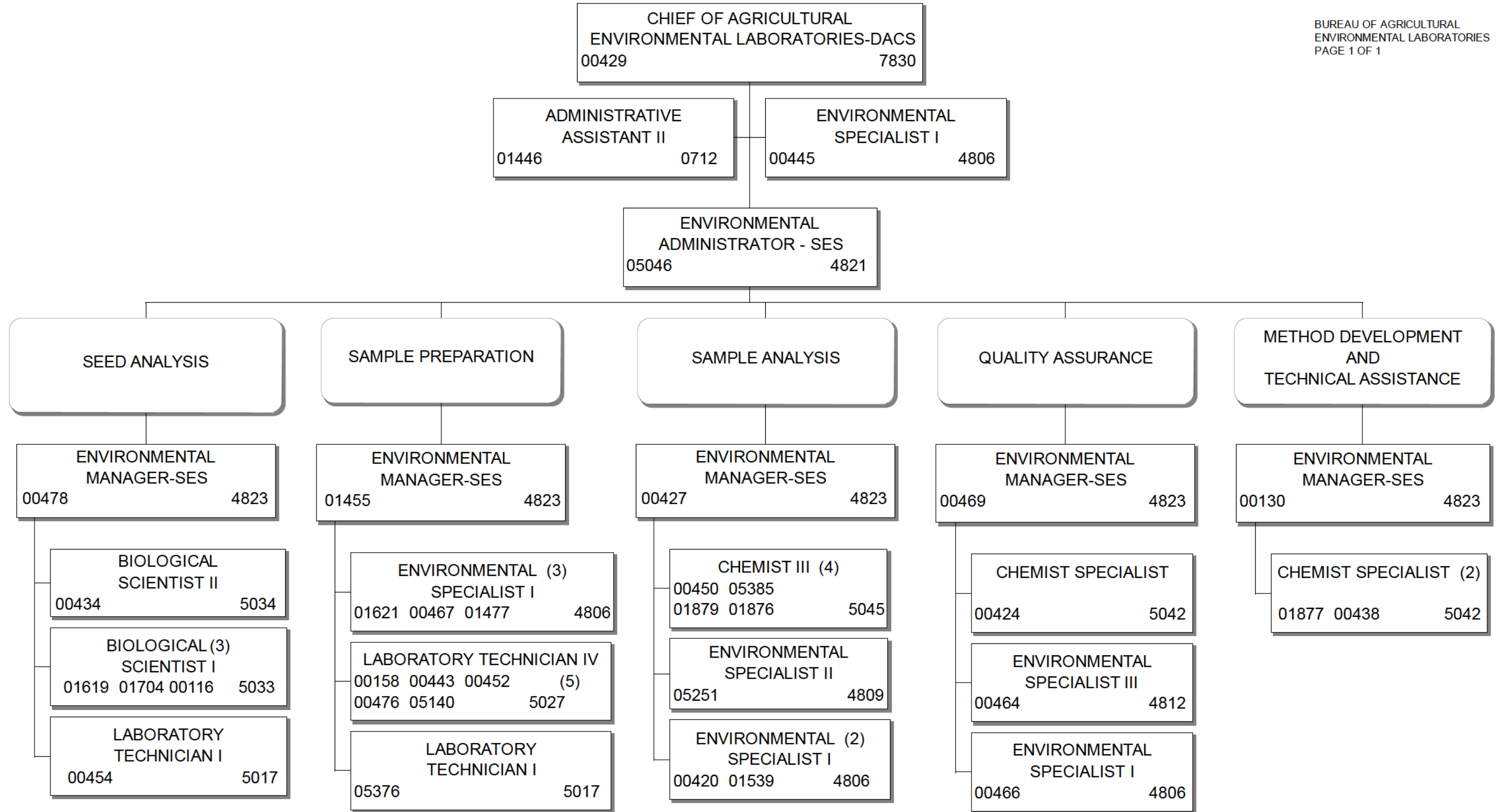
**DEPARTMENT OF AGRICULTURE
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AGRICULTURAL ENVIRONMENTAL SERVICES**

BUREAU OF SCIENTIFIC EVALUATION
AND TECHNICAL ASSISTANCE
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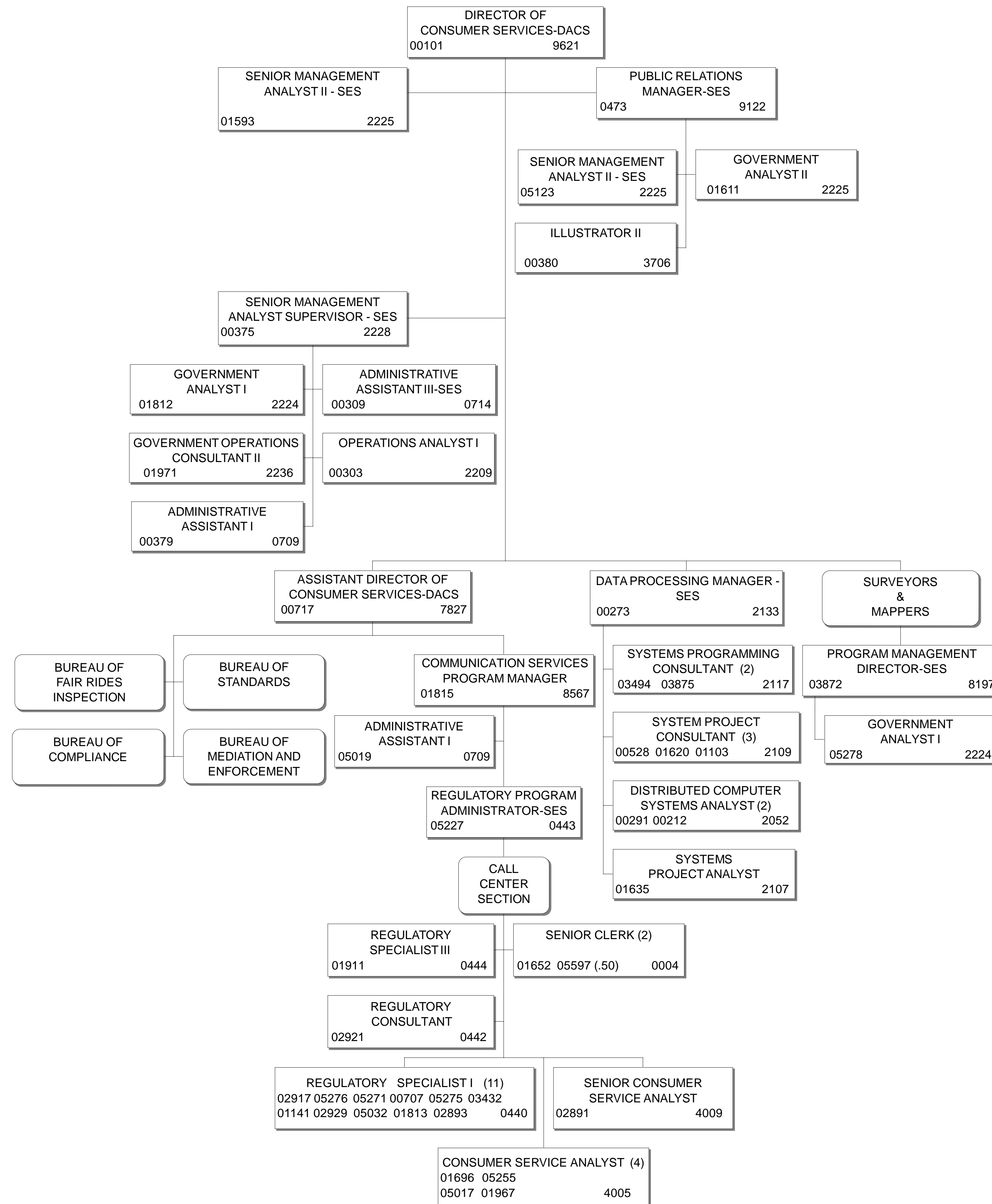


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES - DIVISION OF
AGRICULTURAL ENVIRONMENTAL SERVICES**

BUREAU OF AGRICULTURAL
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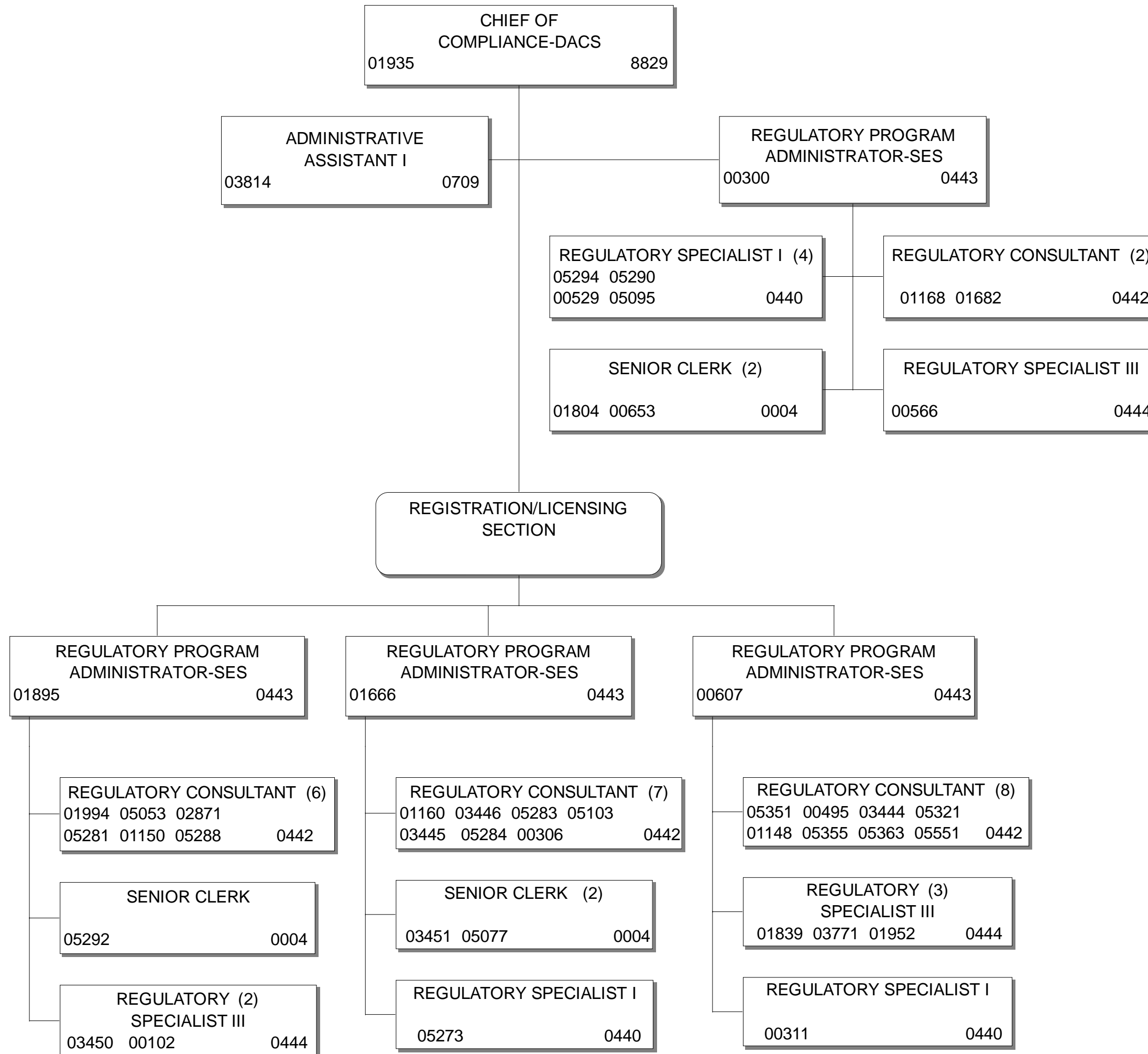


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF CONSUMER SERVICES**



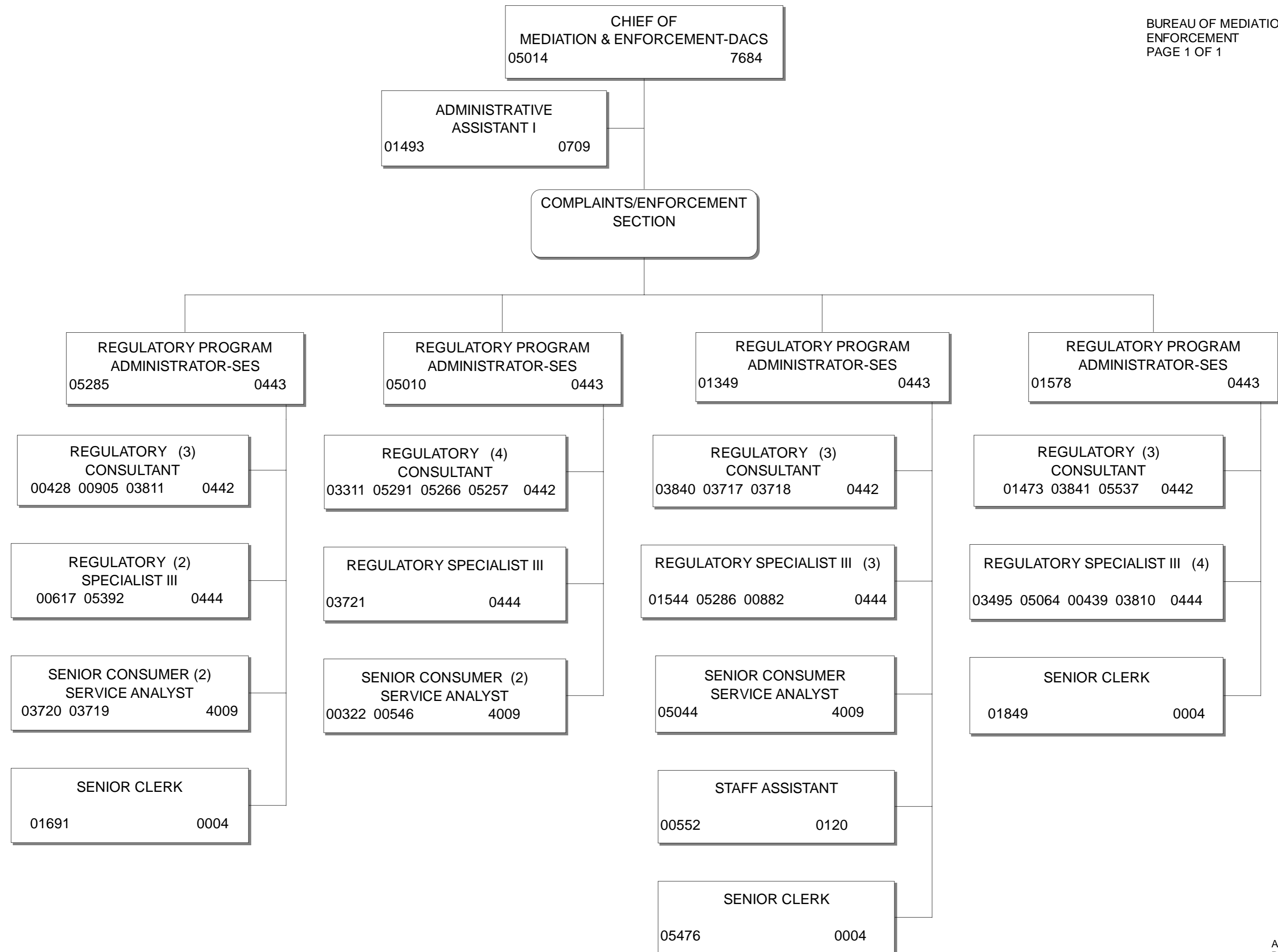
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AND CONSUMER SERVICES
DIVISION OF CONSUMER SERVICES**

BUREAU OF COMPLIANCE
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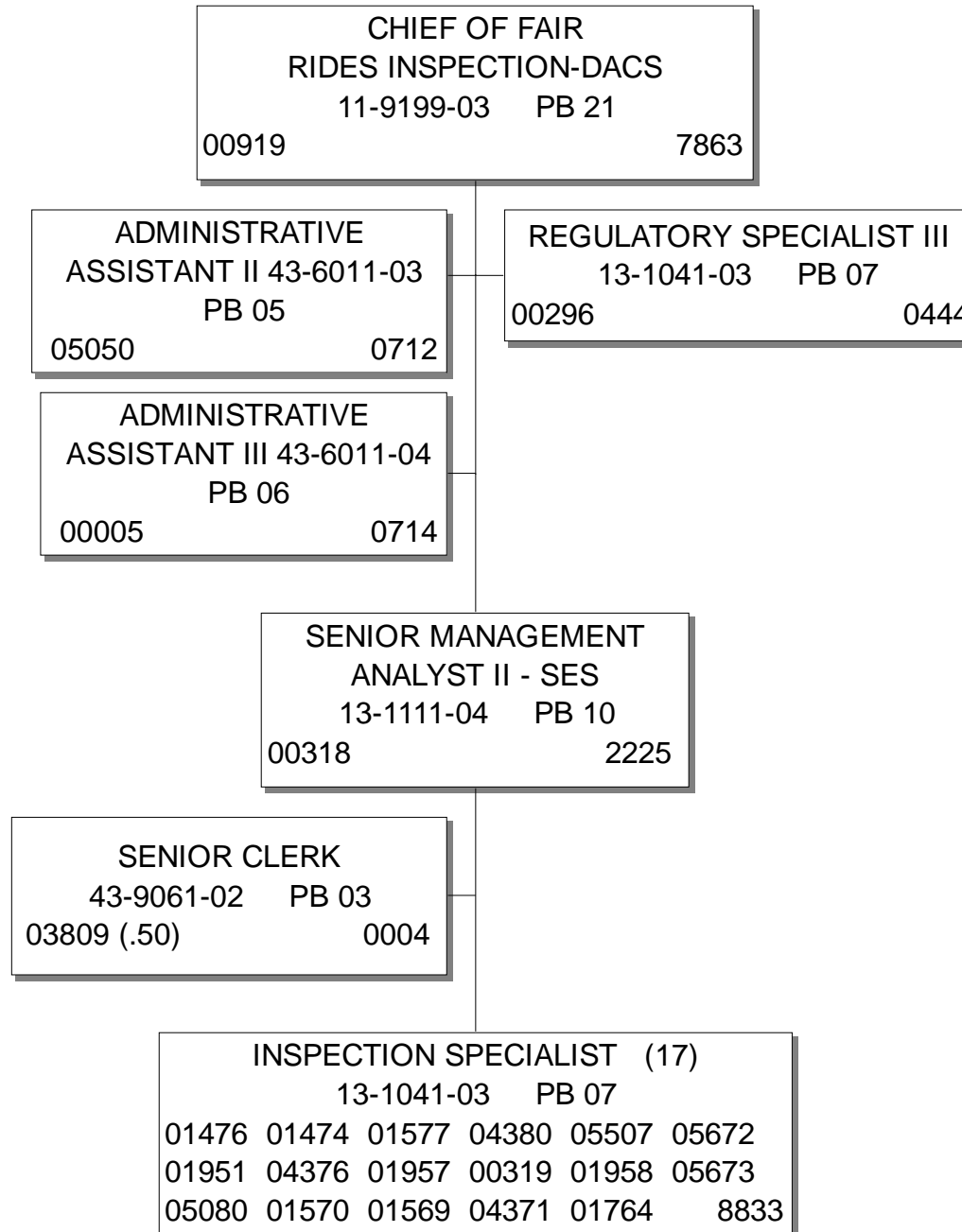


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AND CONSUMER SERVICES
DIVISION OF CONSUMER SERVICES**

BUREAU OF MEDIATION &
ENFORCEMENT
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AND CONSUMER SERVICES
DIVISION OF CONSUMER SERVICES**

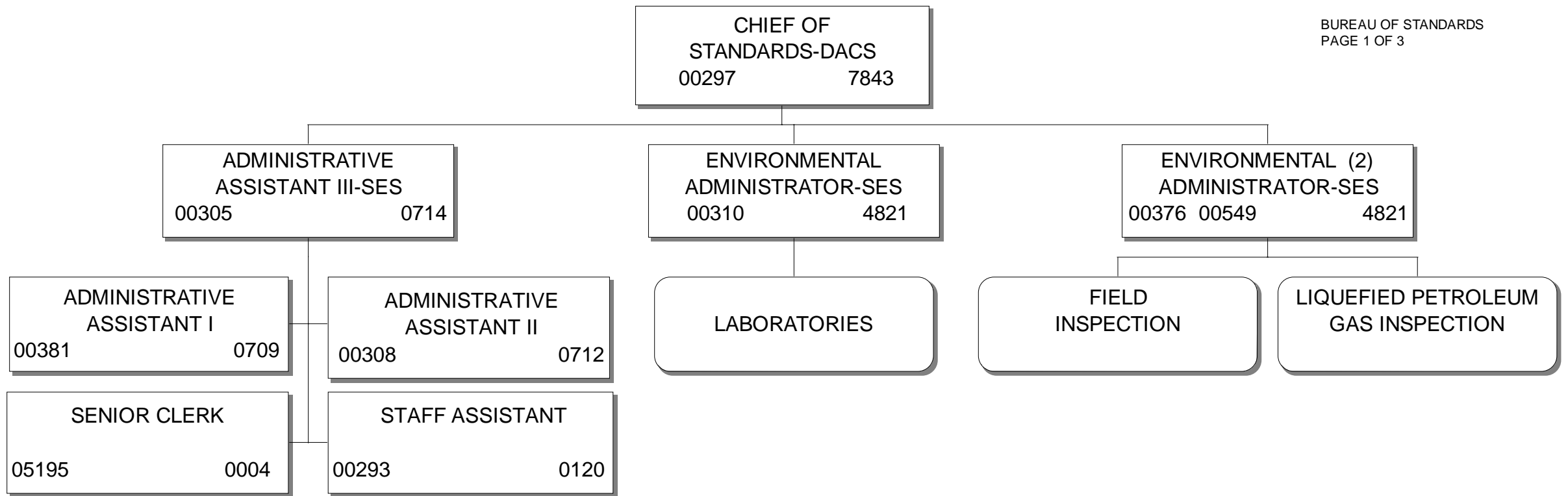


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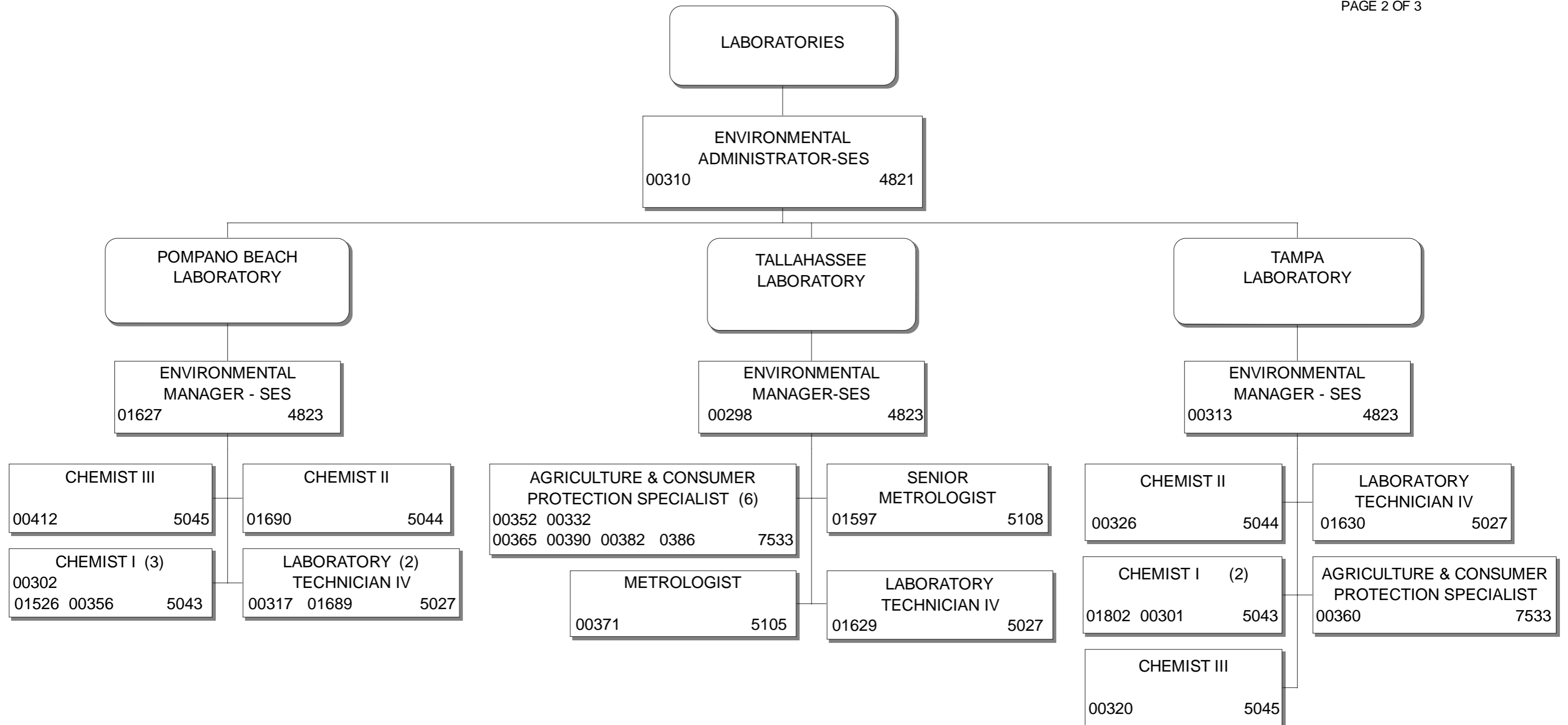
ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 7/1/2019

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AND CONSUMER SERVICES
DIVISION OF CONSUMER SERVICES**

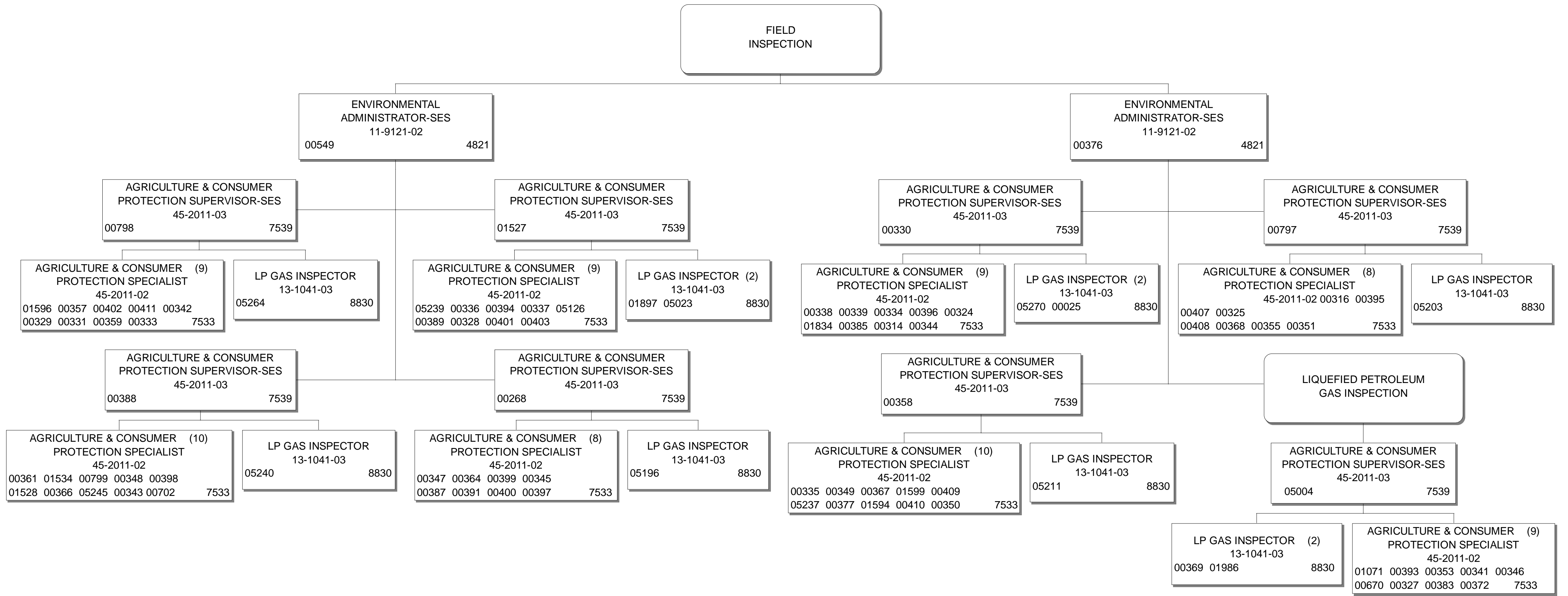
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AND CONSUMER SERVICES
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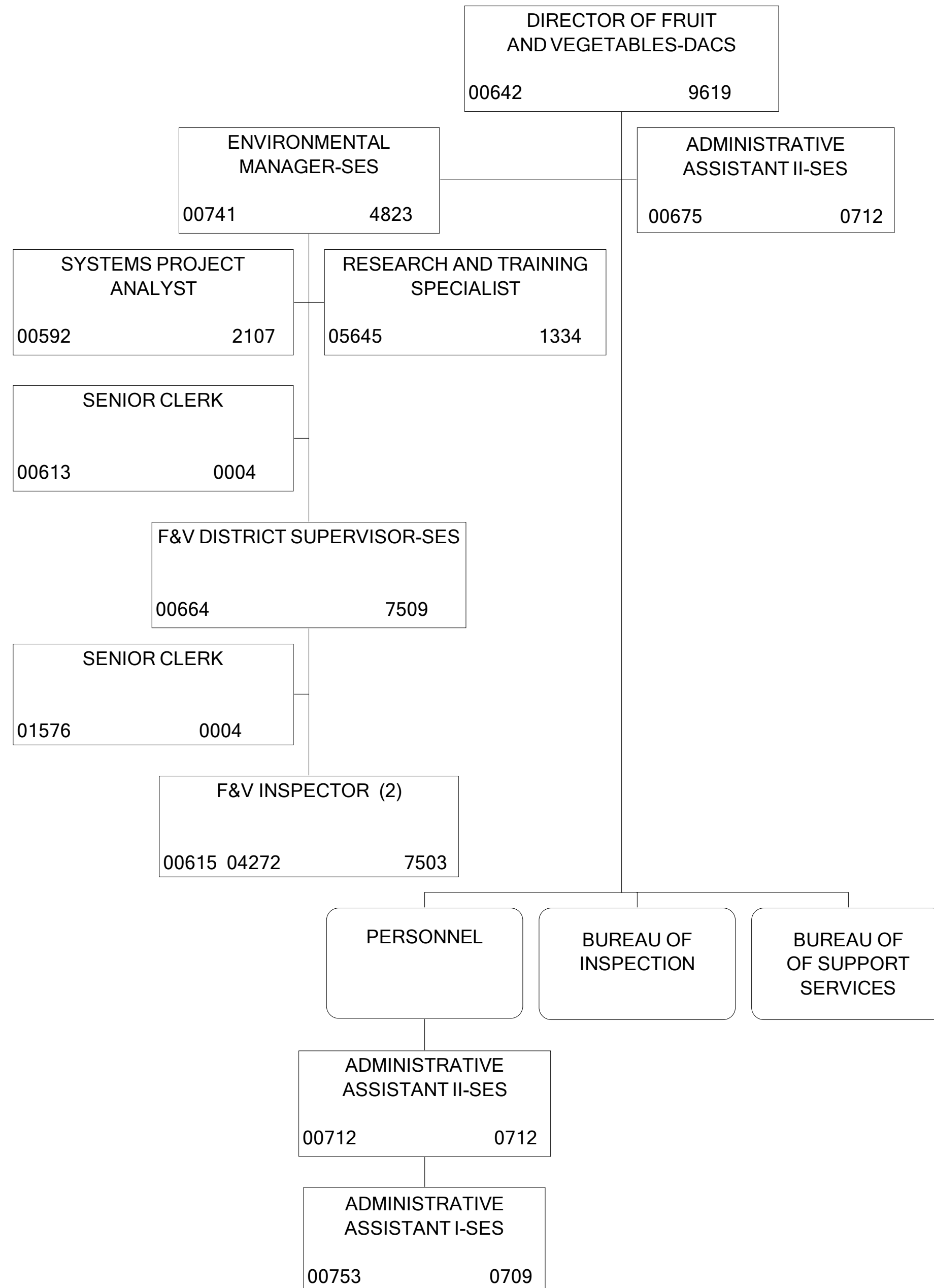


**DEPARTMENT OF AGRICULTURE
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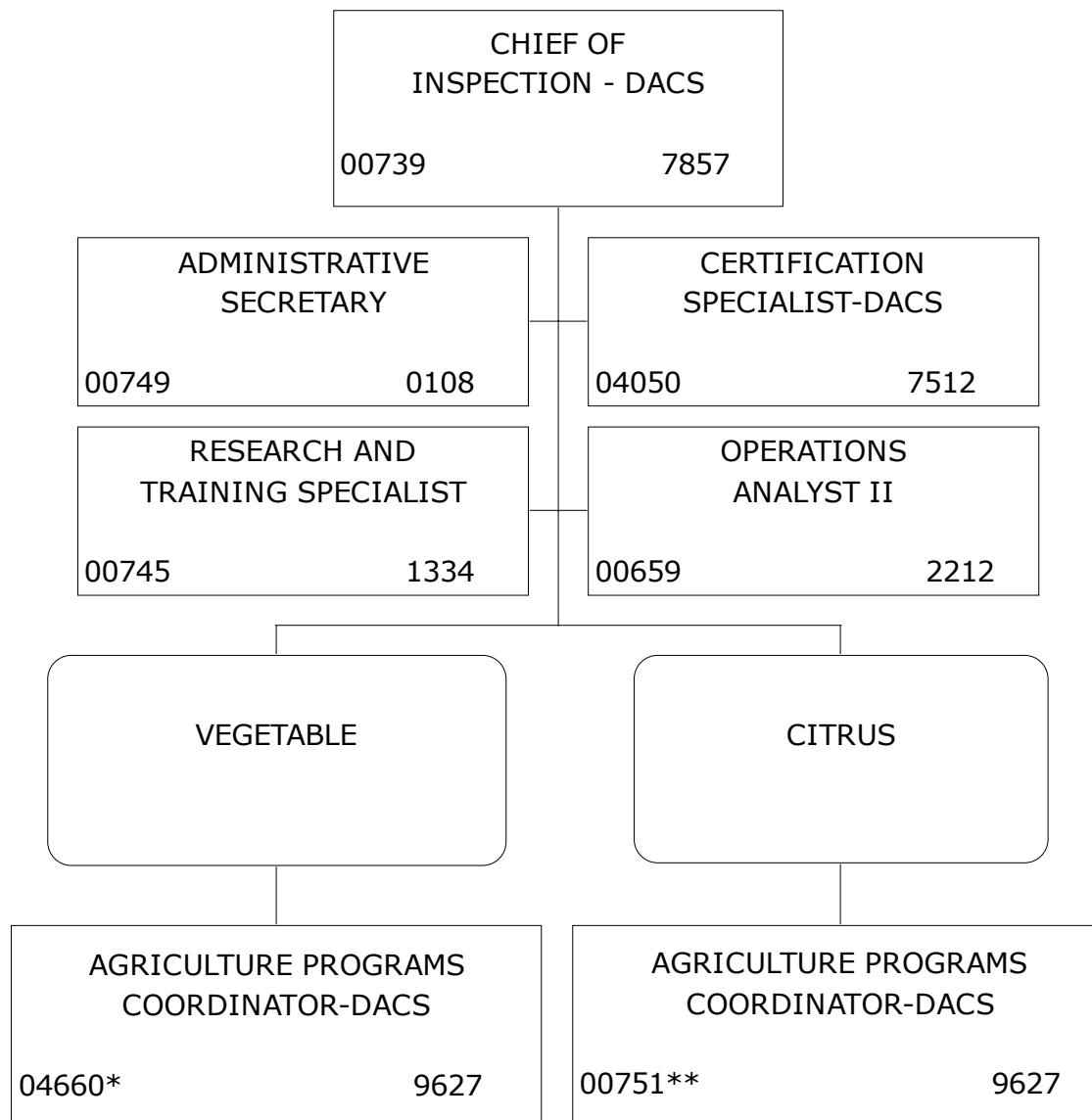
**FLORIDA DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF FRUIT AND VEGETABLES**

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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 8/1/2018

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AND CONSUMER SERVICES
DIVISION OF FRUIT AND VEGETABLES**



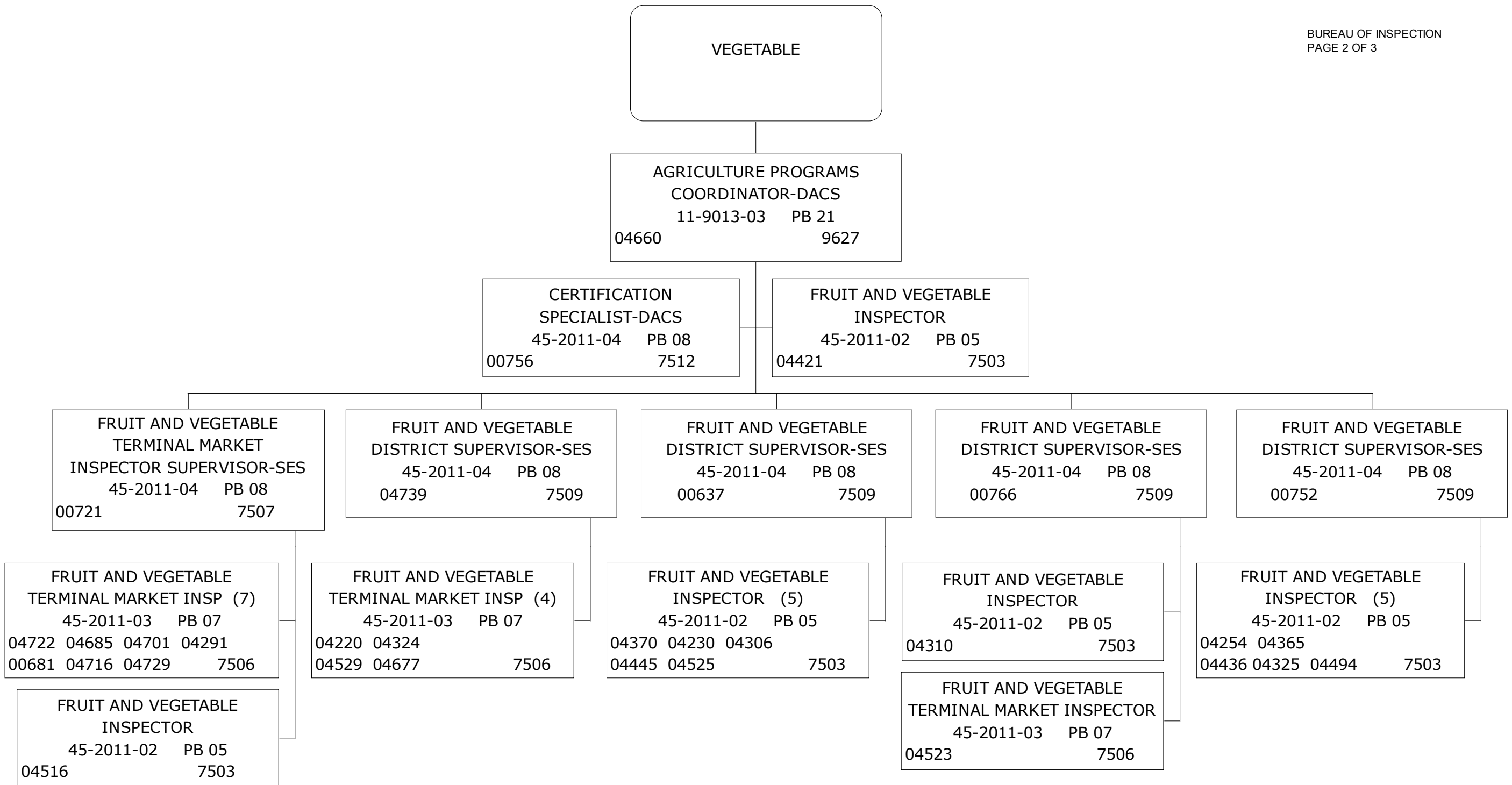
BUREAU OF
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* See page 2
** See page 3

ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 2/23/2018

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

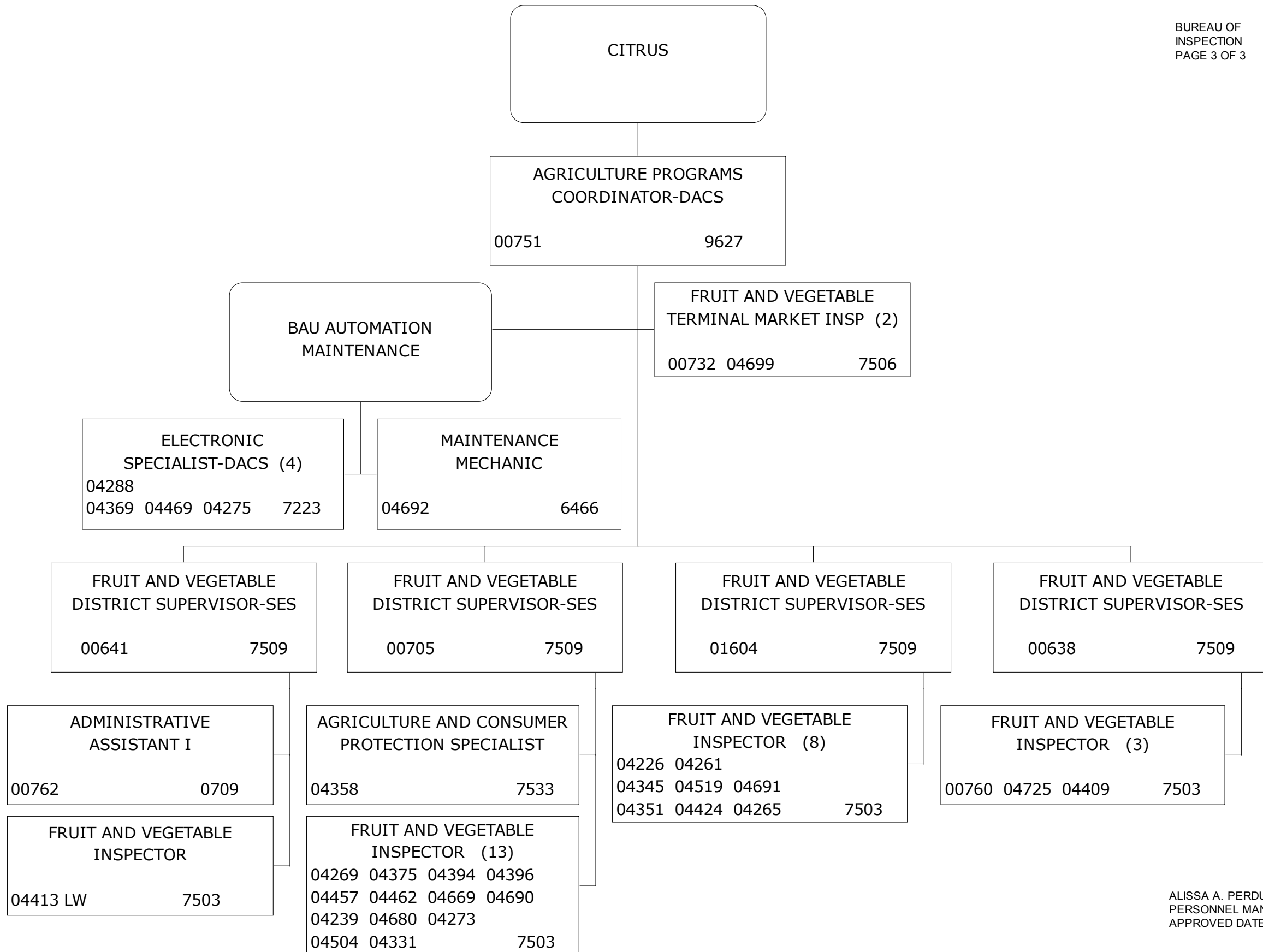
BUREAU OF INSPECTION
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 7/1/2019

