



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

LEGISLATIVE BUDGET REQUEST

October 15, 2020

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

Cindy Kynoch, Staff Director
Senate Committee on Appropriations
201 Capitol
Tallahassee, Florida 32399-1100

Eric Pridgeon, Staff Director
House Appropriations Committee
221 Capitol
Tallahassee, Florida 32399-1300

Dear Directors:

Pursuant to Chapter 216, Florida Statutes, the Legislative Budget Request (LBR) 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 Fiscal Year 2021-22.

This proposal reflects our department's continued commitment to a common-sense, fiscally responsible budget that meets the needs of our state's agriculture community, our consumers, and our families. Now more than ever, with the state facing a combined \$5.5 billion deficit over the next three years due to the impacts of the Coronavirus (COVID-19) pandemic, we all must strive to serve as good stewards of taxpayer resources. Our 4,300 employees do this daily as we continue to implement our vision to keep Florida growing, within our budget.

With commitment to fiscal prudence both as a pillar of our issue evaluation strategy and as a necessary tool to combat the projected deficits caused by the COVID-19 pandemic, this request represents a significant overall reduction of 46 percent from the prior Fiscal Year 2020-21 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 to our state's. Funding these priorities will save lives and property by supporting our wildland firefighters, foster the burgeoning hemp and hemp extract inhalation industries capable of creating billions in economic potential, protect and improve our water sources, and ensure our state's agriculture industry remains globally competitive while facing both new and old challenges.

Managing over 1 million acres of state forests and responsible for the protection of over 26 million acres of forest and wildlands from fires, our hardworking Florida Forest Service is a model for the nation. Our wildland firefighters and forest rangers have enormous jobs given the operational stresses of wildfires, deployment for natural disasters in support of urban search and rescue task forces, continued response and support to Hurricane Michael efforts, and mitigation of the 72 million tons of wildfire fuel and downed trees from that storm which, two years later, remains a significant threat to the region.

Nearly 63% of the Florida Forest Service fleet will exceed replacement criteria by the end of Fiscal Year 2020-21. Meanwhile, the Florida 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. Our fixed-wing aircraft, which provide critical intelligence to ground forces, are similarly conditioned. Our request includes funding for the replacement of one rotor- and one fixed- wing aircraft, as well as \$7 million in trust fund investment for routine maintenance and repairs to Florida Forest Service infrastructure such as roads, bridges and state forest facilities.

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 proposes \$15 million to fund this program, a 54 percent reduction from the \$32.6 million requested in the prior fiscal year.

Following the Legislature's passage and Governor's signing of Senate Bill 1020 in 2019, our department is fully engaged in building the state hemp program that will be the gold standard for the nation. The department is ready to facilitate the creation of thousands of jobs and billions in economic potential from industrial hemp. We are now realizing the successes of this legislation as the first harvests of Florida hemp are underway!

Regulating the cultivation, production, and distribution of hemp products involves 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 requires adequate resources. The 2020 Legislature approved portions of the state hemp program requests related to cultivation and inspection, allowing the department to provide adequate oversight to an industry in its infancy in FY 2020-21. The 2020 Legislature also bestowed additional responsibilities upon the department related to the inhalation of hemp extracts. Laboratory testing capabilities and efficiencies are also critical to our continued success. To implement proper regulatory oversight and to support efficient and accurate laboratory testing, my request includes \$4.6 million, \$1.2 million of which is trust fund authority, to support the blossoming state hemp program.

Water continues to be 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. Implementation of SB 712 (2020) and improvements of the FDACS Best Management Practices (BMP) program are underway with the collection of fertilization records, more frequent implementation verification site visits, accelerated enrollment efforts to comply Department of Environmental Protection's basin management action plans (BMAPs), and updates to the rules governing the BMP program. The first notice of rule development is scheduled for publication by November 1, 2020 and will be followed by subsequent rule development actions to update the BMP manuals to incorporate the latest scientific and technical research and continue the balance between agricultural production and water resources protection required by law. More frequent site visits to ensure the proper implementation of applicable BMPs allows my office to better target cost share dollars in the most needed areas and projects to improve and enhance BMP implementation, which will continue to benefit the environmental resources of the state.

My budget request reflects my continued commitment to improving Florida's water for future generations, a commitment both the Governor and Legislature share. This request includes \$5 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 statewide, such as 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. My request also includes \$5 million to implement cost share-funded projects on agricultural lands in BMAPs to advance water quality goals beyond the implementation of the BMP program.

The Office of Energy remains vigilant in pursuing federal funding to support the state's energy goals and priorities. With the General Revenue funding received during the 2020 Legislative Session, the Office of Energy has developed, and is working to develop, new programs to address energy efficiency, renewable energy, alternative fuels, and alternative vehicle technologies. In July, the Office of Energy launched a \$1 million low-income residential energy efficiency grant program to help counties reduce energy burdens for vulnerable Floridians. The

Office of Energy also launched a \$2 million grant program in August to upgrade publicly-owned wastewater treatment plants with energy-efficient technology. Working with other stakeholders such as the Tampa Bay Clean Cities Coalition and the National Renewable Energy Laboratory, the office is developing an Alternative Fuel Resiliency Plan which, among other benefits, will help identify new ways we can use alternative fuels after natural and man-made disasters to quickly return to pre-disaster operations. The office is exploring other innovative awards, including a grant related to solar technologies in agriculture, which could have significant impacts on agriculture, energy and the environment.

It bears repeating that agriculture is a pillar of Florida's economy, with 47,000 farms supporting 2 million jobs and \$137 billion in economic impact. However, the industry faces serious challenges from heightened tariffs, trade wars, and trade disadvantages, such as Mexico's dumping of illegally subsidized agricultural products even under the newly-signed United States-Mexico-Canada Agreement (USMCA), as well as from the impacts of COVID-19. Following a disastrous year that saw key exports such as timber, certain seafood products, and fruit juice all fall by over 60 percent, 2020 is proving even more catastrophic as supply chain disruption and food service industry closures hit Florida farmers in the pockets, with sustained cash losses exceeding \$230 million and nearly 4,000 jobs lost - an estimated total economic impact in excess of \$400 million.

One of our best tools to keep our agriculture producers globally competitive is the Florida Agricultural Promotional Campaign, affectionately 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. The COVID-19 pandemic has been especially impactful to Florida agriculture by altering consumer demands due to significant closures in the food service industry. These closures resulted in millions of pounds of Florida produce being plowed under as restaurants and cruise lines were forced to shut down across the nation. Department marketing efforts evolved to meet the changing demands of the consumer and new messaging strategies were adopted to push forward the momentum to "buy local." The department further adapted by creating the Florida Farm to You database, connecting Florida producers directly with consumers and businesses to purchase Florida products. These efforts must continue without interruption through the coming years to maintain consumer awareness and loyalty to Florida grown products. My \$5 million request is minimal when compared to the return on investment and is necessary to support our state's growers in this evolving 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 to our state's signature crop, citrus. My budget proposal includes continued efforts to mitigate these threats. This includes funding for the most promising research projects to rebuild Florida citrus,

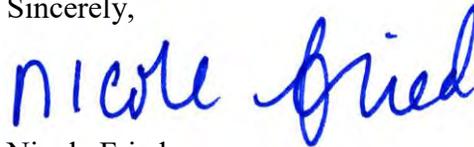
Directors
October 15, 2020
Page Five

funding for citrus health response, payment of a citrus canker settlement, and eradication of pests that threaten not only agriculture and horticulture, but also human health.

As we continuously evaluate the ever-changing financial landscape, I believe this proposed Fiscal Year 2021-22 budget balances our state's financial outlook with the most critical and impactful needs of our department and the people of our state. COVID-19 has certainly altered the way many of our divisions and offices conduct business, but our core mission remains the same, to safeguard the public and support Florida agriculture. 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 using the limited resources that 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

Florida Department of Agriculture and Consumer Services
Fiscal Year 2021-2022 Temporary Special Duties – General Pay Additives Implementation Plan

[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 Florida 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 [60L-34.0051, Florida Administrative Code \(F.A.C.\)](#), 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 duties additives will occur in FY 2021-22. However, there were five temporary special duty additives (not including those for absent coworker for military/FMLA leave purposes) that were provided during FY 2019-20.

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 \$7,500.40.

Collective Bargaining Units impacted:

[AFSCME, Article 21: Compensation For Temporary Special Duty In A Higher Level 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: Compensation For Temporary Special Duty In A Higher Level Position](#)

Section 1 - Eligibility

Each time an employee is officially designated by the appropriate supervisor to act in an 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 for a temporary special duty additive in accordance with Chapter [60L-32, F.A.C.](#)

Section 2 - Method of Compensation

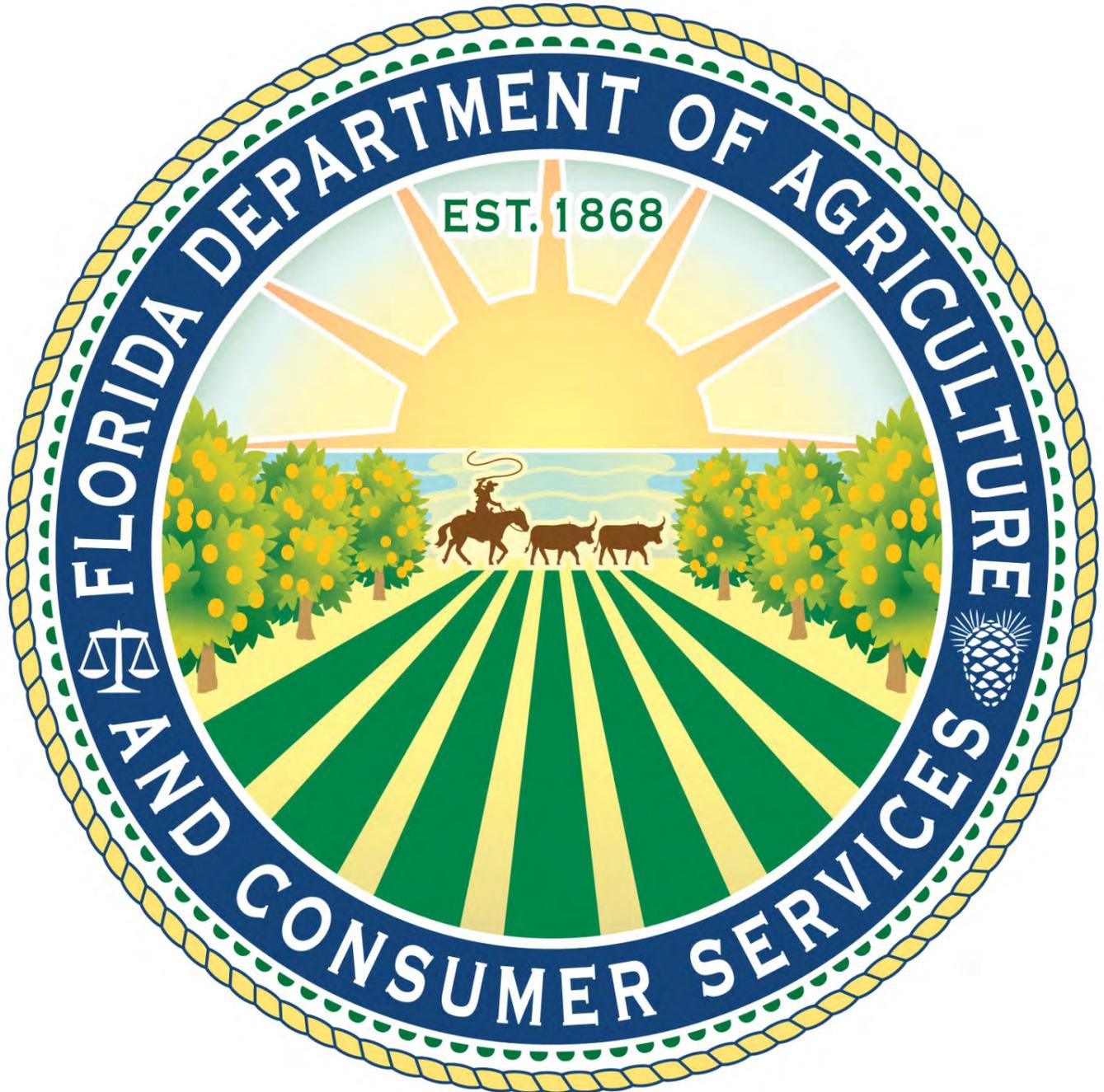
It is understood by the parties that, insofar as pay is concerned, employees temporarily filling a position in a higher broadband level shall be paid according to the same compensation method as promoted employees under the Rules of the State Personnel System.

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 special duty in the higher broadband level is ended.

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

DEPARTMENT LEVEL EXHIBITS AND SCHEDULES



**LEGISLATIVE BUDGET REQUEST
2021 - 2022**

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 Lopez-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). | | |
| Status of the Case: | The circuit court found no liability and judgment in favor of FDACS was entered. On September 30, 2020, a panel of judges on the Third District reversed the judgment and ordered remand of the case to the circuit court for a trial on the amount of compensation due. FDACS will likely ask the Third District for rehearing, rehearing <i>en banc</i> , or certification of a question to the Florida Supreme Court. | | |
| 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. | | |

Schedule VII: Agency Litigation Inventory

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

| | | | |
|---|---|---|--------------|
| Agency: | Florida Department of Agriculture and Consumer Services | | |
| Contact Person: | Wesley R. Parsons | Phone Number: | 305-347-3123 |
| Names of the Case: (If no case name, list the names of the plaintiff and defendant.) | Dellaselva v. FDACS (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: | All existing judgments have been satisfied through payment of an appropriation by the Florida Legislature, and funds will be distributed to homeowners. Due to the appropriation, the appeal of the FDACS to the Florida Supreme Court of the Second District’s ruling that §§ 11.066(3) and (4) are unconstitutional as applied was dismissed as moot. Plaintiffs are seeking attorneys’ fees and costs relating to enforcement and mandamus proceedings in the trial court and on 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. | | |

Schedule VII: Agency Litigation Inventory

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

| | | | |
|---|---|---|--------------|
| Agency: | Florida Department of Agriculture and Consumer Services | | |
| Contact Person: | Wesley R. Parsons | Phone Number: | 305-347-3123 |
| Names of the Case: (If no case name, list the names of the plaintiff and defendant.) | Ayers v. FDACS | | |
| Court with Jurisdiction: | Orange County Circuit Court | | |
| Case Number: | 05 CA 4120 #37 | | |
| Summary of the Complaint: | Lawsuit for 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. | | Agency Counsel | |
| | | 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. | | |

Schedule VII: Agency Litigation Inventory

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

| | | | |
|---|---|---|--------------|
| Agency: | Florida Department of Agriculture and Consumer Services | | |
| Contact Person: | Wesley R. Parsons | Phone Number: | 305-347-3123 |
| Names of the Case: (If no case name, list the names of the plaintiff and defendant.) | Patchen v. FDACS | | |
| Court with Jurisdiction: | Miami-Dade County Circuit Court | | |
| Case Number: | 00-29271 | | |
| Summary of the Complaint: | Lawsuit for 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 plaintiffs was reversed by the Florida Supreme Court. No trial is currently scheduled. FDACS may seek to dismiss this case because the plaintiffs are included in the Miami-Dade class action (Lopez-Brignoni) above. 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 | | |

Schedule VII: Agency Litigation Inventory

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

| | | | |
|---|--|---|--------------|
| Agency: | Florida Department of Agriculture and Consumer Services | | |
| Contact Person: | Wesley R. Parsons | Phone Number: | 305-347-3123 |
| Names of the Case: (If no case name, list the names of the plaintiff and defendant.) | Dooley Groves v. FDACS | | |
| Court with Jurisdiction: | Hillsborough County Circuit Court | | |
| Case Number: | 09-12839 | | |
| Summary of the Complaint: | Lawsuit for compensation for destruction 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 damages trial is not 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 | | |

Schedule VII: Agency Litigation Inventory

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

| | | | |
|---|--|---|--------------|
| Agency: | Florida Department of Agriculture and Consumer Services | | |
| Contact Person: | Wesley R. Parsons | Phone Number: | 305-347-3123 |
| Names of the Case: (If no case name, list the names of the plaintiff and defendant.) | Gary Mahon 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 plants. | | |
| 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 plants, and not to be liable for the destruction of some citrus plants. 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. | | Agency Counsel | |
| | | 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 | | |

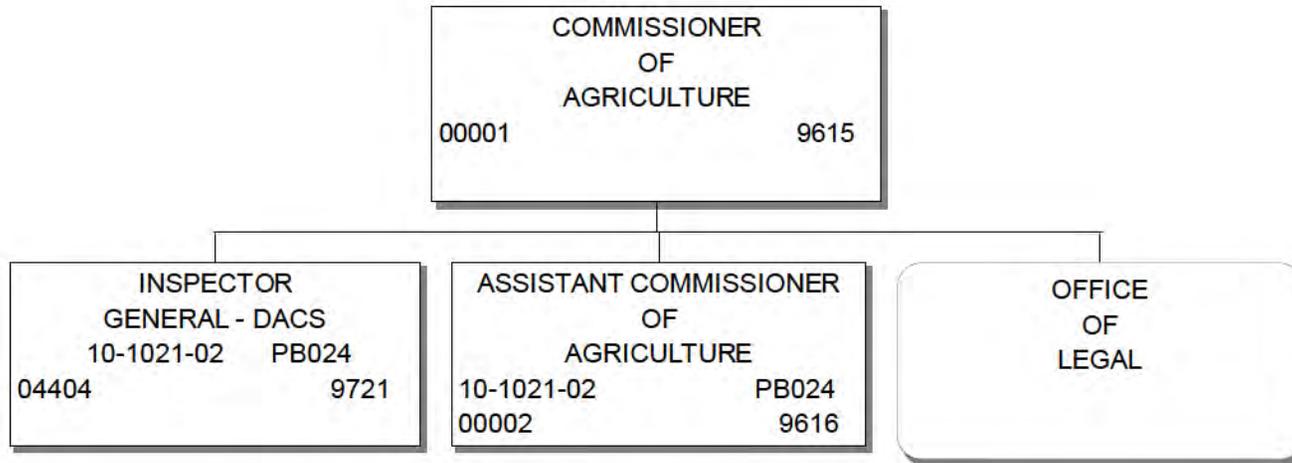
Schedule VII: Agency Litigation Inventory

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

| | | | |
|---|--|---|--------------|
| Agency: | Florida Department of Agriculture and Consumer Services | | |
| Contact Person: | Wesley R. Parsons | Phone Number: | 305-347-3123 |
| Names of the Case: (If no case name, list the names of the plaintiff and defendant.) | John & Shelby Mahon v. FDACS | | |
| Court with Jurisdiction: | Lake County Circuit Court | | |
| Case Number: | 11 CA 3036A | | |
| Summary of the Complaint: | Lawsuit for compensation for alleged destruction of nursery citrus plants. | | |
| 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 plants, and not to be liable for the destruction of some citrus plants. 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 | |
| | <input type="checkbox"/> | Office of the Attorney General or Division of Risk Management | |
| | <input checked="" type="checkbox"/> | Outside Contract Counsel | |
| If the lawsuit is a class action (whether the class is certified or not), provide the name of the firm or firms representing the plaintiff(s). | N/A | | |

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

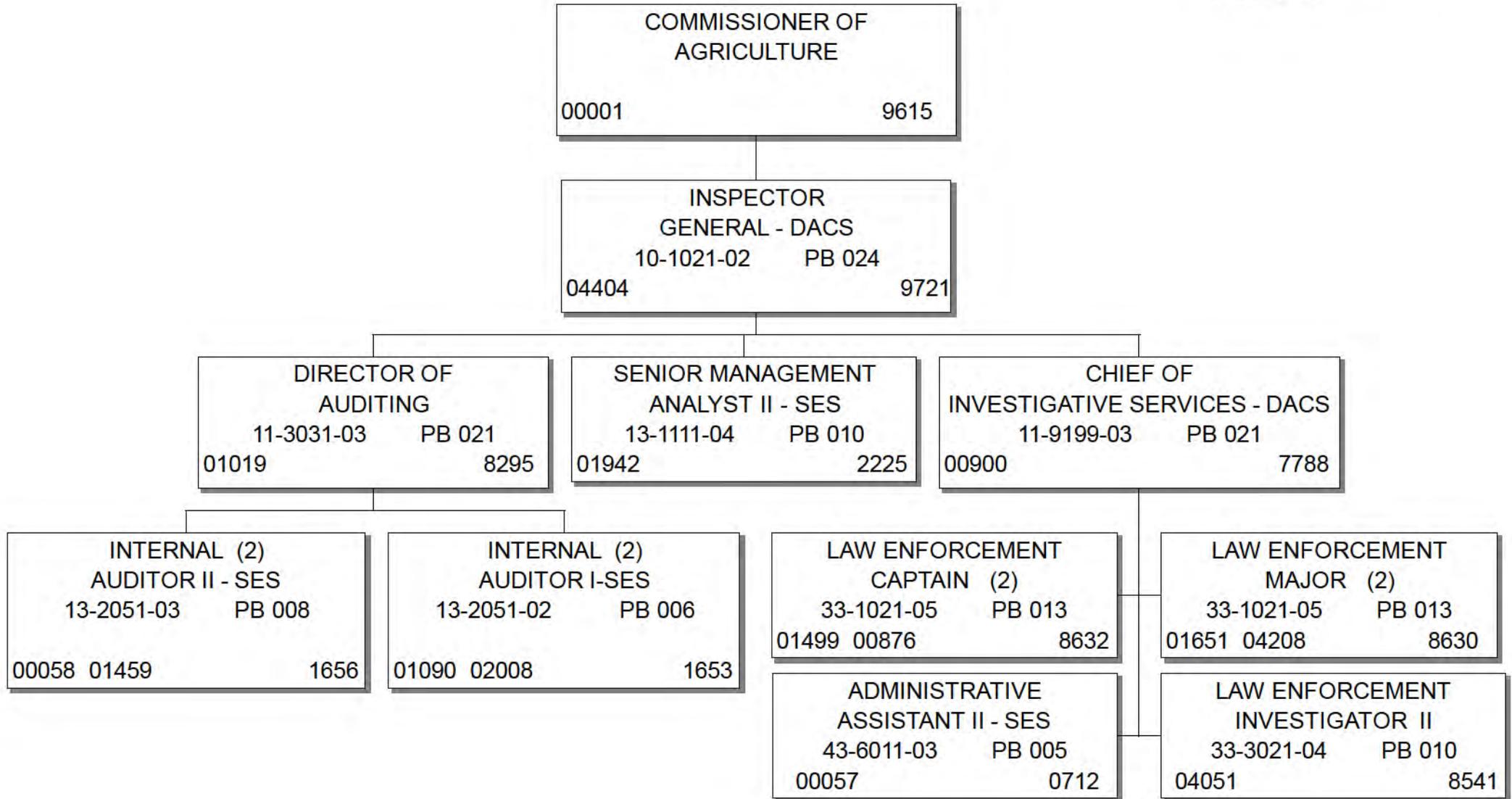
COMMISSIONER'S OFFICE
PAGE 1 OF 12



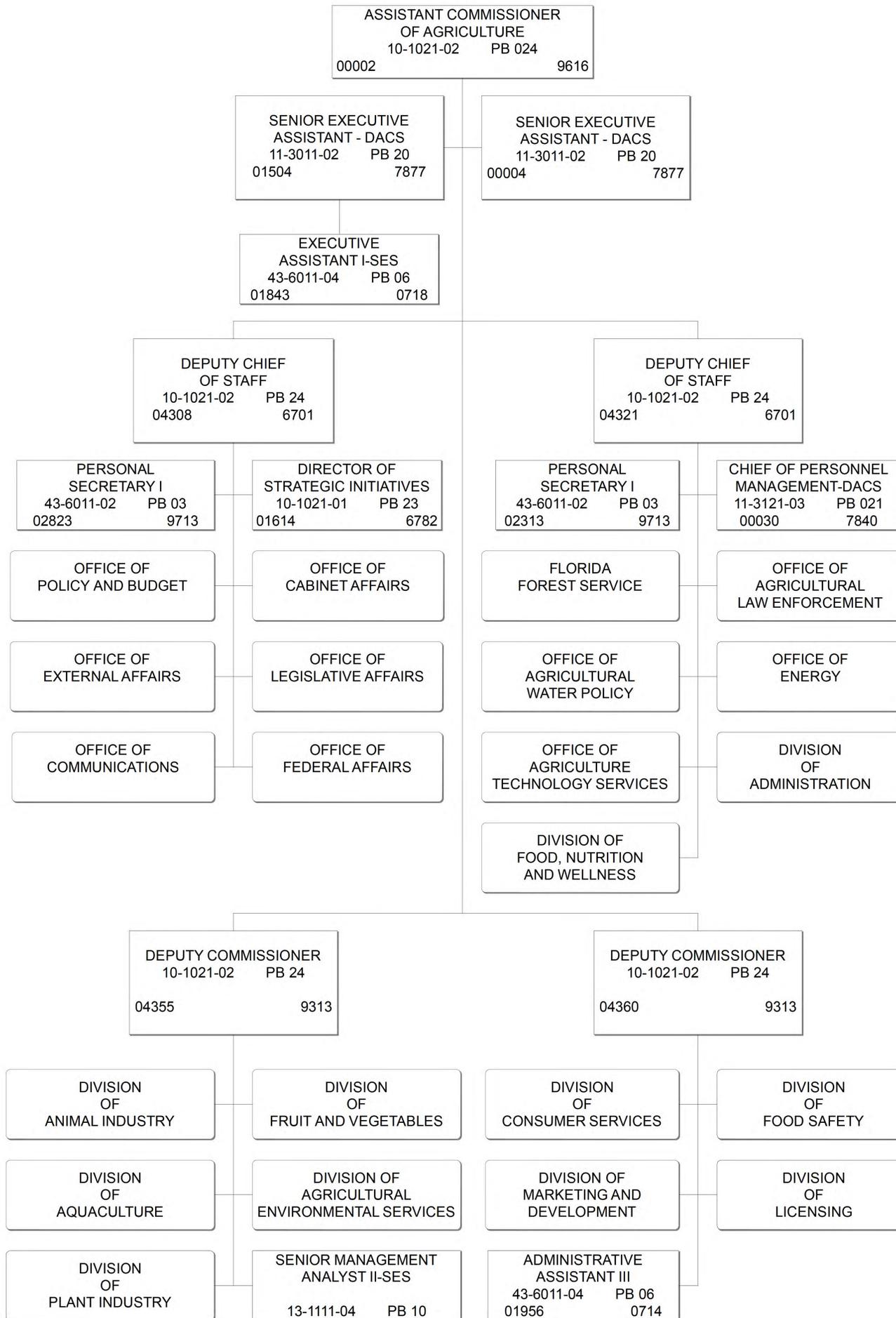
ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 1/8/2019