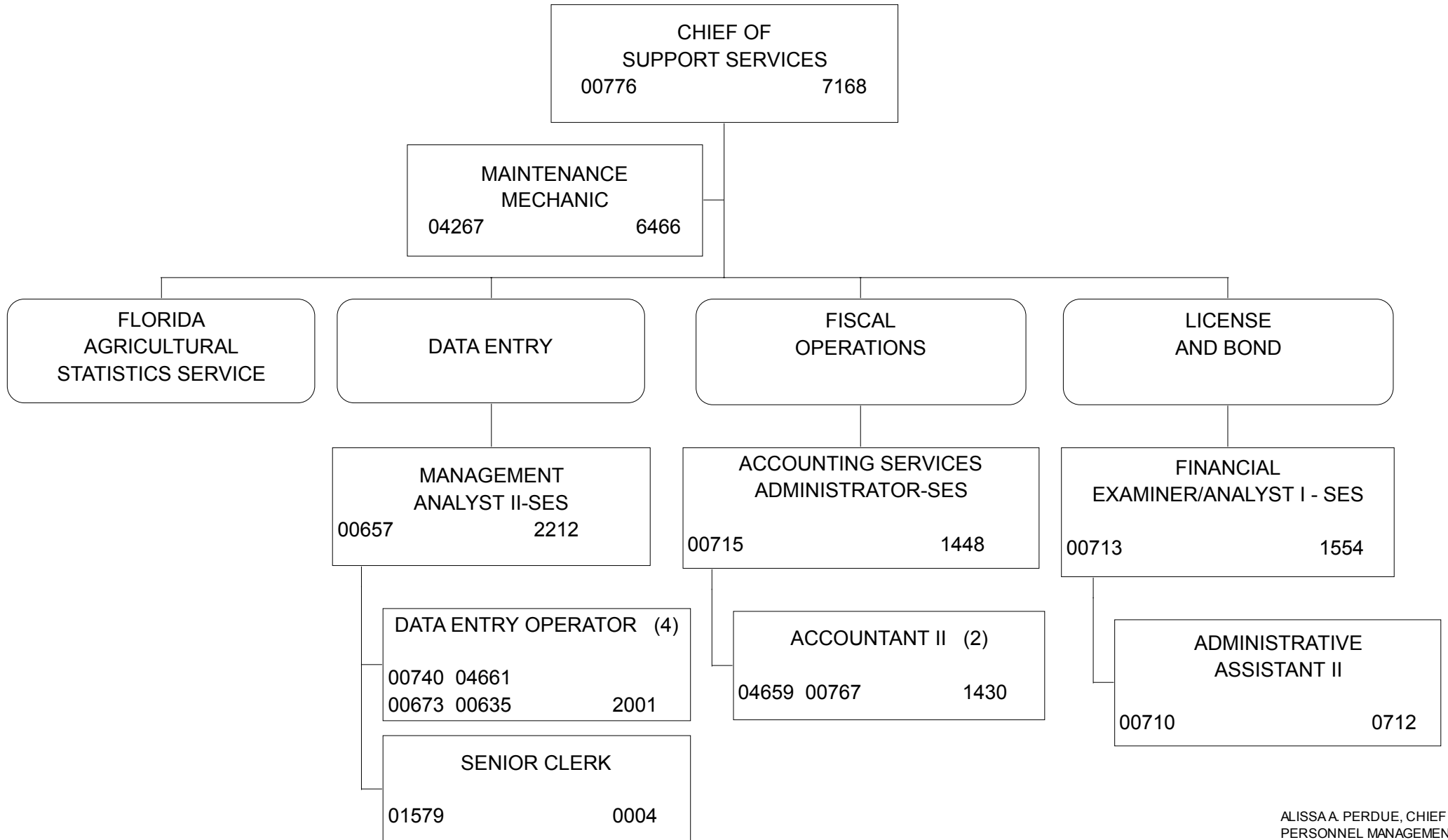
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF FRUIT AND VEGETABLES**

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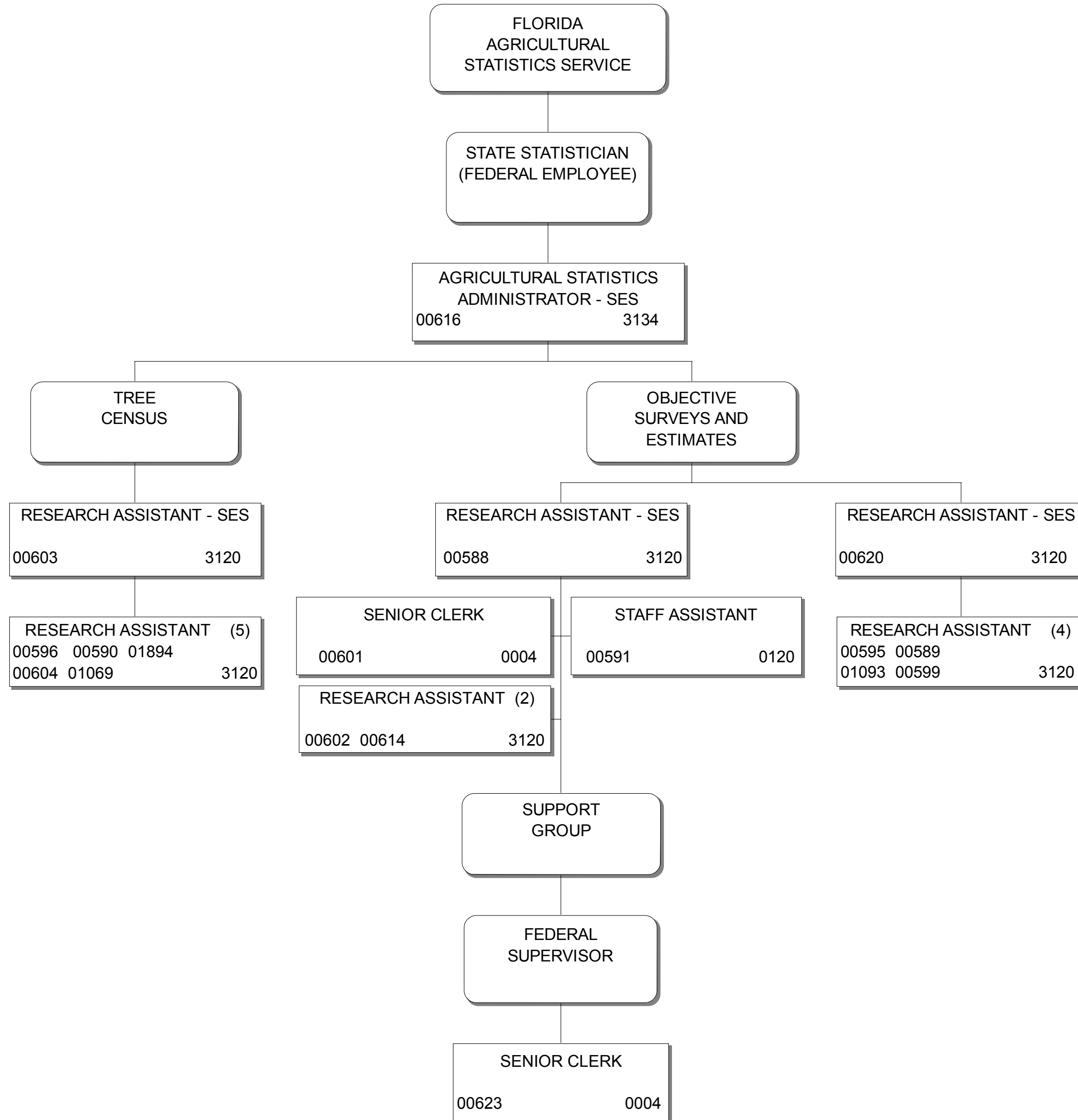
**DEPARTMENT OF AGRICULTURE
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DIVISION OF FRUIT AND VEGETABLES**

BUREAU OF SUPPORT SERVICES
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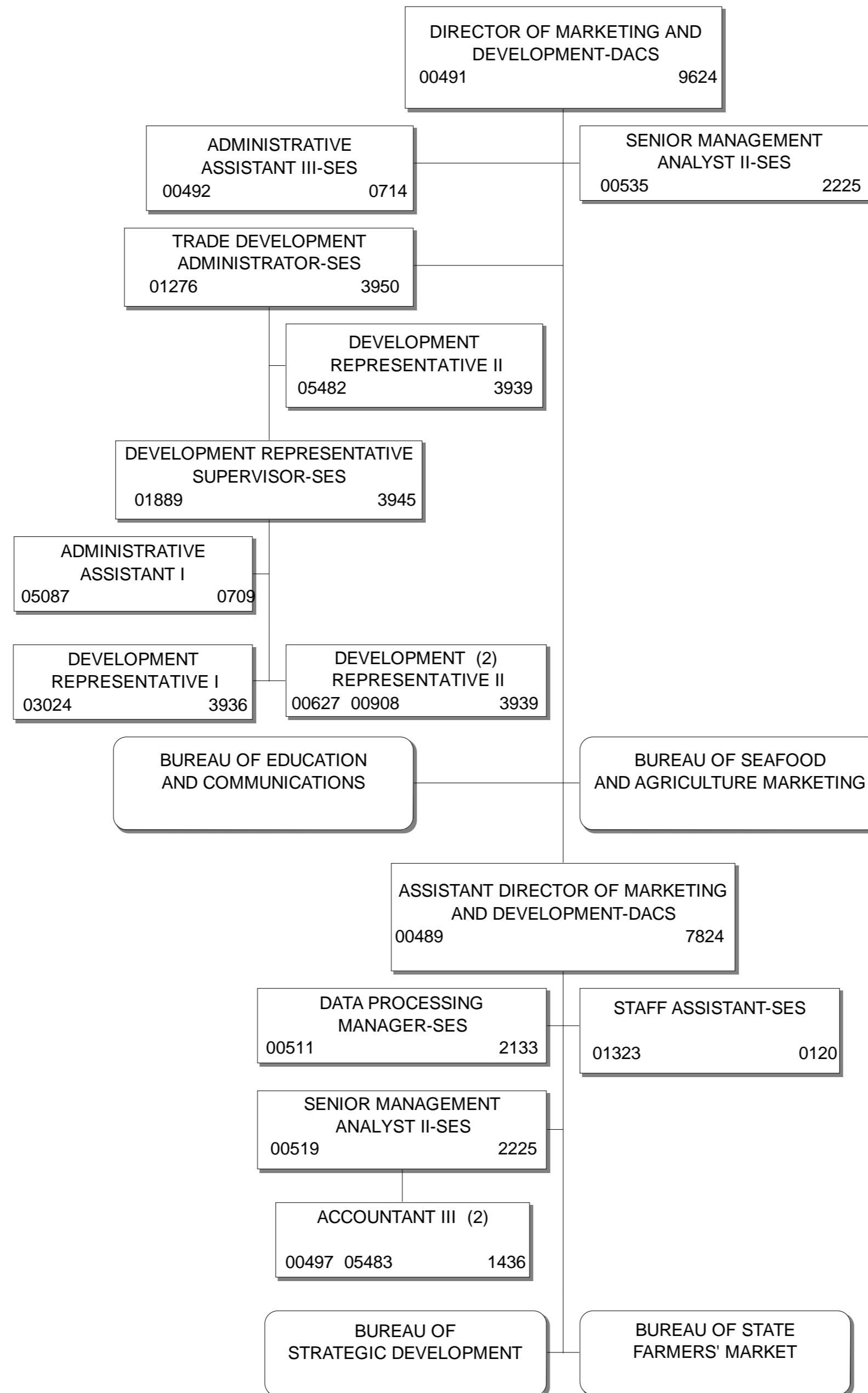
**DEPARTMENT OF AGRICULTURE
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DIVISION OF FRUIT AND VEGETABLES**

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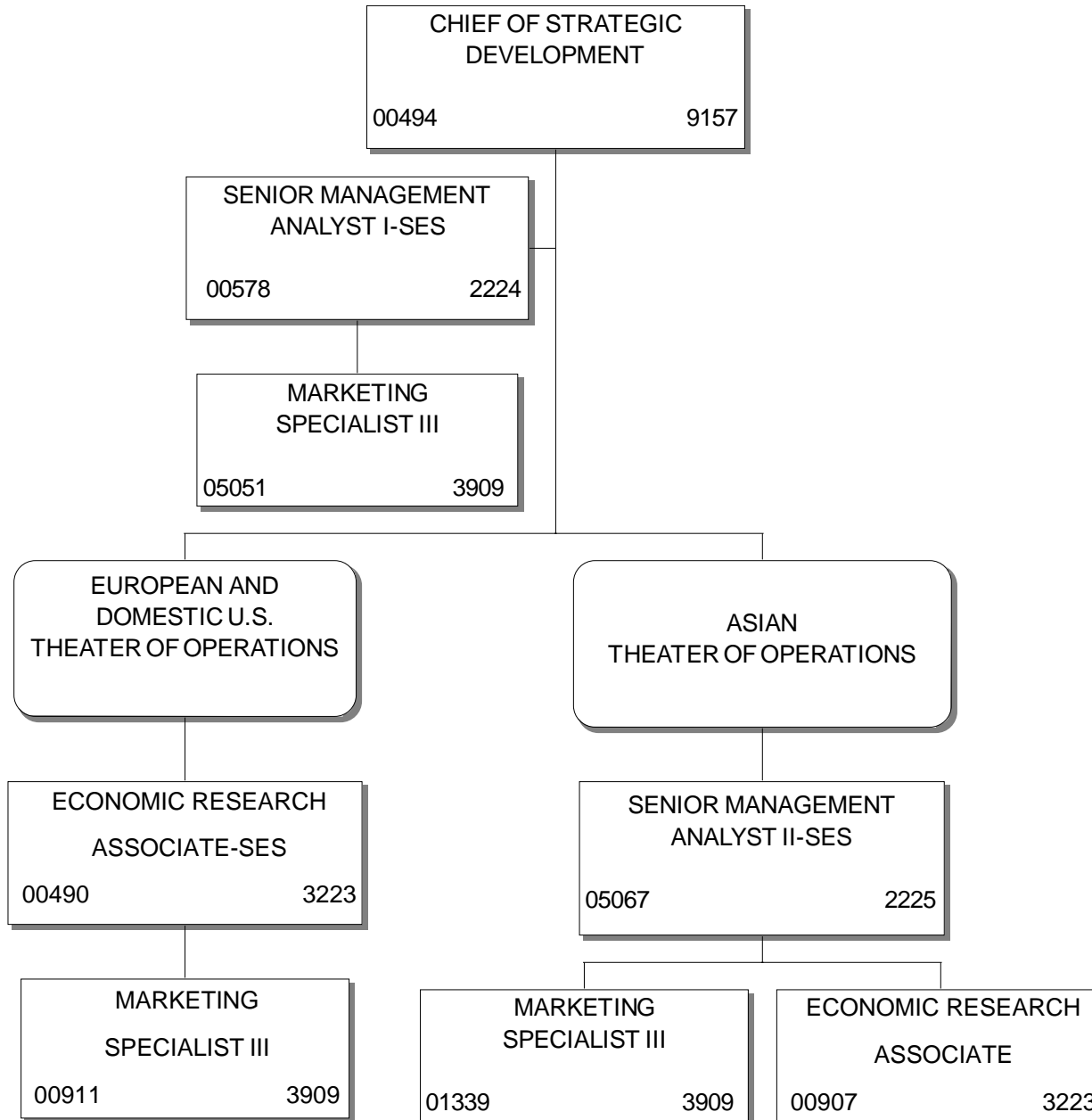
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
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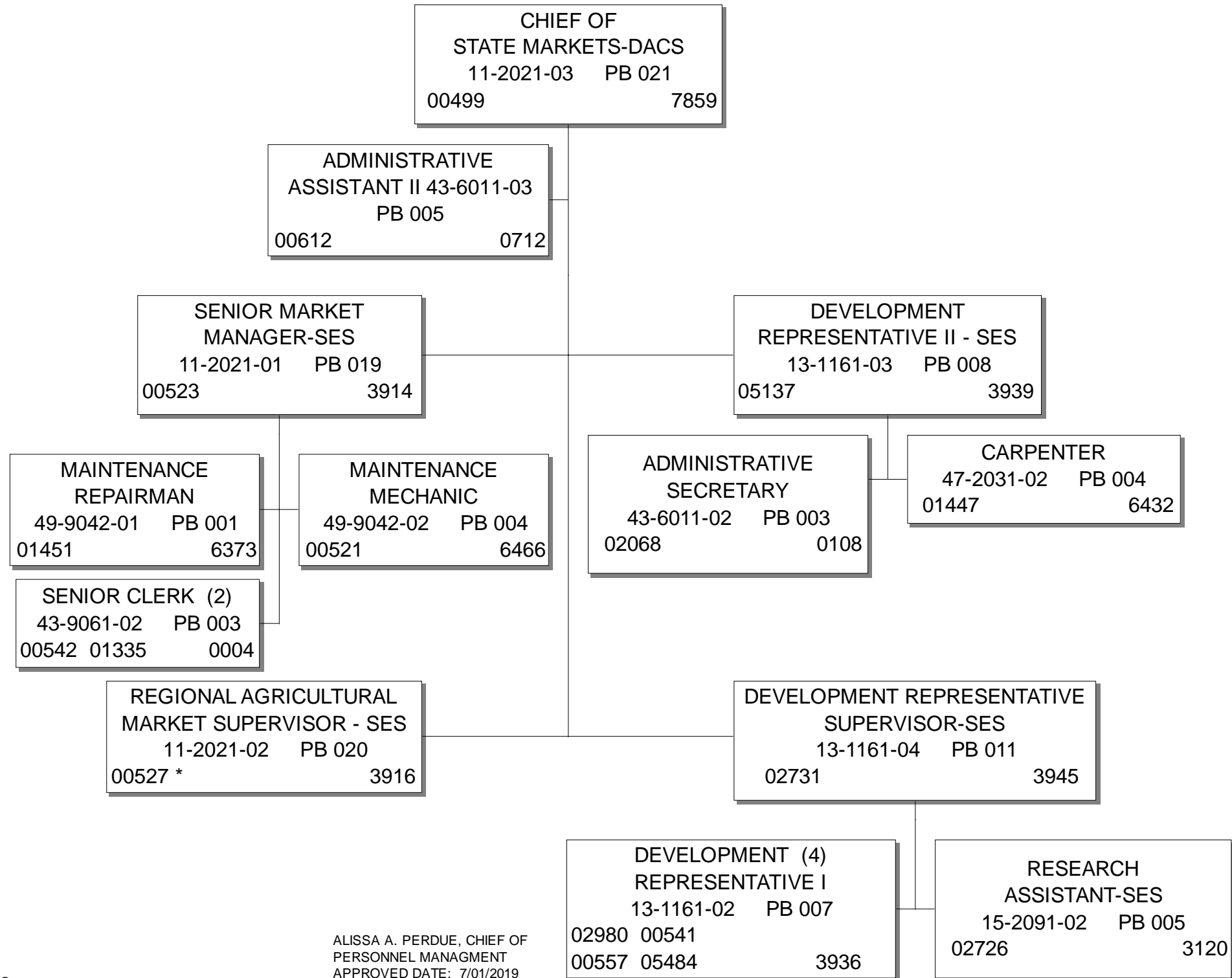
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF MARKETING AND DEVELOPMENT**

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

BUREAU OF STATE FARMERS' MARKET
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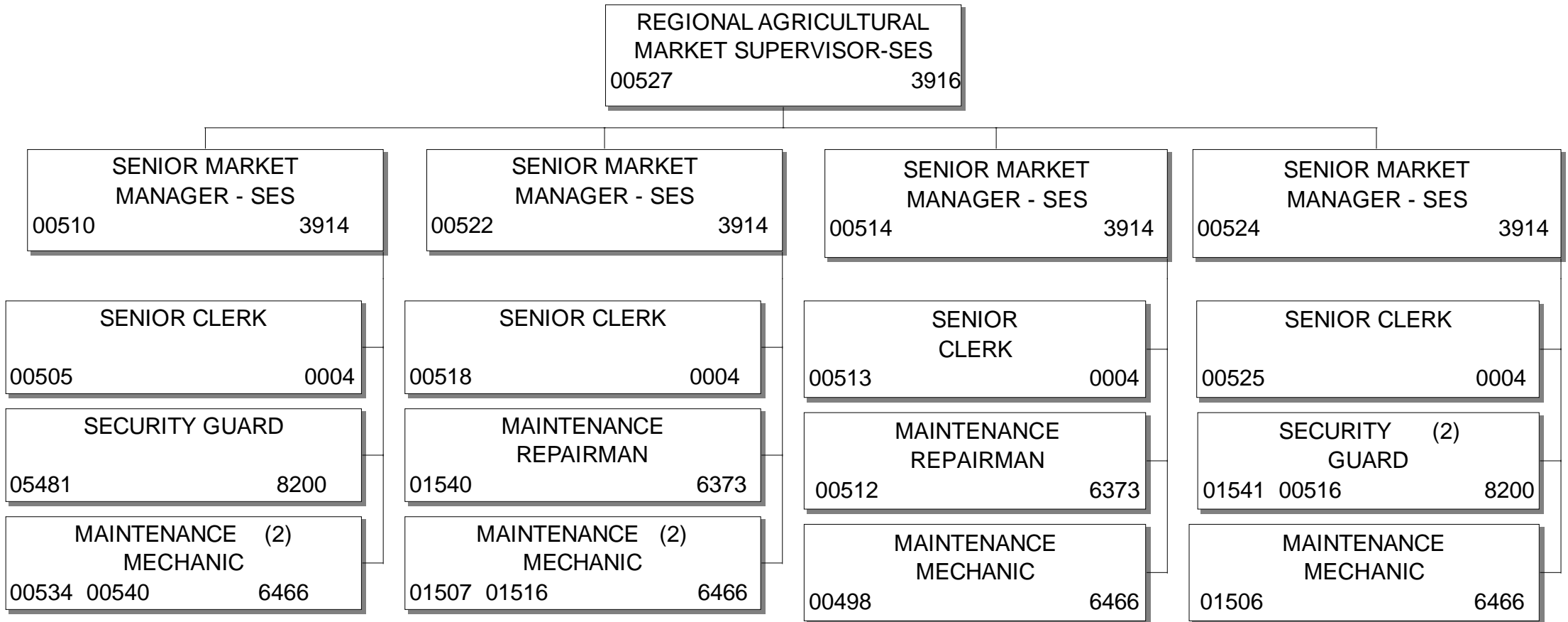


ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 7/01/2019

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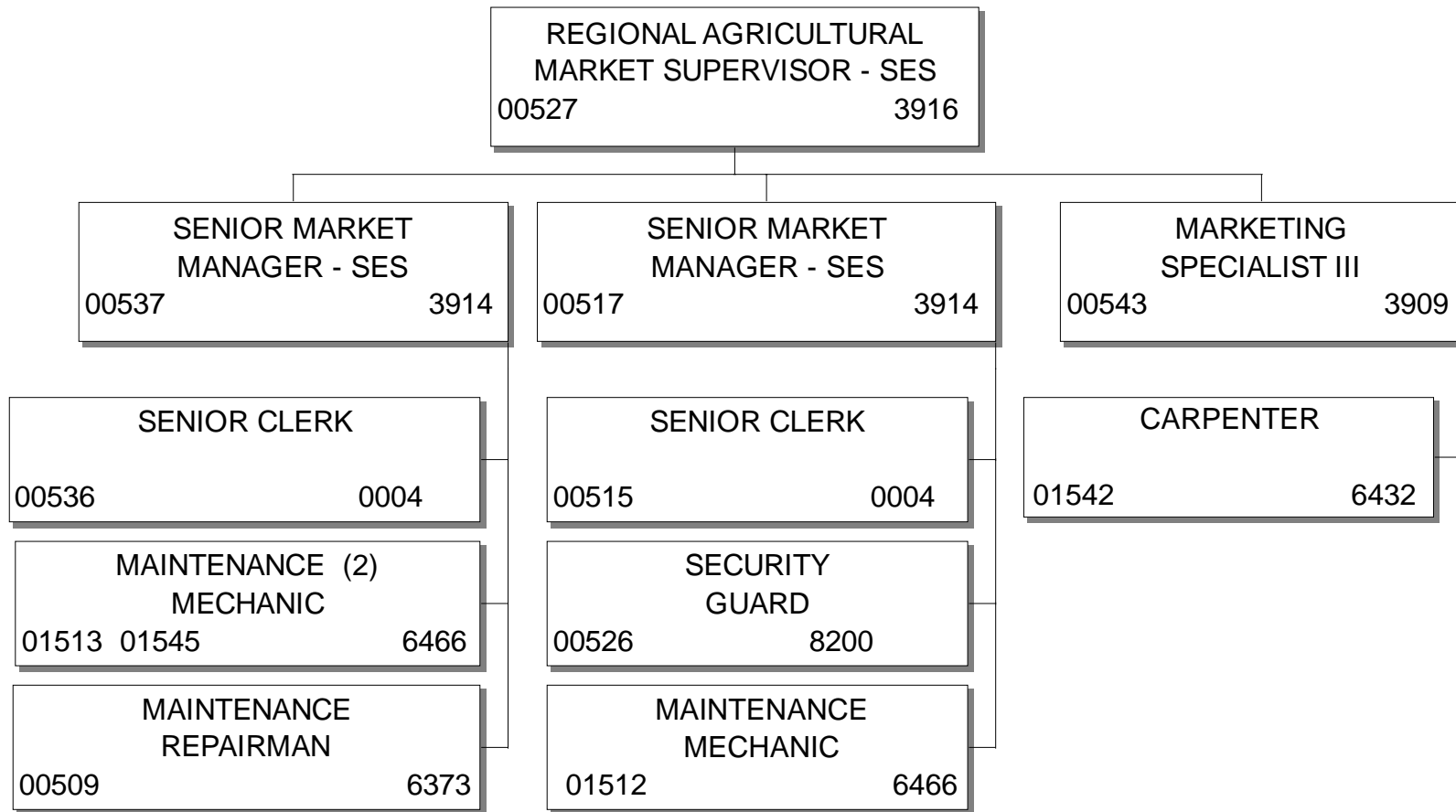
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF MARKETING AND DEVELOPMENT**

BUREAU OF STATE FARMERS'
MARKET
PAGE 2 OF 3



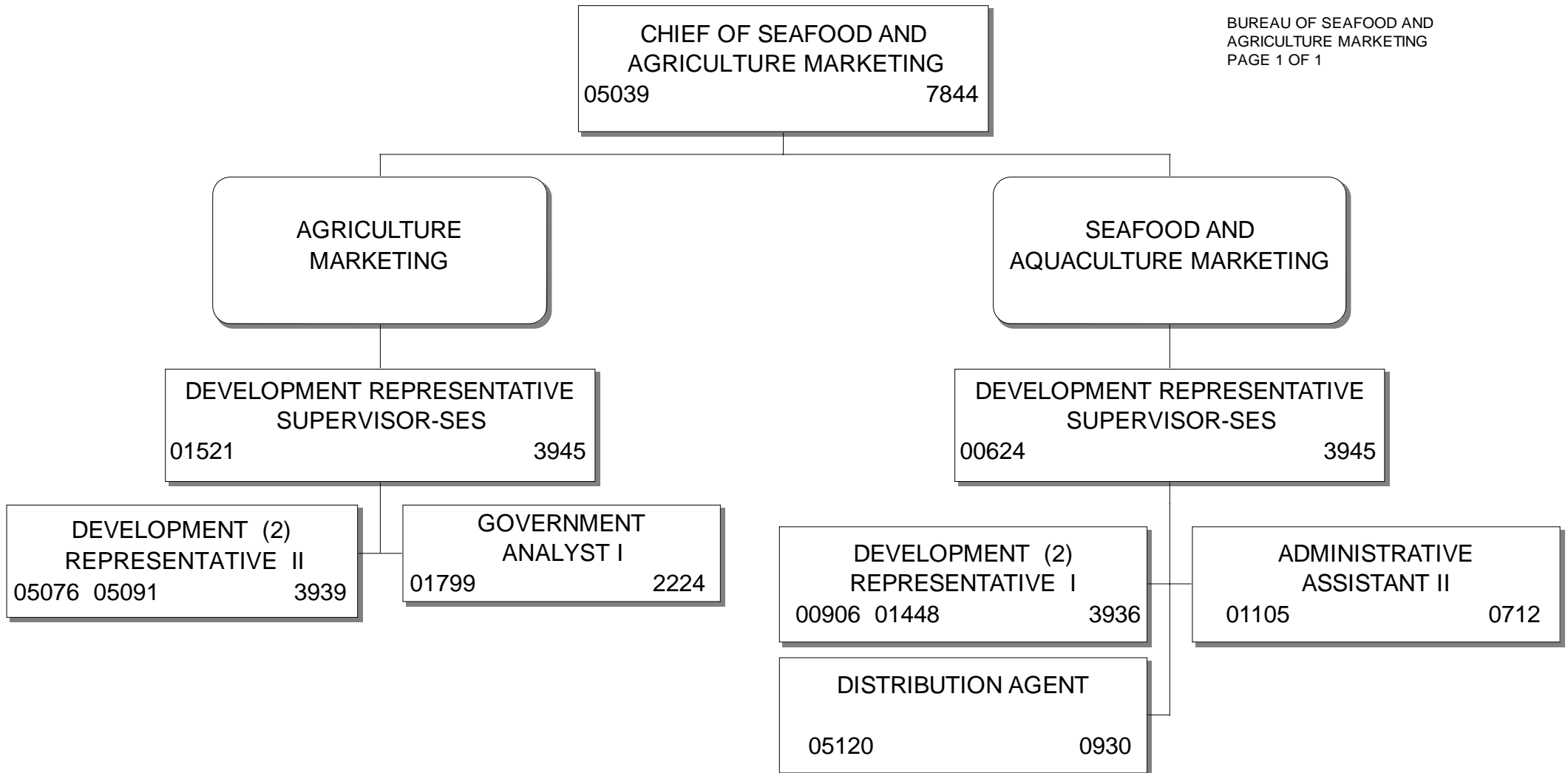
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF MARKETING AND DEVELOPMENT**

BUREAU OF STATE FARMERS' MARKET
PAGE 3 OF 3

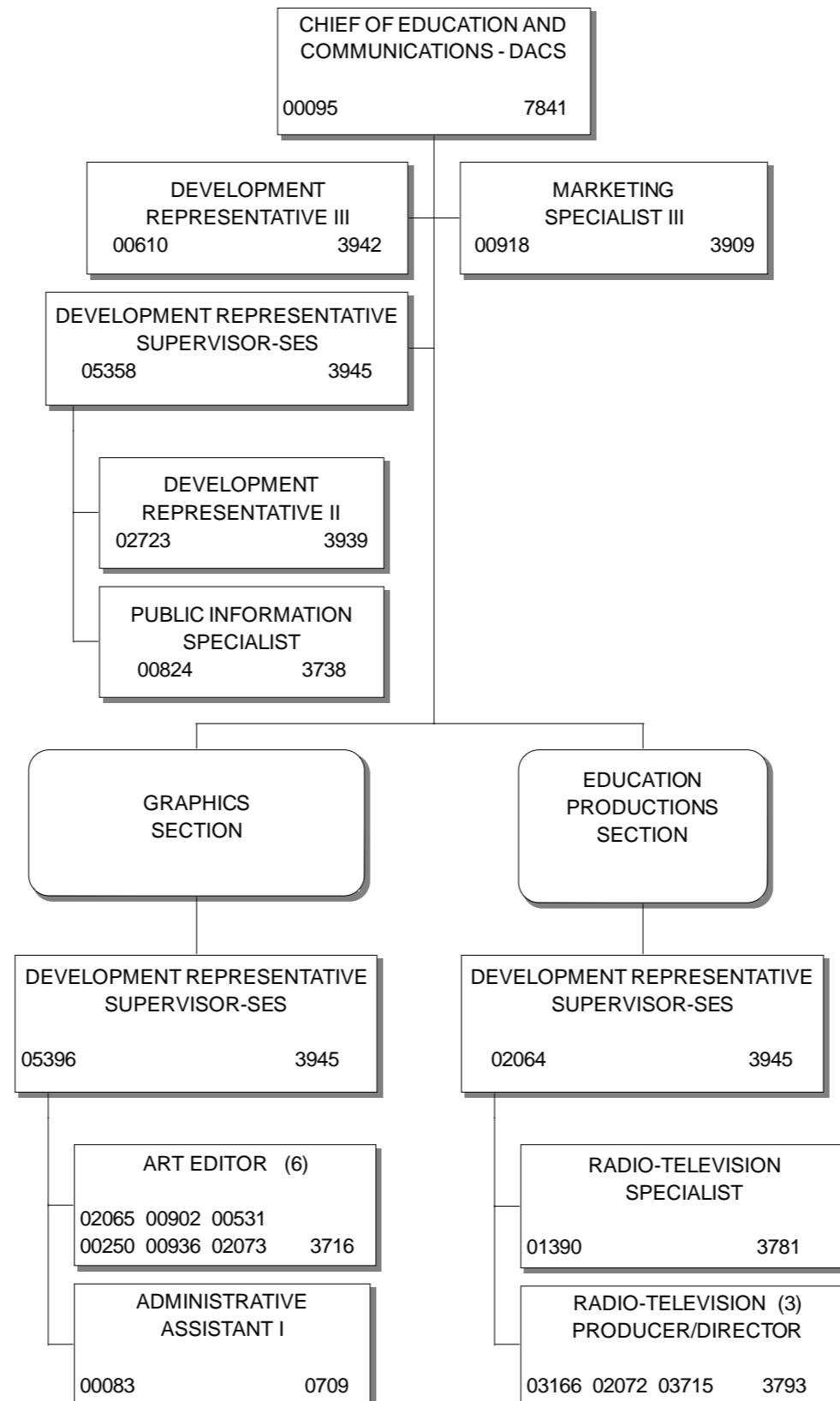


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AND CONSUMER SERVICES
DIVISION OF MARKETING AND DEVELOPMENT**

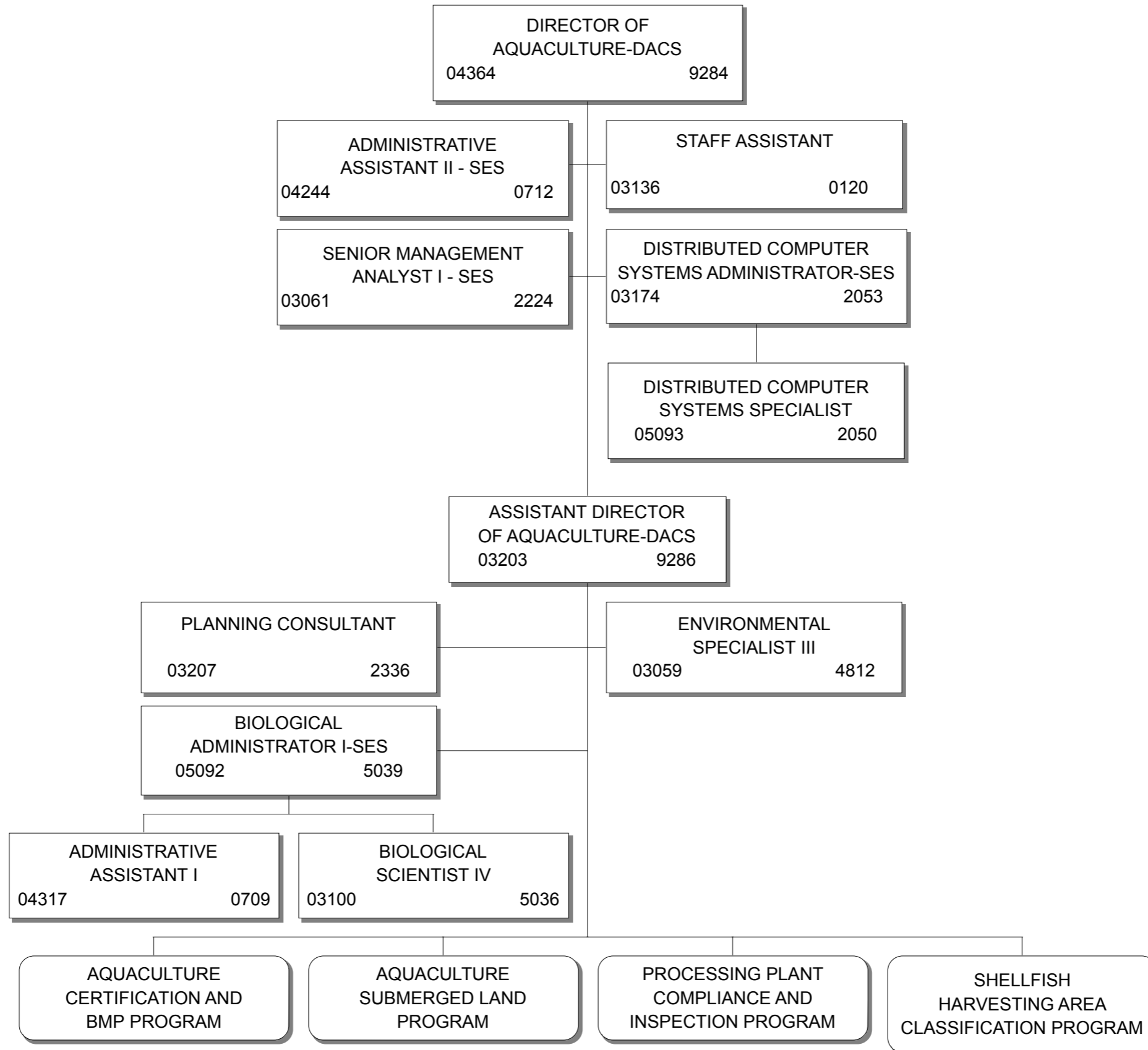
BUREAU OF SEAFOOD AND
AGRICULTURE MARKETING
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**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
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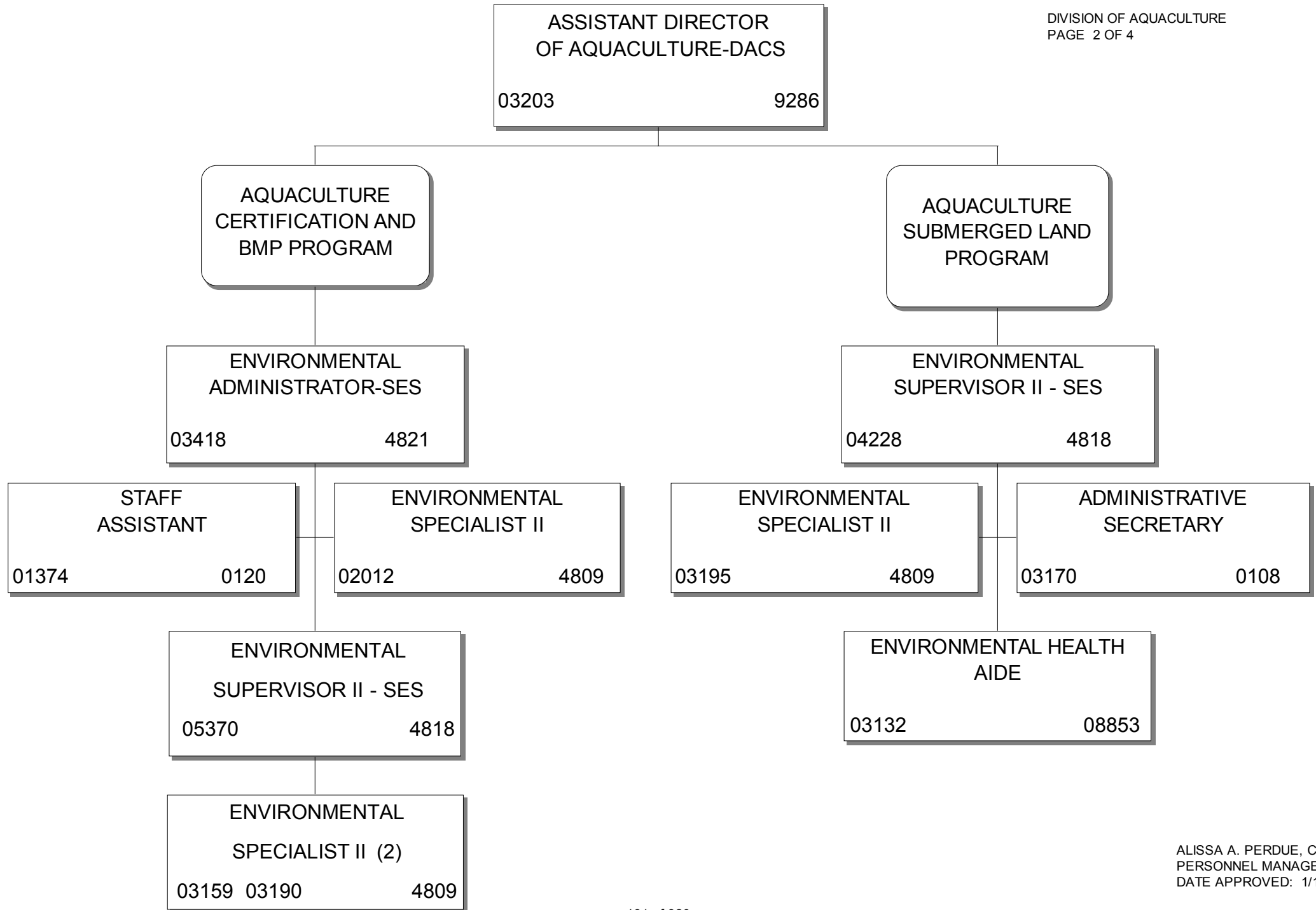


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AND CONSUMER SERVICES
DIVISION OF AQUACULTURE**



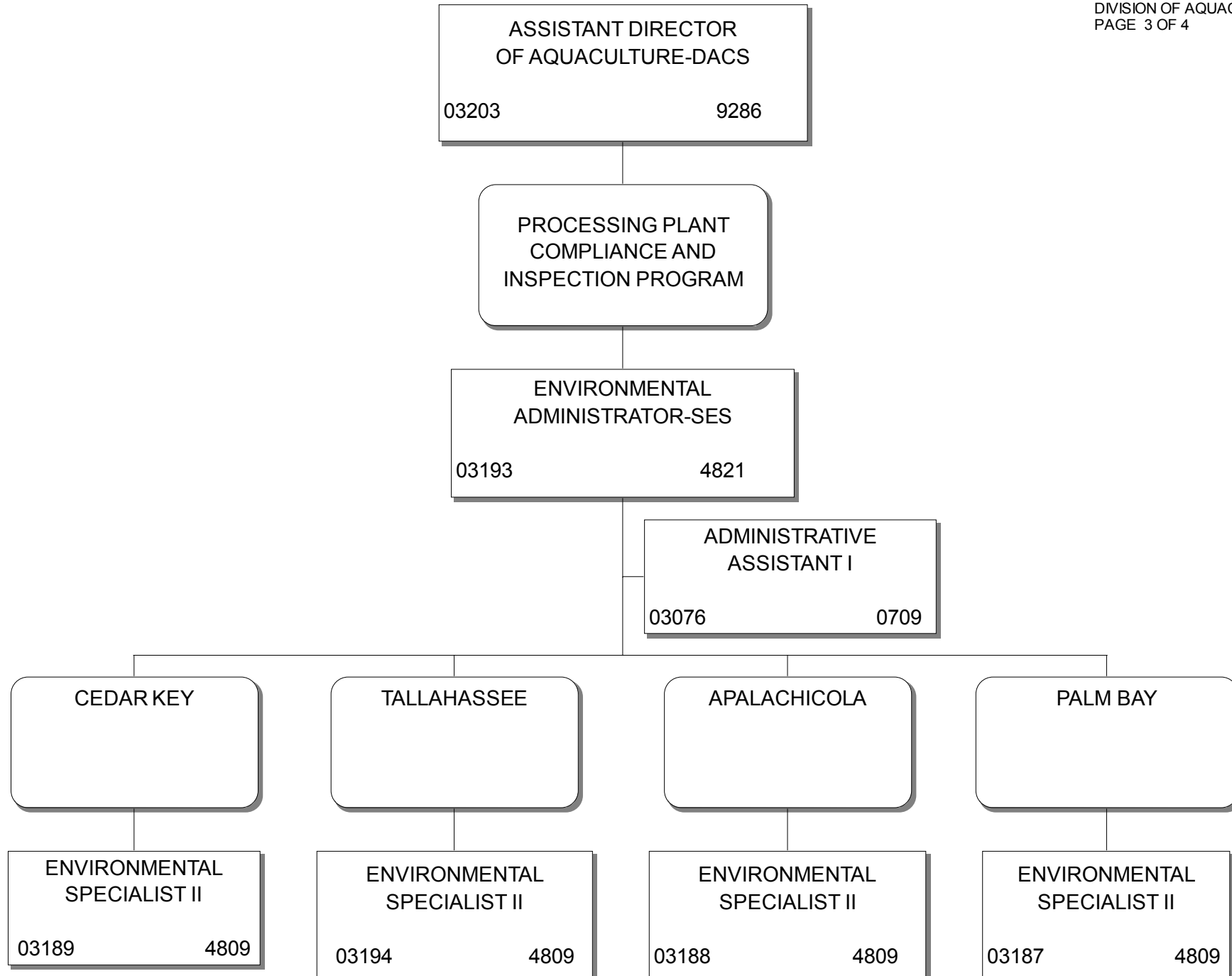
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
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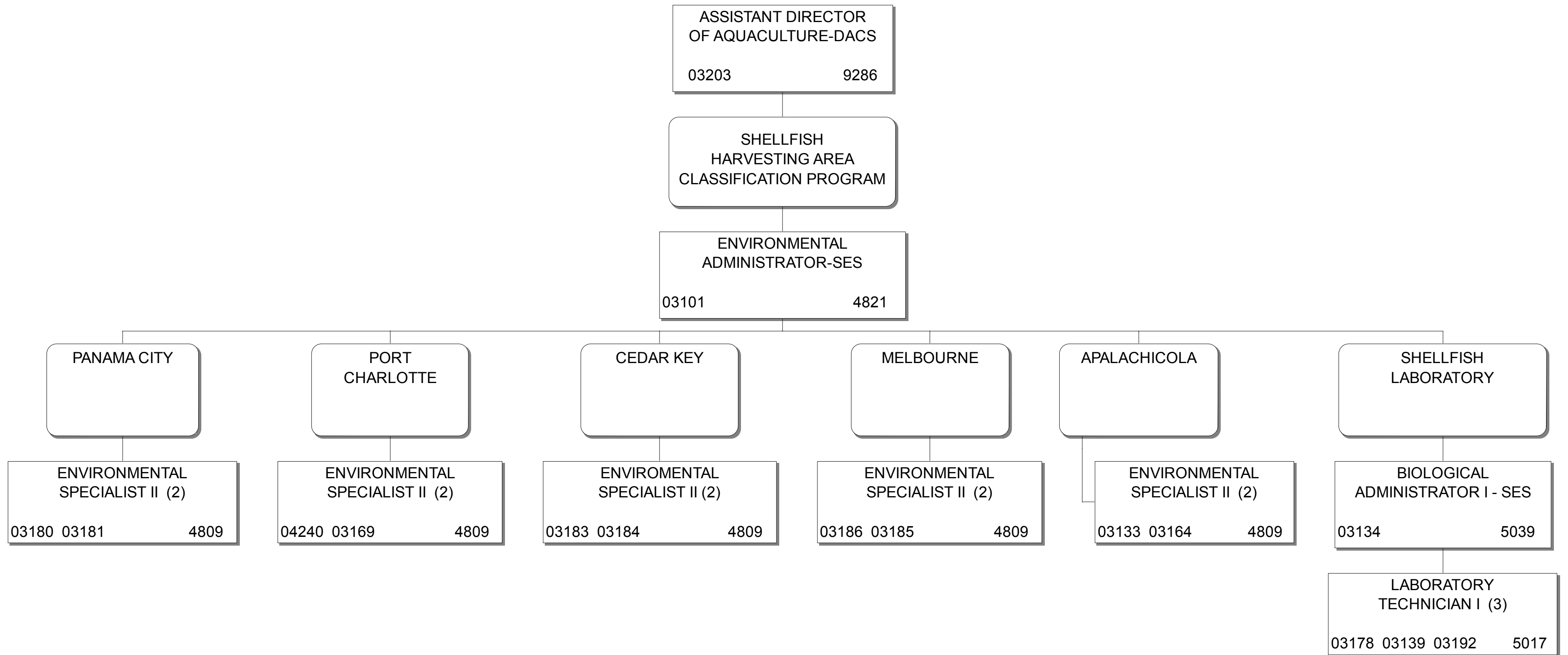
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF AQUACULTURE**

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DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF AQUACULTURE

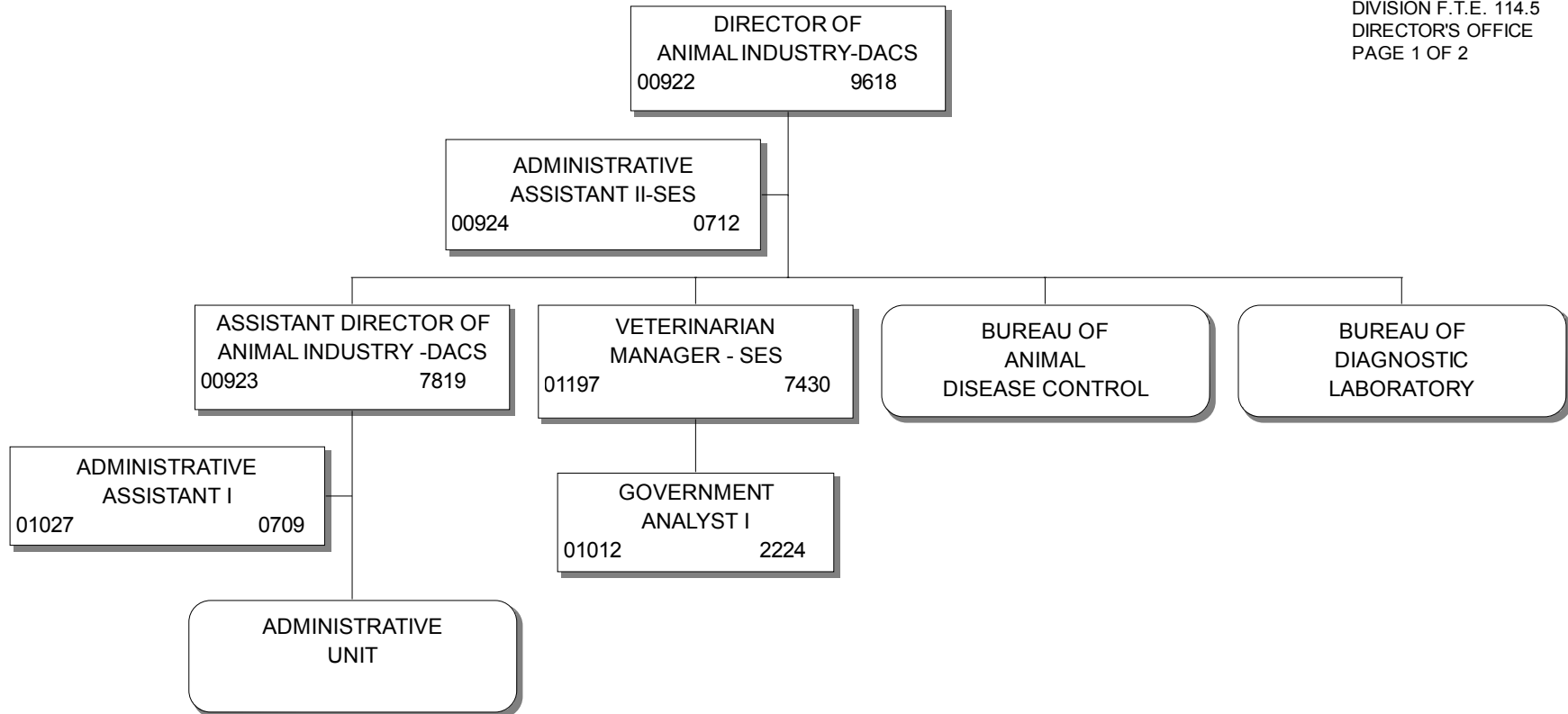
DIVISION OF AQUACULTURE
PAGE 4 OF 4



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 1/11/2019

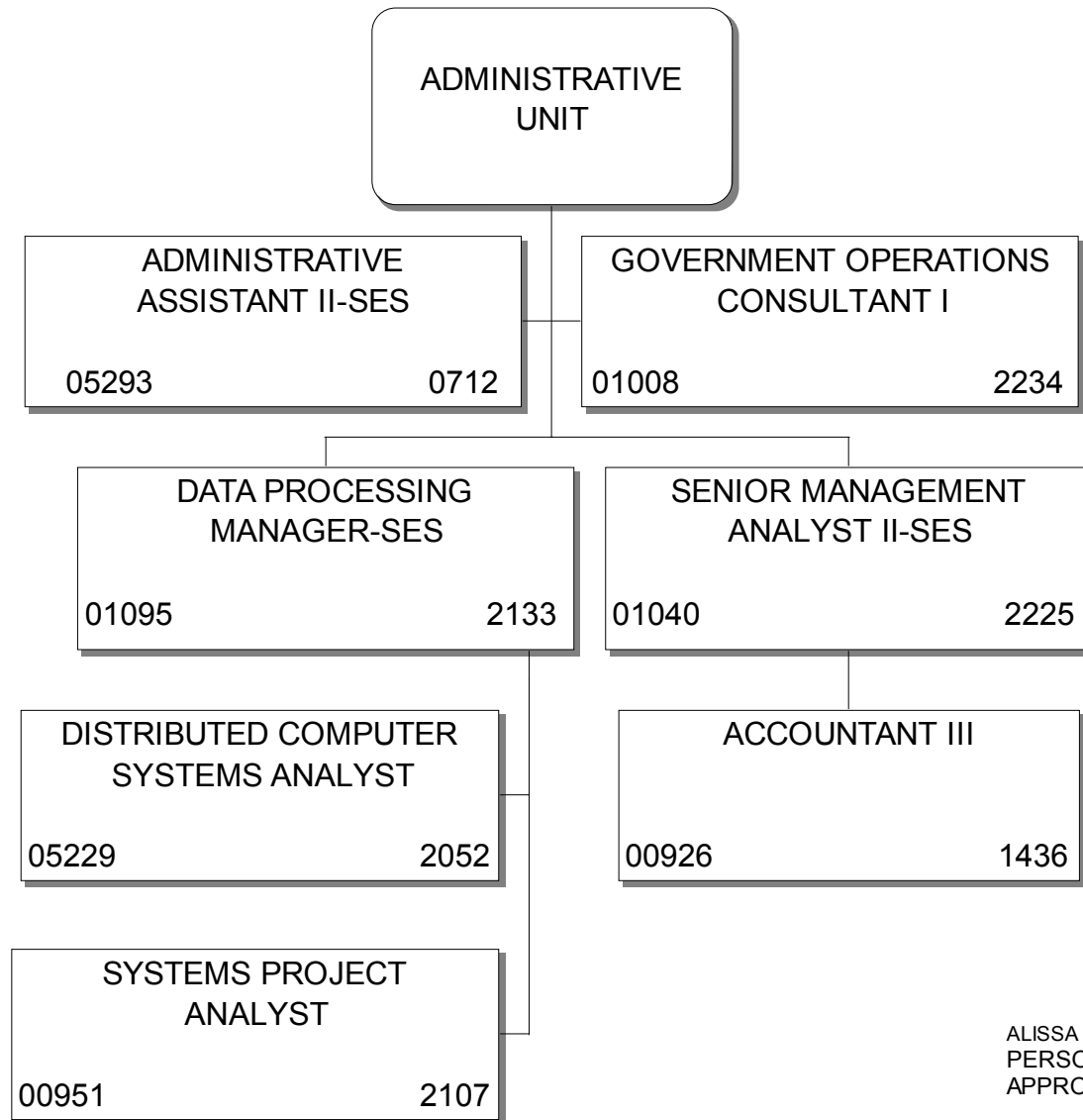
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DIVISION F.T.E. 114.5
DIRECTOR'S OFFICE
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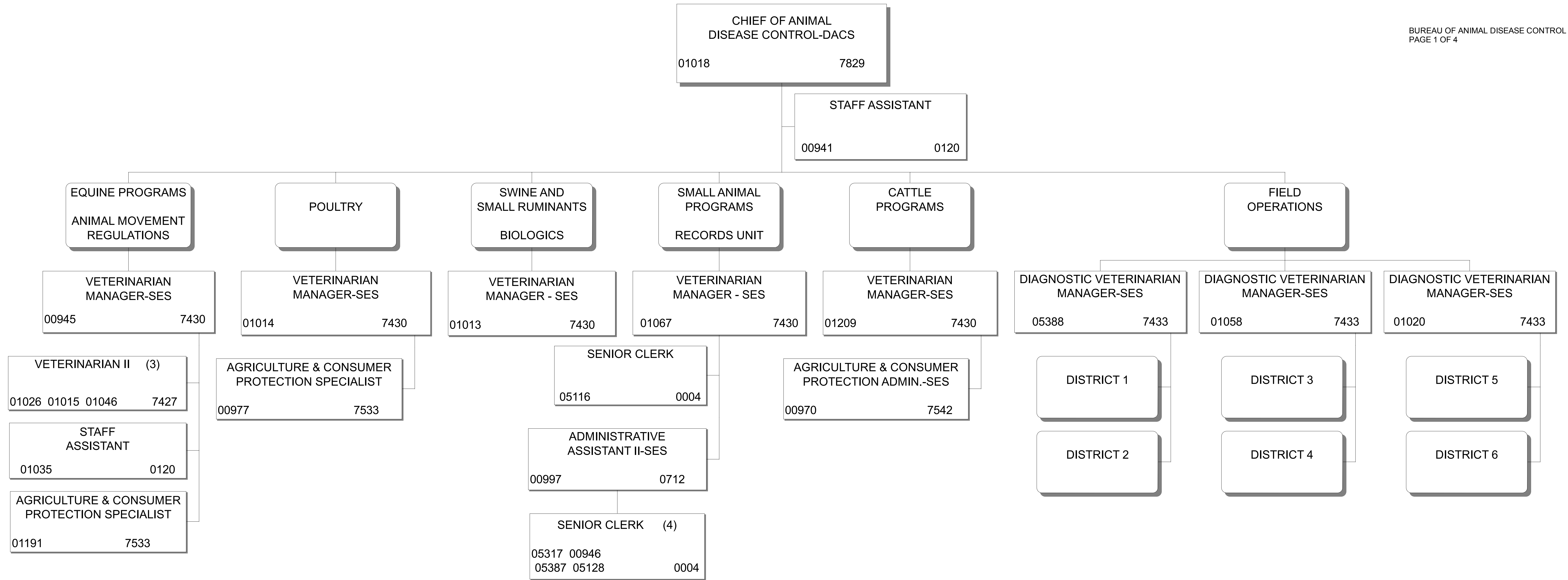
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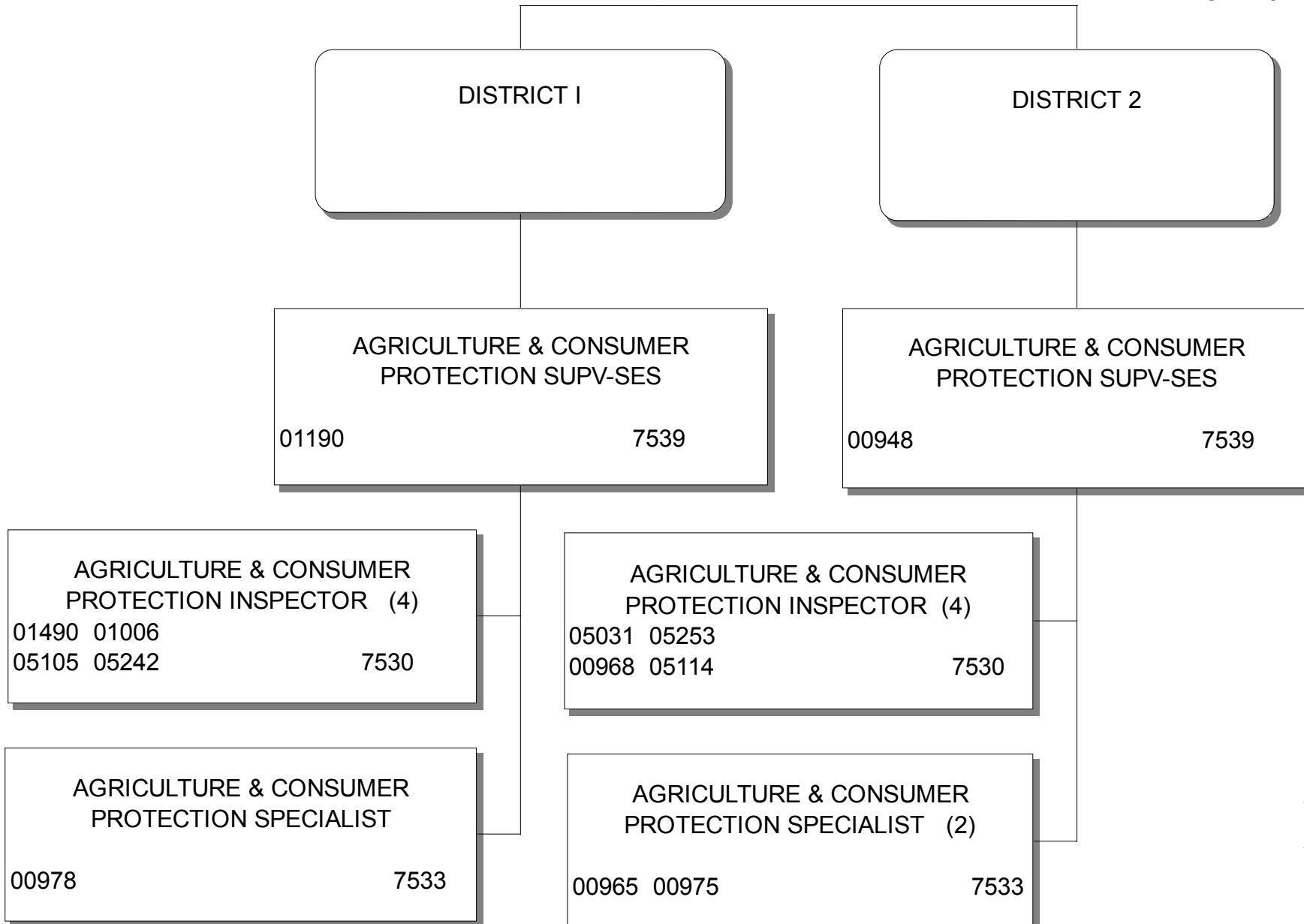
ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 7/1/2016

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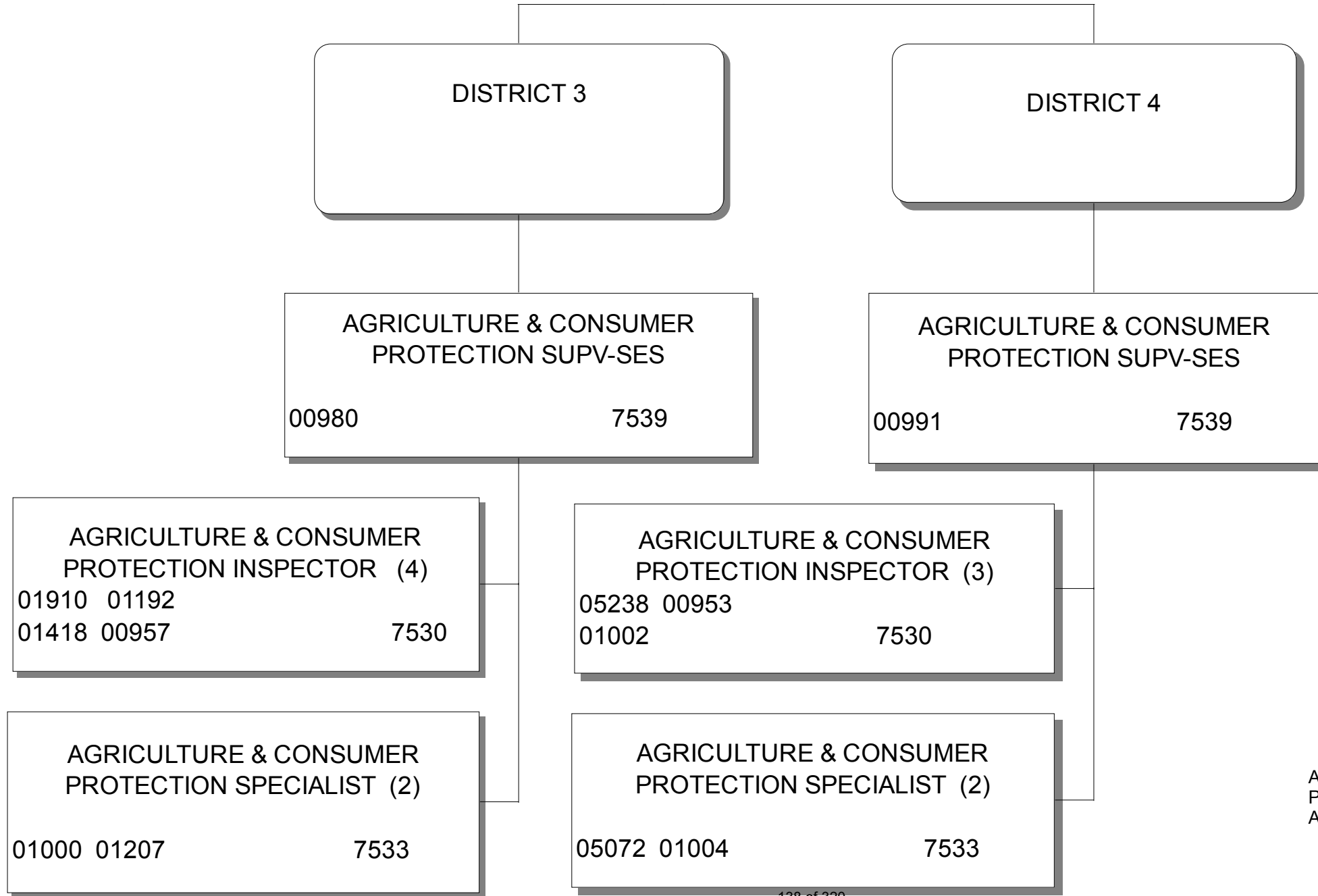
BUREAU OF ANIMAL DISEASE CONTROL
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ALISSA A. PERDUE, CHIEF OF
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APPROVED DATE: 2/1/2019

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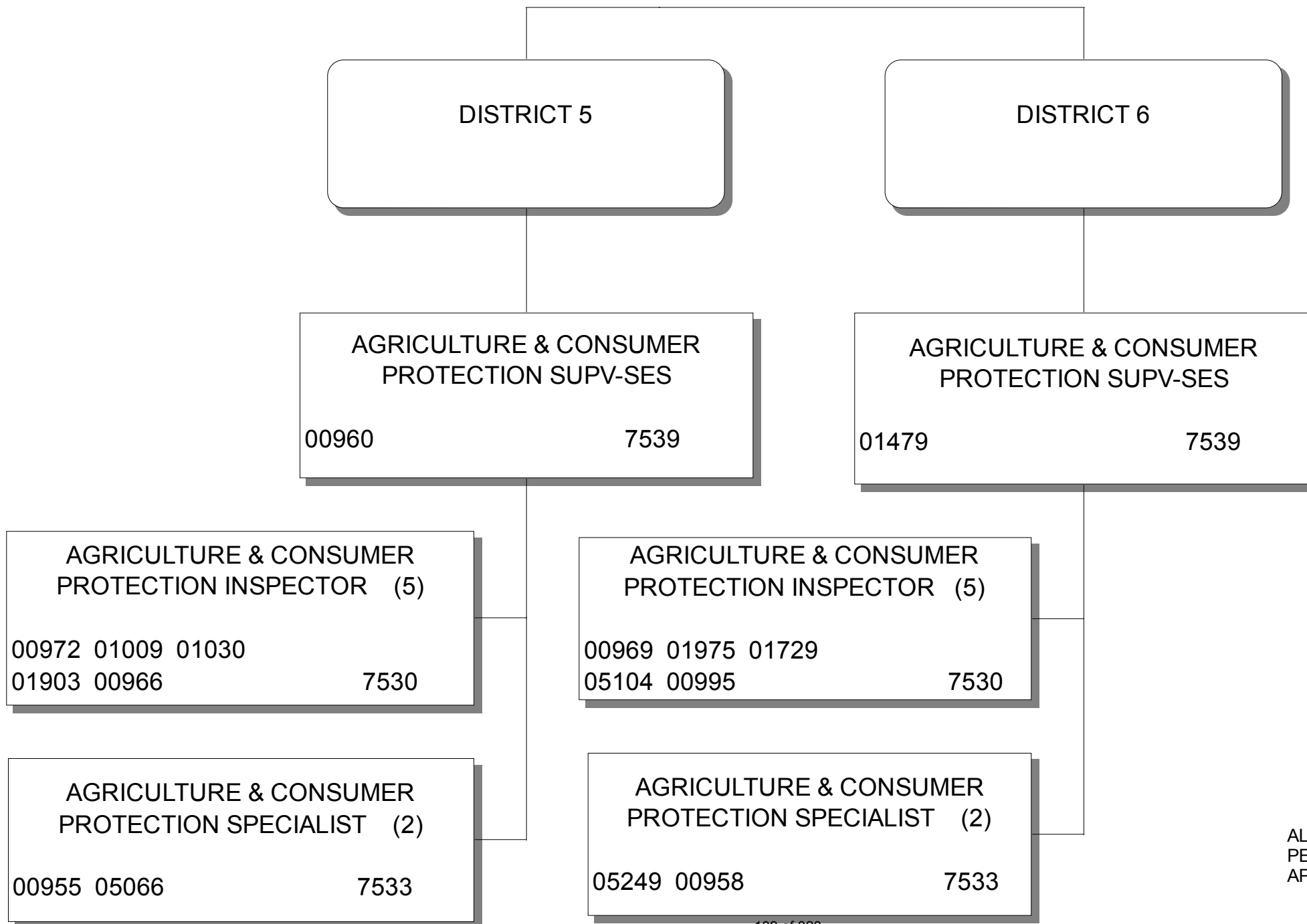
BUREAU OF ANIMAL DISEASE CONTROL
PAGE 3 OF 4



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
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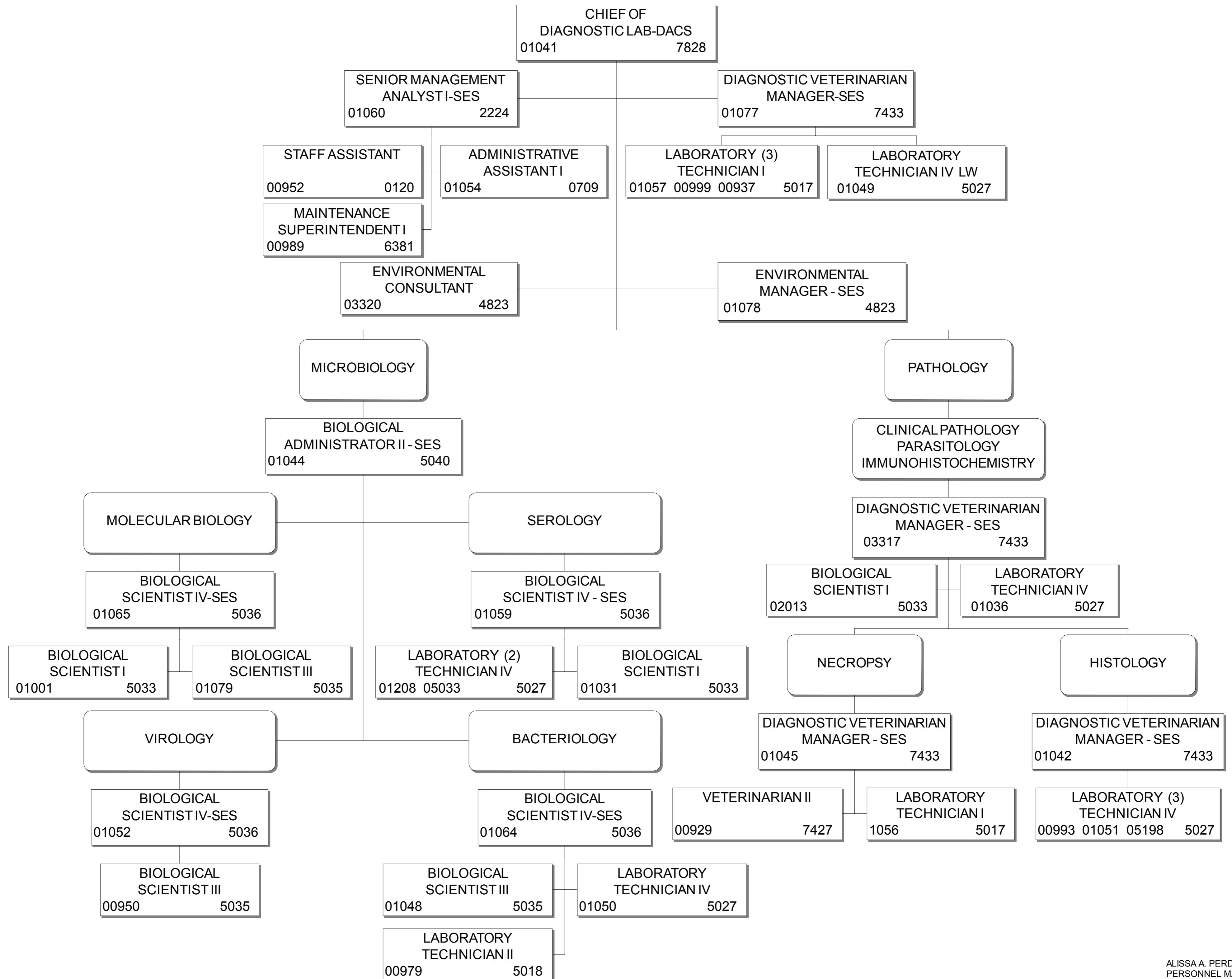
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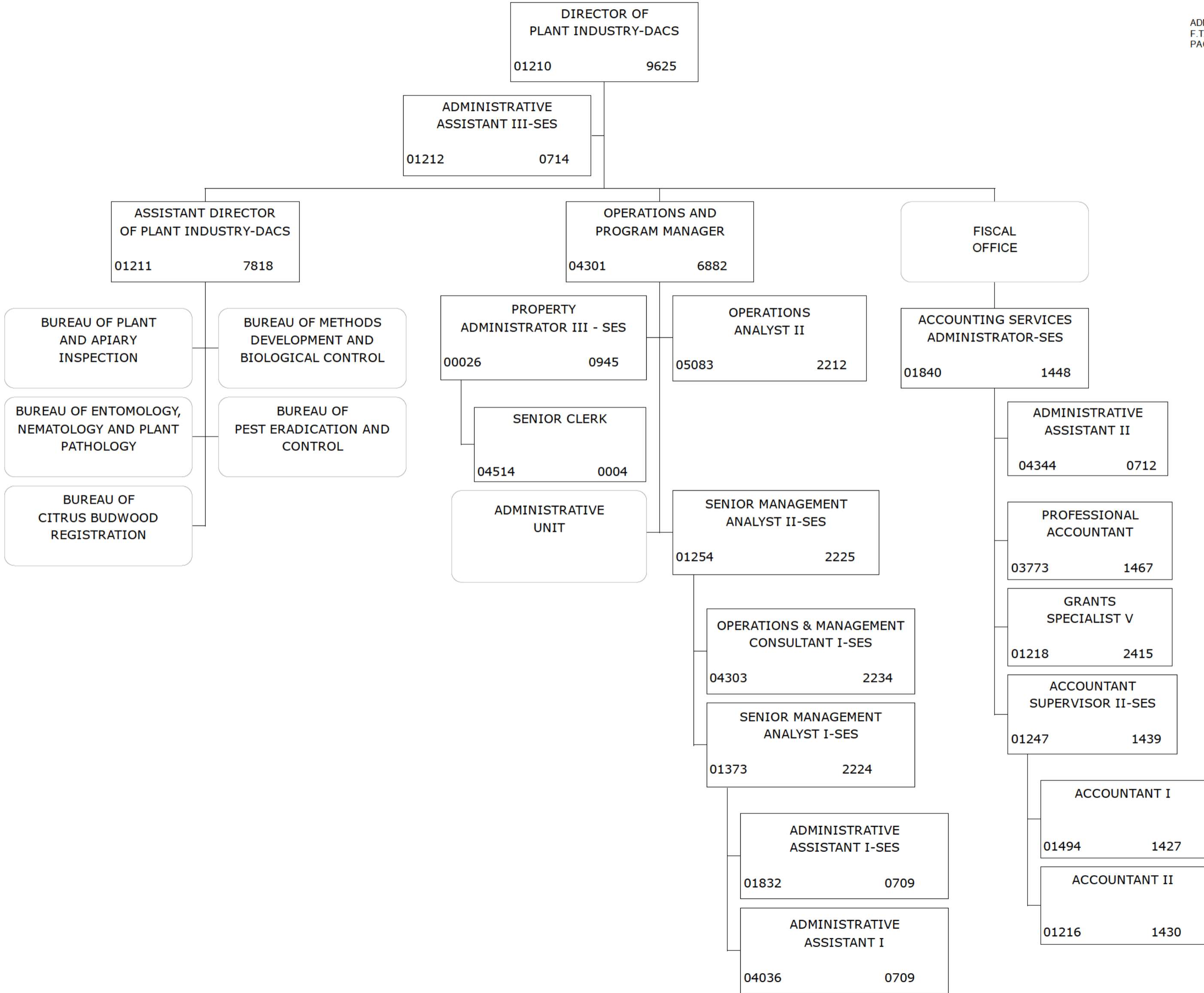
ALISSA A. PERDUE, CHIEF OF
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APPROVED DATE: 4/25/2014

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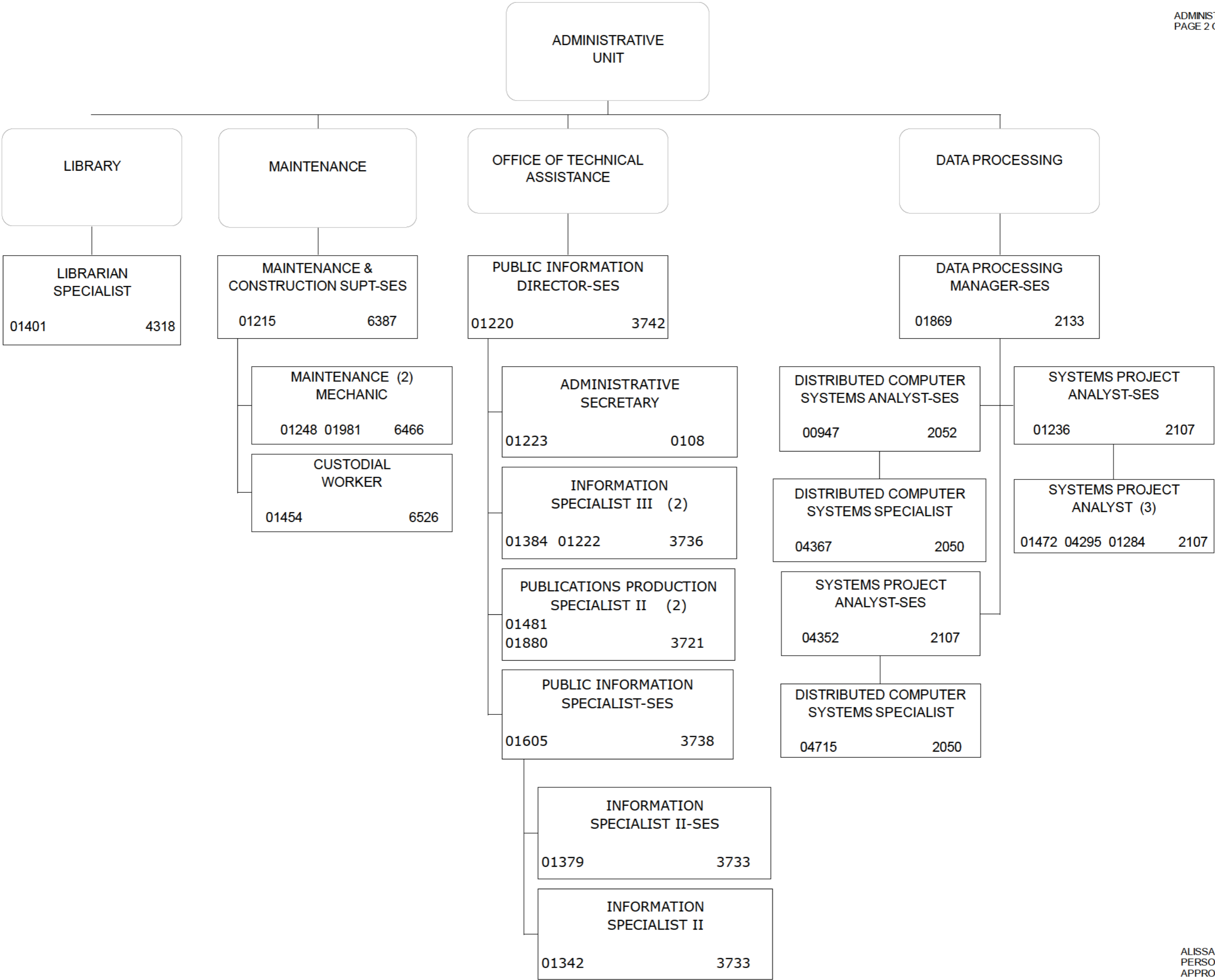
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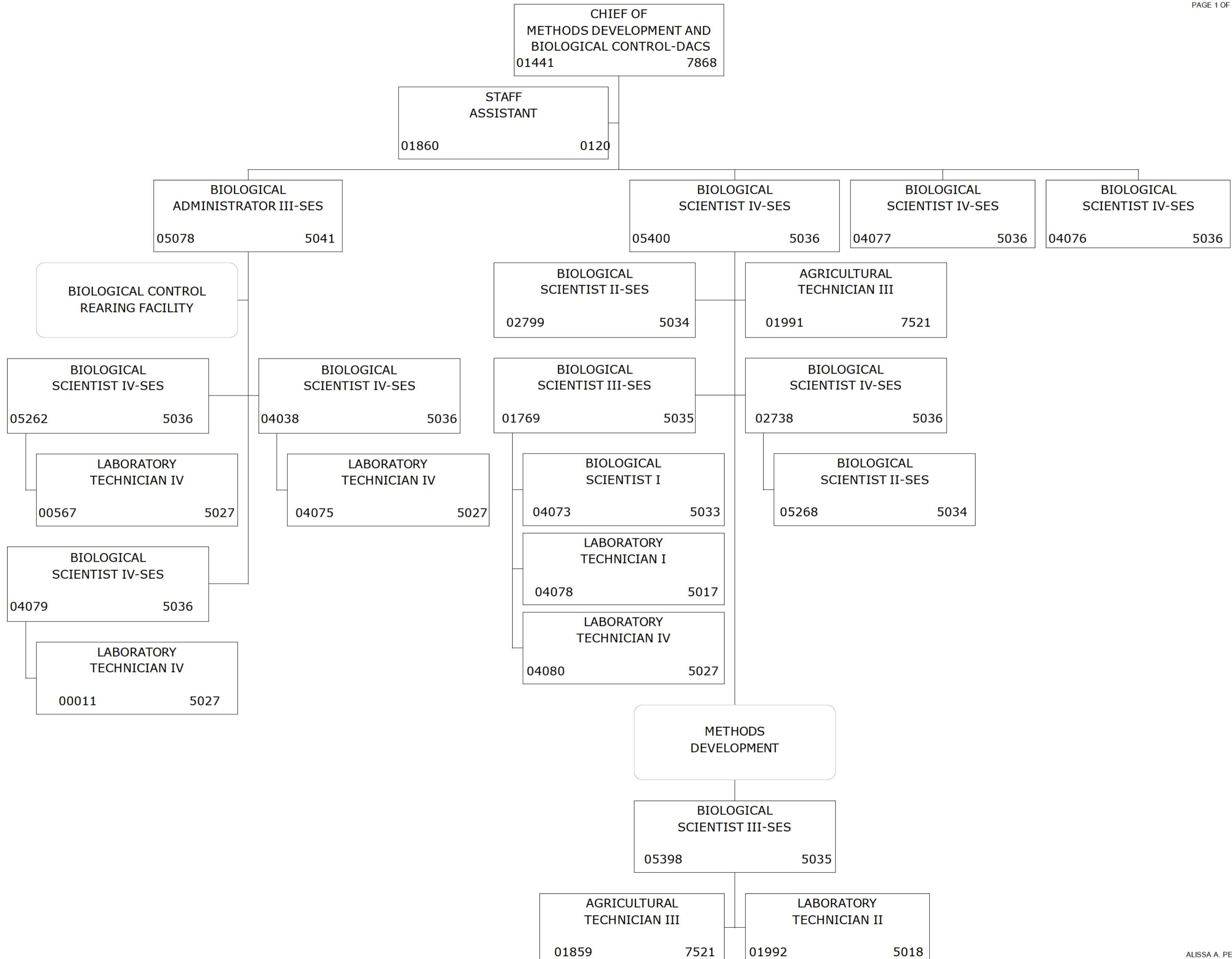
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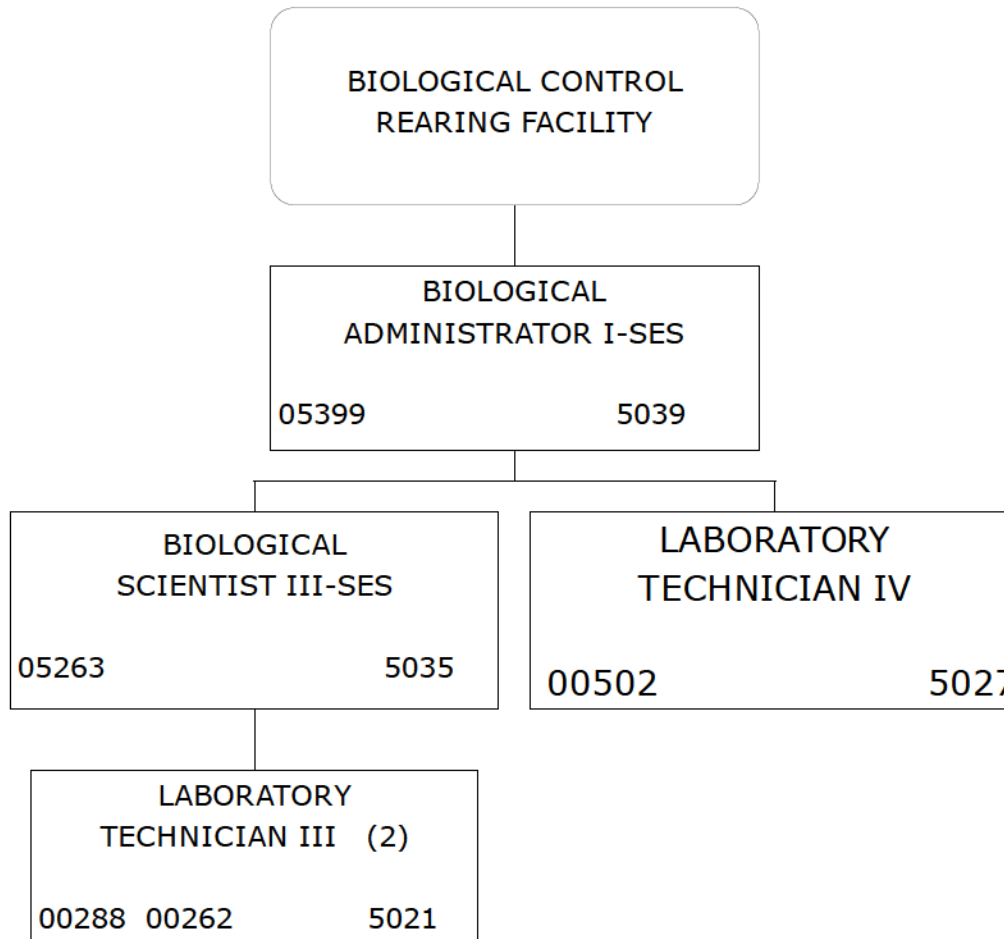


**DEPARTMENT OF AGRICULTURE
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BUREAU OF METHODS
DEVELOPMENT
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**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF PLANT INDUSTRY**