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

OFFICE OF INSPECTOR GENERAL
PAGE 2 OF 12

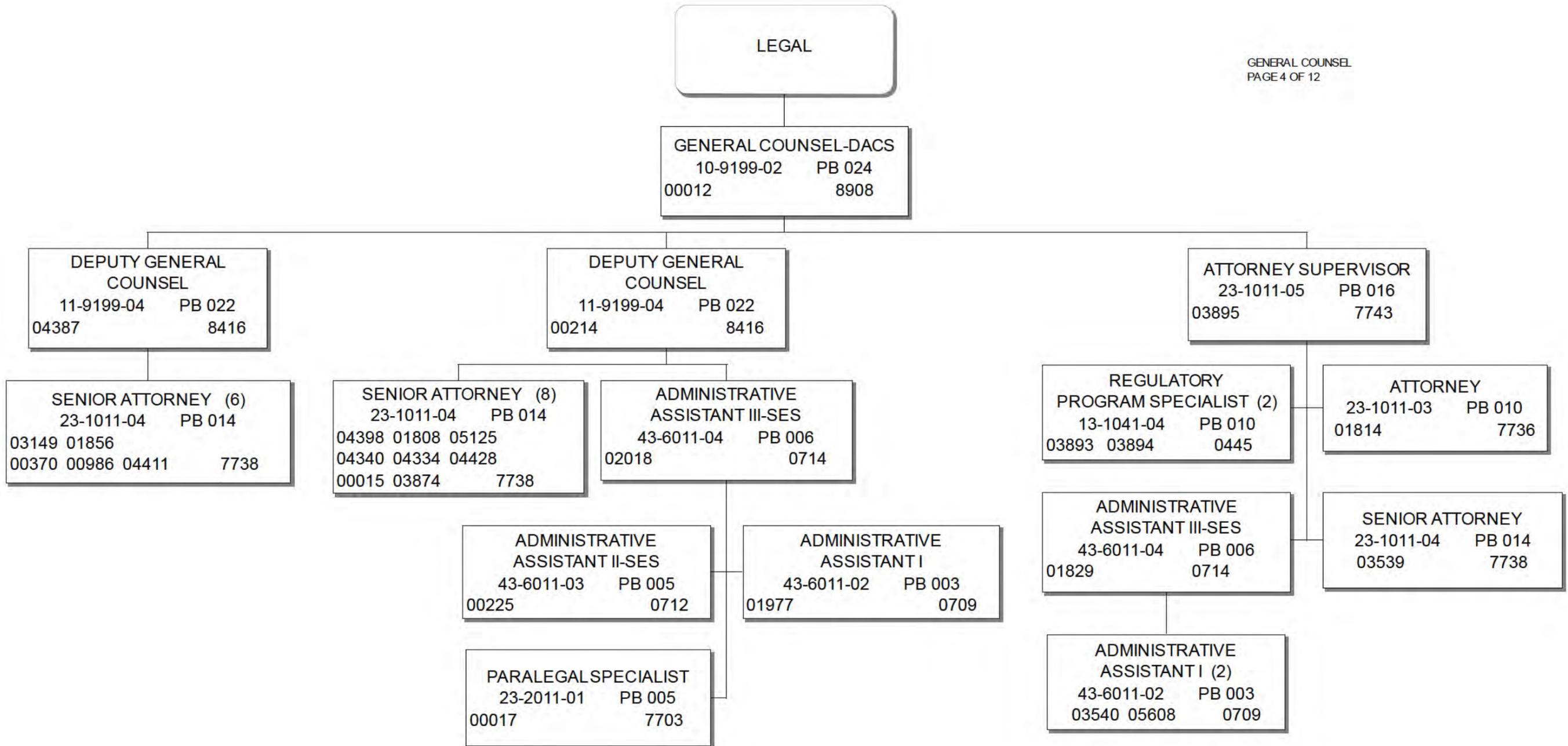


**FLORIDA DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
COMMISSIONER'S OFFICE**



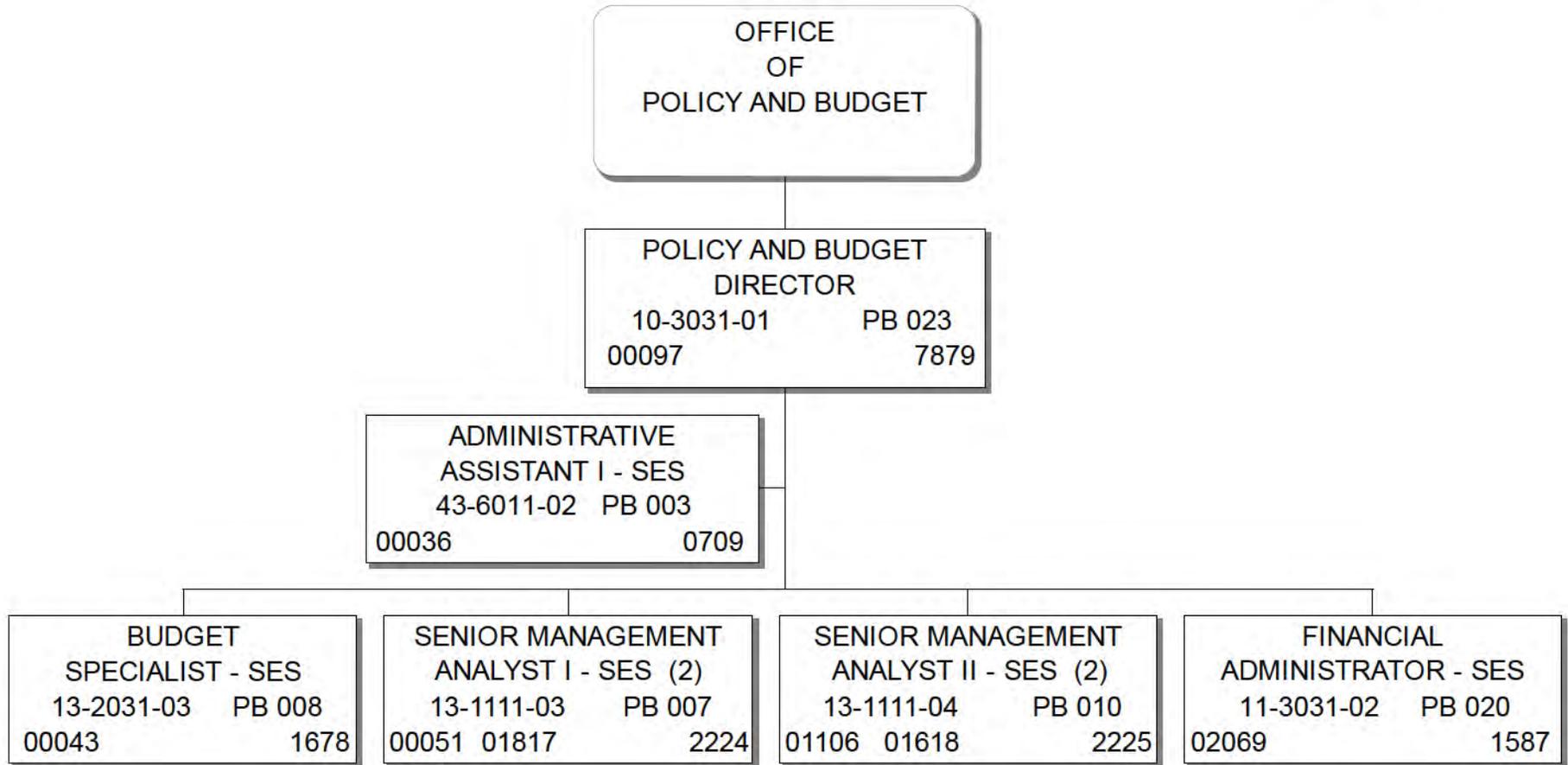
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
COMMISSIONER'S OFFICE**

GENERAL COUNSEL
PAGE 4 OF 12



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

OFFICE OF POLICY AND BUDGET
PAGE 5 OF 12



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

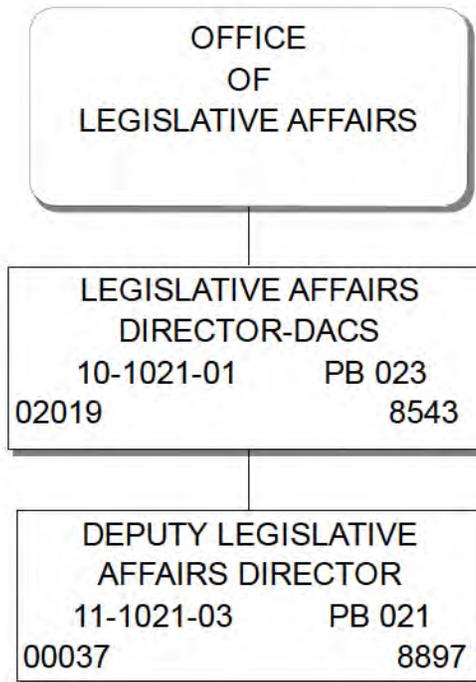
CABINET AFFAIRS
PAGE 6 OF 12



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

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

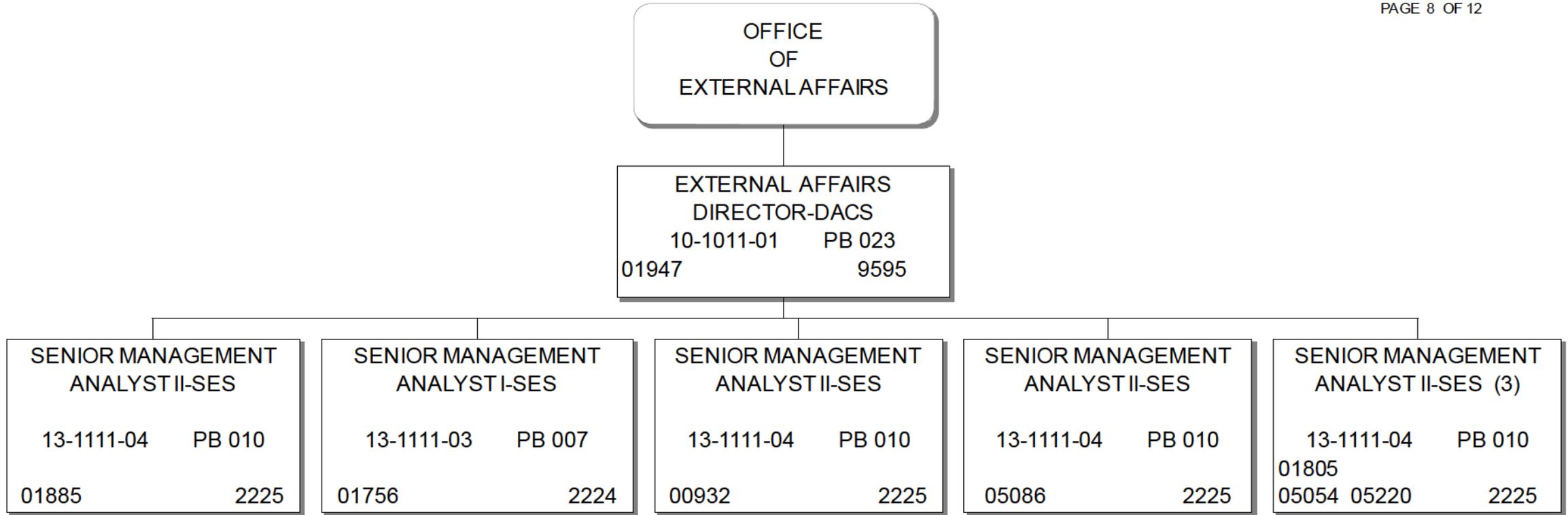
LEGISLATIVE AFFAIRS
PAGE 7 OF 12



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 7/12/2019

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

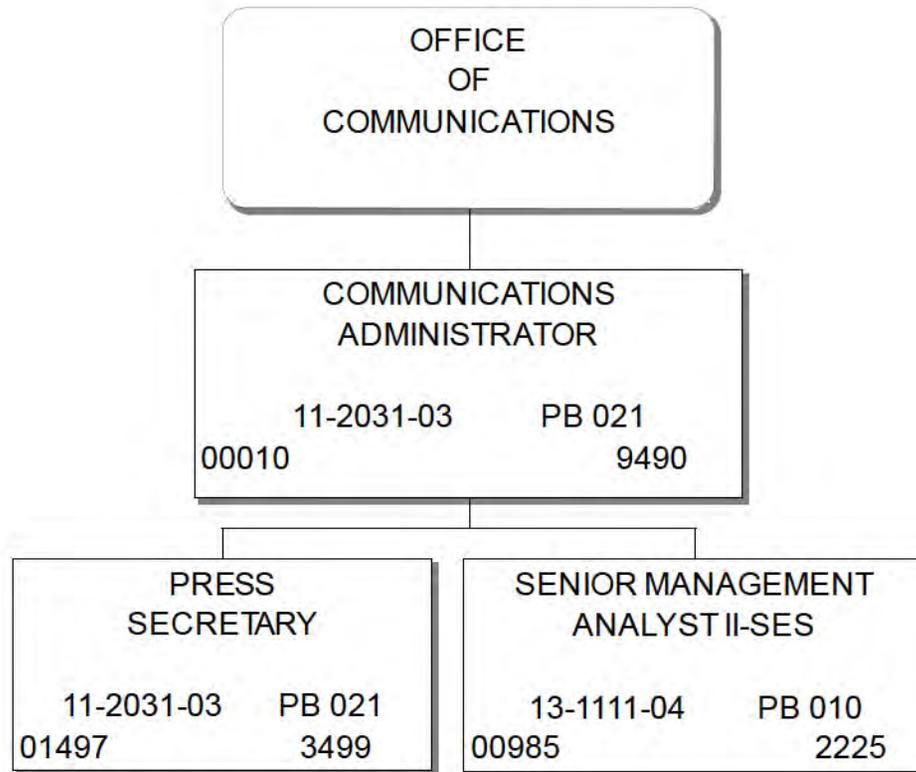
EXTERNAL AFFAIRS
PAGE 8 OF 12



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 10/4/2019

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

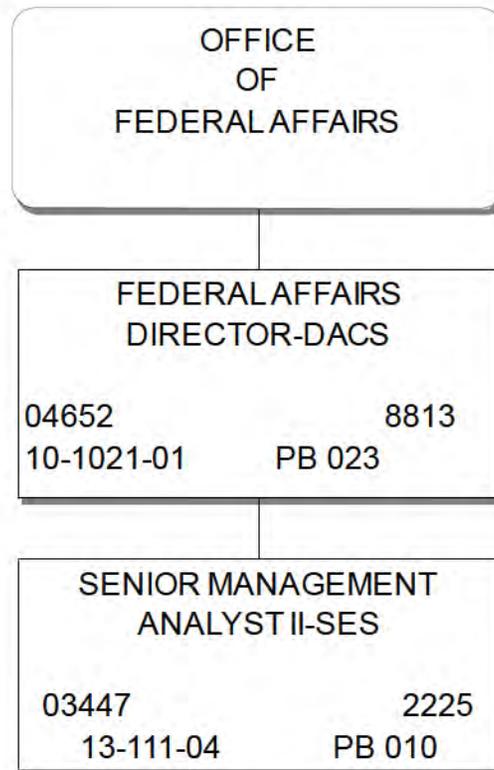
COMMUNICATIONS
PAGE 9 OF 12



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 7/12/2019

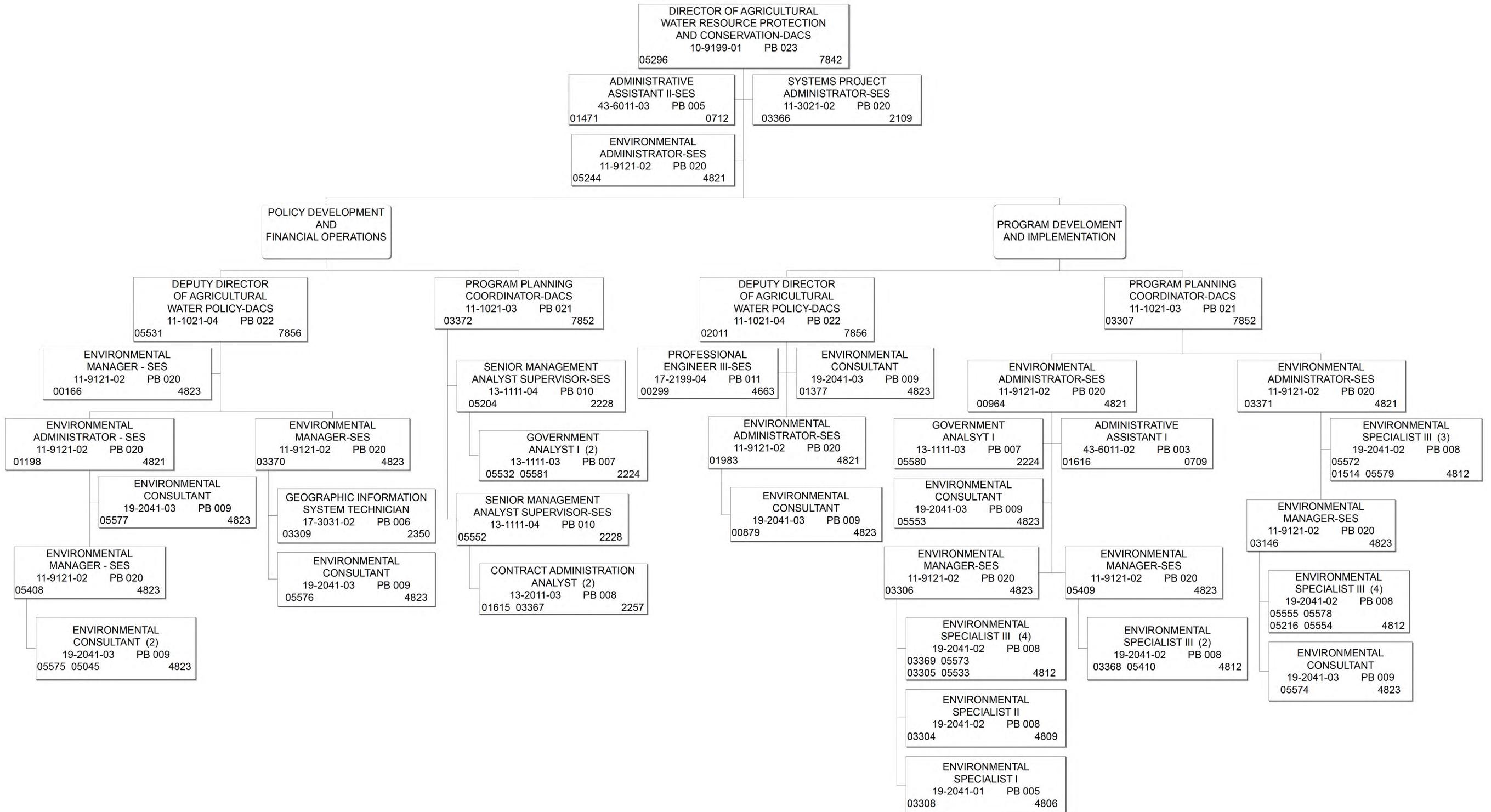
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
COMMISSIONER'S OFFICE**