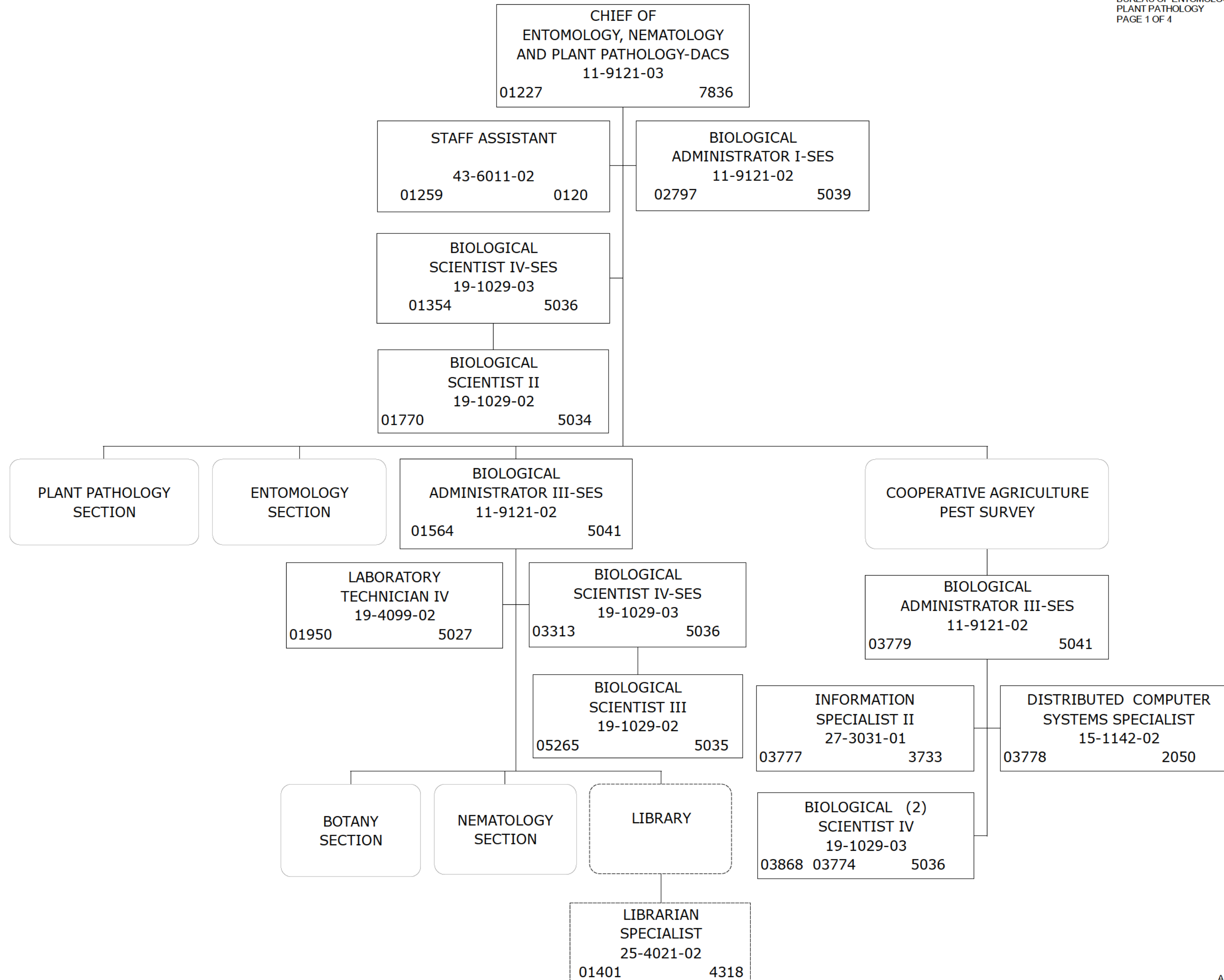


BUREAU OF METHODS
DEVELOPMENT
AND BIOLOGICAL CONTROL
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ALISSA A. PERDUE, CHIEF OF
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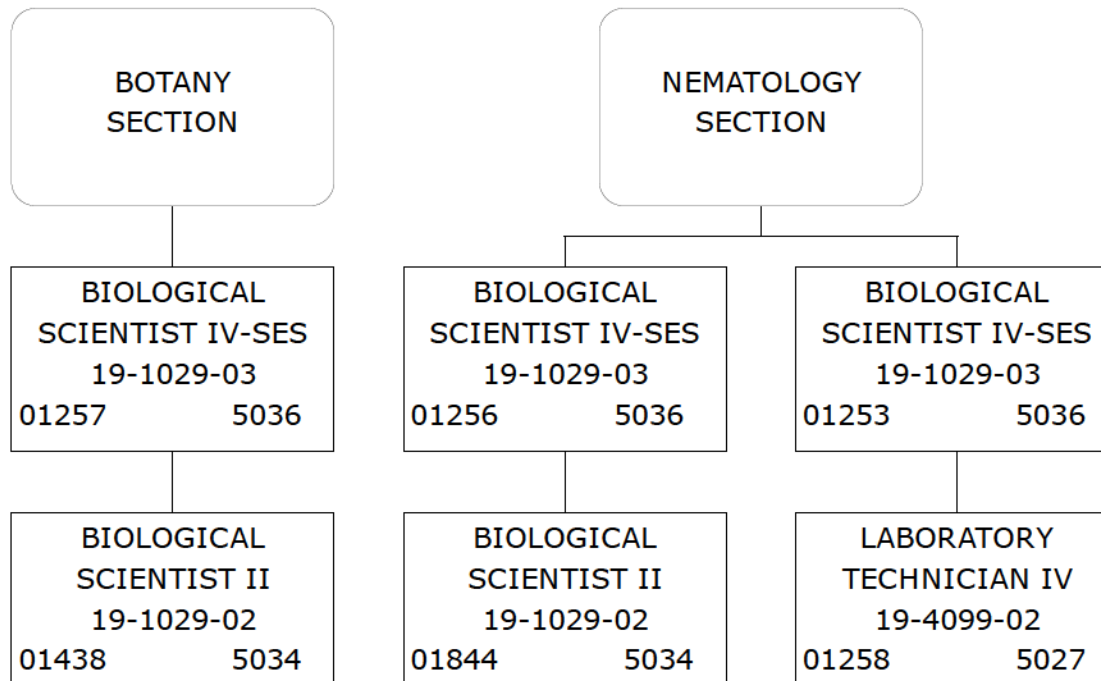
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BUREAU OF ENTOMOLOGY, NEMATOLOGY &
PLANT PATHOLOGY
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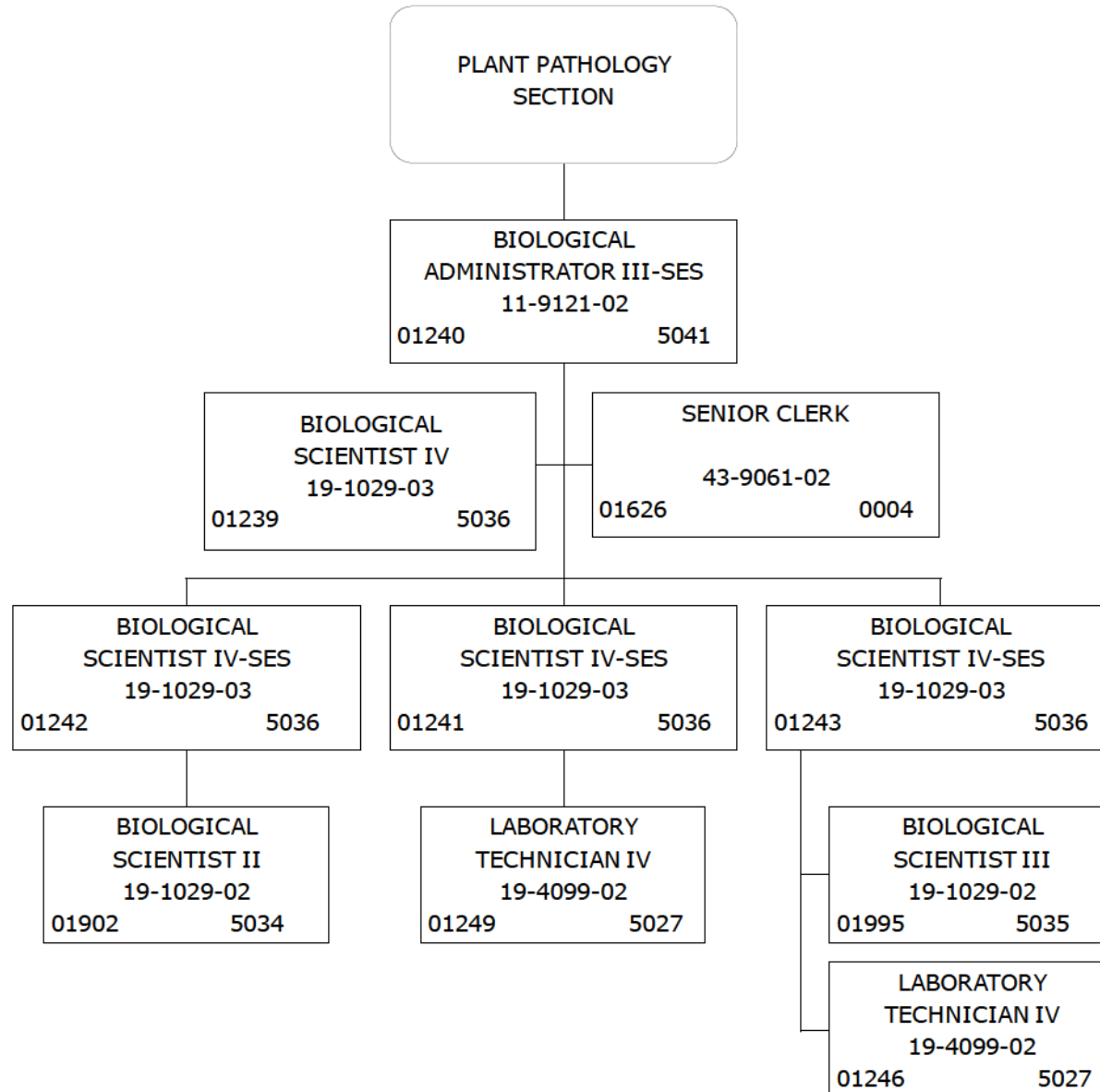
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BUREAU OF ENTOMOLOGY, NEMATOLOGY AND
PLANT PATHOLOGY
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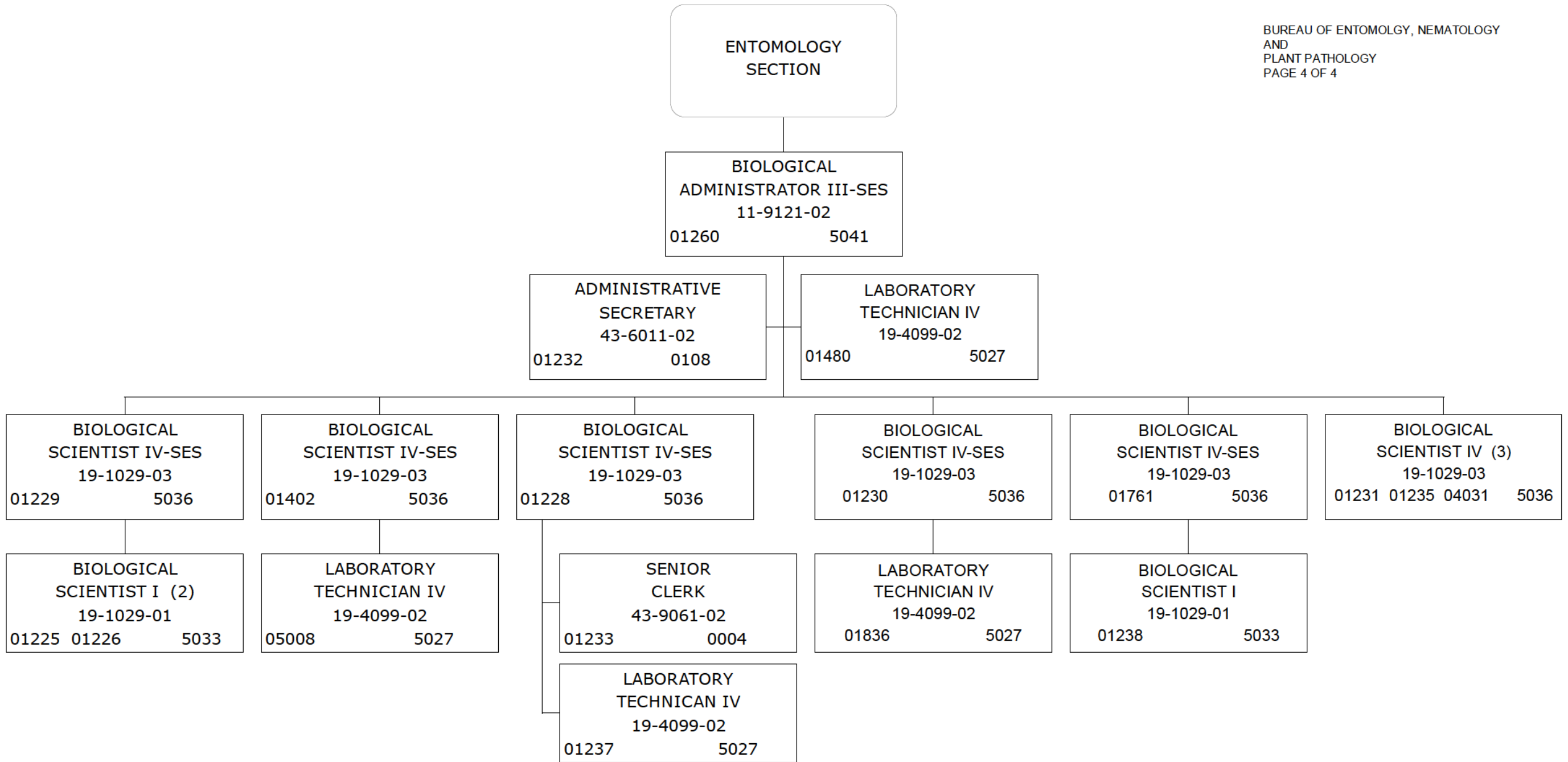
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PLANT PATHOLOGY
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 12/30/2016

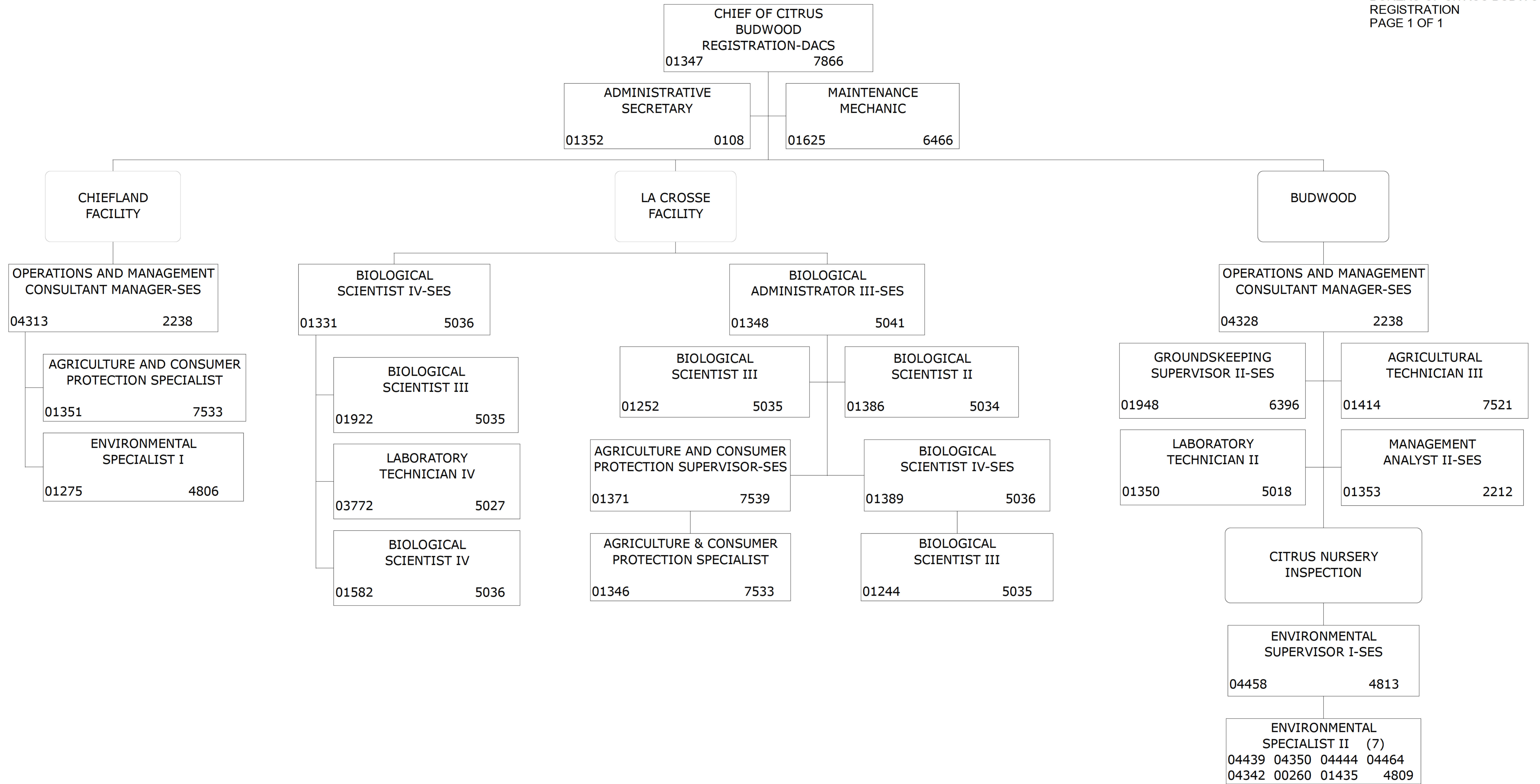
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BUREAU OF ENTOMOLGY, NEMATOLGY
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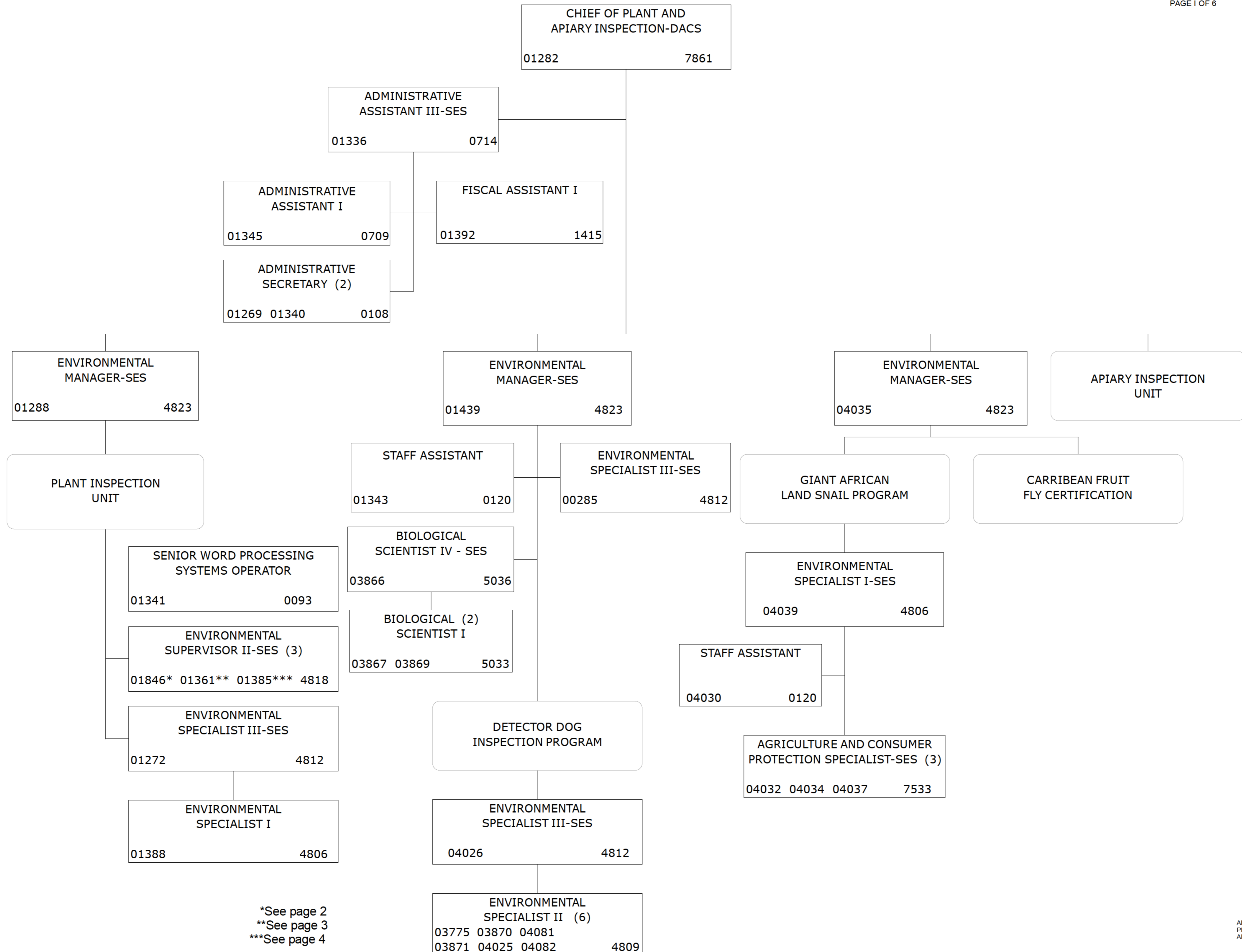
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BUREAU OF CITRUS BUDWOOD
REGISTRATION
PAGE 1 OF 1



ALISSA A. PERDUE, CHIEF OF
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APPROVED DATE: 6/14/2019

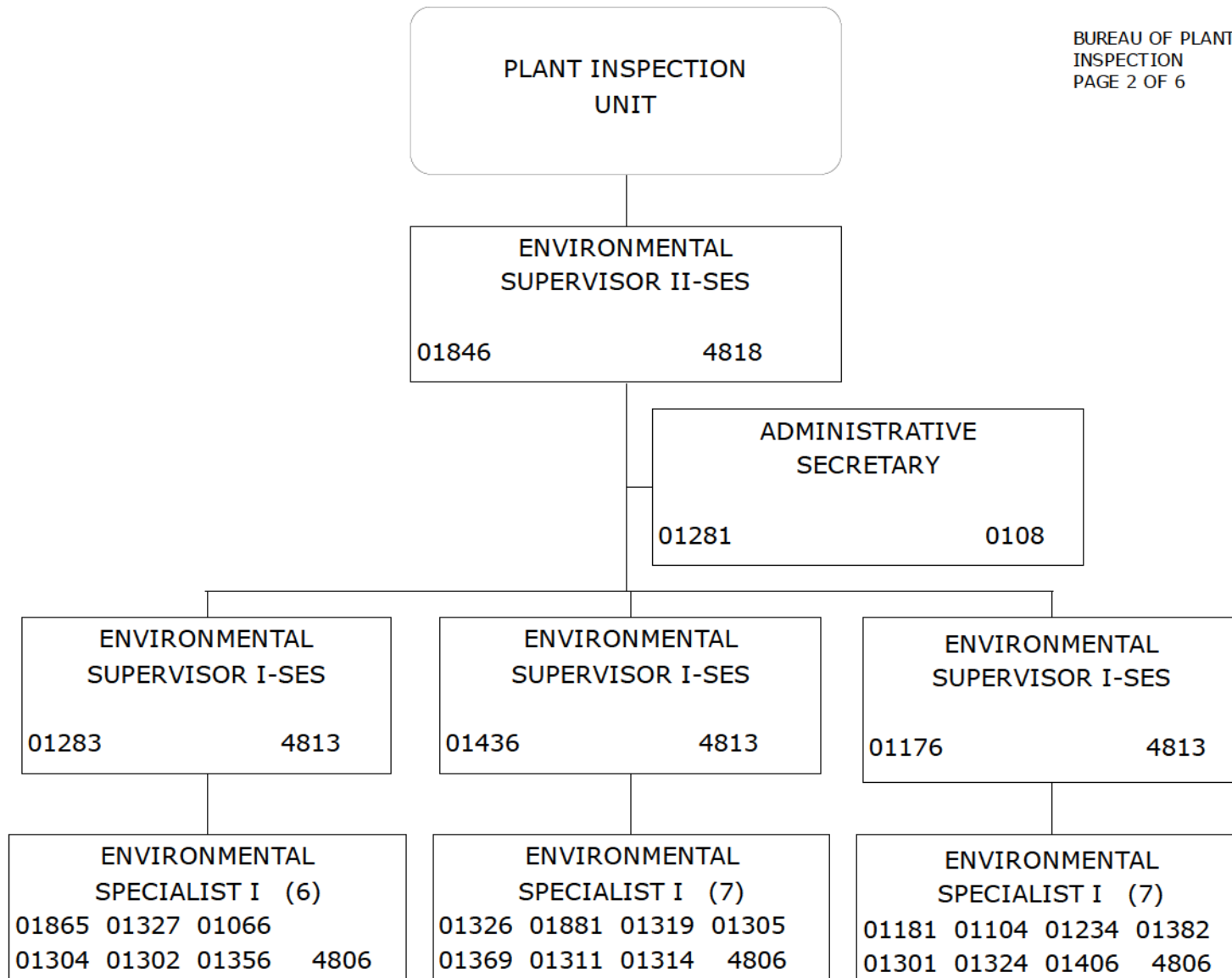
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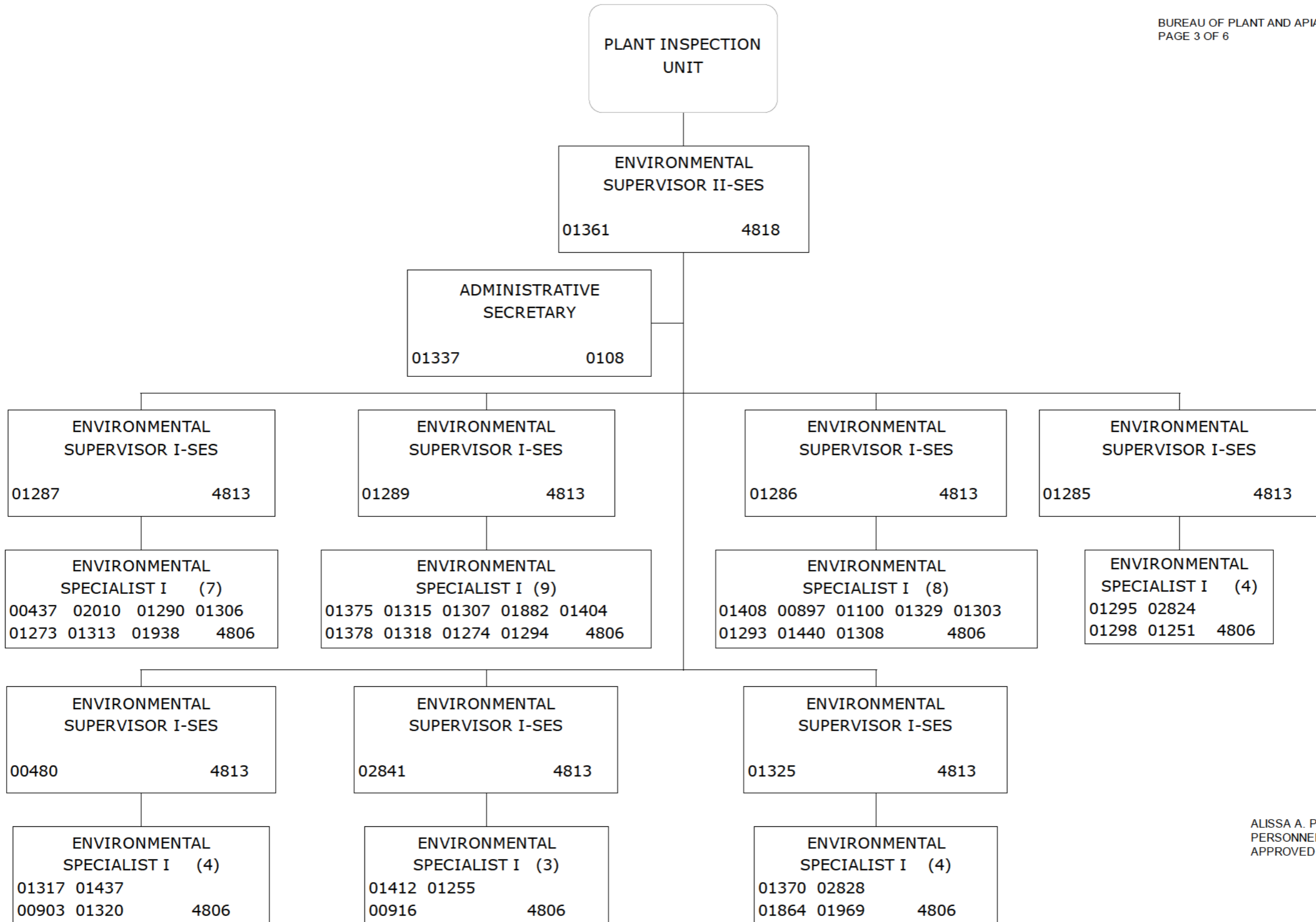
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BUREAU OF PLANT AND APIARY
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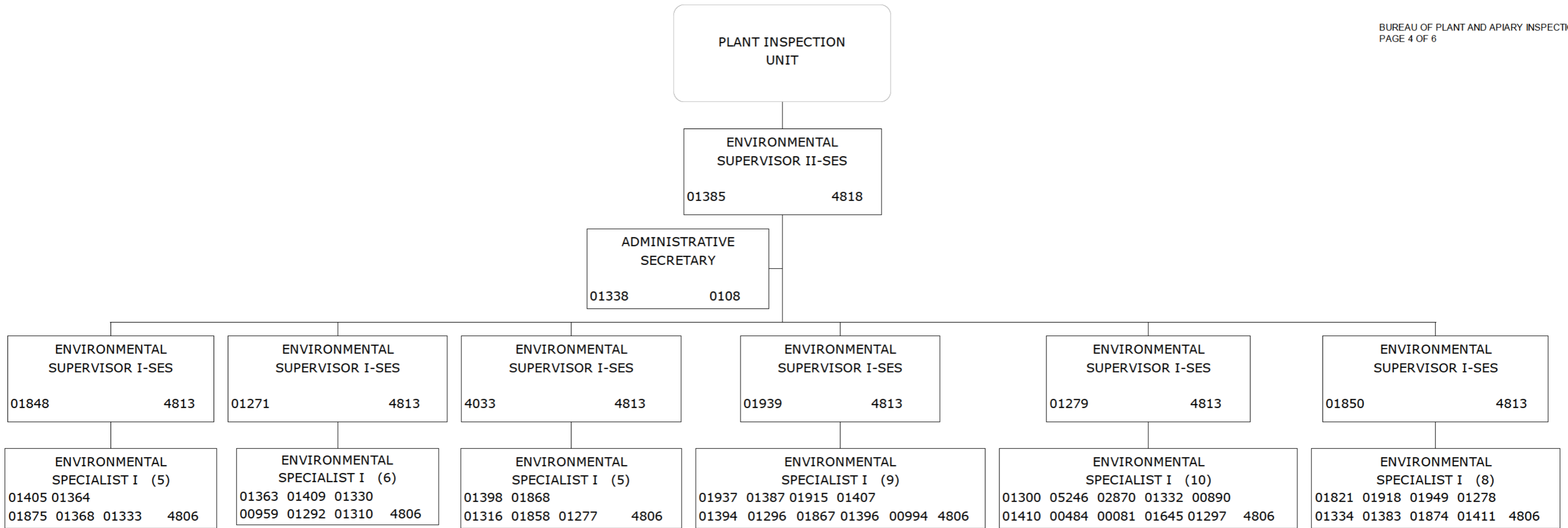
BUREAU OF PLANT AND APIARY INSPECTION
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ALISSA A. PERDUE, CHIEF OF
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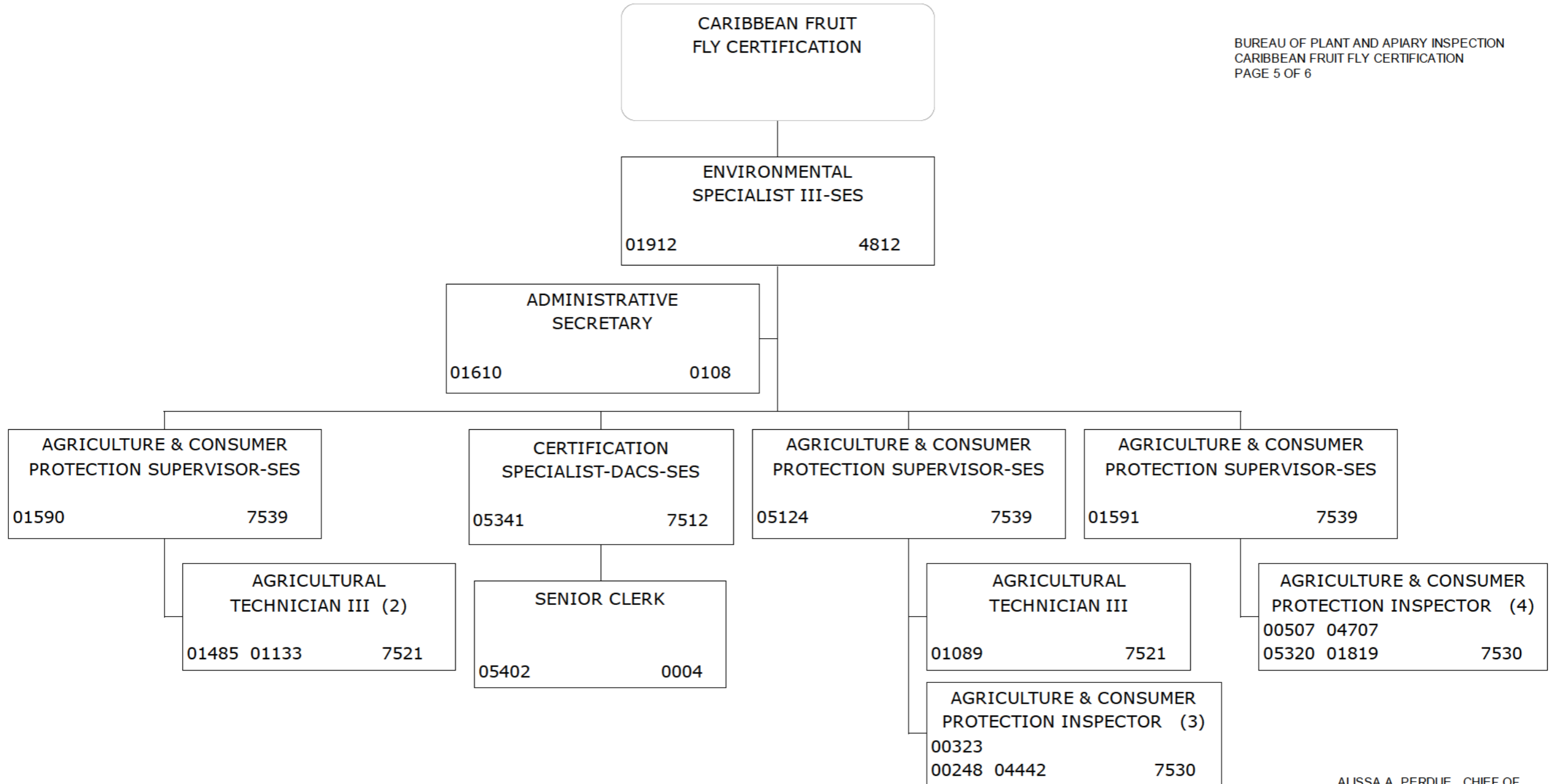
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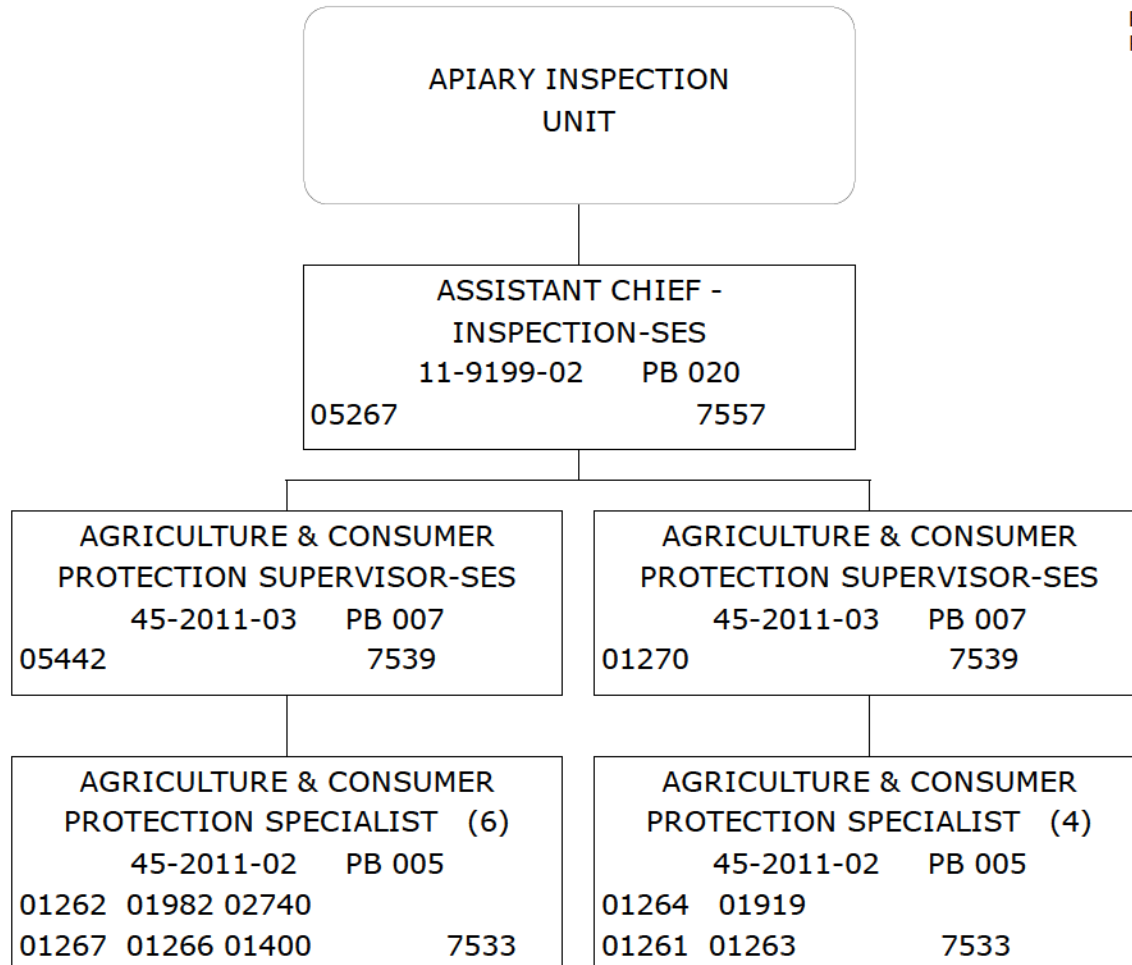
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CARIBBEAN FRUIT FLY CERTIFICATION
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ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 3/9/2018

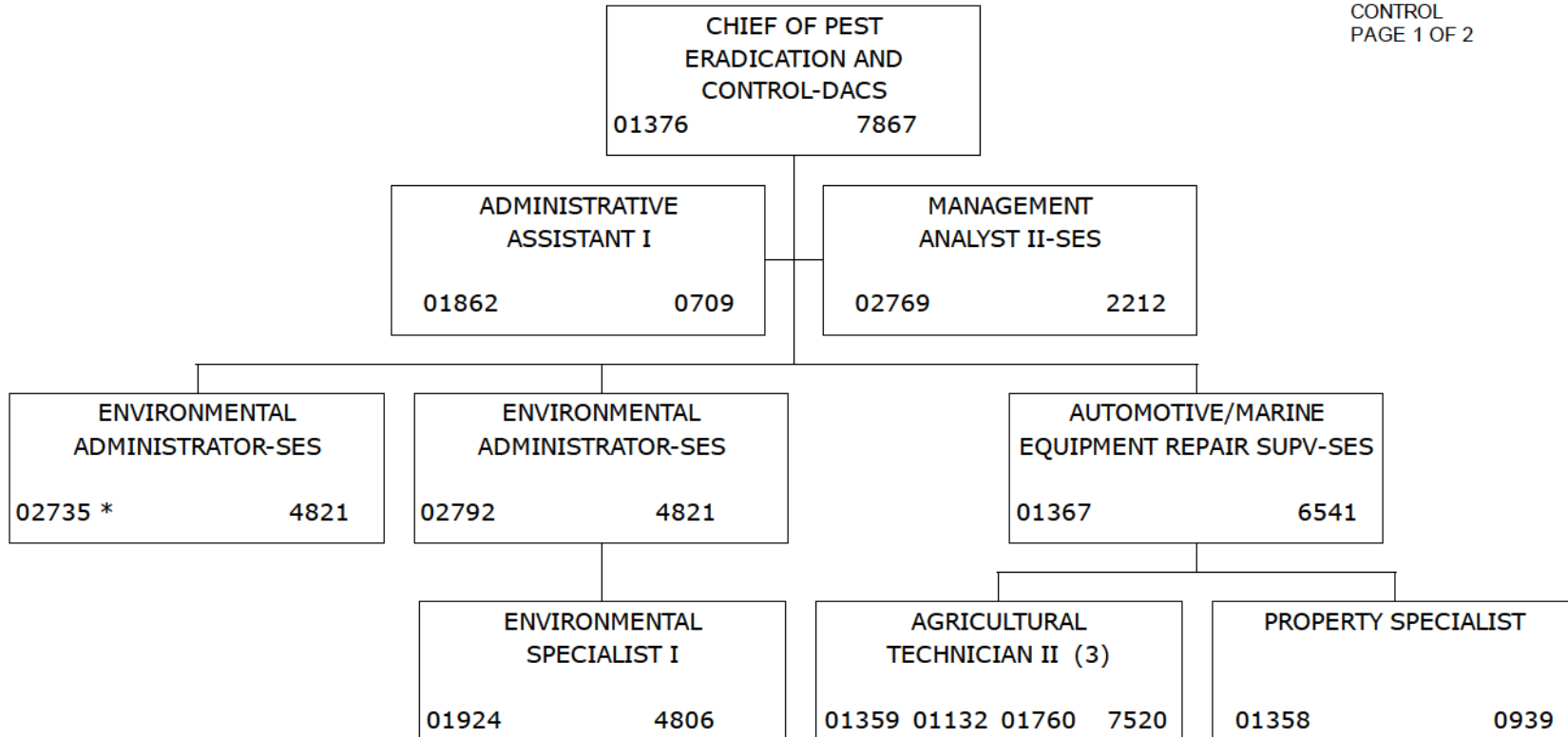
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DIVISION OF PLANT INDUSTRY**

BUREAU OF PLANT AND APIARY INSPECTION
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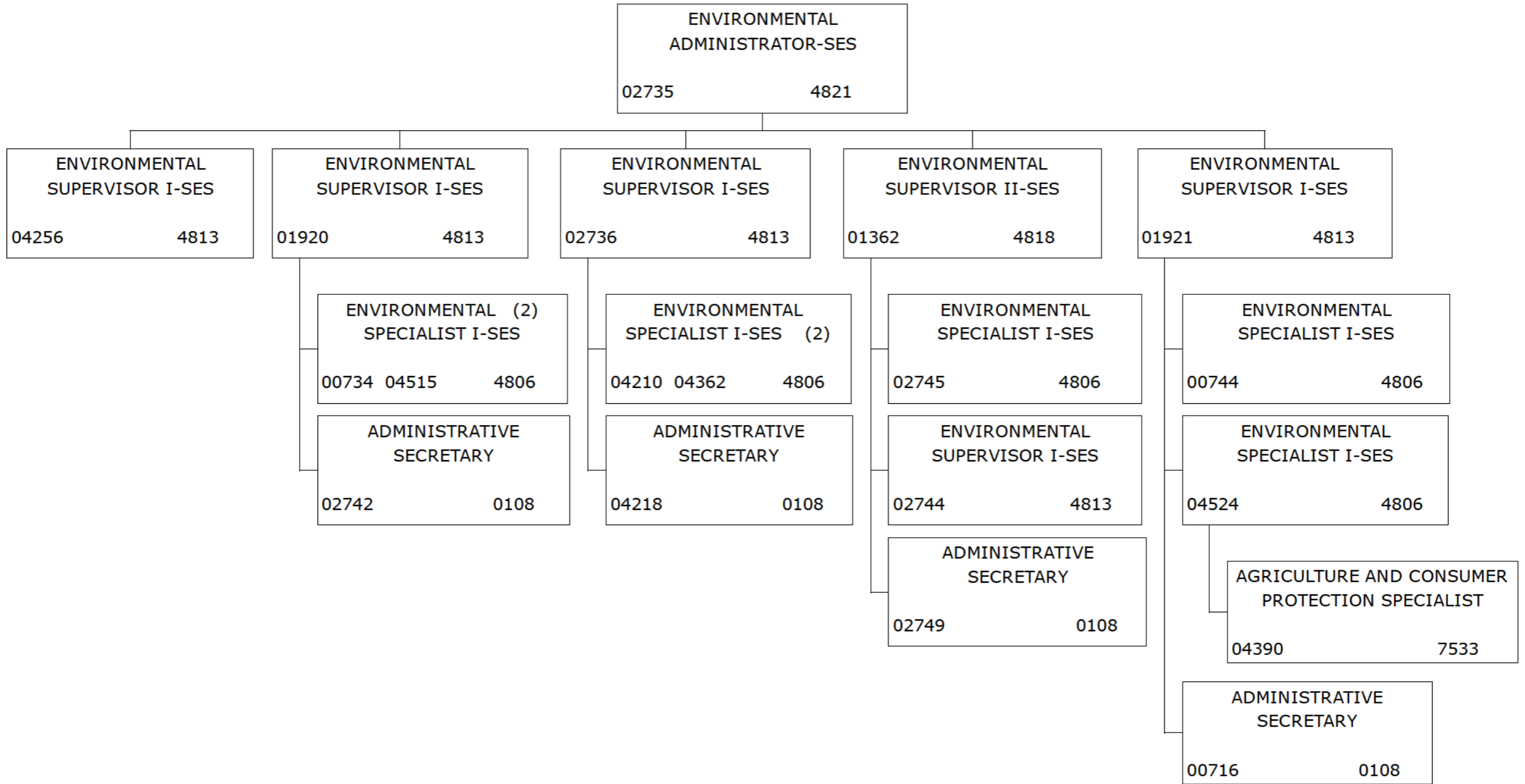
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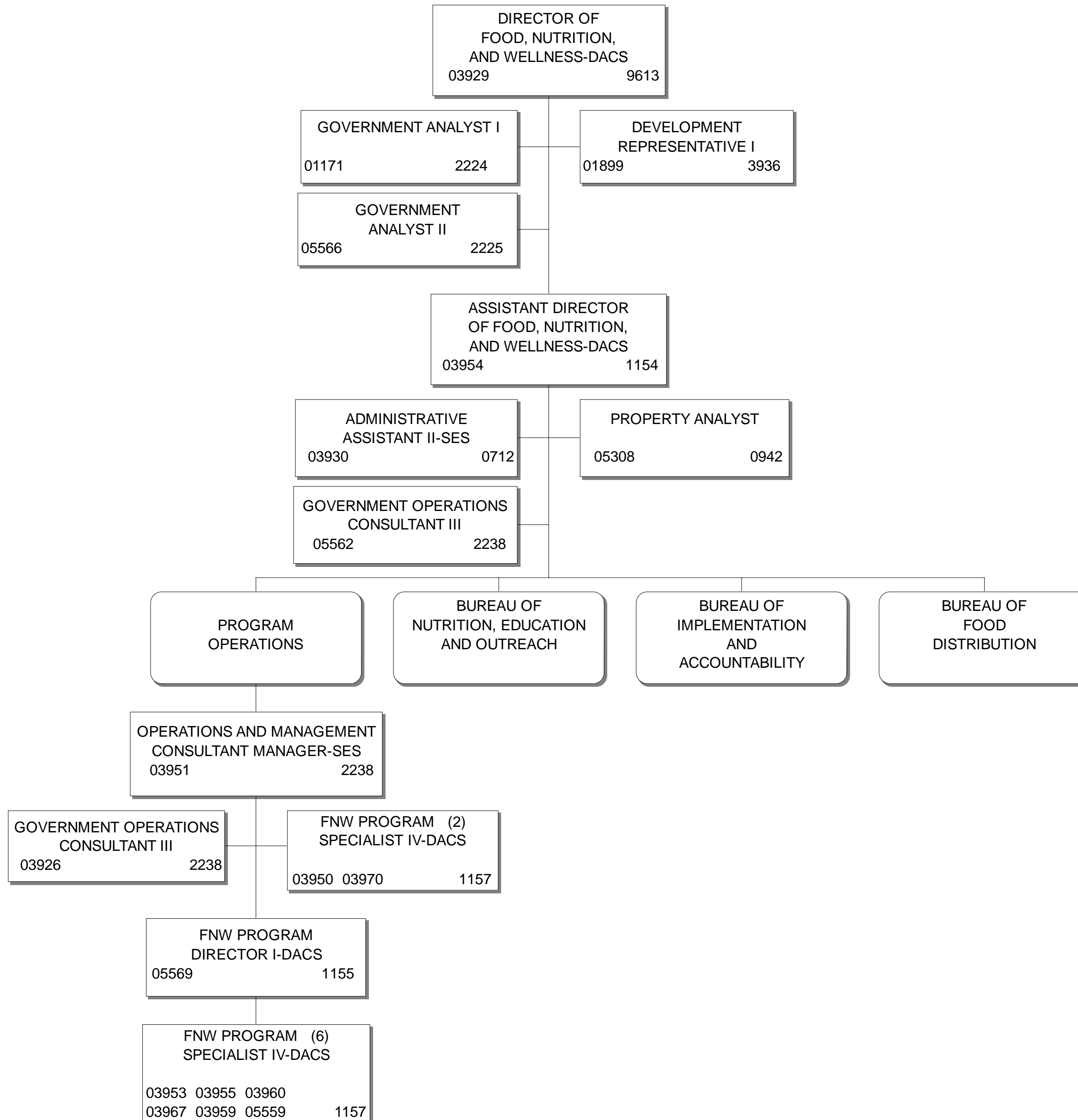
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BUREAU OF PEST ERADICATION & CONTROL
PAGE 2 OF 2