FEDERAL AFFAIRS
PAGE 10 OF 12

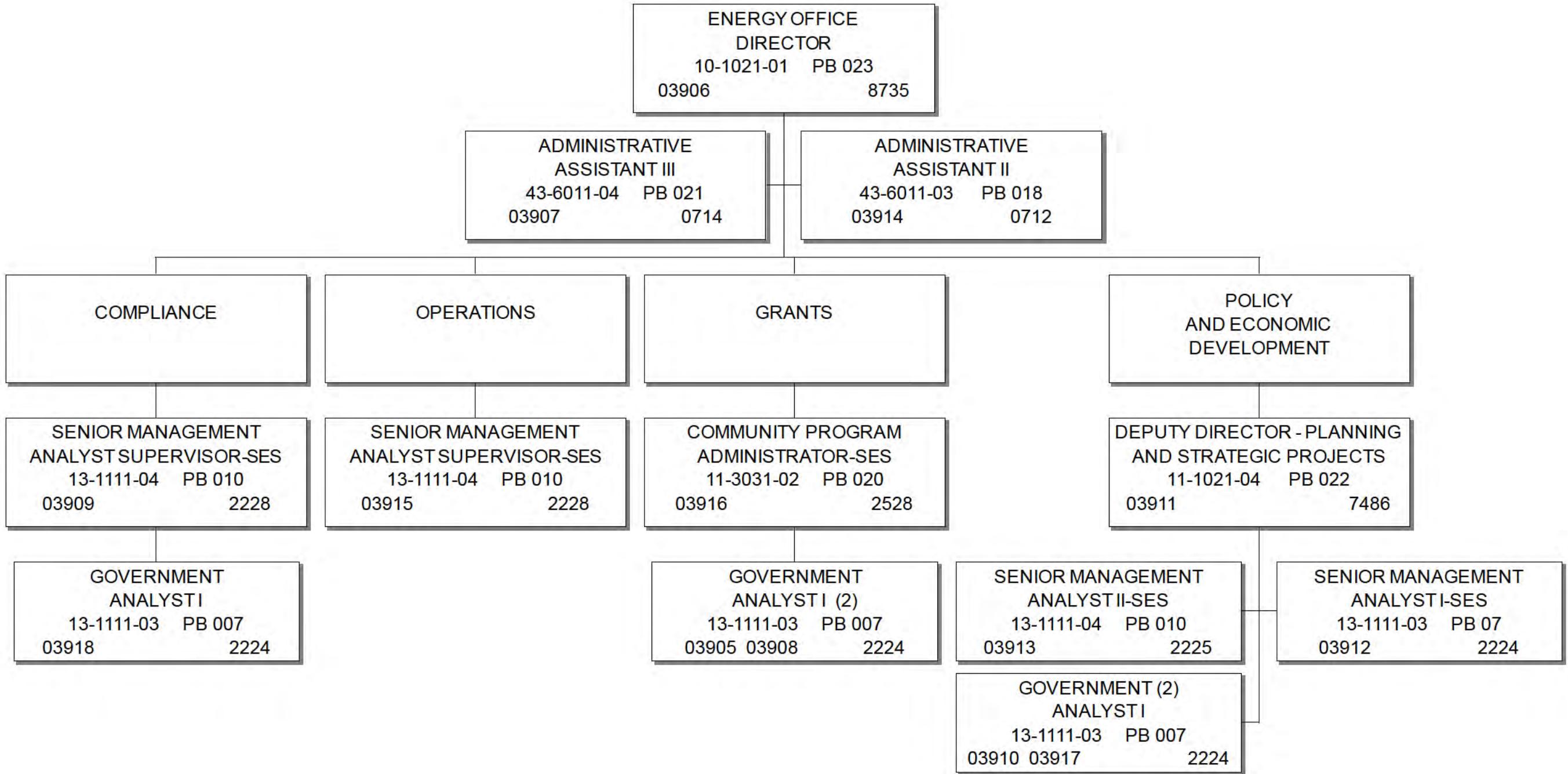


ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 1/8/2019

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

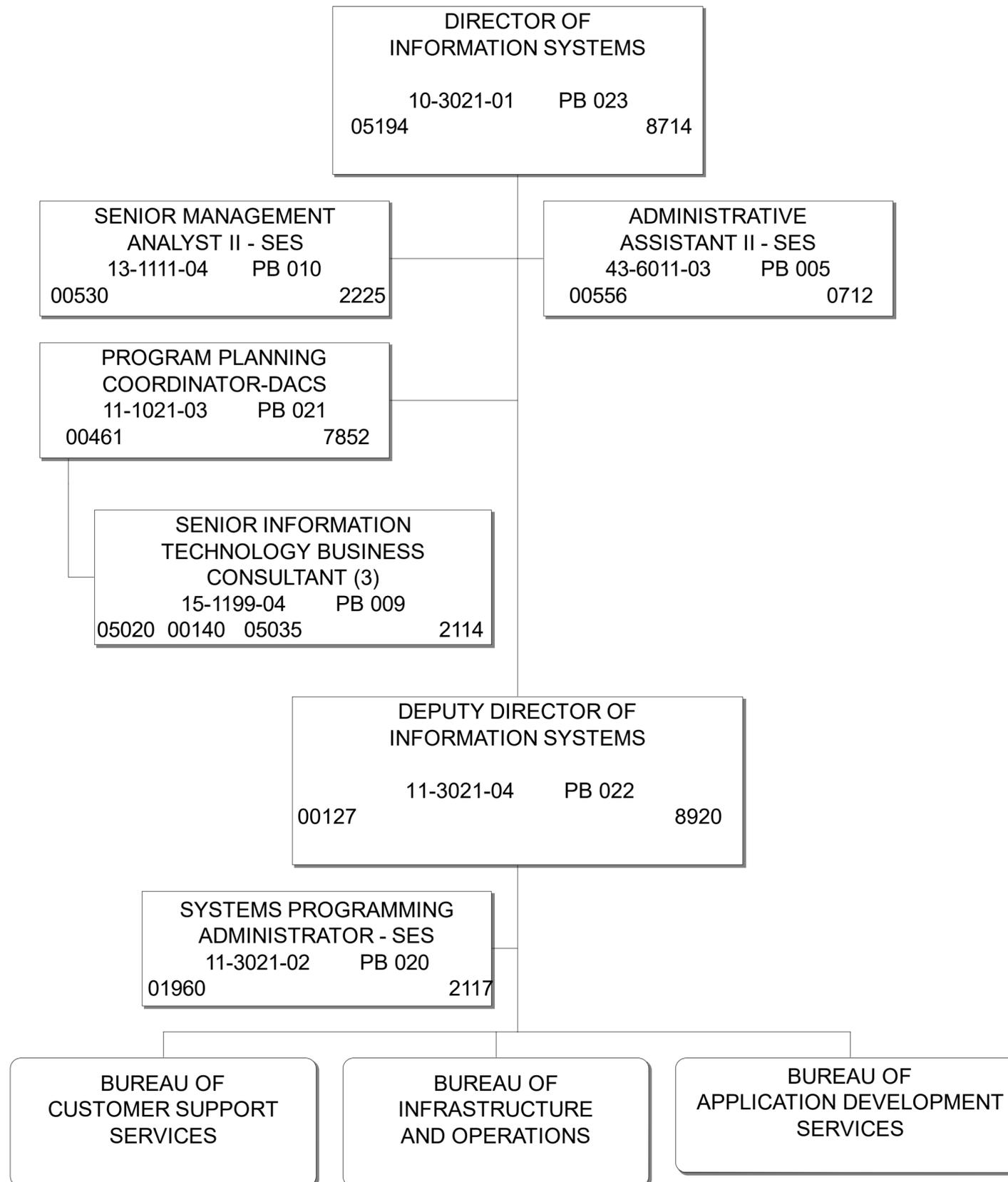


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
COMMISSIONER'S OFFICE**



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

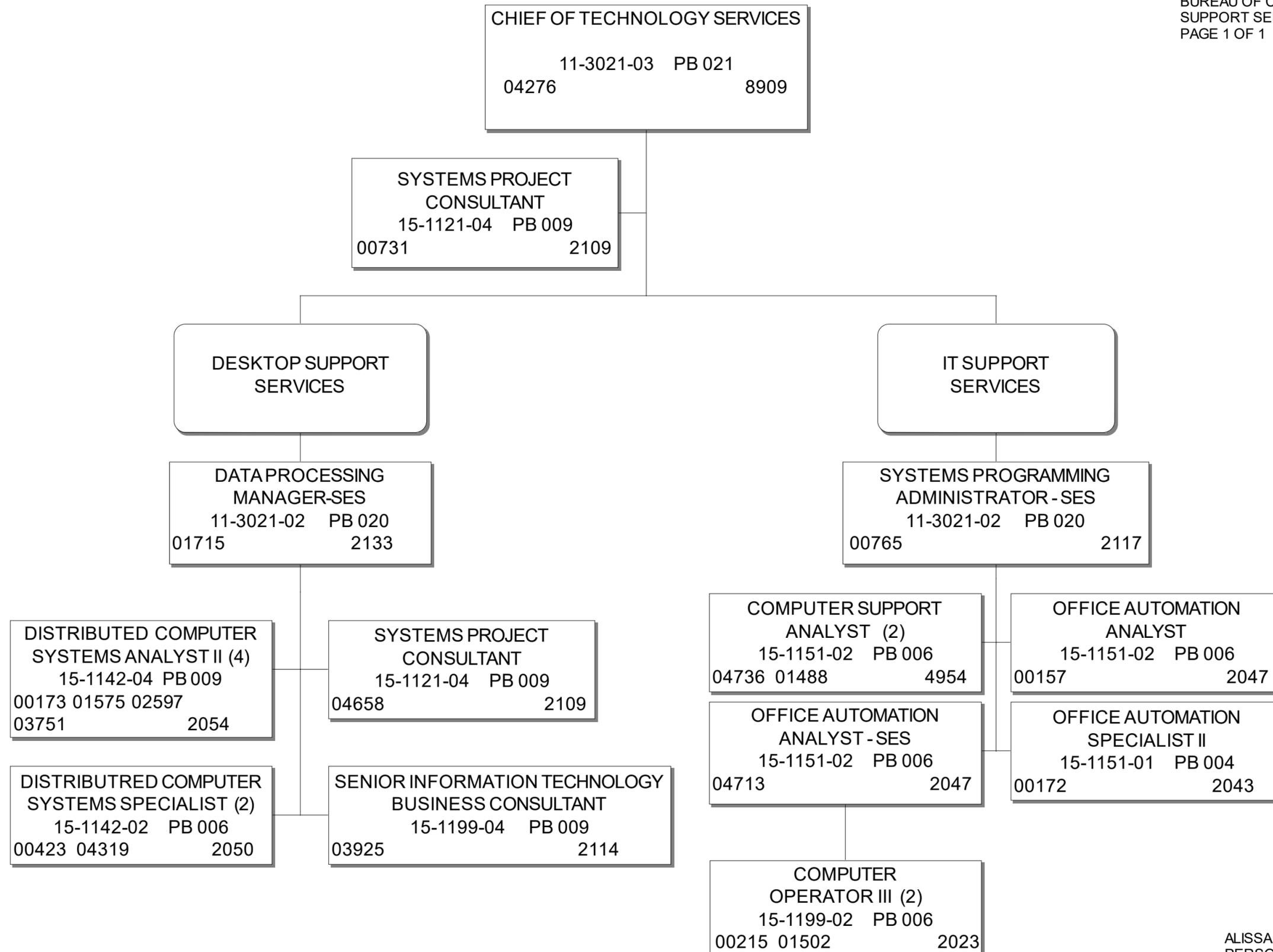
DIRECTOR'S OFFICE
PAGE 1 OF 1



ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 10/23/2019

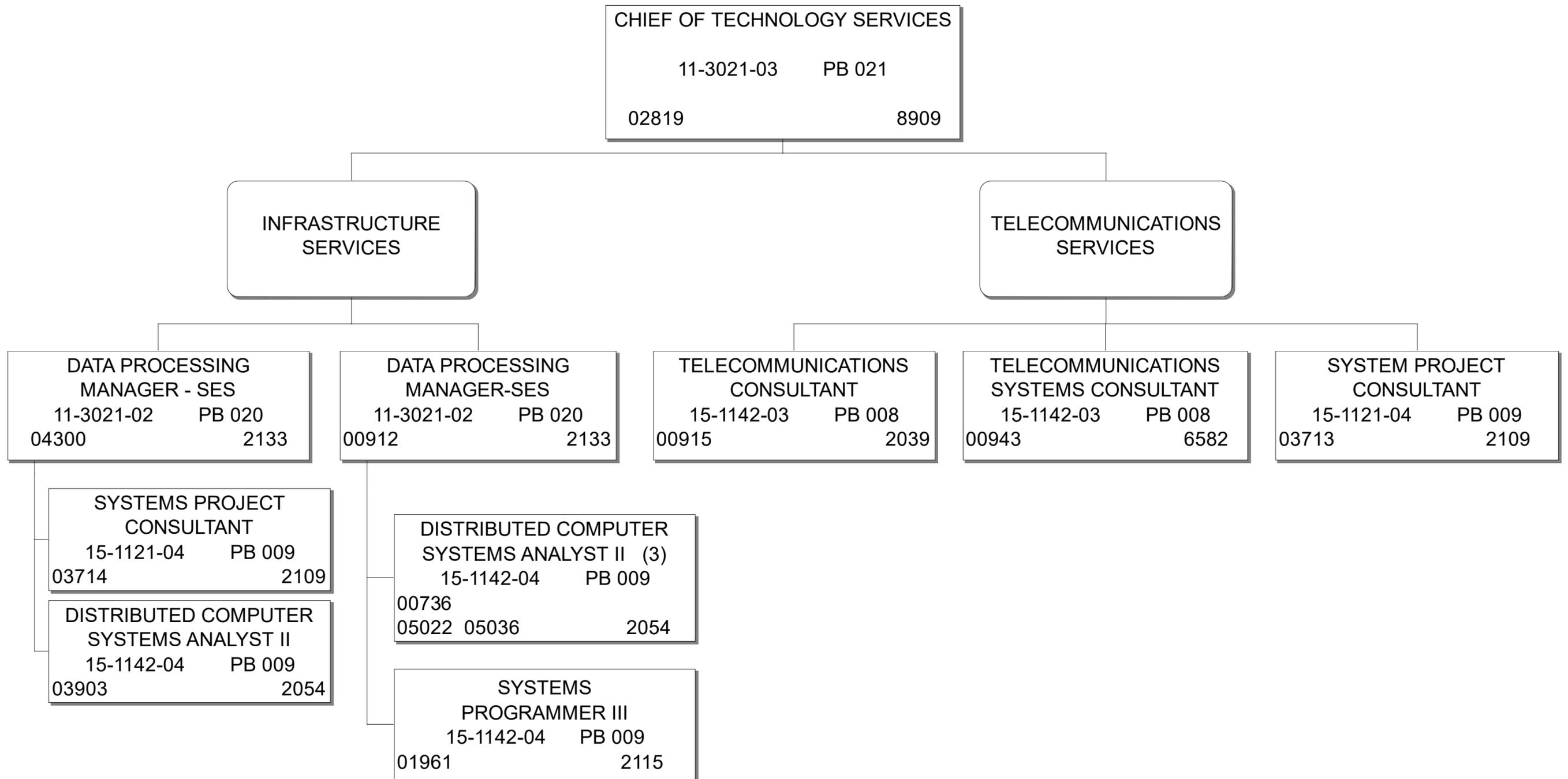
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
OFFICE OF AGRICULTURE TECHNOLOGY SERVICES**

BUREAU OF CUSTOMER
SUPPORT SERVICES
PAGE 1 OF 1



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

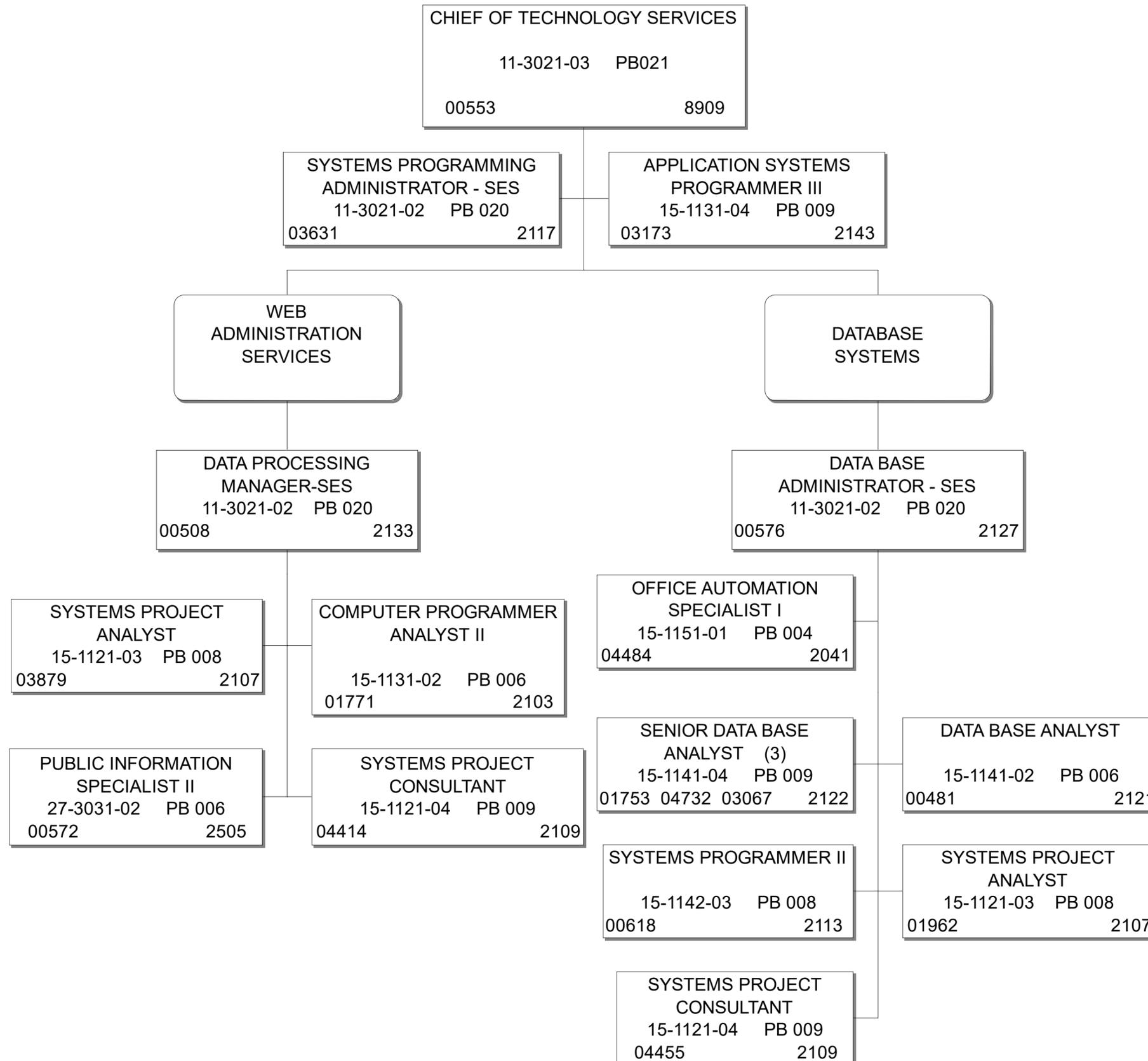
BUREAU OF INFRASTRUCTURE AND
OPERATIONS
PAGE 1 OF 1



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 12/16/2019

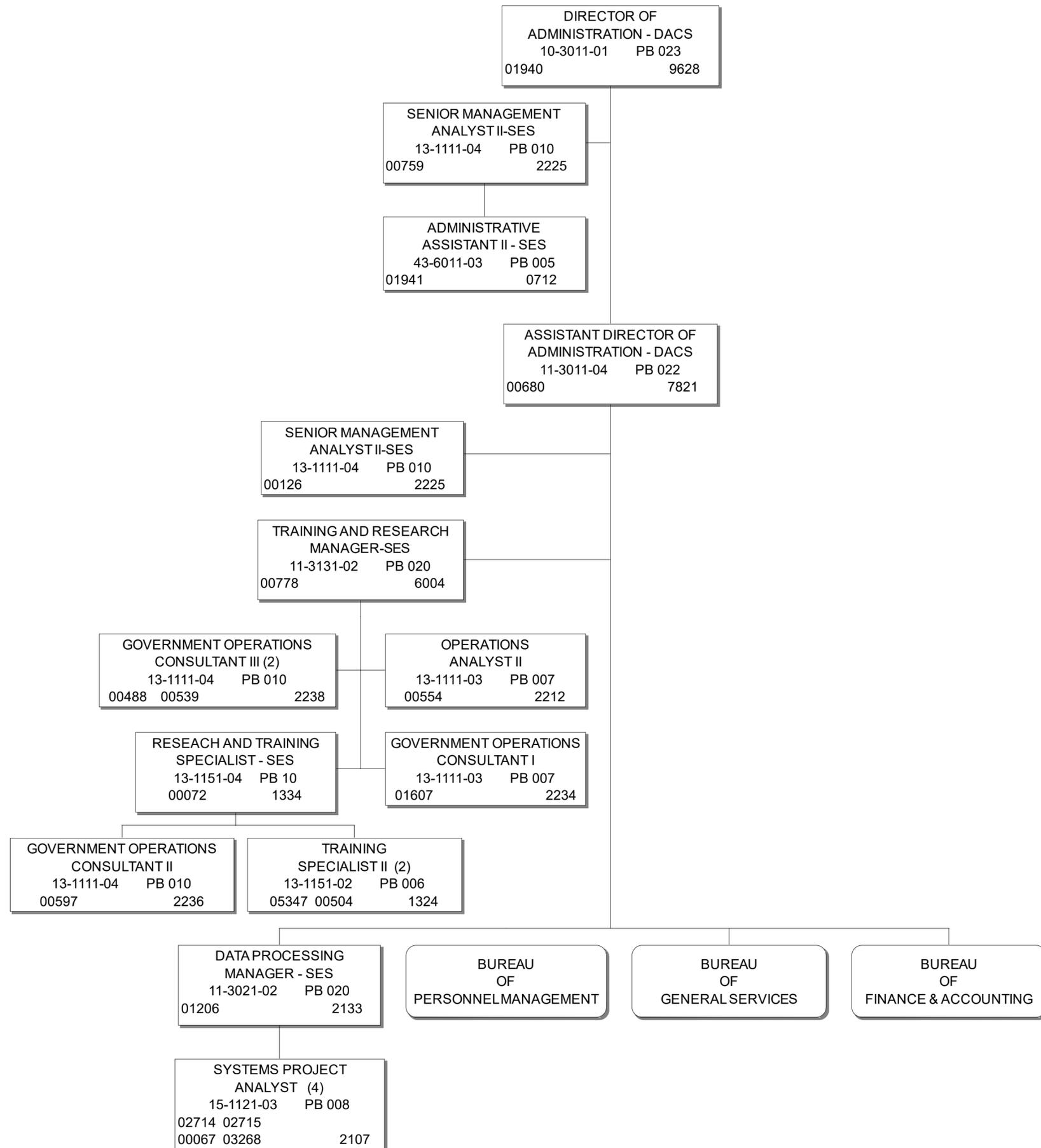
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
OFFICE OF AGRICULTURE TECHNOLOGY SERVICES**

BUREAU OF APPLICATION DEVELOPMENT
SERVICES
PAGE 1 OF 1

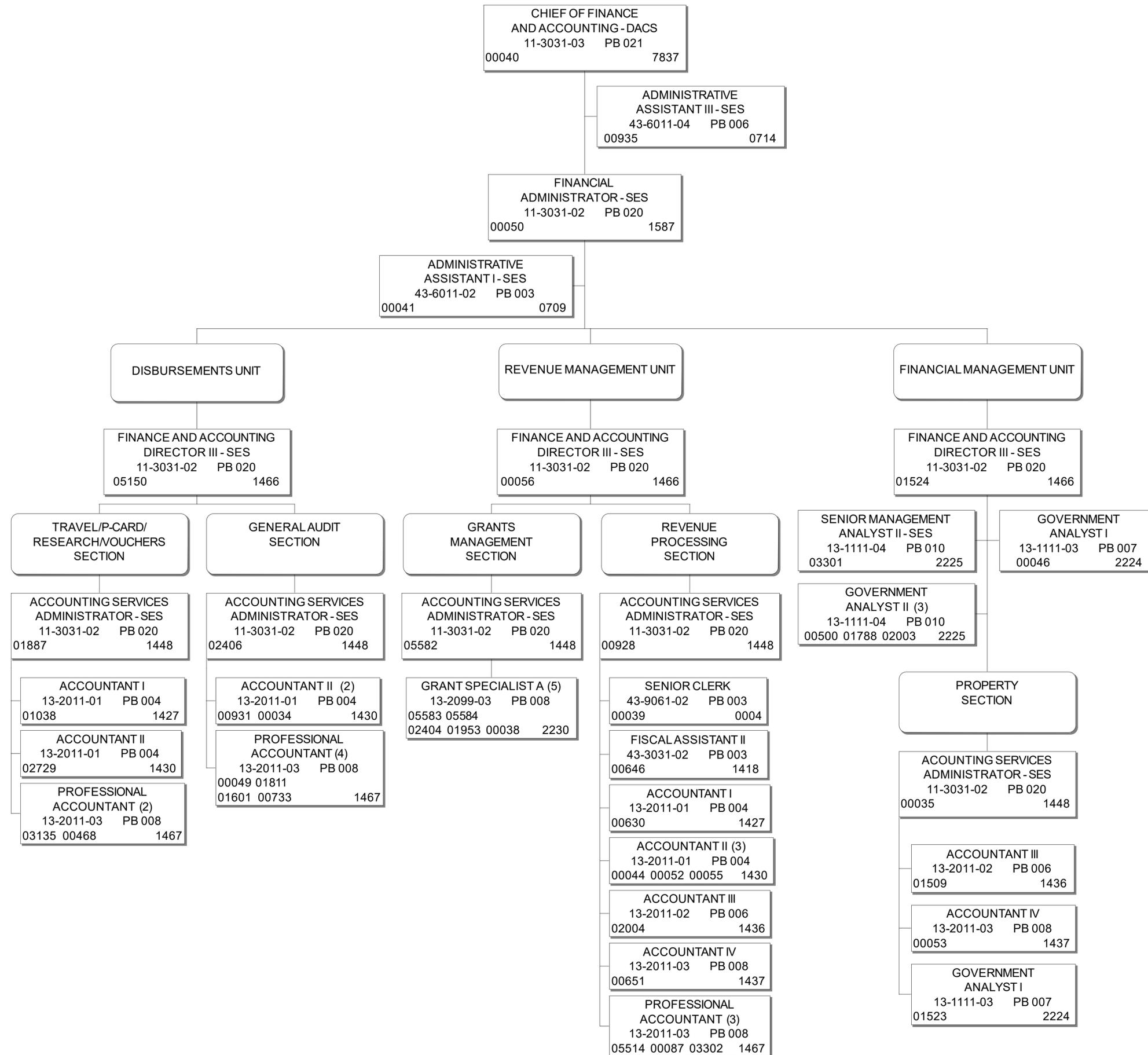


ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE 12/9/2019

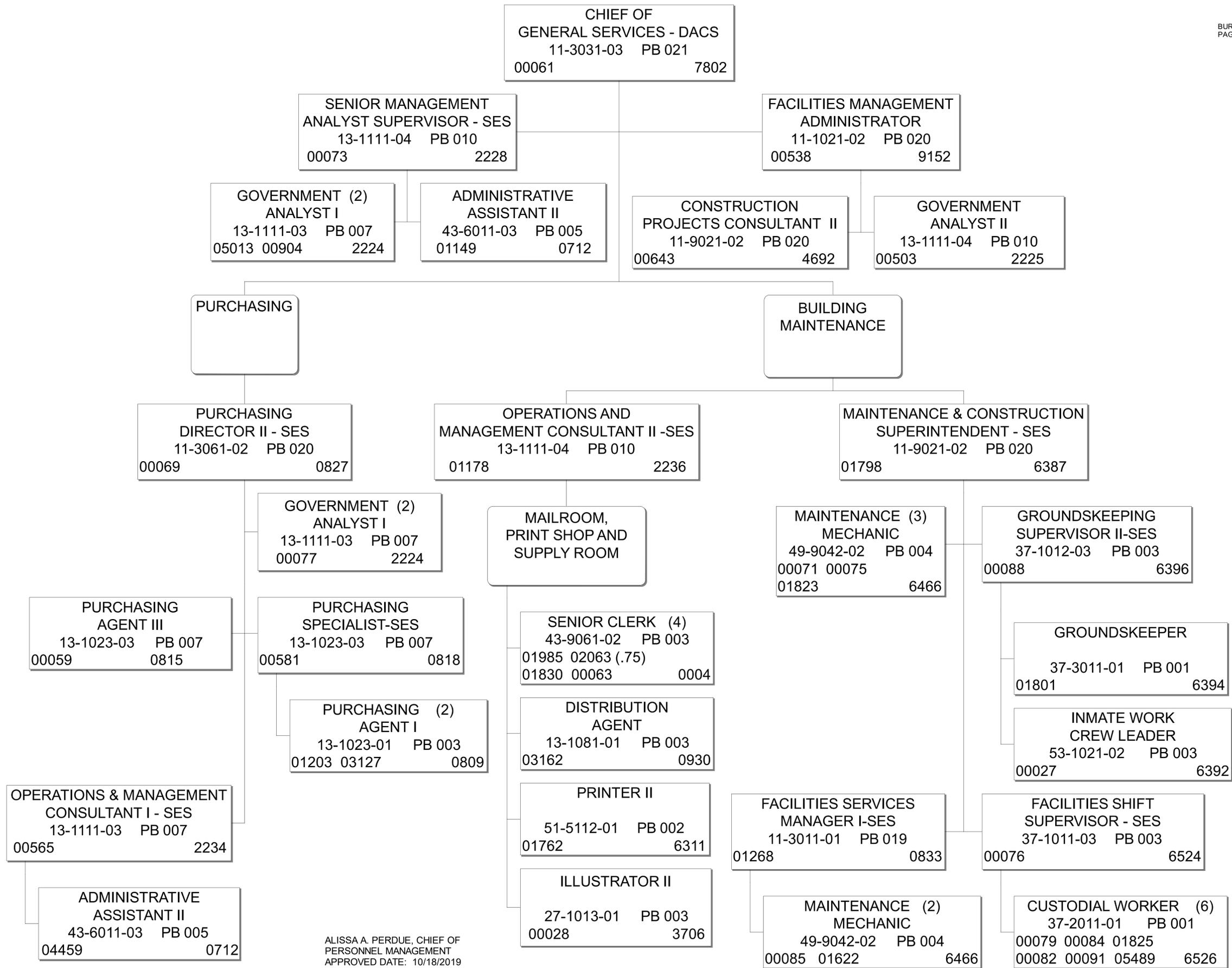
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF ADMINISTRATION**