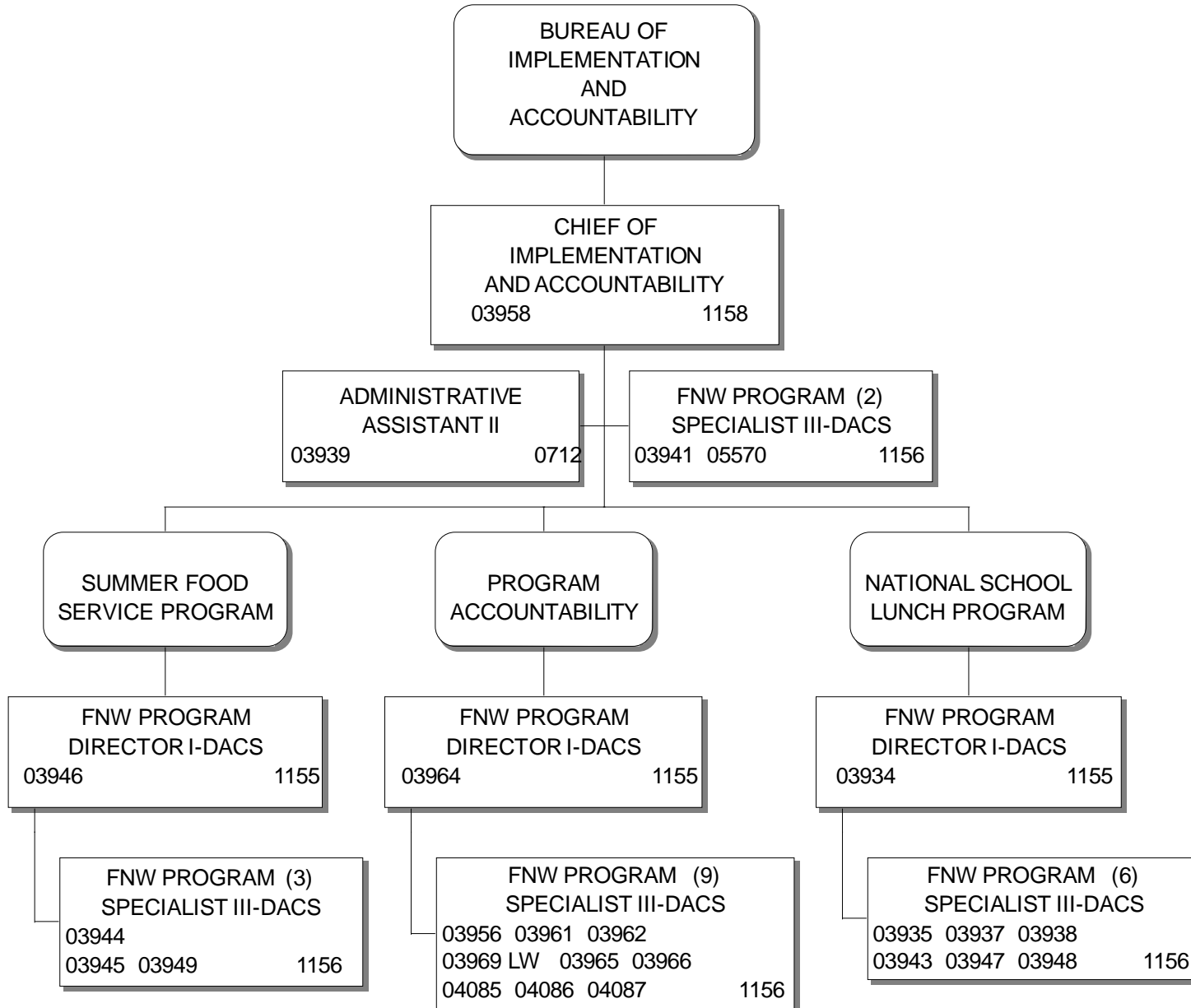
**DEPARTMENT OF AGRICULTURE
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FOOD, NUTRITION AND WELLNESS**

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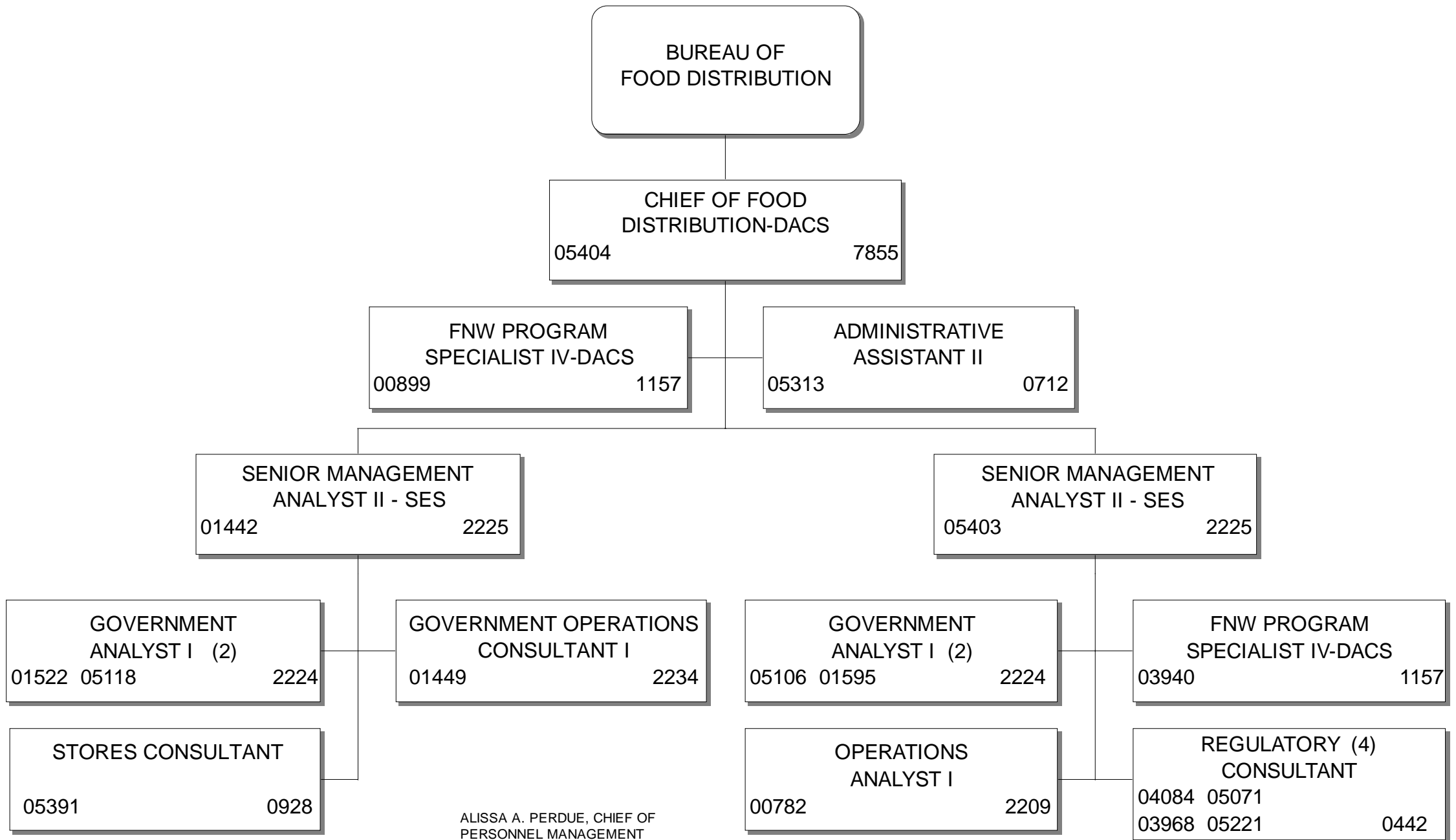
BUREAU OF IMPLEMENTATION
AND ACCOUNTABILITY
PAGE 1 OF 1



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 7/27/2018

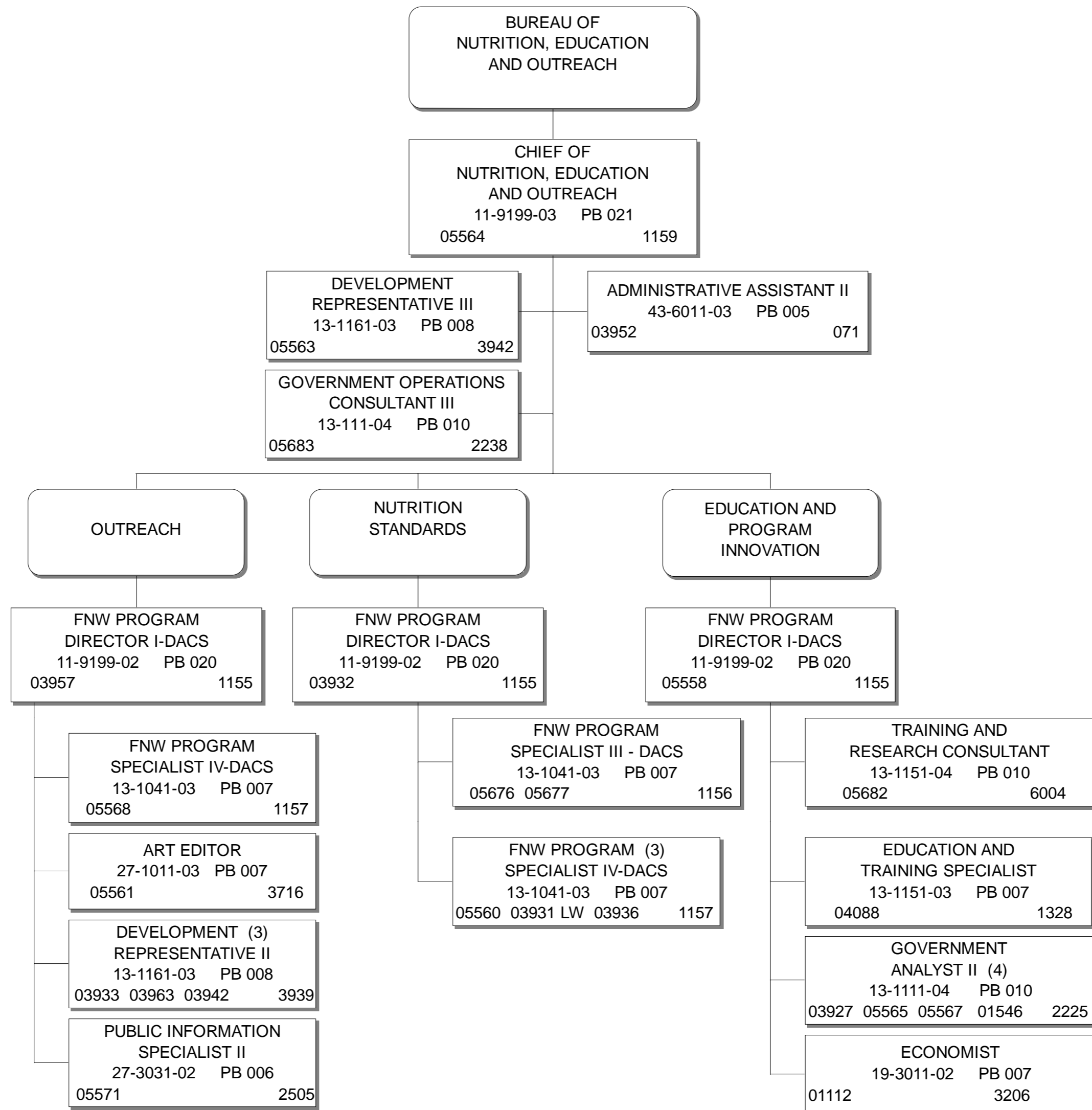
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BUREAU OF FOOD DISTRIBUTION
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ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 5/17/2019

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



AGRICULTURE AND CONSUMER SERVICES, DEPARTMENT OF, AND		FISCAL YEAR 2018-19			
SECTION I: BUDGET		OPERATING	FIXED CAPITAL OUTLAY		
TOTAL ALL FUNDS GENERAL APPROPRIATIONS ACT		1,792,373,148	26,653,643		
ADJUSTMENTS TO GENERAL APPROPRIATIONS ACT (Supplementals, Vetoes, Budget Amendments, etc.)		28,105,292	3,158,547		
FINAL BUDGET FOR AGENCY		1,820,478,440	29,812,190		
SECTION II: ACTIVITIES * MEASURES		Number of Units	(1) Unit Cost	(2) Expenditures (Allocated)	(3) FCO
Executive Direction, Administrative Support and Information Technology (2)					17,762,190
Provide Assists To Consumers (call Center) * Number of Assists Provided to Consumers by the Call Center		318,359	5.76	1,834,396	
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		546,937	24.84	13,588,251	
Register, License, Or Permit Department Regulated Entities * Number of Regulated Entities Registered by the Division of Consumer Services.		149,734	26.90	4,027,558	
State Forest Resource Management * Percentage of acres of Florida Forest Service Lands Managed by the Department		1,136,200	23.21	26,369,943	
Provide Technical Assists To Non-Industrial Forest Landowners * Number of Hours Spent Providing Forest-Related Technical Assists to Non-Industrial Private Landowners		40,000	52.76	2,110,476	
Visitor Service / Recreation * Number of State Forest Visitors		2,100,000	1.71	3,580,906	
Capital Improvements * Number of Hours Spent on Capital Improvement Projects		205,690	108.91	22,402,601	
Provide Land Management Assistance To Other Agencies * Number of Hours Spent Providing Forest-Related Technical Assists to Public Land management Agencies		16,000	107.28	1,716,474	
Protect Acres Of Forest Land From Wildfires * Number of acres of wildlands protected from wildfires		26,679,830	3.14	83,788,990	
Licensing * N/A		307,588	76.78	23,616,623	
Compliance Section * Number of Administrative Actions		41,226	93.67	3,861,453	
Regional Offices * Number of New and Renewal Concealed Weapon/Firearm Licenses Issued		101,099	86.26	8,721,107	
Inspect Pesticide Applicators And Dealers * Number of Pesticide Inspections Conducted		2,295	1,105.05	2,536,093	
License Pesticide Applicators And Dealers * Number of Pesticide Applicators and Dealers Licensed		12,177	39.69	483,245	
Evaluate And Manage Pesticide Products * Number of Pesticide Products Registered		310	2,757.75	854,902	
Register Pesticide Products * Number of Pesticide Products Registered		15,466	42.94	664,101	
Analyze Pesticide Products * Number of Pesticide Sample Determinations Performed		148,562	10.92	1,622,311	
Inspect Pest Control Businesses And Applicators * Number of Pest Control Businesses and Applicators Licensed		5,125	756.99	3,879,573	
License Pest Control Businesses And Applicators * Number of Pest Control Businesses and Applicators Licensed		54,268	26.48	1,437,284	
Regulate Mosquito Control Programs * Number of People Served by Mosquito Control Activities		62	68,084.05	4,221,211	
Regulate Fertilizer Companies * Number of Fertilizer Inspections Conducted		2,641	547.85	1,446,874	
Analyze Fertilizer Products * Number of Fertilizer Sample Determinations		117,040	10.34	1,210,518	
Analyze Seed Companies * Number of Official Seed Sample Determinations Performed		81,767	5.90	482,595	
Regulate Seed Companies * Number of Seed Inspections Conducted		2,192	202.52	443,922	
License Feed Companies * Number of Feed Companies Licensed		1,261	690.44	870,640	
Analyze Feed Products * Number of Official Feed Samples Collected by Feed Manufacturers and Analyzed by Certified Labs for Regulatory Purposes		1,750	284.93	498,627	
Conduct Food Establishment Inspections * Number of Food Firm Inspections		32,500	491.75	15,981,892	
Perform Analyses Of Food Samples * Number of Food Samples Collected		12,000	313.39	3,760,697	
Perform Analyses For Chemical Residues And Pesticide Data * Number of Chemical Residue Analyses Conducted		10,000	399.72	3,997,209	
Energy Efficiency And Renewable Energy Grants And Incentives * Number of Grants and Financial Incentives Processed		345	34,454.99	11,886,971	850,000
Energy And Climate Program Coordination * Number of Pageviews of the Florida Energy Clearinghouse		46,861	3.99	187,035	
Inspect Shellfish Processing Plants * Number of Shellfish Processing Plants Inspections and HACCP (Hazard Analysis Critical Control Point) Records Reviews		1,376	423.94	583,338	
Test Water Quality * Number of Acres Tested		1,324,066	1.14	1,507,023	
Administer Aquaculture Certification Program * Number of Certifications Issued to First-Time Applicants or Renewed		968	547.93	530,398	
Administer Shellfish Lease Program * Number of Submerged Land Leases		751	409.37	307,435	
Conduct Regulatory Investigations * Number of Complaints Investigated Upon Referral from the Division of Consumer Services		2,319	1,461.17	3,388,444	
Increase In Number Of New Sites Providing Free Meals In The Summer Food Service Program * Increase in the Number of Meals Served to Children in the Summer Food Service Program		14,759,525	2.81	41,508,615	
Conduct Law Enforcement Investigations * Number of Law Enforcement Investigations Initiated		451	7,555.57	3,407,561	
Agriculture State Law Enforcement - Commodity Interdiction * Number of Vehicles Inspected at Agricultural Interdiction Stations		1,745,579	10.14	17,706,966	
Capture Bills Of Lading * Number of Bills of Lading transmitted to the Department of Revenue from Agricultural Interdiction Stations		39,299	75.65	2,972,938	
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.		245,208	63.85	15,656,761	5,000,000
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.		714,005	33.54	23,944,255	
Develop Water Policy * Number of Water Policy Assists Provided to Agricultural Interests		5,896	59.20	349,037	
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.		1,455	199.91	290,863	
Assist Soil And Water Conservation Districts * Number of Soil and Water Conservation Districts Assisted		57	5,102.86	290,863	
Inspect Dairy Establishments And Collect Samples * Number of Dairy Establishment Inspections and Samples Collected.		1,700	767.58	1,304,879	
Perform Sample Analyses * Number of Florida Milk Regulatory Program Samples Collected for Analyses		16,000	26.96	431,371	
Inspect Dairy Tankers And Evaluate Bulk Milk Sample Collectors * Number of Dairy Tankers Inspected and Bulk Milk Sample Collectors Evaluated		737	119.29	87,916	
Conduct Florida Agriculture Promotion Campaign (fapc) And Related Promotional Activities * Amount of Sales Reported by Participants at Domestic and International Trade Events organized by the Division of Marketing and Development.		141,400,000	0.04	5,716,519	
Provide Education & Communications * Number of Media Items Produced for Promotional and Educational Purposes		1,252	956.04	1,196,964	
Conduct State Farmers Market Program * Number of Leased Square Feet at State Farmers' Markets		1,811,666	2.27	4,115,037	
Conduct Agriculture/Seafood/ Aquaculture Assists * Number of Marketing Assists Provided to Producers and Businesses		511,000	11.19	5,716,510	
Conduct Citrus Packing House And Processing Inspections * Number of Tons of Citrus Inspected		3,442,474	0.79	2,718,571	
Conduct Shipping And Receiving Point Vegetable Inspections And Regulate Imports In Applicable Areas Upon Request * Number of Tons of Vegetables Inspected		591,970	4.63	2,738,567	
Conduct Terminal Market Inspections Upon Request Of Shippers/Receivers * Number of Tons of Fruits and Vegetables Inspected		60,956	20.47	1,247,472	
Inspect Plants For Plant Pests, Disease Or Grade And Service Exotic Fruit Fly Traps * Number of Plant, Fruit Fly Trap, and Honeybee inspections Performed		1,097,396	17.36	19,056,006	
Identify Plant Pests * Number of Plant, soil, Insect and Other Organism Samples Processed for Identification or Diagnosis		621,231	6.03	3,745,334	
Certify Citrus Fly-free * Number of Cartons of Fruit Certified as Fly-Free for Export		879	1,534.42	1,348,756	
Develop Control Methods And Rear Biocontrol Agents * N/A		3,603,209	0.56	2,020,215	
Release Sterile Fruit Flies * Number of Sterile Med Flies Released		3,775,885,203	0.00	1,212,918	
Inspect Citrus Trees For Crop Forecast And Pest Detection * Number of Commercial Citrus Acres Surveyed for Citrus Diseases		234,908	46.35	10,887,909	
Inspect Apiaries * Number of Honeybee Inspections Performed		454,093	2.67	1,211,076	
Register Citrus Budwood * N/A		13,972	78.17	1,092,143	
Certify Nurseries As Imported Fire Ant Free * N/A		3,471	7.44	25,841	
Distribute Endangered Plant Grant Money To Qualified Applicants To Preserve Native Plants * N/A		4	60,000.00	240,000	
Prevent, Control And Eradicate Animal Diseases * Number of Animal Tests and/or Vaccinations Performed on Animals		86,110	77.79	6,698,678	
Inspect Livestock On Farms/Ranches For Sanitary/Humane Conditions * Number of Animal Site Inspections Performed		11,919	426.42	5,082,524	
TOTAL				442,424,181	23,612,190
SECTION III: RECONCILIATION TO BUDGET					
PASS THROUGHS					
TRANSFER - STATE AGENCIES					
AID TO LOCAL GOVERNMENTS				1,233,480,508	6,200,000
PAYMENT OF PENSIONS, BENEFITS AND CLAIMS				52,094,171	
OTHER				3,807,416	
REVERSIONS				88,672,350	
TOTAL BUDGET FOR AGENCY (Total Activities + Pass Throughs + Reversions) - Should equal Section I above. (4)				1,820,478,626	29,812,190

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

(1) Some activity unit costs may be overstated due to the allocation of double budgeted items.
(2) 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.
(3) Information for FCO depicts amounts for current year appropriations only. Additional information and systems are needed to develop meaningful FCO unit costs.
(4) 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: Thomas Poucher, 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 2019 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 2020-2021 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 2020-2021 Estimate/Request Amount	
			Long Range Financial Outlook	Legislative Budget Request
a	Rural and Family Lands	B	\$ 5,269,167	\$ 32,600,000
b	Land Management	B	\$ 5,100,000	\$ 9,873,435
c	Lake Okeechobee Projects	B	\$ 4,833,333	\$ 15,000,000
d	Forestry Wildfire Prevention Equipment	B	\$ 5,705,417	\$ 6,592,810
e	Florida Agricultural Promotional Campaign	B	\$ -	\$ 5,000,000
f	Water Conservation/Supply	B	\$ 1,500,000	\$ 1,500,000
g	Farm Share/Food Banks	B	\$ 6,002,416	\$ 2,000,000
h	Aircraft Acquisition and Maintenance	B	\$ 1,883,667	\$ 11,129,000
i	Agricultural Promotion and Education Facilities	B	\$ 4,287,904	\$ -
j	Agricultural Emergency Eradication Trust Fund	R	\$ 13,000,000	\$ 13,300,000
k	Citrus Greening	B	\$ 10,500,000	\$ 10,500,000
l	Citrus Canker Judgments	B	\$ 22,900,000	\$ 61,329,255
m	Florida State Fair	B	\$ 863,333	\$ 3,000,000
n	Agriculture and Natural Resources Critical Repairs (Life & Safety)	B	\$ 2,624,850	\$ 430,000

- 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. Estimates for outstanding projects on the current priority list exceed \$665 million.
- Land Management request is based on identified needs of the Florida Forest Service and includes state forest facility repairs, roads and bridges repairs, and forestry station replacements.
- Lake Okeechobee Restoration Project request is based on current project funding needs critical to addressing the state's on-going water quantity and quality issues.
- Florida Forest Service Wildfire Suppression Equipment is based on current replacement needs.
- The Florida Agricultural Promotion Campaign exceeds the Long Range Financial Outlook because additional funding is needed to combat the negative impacts of natural disasters and of foreign produce imports on Florida agricultural products.
- Farm Share and Food Bank funding is sought directly by those organizations.
- Aircraft Acquisition and Maintenance is based on current replacement needs including two new firefighting helicopters and one fixed wing aircraft.
- Agricultural Promotion and Education Facilities funding are requested by separate entities. A ranked listing of projects is provided to the Legislature and Governor for consideration.
- The Agricultural Emergency Eradication Trust Fund amount is based on the August 2019 REC fuel tax estimates for FY 19-20.
- Citrus Canker judgements are based on outstanding judgments for Lee and Orange Counties.
- Florida State Fair request is based on capital and security improvement needs.
- Agriculture and Natural Resources Critical Repairs request includes code and life safety repairs for Farmers Market facilities and architectural and engineering costs associated with the recently-demolished Shaw Building. Hurricanes Irma and Michael caused significant damage to department FCO infrastructure and these projects are the priority. Taking into account limited trust fund resources, additional critical FCO projects will be requested in future budget requests.

* R/B = Revenue or Budget Driver

Office of Policy and Budget - July 2019

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

**DIVISION OF LICENSING
42010400**

EXHIBITS AND SCHEDULES

**LEGISLATIVE BUDGET REQUEST
2020 - 2021**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2020-21**
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 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 2018 - 19**

**ESTIMATED
FY 2019 - 20**

**REQUEST
FY 2020 - 21**

Receipts:

<u>Agency New</u>	237,302	236,811	236,811
<u>Agency Renewal</u>	564,886	561,394	561,394
<u>"D" Renewal</u>	1,762,585	1,783,194	1,783,194
<u>"D" New</u>	1,569,767	1,564,662	1,564,662
<u>"G" / "K" Renewal</u>	759,195	745,537	745,537
<u>"G" / "K" New</u>	924,568	904,268	904,268
<u>Manager New</u>	23,782	22,905	22,905
<u>Manager Renewal</u>	55,835	55,798	55,798
<u>Recovery Agent New E/EE</u>	24,412	25,158	25,158
<u>Recovery Agent Renewal E/EE</u>	28,518	28,092	28,092
<u>P.I. New C/CC</u>	65,735	65,961	65,961
<u>P.I. Renewal C/CC</u>	263,494	263,424	263,424
<u>Application Fees 493</u>	171,828	161,454	161,454
<u>Class C Exam</u>	53,817	52,774	52,774
<u>FDLE Fingerprinting Retention Fees</u>	1,012,697	1,181,340	1,571,182
<u>Penalties Late Fees</u>	354,872	328,158	328,158
<u>Private Investigative Agency</u>	137,025	147,945	147,945
<u>Other Misc Fees - Copies</u>	596	3,000	3,000
<u>Fingerprint Fees</u>	2,635,923	1,651,982	1,651,982
<u>Fines</u>	183,244	194,690	194,690
<u>Refunds-Non-State Govt, Vendors, Employees</u>	2,075	750	750
<u>Tenant Broker Commission</u>	6,152	34,814	34,814
<u>Property Transfers In, Sale Surplus Property</u>	-	1,500	-
<u>Deferred Revenue</u>	-	54,772	(47,816)
Total Fee Collection to Line (A) - Section III	10,838,308	10,070,383	10,356,137

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2020-21**
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 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 II - FULL COSTS

	ACTUAL FY 2018 - 19	ESTIMATED FY 2019 - 20	REQUEST FY 2020 - 21
Direct Costs:			
Salaries and Benefits	4,892,572	4,900,000	4,900,000
Other Personal Services	388,176	150,000	250,000
Expenses	1,666,564	1,677,183	1,762,937
Operating Capital Outlay	207,194	150,000	150,000
Motor Vehicle	31,452	35,000	35,000
Contracted Services/Other	2,108,197	2,000,000	2,100,000
Insurance	17,397	18,000	18,000
Tenant Broker	8,273	13,000	13,000
State Personnel Assessment	27,224	27,200	27,200
Allocated Costs Charged to Trust Fund	1,164,687	1,100,000	1,100,000
Total Full Costs to Line (B) - Section III	10,511,736	10,070,383	10,356,137

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

SECTION III - SUMMARY

		ACTUAL FY 2018 - 19	ESTIMATED FY 2019 - 20	REQUEST FY 2020 - 21
TOTAL SECTION I	(A)	10,838,308	10,070,383	10,356,137
TOTAL SECTION II	(B)	10,511,736	10,070,383	10,356,137
TOTAL - Surplus/Deficit	(C)	326,571	0	0

EXPLANATION of LINE C:

Fingerprint retention fees of \$1,012,697 in FY 18/19 were mostly offset by fingerprint retention payments to FDLE totaling \$718,212 (included in "Contracted Services/Other"). The net balance of \$294,485 remains unspent for future years' payments.

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 department expanded the web based fast track application system at the department's nine regional offices in 2019. This initiative allows all new and renewal Chapter 493 individual license applicants to apply or renew their license electronically in an easier and much faster manner.
2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year? In September of 2019, a candidate for a new Class D private security guard license will be able to submit an application online through the department's "LASO" system (License Application System Online). This initiative is an expansion of the current LASO software application in which only license renewals were available. This customer service initiative will provide much greater customer convenience while also reducing license processing time by eliminating paper application submittals and the significantly higher errors and omissions associated with paper applications. Anticipated economic savings to be realized include reduced paper application costs, reduced manpower time tied to reduced license application processing time, the extent of which is unknown at this time.

Also, forthcoming will be the department's new enterprise information system to manage all aspects of the licensing process, including the issuance, renewal, maintenance and payments system for the Division of Licensing. This system will replace multiple aged information systems which have been in place for decades at the Division of Licensing.

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 employed in the private investigative, private security or private recovery industries. As of June 30, 2019, 176,215 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 fingerprint retention program began in FY 2016/17, with a fingerprint retention fee payable to the Florida Department of Law Enforcement (FDLE) for all Chapter 493 new applicants or renewing licensees, for fingerprint background checks, effective January 1, 2017. Prior to this new program, 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 cost significantly 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, as well as 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 as well as cover the dissemination of information via the world wide.

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 as the program generates revenue sufficient to cover its operating 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.

Not applicable as the program generates revenue sufficient to cover its operating costs.

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
Chapter 493 Fingerprint Retention Fee	LICENSING FINGERPRINT RETENTION FEE	493.6105	N/A	N/A	YES	2 Yr License New-\$10.75 / Renew-\$16.75	Division of Licensing Trust Fund
Chapter 493 Fingerprint Retention Fee	LICENSING FINGERPRINT RETENTION FEE	493.6105	N/A	N/A	YES	3 Yr License New-\$16.75 / Renew-\$22.75	Division of Licensing Trust Fund
Private Investigative Revised/Replacement	LICENSING PIA MISC	493.6202	\$30	1990	YES	\$10	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	493.6402	\$75	1990	YES	\$75	Division of Licensing Trust Fund
Recovery Agent Intern License	LICENSING RECOVERY AGENT NEW EE	493.6402	\$60	1990	YES	\$60	Division of Licensing Trust Fund
Recovery Agent Renewal	LICENSING RECOVERY AGENT RENEWAL E	493.6402	\$75	1990	YES	\$75	Division of Licensing Trust Fund
Recovery Agent Intern License Renewal	LICENSING RECOVERY AGENT RENEWAL EE	493.6402	\$60	1990	YES	\$60	Division of Licensing Trust Fund
Private Investigator License	LICENSING-PRIV.INVESTGTR.NEW C	493.6202	\$75	1990	YES	\$75	Division of Licensing Trust Fund
Private Investigator Intern License	LICENSING-PRIV.INVESTGTR.NEW 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 CC	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
2020 - 2021**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period:** 2020-21
Program: 42150200 Food Safety - Bureau of Dairy Industry
Fund(s): 1000, 2321 General Revenue, General Inspection Trust Fund
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 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		ESTIMATED		REQUEST	
	FY 2018-19		FY 2019-20		FY 2020-21	
Receipts:	GR	GITF	GR	GITF	GR	GITF
Frozen Dessert Licenses	-	20,500	-	20,000	-	20,000
Copies of Documents	-	-	-	-	-	-
Restitution Payments	-	0	-	-	-	-
Misc. Revenue (Refunds, Other)	-	(110)	-	-	-	-
Total Fee Collection to Line (A) - Section III	-	20,390	-	20,000	-	20,000

SECTION II - FULL COSTS

Direct Costs:	GR	GITF	GR	GITF	GR	GITF
Salaries and Benefits	1,065,038		1,200,000		1,200,000	
Expenses	196,139	(2,295)	200,000		200,000	
Other Personal Services			-		-	
Contracted Services	22,706		25,000		25,000	
Operating Capital Outlay	82,729		15,000		15,000	
Data Processing		26,997		30,000		30,000
General Revenue S/C		2,858		3,000		3,000
Risk Management Insurance	24,460		25,000		25,000	
HR Costs	6,213		6,500		6,500	
Indirect Costs Charged to Trust Fund - DO	20,232	159,160		160,000		160,000
Administrative Overhead		117,055		120,000		120,000
Refund of State Revenue		400				
Total Full Costs to Line (B) - Section III	1,417,516	304,175	1,471,500	313,000	1,471,500	313,000

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

SECTION III - SUMMARY

TOTAL SECTION I	(A)	-	20,390	-	20,000	-	20,000
TOTAL SECTION II	(B)	1,417,516	304,175	1,471,500	313,000	1,471,500	313,000
TOTAL - Surplus/Deficit	(C)	(1,417,516)	(283,785)	(1,471,500)	(293,000)	(1,471,500)	(293,000)

EXPLANATION of LINE C:

Expenditures in this document represent expenditures for the Bureau of Dairy Industry which includes the Bureau's Administrative 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 for also being able to participate in the National Conference on Interstate Milk Shipments (NCIMS) program through the direct regulation by the Bureau of Dairy Industry. Implementation of the NCIMS program, mainly the utilization of the Pasteurized Milk Ordinance (PMO), allows these facilities to be listed on the Interstate Milk Shipments list, which allows the dairy industry in Florida to move their products in interstate commerce.

Charging fees to cover the total costs in the Bureau of Dairy Industry would put the Florida dairy industry at a disadvantage, as many of the states in the Southeast Region, states that Florida competes with, are not fee funded.

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.

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?

The division is in the final stages of consolidating the management of its laboratories. This will provide more uniform instruction and oversight of the functions of the lab; provide regulatory consistency; streamline operations; and improve overall customer service.

The division created a business center last year that is the hub for permitting and external contact. The business center has been working to streamline its processes through implementation of telephonic technology; converting to an electronic permit application system; and eventually moving the Bureau of Dairy Industry permitting process into its existing structure.

The division has further restructured its emergency response program to ensure more complete coverage of the division and all its areas of responsibility. This involved incorporating the Bureau of Laboratories and Bureau of Dairy Industries (coincident with the movement of the role from the Bureau of Food Inspection to the Division Office). The program also reduced the amount of paperwork associated with its processes to more rapidly respond to issues. Further, the section worked with OATS to incorporate real-time IT solutions for monitoring food establishment assessments conducted following emergencies, such as hurricanes.

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

The division is working to provide a web portal for businesses to maintain their facility information and apply for/renew their food permits online. This will reduce the time required to process a permit application and expedite the issuance of successful applications. This system has been created and all new food establishments are currently registering and permitting through this system. This year the division hopes to incorporate all renewals into this new system, followed by incorporation of the Bureau of Dairy Industry permitting program into this system.

The division is in the process of converting dairy database to an existing database used in the Bureau of Food Inspection until such time that a central database can be acquired. The existing dairy database has exceeded its lifetime and is beginning to fail.

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 it is being further expanded and developed to include more preparedness for emergency response needs. In addition, due to the Food Safety Modernization Act (FSMA) adoption by the federal government, the Division will play a vital role in the development and implementation of a manufactured food program.

Also, according to the National Conference on Interstate Milk Shipments (NCIMS), a program that allows for the movement of milk across state lines, the regulatory function that the division provides is necessary for all interstate milk shipment (IMS) listed plants and farms in Florida to maintain compliance with the program. If these plants and farms are unable to maintain compliance, they would lose significant amount of business and possibly not be able to stay in operation.

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 dairy and frozen dessert firm 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. There are no regulatory fees charged to support the Dairy Regulatory Program. General Revenue funds are utilized to cover the costs associated with this program. Revenues from the current fee schedule are collected for frozen dessert permit fees and 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 and also allows the continuing participation of Florida dairy farms and plants in the NCIMS 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 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 frozen dessert permit fees and are not inspection fees. There are no permit or other fees charged to dairy facilities subject to the requirements of Chapter 502, Florida Statutes.

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 establishes regulations for milk, milk products and frozen desserts. Our purpose under Chapter 502, FS, 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 the absence of permit fees or other associated inspection revenue (outside of frozen dessert permit fees), it is appropriate that the Dairy Regulatory Program continue to 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 could 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.

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 division could reduce the state subsidization by implementing a “per hundred weight” (CWT) fee of \$0.05/CWT. A “per hundred weight” in North America is equal to 100 pounds.

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.

Florida is part of the FDA Southeast Region which includes AL, GA, LA, MS, NC, SC and TN. A previous 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

FL - \$200 for Frozen Dessert initial permit fees/\$100 for said renewals.

Schedule IA - Part II: Examination of Regulatory Fees

Department: **Department: Agriculture and Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: **Dairy Regulatory Program**

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): **No - 502.013(2)(a)2**

What percent of the regulatory cost is currently subsidized? (0 to 100%) **98%**

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? **\$ 1,397,284**

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)
Ice Cream and Frozen Desserts Wholesale Manufacturers	Frozen Dessert License	502.053(2)	\$200 Initial \$100 Renewal	1991	No	\$200 Initial \$100 Renewal	General Inspection Trust Fund

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2020-21**
Program: 42150200 Food 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="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 2018-19		ESTIMATED FY 2019-20		REQUEST FY 2020-21	
	FGTF	GITF	FGTF	GITF	FGTF	GITF
<u>Receipts:</u>						
<u>Food Permit Fees</u>		15,644,958		17,850,000		25,917,500
<u>Reinspection Fees</u>		206,767		275,000		301,975
<u>Late Filing Penalties</u>		237,501		201,500		201,500
<u>Administrative Fines</u>		1,058,874		800,000		800,000
<u>Plan Review Fees</u>		27,616		25,000		25,000
<u>COOL Agreement Fees</u>		134,600		135,000		135,000
<u>U.S. Grants</u>	764,356		744,000		744,000	
<u>Certification Report Fees</u>		230,925		-		-
<u>Bottled Water Permits</u>		105,315		105,000		105,000
<u>Epidemiology Surcharge</u>		433,091		450,000		450,000
<u>Misc. Revenue (Refunds, Other)</u>	8,927	6,800		29,950		29,950
<u>FDA Contract Agreement</u>		365,335		350,000		365,000
<u>Recovery of Indirect Cost from Federal Gov't</u>	20,543		20,000		20,000	
Total Fee Collection to Line (A) - Section III	793,826	18,451,782	764,000	20,221,450	764,000	28,330,925

SECTION II - FULL COSTS

	FY 2018-19		FY 2019-20		FY 2020-21	
	FGTF	GITF	FGTF	GITF	FGTF	GITF
<u>Direct Costs:</u>						
<u>Salaries and Benefits</u>	222,180	10,475,229	250,000	10,700,000	250,000	13,845,802
<u>Other Personal Services</u>	9,944	84,462	10,000	85,000	10,000	85,000
<u>Expenses</u>	263,799	1,482,696	275,000	1,500,000	275,000	2,703,974
<u>Contracted Services</u>	150,721	290,525	150,000	300,000	150,000	300,000
<u>Operating Capital Outlay</u>	97,883	112,894	40,000	50,000	40,000	50,000
<u>HR Assessment</u>		54,936		60,000		76,779
<u>Risk Management Insurance</u>		83,715		85,000		85,000
<u>Data Processing</u>	3,632	603,865	4,000	625,000	4,000	625,000
<u>General Revenue S/C</u>		1,456,529		1,475,000		1,475,000
<u>Refunds</u>		10,696		10,000		10,000
<u>Transfers-Epidemiology</u>		433,091		435,000		435,000
<u>Motor Vehicles</u>		-	-	-	-	955,847
<u>Indirect Costs Charged to Trust Fund</u>	26,365	2,791,386	35,000	2,800,000	35,000	2,800,000
Total Full Costs to Line (B) - Section III	774,524	17,880,024	764,000	18,125,000	764,000	23,447,402

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

SECTION III - SUMMARY

		FGTF	GITF	FGTF	GITF	FGTF	GITF
TOTAL SECTION I	(A)	793,826	18,451,782	764,000	20,221,450	764,000	28,330,925
TOTAL SECTION II	(B)	774,524	17,880,024	764,000	18,125,000	764,000	23,447,402
TOTAL - Surplus/Deficit	(C)	19,302	571,758	-	2,096,450	-	4,883,523

EXPLANATION OF LINE C:

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. 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: Food Safety

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 is in the final stages of consolidating the management of its laboratories. This will provide more uniform instruction and oversight of the functions of the lab; provide regulatory consistency; streamline operations; and improve overall customer service.

The division created a business center last year that is the hub for permitting and external contact. The business center has been working to streamline its processes through implementation of telephonic technology; converting to an electronic permit application system; and eventually moving the Bureau of Dairy Industry permitting process into its existing structure.

The division has further restructured its emergency response program to ensure more complete coverage of the division and all its areas of responsibility. This involved incorporating the Bureau of Laboratories and Bureau of Dairy Industries (coincident with the movement of the role from the Bureau of Food Inspection to the Division Office). The program also reduced the amount of paperwork associated with its processes to more rapidly respond to issues. Further, the section worked with OATS to incorporate real-time IT solutions for monitoring food establishment assessments conducted following emergencies, such as hurricanes.

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

The division is working to provide a web portal for businesses to maintain their facility information and apply for/renew their food permits online. This will reduce the time required to process a permit application and expedite the issuance of successful applications. This system has been created and all new food establishments are currently registering and permitting through this system. This year the division hopes to incorporate all renewals into this new system, followed by incorporation of the Bureau of Dairy Industry permitting program into this system.

The division is working with the bureau of food inspection to more efficiently utilize its inspection resources, visiting the facilities with more violations more frequently than facilities with fewer violations. This strategy would be a second layer of risk assessment. Currently, the division uses a risk-based approach based on the type of business operation where businesses with processes more likely to contribute to the distribution of adulterated food are inspected more frequently than those facilities that are not utilizing higher-risk food processes. This second layer approach would differentiate facilities within the first layer based on compliance. The end result is that facilities maintaining compliance with food safety regulations would receive inspections less frequently than facilities not maintaining this compliance as well. This is a carryover from last year, which incurred a delay due to a delay in availability for desired software solutions and key position vacancies.

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 is being further expanded and developed to include more preparedness for emergency response needs. In addition, due to the Food Safety Modernization Act (FSMA) adoption by the federal government, the Division will play a vital role in the continued evolution of a manufactured food program.

With the addition of expanded food products and facilities, the current level may not be sufficient to ensure food safety at existing levels.

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?

With the implementation of the Food Safety Modernization Act (FSMA) the food permit fees charged to manufactured food facilities no longer cover the cost of conducting an inspection. Preventive Control (PC) inspections required to be conducted under FSMA require a significant increase in inspector's time and thus, come at a greater financial cost to the department. As a result, existing revenues may be problematic during this fiscal year. This is in conjunction with the understanding that a portion of the services provided to the industry are also paid for through federal grants translates to a tight budget this year compared to a significant deficit, which may occur next year as PC inspections increase as anticipated. The division also has to rely partially on general revenue to cover the portions where regulatory fees are not assessed or there is insufficient grant money to cover the activities. It should be noted that recent cuts in federal grant money received are likely to have a noticeable impact on the ability to perform all functions.

Further, with the implementation of SB 1020, The Hemp Bill, being signed into law this year, we anticipate a significant increase in the number of food establishments entering the food sector. This will result in a significant number of additional inspections and an increase in workload for our testing laboratories. Without additional resources (ability to charge increased fees and additional staff), we may encounter budget constraints as well as increased inspection frequencies for existing food establishments.

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?

The fees established by the division are based around the historic activities of the business. Over time, business models have evolved to a more complex dynamic and thus, the historic model is no longer as valid as it once was. To correct this shift over time and business evolution, the division is looking at restructuring its permit fees to account for the risk of the business operations. This would result in businesses engaging in food activities posing greater potential for the distribution of adulterated food to pay more for food permits than those engaging in lower risk food activities. This would also move the program to inspecting these facilities based on their risk.

In addition, the Division has authority to impose a re-inspection fee to compensate for the cost per service for 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.

All Floridians and visitors to Florida face potential adverse health impacts from poor sanitation in food establishments, and conversely, benefit from a program that reduces risks of exposure. 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 may 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. With the passage of The Hemp Bill, this is now becoming a reality for the Division.

Preventive Control inspections required to be conducted under FSMA require a significant increase in inspector's time and thus, come at a greater financial cost to the department. An increase in the permit fee for manufactured food facilities required to undergo a Preventive Control inspection would help offset the increased cost for the department to conduct these new inspections required at the federal level.

Further, with the implementation of SB 1020, The Hemp Bill, being signed into law this year, we anticipate a significant increase in the number of food establishments entering the food sector. This will result in a significant number of additional inspections and an increase in workload for our testing laboratories. Without additional resources (ability to charge increased fees and additional staff), we may encounter budget constraints as well as increased inspection frequencies for existing food establishments.