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

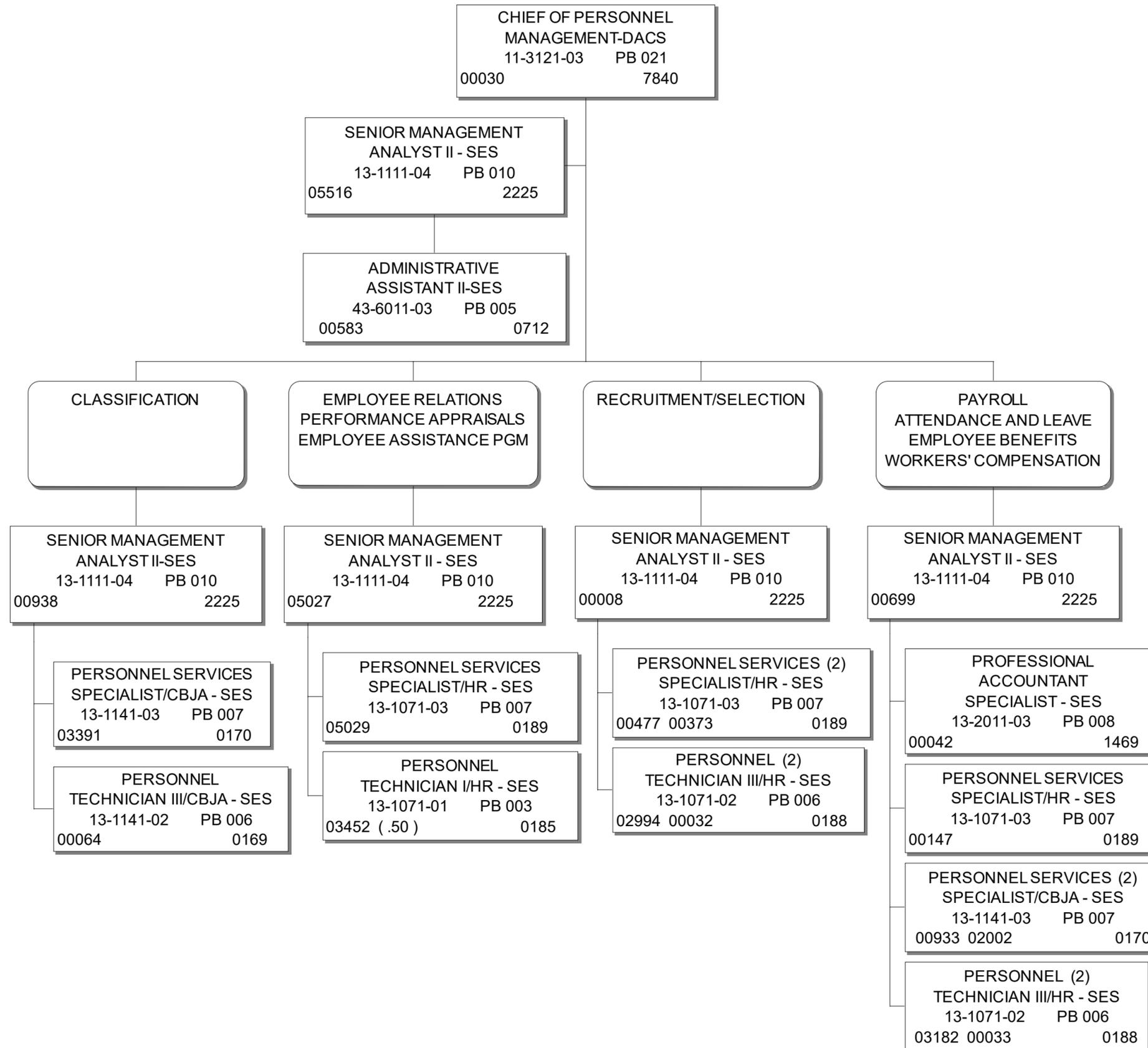


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF ADMINISTRATION**



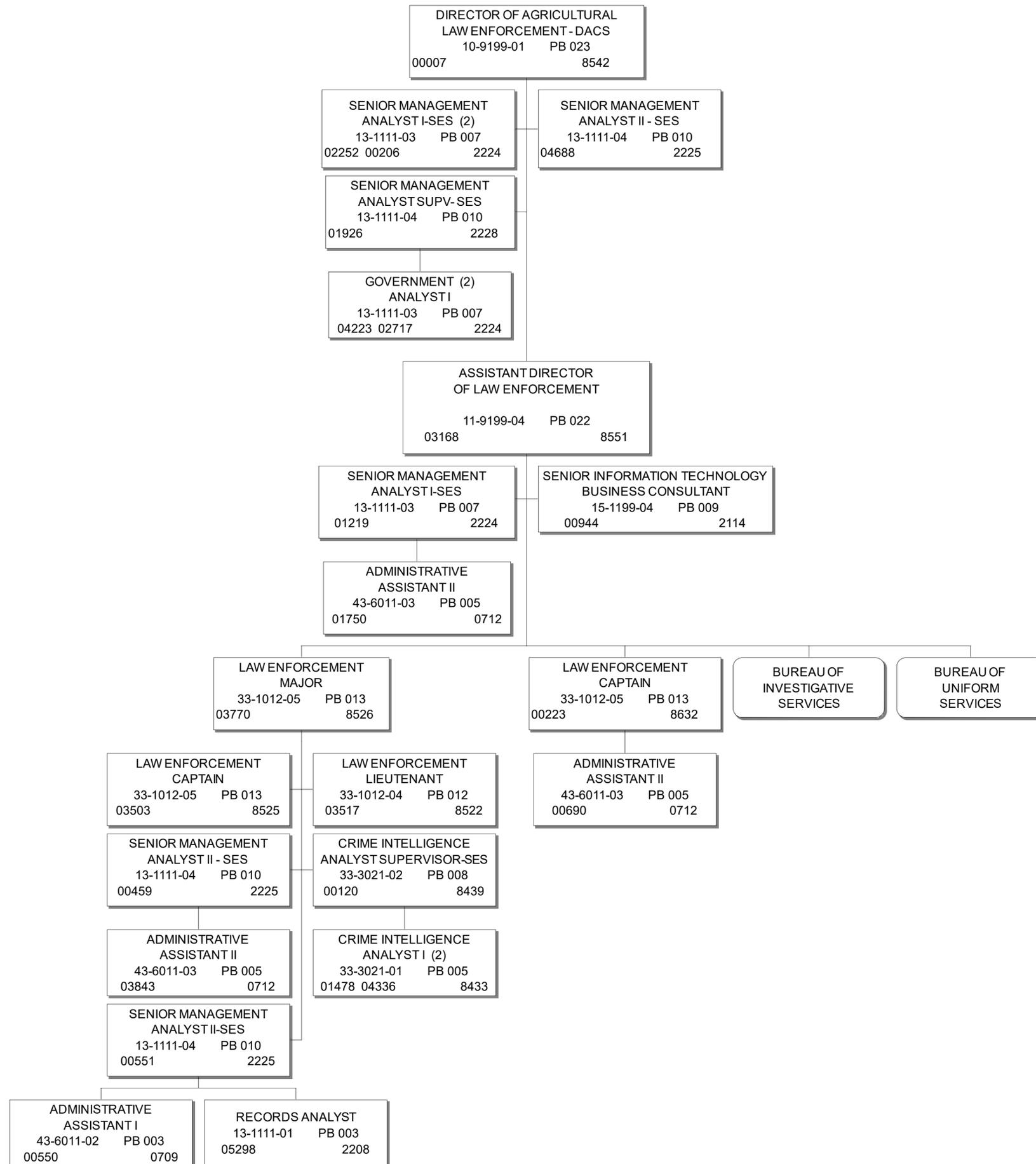
ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 10/18/2019

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

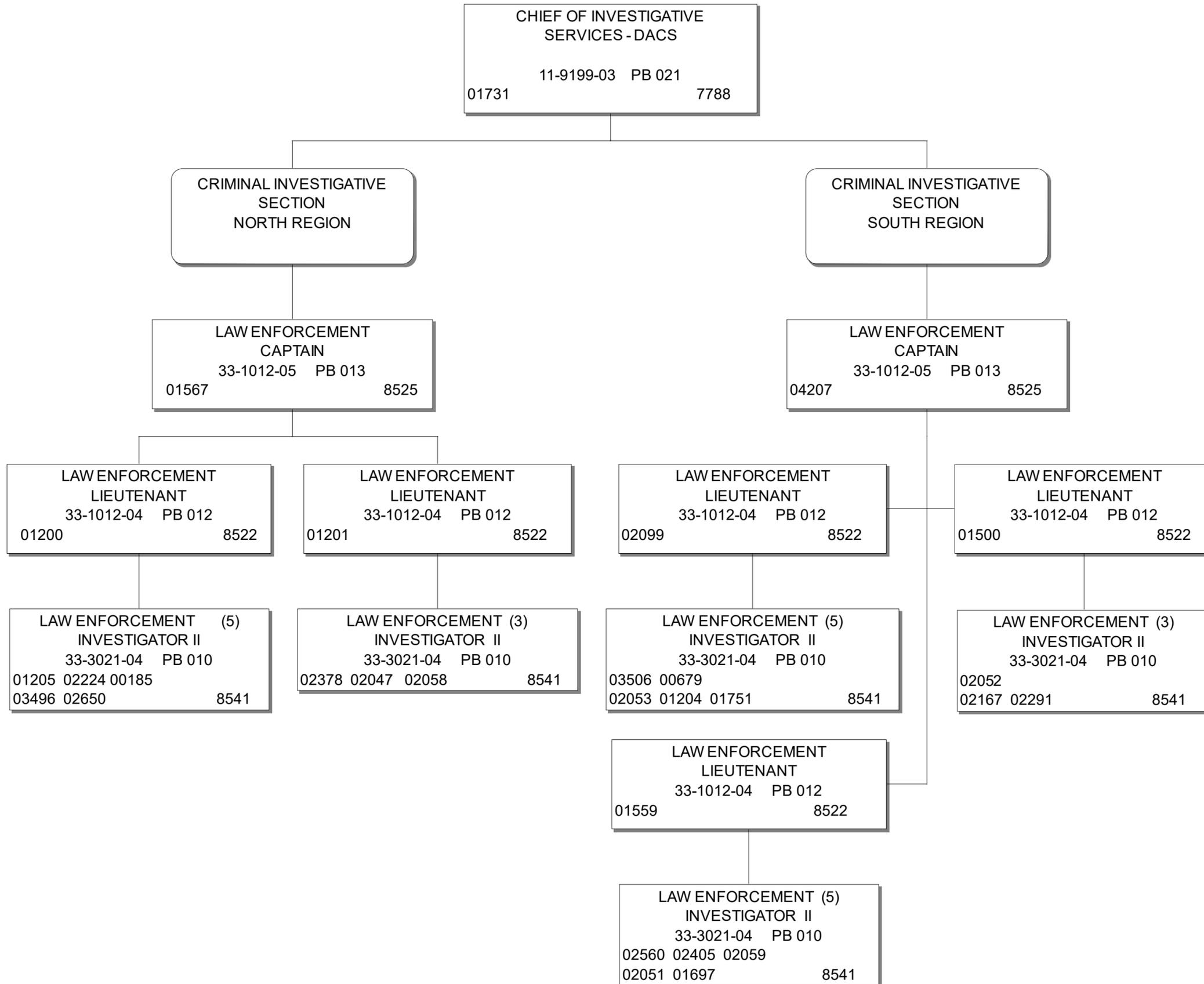


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
OFFICE OF AGRICULTURAL
LAW ENFORCEMENT**

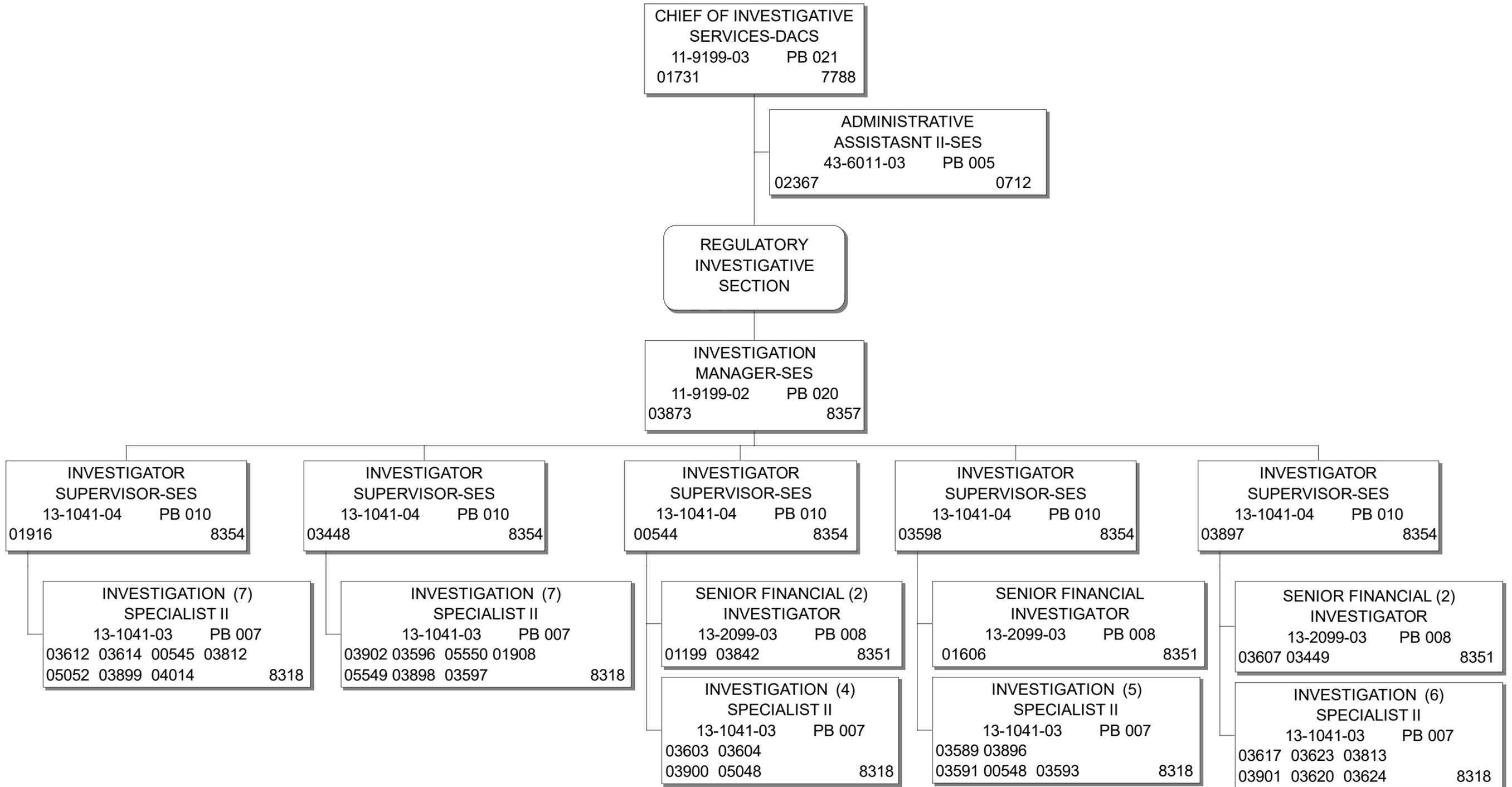
DIVISION FTE: 282
DIRECTOR'S OFFICE
PAGE 1 OF 1



**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
OFFICE OF AGRICULTURAL
LAW ENFORCEMENT**

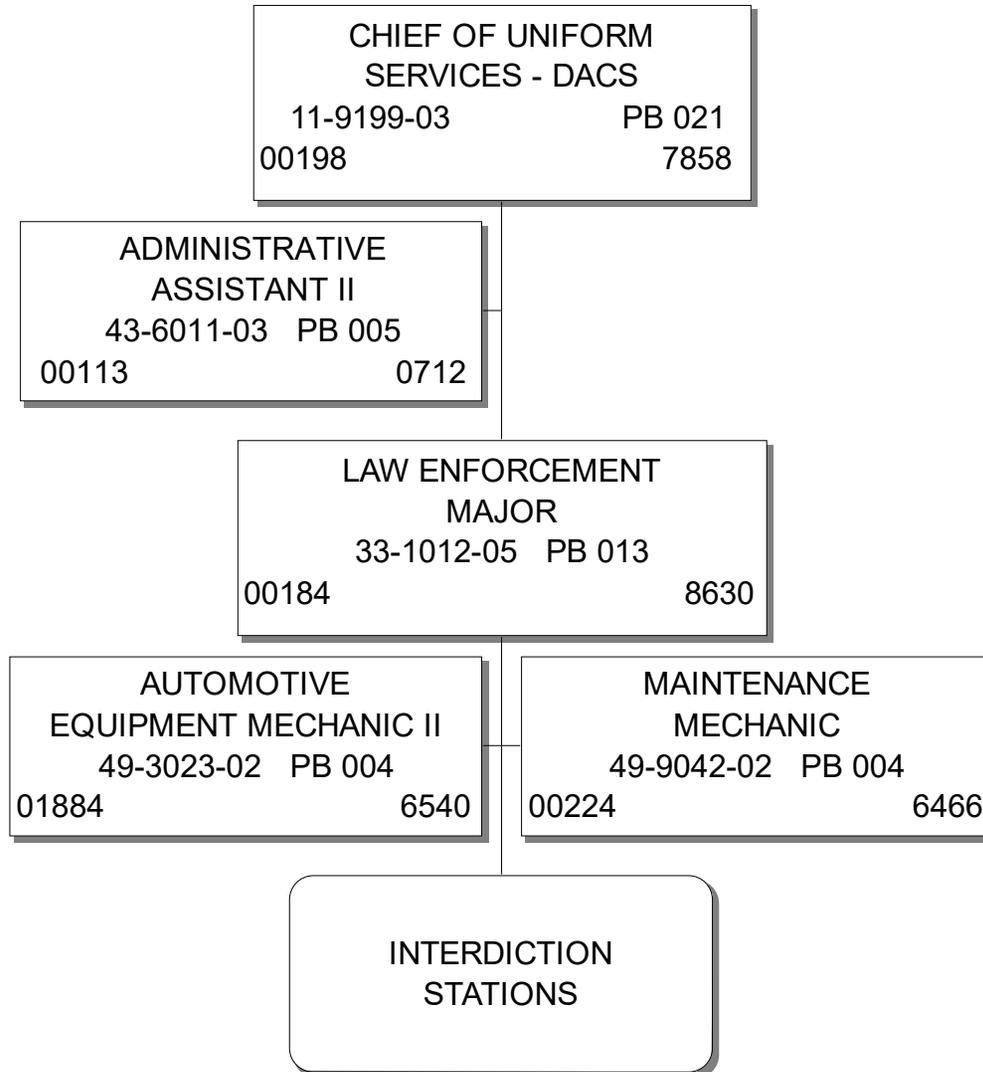


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
OFFICE OF AGRICULTURAL
LAW ENFORCEMENT**



**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
OFFICE OF AGRICULTURAL
LAW ENFORCEMENT**

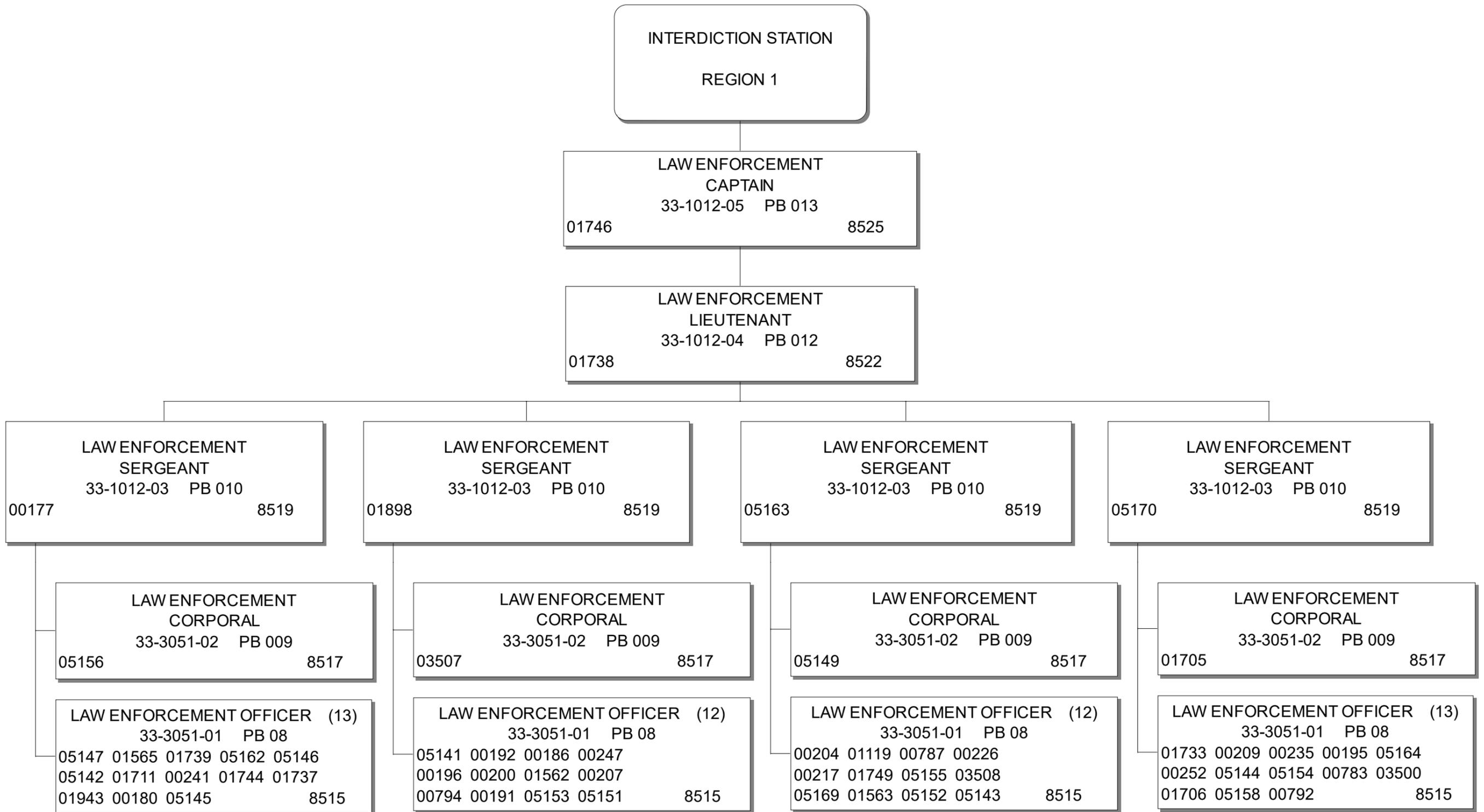
BUREAU OF UNIFORM SERVICES
PAGE 1 OF 5



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

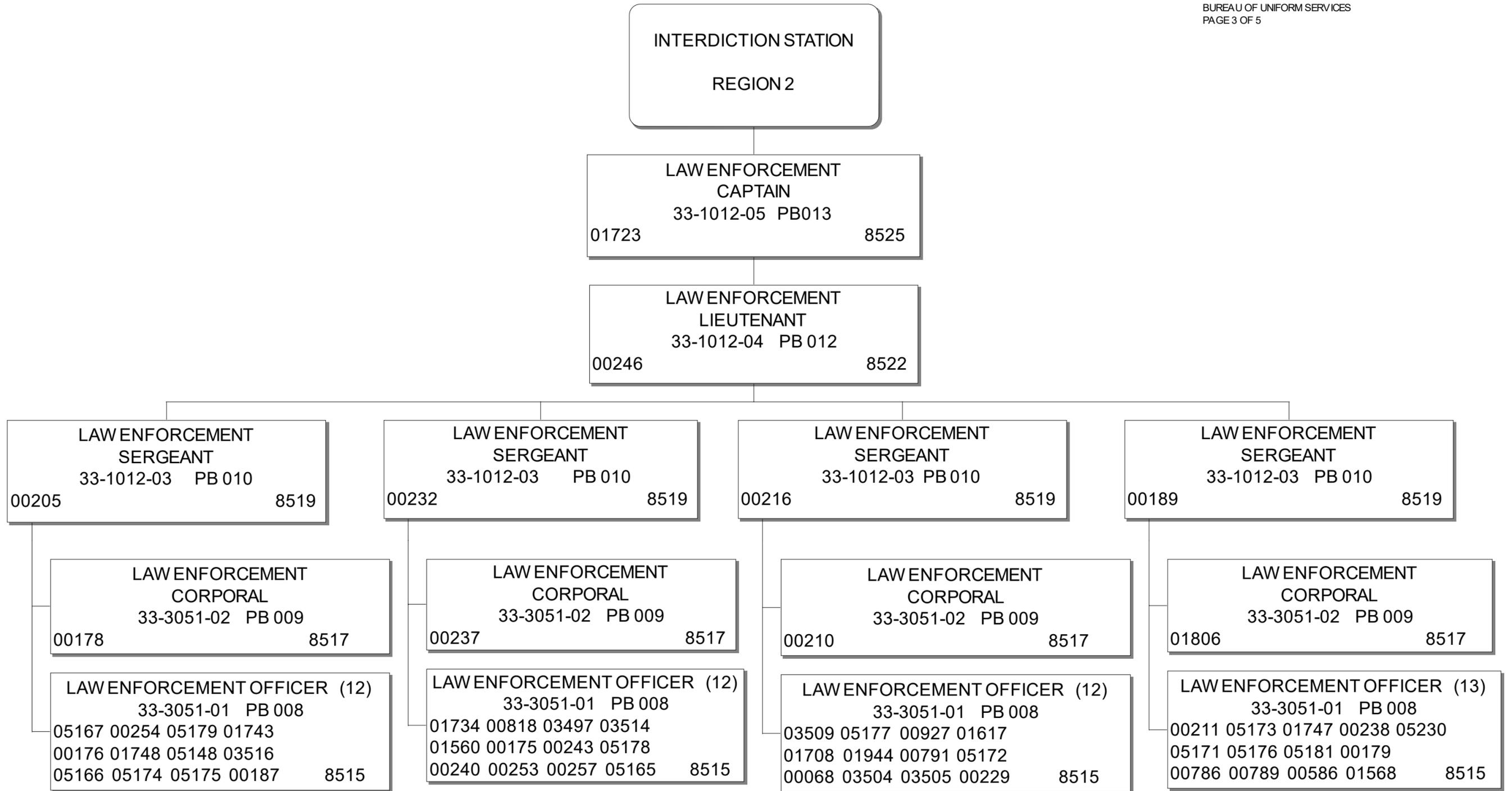
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
OFFICE OF AGRICULTURAL
LAW ENFORCEMENT**