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.

II: Examination of Regulatory Fees

Department: Agriculture and Consumer Services

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

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

**DIVISION OF AGRICULTURAL ENVIRONMENTAL SERVICES
42160100**

EXHIBITS AND SCHEDULES

**LEGISLATIVE BUDGET REQUEST
2020-21**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2020-21**
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 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 2018 - 19			ESTIMATED FY 2019 - 20			REQUEST FY 2020 - 21		
	GR	FGTF	GITF	GR	FGTF	GITF	GR	FGTF	GITF
Receipts:									
U.S. Grants		537,307			750,000			600,000	
Feed Deficiency Penalties			29,362			27,966			27,966
Feed Master Registration			579,635			580,954			590,954
Feed Lab Certification			4,200			3,967			3,967
Administrative Fines			1,273			54,623			54,623
Misc. - Other						16,568			16,568
BSE Inspection			37,375			42,365			42,365
Refunds			892			-			-
Total Fee Collection to Line (A) - Section III	-	537,307	652,737	-	750,000	726,443	-	600,000	736,443

SECTION II - FULL COSTS

	ACTUAL FY 2018 - 19			ESTIMATED FY 2019 - 20			REQUEST FY 2020 - 21		
	GR	FGTF	GITF	GR	FGTF	GITF	GR	FGTF	GITF
Direct Costs:									
Salaries and Benefits			105,553			115,847			281,274
Other Personal Services		166,730			79,515			79,515	
Expenses		103,934	2,965		304,023	6,532		279,688	50,227
Contracted Services		223,040	53		229,628	1,222		165,263	1,222
Operating Capital Outlay		173,885			102,500			41,200	
Motor Vehicles									17,333
HR Assessment			404			475			1,352
General Revenue S/C			51,834			66,843			66,843
Field Inspection	7,889		339,205	6,800		326,905	6,800		376,905
Refunds			4,093			40			40
Indirect Costs Charged to Trust Fund	-		26,240			30,300			32,525
Total Full Costs to Line (B) - Section III	7,889	667,589	530,347	6,800	715,666	548,164	6,800	565,666	827,721

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

SECTION III - SUMMARY

		ACTUAL FY 2018 - 19			ESTIMATED FY 2019 - 20			REQUEST FY 2020 - 21		
TOTAL SECTION I	(A)	-	537,307	652,737	-	750,000	726,443	-	600,000	736,443
TOTAL SECTION II	(B)	7,889	667,589	530,347	6,800	715,666	548,164	6,800	565,666	827,721
TOTAL - Surplus/Deficit	(C)	(7,889)	(130,282)	122,390	(6,800)	34,334	178,279	(6,800)	34,334	(91,278)

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 has implemented a more efficient Laboratory Information Management System (LIMS) and web-based regulatory application, which have automated licensing, enforcement, and laboratory processes, and enabled feed registrants and other stakeholders to access and make decisions using the most current program information.

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 Laboratory Information and Regulatory Management systems to further reduce data entry requirements, increase program efficiency, and enhance customer service. Additionally, the Division has been re-organized into functional units (inspection, licensing, analytical, etc.). Efficiencies in licensing, inspection, and enforcement activities have steadily increased under this function-oriented structure, but have not been subjected to fiscal analysis.

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

The regulation of animal feed is essential to supporting the continued, economically-viable production of livestock, and protection of the health of companion animals and certain wildlife. Feed regulation is necessary to ensure that products meet quality standards and are free from harmful contaminants. A critically important aspect of the program is the monitoring and evaluation of processes utilized by feed manufacturing operations, and related product surveillance sampling.

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?

Feed regulatory program fees are set in statute and 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 the most recent fee increase enacted by the 2008 Legislature, the fees collected cover the direct and indirect costs charged to the General Inspection Trust Fund portion of the program area for FY 18-19, and we anticipate that this will continue for FY 19-20.

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?

Feed program fees are set in statute and rule and are applied using a sliding scale based the volume of feed distributed by the regulated entity. Fees are reviewed routinely and are increased only when necessary and justified, in consultation with 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.

Fees charged are currently 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.

The feed regulatory program is currently self-sufficient.

Examination of Regulatory Fees - Part II

Department: **Agriculture & Consumer Services**
 Regulatory Service to or Oversight of Business or Profession Program: Feed Regulation
 Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No, Ch. 580, F.S.
 What percent of the regulatory cost is currently subsidized? (0 to 100%) Allocated GR costs total 1.47% of the GR+GITF costs, GITF receipts exceed costs by 23.1%
 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? \$ 7,889 GR

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)
License Feed Companies	Feed Master Registration	580.041(1)(a) 5E-3.015(1) 5E-3.015(2)	No No No	2008	No	Fees are variable, ranging from \$40 to \$3,500	General Inspection Trust Fund
Certify Feed Laboratories	Certification Fee	580.065(2)(a)	No	1994	No	Application Fee \$100, \$300 per requested category of testing	General Inspection Trust Fund
Exemption From Certified Laboratory Testing Requirements	Evaluation Fee	580.091(5)(c)	No	1994	No	Variable*	General Inspection Trust Fund
*The Department charges fees to cover the direct and indirect costs of evaluation and approval.							

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: 2020-21

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.)

X	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.)
	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 2018 - 19		ESTIMATED FY 2019 - 20		REQUEST FY 2020 - 21	
	GR	GITF	GR	GITF	GR	GITF
<u>Receipts:</u>						
Fertilizer Dealer Licenses		82,600		82,134		82,134
Fertilizer Reporting Fees		1,839,337		1,759,820		1,759,820
Lime Reporting Fees		143,314		156,946		156,946
Phosphate Reporting Fees		9,604		6,242		6,242
Specialty Fertilizer Registration		240,800		246,617		246,617
Commercial Sampling		481		519		519
Penalties		43,340		49,581		49,581
Administrative Fines						
Refunds		475				
Fees - Nitrogen		4,419				
Total Fee Collection to Line (A) - Section III	-	2,364,370	-	2,301,859	-	2,301,859

SECTION II - FULL COSTS

	ACTUAL FY 2018 - 19		ESTIMATED FY 2019 - 20		REQUEST FY 2020 - 21	
	GR	GITF	GR	GITF	GR	GITF
<u>Direct Costs:</u>						
Salaries and Benefits		866,992		821,346		1,021,346
Other Personal Services		8,464		10,000		10,000
Expenses		122,433		140,231		140,231
Contracted Services		28,022		19,875		29,875
Operating Capital Outlay						
HR Assessment		3,572		4,084		4,084
Data Processing						
General Revenue S/C		188,824		181,597		181,597
Refunds		651		3,297		3,297
Field Inspection	19,723	848,011	19,321	856,582	19,321	906,582
<u>Indirect Costs Charged to Trust Fund</u>		111,561		130,587		130,587
Total Full Costs to Line (B) - Section III	19,723	2,178,530	19,321	2,167,599	19,321	2,427,599

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

SECTION III - SUMMARY

	ACTUAL FY 2018 - 19	ESTIMATED FY 2019 - 20	REQUEST FY 2020 - 21
TOTAL SECTION I (A)	-	2,364,370	2,301,859
TOTAL SECTION II (B)	19,723	2,178,530	2,427,599
TOTAL - Surplus/Deficit (C)	(19,723)	185,840	(125,740)

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 has implemented a more efficient Laboratory Information Management System (LIMS) and web-based regulatory application, which have automated licensing, enforcement, and laboratory processes, and enabled fertilizer licensees and other stakeholders to access and make decisions using the most current program information. The replacement of antiquated and inefficient analytical methods and equipment with current methodologies and modern, automated equipment have resulted in expedited sample result turnaround. In addition, we have implemented a risk-based inspection strategy that has reduced the number of samples collected, while enabling focused inspection of fertilizer products and producers identified as elevated risk based on reported violation data.

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 Laboratory Information and Regulatory Management systems to further reduce data entry requirements, increase program efficiency, and enhance customer service. We will also continue to refine the risk-based regulatory program and anticipate further operational cost reductions from those incurred prior to the implementation of the risk assessment strategy. Additionally, the Division has been re-organized into functional units (inspection, licensing, analytical, etc.). Efficiencies in licensing, inspection, and enforcement activities have steadily increased under this function-oriented structure, but have not been subjected to fiscal analysis.

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 availability of fertilizers needed for food and fiber production and effective 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 nutrient effects on water quality in watersheds and coastal areas continue to be an area of concern.

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?

Fertilizer regulatory program fees are set in statute and 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, fees collected covered the majority of direct and indirect costs to the General Inspection Trust Fund portion of the fertilizer regulatory program area for FY 18-19, and we anticipate that this will continue for FY 19-20.

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?

Fertilizer regulatory program fees are set in statute and rule. Fees are reviewed routinely and are increased only when necessary and justified, in consultation with 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 fees collected currently cover most of the direct and indirect costs charged to 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 providing General Revenue to support this program area is appropriate, since the regulation of fertilizer provides obvious and substantial public benefit.

Examination of Regulatory Fees - Part II

Department: **Agriculture & Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Fertilizer Regulation

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No, Ch. 576, F.S.

What percent of the regulatory cost is currently subsidized? Allocated GR costs total 0.90% of the GR+GITF costs, GITF receipts exceed costs by 8.53%.

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? \$19,723 GR

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)
Regulate Fertilizer Companies	Fertilizer License	576.045 and 576.021	Yes	1994	No	\$200	General Inspection Trust Fund
Regulate Fertilizer Companies	Specialty Fert. Reg.	576.045 and 576.021	Yes	2009	No	\$200	General Inspection Trust Fund
Regulate Fertilizer Companies	Inspection Fees	576.041	Yes	2008	No	\$.30 Lime, \$1.00 Ton.	General Inspection Trust Fund
Regulate Fertilizer Companies	Nitrogen/Phosphorus Fee	576.045	Yes	1994	No	Additional \$.50 Ton for Nitrogen or Phosphorus	General Inspection Trust Fund
Regulate Fertilizer Companies	Commercial Fertilizer Test	576.051(2)	Yes	1998	Yes	Various Charges	General Inspection Trust Fund

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period:** 2020-21
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 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

Receipts:	ACTUAL FY 2018 - 19			ESTIMATED FY 2019 - 20			REQUEST FY 2020 - 21		
	GR	FGTF	PCTF	GR	FGTF	PCTF	GR	FGTF	PCTF
U.S. Grants		35,679			173,766			173,766	
Exam Fees			438,105			487,355			487,355
Prior Notification Registration									
Emergency Certification Fees			28,160			30,073			30,073
Pest Control Licenses			3,327,735			3,201,144			3,201,144
Expedite Fees			22,920						
Late Penalties			430						
Administrative Fines			158,781			200,000			200,000
Interest on Investments			51,282			50,000			46,000
Copies/Refunds									
Refunds		442	134			2,522			2,522
Misc service fees			25						
Total Fee Collection to Line (A) - Section III	-	36,121	4,027,572	-	173,766	3,971,094	-	173,766	3,967,094

SECTION II - FULL COSTS

Direct Costs:	ACTUAL FY 2018 - 19			ESTIMATED FY 2019 - 20			REQUEST FY 2020 - 21		
	GR	FGTF	PCTF	GR	FGTF	PCTF	GR	FGTF	PCTF
Salaries and Benefits			2,962,493			3,378,856			3,378,856
Personnel Assessment			14,357			14,392			14,392
Other Personal Services		18,047	3,698		76,896	12,010		76,896	12,010
Acquisition of Motor Vehicles Expenses			236,104			130,000			106,000
Contracted Services		19,868	105,133		66,650	206,425		66,650	206,425
Operating Capital Outlay			21,561			0			0
Data Processing			213,502			255,653			255,653
Transfers out to DFS						0			0
Assessment on Investments			2,549			2,609			2,609
Refunds			24,762			25,000			25,000
Indirect Costs Charged to Trust Fund			376,986			0			0
Total Full Costs to Line (B) - Section III	-	40,279	4,340,420	-	173,766	4,419,459	-	173,766	4,395,459

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

SECTION III - SUMMARY

		ACTUAL FY 2018 - 19			ESTIMATED FY 2019 - 20			REQUEST FY 2020 - 21		
TOTAL SECTION I	(A)	0	36,121	4,027,572	0	173,766	3,971,094	0	173,766	3,967,094
TOTAL SECTION II	(B)	0	40,279	4,340,420	0	173,766	4,419,459	0	173,766	4,395,459
TOTAL - Surplus/Deficit	(C)	-	(4,158)	(312,848)	-	-	(448,365)	-	-	(428,365)

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?

Efforts to increase efficiencies in this program area include:

- Completion of a document imaging program that will eliminate 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?
 - Implementation of an on-line license application and renewal system to automate license issuance. Once fully implemented we anticipate enhanced turn-around time for license issuance and reduced cost associated with a paper based process. Cost savings have not yet been determined.
 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?

Pest Control regulatory program fees are set in statute and 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?

Fees collected covered most of the direct and indirect costs to the Pest Control Trust Fund for FY 18-19.

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?

Pest Control regulatory program fees are set in statute and rule. Fees are reviewed routinely and are increased only when necessary and justified, in consultation with 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 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.
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 currently support the direct costs and most of the indirect costs of 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? None

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: 2020-21**
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.)

X	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.)
	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 2018 - 19			ESTIMATED FY 2019 - 20			REQUEST FY 2020 - 21		
	GR	FGTF	GITF	GR	FGTF	GITF	GR	FGTF	GITF
U. S. Grants		587,002			580,669			730,669	
Pesticide Dealer's License			92,500			93,000			93,000
Pesticide Applicator's License			496,500			489,255			489,255
Pesticide Registration			5,468,490			5,957,034			5,957,034
Misc - Penalties			25,640			20,008			20,008
Administrative Fines			32,250			47,511			47,511
Misc. - Other			126			12,969			12,969
Refunds			394			1,552			1,552
Supplemental Registration Fees			-						
Other transfers									
Total Fee Collection to Line (A) - Section III	-	587,002	6,115,900	-	580,669	6,621,329	-	730,669	6,621,329

SECTION II - FULL COSTS

Direct Costs:	ACTUAL FY 2018 - 19			ESTIMATED FY 2019 - 20			REQUEST FY 2020 - 21		
	GR	FGTF	GITF	GR	FGTF	GITF	GR	FGTF	GITF
Salaries and Benefits		365,901	1,892,202		458,384	1,727,892		458,384	1,977,988
Other Personal Services			122,118		-	75,500		-	75,500
Expenses		18,553	117,692		4,052	115,987		28,387	179,682
Contracted Services		37,834	25,299			9,800		64,365	19,800
HR Assessment			8,117			8,058			8,935
Operating Capital Outlay		23,753	944					61,300	
Data Processing						-			-
Acquisition of Motor Vehicles		125,000			125,000			130,000	17333
General Revenue S/C			720,520			645,534			118,600
Field Inspection	32,215		1,094,217	29,316		1,056,655	29,316		1,156,655
Refunds			1,234			8,163			8,163
Indirect Costs Charged to Trust Fund	380,955	35,545	1,944,422	375,995	0	1,775,592	375,995	0	1,775,632
Total Full Costs to Line (B) - Section III	413,170	606,586	5,926,765	405,311	587,436	5,423,181	405,311	742,436	5,338,288

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

SECTION III - SUMMARY

		ACTUAL FY 2018 - 19			ESTIMATED FY 2019 - 20			REQUEST FY 2020 - 21		
		GR	FGTF	GITF	GR	FGTF	GITF	GR	FGTF	GITF
TOTAL SECTION I	(A)	-	587,002	6,115,900	-	580,669	6,621,329	-	730,669	6,621,329
TOTAL SECTION II	(B)	413,170	606,586	5,926,765	405,311	587,436	5,423,181	405,311	742,436	5,338,288
TOTAL - Surplus/Deficit	(C)	(413,170)	(19,584)	189,135	(405,311)	(6,767)	1,198,148	(405,311)	(11,767)	1,283,041

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 to further reduce data entry and clerical workload. We are working to image our current and archived pesticide labels and provide web access to make these documents quickly available to regulatory officials and the public, allowing registration staff to focus on other program priorities. Additionally, the Division has been re-organized into functional units (inspection, licensing, analytical, etc.). Efficiencies in licensing, inspection, and enforcement activities have steadily increased under this function-oriented structure, but have not been subjected to fiscal analysis.

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 critical to the continued availability of pesticides needed for food and fiber production, pest management, protection of public health, prevention of aquatic weed accumulation in waterways used for flood control, and effective landscape management. Pesticide regulation is further needed to ensure that pesticides are used in ways that protect public health, agricultural workers, and environmental resources including water and air quality. Pesticide regulation is essential in supporting Florida's main industries of tourism and agriculture.

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?

Pesticide regulatory program fees are set in statute and 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?

Pesticide regulatory program fees are set in statute and rule. Fees are reviewed routinely and are increased only when necessary and justified, in consultation with 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 fees collected cover direct and indirect costs charged to 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 providing General Revenue to support this program area is appropriate, since the regulation of pesticides and pesticide use provide obvious and substantial public benefit.

Examination of Regulatory Fees - Part II

Department: **Agriculture & Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Pesticide Regulation

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No, Ch. 487, F.S.

What percent of the regulatory cost is currently subsidized? (0 to 100%) Allocated GR costs total 6.52% of the GR+GITF costs, GITF receipts exceed costs by 3.19%

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? \$413,170 GR

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)
License Pesticide Applicators & Dealers	Private Applicators	487.045(1)	Yes	2002	Yes	\$100	General Inspection Trust Fund
License Pesticide Applicators & Dealers	Public Applicators	487.045(1)	Yes	2002	Yes	\$100	General Inspection Trust Fund
License Pesticide Applicators & Dealers	Commercial Applicators	487.045(1)	Yes	2002	Yes	\$250	General Inspection Trust Fund
License Pesticide Applicators & Dealers	Pesticide Dealer	487.048(1)	Yes	2002	Yes	\$250	General Inspection Trust Fund
Regulate Pesticide Products	Annual Pesticide Registration Fee	487.041(3)	\$350 per registered product; \$100 for Exp. Use Permit or Special Local Need	2008	No	\$350 per registered product; \$100 for Exp. Use Permit or Special Local Need	General Inspection Trust Fund
Analyze Pesticide Samples	Pesticide Sample Analysis Fee	487.071(7)(b)	\$400 per test	1993	(Authorized, not implemented)	none	General Inspection Trust Fund
Regulate Pesticide Products	Supplemental Registration Fee	487.041(3)	\$315 per applicable product	2009	Yes	\$315	This fee eliminated during the legislative session for FY2017-2018.

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2020-21**
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 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 2018 - 19		ESTIMATED FY 2019 - 20		REQUEST FY 2020 - 21	
	GR	GITF	GR	GITF	GR	GITF
Receipts:						
Seed Licenses		1,171,815		1,141,702		1,151,702
Seed Complaint Filing Fee		546		247		247
Misc. - Other				386		386
Refunds		47				
Penalties						
Total Fee Collection to Line (A) - Section III	-	1,172,408	-	1,142,335	-	1,152,335

SECTION II - FULL COSTS

	ACTUAL FY 2018 - 19		ESTIMATED FY 2019 - 20		REQUEST FY 2020 - 21	
	GR	GITF	GR	GITF	GR	GITF
Direct Costs:						
Salaries and Benefits		390,014		413,955		579,383
HR Assessment		1,602		1,913		2,791
Contracted Services		2,435				
Expenses		22,948		32,798		76,493
Operating Capital Outlay						
Motor Vehicles						17,334
General Revenue S/C		93,741		92,000		92,000
Field Inspection	5,917	254,403	4,564	281,564	4,564	281,564
Refunds		4,010				
Indirect Costs Charged to Trust Fund	-	43,369		50,952		50,952
Total Full Costs to Line (B) - Section III	5,917	812,522	4,564	873,182	4,564	1,100,517

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

SECTION III - SUMMARY

		ACTUAL FY 2018 - 19		ESTIMATED FY 2019 - 20		REQUEST FY 2020 - 21	
		GR	GITF	GR	GITF	GR	GITF
TOTAL SECTION I	(A)	-	1,172,408		1,142,335		1,152,335
TOTAL SECTION II	(B)	5,917	812,522	4,564	873,182	4,564	1,100,517
TOTAL - Surplus/Deficit	(C)	(5,917)	359,886	(4,564)	269,153	(4,564)	51,818

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: 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 has implemented a more efficient Laboratory Information Management System (LIMS) and web-based regulatory application, which have automated licensing, enforcement, and laboratory processes, and enabled seed dealers and other stakeholders to access and make decisions using the most current program information. The Division has also implemented a risk-based inspection strategy, which enables focused inspection of seed products and producers identified as elevated risk based on reported violation data.

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 current risk-based enforcement program. We anticipate continuing to operate at costs reduced from those of the program prior to the implementation of the risk assessment strategy. We will also continue to refine the Laboratory Information and Regulatory Management systems to further reduce data entry requirements, increase program efficiency, and enhance customer service. Additionally, the Division has been re-organized into functional units (inspection, licensing, analytical, etc.). Efficiencies in licensing, inspection, and enforcement activities have steadily increased under this function-oriented structure, but have not been subjected to fiscal analysis.

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?

Seed regulatory program fees are set in statute and 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 the most recent fee increase adopted by the 2009 Legislature, fees were not adequate to cover the direct and indirect costs of the program. Previously established fees were doubled in 2009 and were subsequently reduced for smaller volume seed dealers in FY 2014. Revenues for FY 18-19 covered the direct and indirect costs to the General Inspection Trust Fund portion of the seed regulatory program area, and we anticipate that this will continue for FY 19-20.

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?

Seed program fees are set in statute and rule and are applied using a sliding scale based the gross sales of seed distributed by the regulated entity. Fees are reviewed routinely and are increased only when necessary and justified, in consultation with 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 regulation of seeds provides substantial public benefits well in excess of the amount of public funds expended. The 2,801 licensed seed dealers in Florida reported over \$200 million in gross receipts for FY 18-19. The seed represented by this figure are the basis for Florida agriculture and dooryard fruit and vegetable production. The seed regulatory program benefits the agricultural industry by ensuring the availability of high-quality seed needed to produce crops of significant economic value in the state and performs a vital role in environmental protection through monitoring for both prohibited and restricted noxious weed seed contamination. The seed program also provides for mediation of disputes between growers and seed producers and makes recommendations of settlements to affected consumers for losses incurred due to seed failing to produce as advertised. In FY 18-19, the Seed Investigation and Conciliation Council conducted two seed complaint investigations and hearings.

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 seed provides obvious and substantial public benefit.

Examination of Regulatory Fees - Part II

Department: **Agriculture & Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Seed Regulation

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No, Ch. 578, F.S.

What percent of the regulatory cost is currently subsidized? (0 to 100%) Alloted GR costs total 0.72% of the GR+GITF costs, GITF receipts exceed costs by 44.29%

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? \$5,917 GR

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)
Regulate Seed Companies	Seed Licenses	578.08(1)	No	2014	No	Fees are variable, ranging from \$10 to \$4,600	General Inspection Trust Fund
Regulate Seed Companies	Complaint Filing Fee	578.26	Yes	1997	No	\$100	General Inspection Trust Fund

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

**DIVISION OF CONSUMER PROTECTION
42160200**

EXHIBITS AND SCHEDULES

**LEGISLATIVE BUDGET REQUEST
2020 - 2021**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Service **Budget Period:** 2020-21
Program: 42160200 Agricultural Dealers License
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 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.)

<u>SECTION I - FEE COLLECTION</u>	ACTUAL	ESTIMATED	REQUEST
	FY 2018 - 19	FY 2019 - 20	FY 2020 - 21
<u>Receipts:</u>			
Licenses - Ag Dealers	863,634	876,566	876,566
Licenses - Livestock Markets	1,200	1,623	1,623
Licenses - Throughbred Horse Sales	2,100	1,900	1,900
Fees - L&B Complaint Filing Fee	900	1300	1300
Administrative Fines	9,297	9,297	9,297
Total Fee Collection to Line (A) - Section III	867,834	881,389	881,389

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits	59,030	59,030	59,030
Other Personal Services	1,324	1,324	1,324
Expenses	5,058	5,058	5,058
Contracted Services	668	668	668
Human Resources	358	358	358
State Refunds	1,311	1,311	1,311
Non-State Refunds	46	46	46
OATS Assessment	2,349	2,349	2,349
General Revenue Service Charge	71,617	70,511	70,511
Indirect Costs Charged to Trust Fund	21,516	21,516	21,516
Total Full Costs to Line (B) - Section III	163,279	162,172	162,172

Basis Used: _____

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I	(A)	867,834	881,389
TOTAL SECTION II	(B)	163,279	162,172
TOTAL - Surplus/Deficit	(C)	704,555	719,217

EXPLANATION of LINE C:
The surplus of revenue over expenditures is used to help defray the operating cost 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:
Agricultural Product 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 improved its efficiency exponentially in its daily processes by continuing to move the program into a new database (DOCS). This has streamlined the application process tremendously. This allows the program to maintain everything regarding the license file in one central database. Prior to this, the program was maintained in an older database but most the recordkeeping had to be performed from multiple spreadsheets due to the database's constraints.

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

Integration into the Division of Consumer Services' DOCS database will continue to improve program efficiency. Consumer Services has started the process to automate the sending deficiency and renewal notices, as well as scanning all incoming documents to create digital files. Working more efficiently will save time and money. It will take the coming year to fully integrate the files into the DOCS database, but we are confident that, once complete, this program will operate more efficiently than it has in the past.

3. Is the regulatory activity an appropriate function that the agency should continue at its current level?
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. This program provides a valuable protection to one of the largest industries in the state, ensuring that Florida producers who conduct business with properly licensed agricultural dealers are provided 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 and the impracticality of recovering those products due to the speed with which they move through commerce. 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?

The license fees collected are adequate to cover both direct and indirect 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 are reasonable. The sliding scale fees are based upon the amount of surety supporting the license, which determined by the buying volume of the business. There is no differentiation between business types.

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 are adequate to cover direct and indirect program 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.

The program is self-sufficient.

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)? **N/A**

What is the current annual amount of the subsidy? **\$ 0.00**

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)
Agricultural Dealer's	License Fee	604.19	\$500	2005	Yes - 5J-25	\$170; \$230; \$300	General Inspection TF
	Supplemental Location Fee	604.19	100	2005	Yes - 5J-25	\$100	General Inspection TF
	Delinquent Renewal	604.19	100	2005	Yes - 5J-25	\$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	Yes - 5J-25	\$1,000 - 1st Offence - \$2500 repeat violators	General Inspection TF
	Continuing Violation Fine	604.30(3)(b)	Not to exceed \$100/day	2005	Yes - 5J-25	\$100/day	General Inspection TF
Livestock Markets	License Fee	534.48	Set by Statute	1993	No	\$100	General Inspection TF
Thoroughbred Horse Sales	License Fee	535.05	Set by Statute	1993	Yes - 5H-15	\$300	General Inspection TF

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 72 Agriculture and Consumer Services **Budget Period:** 2020-21
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 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.)

<u>SECTION I - FEE COLLECTION</u>	ACTUAL	ESTIMATED	REQUEST
	FY 2018 - 19	FY 2019 - 20	FY 2020 - 21
<u>Receipts:</u>			
Fair Ride Inspection Fees	777,080	795,989	795,989
Fair Ride Permits	779,544	783,343	783,343
Penalties - Returned Check Service Fees	360	-	-
Refunds	25	0	0
Reimbursement from Employees	47	0	0
Insurance Recoveries	7,073	0	0
Administrative Fines			
Total Fee Collection to Line (A) - Section III	1,564,129	1,579,332	1,579,332

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits	1,179,088	1,182,472	1,182,472
Other Personal Services	3,360	3,380	3,380
Expenses	259,977	260,241	260,241
Contracted Services	127,652	127,683	127,683
Acquisituion of Motor Vehicles	21,679	-	-
Human Resource Assessment	7,060	7,080	7,080
Refund State Revenues	1,355	1,355	1,355
OATS Assessment	113,293	113,418	113,418
General Revenue Service Charge	123,552	126,347	126,347
Indirect Costs Charged to Trust Fund	420,145	421,418	421,418
Total Full Costs to Line (B) - Section III	2,257,161	2,243,394	2,243,394

Basis Used: _____

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I	(A)	1,564,129	1,579,332
TOTAL SECTION II	(B)	2,257,161	2,243,394
TOTAL - Surplus/Deficit	(C)	(693,032)	(664,062)

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:
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?

Inspectors have received their Level I certification with the National Association of Amusement Ride Officials (NAARSO). The amusement ride inspection process is ever changing: rides growing in size, speed and operating characteristics, regulations, etc. Seminars are held by NAARSO throughout the year updating inspectors on devices, codes, standards, employee safety as well as other topics. Fair Rides is now on a computer-based inspection reporting and invoicing system there by reducing cost to maintain paper records.

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

The goal is to have all inspectors reach a Level II certification with NAARSO. Once this is achieved, inspections should be achieved more efficiently with the knowledge gained from the certifications, therefore providing better protection for Florida consumers.

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. products due to the speed with which they move through commerce.

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), F.S.							
What percent of the regulatory cost is currently subsidized? (0 to 100%) 30.27%							
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? \$ 679,080							
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 Annual Permit	616.242	Set by Rule	2001	Yes -5J-18	\$35	General Inspection Trust Fund
	Non-Kiddie Amusement Ride Annual Permit	616.242	Set by Rule	2001	Yes -5J-18	\$70	General Inspection Trust Fund
	Super Ride Annual Permit	616.242	Set by Rule	2001	Yes -5J-18	\$140	General Inspection Trust Fund
	Reinspection	616.242	Set by Rule	2005	Yes -5J-18	\$500	General Inspection Trust Fund
	Late Notice Inspection	616.242	Set by Rule	1997	Yes -5J-18	\$100	General Inspection Trust Fund
	Failure to Cancel Inspection	616.242	Set by Rule	1997	Yes -5J-18	\$100	General Inspection Trust Fund
	Go Kart Vehicle Inspection	616.242	Set by Rule	2005	Yes -5J-18	\$7	General Inspection Trust Fund
	Ride Permit Fee	616.242	Set by Rule	2005	Yes -5J-18	\$430	General Inspection Trust Fund
	Lost USAID Tag	616.242	Set by Rule	1993	Yes -5J-18	\$100	General Inspection Trust Fund
	Bungee Permit	616.242	Set by Rule	1993	Yes -5J-18	\$500	General Inspection Trust Fund
	Weekend/Holiday Inspection	616.242	Set by Rule	2005	Yes -5J-18	\$75	General Inspection Trust Fund
	Administrative Fines	616.242	Not to exceed 2,500	2005	Yes -5J-18	\$2,500	General Inspection Trust Fund

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2020-21**
Program: 42160200 Game Promotions
Fund: 2321 General Inspection Trust Fund
Specific Authority: s.849.094,F.S.
Purpose of Fees Collected: To process game pormotion 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 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.)

<u>SECTION I - FEE COLLECTION</u>	ACTUAL	ESTIMATED	REQUEST
	FY 2018 - 19	FY 2019 - 20	FY 2020 - 21
<u>Receipts:</u>			
Registration Fees	313,700	331,828	331,828
Administrative Fines	368,441	368,441	368,441
Total Fee Collection to Line (A) - Section III	682,141	700,269	700,269

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits	98,068	98,068	98,068
Other Personal Services	2,359	2,359	2,359
Expenses	8,476	8,476	8,476
Contracted Services	1,130	1,130	1,130
Human Resources	596	596	596
Refunds State	2,301	2,301	2,301
Refunds Non-State	85	85	85
OATS	3,929	3,929	3,929
General Revenue Service Charge	43,523	56,022	56,022
Indirect Costs Charged to Trust Fund	35,631	35,631	35,631
Total Full Costs to Line (B) - Section III	196,098	208,596	208,596

Basis Used: Accrual

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I	(A)	682,141	700,269
TOTAL SECTION II	(B)	196,098	208,596
TOTAL - Surplus/Deficit	(C)	486,043	491,673

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:** 2020-21
Program: 42160200 Health Studios
Fund: 2321 General Inspection Trust Fund

Specific Authority: s.501.015,F.S.
Purpose of Fees Collected: To provide regulation and oversight to theHealth 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 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.)

<u>SECTION I - FEE COLLECTION</u>	ACTUAL	ESTIMATED	REQUEST
	FY 2018 - 19	FY 2019 - 20	FY 2020 - 21
<u>Receipts:</u>			
Registration Fees	873,175	852,531	852,531
Administrative Fines	60,015	34,393	34,393
Total Fee Collection to Line (A) - Section III	933,190	886,924	886,924

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits	146,868	146,868	146,868
Other Personal Services	2,380	2,380	2,380
Expenses	12,165	12,165	12,165
Contracted Services	1,540	1,540	1,540
HR Assessment	886	886	886
Refund - State Revenues	1,961	1,961	1,961
Refund - Non State Revenues	72	72	72
OATS Assessment	5,689	5,689	5,689
General Revenue Service Charge	69,554	70,954	70,954
Indirect Costs Charged to Trust Fund	54,189	54,189	54,189
Total Full Costs to Line (B) - Section III	295,303	296,703	296,703

Basis Used: Accrual

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I (A)	933,190	886,924	886,924
TOTAL SECTION II (B)	295,303	296,703	296,703
TOTAL - Surplus/Deficit (C)	637,887	590,221	590,221

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?

Streamlining the administrative processes and cross training have increased productivity and customer services. Due to these improvements, we have been able to handle 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?
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 are reasonable. There is one set fee for all business types.

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: 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? \$ 0.00

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)
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:** 2020-21_
Program: 42160200 Household Moving Services
Fund: 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 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.)

<u>SECTION I - FEE COLLECTION</u>	<u>ACTUAL</u> FY 2018 - 19	<u>ESTIMATED</u> FY 2019 - 20	<u>REQUEST</u> FY 2020 - 21
<u>Receipts:</u>			
Mover Registration Fee	415,825	396,108	396,108
Admin Fine	24,741	14,178	14,178
Total Fee Collection to Line (A) - Section III	440,566	410,286	410,286

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits	159,228	159,228	159,228
Other Personal Services	1,590	1,590	1,590
Expenses	12,734	12,734	12,734
Contracted Services	1,539	1,539	1,539
HR Assessment	954	954	954
Refund - State Revenues	850	850	850
Refund - non-state Revenues	31	31	31
OATS Assessment	6,001	6,001	6,001
General Revenue Service Charge	31,247	32,823	32,823
Indirect Costs Charged to Trust Fund	59,459	59,459	59,459
Total Full Costs to Line (B) - Section III	273,631	275,207	275,207

Basis Used: Accrual

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I	(A)	440,566	410,286
TOTAL SECTION II	(B)	273,631	275,207
TOTAL - Surplus/Deficit	(C)	166,935	135,079

EXPLANATION of LINE C:

The surplus of revenue over expenditures is used to help defray the operating cost for other program 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:
Household Moving Services

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?

Streamlining the administrative processes and cross training have increased productivity and customer services. Due to these improvements, we have been able to handle 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, the regulatory activity is mandated by Florida Statutes and 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 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: Household Moving Services

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? \$ 0.00

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)
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 **Budget Period:** 2020-21
Program: 42160200 Motor Vehicle Repair Shops
Fund: 2321 General Inspection Trust Fund
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 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.)

<u>SECTION I - FEE COLLECTION</u>	ACTUAL	ESTIMATED	REQUEST
	FY 2018 - 19	FY 2019 - 20	FY 2020 - 21
Receipts:			
Registration Fees	1,186,880	1,219,520	1,219,520
Penalties-Late Filing	151,520	33,143	33,143
Administrative Fines	304,313	174,392	174,392
Total Fee Collection to Line (A) - Section III	1,642,712	1,427,055	1,427,055

<u>SECTION II - FULL COSTS</u>			
Direct Costs:			
Salaries and Benefits	911,208	911,208	911,208
Other Personal Services	17,345	17,345	17,345
Expenses	76,658	76,658	76,658
Contracted Services	9,895	9,895	9,895
HR Assessment	5,511	5,511	5,511
Refund - State Revenues	15,486	15,486	15,486
Refunds - Non-State	1,024	1,024	1,024
OATS Assessment	35,733	35,733	35,733
General Revenue S/C	123,630	114,164	114,164
Indirect Costs Charged to Trust Fund	334,350	334,350	334,350
Total Full Costs to Line (B) - Section III	1,530,841	1,521,376	1,521,376

Basis Used: Accrual

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I	(A)	1,642,712	1,427,055
TOTAL SECTION II	(B)	1,530,841	1,521,376
TOTAL - Surplus/Deficit	(C)	111,870	(94,321)

EXPLANATION of LINE C:
The surplus of revenue over expenditures is used to help defray the operating cost for other program 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?

Streamlining the administrative processes and cross training have increased productivity and customer services. Due to these improvements, we have been able to handle 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, the regulatory activity is mandated by Florida Statutes and 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 apply 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 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: Motor Vehicle Repair Shops

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No; 559.901 - 559.9221, 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? \$ 0.00

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)
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 **Budget Period:** 2020-21
Program: 42160200 Pawn Shops
Fund: 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 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	ESTIMATED	REQUEST
	FY 2018 - 19	FY 2019 - 20	FY 2020 - 21
<u>Receipts:</u>			
<u>Registration Fees</u>	357,919	371,748	371,748
<u>Background Checks</u>	25,377	29,938	29,938
<u>Administrative Fines</u>	128,048	73,380	73,380
Total Fee Collection to Line (A) - Section III	511,344	475,066	475,066

SECTION II - FULL COSTS			
<u>Direct Costs:</u>			
<u>Salaries and Benefits</u>	31,434	31,434	31,434
<u>Other Personal Services</u>	804	804	804
<u>Expenses</u>	2,739	2,739	2,739
<u>Contracted Services</u>	369	369	369
<u>HR Assessment</u>	191	191	191
<u>Refund - State Revenue</u>	799	799	799
<u>Refund - Non-State Revenue</u>	29	29	29
<u>OATS Assessment</u>	1,267	1,267	1,267
<u>General Revenue S/C</u>	37,160	37,160	37,160
<u>Indirect Costs Charged to Trust Fund</u>	8,387	8,387	8,387
Total Full Costs to Line (B) - Section III	83,180	83,180	83,180

Basis Used: Accrual

SECTION III - SUMMARY			
TOTAL SECTION I	(A)	511,344	475,066
TOTAL SECTION II	(B)	83,180	83,180
TOTAL - Surplus/Deficit	(C)	428,165	391,887

EXPLANATION of LINE C:

The surplus of revenue over expenditures is used to help defray the operating cost for other program 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?

Streamlining the administrative processes and cross training have increased productivity and customer services. Due to these improvements, we have been able to handle 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, the regulatory activity is mandated by Florida Statutes and 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 apply 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 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: Pawn Shops

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No; Chapter 539, 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? \$ 0.00

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)
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 **Budget Period:** 2020-21_
Program: 42160200 Professional Surveyors and Mappers
Fund: 2321 General Inspection Trust Fund
Specific Authority: s.472.011, s.472.0365, s.472.018, s.472.023, s.470.0345, 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 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	ESTIMATED	REQUEST
	FY 2018 - 19	FY 2019 - 20	FY 2020 - 21
<u>Receipts:</u>			
Unlicensed Activity Fee	26,350	13,175	13,175
CE Provider Fees	9,955	4,978	4,978
Duplicate Name Status Change Fees	2,925	1,673	1,673
Examination Application Fees	6,405	5883	5883
Initial License Fees	30,105	23,377	23,377
Renewal License	310,545	307,940	307,940
Business Licenses	188,293	181,618	181,618
Administrative Fines	5,656	22,500	22,500
Delinquent Charges	350	267	267
Examination Fees SAM	125	288	288
Total Fee Collection to Line (A) - Section III	580,709	561,699	561,699

SECTION II - FULL COSTS			
<u>Direct Costs:</u>			
Salaries and Benefits	302,726	302,726	302,726
Other Personal Services	13,905	13,905	13,905
Expenses	59,015	59,603	59,603
Contracted Services	16,521	16,589	16,589
Operating Capital Outlay	11,085	11,085	11,085
HR Assessment	1,878	1,923	1,923
Refund - State Revenues	2,750	2,750	2,750
OATS Assessment		279	279
General Revenue S/C	82,854	44,936	44,936
Indirect Costs Charged to Trust Fund	107,870	110,705	110,705
Total Full Costs to Line (B) - Section III	598,604	564,501	564,501

Basis Used: Accrual

SECTION III - SUMMARY			
TOTAL SECTION I	(A)	580,709	561,699
TOTAL SECTION II	(B)	598,604	564,501
TOTAL - Surplus/Deficit	(C)	(17,895)	(2,802)

EXPLANATION of LINE C:

Professional Surveyors and Mappers is on a biennial registration, FY 16/17 had a surplus of \$113,929.

Schedule IA - Part I: Examination of Regulatory Fees

Department: Agriculture and Consumer Services

Regulatory Service to or Oversight of Businesses or Professions Program:
Professional Surveyor 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?

Streamlining the administrative processes has increased productivity and customer service. Due to these improvements we have been able to handle 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, the regulatory activity is mandated by Florida Statutes and 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 16-17 and will be issued again in FY 18-19.

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 apply 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 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.

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: Professional Surveyor and Mappers

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): Yes, 472.011(11)

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? \$ 0.00

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)
Land Surveying and Mapping	Examination Fee	s.472.011	\$125	2012	5J-17.070	\$120	General Inspection Trust Fund
Land Surveying and Mapping	Licensure by Endorsement Application Fee	s.472.011	\$200	1993	5J-17.070	\$125	General Inspection Trust Fund
Land Surveying and Mapping	Application for Inactive status	s.472.011	\$150	1993	5J-17.070	\$100	General Inspection Trust Fund
Land Surveying and Mapping	Continuing Education Provider Fees	s.472.018	\$500	1993	5J-17.070	\$450 Initial \$250 Renewal	General Inspection Trust Fund
Land Surveying and Mapping	Temporary Certificate Individual Fee	s.472.023	\$100 Individual	1993	5J-17.070	\$25 Individual	General Inspection Trust Fund
Land Surveying and Mapping	Temporary Certificate of Authorization Business Fee	s.472.023	\$200 Business	1993	5J-17.070	\$50 Business	General Inspection Trust Fund
Land Surveying and Mapping	Duplicate Name/Status Change Fee	s.472.011	\$25	1993	5J-17.070	\$20	General Inspection Trust Fund
Land Surveying and Mapping	Application Fee	s.472.011	\$125	1993	5J-17.070	\$125	General Inspection Trust Fund
Land Surveying and Mapping	Initial License Fee	s.472.011	\$200	1993	5J-17.070	\$125	General Inspection Trust Fund
Land Surveying and Mapping	Renewal License Fee	s.472.011	\$500	1993	5J-17.070	\$250 biennium individuals \$350 biennium business	General Inspection Trust Fund
Land Surveying and Mapping	Business (Certificate of Authorization) License Fee	s.472.011	\$125	1993	5J-17.070	\$125	General Inspection Trust Fund
Land Surveying and Mapping	License Reactivation Fee	s.472.011	\$150	1993	5J-17.070	\$50	General Inspection Trust Fund
Land Surveying and Mapping	Unlicensed Activity Fee	s.472.0365	\$5	1993	5J-17.070	\$5	General Inspection Trust Fund
Land Surveying and Mapping	Late Renewal for Licensure or certificate of Authorization		\$150	1993	5J-17.070	\$150	General Inspection Trust Fund
Land Surveying and Mapping	Examination Review Fee	s. 472.0131	None Set		5J-17.070	\$75	General Inspection Trust Fund
Land Surveying and Mapping	Reinstate of Null and Void License	s. 472.0202	None Set		5J-17.048	\$125	General Inspection Trust Fund

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Service **Budget Period:** 2020-21
Program: 42160200 Sellers of Business Opportunities
Fund: 2321 General Inspection Trust Fund
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 Examination of Regulatory Fees 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.)

<u>SECTION I - FEE COLLECTION</u>	ACTUAL	ESTIMATED	REQUEST
	FY 2018 - 19	FY 2019 - 20	FY 2020 - 21
<u>Receipts:</u>			
Franchise Exemption Fee	268,300	253,963	253,963

Total Fee Collection to Line (A) - Section III	268,300	253,963	253,963

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits	65,971	65,971	65,971
Other Personal Services	1,870	1,870	1,870
Expenses	5,832	5,832	5,832
Contracted Services	798	798	798
Human Resources	403	403	403
Refunds - State	1,913	1,913	1,913
Refunds - Non State	70	70	70
OATS Assessment	2,691	2,691	2,691
General Revenue Service Charge	19,952	20,317	20,317
Indirect Costs Charged to Trust Fund	23,766	23,766	23,766
Total Full Costs to Line (B) - Section III	123,266	123,631	123,631

Basis Used: Accrual

<u>SECTION III - SUMMARY</u>				
TOTAL SECTION I	(A)	268,300	253,963	253,963
TOTAL SECTION II	(B)	123,266	123,631	123,631
TOTAL - Surplus/Deficit	(C)	145,034	130,332	130,332

EXPLANATION of LINE C:

The surplus of revenue over expenditures is used to help defray the operating cost for other program 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:** 2020-21
Program: 42160200 Sellers of Travel
Fund: 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.)

<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	ESTIMATED	REQUEST
	FY 2018 - 19	FY 2019 - 20	FY 2020 - 21
Receipts:			
Initial Fee	188,850	165,237	165,237
Renewal Fee	776,895	743,832	743,832
Document Submission Fee	300	267	267
Travel Independent Agents	582,060	495,935	495,935
Administrative Fines	28,716	16,456	16,456
Total Fee Collection to Line (A) - Section III	1,576,821	1,421,727	1,421,727

SECTION II - FULL COSTS			
Direct Costs:			
Salaries and Benefits	529,415	529,415	529,415
Other Personal Services	12,560	12,560	12,560
Expenses	45,679	45,679	45,679
Contracted Services	6,077	6,077	6,077
HR Assessment	3,217	3,217	3,217
Refund - State Revenues	12,196	12,196	12,196
Refund - Non-State Revenues	449	449	449
OATS Assessment	21,181	21,181	21,181
General Revenue S/C	109,869	113,738	113,738
Indirect Costs Charged to Trust Fund	192,478	192,478	192,478
Total Full Costs to Line (B) - Section III	933,121	936,991	936,991

Basis Used: Accrual

SECTION III - SUMMARY			
TOTAL SECTION I	(A)	1,576,821	1,421,727
TOTAL SECTION II	(B)	933,121	936,991
TOTAL - Surplus/Deficit	(C)	643,700	484,737

EXPLANATION of LINE C:

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

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.):
 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? \$ 0.00

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)
Sellers of Travel	Registration fee	s. 559.928	\$300 annually set by statute	1991	No	\$300	General Inspection Trust Fund
Sellers of Travel	Vacation Certificates Submission Fee	s. 559.9295(16)	\$100	1991	5J-9.002(4)	\$100	General Inspection Trust Fund
Sellers of Travel	Travel Independent Agents	s.559.928(3)	\$50	2010	No	\$50	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?

Streamlining the administrative processes and cross training have increased productivity and customer services. Due to these improvements, we have been able to handle registrations and filings without additional personnel. Electronic filing is available.

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

Continuing to streamline and improve processes.

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

Yes, the regulatory activity is mandated by Florida Statutes and 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 apply 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 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period:** 2020-21
Program: 42160200 Solicitation of Contributions
Fund: 2321 General Inspection Trust Fund
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 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	ESTIMATED	REQUEST
	FY 2018 - 19	FY 2019 - 20	FY 2020 - 21
<u>Receipts:</u>			
Registration Fees	3,623,090	3,399,252	3,399,252
Penalties-Late Filing Fee	91,996	78,142	78,142
Administrative Fines	294,601	14,218	14,218
Total Fee Collection to Line (A) - Section III	4,009,687	3,491,612	3,491,612

SECTION II - FULL COSTS

<u>Direct Costs:</u>			
Salaries and Benefits	1,005,026	1,005,026	1,005,026
Other Personal Services	20,337	20,337	20,337
Expenses	85,105	85,105	85,105
Contracted Services	11,074	11,074	11,074
HR Assessment	6,086	6,086	6,086
Refunds	18,634	18,634	18,634
Non-State Refunds	1,236	1,236	1,236
Generall Revenue S/C	284,845	279,329	279,329
OATS	39,616	39,616	39,616
Indirect Costs Charged to Trust Fund	367,910	367,910	367,910
Total Full Costs to Line (B) - Section III	1,839,868	1,834,353	1,834,353

Basis Used: Accrual

SECTION III - SUMMARY

TOTAL SECTION I	(A)	4,009,687	3,491,612	3,491,612
TOTAL SECTION II	(B)	1,839,868	1,834,353	1,834,353
TOTAL - Surplus/Deficit	(C)	2,169,819	1,657,259	1,657,259

EXPLANATION of LINE C:

The surplus of revenue over expenditures is used to help defray the operating cost for other program 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?

Streamlining the administrative processes and cross training have increased productivity and customer services. Due to these improvements, we have been able to handle registrations and filings without additional personnel. Electronic filing is available.

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

Improving statutes and rules to make them easier to understand and tools to help with calculations.

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

Yes, the regulatory activity is mandated by Florida Statutes and 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 are set by statute. For charities, fees are determined by the amount of contributions received by the charity. For professional solicitors and professional fundraising consultants, fees apply 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 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: 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? \$ 0.00							
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)
Solicitation of Contributions	Registration fee	s. 496.405	Contributions <\$5,000 - set by statute	2013	No	\$10	General Inspection Trust Fund
Solicitation of Contributions	Registration fee	s. 496.405	Contributions <\$25,000, no compensation set by statute	2013	No	\$10	General Inspection Trust Fund
Solicitation of Contributions	Registration fee	s. 496.405	Contributions \$5,000 to \$100,000 - set by statute	2013	No	\$75	General Inspection Trust Fund
Solicitation of Contributions	Registration fee	s. 496.405	Contributions >=100,000 but <\$200,000 - set by statute	2013	No	\$125	General Inspection Trust Fund
Solicitation of Contributions	Registration fee	s. 496.405	Contributions >=\$200,000 but <\$500,000 - set by statute	2013	No	\$200	General Inspection Trust Fund
Solicitation of Contributions	Registration fee	s. 496.405	Contributions >=\$500,000 but <\$1,000,000 - set by statute	2013	No	\$300	General Inspection Trust Fund
Solicitation of Contributions	Registration fee	s. 496.405	Contributions >=\$1,000,000 but <\$10,000,000 - set by statute	2013	No	\$350	General Inspection Trust Fund
Solicitation of Contributions	Registration fee	s. 496.405	Contributions >=\$10,000,000 set by statute	2013	No	\$400	General Inspection Trust Fund
Solicitation of Contributions	Late fee	s. 496.405	Each month or part month past due - set by statute	2014	No	\$25	General Inspection Trust Fund
Solicitation of Contributions	Professional Fundraising Consultant	s.496.409	May pay single fee on behalf of all partners - set by statute	2013	No	\$300	General Inspection Trust Fund
Solicitation of Contributions	Professional solicitors	s.496.410	Set by statute	2014	No	\$300	General Inspection Trust Fund

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2020-21**
Program: 42160200 Standards (Petroleum, Weights & Measures & LP Gas Inspection)
Fund: 2321 General Inspection Trust Fund
Specific Authority: 525.09,F.S.; 526.51,F.S.;5013913,F.S.;531,F.S.
Purpose of Fees Collected: To defray the expenses of inspecting, testing, calibrating, and analyzing petroleum fuels, LP Gas, vehicular fluids, and weighing/measuring devices

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 2018 - 19	ESTIMATED FY 2019 - 20	REQUEST FY 2020 - 21
<u>Receipts:</u>			
Transfers in from DOR - Petroleum Product Fees	10,737,092	10,957,342	11,035,139
LP Gas Exams	71,770	39,447	39,447
LP Gas Renewal	2,299,797	1,947,124	1,947,124
Transfer of LPG License Fees	2,230	1,943	1,943
Site Plan Fees	1,690	-	-
Metrology Fees	60,951	49,054	49,054
Meter and Scale Permit Fees	2,235,098	2,295,390	2,365,390
Sale of Surplus property-DMS sale	4,496	-	-
Interest	506,916	421,060	335,204
Penalties-Returned Check Service Fees	30	-	-
Refunds-Prior Year Expenditures	11,024	-	-
Refunds	973	-	-
Reimbursements from Employees	617	-	-
Copies of Documents	92	-	-
Law and Rules Handbook Reimbursements	25	-	-
Total Full Costs to Line (B) - Section III	15,932,800	15,711,360	15,773,301

SECTION II - FULL COSTS

Direct Costs:

Salaries and Benefits	6,367,639	6,367,639	7,081,400
Other Personal Services	55,577	55,577	55,577
Expenses	1,609,088	1,609,088	1,753,880
Contracted Services	135,842	135,842	135,842
Operating Capital Outlay	190,370	190,370	190,370
Acquisition of Motor Vehicle	25,985	25,985	335,453
HR Assessment	37,869	37,869	42,146
Refunds	23,364	23,364	23,364
Refunds - Non-State	522	522	522

OATS Assessment	295,289	295,289	295,289
General Revenue S/C	188,323	1,256,909	1,261,864
Assessment on Investments	24,113	24,113	24,113
Indirect Costs Charged to Trust Fund	2,269,569	2,269,569	2,269,569
Total Full Costs to Line (B) - Section III	11,223,551	12,292,137	13,469,390

Basis Used: Accrual

SECTION III - SUMMARY

TOTAL SECTION I	(A)	15,932,800	15,711,360	15,773,301
TOTAL SECTION II	(B)	11,223,551	12,292,137	13,469,390
TOTAL - Surplus/Deficit	(C)	4,709,249	3,419,223	2,303,911

EXPLANATION of LINE C:

The Bureau of Standards currently generates revenues through inspection 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, Weights/Measures, LP Gas Inspections)

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?

Standards has integrated the inspection of the Weights and Measures, Liquefied Petroleum Gas (LP) and Petroleum Inspection programs. Inspectors will now be serving in multiple program areas, saving time and increasing the number of inspections carried out at each facility reducing further visits by inspector only training in one program.

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

The division continues to look for ways to streamline the processes without decreasing services. In addition to cross training inspectors, a statistical sampling plan has been put into place for petroleum pumps and weighing and measuring devices. This will save time and increase the geographic area that can be covered. Statistical sampling has reduced the time between inspections from 18-24 months to approximately 12 months.

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

Yes, the regulatory activities are mandated by Florida Statute and are 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 adequate to cover all related 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 apply 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 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, Weights and Measures, LP Gas 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? \$ 0.00							
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)
Petroleum distribution and sales	Inspection Fee	525.09, F.S.	1/8 of 1 percent per gallon	1995	No	1/8 cent per gallon gasoline and kerosene (except aviation and #1 fuel oil)	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Mass Standard E6617 Class 4 Tolerances	531.415(a), F.S.	Weight 0-2 Lbs	2016	5J-22.005	\$6	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Mass Standard E6617 Class 4 Tolerances	531.415(a), F.S.	Weight 3-10 Lbs	2016	5J-22.005	\$8	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Mass Standard E6617 Class 4 Tolerances	531.415(a), F.S.	Weight 11-50 Lbs	2016	5J-22.005	\$12	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Mass Standard E6617 Class 4 Tolerances	531.415(a), F.S.	Weight 51-500 Lbs	2016	5J-22.005	\$20	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Mass Standard E6617 Class 4 Tolerances	531.415(a), F.S.	Weight 501-1000 Lbs	2016	5J-22.005	\$30	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Mass Standard E6617 Class 4 Tolerances	531.415(a), F.S.	Weight 1001-2500 Lbs	2016	5J-22.005	\$40	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Mass Standard E6617 Class 4 Tolerances	531.415(a), F.S.	Weight 2501-5000 Lbs	2016	5J-22.005	\$50	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Mass Class P Tolerances	531.415(b), F.S.	Weight 0-10 Lbs	2016	5J-22.005	\$20	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Mass Class P Tolerances	531.415(b), F.S.	Weight 11-50 Lbs	2016	5J-22.005	\$30	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Mass Class P Tolerances	531.415(b), F.S.	Weight 51-500 Lbs	2016	5J-22.005	\$40	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Mass Class P Tolerances	531.415(b), F.S.	Weight 501-1000 Lbs	2016	5J-22.005	\$50	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Mass Class P Tolerances	531.415(b), F.S.	Weight 1001-2500 Lbs	2016	5J-22.005	\$60	General Inspection Trust Fund

Metrology Laboratory Calibration/Testing	Mass Class P Tolerances	531.415(b), F.S.	Weight 2501-5000 Lbs	2016	5J-22.005	\$75	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Calibrate to determine actual/or apparent mass	531.415(c), F.S.	Weight 0-20 Lbs	2016	5J-22.005	\$40	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Calibrate to determine actual/or apparent mass	531.415(c), F.S.	Weight 21-50 Lbs	2016	5J-22.005	\$50	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Calibrate to determine actual/or apparent mass	531.415(c), F.S.	Weight 51-1000 Lbs	2016	5J-22.005	\$70	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Calibrate to determine actual/or apparent mass	531.415(c), F.S.	Weight 1001-2500 Lbs	2016	5J-22.005	\$150	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Calibrate to determine actual/or apparent mass	531.415(c), F.S.	Weight 2501-5000 Lbs	2016	5J-22.005	\$250	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Volumetric Test	531.415(d), F.S.	Vessel 0-5 Gal	2016	5J-22.005	\$35	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Volumetric Test	531.415(d), F.S.	Vessel Over 5 Gal	2016	5J-22.005	\$0.75 per each additional gal	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Linear Measure	531.415(e), F.S.	Each Test	2016	5J-22.005	\$75	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Temperature Measuring Device	531.415(f), F.S.	Each Test	2016	5J-22.005	\$50	General Inspection Trust Fund
Metrology Laboratory Calibration/Testing	Special Test/Special preparation	531.415(g), F.S.	Each Test	2016	5J-22.005	\$50 per hour	General Inspection Trust Fund
Weights and Measures	Commercial Use Permit rated up to and including 100 lbs	531.60 - 65, F.S.	1 - 5 in a single retail establishment	2016	5J-22.006	\$40	General Inspection Trust Fund
Weights and Measures	Commercial Use Permit rated up to and including 100 lbs	531.60 - 65, F.S.	6 - 10 in a single retail establishment	2016	5J-22.006	\$125	General Inspection Trust Fund
Weights and Measures	Commercial Use Permit rated up to and including 100 lbs	531.60 - 65, F.S.	11-30 in a single retail establishment	2016	5J-22.006	\$175	General Inspection Trust Fund
Weights and Measures	Commercial Use Permit rated up to and including 100 lbs	531.60 - 65, F.S.	31 or more in a single retail establishment	2016	5J-22.006	\$225	General Inspection Trust Fund
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	>100 - 250 lb. mfg. rated capacity - Max \$200	2016	5J-22.006	\$40	General Inspection Trust Fund
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	>250 - 5,000 lb. capacity- Max \$200	2016	5J-22.006	\$75	General Inspection Trust Fund

Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	>5,000 - 20,000 lb. capacity- Max \$300	2016	5J-22.006	\$150	General Inspection Trust Fund
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	> 20,000 lb capacity	2016	5J-22.006	\$200	General Inspection Trust Fund
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Wheel Load	2016	5J-22.006	\$15	General Inspection Trust Fund
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Static and in motion Railroad track scales	2016	5J-22.006	\$200	General Inspection Trust Fund
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Belt Conveyor Scales	2016	5J-22.006	\$400	General Inspection Trust Fund
Weights and Measures	Mass Flow Device Permits	531.60 - 65, F.S.	Mass Flow Meters up to 150 lb/minute	2016	5J-22.006	\$100	General Inspection Trust Fund
Weights and Measures	Mass Flow Device Permits	531.60 - 65, F.S.	Mass Flow Meters >150 lb/minute	2016	5J-22.006	\$250	General Inspection Trust Fund
Weights and Measures	Volumetric Flow up to and including 10/Gal per min Device Permits	531.60 - 65, F.S.	1-5 in a single establishment	2016	5J-22.006	\$40	General Inspection Trust Fund
Weights and Measures	Volumetric Flow up to and including 10/Gal per min Device Permits	531.60 - 65, F.S.	6-10 in a single establishment	2016	5J-22.006	\$125	General Inspection Trust Fund
Weights and Measures	Volumetric Flow up to and including 10/Gal per min Device Permits	531.60 - 65, F.S.	11-30 in a single establishment	2016	5J-22.006	\$175	General Inspection Trust Fund
Weights and Measures	Volumetric Flow up to and including 10/Gal per min Device Permits	531.60 - 65, F.S.	31 or more in a single establishment	2016	5J-22.006	\$225	General Inspection Trust Fund
Weights and Measures	Volumetric Flow Meters	531.60 - 65, F.S.	>10 but <= 20 gal/minute - Max \$50	2016	5J-22.006	\$40	General Inspection Trust Fund
Weights and Measures	Volumetric Flow Meters	531.60 - 65, F.S.	>20 gal/minute - Max \$100	2016	5J-22.006	\$80	General Inspection Trust Fund
Weights and Measures	Tank Used as Measuring Device Permits	531.60 - 65, F.S.	Tanks, Under 500 gal capacity	2009	5J-22.006	\$100	General Inspection Trust Fund

Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	> 500 gal capacity	2009	5J-22.006	\$200	General Inspection Trust Fund
Weights and Measures	Weighing and Measuring Device Permits	531.60 - 65, F.S.	Multiple Dimension Measuring Device	2009	5J-22.006	\$100	General Inspection Trust Fund
Weights and Measures	Bulk LP Delivery Vehicles	531.60 - 65, F.S.	Each		5J-22.006	\$150	General Inspection Trust Fund
Weights and Measures	Late Fee	531.62(4)	Per Location	2009	5J-22.006	\$100	General Inspection Trust Fund
Liquefied Petroleum Gas	Category I liquefied petroleum gas dealer	527.02, F.S.	Set by Statute	2018	No	\$400	General Inspection Trust Fund
Liquefied Petroleum Gas	Category II liquefied petroleum gas dispenser	527.02, F.S.	Set by Statute	2018	No	\$400	General Inspection Trust Fund
Liquefied Petroleum Gas	Category III liquefied petroleum gas cylinder exchange unit operator	527.02, F.S.	Set by Statute	2018	No	\$65	General Inspection Trust Fund
Liquefied Petroleum Gas	Category IV dealer in appliances and equipment	527.02, F.S.	Set by Statute	2018	No	\$65	General Inspection Trust Fund
Liquefied Petroleum Gas	Category V LP gas installer	527.02, F.S.	Set by Statute	2018	No	\$200	General Inspection Trust Fund
Liquefied Petroleum Gas	Category VI Miscellaneous Operator	527.02, F.S.	Set by Statute	2018	No	\$200	General Inspection Trust Fund
Liquefied Petroleum Gas	Material Change	527.02(4), F.S.	Set by Statute	2018	No	\$10	General Inspection Trust Fund

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period:** 2020-21
Program: 42160200 Telemarketing
Fund: 2321 General Inspection Trust Fund
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 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.)

<u>SECTION I - FEE COLLECTION</u>	ACTUAL	ESTIMATED	REQUEST
	FY 2018 - 19	FY 2019 - 20	FY 2020 - 21

Receipts:

<u>Licenses-Commercial Telephone Sales</u>	564,050	591,102	591,102
<u>Licenses-Sales Persons</u>	494,620	536,950	536,950
<u>Fees-Change Info-Telemarketing License</u>	12,990	17,043	17,043
<u>Fees-Telemarketing Solicitor (DNC list)</u>	65,870	70,520	70,520
<u>Administrative Fines</u>	50,593	28,993	28,993
Total Fee Collection to Line (A) - Section III	1,188,123	1,215,615	1,215,615

SECTION II - FULL COSTS

Direct Costs:

Salaries and Benefits	235,910	235,910	235,910
Other Personal Services	7,899	7,899	7,899
Expenses	21,413	21,413	21,413
Contracted Services	3,012	3,012	3,012
Human Resources	1,448	1,448	1,448
Refunds - State	8,402	8,402	8,402
Refunds - Non State	309	309	309
OATS	9,828	9,828	9,828
Service Charge General Revenue	97,438	97,249	97,249
Indirect Costs Charged to Trust Fund	84,117	84,117	84,117
Total Full Costs to Line (B) - Section III	469,775	469,587	469,587

Basis Used: Accrual

SECTION III - SUMMARY

TOTAL SECTION I	(A)	1,188,123	1,215,615	1,215,615
TOTAL SECTION II	(B)	469,775	469,587	469,587
TOTAL - Surplus/Deficit	(C)	718,348	746,028	746,028

EXPLANATION of LINE C:

The surplus of revenue over expenditures is used to help defray the operating cost for other program 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?

Streamlining the administrative processes and cross training has increased productivity and customer services. Due to these improvements we have been able to handle registrations and filings without additional personnel. E-commerce or electronic filing is now available for consumers.

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

Continue to work on areas that can be improved for better efficiency and customer service.

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

Yes, the regulatory activity is mandated by Florida Statutes and 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 adequate 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 apply 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 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: 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? \$ 0.00

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)
Telemarketing	Commerical Telephone Sellers and Entities Providing Substance Abuse Marketing Services - Licenses	s. 501.605	The following annual fees are set by statute: \$1,500	2017	No	\$1,500	General Inspection Trust Fund
Telemarketing	Sales Person Licenses	s. 501.607	The following annual fees are set by statute: \$50 ons	1991	No	\$50	General Inspection Trust Fund
Telemarketing	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
2020 - 2021**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period:** 2020-21
Program: 42170100 Fruit and Vegetable Inspection and Enforcement
Fund: 2093 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 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.)

<u>SECTION I - FEE COLLECTION</u>	ACTUAL	ESTIMATED	REQUEST
	FY 2018 - 19	FY 2019 - 20	FY 2020 - 21
<u>Receipts:</u>			
Citrus Inspection Program	2,928,274	2,831,901	2,831,901
USDA	4,283,878	4,221,171	4,221,171
License and Bond	7,765	8,100	8,100
Citrus Crop Estimating	1,137,585	1,107,040	1,107,040
Citrus Marketing Order	2,306,335	2,244,000	2,244,000
Transfer from GR-Cash Supplement	2,500,000	2,500,000	2,500,000
Total Fee Collection to Line (A) - Section III	13,163,837	12,912,212	12,912,212

<u>SECTION II - FULL COSTS</u>			
<u>Direct Costs:</u>			
Salaries and Benefits	1,967,786	2,148,486	2,148,486
Other Personal Services	125,096	165,000	165,000
Expenses	421,682	525,000	525,000
Operating Capital Outlay	3,064	10,000	10,000
Citrus Marketing Order Research	4,854,152	1,067,078	2,244,000
Citrus Crop Estimating Services	1,376,298	1,528,397	1,528,397
USDA	4,289,278	4,221,171	4,221,171
Indirect Costs Charged to Trust Fund *	-	450,000	450,000
Total Full Costs to Line (B) - Section III	13,037,355	10,115,132	11,292,054

Basis Used: Indirect costs are the allocation from Tallahassee of Administrative costs (*to be determined). Budwood expenditures not presented.

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I	(A)	13,163,837	12,912,212
TOTAL SECTION II	(B)	13,037,355	11,292,054
TOTAL - Surplus/Deficit	(C)	126,482	1,620,158

EXPLANATION of LINE C:

Tallahassee Administrative Overhead was not charged to CITF in FY2018-19. Budwood expenditures are not in this analysis, but the Budwood revenue is, creating a surplus.

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period:** 2020-21_
Program: 42170100 Fruit and Vegetable Inspection and Enforcement
Fund: 2321 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 or by FDACS

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.)

<u>SECTION I - FEE COLLECTION</u>	ACTUAL	ESTIMATED	REQUEST
	FY 2018 - 19	FY 2019 - 20	FY 2020 - 21
Receipts:			
FMO Inspection Services	2,324,444	2,426,407	2,426,407
Vegetable Inspection Program	1,527,921	1,542,706	1,542,706
Tomato (T-GAP) Registration & Audits	38,329	37,180	37,180
Peanut Marketing Orders	665,518	675,000	675,000
Tobacco Marketing Orders	11,493	12,500	12,500
Total Fee Collection to Line (A) - Section III	4,567,706	4,693,793	4,693,793

<u>SECTION II - FULL COSTS</u>			
Direct Costs:			
Salaries and Benefits	2,399,020	2,389,474	2,389,474
Other Personal Services	624,187	635,000	635,000
Expenses	965,818	975,000	975,000
Operating Capital Outlay	4,420	-	-
Marketing Orders	884,181	669,082	669,082
Contracted Services	52,447	53,762	53,762
General Revenue Surcharge	207,572	223,447	223,447
Indirect Costs Charged to Trust Fund	144,285	144,285	144,285
Total Full Costs to Line (B) - Section III	5,281,931	5,090,050	5,090,050

Basis Used: Indirect costs are the allocation from Tallahassee of Administrative costs.

<u>SECTION III - SUMMARY</u>			
TOTAL SECTION I	(A)	4,567,706	4,693,793
TOTAL SECTION II	(B)	5,281,931	5,090,050
TOTAL - Surplus/Deficit	(C)	(714,224)	(396,257)

EXPLANATION of LINE C:

The impact of Hurricane Michael resulted in lower volumes for commodities inspected. Imports, especially Mexican imports, of fruits and vegetables, negatively impacted growers and their ability to market crops, negatively impacting the volume of fruit and vegetables grown & harvested, thus decreasing the number of tons requiring inspection. 266 of 320

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?
The division, to reduce expenses, decided not to replace two employees upon their retirement and departure. The savings realized in Salaries & Benefits of \$99,540, which is net of pay increases for performing extra duties.
2. What additional operational efficiencies are planned? What are the estimated savings associated with these efficiencies during the next fiscal year?
The division continuously looks for savings, through process improvements and time management, but, at this time, no operational efficiencies are planned.
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? No
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
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.

Citrus diseases (citrus greening and citrus canker) resulted in the destruction or abandonment of many citrus groves in the citrus production areas of Florida. Even citrus trees that remain viable are experiencing lower fruit yields. Citrus canker is caused by a bacterial pathogen that spreads through wind, flooding, and human transport, and results in unsightly lesions in the fruit that make it undesirable for consumption. Citrus greening is caused by a bacterium that is spread by the Asian citrus psyllid and leads to fruit drop, smaller, bitter and asymmetrical fruit, and the eventual death of the tree. There are no cures for either of these diseases, and control strategies involve heavy pesticide use and the application of nutrient supplements in the soil as well as the foliage of the trees. As these diseases have spread, the fresh fruit yield and consequently the number of cartons needing to be certified for export by the Department have gone down each year. These funds will allow the department to continue to provide services to the citrus industry which is an essential part of the state's economic health.

Without this funding, the Florida Department of Agriculture and Consumer Services Divisions of Fruit and Vegetables and Plant Industry will be forced to reduce operations, including staff, to a level where it will no longer provide the needed services to the citrus industry. Consequently, Florida citrus growers will be left without a comprehensive statistics program, sufficient inspectors, and clean budwood from which to propagate reset trees to replace diseased ones.

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 division continues to focus on process improvements, time management and efficiencies to reduce expenditures.

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%) 50%							
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? \$ 2,500,000 (Benefitting Citrus Inspection Trust Fund)							
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	0.1300	Citrus Inspection TF
	Packing House Partners in Quality (PIQ) Fees	570.48; 570.481; 601.28; 601.27; 601.29; 601.32			No	0.0100	Citrus Inspection TF
	Customer Assisted Certification Program (CACP) Fees	570.48; 570.481; 601.28; 601.27; 601.29; 601.32			No	0.0231	Citrus Inspection TF
	CACP Non-eligible Fees	570.48; 570.481; 601.28; 601.27; 601.29; 601.32			No	0.0271	Citrus Inspection TF
	Fresh Cannery Inspection Fees	570.48; 570.481; 601.28; 601.27; 601.29; 601.32			No	0.0666	Citrus Inspection TF
	Roadside Stand Inspection Fees	570.48; 570.481; 601.28; 601.27; 601.29; 601.32			No	0.0300	Citrus Inspection TF
License and Bond	Citrus Agent Registration	570.48; 601.59			No	10.00	Citrus Inspection TF
	Citrus Fruit Dealers Licenses	570.48; 601.59			No	25.00	Citrus Inspection TF
Florida Ag Statistics Service	Citrus Crop Estimating Fees	570.48; 570.481; 601.28; 601.27; 601.29; 601.32			No	0.0148	Citrus Inspection TF
Federal Marketing Order	Marketing Orders - Veg Insp Shipping Point Fees	570.48; 570.481			No	Varies	General Inspection TF

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

**DIVISION OF AQUACULTURE
42170300**

EXHIBITS AND SCHEDULES

**LEGISLATIVE BUDGET REQUEST
2020 - 2021**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2020-21**
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 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 2018-19		ESTIMATED FY 2019-20		REQUEST FY 2020-21	
	GR	GITF	GR	GITF	GR	GITF
<u>Receipts:</u>						
Aquaculture Certification Fees		103,550		103,000		103,000
Administrative Fines		4,550				
Penalties - Return Check Service Fees		60				
Total Fee Collection to Line (A) - Section II	-	108,160	-	103,000	-	103,000

SECTION II - FULL COSTS

	ACTUAL FY 2018-19		ESTIMATED FY 2019-20		REQUEST FY 2020-21	
	GR	GITF	GR	GITF	GR	GITF
<u>Direct Costs:</u>						
Salaries and Benefits	324,032	-	324,032	-	324,032	-
Other Personal Services						
Expenses	14,936	(106)	14,936		14,936	
Contracted Services	213		213		213	
HR Assessment	2,076	-	2,076	-	2,076	-
Refund of State Revenues		2,150				
General Revenue S/C		8,860		8,860		8,860
<u>Indirect Costs Charged to Trust Fund</u>						
Total Full Costs to Line (B) - Section III	341,257	10,904	341,257	8,860	341,257	8,860

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

SECTION III - SUMMARY

		ACTUAL FY 2018-19		ESTIMATED FY 2019-20		REQUEST FY 2020-21	
		GR	GITF	GR	GITF	GR	GITF
TOTAL SECTION I	(A)	-	108,160	-	103,000	-	103,000
TOTAL SECTION II	(B)	341,257	10,904	341,257	8,860	341,257	8,860
TOTAL - Surplus/Deficit	(C)	(341,257)	97,256	(341,257)	94,140	(341,257)	94,140

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 can result 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 for facilities with limited access 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 must 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 IA - Part II: Examination of Regulatory Fees

Department: **Agriculture & Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Aquaculture Certification

Does Florida Statutes require the regulatory program to be financially self-sufficient? (Yes or No and F.S.): No and s. 597.004, F.S.

What percent of the regulatory cost is currently subsidized? (0 to 100%) 98% General Revenue and 2% General Inspection Trust Fund

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

What is the current annual amount of the subsidy? \$341,151 GR and \$8,679 GIF

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)
Aquaculture	Aquaculture Certification Fees	597.004 F.S.(1)(h)	\$100	2008	No	\$100	General Inspection Trust Fund

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2020-21**
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.)

<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

Receipts:	ACTUAL FY 2018-19		ESTIMATED FY 2019-20		REQUEST FY 2020-21	
	GR	GITF	GR	GITF	GR	GITF
N/A						
Total Fee Collection to Line (A) - Section II	-	-	-	-	-	-

SECTION II - FULL COSTS

Direct Costs:	ACTUAL FY 2018-19		ESTIMATED FY 2019-20		REQUEST FY 2020-21	
	GR	GITF	GR	GITF	GR	GITF
Salaries and Benefits	274,281	82,709	274,281	82,709	274,281	82,709
Other Personal Services						
Expenses	18,029	(223)	18,029		18,029	
Contracted Services	9,460		9,460		9,460	
Operating Capital Outlay						
HR	1,559	532	1,559	532	1,559	532
Service Charge		184		184		184
Indirect Costs Charged to Trust Fund						
Total Full Costs to Line (B) - Section III	303,329	83,202	303,329	83,425	303,329	83,425

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

SECTION III - SUMMARY

		ACTUAL FY 2018-19		ESTIMATED FY 2019-20		REQUEST FY 2020-21	
		GR	GITF	GR	GITF	GR	GITF
TOTAL SECTION I	(A)	-	-	-	-	-	-
TOTAL SECTION II	(B)	303,329	83,202	303,329	83,425	303,329	83,425
TOTAL - Surplus/Deficit	(C)	(303,329)	(83,202)	(303,329)	(83,425)	(303,329)	(83,425)

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 (104), it makes the unit cost approximately \$3,720. 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.

Schedule IA - Part II: Examination of Regulatory Fees

Department: **Agriculture & Consumer Services**

Regulatory Service to or Oversight of Business or Profession Program: Shellfish Processing Plant 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%) 78% General Revenue and 22% General Inspection Trust Fund

If the program is subsidized from other state funds, what is the source(s)? GR & GITF

What is the current annual amount of the subsidy? \$303,303 GR and \$83,569 GITF

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)
N/A							

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

**DIVISION OF ANIMAL PEST AND DISEASE CONTROL
42170500**

EXHIBITS AND SCHEDULES

**LEGISLATIVE BUDGET REQUEST
2020 - 2021**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2020-2021**
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.)

- 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.)
 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 2018-2019			ESTIMATED FY 2019-2020			REQUEST FY 2020-2021		
	GR	GITF	AEETF	GR	GITF	AEETF	GR	GITF	AEETF
Receipts:									
Vet Inspection Certificate-Intrastate		44,720			44,284			44,284	
Apply for Approval Quarantine Facility		4,350			3,900			3,900	
Brand Certification		3,385			4,628			4,628	
Garbage Feeding Permits		4,100			3,933			3,933	
Transportation of Animal Carcass Permits		7,400			7,000			7,000	
Contagious Equine Metritis Service Fees		613,750			569,519			569,519	
Equine Interstate Passport Card Fees		8,860			8,730			8,730	
Negative EIA Test Verification Card Fees		975			1,237			1,237	
Equine Event Extension Fees		5,866			6,554			6,554	
Vet Inspection Certificate-Large Interst.		15,535			18,616			18,616	
Vet Inspection Certificate-Equine Interst.		66,820			70,927			70,927	
Vet Inspection Certificate-Small Interst.		42,835			44,937			44,937	
Garbage Feeding Facility Inspection Fee		250			250			250	
Miscellaneous		2,695			5,427			2,934	
Fuel Tax and Interest Earnings			399,178			423,730			423,730
Diagnostic Fees		242							
Administrative Fees			239						
Total Revenue to Line (A) - Section II		821,783	399,417		789,942	423,730		787,449	423,730

SECTION II - FULL COSTS

	GR			AEETF			AEETF		
	GR	GITF	AEETF	GR	GITF	AEETF	GR	GITF	AEETF
Direct Costs:									
Salaries and Benefits	3,056,216	116,073	258,839	3,934,568	291,962	426,503	3,934,568	291,962	426,503
Other Personal Services	10,751	7,006		12,104	12,661		12,104	12,661	
Expenses	189,454	335,729		215,000	279,888		215,000	279,888	
OCO	43,920			25,474			25,474		
Acquisition of Motor Vehicles		224,005				870,260			870,260
G/A Major Disasters									
Public Assitance-ST OPS									
HR Assessment	19,079	1,444		23,303	2,561		23,303	2,561	
Risk Management Insurance		41,565		42,718	41,565		42,718	41,565	
Administration-Director Office & Admin Overhd	476,252	161,498	127,953						
Contracted Services		33,154			68,958			68,958	
State AG Response Team (SART)	138,933			300,000			300,000		
OATS Assessment	9,284	136,923			136,923			136,923	
Transfer to Other Funds in Agency									
Refunds State Revenues		360			10,000			10,000	
Refunds Non-State Revenues					5,000			5,000	
General Revenue S/C		70,498			70,498			70,498	
Total Full Costs to Line (B) - Section III	3,943,889	1,128,255	386,791	4,553,167	920,016	1,296,763	4,553,167	920,016	426,503

SECTION III - SUMMARY

	GR	GITF	AEETF	GR	GITF	AEETF	GR	GITF	AEETF
TOTAL SECTION I (A)	-	821,783	399,417	-	789,942	423,730	-	787,449	423,730
TOTAL SECTION II (B)	3,943,889	1,128,255	386,791	4,553,167	920,016	1,296,763	4,553,167	920,016	426,503
TOTAL - Surplus/Deficit (C)	(3,943,889)	(306,472)	12,626	(4,553,167)	(130,074)	(873,033)	(4,553,167)	(132,567)	(2,773)

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. The division is supported in its mission by the Bronson Animal Disease Diagnostic Laboratory which provides essential assistance through their animal disease testing and diagnostic programs.

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: Florida Department of 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 continues to achieve 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. This continued partnership was demonstrated during the response to Hurricane Michael that devastated more than \$1.5 billion of production agriculture and more than \$1.3 billion in silviculture. The division conducted more than 250 assessments that included more than 31,000 animals assessed. The division was also partnered through SART with the Greater Good to provide 35,000 gallons of corn syrup and 38,000 pounds of bee pollen to the more than 50,000 hives that were impacted. SART partnerships are key to the division's emergency response. The division would not ordinarily have the man power nor the budget to provide a vast response without being able to leverage these partnerships to service Florida's animal industry.

In response to natural disasters and animal emergencies, the division has acquired several pieces of equipment that are deployed during an animal disease outbreak or emergency through SART. The division relocated the SART equipment from individual counties and strategically moved it regionally – North, Central and South to reduce response times to an incident or natural disaster. This move allows for better oversight of the response equipment to remain covered, maintained and in good working order for any emergency or disaster.

The division continues to improve the technology across the field personnel by issuing smart phones and tablets to improve efficiencies in site visits and inspections. The tablets have allowed for the collection of electronic signatures onsite after the inspection and allows for electronic submission of required forms. This improvement is saving time and funds for printing, mailing and personnel work time by simply changing the process.

To continue to improve consistency and customer service, the division has taken a concentrated effort to update Florida Administrative Rules, division policies and standard operational procedures and has automated processes impacting our customers. The division has automated three of the required permits issued to producers: the swine entry permit, poultry entry permit and the permit for entry into the state from Vesicular Stomatitis affected states. Producers who receive these permits, no longer wait for the division office to be open to issue the permits. The producer can submit the request online and receive the required documentation for the permit issuance.

The division continuously explores avenues to improve information flow. The division is working with our industry partners to collect data that is necessary to provide to the USDA. The division initiated an electronic method to collect the required documentation from our industry partners in a format that is easily exported directly into the USDA database. This one process efficiency will reduce many hours of manual data entry. In addition, the division plans to assist all Approved Livestock Markets to transfer the cattle identification data electronically into the USDA system. Plans are to have all 8 livestock markets on board using this new process by the end of fiscal year 2020-2021.

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

The division has discontinued the use of Equine Passport and Event Extension travel documents. The division decided it will be more efficient to follow suit with approximately 39 of our state partners and honor the universal electronic Equine Passport for all equine movement. The cost savings to the division will be less administrative time issuing the passports. The administrative staff can now focus on other division priorities.

The division will be purchasing a technology application that will automate the collection, storage and processing of the Official Certificate of Veterinarian Inspection forms submitted to the division in paper and digital format. The new system allows the Animal Movement Records Section to easily receive, sort, search and reject the certificates. The application allows the processing of the certificates to be streamlined to include the distribution requirement to state veterinarian's office throughout the United States.

The division is continuously evaluating multiple technology systems and applications that will assist inspectors and supervisory staff with the creation and distribution of regulatory documents. This will assist with the elimination of duplicate entries into multiple division databases to capture key information for the of the division's long-range performance measures and statistical reporting.

The Division will be participating in a southeastern states Foot and Mouth Disease exercise in December 2020. The division will be participating in several strategy sessions and mini exercises in the state to improve surveillance response and to streamline processes in the event the disease ever occurs in the Florida.

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 states animal industries and citizens of Florida, ensuring an available and safe food supply and protection from zoonotic diseases (diseases that can spread between animals and humans). The Division of Animal Industry has experienced significant reduction in staff over the past 7 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. The responsibilities for enhanced animal disease surveillance and monitoring of animals introduced into the state that pose a risk of introducing diseases such as African Swine Fever, Avian Influenza, Chronic Wasting Disease, Contagious Equine Metritis, Equine Herpes Virus 1 (EHV-1), Foot and Mouth Disease, Piroplasmiasis and tick surveillance have increased significantly. These issues are all tied to our regulatory mission of the prevention, control, and eradication of animal diseases of high consequence.

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. This program is 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 states animal industries and citizens of Florida (ensuring an available and safe food supply and protection from zoonotic diseases – diseases that can spread between animals and humans). Without the cooperation of the individual producers, pet owners and veterinarians, 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.

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.

Every state provides a 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 only the individual producer, but the animal industries as a whole and 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.

The majority of the costs of our program are either Salaries and Benefits or facilities/fuel costs and other operating expenses. The division has a plan to reduce expenses by automating processes whenever possible. Each inspector has been issued a tablet that is capable of storing electronic forms and other documents, thus reducing the cost of paper and other printed materials. Inspector schedules appointments with producers to ensure the optimal time for inspections to reduce costs of fuel and time. District supervisors have reviewed and mapped out the most efficient routes for inspectors to perform site inspections, resulting in reduced fuel and vehicle maintenance cost. Division staff also car pool when necessary to inspect a premise or facility that requires more than one inspector.

Schedule IA - Part II: Examination of Regulatory Fees

Department: Agriculture and 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%): 84%							
If the program is subsidized from other state funds, what is the source(s)? General Revenue/Ag Emergency Trust Fund							
What is the current annual amount of the subsidy? \$8,250,622							
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	Transfer of ownership of mark or brand	534.051	\$10	2017	No	\$10	General Inspection Trust Fund
	Recording of marks or brands	534.021	\$10	2017	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	
	Equine Event 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	1999	Yes	\$50	
	Request for approved quarantine premises	585.002(5)	\$200	1999	Yes	\$200	
Introduction of Animals Into the State	5C-22, Contagious Equine Metritis						General Inspection Trust Fund
	Request for inspection for approval as a quarantine facility	585.002(5)	\$200	1993	Yes	\$150; \$100	
	Entry of horse into CEM testing/treatment program	585.002(5)	\$1,500	1993	Yes	\$1,250; \$750	
Introduction of Animals Into the State	5C-23, Transporting Animal Carcasses/Refuse						General Inspection Trust Fund
	Application and Permit to Transport Animal Carcasses/Refuse (DACS-09056)	585.002(5)	\$200	1999	Yes	\$200	
Introduction of Animals Into the State	5C-24, Schedule of Fees for Services						General Inspection Trust Fund
	Official Certificate of Veterinary Inspection (OCVI) (DACS-09000)	585.002(5)	\$200	1999, 2002	Yes	\$65	
	OCVI Equine (DACS-09002)	585.002(5)	\$200	1999, 2002	Yes	\$65	
	VS Form 9-3	585.002(5)	\$200	1999, 2002	Yes	\$50	
	OCVI Avian (DACS-09023)	585.002(5)	\$200	1999, 2002	Yes	\$100	
	Special Individual	585.002(5)	\$200	1999, 2002	Yes	\$30	
	OCVI Dog Cat Movement (DACS-09085)	585.002(5)	\$200	1999, 2002	Yes	\$65	
	OCVI Dog Cat Sale (DACS-09086)	585.002(5)	\$200	1999, 2002	Yes	\$65	

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

**DIVISION OF PLANT PEST AND DISEASE CONTROL
42170600**

EXHIBITS AND SCHEDULES

**LEGISLATIVE BUDGET REQUEST
2020 - 2021**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period:** 2020-21
Program: 42170600 Apiary Inspection
Fund: 1000, 2610, 2360, 2507 General Revenue, Federal Grants TF, 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 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				ESTIMATED				REQUEST			
	FY 2018 - 19				FY 2019 - 20				FY 2020 - 21			
Receipts:	GR	FGTF	AEETF	PTIF	GR	FGTF	AEETF	PTIF	GR	FGTF	AEETF	PTIF
Apiary Registration Fees				114,517				116,805				117,026
Special Inspections - Apiary				44,066				46,903				49,637
Penalties - Returned Check Service Fees				30								
U.S. Grants		22,326				24,194				24,194		
Refunds				54								
Total Fee Collection to Line (A) - Section II	-	22,326	-	158,666	-	24,194	-	163,708	-	24,194	-	166,664

SECTION II - FULL COSTS

Direct Costs:	GR	FGTF	AEETF	PTIF	GR	FGTF	AEETF	PTIF	GR	FGTF	AEETF	PTIF
Salaries and Benefits		9,951	593,333	4		10,433	683,438			10,433	683,438	
Other Personal Services	7,464		15,390	28,585				6,700				53,286
Expenses	17,215	10,577		34,328	17,215	11,584		34,909	18,076	11,584		35,422
Operating Capital Outlay								5,840				
Contracted Services	244		131,250	688	244		105,000	1,250	256		105,000	
Apiary RES/EXT Lab	2,000,000											
Human Resource Assessment	132		84	1,599				1,834				1,834
OATS Assessment	26,702	1,924	168,012	118,464		2,176				2,176		
Refund State Revenues				402								
Acquisition of Motor Vehicles			40,141									
Indirect Costs Charged to Trust Fund												
Total Full Costs to Line (B) - Section III	2,051,756	22,452	948,210	184,068	17,459	24,194	788,438	50,533	18,332	24,194	788,438	90,541

Basis Used: The calculation is based on anticipated grant award and anticipated revenue collection.

SECTION III - SUMMARY

TOTAL SECTION I	(A)	-	22,326	-	158,666	-	24,194	-	163,708	-	24,194	-	166,664
TOTAL SECTION II	(B)	2,051,756	22,452	948,210	184,068	17,459	24,194	788,438	50,533	18,332	24,194	788,438	90,541
TOTAL - Surplus/Deficit	(C)	(2,051,756)	(126)	(948,210)	(25,402)	(17,459)	-	(788,438)	113,175	(18,332)	-	(788,438)	76,122

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 the other 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 other 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 Consumers Services

Regulatory Service to or Oversight of Businesses or Professions Program: Apiary 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?

Over the past year, we have completed a needs assessment to determine the areas of Florida with the highest densities of beekeepers. We have moved some positions around to provide more timely service to the industry, from inspections for disease concerns to being able to respond timely to consumer complaints regarding managed honey bees. Developing a strategic plan for staffing headquarters has contributed to better services to the industry.

We have also reclassified a few positions to gain two additional full-time field inspector positions. By moving these positions to the field, we intend to have higher retention rates, thus decreasing recruiting costs and avoiding vacant districts in the field that are detrimental to the industry by decreasing pest and disease surveillance and decrease our response time.

The beekeeping industry in the state continues to grow. In 2006, there were around 700 registered beekeepers in Florida. Today, we have 4,878 registered beekeepers and ten full-time inspectors. This beekeeper-to-inspector ratio makes it impossible to inspect every operation annually, so we have had to increase the length of time between inspections for each producer.

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

Currently, we are heavily reliant on paper. We must print inspection reports to have the beekeepers sign them, scan them back in, transfer them to the office, track that paper for public records and retention periods, etc. We are working toward developing mobile applications that can do all of these things without ever having to print or re-scan any documents. Everything would be electronic, which would cut down on paper and ink costs, but more importantly, it would cut out much of the time spent facilitating the movement and preservation of this paperwork for both the inspectors and the office staff.