BUREAU OF UNIFORM SERVICES
PAGE 2 OF 5



**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
OFFICE OF AGRICULTURAL
LAW ENFORCEMENT**

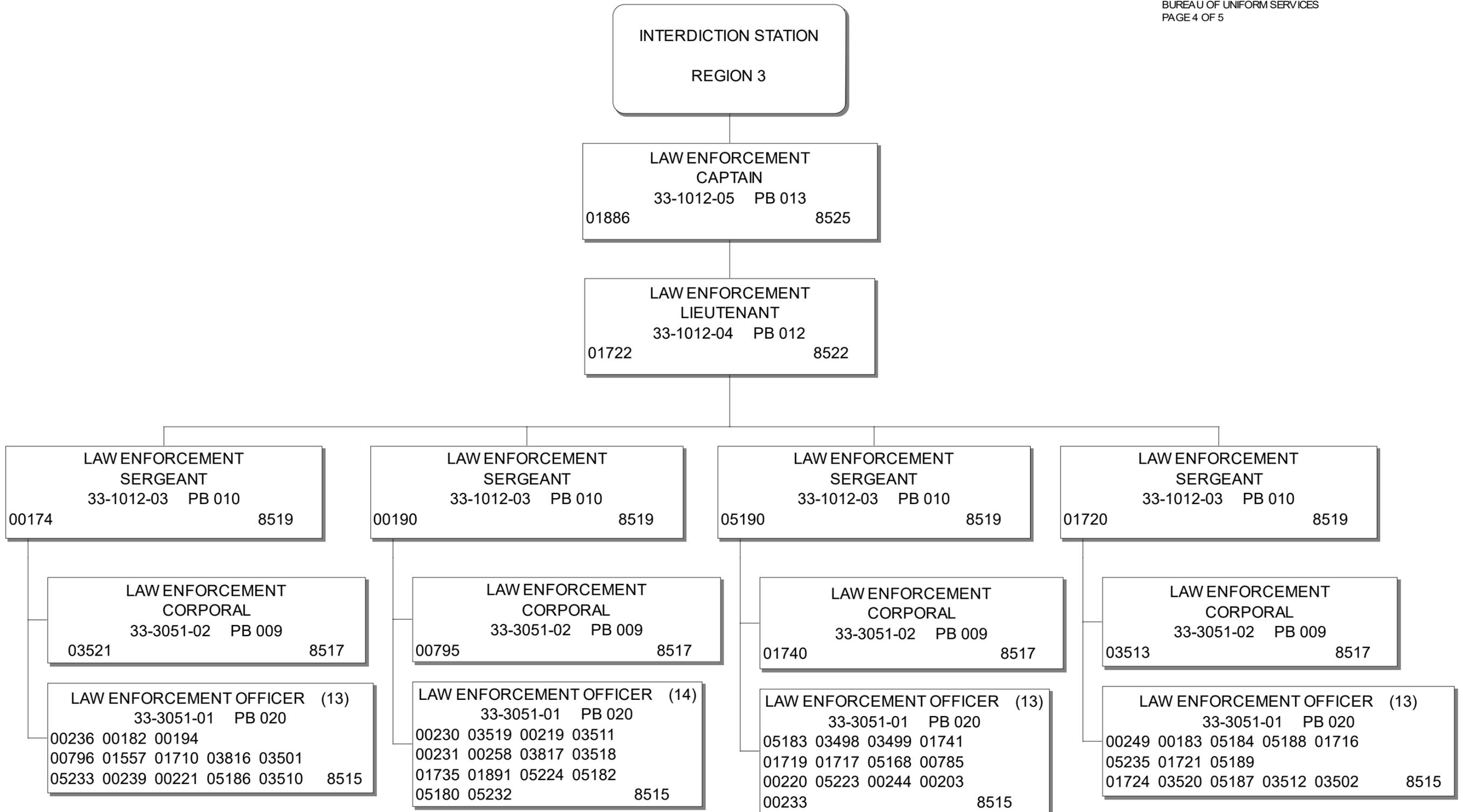
BUREAU OF UNIFORM SERVICES
PAGE 3 OF 5



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 1/30/2018

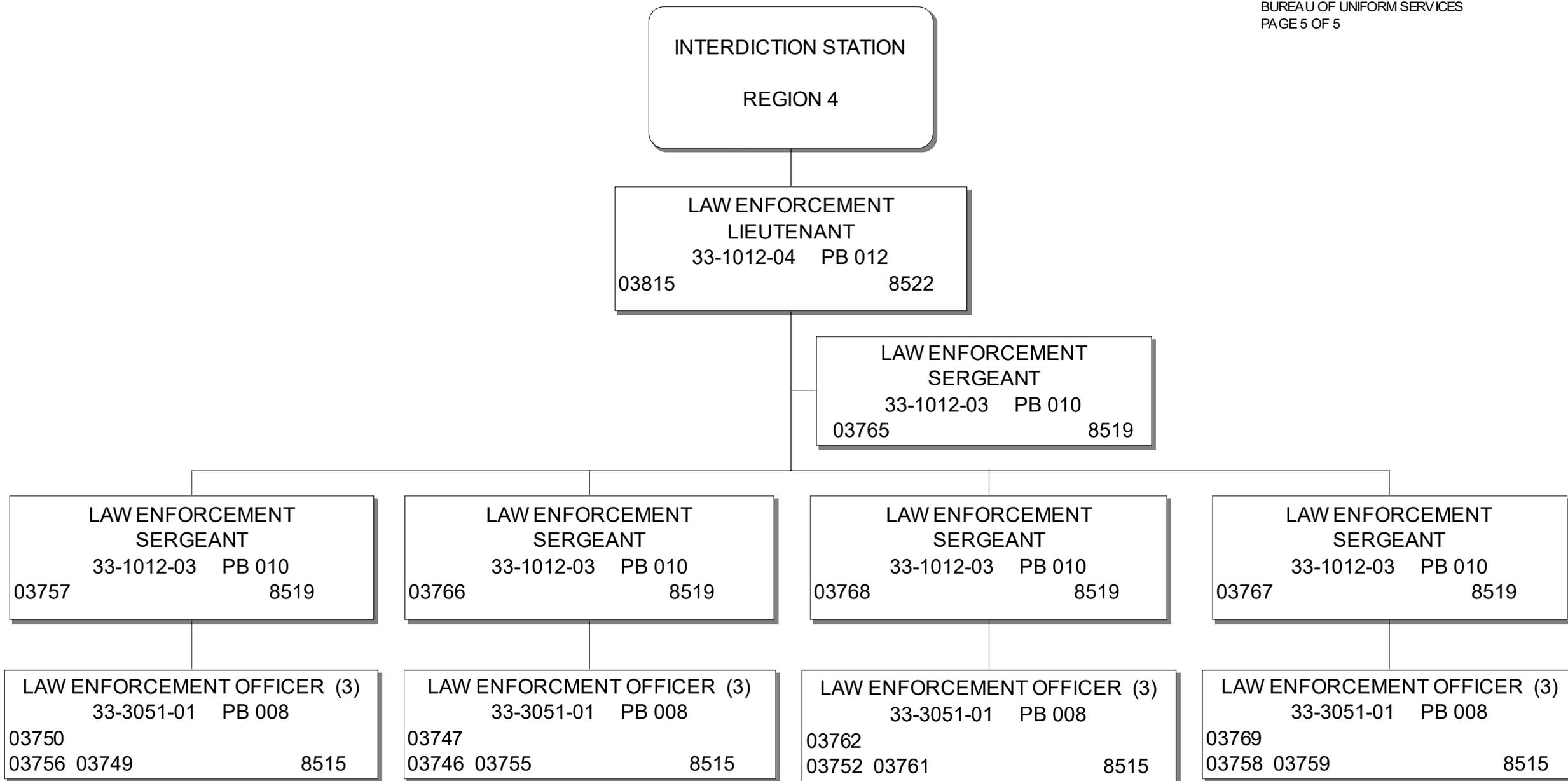
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
OFFICE OF AGRICULTURAL
LAW ENFORCEMENT**

BUREAU OF UNIFORM SERVICES
PAGE 4 OF 5



**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
OFFICE OF AGRICULTURAL
LAW ENFORCEMENT**

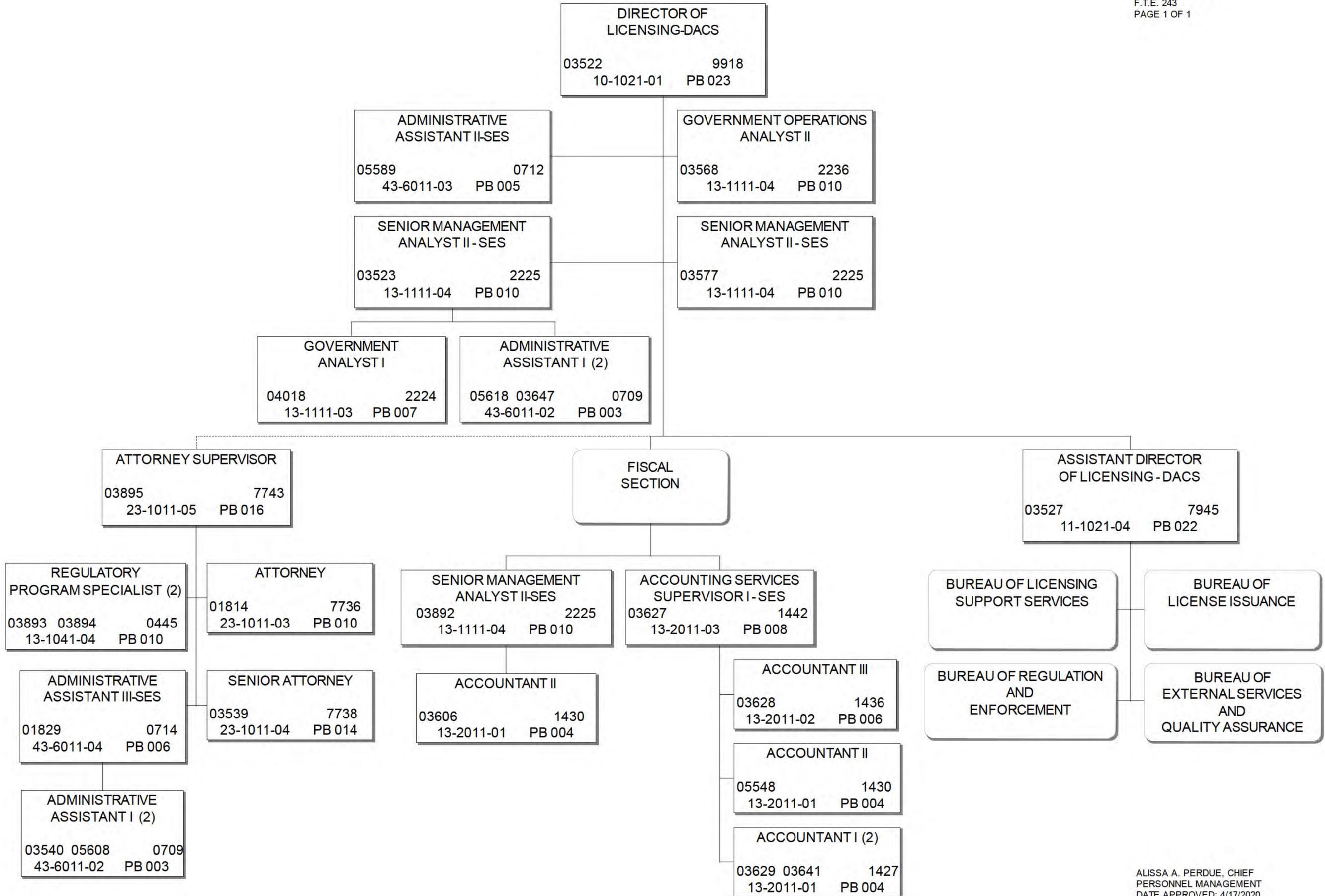
BUREAU OF UNIFORM SERVICES
PAGE 5 OF 5



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 5/4//2018

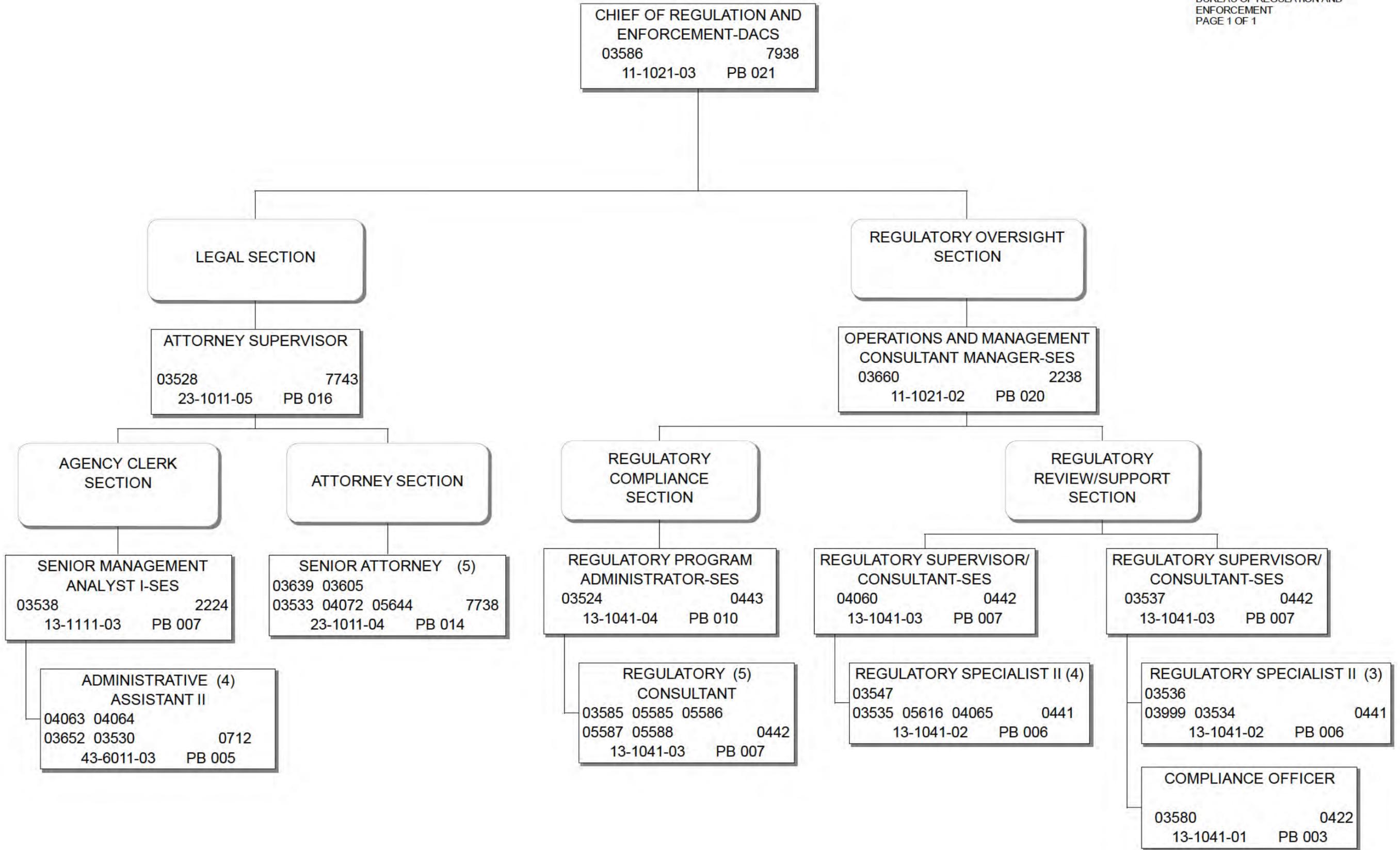
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF LICENSING**

DIRECTOR'S OFFICE
F.T.E. 243
PAGE 1 OF 1



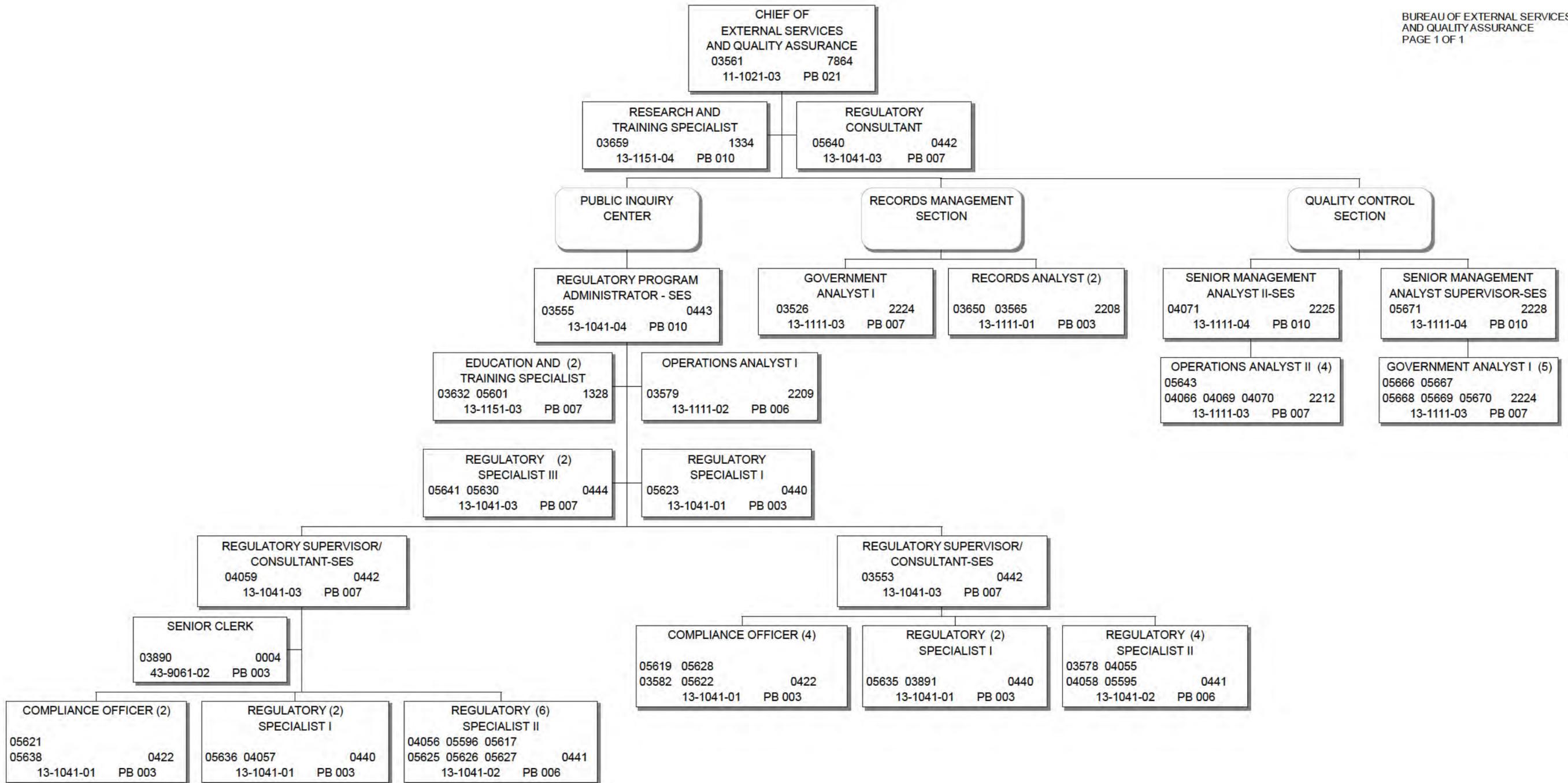
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF LICENSING**

BUREAU OF REGULATION AND
ENFORCEMENT
PAGE 1 OF 1

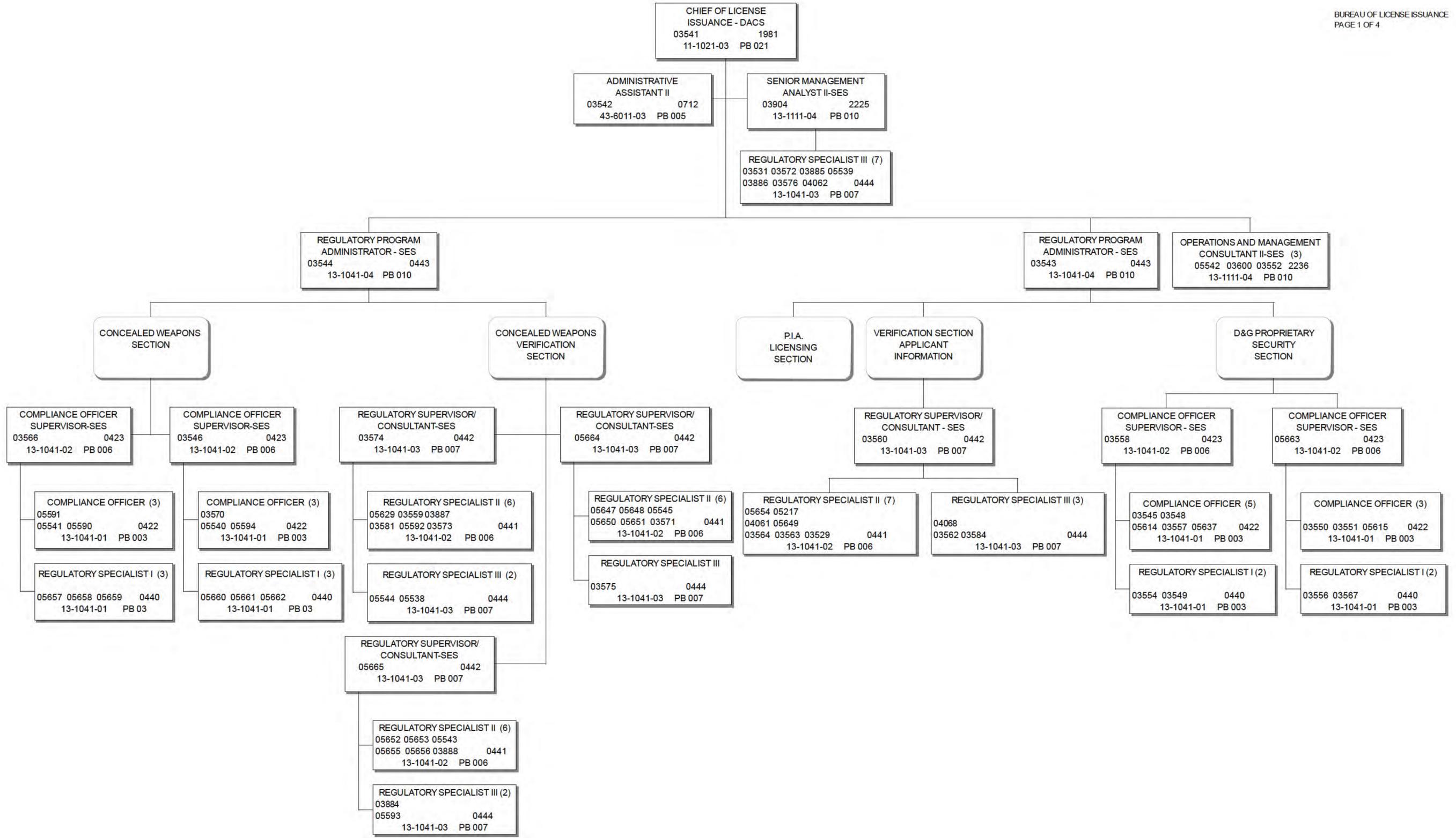


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF LICENSING**

BUREAU OF EXTERNAL SERVICES
AND QUALITY ASSURANCE
PAGE 1 OF 1

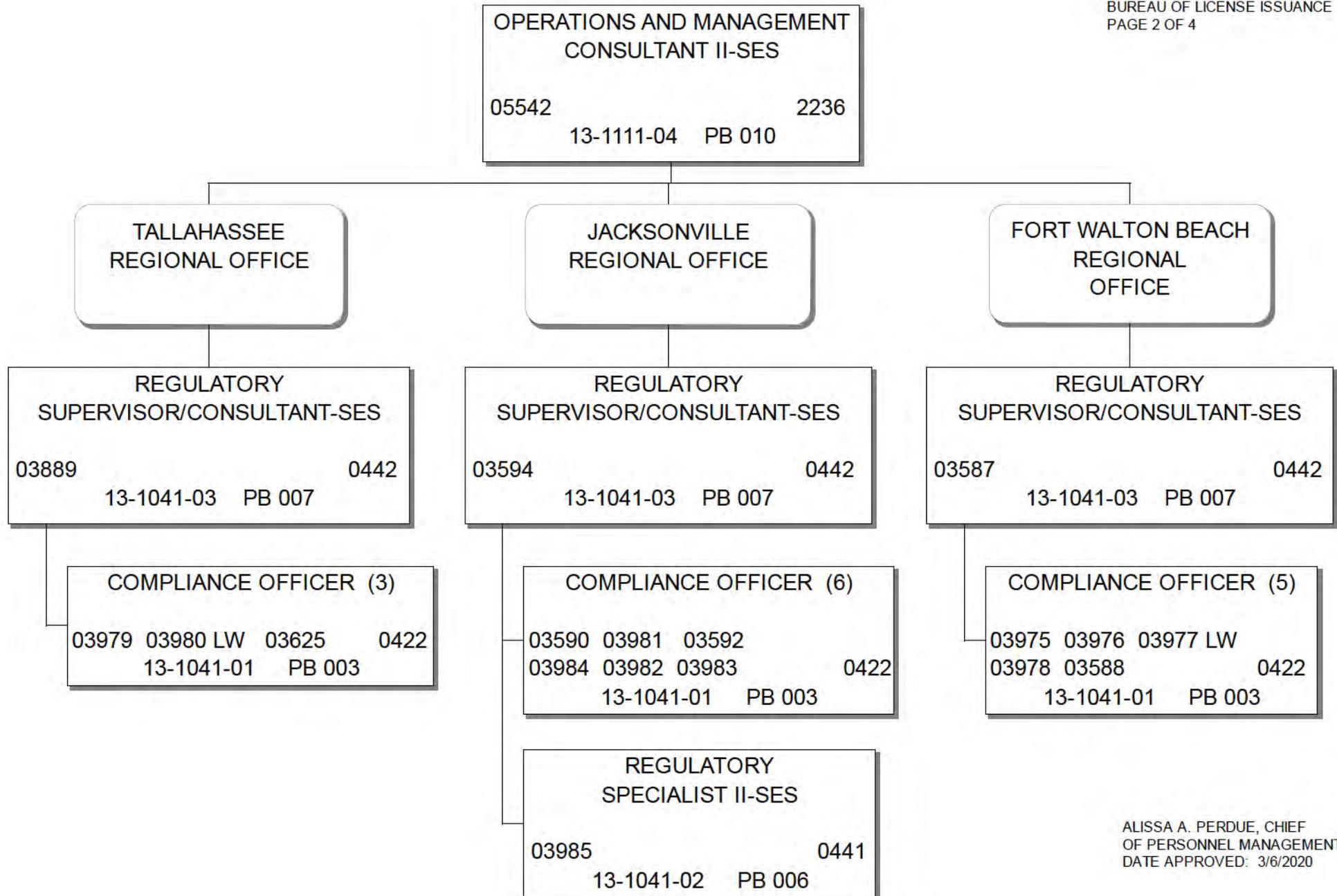


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF LICENSING**



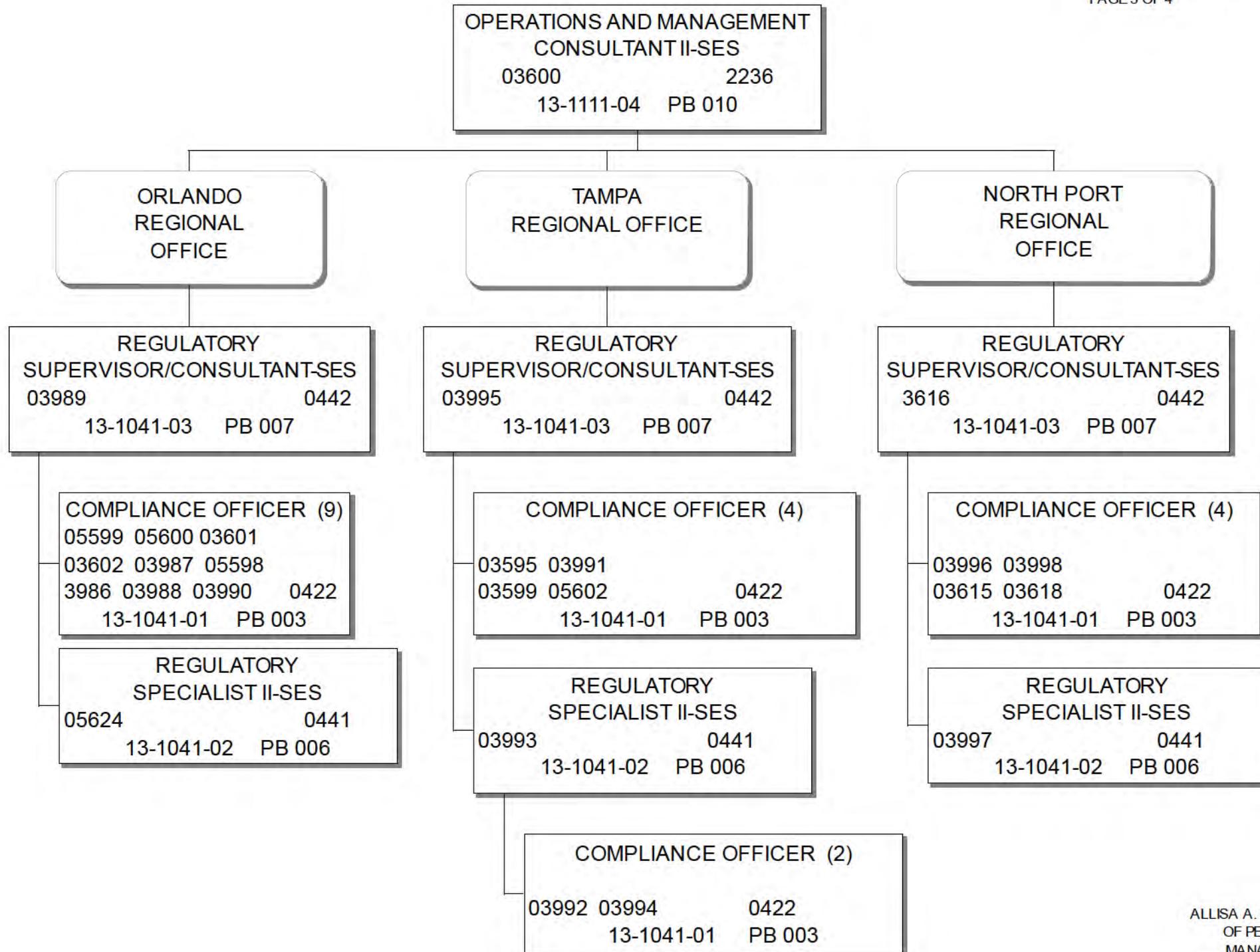
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF LICENSING**