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 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 hundreds of Africanized honey bee traps in the state of Florida.

This regulatory activity should continue at its current level at a minimum. Expansion in the future is highly advised due to the industry growth we are experiencing, as well as the continued spread of the Africanized honey bee which negatively affects Florida agriculture and public safety. The regulatory duties conducted by the apiary inspection section minimizes the impacts of many detrimental 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. We are in the process of restructuring our registration fees which will increase revenues.

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 are established and capped by Chapter 586.045(3), F.S., and are insignificant in comparison to the services rendered and do not cover direct and indirect costs of providing the regulatory service. 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.

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 regulatory fees are reasonable, and they do consider differences between the types of apiaries that are regulated. For example, a backyard beekeeper who has a few hives as a hobby have significantly lower fees than a commercial beekeeper with thousands of hives whose primary income comes from this business operations. Additionally, the fees are low to aid the industry maintain compliance 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 commercially grown

agricultural crops, and crops produced by home gardeners, it would only reflect the partial value of honey bees, as these crops need pollen transferred from one flower to another in order for this pollination and fertilization to produce a marketable crop. These pollination services would not be available without 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 exotic and established pests and diseases that may have detrimental effects to the apiculture industry and ultimately Florida's entire agriculture industry. Inspection is an essential tool for early detection and subsequent early response which helps keep impact costs lower.

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. 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.

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 AND 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. 581.91, 581.212, F.S.**

What percent of the regulatory cost is currently subsidized? (0 to 100%) **94.3%**

If the program is subsidized from other state funds, what is the source(s)? **GR, FGTF, AEETF, PITF**

What is the current annual amount of the subsidy? **\$2,998,793**

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 **Budget Period:** 2020-21
Program: 42170600 Citrus Budwood Registration
Fund: 1000, 2093, 2610, 2507 General Revenue, Citrus Inspection TF, Federal Grants TF, Plant Industry TF, Plant Industry TF
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.)

- 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.**)
 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 2018 - 19				FY 2019 - 20				FY 2020 - 21			
Receipts:	GR	CITF	FGTF	PTIF	GR	CITF	FGTF	PTIF	GR	CITF	FGTF	PTIF
Citrus Budwood Fees				179,601				177,175				176,452
Direct Sale of Surplus Property - NOT DMS				26								
U.S. Grants			721,923				357,448				357,448	
Refunds	94						476					
Total Fee Collection to Line (A) - Section III	94	-	721,923	179,627	-	-	357,924	177,175	-	-	357,448	176,452

SECTION II - FULL COSTS

Direct Costs:	GR	CITF	FGTF	PTIF	GR	CITF	FGTF	PTIF	GR	CITF	FGTF	PTIF
Salaries and Benefits		191,686	89,315			395,189	78,951			395,189	78,951	
Other Personal Services			6,247									
Expenses	26		109,295	6,722			100,976	10,059			100,500	10,562
Operating Capital Outlay			79,991				87,500				87,500	
Contracted Services	42		23,798				90,497				90,497	
Citrus Health Response			409,801									
Human Resource Assessment		8,245				8,265				8,265		
OATS Assessment	4,423											
Indirect Costs Charged to Trust Fund												
Total Full Costs to Line (B) - Section III	4,491	199,931	718,447	6,722	-	403,454	357,924	10,059	-	403,454	357,448	10,562

Basis Used: The calculation is based on anticipated grant award and anticipated revenue collection against expenditures.

SECTION III - SUMMARY

TOTAL SECTION I	(A)	94	-	721,923	179,627	-	-	357,924	177,175	-	-	357,448	176,452
TOTAL SECTION II	(B)	4,491	199,931	718,447	6,722	-	403,454	357,924	10,059	-	403,454	357,448	10,562
TOTAL - Surplus/Deficit	(C)	(4,397)	(199,931)	3,476	172,906	-	(403,454)	-	167,116	-	(403,454)	-	165,889

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.

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?

Streamlining of real-time polymerase chain reaction (qPCR) testing procedures over the past several years has yielded ongoing savings in both consumables and reagents, and in lab technician sample handling time. Implementation of robotic pipetting continues to improve lab efficiency and reduce the risks of error and repetitive motion injury.

Maintaining service contracts for the real-time PCR machines in the laboratory has reduced the unpredictability of repair and maintenance costs. In addition, the service has provided insurance against equipment failure which would result in serious loss of productivity.

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

Citrus Budwood Registration will continue to look for ways to streamline operations and increase efficiency. We routinely research new alternatives to expensive consumables, and seek special pricing for bulk purchases, especially for items we use frequently. For example, we purchase some of our most costly laboratory consumables, Master Mix and Qiagen Kits, in bulk to receive discounts of up to 15%.

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 must 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 the Citrus Health Response Program 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?

No, 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 \$1.04 million in general revenue for FY2020-21 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.

While raising fees on introductions, increasing the price of budwood and aligning testing fees with actual costs would make the program self-sufficient, there are drawbacks. These increases would restrict the access to new and promising varieties that could potentially be resistant or tolerant of the HLB disease. It would also restrict access by the smaller nurseries in the industry who can't afford to keep registered scion trees and rely on Foundation material for their nursery stock and orders.

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: **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%) **3.0%**

If the program is subsidized from other state funds, what is the source(s)? **GR, CITF, FGTF, PITF**

What is the current annual amount of the subsidy? **\$27,947**

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 Trust Fund

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2020 -2021

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 1718-05	December 2017	Animal Industry: Monitoring of Inspector Performance	<p>Finding: The OIG selected 480 inspections or visitations performed during July 2017 through December 2017 and was able to locate 262 (55%) of the 480 reports selected. We also determined that 174 (66%) were signed by the client.</p> <p>Recommendations: Management should formalize in written policy the requirement that a visitation report be completed when another document is not used during the inspection activity. In addition, management should continue to evaluate alternative systems for storing reports in a manner that will give the division a means of retrieving the reports using a variety of search criteria.</p> <p>Management should require inspectors to obtain a signature from the client on inspection and visitation reports when feasible, as a client's signature increases the level of assurance that an inspection or visitation occurred on the date and time specified on the report. In the event the inspector is unable to obtain a signature, the reason should be documented by the inspector in the signature section of the form. In addition, in instances where a client signature was not obtained, supervisory activities should be enhanced to provide reasonable assurance that the inspection or visitation actually occurred.</p>	<p>The Bureau of Animal Disease Control has implemented a written policy, dated March 15, 2018. This policy addresses the creation, collection of signatures and the submission of the Electronic Visitation Report.</p> <p>The Visitation Report FDACS 09129 form was updated in March 2018 to include the representative's signature and date to eliminate any signature duplication. The written policy was also updated to reflect the requirement of the supervisor's signature if the form could not be signed by a representative of the premises to encourage inspectors to obtain signatures.</p>	
			<p>Finding: During our review of inspection and visitation reports, the OIG identified 61 reports that contained a duplicated electronic client signature for inspections of livestock and small animal markets.</p> <p>Recommendation: The supervisory responsibilities should be enhanced to include a review of inspection and visitation reports to ensure client signatures are not duplicated. In addition, management should revise policies and procedures to prohibit the duplication of client signatures and to require reports be dated by the client.</p>	<p>It is currently the supervisors' responsibility to cross reference the DAR to the inspectors' submitted documents. The supervisors randomly check for signature similarities on commonly inspected sites including, but not limited to, livestock markets, weekend sales and quarantined facilities. The VMOs, to varying degrees, also assist with these procedures. The division has updated the Electronic Visitation Report policy to address prohibition of the duplication of the client signatures and to require the reports to be physically signed and dated by the client.</p>	
			<p>Finding: Management expects supervisors to establish monitoring procedures for their respective districts, considering such constraints as time and distance between inspection sites while factoring in an inspector's expertise and the type of inspections performed.</p>		

REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
			<p>Recommendation: Division management should establish, in policy, a minimum level of activities supervisors should perform to monitor the performance of inspectors. The policy should include requirements for observing inspections, reviewing inspection results, and obtaining feedback from the client after inspections are performed.</p>	<p>Current supervisor SMART expectations include, "Responsible for monitoring specialist/inspector productivity, training, timekeeping and work-related wellbeing. Responsible for accuracy of all monthly reports conducted by the inspectors and specialists under their supervision. Accompanies each inspector in supervised districts at least twice per year for a full work day (8 total hours) at location other than the market."</p>	

REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
IA 1819-01	June 2017	Plant Industry: Performance Measure Accuracy	<p>Finding: The OIG determined that the number reported of 23.8% for actual performance for Fiscal Year 2016-2017, for the measure, Percentage change in number of new harmful exotic organism detections is not fairly stated. The incorrect date field was used in the query of the division's data system when reporting the number of new records of harmful exotic organisms. As a result, three organisms identified by Entomology were inadvertently excluded. In addition, the baseline number of new organism records based on the ten-year performance average inadvertently excluded 70 organisms identified by Nematology and Plant Pathology.</p> <p>Recommendation: Management should review the process used to compile the number of new records of harmful and exotic organisms and revise, as necessary, to ensure the accuracy of the number reported.</p> <p>Finding: A "new record" is defined in the division's V&R statement as an insect, disease or other organism not known to be established in Florida and/or the United States. However, for reporting purposes, the division considers a new record to be an insect, disease or other organism not known to be established in Florida.</p> <p>Recommendation: Management should consider revising the definition of "new record" to exclude "and/or the United States."</p>	<p>The division agrees that the number of records used to determine the percentage change was not correctly stated and included both calendar year totals as well as fiscal year totals. The division will ensure only records from the fiscal year are used for this performance measure.</p> <p>The V&R Statement was revised to exclude "and/or the United States."</p>	

REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
IA 1819-02	June 2018	2018 Florida State Fair: Florida State Fair Authority	<p>Finding: Based on the observations of the OIG, it took additional time for the input staff to enter the required information into the system as multiple screens had to be accessed. In addition, the input staff spent a considerable amount of time assisting bank tellers who were having difficulties balancing out the sellers. As a result, the input staff was not able to provide other tellers with their expected and final reports in a timely fashion, resulting in a bottleneck.</p> <p>Recommendation: Review the current entry requirements of the input staff and revise to the extent possible to expedite the process. In addition, assign multiple individuals who are separate from the input function to assist tellers experiencing issues with balancing sellers, if possible.</p> <p>Finding: At the end of each Fair, a list is compiled to identify sellers who should not be rehired for subsequent Fairs. Based on our comparison of the individuals contained on the list to the sellers who were employed for the 2018 Fair, we determined that three (3) sellers on the list were hired for the 2018 Fair.</p> <p>Recommendation: To ensure only responsible, proficient individuals are selected for employment, individuals placed on the do not rehire list should not be utilized for subsequent Fairs.</p>	<p>Greater utilization of scanners in 2019 and hiring a few additional individuals to help with assisting tellers or doing more input will help to avoid a repeat of this issue.</p> <p>The controller will request that the HR department send out a list of do not rehires to himself and his staff before hiring begins. He will check the list when doing the final approval of future hires.</p>	
			<p>Finding: Fair ride armbands are typically sold at ticket booths located throughout the midway. However, during the busiest times of the day, Fair personnel are placed at various gates to provide patrons with an opportunity to exchange an armband voucher for an armband. Our review determined that the team member signed the form. However, there was no evidence to support that the number of armbands and vouchers returned was equal to the number of armbands distributed to the team member. In addition, the form was not signed by the individual who balanced out the team member.</p> <p>Recommendation: Fair management should ensure team members are properly balanced out upon their return to the bank. In addition, the individual performing the balancing activities should sign the ticket form or other suitable form of documentation.</p>	<p>This process and record keeping will be tightened up and follow all requirements of regular sellers.</p>	

REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
IA 1819-03	September 2017	Office of Agricultural Law Enforcement: Evidence Handling	<p>Finding: The OIG reviewed documentation to substantiate performance of the annual inventories for 2015, 2016 and 2017 at the three facilities. We determined the Evidence and Property Reports FDACS-01995 were not available for 2015 for the facilities located at the I-75 and the Tampa primary facilities. In addition, the OIG could not substantiate who performed the inventories.</p>		
			<p>Recommendation: The OALE should ensure inventories are documented in accordance with policy.</p>	<p>OALE will continue to follow existing policy regarding annual inventories and ensure that all required documentation is maintained per written directives including FDACS Form 01995.</p>	
			<p>Finding: The OIG reviewed documentation to substantiate the performance of audits for the I-10 East, I 75 and Tampa primary facilities for 2015, 2016, and 2017. We determined the Evidence and Property Reports, FDACS 01995, were not available for 2015 for the I 75 and Tampa primary facilities. For all three facilities, the documentation did not include a detailed description of all items destroyed along with copies of the destruction orders.</p>		
			<p>Recommendation: The OALE should utilize the Evidence and Property Reports, FDACS 01995, to document all audits in accordance with policy. In addition, the policy should be revised to reflect the current practice of not including a list of destroyed items in the audit documentation, or the policy should be followed.</p>	<p>OALE will continue to follow existing policy regarding annual audits and ensure that all required documentation is maintained per written directives including FDACS Form 01995.</p>	
<p>Finding: The OIG selected 100 items that were submitted by the seizing officers directly to the primary custodians based on entries in the property receipts. However, during our testing, we determined that 46 of the 100 evidence items were initially submitted into a temporary facility.</p>					
<p>Recommendation: The OALE should ensure the accurate completion of property receipts by the seizing officers and custodians.</p>	<p>In 2016, OALE initiated annual property and evidence refresher training for all OALE personnel responsible for the collection and storage of property and evidence. Future refresher training will continue to focus on the proper completion and accuracy of property receipts.</p>				
<p>Findings: Our testing of the 121 sample items determined that nine items were entered into the ACISS in excess of 48 hours after receipt by the custodian. During our research, we also determined the custodian made the following data entry errors in ACISS:</p> <ul style="list-style-type: none"> o For 28 items, the “date collected” as recorded by seizing officers on the property receipt had been entered incorrectly. o For 18 items, the custodians incorrectly entered the “date received” that was recorded on the property receipt. 					

REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
			<p>Recommendations: The OALE should ensure custodians enter all evidence items into the P&E function within 48 hours of receipt, as required by policy. In addition, the OALE should ensure, when taking possession of an item, custodians enter the correct date on the property receipts and temporary facility logs. Lastly, the OALE should ensure custodians enter the dates into ACISS as recorded on the property receipts and logs.</p>	<p>Future refresher training will focus on the 48-hour entry requirement and ensure that dates are accurately recorded on hard copy property receipts and in ACISS.</p>	
			<p>Finding: A comparison of the hard copy chain of custody (CoC) to the ACISS CoC for 38 items determined the chain of custody records were inconsistent for 35 items.</p> <p>Recommendation: The OALE should ensure the entire chain of custody is recorded for all evidence items.</p>	<p>Future training will include the proper procedures for ensuring that the full chain of custody is maintained on all items taken into the property and evidence function.</p>	
			<p>Finding: The OIG determined that for all 38 sampled items, the custodians were recorded in the CoC as the individuals who released the item from, and received the item back into, the primary storage facility. However, the time when the change of custody occurred was not recorded in the hard copy, as required by policy.</p> <p>Recommendation: The OALE should ensure the time the change of custody occurred is entered on the hard copy CoC records.</p>	<p>Future training will include the proper procedures for ensuring that time is properly documented on the hard copy chain of custody.</p>	
			<p>Finding: OALE's P&P 2.06 states for the drugs ready to be purged that are included in the computer generated list, the drugs and the receipt(s) will be compared for quality control. Packaging will be inspected to ensure that drugs have not been tampered with.</p> <p>The OALE management stated that for all items ready to be purged, custodians inspected the item's packaging for evidence of tampering and compared the item's description contained on the property receipt with the description on the packaging. However, documentation was not maintained to substantiate the performance of the activities as described above.</p> <p>Recommendation: The OALE should ensure documentation to support the performance of quality control activities is maintained.</p>	<p>OALE will review the policy and determine if such documentation is warranted.</p>	

REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
			<p>Finding: To perform the activities assigned to them, the primary and backup custodians are granted permissions to add and update records for the evidence items stored in their facility. However, based on our review, we determined seven individuals were granted add and update permissions in the P&E Module to facilities for which they were not the custodian. In addition, the P&E administrator, who was also the custodian of one facility, had add and update permissions to the records of nine facilities of which he was not custodian.</p> <p>Recommendation: The OALE should ensure plans to revise permissions are finalized. In addition, the OALE should ensure permissions are deactivated when the user's access to the information resource is no longer required.</p> <p>Finding: The OIG determined that the Property and Evidence (P&E) administrator is also assigned as primary custodian of a P&E storage facility. However, the P&E administrator, in accordance with P&P 2.06, is responsible for oversight of the agency property and evidence system. The duties of the P&E administrator are incompatible with the duties assigned to a custodian.</p> <p>Recommendation: In light of the aforementioned policy provisions, the duties of the P&E administrator are incompatible with the duties of a custodian. The P&E administrator should not be assigned the duties of a custodian to avoid the improper segregation of duties.</p>	<p>On December 26, 2018, the permissions were revised and finalized as per the OIG recommendation. The Property and Evidence Administrator will ensure user access is updated as roles change. Additionally, an annual audit of the ACISS application will be conducted to ensure accuracy.</p> <p>OALE will be conducting a thorough review of the property and evidence function. Upon completion, policies, procedures and operational roles will be discussed. This recommendation will be taken under advisement for potential update during this policy review.</p>	
IA 1819-04	June 2018	Office of Energy: Performance Measure Accuracy	<p>Finding: The OIG reviewed documentation to support the 60 grants and financial incentives reported for Fiscal Year 2017-2018 and determined the number reported should have been 43, which is a variance of 28%. We determined 16 natural gas vehicle rebates and one grant were inadvertently included in the number reported.</p> <p>Recommendation: Management should ensure that grants and financial incentives are reported in the appropriate fiscal year.</p> <p>Finding: The methodology utilized by the OOE to calculate the incentives available is to divide the total funding available for each incentive program by the minimum funding available to a recipient. The resulting number would then be divided into the incentives processed. However, by using this methodology, the incentives available may be inaccurate because the actual funds provided to the recipient may be higher than the minimum amount used in the calculation.</p> <p>Recommendation: Management should consider replacing the measure with a new measure more indicative of OOE's actual performance.</p>	<p>The OOE will ensure that, for performance measure reporting, grants are counted as processed based on the date awarded (i.e. fully executed), and financial incentives are counted as processed based on the date the final payment is made to the recipient.</p> <p>The OOE deleted this measure and replaced with a new performance measure and methodology that will provide a more accurate indicator of the program's performance.</p>	

REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
AG 2019-064	August 2018	Operational Audit: Administration of Private Investigator, Security Officer, Recovery Agent, and Concealed Weapon Licenses and Prior Audit Follow-Up	<p>Finding: Department controls for processing concealed weapon license applications need enhancement. Additionally, data publicly reported by the Department regarding Division of Licensing (Division) actions was not always complete or accurate.</p> <p>Recommendation: The Auditor General recommends that Division management enhance concealed weapon license application processing controls, including revising policies and procedures to require, before licenses are issued, that all NICS reports be retrieved and added to applicant records. In addition, to better ensure that the Legislature and the public can appropriately assess Division performance, the Auditor General recommends that Division management ensure that complete and accurate data regarding Division licensing actions is reported. Further, to promote government accountability, any identified weaknesses pertinent to internal controls subject to audit should be timely communicated to external auditors.</p>	<p>On October 17, 2018, the Division began to automatically index NICS Index results to all packages based on the daily manual reports retrieved from the Florida Department of Law Enforcement (FDLE) Firearms Eligibility System. Subsequently, on October 31, 2018, event code programming was put in place that required staff to add an event code certifying review of either NICS eligible or NICS ineligible prior to moving to either issuance or denial, respectively. The Division will review its current reporting metrics to ensure compliance with applicable statutes, and additionally, review non-standard data reporting techniques to ensure error free calculation for future data subsets.</p>	
			<p>Finding: Department management oversight controls for administering the concealed weapon licensing process were not always adequate or effectively implemented.</p>	<p>Beginning June 18, 2018, the Division revised its weekly "Not Viewed" reports to print daily. The reports continue to be provided to Bureau of License Issuance (BLI) management and are reviewed daily before any license can be printed. Management notes on each report whether an entry constitutes a processing error requiring administrative action, a processing error not requiring administrative action, or a determination that no error has occurred. The Division will be implementing printer hardware and software changes to prevent the printing of a license if all required information is not viewed during processing.</p>	
			<p>Recommendation: The Auditor General recommends that Division management enhance oversight controls for the concealed weapon licensing process.</p>	<p>The Division takes action regarding employees who appear more than once on the "Not Viewed" report. Beginning in Fiscal Year 2019-2020, performance expectations will be added to each processing and verification employee's performance plan regarding review of all applicant information in the Division's possession. The Division maintains copies of all daily reports generated along with management review notes citing actions taken, including referrals to the Bureau of Regulation and Enforcement (BRE) or for disciplinary action or Future Division employee evaluations will better reflect employee performance issues noted in management reports.</p>	

REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
			<p>Finding: The Department did not always timely notify applicants for private investigator, security officer, recovery agent, and concealed weapon licenses of application errors or omissions.</p> <p>Recommendation: The Auditor General recommends that Division management enhance controls to ensure that license applicants are timely notified of application errors or omissions.</p>	<p>Application errors and omissions are most common within paper-based applications as opposed to those submitted electronically. The Division has taken multiple steps to reduce paper-based applications, including the introduction of electronic renewal application processing in September 2015 for tax collector offices. Additionally, the Division introduced online concealed weapon license renewal submissions in September 2016. In December 2017, the Division introduced the ability to file new concealed weapon license applications online. The Division will continue to seek ways to further reduce paper license applications and error and omission letters.</p>	
			<p>Finding: The Department had not established time frames for completing investigations of complaints related to possible noncompliance by individuals advertising as providing or performing private security, private investigative, or recovery activities.</p> <p>Recommendation: To ensure that complaints are timely investigated, the Auditor General recommends that Office and Bureau of Regulation and Enforcement management establish time frames for completing investigation activities.</p> <p>Finding: Department controls for ensuring that licenses are only held by persons who possess the qualifications provided in State law could be enhanced to specify time frames for reviewing disqualifying information and appropriately documenting the basis for Department actions.</p>	<p>The BRE Regulatory Compliance Section has established policy and procedure to assign complaints to the OALE within three business days of the receipt of the complaint. The BRE Regulatory Oversight Section has established policy and procedure to assign completed investigations to attorneys within three business days of the date the investigative report is received from OALE.</p> <p>The Regulatory Investigative Section's Standard Operating Procedures (SOP) were updated to specify that the employee taking the information will complete the initial report as soon as possible. In all cases, documentation shall be completed within three business days. In addition, the SOP states that the investigator should endeavor to complete investigations within 60 days of assignment.</p>	

REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
			<p>Recommendation: The Auditor General recommends that Division management revise policies and procedures to establish time frames for reviewing match reports and take steps to ensure that Division records include sufficient documentation evidencing the basis for not taking action regarding potential licensee disqualifying events or conditions.</p>	<p>The BRE has established written policy and procedure such that match reports received on a daily basis (e.g., Domestic Violence) are expected to be completed on the date received. Reports received weekly (e.g., Florida Mental Competency) are expected to be completed within the week the report is received. Reports received monthly (e.g., Department of Corrections) are expected to be completed before the close of the month. The BRE has established policy and procedure requiring records, such as CCIS records, to support a “no further action” recommendation. The Division’s Quality Assurance Unit (QAU) also conducts checks to see if records, such as CCIS, should have been added to a match report as part of the routine assessments of the Bureau.</p>	
			<p>Finding: Department controls for conducting quality assurance reviews of processed license applications and match reports previously reviewed by Division staff need enhancement to ensure that the reviews are timely and independently conducted, review results are adequately documented, and corrective actions are timely implemented.</p> <p>Recommendation: The Auditor General recommends that Quality Assurance management enhance controls to prevent LICG and IPM application update privileges for staff responsible for conducting quality assurance reviews. The Auditor General also recommends that Quality Assurance, Bureau of License Issuance, and Bureau of Regulation Enforcement management ensure quality assurance reviews are timely completed and appropriately supported and corrective actions are timely implemented in accordance with established policies and procedures.</p>	<p>QAU staff privileges in the License Manager and Reflections databases have been modified to provide read-only access. System limitations of the Image Processing Management database prevent limiting users to read-only access. Time frames for completing routine assessments and for the receiving bureaus to review and respond to the routine assessment reports were established in Division policy 1.12 and Bureau Standard Operating Procedure 5.3 in September 2017. The Division has established a 30 day time frame for completion of reports by the QAU after receipt of the dataset. Within 30 days of receipt of findings, bureau chiefs shall review the findings, take appropriate corrective action if needed, and provide feedback on the QAU Routine Assessment Report.</p>	
			<p>Finding: Department controls for the timely deposit of license fees and reimbursement of overpayments need enhancement.</p> <p>Recommendation: The Auditor General recommends that Division management enhance controls to ensure that fees received are timely deposited in the State Treasury and applicant and licensee overpayments are promptly reimbursed.</p>	<p>In October 2018, the DOL implemented a new process whereby all checks and money orders received in regional offices are electronically deposited remotely the day after received. The BLI generates refund forms and has implemented internal controls for review of license application files so that overpayments will generate refund forms for mailing as required.</p>	

REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
			<p>Finding: The Department did not always ensure that employee background screening results were timely conducted and the results adequately reviewed when individuals were employed in positions of special trust. Additionally, the Department did not always ensure that periodic screenings were performed after employment.</p> <p>Recommendation: The Auditor General recommends that Department management ensure level 2 background screenings are timely conducted and the results adequately reviewed when individuals are employed in positions of special trust. The Auditor General also recommends that Department management subject applicable Department employees to periodic level 2 background screenings as a condition of continued employment.</p>	<p>The Department changed its process to a pre-employment screening in 2016. In addition, the Department requires all employees to acknowledge receipt and review of Administrative Policies and Procedures No. 5-3, Disciplinary Policy and Employee Standards of Conduct, and relies on those employees to comply with Section III., F., which states, in part, that a Department employee shall report any arrest, criminal citation and/or notice to appear to their supervisor within two business days of occurrence.</p>	
			<p>Finding: As similarly noted in the Auditor General's Report No. 2015-016, the Department did not always timely deactivate information technology (IT) user access privileges upon an employee's separation from Department employment. Additionally, Department policies and procedures still do not appropriately reduce the risk that unauthorized access may occur.</p> <p>Recommendation: The Auditor General recommends that Department management ensure that periodic reviews of IT system user access privileges are performed. In addition, the Auditor General again recommends that Department management ensure that IT system user access privileges are timely deactivated upon a user's separation from employment.</p>	<p>The Division of Licensing has implemented periodic reviews of its systems to ensure user access privileges are deactivated as appropriate. A form was developed in the DOCS database that allows the Division of Consumer Services personnel liaison to enter the separation date of an employee once a notice of separation is submitted. The system then sets the user to an inactive status at the end of the day the employee separates.</p>	

REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
				<p>Upon receipt of either an employee separation report or appointment request from the Bureau of Personnel, the OATS Help Desk Manager will perform appropriate actions to either disable or change accounts, respectively. The OATS Help Desk Manager runs a daily query to find users with active access but marked with an end date from PeopleFirst, then performs actions to disable those accounts. The logic for the generation of the Coop and Personal Asset System separation report was corrected to include all separated employees in the report, including those whose supervisory position is vacant. Further, the OATS Help Desk Manager added a daily report process that finds any assigned Oracle account that is not recorded in the database. If found, the help desk will then record the Oracle account assignment. In the event of an immediate dismissal, divisions call the OATS Help Desk to have the account disabled at a specific time; the appropriate accompanying paperwork and separation report from the Bureau of Personnel follows.</p>	
			<p>Finding: Department IT change management controls continue to need enhancement to ensure that responsibilities for all IT resource program changes are appropriately separated and program changes are documented in accordance with Department policies and procedures.</p> <p>Recommendation: The Auditor General again recommends that Department management separate, to the extent possible, responsibilities for all IT resource program changes and ensure that program changes are documented in accordance with established Department policies and procedures. If the separation of incompatible duties is not practical, compensating controls, such as documented supervisory review of the change management process, should be implemented.</p>	<p>The Division of Fruit and Vegetables has implemented a change in the process which ensures proper segregation of duties exists in regard to program changes. The Division of Aquaculture (DAQ) has limited IT FTEs. Therefore, to enhance the DAQ's current management controls, the DAQ proposes that the distributed systems administrator notify the DAQ director for approval and change oversight each time a database change is requested and again notify the DAQ director for final review and functionality testing prior to implementation within the DAQ's information management systems. The Division does not currently have multiple programmers available to adequately separate certain duties. Therefore, an updated Division IT project request form will include supervisory oversight and review of the change management process. This review will be evident by a signature block on the IT project request.</p>	

REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
				The logic for the generation of the Coop and Personal Asset System separation report was corrected to include all separated employees in the report, including those whose supervisory position is vacant. Further, the OATS Help Desk Manager also added a daily report process that finds any assigned Oracle account that is not recorded in the database. If found, the help desk will then record the Oracle account assignment. This is done to ensure the help desk will get notified to close.	
			<p>Finding: To facilitate State agency compliance with statutory deposit requirements and reduce the risk of theft or loss, Department controls continue to need enhancement to ensure that checks for timber sales proceeds are timely transferred to the Department of Environmental Protection (DEP) and the Fish and Wildlife Conservation Commission (FWCC).</p> <p>Recommendation: To facilitate State agency compliance with statutory deposit requirements and reduce the risk of theft or loss, the Auditor General again recommends that Department management take steps to ensure that checks for timber sales proceeds are timely transferred to the DEP and the FWCC.</p>	To expedite the transfer of checks for proceeds of timber sales to other state agencies, the Florida Forest Service (FFS) has changed the processing procedures. The FFS field units which receive the proceeds now forward those checks directly to the recipient, which will assist in ensuring compliance with statutory requirements.	
			<p>Finding: The Department did not always ensure that large cannery citrus regrade inspections were properly conducted or adequately documented in accordance with established administrative rules. A similar finding was noted in the Auditor General's report No. 2015-182.</p> <p>Recommendation: The Auditor General again recommends that Department management ensure that inspections are conducted and documented in accordance with established administrative rules.</p>	The DFV implemented a revised policy and procedure regarding Regrade Certificates to ensure inspections are conducted and documented in accordance with established administrative rules.	
			<p>Finding: The Department had not established time frames for performing re-inspections of facility petroleum and scale devices to ensure that corrective actions for stop use orders were timely and appropriately taken. Additionally, as similarly noted in the Auditor General's report No. 2015-182, the Department did not always timely conduct re-inspections of facility petroleum and scale devices.</p>		

REPORT NUMBER	PERIOD ENDING	UNIT/AREA	SUMMARY OF FINDINGS AND RECOMMENDATIONS	SUMMARY OF CORRECTIVE ACTION TAKEN	ISSUE CODE
			<p>Recommendation: To ensure that corrective actions for stop use orders are timely and appropriately taken, the Auditor General recommends that Division management establish time frames for performing re-inspections of facility petroleum and scale devices. Division records should demonstrate that such re-inspection time frames appropriately minimize the safety and economic risks posed to consumers from violations.</p>	<p>In the Bureau of Standards procedural guide, timelines for follow-up inspections of correction notices issued for violations of devices that do not pose a risk of harm are addressed and compliance is assured. In the case of violations of devices that do pose a risk of harm, the issuance of a "Stop Use Order" removes the violative device from service and thus the threat of harm, both safety and economic, has been eliminated.</p> <p>As long as the device remains out of service, there is no requirement on the business to repair the device. Before a device is placed back in service, the business is required to notify the Department and the device will be re-inspected at that time. The device is placed on a Reinspection Report so the DCS is aware of any devices that are placed out of service. Inspectors monitor out of service devices periodically and during the next scheduled inspection to ensure the device remains out of service until brought into compliance. Additionally, supervisors also review the Reinspection Report and follow-up with inspectors regarding the status of devices that have been out of service for more than 60 days.</p>	

Fiscal Year 2020-21 LBR Technical Review Checklist

Department/Budget Entity (Service): Florida Department of Agriculture and Consumer Services																
Agency Budget Officer/OPB Analyst Name: Thomas Poucher/ Stormie Knight																
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	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600	42170700
I. GENERAL																
1.1	Are Columns A01, A04, A05, A94, A95, A96, A36, A10, 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 (no trust fund files for narrative columns)? Is Column A02 set to TRANSFER CONTROL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for the Trust Fund Files (the Budget Files should already be on TRANSFER CONTROL for DISPLAY and MANAGEMENT CONTROL for UPDATE)? Are Columns A06, A07, A08 and A09 for Fixed Capital Outlay (FCO) set to TRANSFER CONTROL for DISPLAY status only (UPDATE status remains on OWNER)? (CSDI or Web LBR													Y		
1.2	Is Column A03 set to TRANSFER CONTROL for DISPLAY and UPDATE status for both the Budget and Trust Fund columns? (CSDI)													Y		
AUDITS:																
1.3	Has Column A03 been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA)													Y		
1.4	Has Column A12 security been set correctly to ALL for DISPLAY status and MANAGEMENT CONTROL for UPDATE status for Budget and Trust Fund files? (CSDR, CSA)													Y		
TIP The agency should prepare the budget request for submission in this order: 1) Copy Column A03 to Column A12, and 2) Lock columns as described above. A security control feature has been added to the LAS/PBS Web upload process that will require columns to be in the proper status before uploading to the portal.																
2. EXHIBIT A (EADR, EXA)																
2.1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
2.2	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
2.3	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
3. EXHIBIT B (EXBR, EXB)																
3.1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
AUDITS:																
3.2	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
3.3	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
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, a Special Categories appropriation category (10XXXX) should be used.																
4. EXHIBIT D (EADR, EXD)																
4.1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
4.2	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.																
5. EXHIBIT D-1 (EDIR, EXD1)																
5.1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
AUDITS:																
5.2	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
5.3	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
5.4	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 2018-19 approved budget. Amounts should be positive. The \$5,000 allowance is necessary for rounding.																
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. Note that there is a \$5,000 allowance at the department level.																

Action	Program or Service (Budget Entity Codes)															
	42010100	42010200	42010300	42010400	42010600	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600	42170700
6. EXHIBIT D-3 (ED3R, ED3) (Not required in the LBR - for analytical purposes only.)																
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
TIP Exhibit D-3 is not 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.																
7. EXHIBIT D-3A (EADR, ED3A) (Required to be posted to the Florida Fiscal Portal)																
7.1 Are the issue titles correct and do they clearly identify the issue? (See pages 15 through 28 of the LBR Instructions.)	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 pages 66 through 68 of the LBR Instructions.)	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 68 through 70 of the LBR Instructions?	N/A	N/A	N/A	N/A	N/A	N/A	Y	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
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?	N/A	N/A	N/A	N/A	N/A	N/A	Y	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
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.)	N/A	Y	Y	N/A	N/A	Y	N/A	Y	Y	Y	Y	N/A	N/A	N/A	Y	N/A
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	N/A	N/A	Y	N/A	Y	Y	Y	Y	N/A	N/A	N/A	Y	N/A
7.7 Does the issue narrative thoroughly explain/justify all Salaries and Benefits amounts entered into the Other Salary Amounts transactions (OADAC)? Amounts entered into OAD are reflected in the Position Detail of Salaries and Benefits section of the Exhibit D-3A. (See pages 94 and 95 of the LBR Instructions.)	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
7.8 Does the issue narrative include the Consensus Estimating Conference forecast, where appropriate?	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
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
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 #20-002?	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
7.11 When appropriate are there any 160XXX0 issues included to delete positions placed in reserve in the LAS/PBS Position and Rate Ledger (e.g. unfunded grants)? Note: Lump sum appropriations not yet allocated should <u>not</u> be deleted. (PLRR, PLMO)	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
7.12 Does the issue narrative include plans to satisfy additional space requirements when requesting additional positions?	N/A	Y	Y	N/A	N/A	Y	N/A	Y	Y	Y	Y	N/A	N/A	N/A	Y	N/A
7.13 Has the agency included a 160XXX0 issue and 210XXXX and 260XXX0 issues as required for lump sum distributions?	N/A	N/A	N/A	N/A	N/A	N/A	Y	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
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
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	N/J	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
7.16 Do the issue codes relating to special salary and benefits issues (e.g., position reclassification, pay grade adjustment, overtime/on-call pay, etc.) have an "A" in the fifth position of the issue code (XXXXXXX) and are they self-contained (not combined with other issues)? (See pages 27 and 90 of the LBR Instructions.)	Y	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
7.17 Do the issues relating to Information Technology (IT) have a "C" in the sixth position of the issue code (36XXXCX) and are the correct issue codes used (361XXXC0, 362XXXC0, 363XXXC0, 24010C0, 30010C0, 33011C0, 160E470, or 160E480)?	N/A	N/A	N/A	N/A	N/A	N/A	Y	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7.18 Are the issues relating to major audit findings and recommendations properly coded (4A0XXX0, 4B0XXX0)?	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
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
AUDIT:																
7.20 Does the General Revenue for 160XXXX (Adjustments to Current Year Expenditures) issues net to zero? (GENR, LBR1)	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
7.21 Does the General Revenue for 180XXXX (Intra-Agency Reorganizations) issues net to zero? (GENR, LBR2)	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
7.22 Does the General Revenue for 200XXXX (Estimated Expenditures Realignment) issues net to zero? (GENR, LBR3)	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
7.23 Have FC0 appropriations been entered into the nonrecurring column (A04)? (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))	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
TIP Salaries and Benefits amounts entered using the OADA/C transactions must be thoroughly justified in the D-3A issue narrative. Agencies can run OADA/OADR 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 66 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).																
TIP If an appropriation made in the FY 2019-20 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.																
8. SCHEDULE I & RELATED DOCUMENTS (SCIR, SCI - Budget Entity Level or SC1R, SC1D - Department Level) (Required to be posted to the Florida Fiscal Portal)																

Action	Program or Service (Budget Entity Codes)															
	42010100	42010200	42010300	42010400	42010600	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600	42170700
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
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
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
8.4 Have the Examination of Regulatory Fees Part I and Part II forms been included for the applicable regulatory programs?	N/A	N/A	N/A	Y	N/A	N/A	N/A	Y	Y	Y	Y	N/A	Y	Y	Y	N/A
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
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
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
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 section 215.32(2)(b), Florida Statutes 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
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, 001270, 001870, 001970)?	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
8.11 Are the General Revenue Service Charge percentage rates used for each revenue source correct? (Refer to section 215.20, Florida Statutes, for appropriate General Revenue Service Charge percentage rates.)	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
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
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
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
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
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
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
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
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
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
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 \$100,000 or more.)	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
8.24 Are prior year September operating reversions appropriately shown in column A01, Section III?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
8.25 Are current year September operating reversions (if available) appropriately shown in column A02, Section III?	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
8.26 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
8.27 Has the agency properly accounted for continuing appropriations (category 13XXXX) in column A01, Section III?	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
8.28 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
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
AUDITS:																
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
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? (SCIR, SCIA - Report should print "No Discrepancies Exist For This Report")	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. (SCIR, DEPT)	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 ALL trust funds having an unreserved fund balance in columns A01, A02 and/or A03, and if so, does each column's total agree with line I of the Schedule I?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
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
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 128 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.																

Action	Program or Service (Budget Entity Codes)															
	42010100	42010200	42010300	42010400	42010600	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600	42170700
TIP Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified.																
9. SCHEDULE II (PSCR, SC2)																
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 159 of the LBR Instructions.)	N/A	N/J	N/J	N/A	N/A	N/J	N/A	N/J	N/J	N/J	N/J	N/A	N/A	N/A	N/J	N/A
10. SCHEDULE III (PSCR, SC3)																
10.1 Is the appropriate lapse amount applied? (See page 92 of the LBR Instructions.)	Y	Y	Y	N/A	N/A	Y	N/A	Y	Y	Y	Y	N/A	N/A	N/A	Y	N/A
10.2 Are amounts in Other Salary Amount appropriate and fully justified? (See page 95 of the LBR Instructions for appropriate use of the OAD transaction.) Use OADI or OADR to identify agency other salary amounts requested.	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
11. SCHEDULE IV (EADR, SC4)																
11.1 Are the correct Information Technology (IT) issue codes used?	N/A	N/A	N/A	N/A	N/A	N/A	Y	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TIP If IT issues are not coded (with "C" in 6th position or within a program component of 1603000000), they will not appear in the Schedule IV.																
12. SCHEDULE VIII A (EADR, SC8A)																
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 be included in the priority listing.	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
13. SCHEDULE VIII B-1 (EADR, S8B1)																
13.1 NOT REQUIRED FOR THIS YEAR																
14. SCHEDULE VIII B-2 (EADR, S8B2) (Required to be posted to the Florida Fiscal Portal)																
14.1 Do the reductions comply with the instructions provided on pages 101 through 103 of the LBR Instructions regarding a 10% reduction in recurring General Revenue and Trust Funds, including the verification that the 33BXXX0 issue has NOT been used? Verify that excluded appropriation categories and funds were not used (e.g. funds with FSI 3 and 9, etc.)	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
TIP Compare the debt service amount requested (IOE N or other IOE used for debt service) with the debt service need included in the Schedule VI: Detail of Debt Service, to determine whether any debt has been retired and may be reduced.																
15. SCHEDULE VIII C (EADR, S8C) (This Schedule is optional, but if included it is required to be posted to the Florida Fiscal Portal)																
15.1 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?	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
15.2 Are the priority narrative explanations adequate and do they follow the guidelines on pages 104-106 of the LBR instructions?	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
15.3 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?	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
AUDIT:																
15.6 Do the issues net to zero at the department level? (GENR, LBR5)	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
16. SCHEDULE XI (UCSR, SCXI) (LAS/PBS Web - see pages 107-111 of the LBR Instructions for detailed instructions) (Required to be posted to the Florida Fiscal Portal in Manual Documents)																
16.1 Agencies are required to generate this spreadsheet via the LAS/PBS Web. The Final Excel version no longer has to be submitted to OPB for inclusion on the Governor's Florida Performs Website. (Note: Pursuant to section 216.023(4) (b), Florida Statutes, the Legislature can reduce the funding level for any agency that does not provide this information.)																
16.2 Do the PDF files uploaded to the Florida Fiscal Portal for the LRPP and LBR match?	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
AUDITS INCLUDED IN THE SCHEDULE XI REPORT:																
16.3 Does the FY 2018-19 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
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
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
16.6 Has the agency provided the necessary standard (Record Type 5) for all activities which should appear in Section II? (Note: The activities listed in Audit #3 do not have an associated output standard. In addition, the activities were not identified as a Transfer to a State Agency, as Aid to Local Government, or a Payment of Pensions, Benefits and Claims. Activities listed here should represent transfers/pass-throughs that are not represented by those above or administrative costs that are unique to the agency and are not appropriate to be allocated to all other activities.)	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")	Rounding	Rounding	Rounding	Rounding	Rounding	Rounding	Rounding	Rounding	Rounding	Rounding	Rounding	Rounding	Rounding	Rounding	Rounding	Rounding
TIP If Section I and Section III have a small difference, it may be due to rounding and therefore will be acceptable.																
17. MANUALLY PREPARED EXHIBITS & SCHEDULES (Required to be posted to the Florida Fiscal Portal)																
17.1 Do exhibits and schedules comply with LBR Instructions (pages 112 through 156 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
17.2 Does manual exhibits tie to LAS/PBS where applicable?	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
17.4 Does the LBR include a separate Schedule IV-B for each IT project over \$1 million (see page 132 of the LBR instructions for exceptions to this rule)? Have all IV-Bs been emailed to: IT@LASPBS.STATE.FL.US?	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
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)?	N/A	Y	Y	N/A	Y	Y	N/A	N/A	N/A	N/A	N/A	Y	N/A	N/A	N/A	N/A
AUDITS - GENERAL INFORMATION																
TIP Review Section 6: Audits of the LBR Instructions (pages 158-160) for a list of audits and their descriptions.																

Action	Program or Service (Budget Entity Codes)															
	42010100	42010200	42010300	42010400	42010600	42110400	42120100	42150200	42160100	42160200	42170100	42170200	42170300	42170500	42170600	42170700
TIP Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error.																
18. CAPITAL IMPROVEMENTS PROGRAM (CIP) (Required to be posted to the Florida Fiscal Portal)																
18.1 Are the CIP-2, CIP-3, CIP-A and CIP-B forms included?	N/A	Y	Y	N/A	Y	Y	N/A	N/A	N/A	N/A	N/A	Y	N/A	N/A	N/A	N/A
18.2 Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)?	N/A	Y	Y	N/A	Y	Y	N/A	N/A	N/A	N/A	N/A	Y	N/A	N/A	N/A	N/A
18.3 Do all CIP forms comply with CIP Instructions where applicable (see CIP Instructions)?	N/A	Y	Y	N/A	Y	Y	N/A	N/A	N/A	N/A	N/A	Y	N/A	N/A	N/A	N/A
18.4 Does the agency request include 5 year projections (Columns A03, A06, A07, A08 and A09)?	N/A	Y	Y	N/A	Y	Y	N/A	N/A	N/A	N/A	N/A	Y	N/A	N/A	N/A	N/A
18.5 Are the appropriate counties identified in the narrative?	N/A	Y	Y	N/A	Y	Y	N/A	N/A	N/A	N/A	N/A	Y	N/A	N/A	N/A	N/A
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?	N/A	Y	Y	N/A	Y	Y	N/A	N/A	N/A	N/A	N/A	Y	N/A	N/A	N/A	N/A
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.																
19. FLORIDA FISCAL PORTAL																
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