BUREAU OF LICENSE ISSUANCE
PAGE 2 OF 4



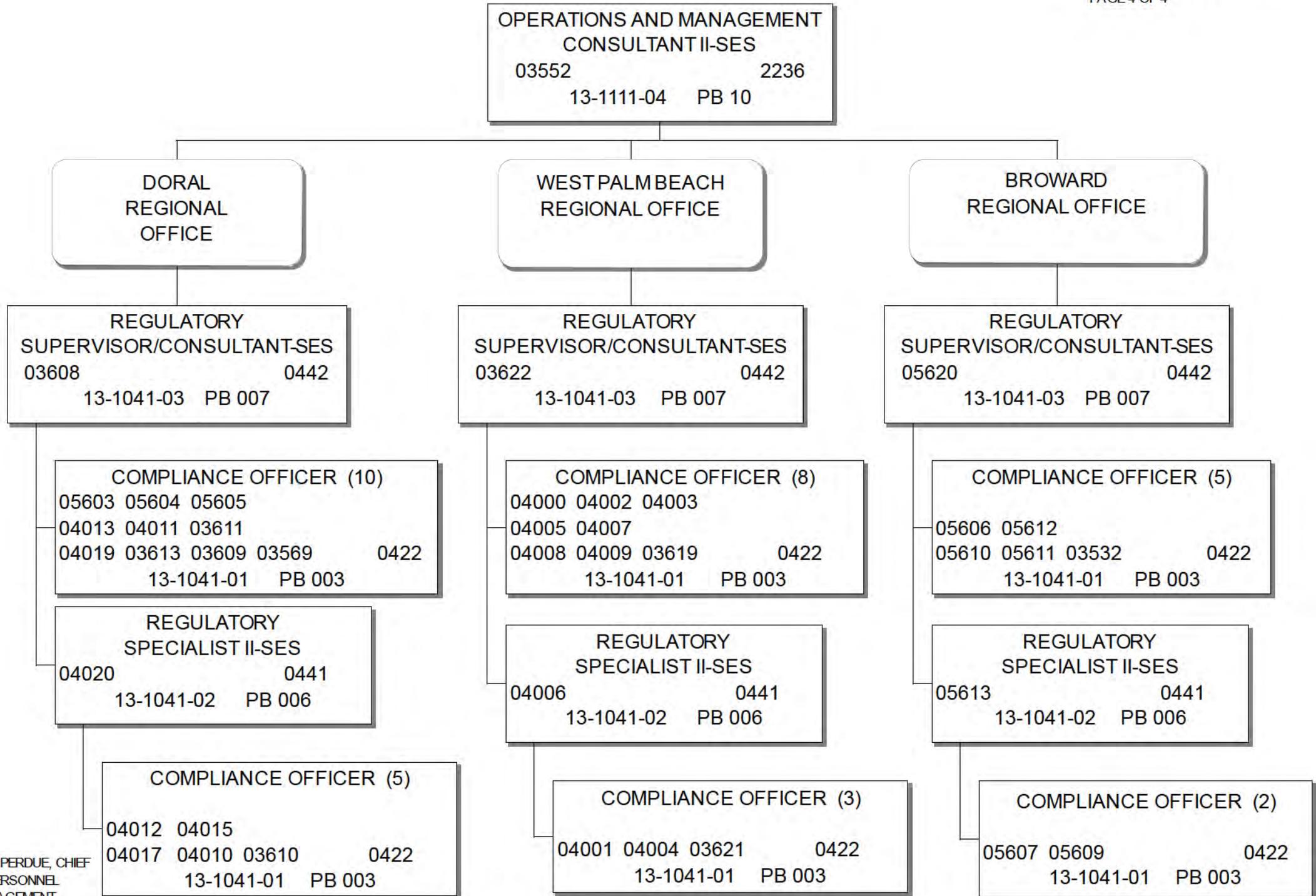
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF LICENSING**

BUREAU OF LICENSE ISSUANCE
PAGE 3 OF 4



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

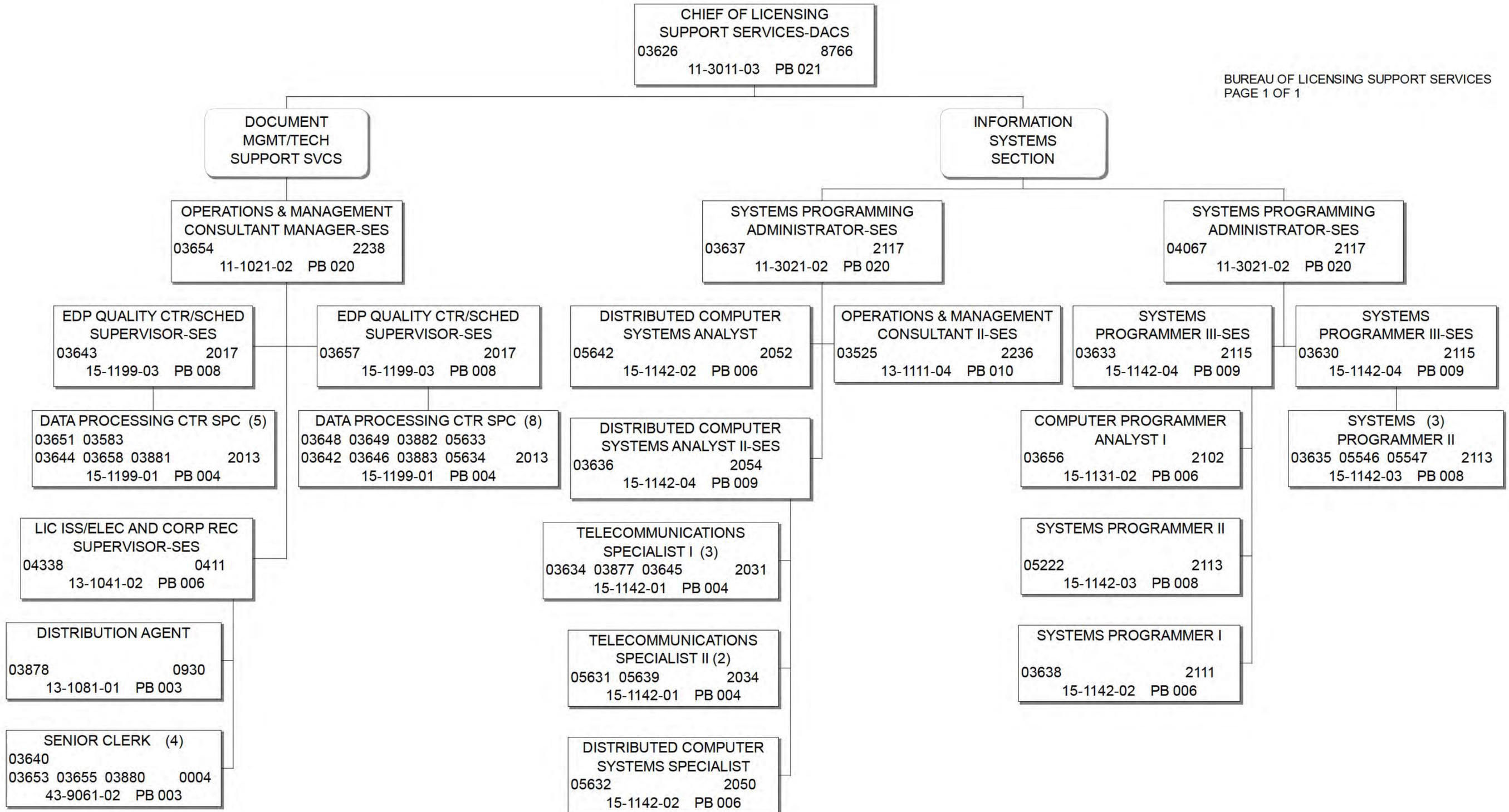
BUREAU OF LICENSE ISSUANCE
PAGE 4 OF 4



ALLISA A. PERDUE, CHIEF
OF PERSONNEL
MANAGEMENT
DATE APPROVED: 3/6/2020

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

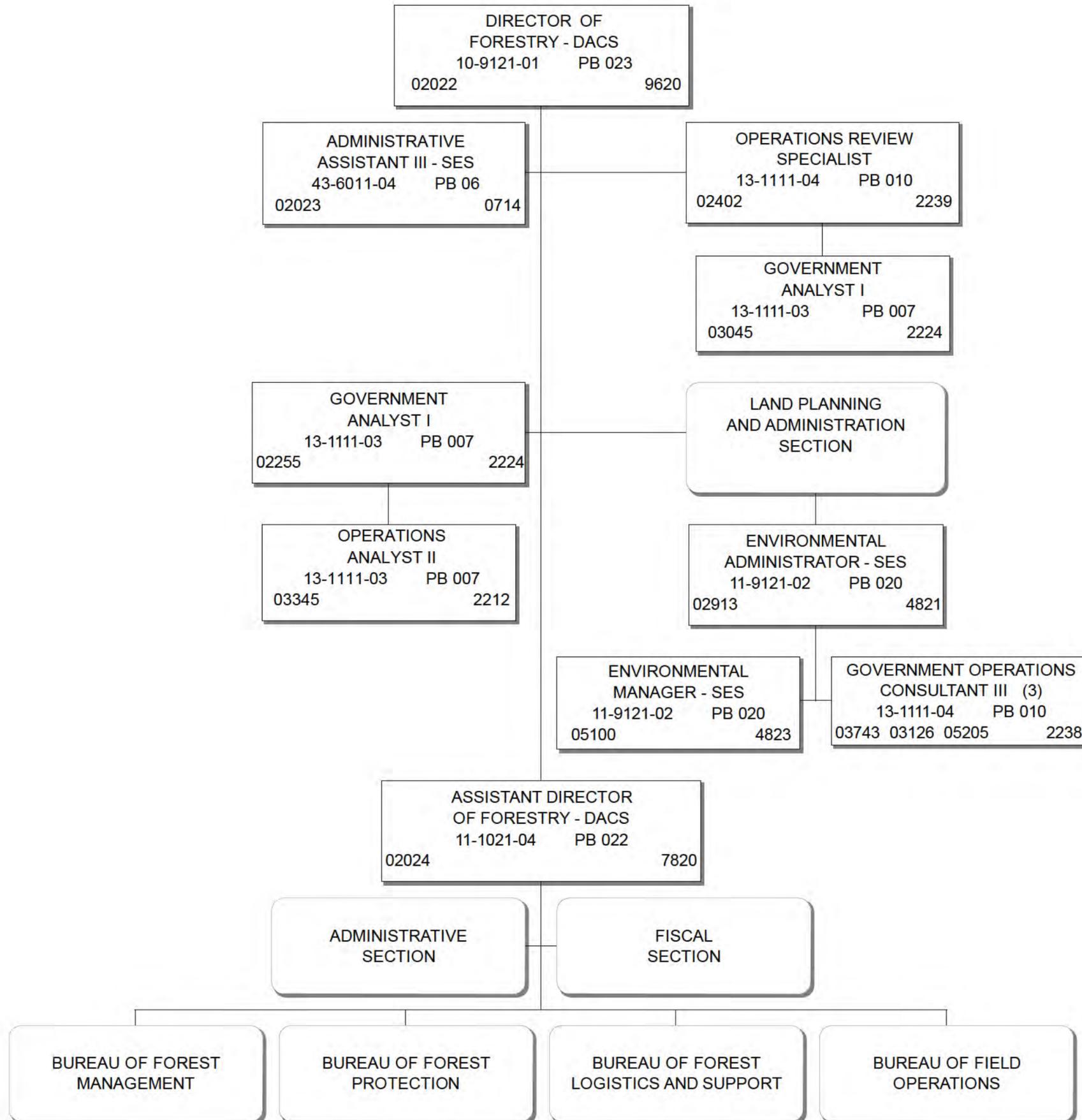
BUREAU OF LICENSING SUPPORT SERVICES
PAGE 1 OF 1



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
DATE APPROVED: 1/14/2020

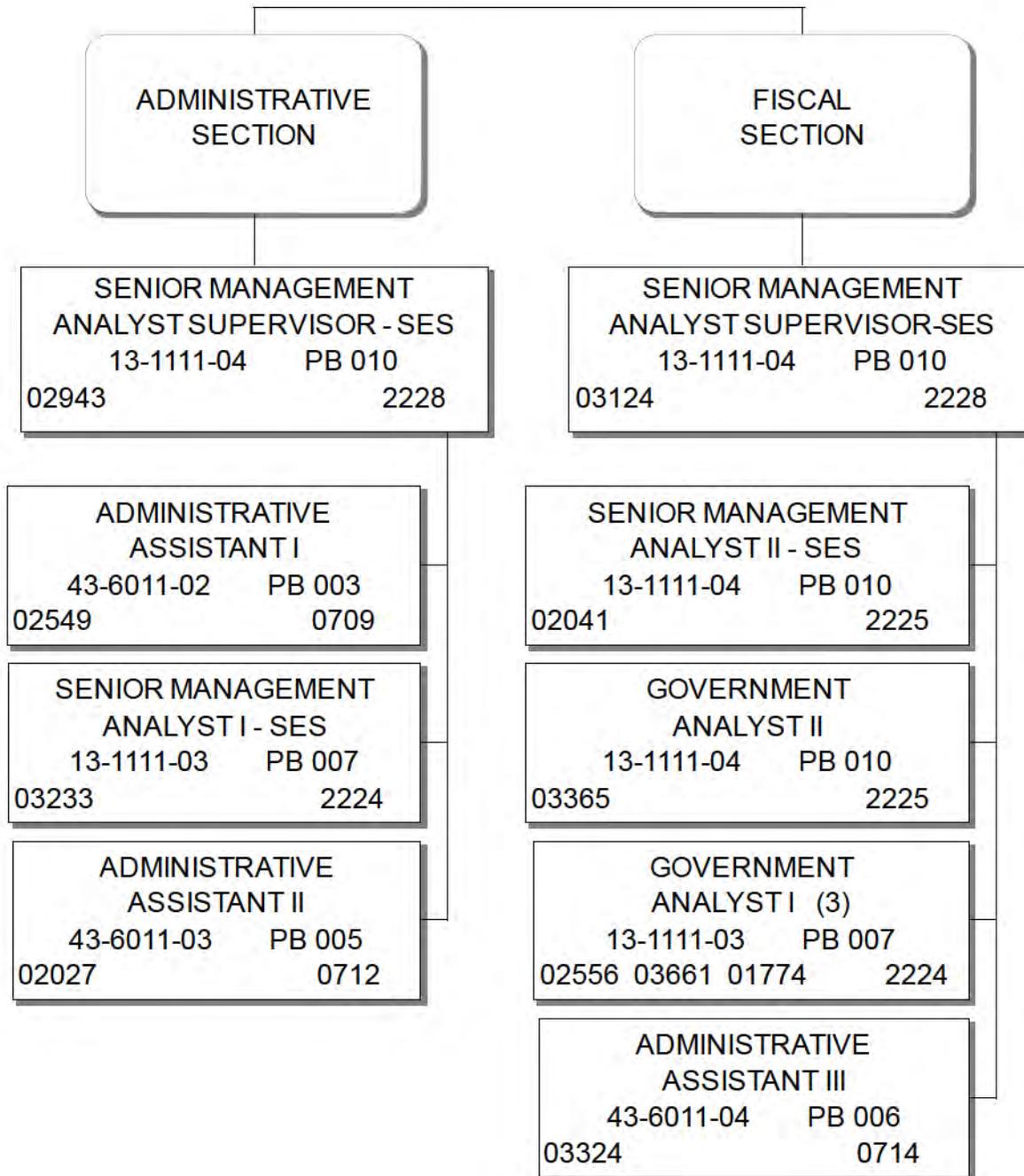
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

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



ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 6/8/2020

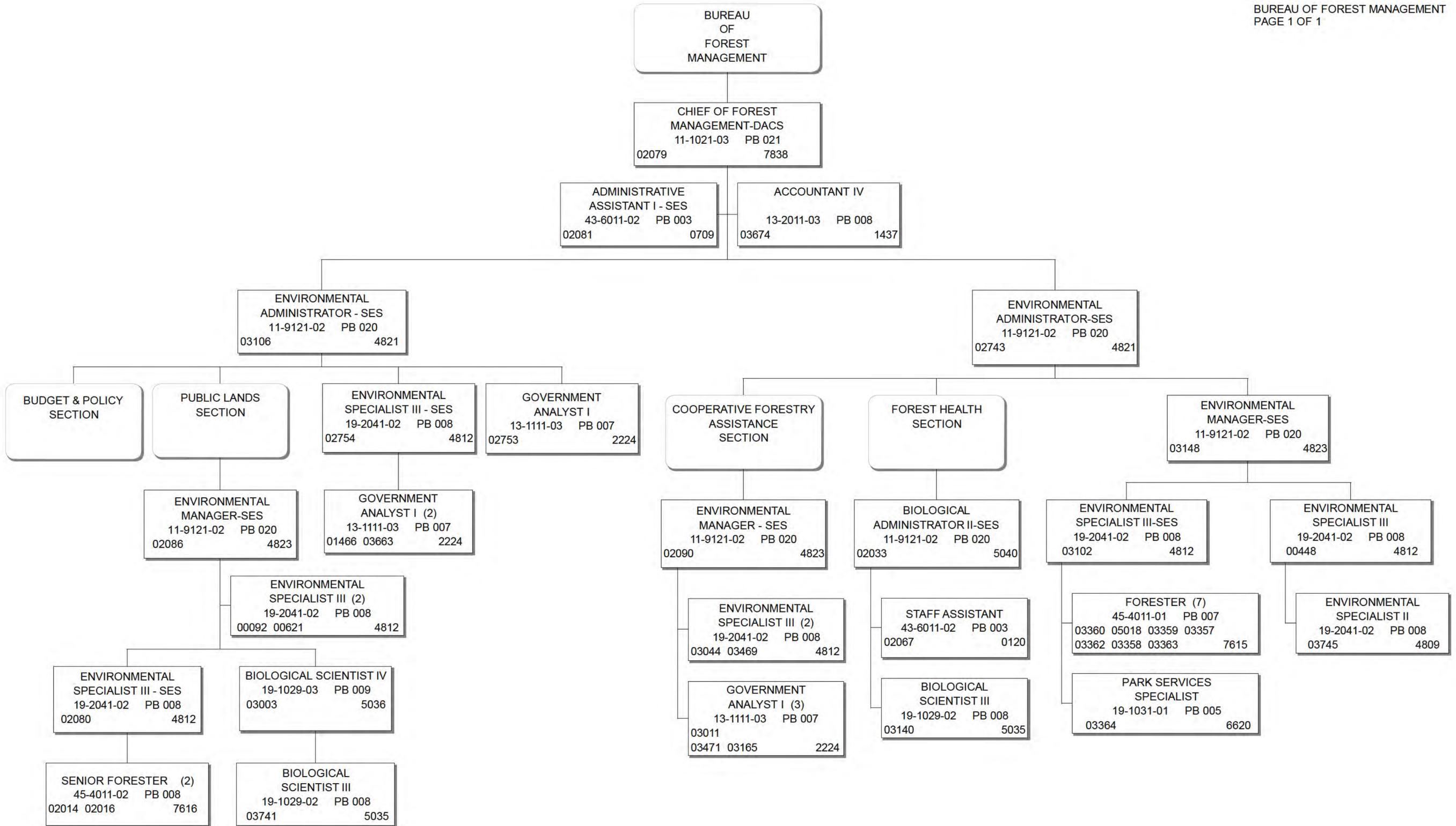
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**



DIRECTOR'S OFFICE
PAGE 2 OF 2

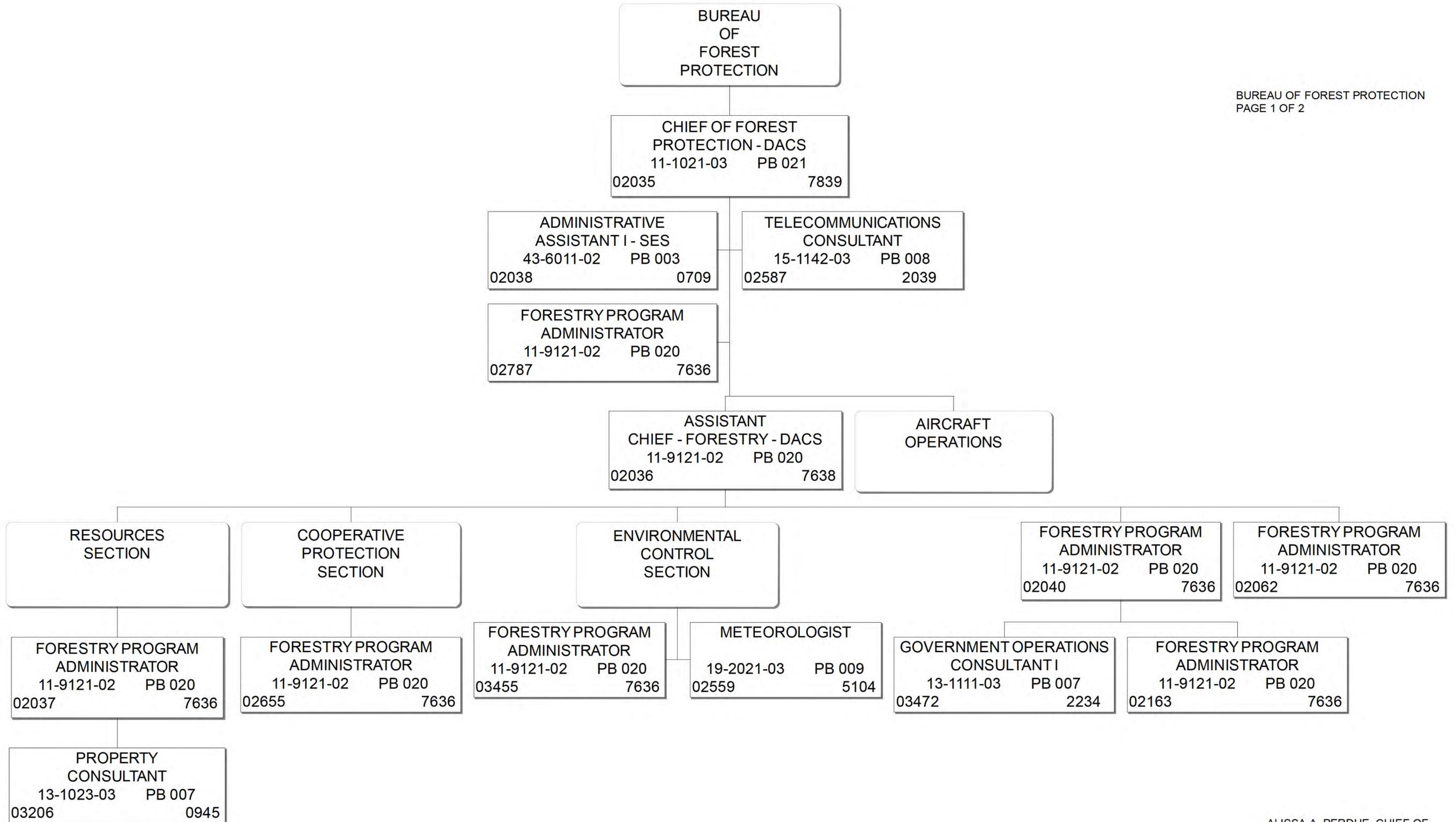
DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE

BUREAU OF FOREST MANAGEMENT
PAGE 1 OF 1



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

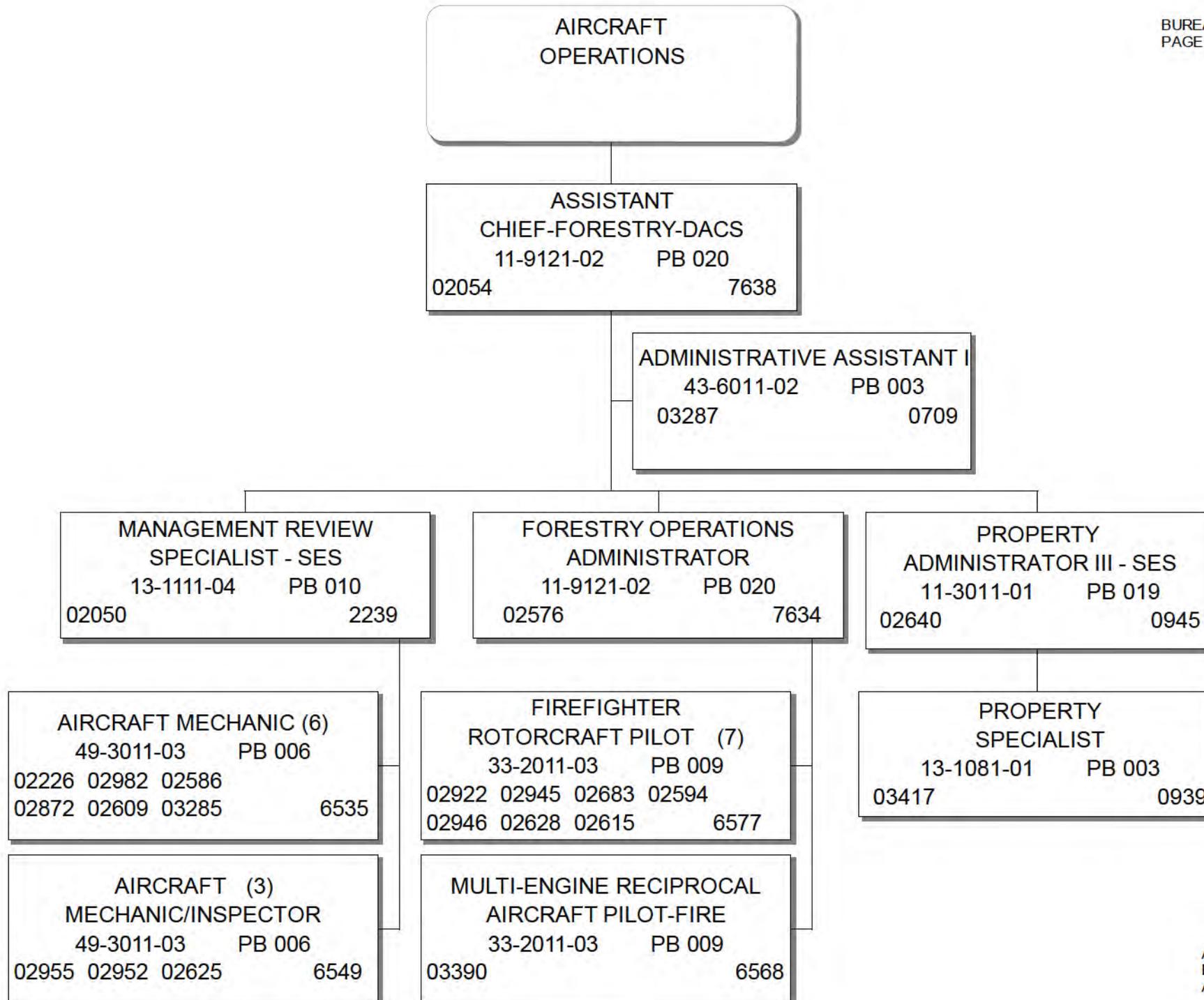
BUREAU OF FOREST PROTECTION
PAGE 1 OF 2



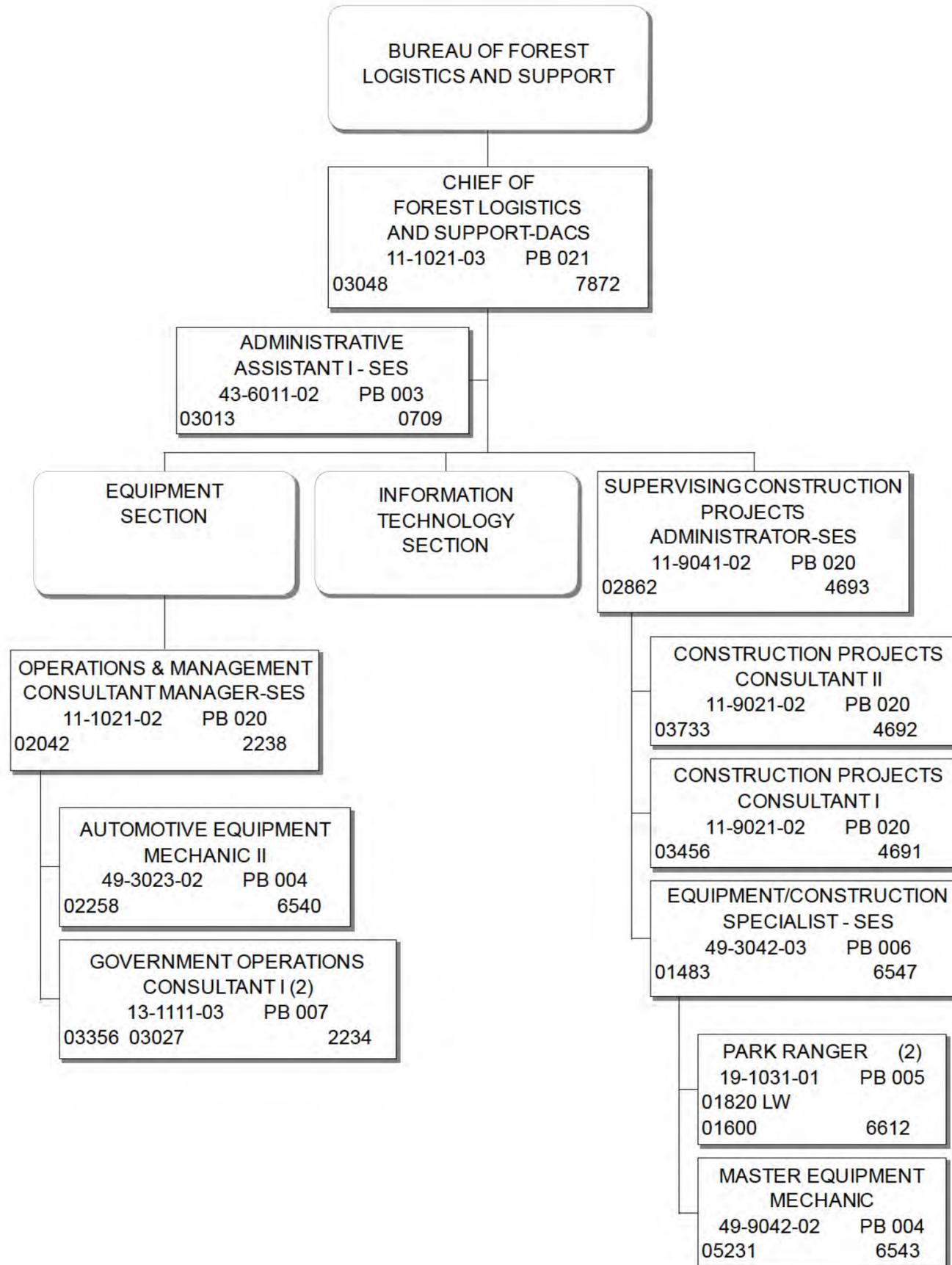
ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 6/8/2020

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

BUREAU OF FOREST PROTECTION
PAGE 2 OF 2

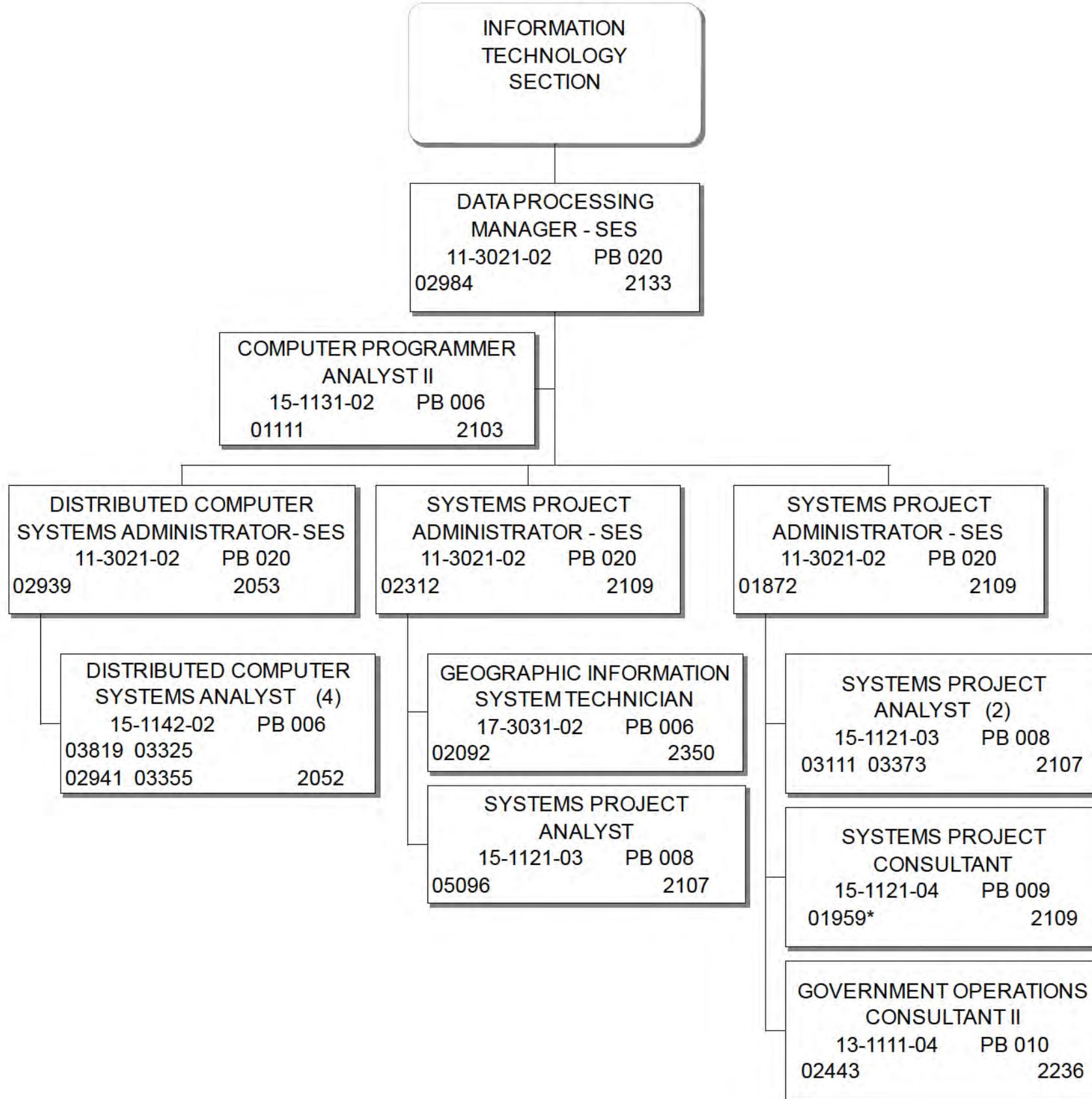


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**



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

BUREAU OF FOREST LOGISTICS
AND SUPPORT
PAGE 2 OF 2



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

BUREAU OF FIELD
OPERATIONS
ADMINISTRATIVE
PAGE 1 OF 3

BUREAU
OF
FIELD
OPERATIONS

CHIEF OF FIELD
OPERATIONS - DACS
11-1021-03 PB 021
03049 7860

DEPUTY CHIEF OF FORESTRY
REGION 1
11-1021-02 PB 020
02553 7639

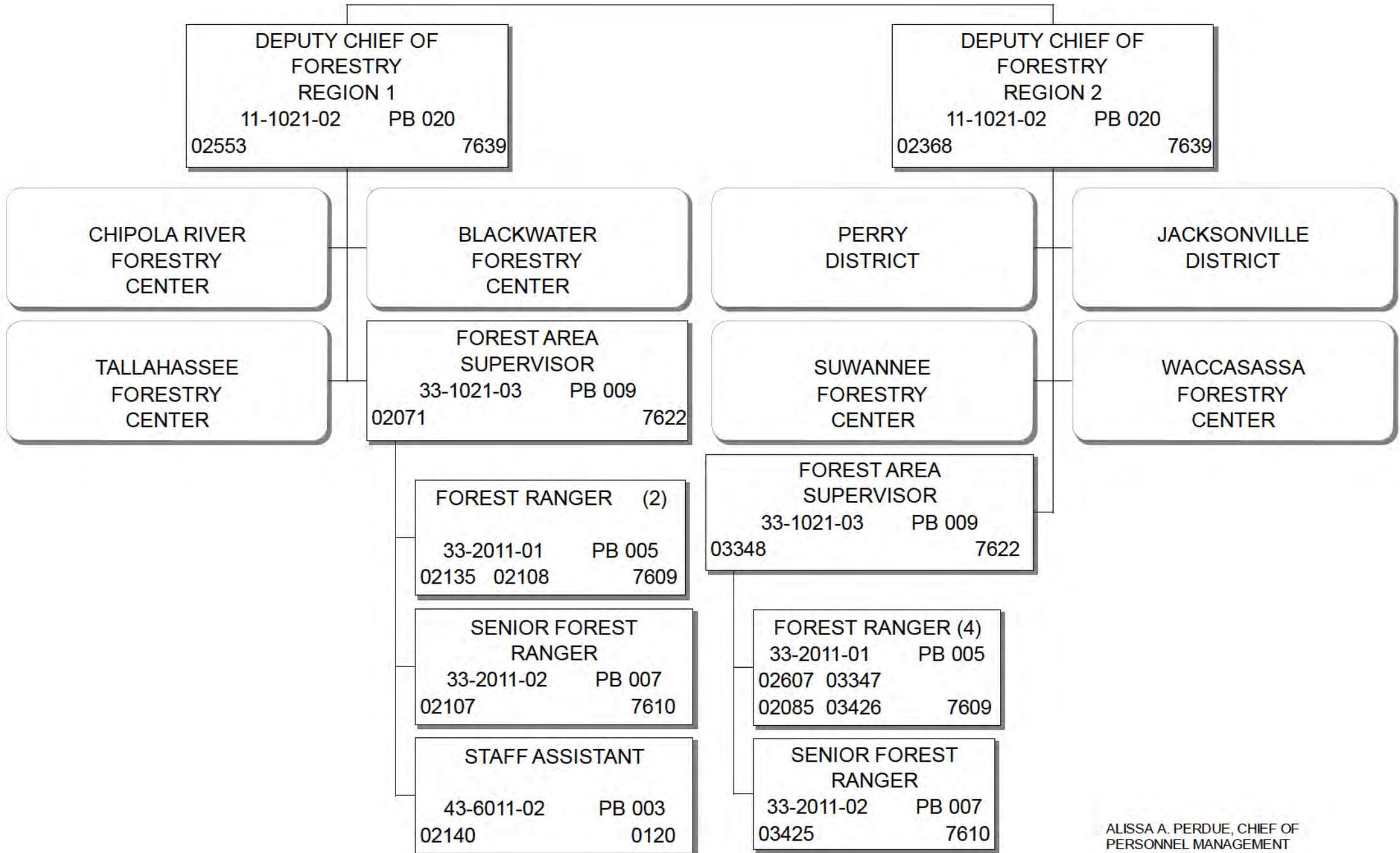
DEPUTY CHIEF OF FORESTRY
REGION 2
11-1021-02 PB 020
02368 7639

DEPUTY CHIEF OF FORESTRY
REGION 3
11-1021-02 PB 020
03036 7639

DEPUTY CHIEF OF FORESTRY
REGION 4
11-1021-02 PB 020
03420 7639

DEPARTMENT OF AGRICULTURE AND COSUMER SERVICES FLORIDA FOREST SERVICE

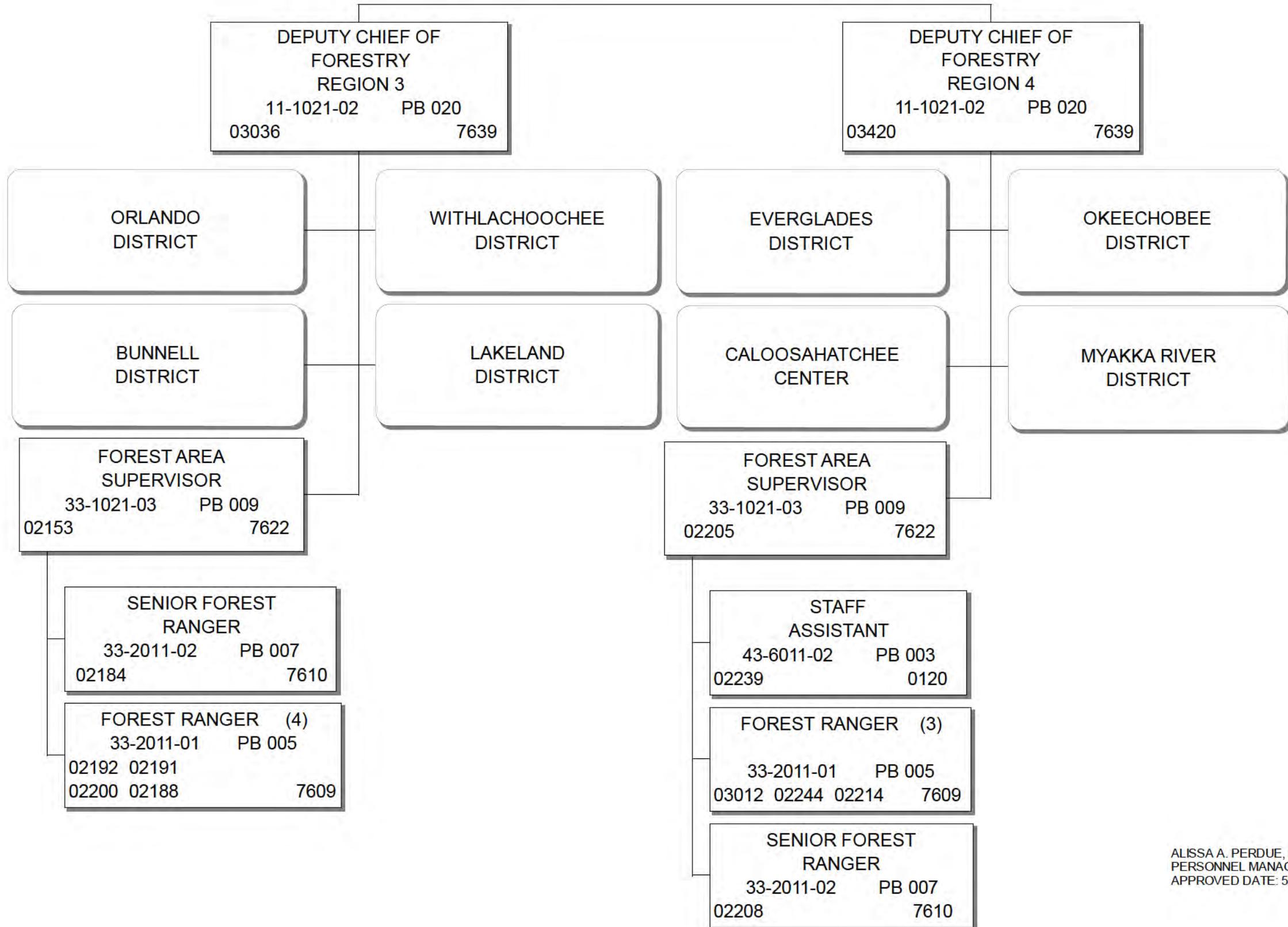
BUREAU OF FIELD
OPERATIONS
ADMINISTRATIVE
PAGE 2 OF 3



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

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

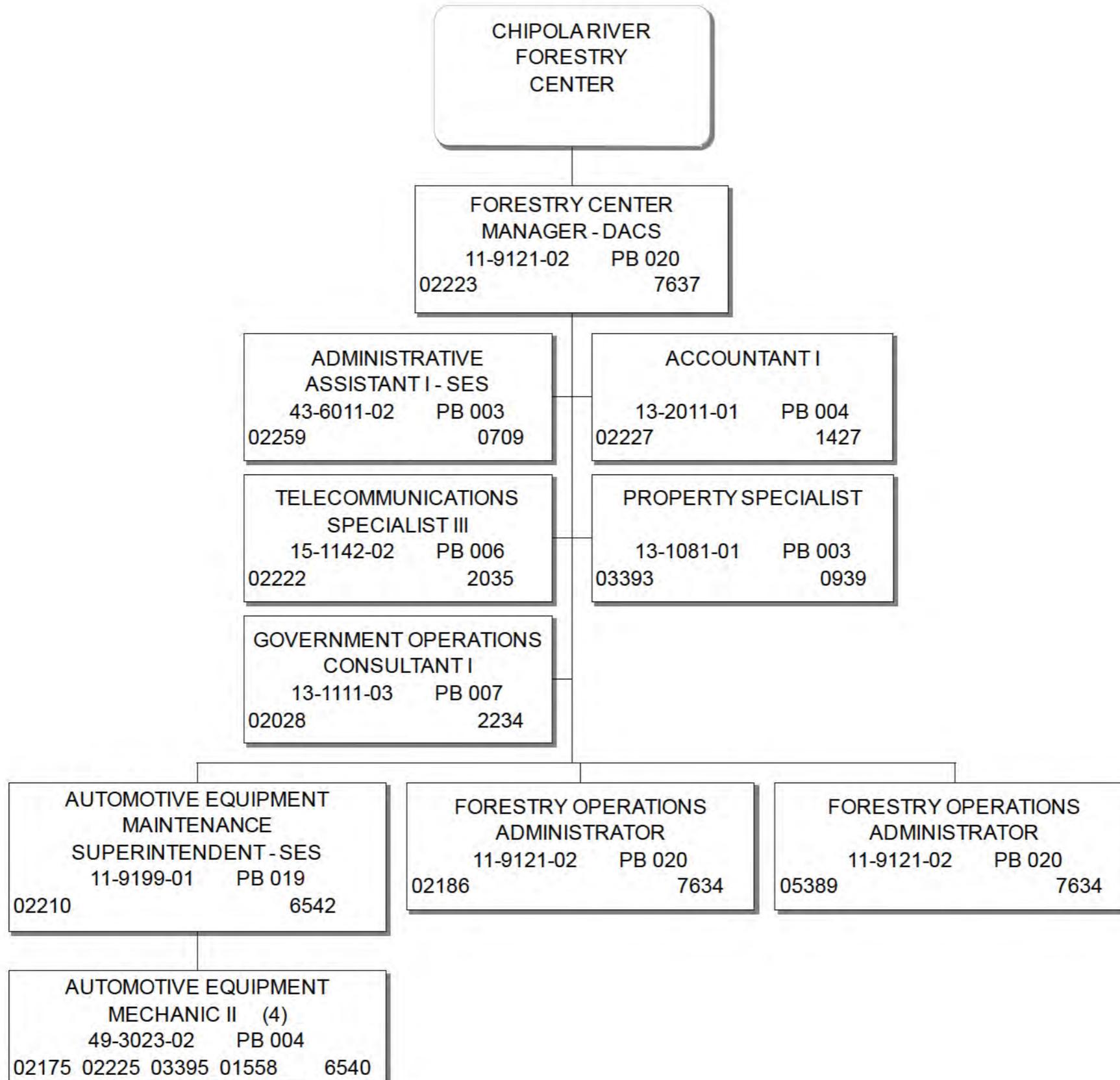
BUREAU OF FIELD OPERATIONS
ADMINISTRATIVE
PAGE 3 OF 3



ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 5/11/2012

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

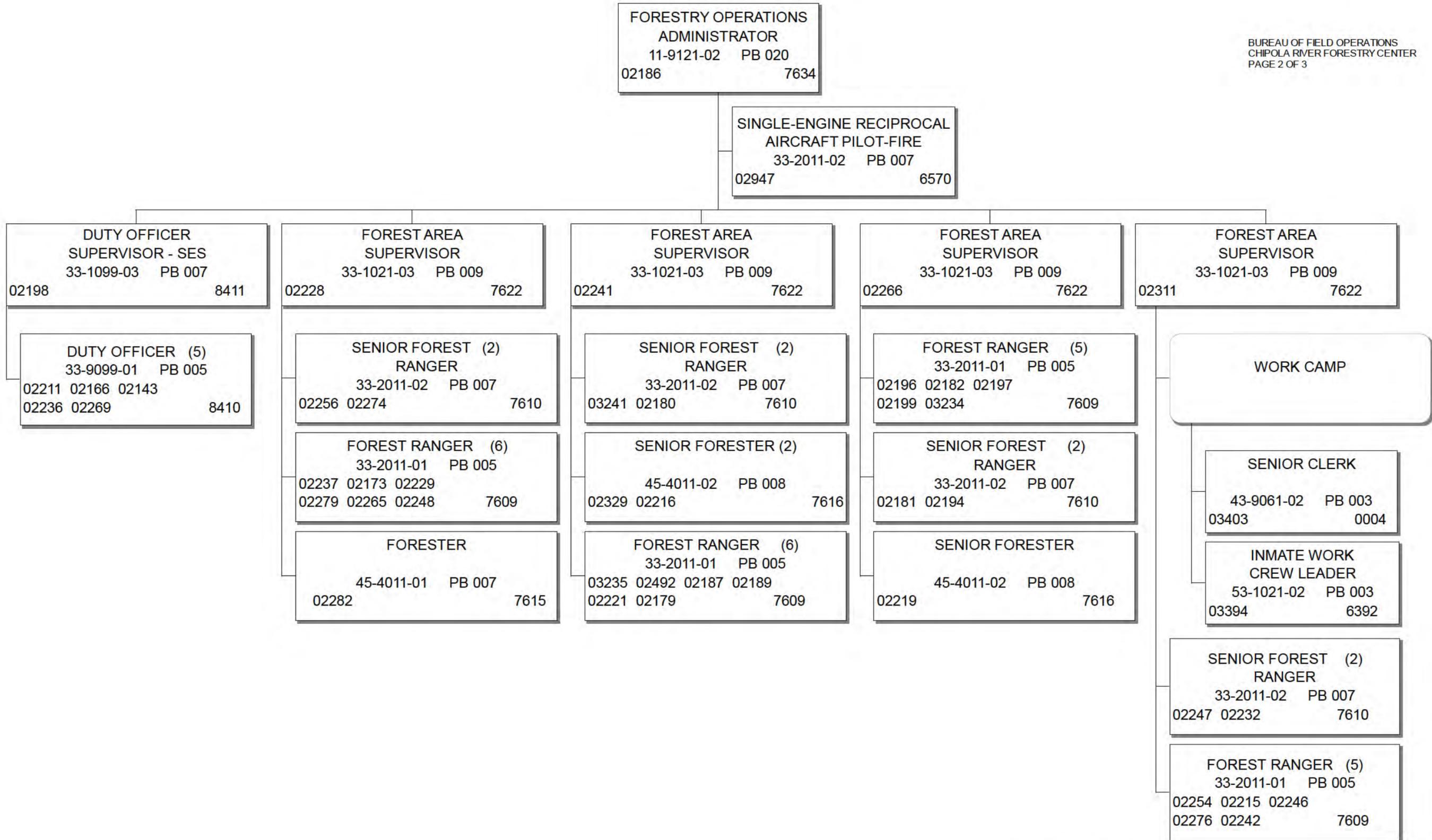
BUREAU OF FIELD OPERATIONS
CHIPOLA RIVER FORESTRY CENTER
PAGE 1 OF 3



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

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

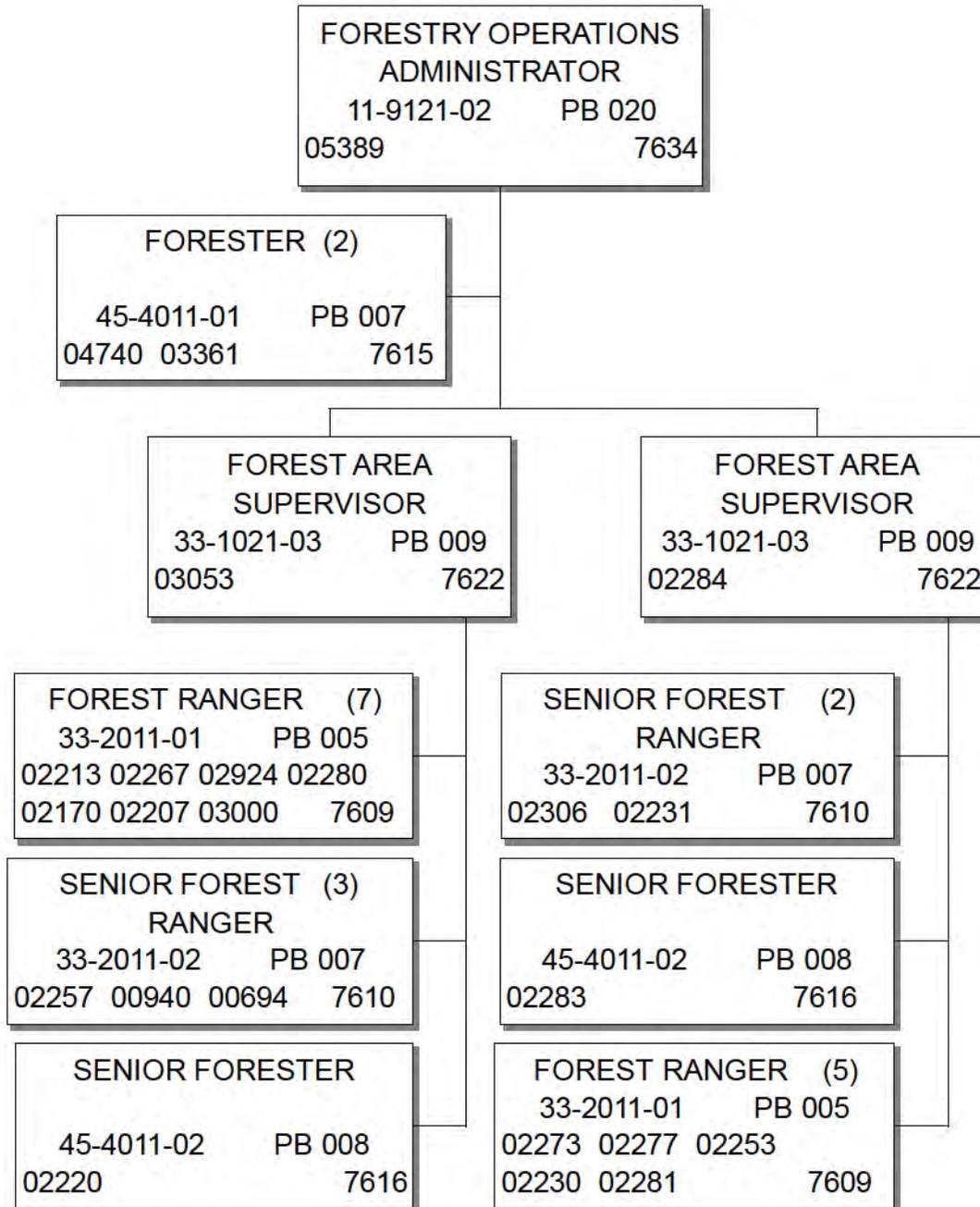
BUREAU OF FIELD OPERATIONS
CHIPOLA RIVER FORESTRY CENTER
PAGE 2 OF 3



ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 4/15/2020

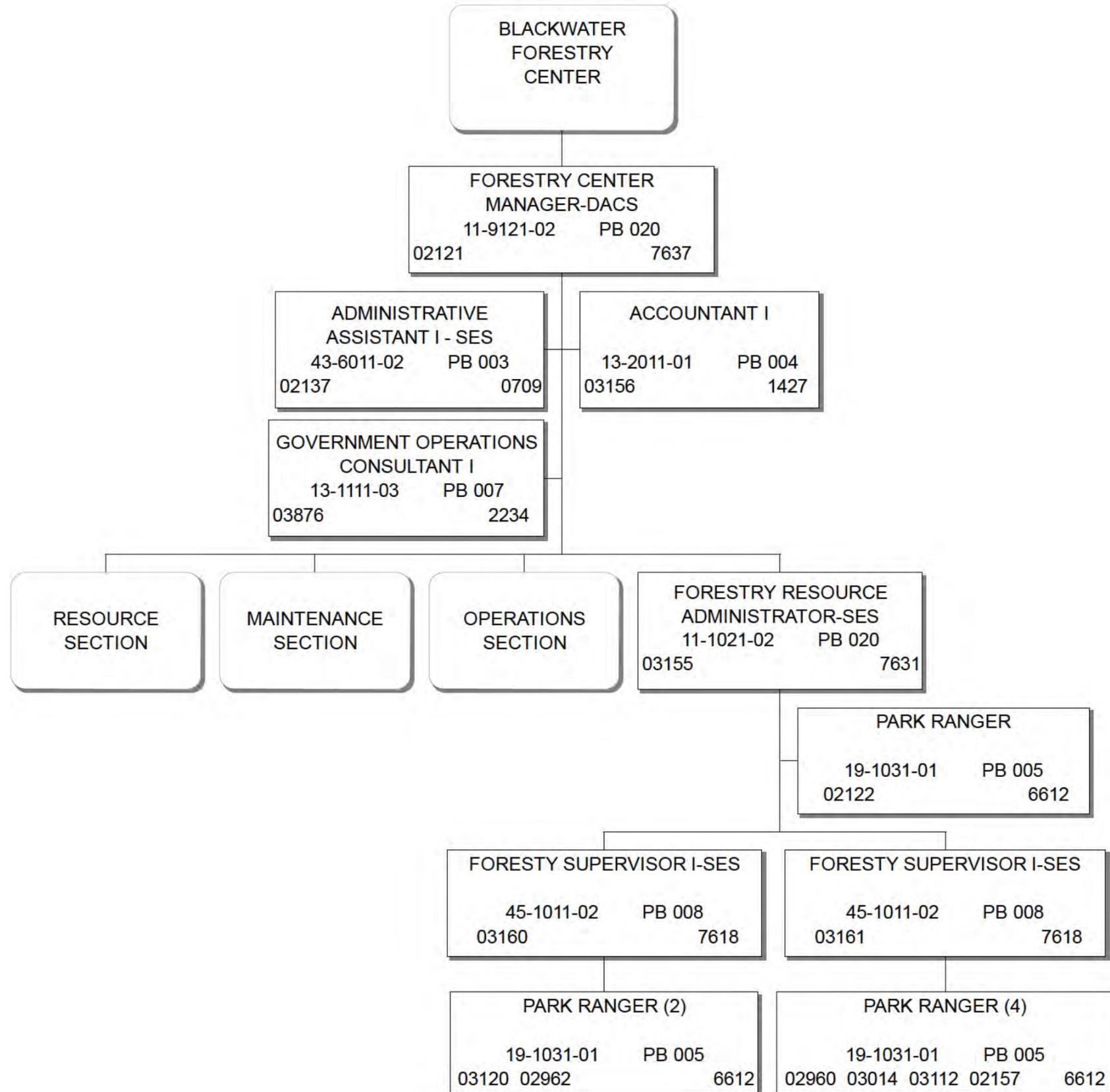
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

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



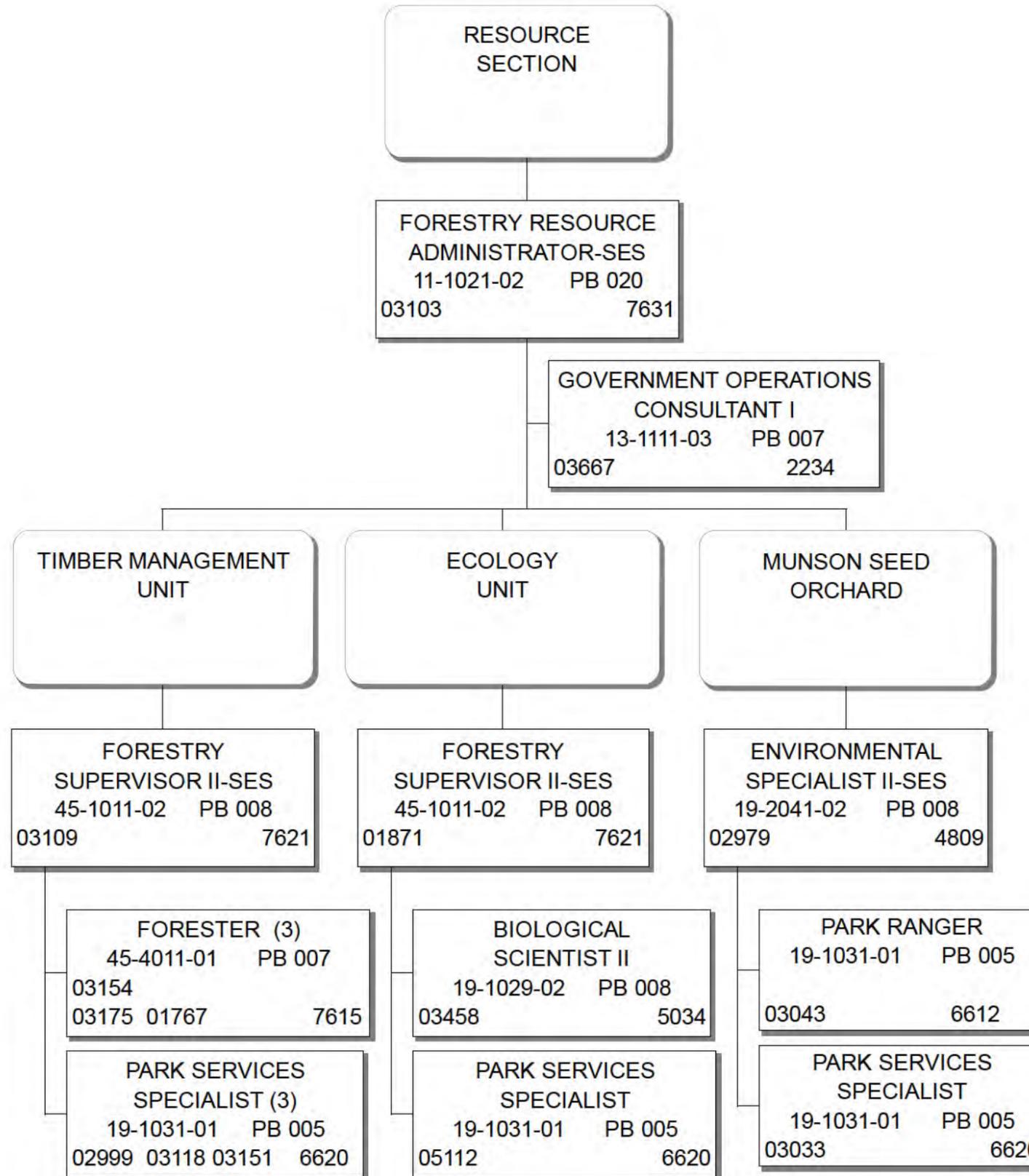
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
BLACKWATER FORESTRY
CENTER
PAGE 1 OF 4



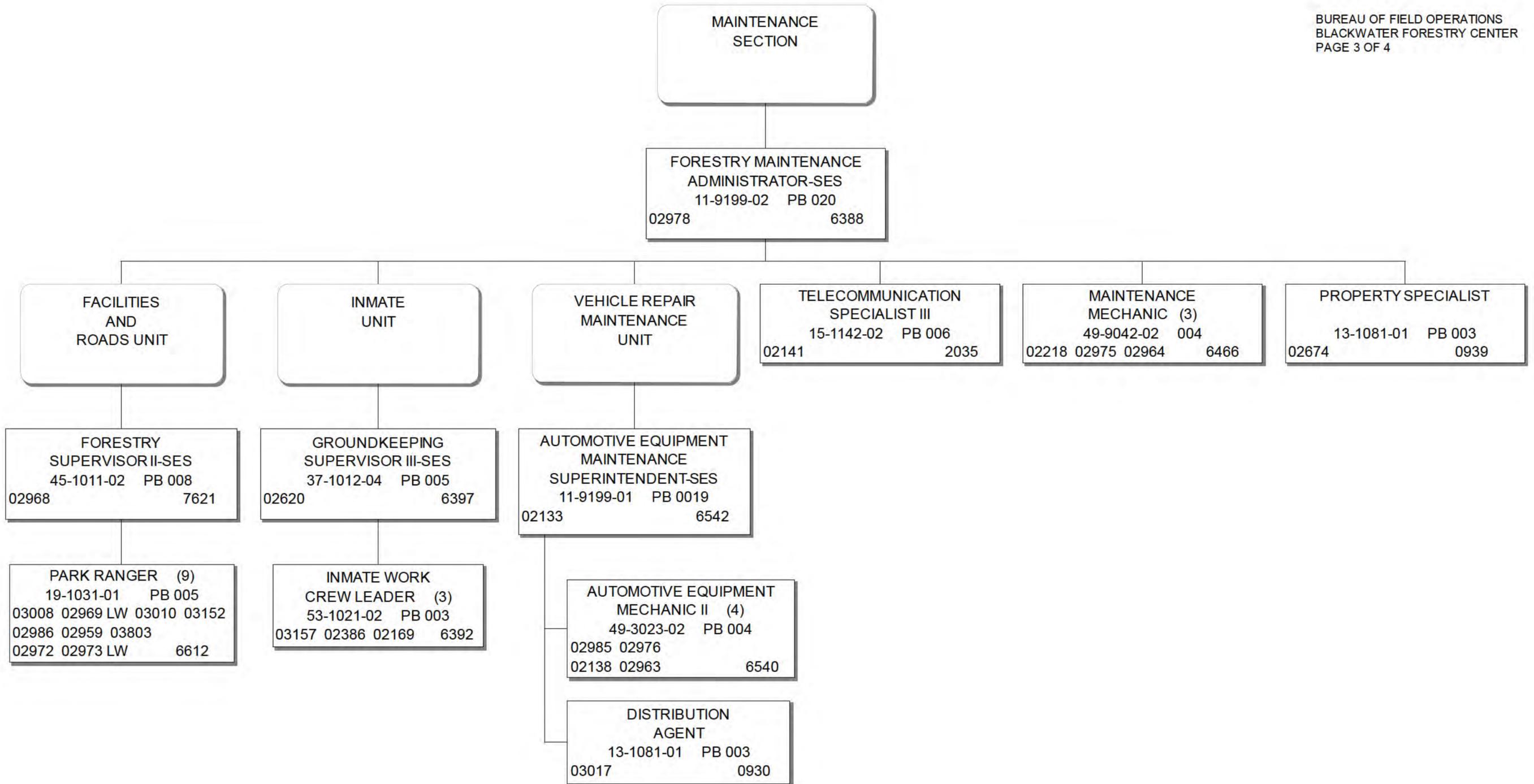
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
BLACKWATER FORESTRY CENTER
PAGE 2 OF 4



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

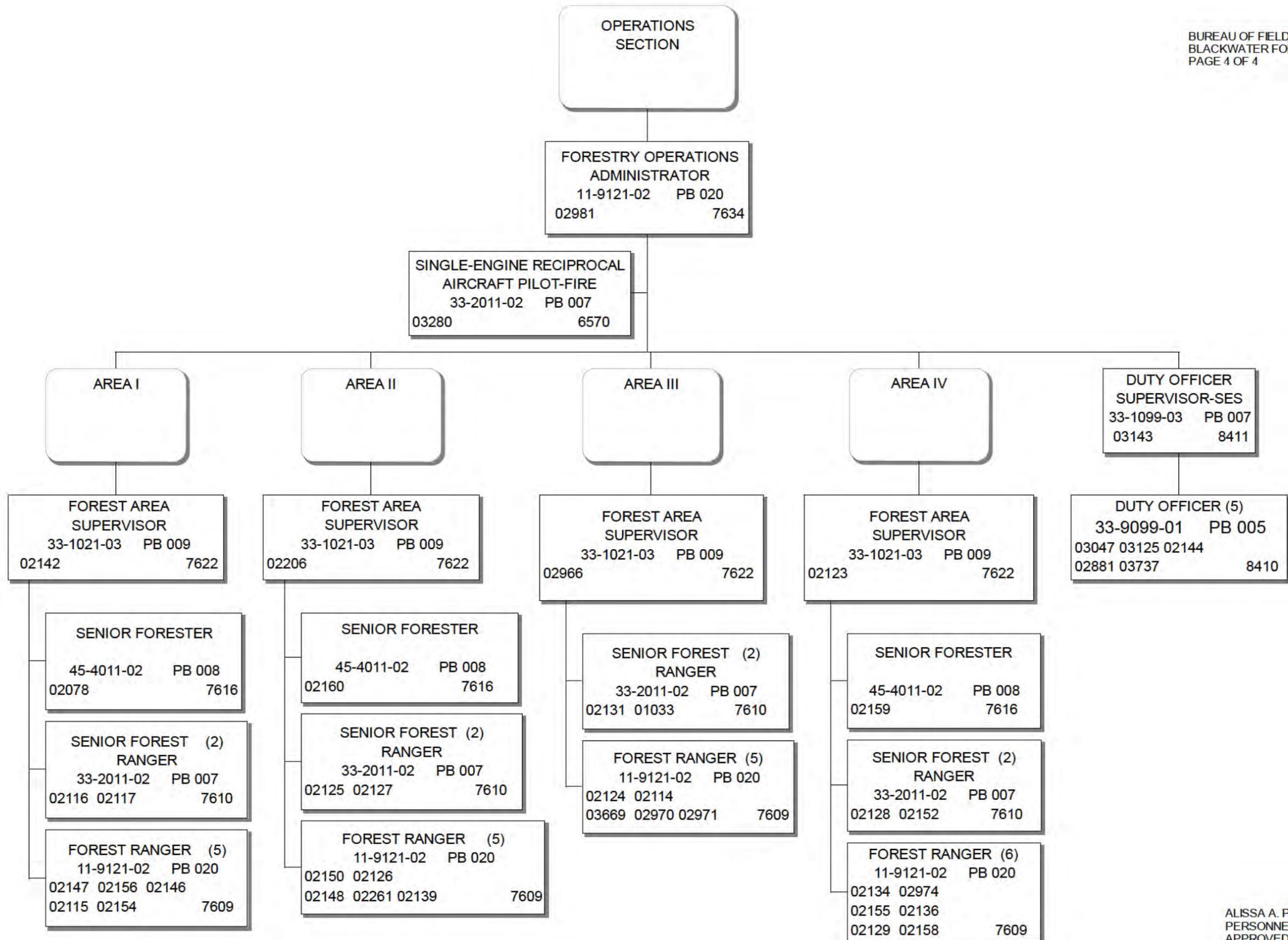
BUREAU OF FIELD OPERATIONS
BLACKWATER FORESTRY CENTER
PAGE 3 OF 4



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 6/4/2020

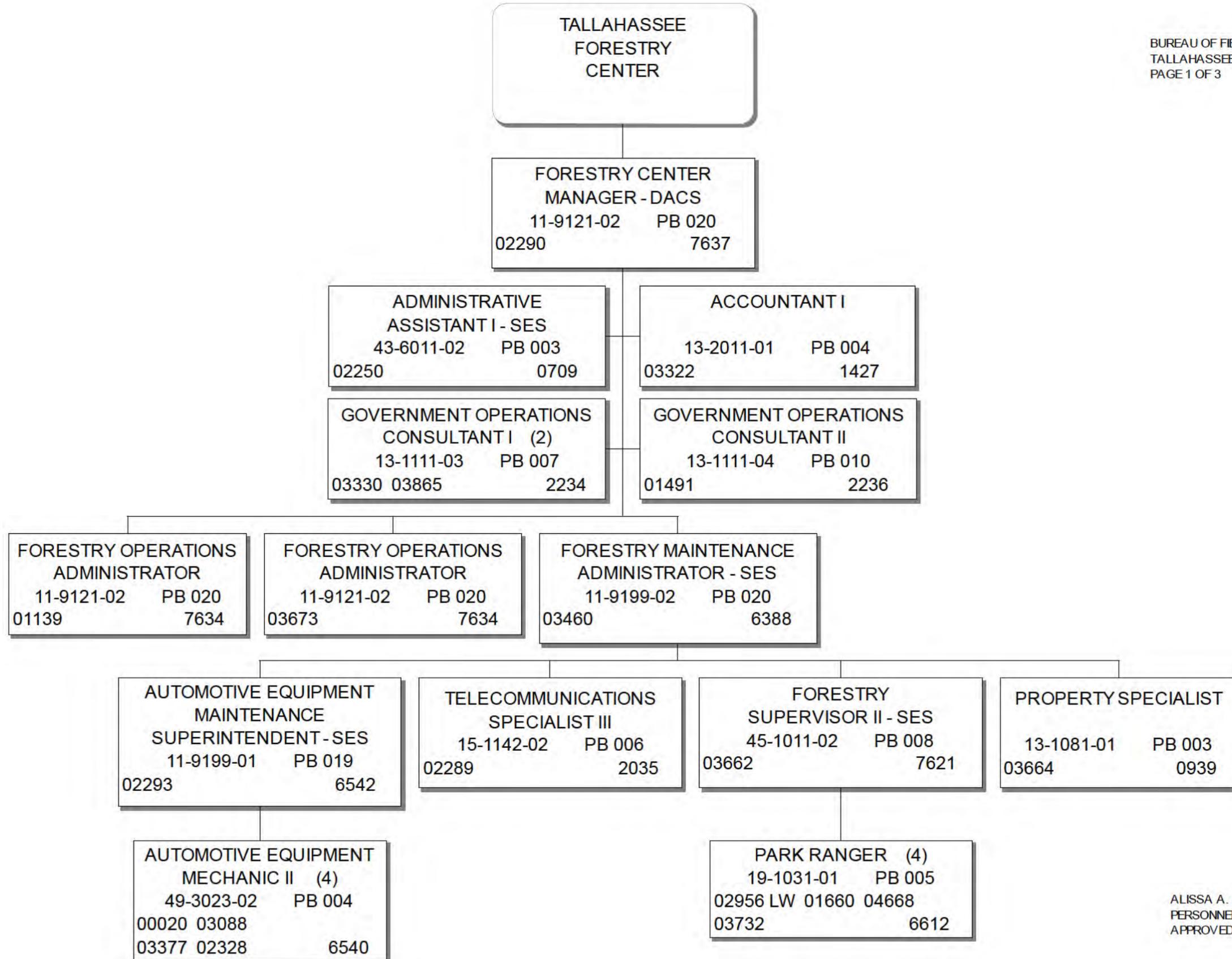
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
BLACKWATER FORESTRY CENTER
PAGE 4 OF 4



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

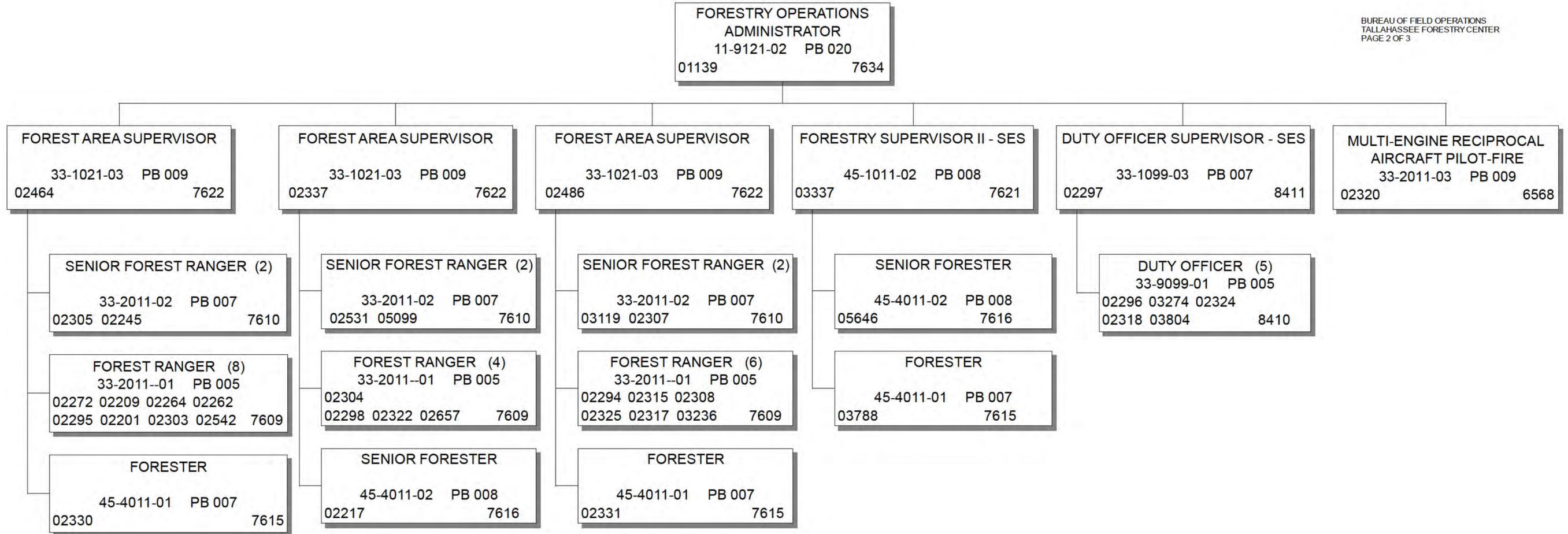
BUREAU OF FIELD OPERATIONS
TALLAHASSEE FORESTRY CENTER
PAGE 1 OF 3



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

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

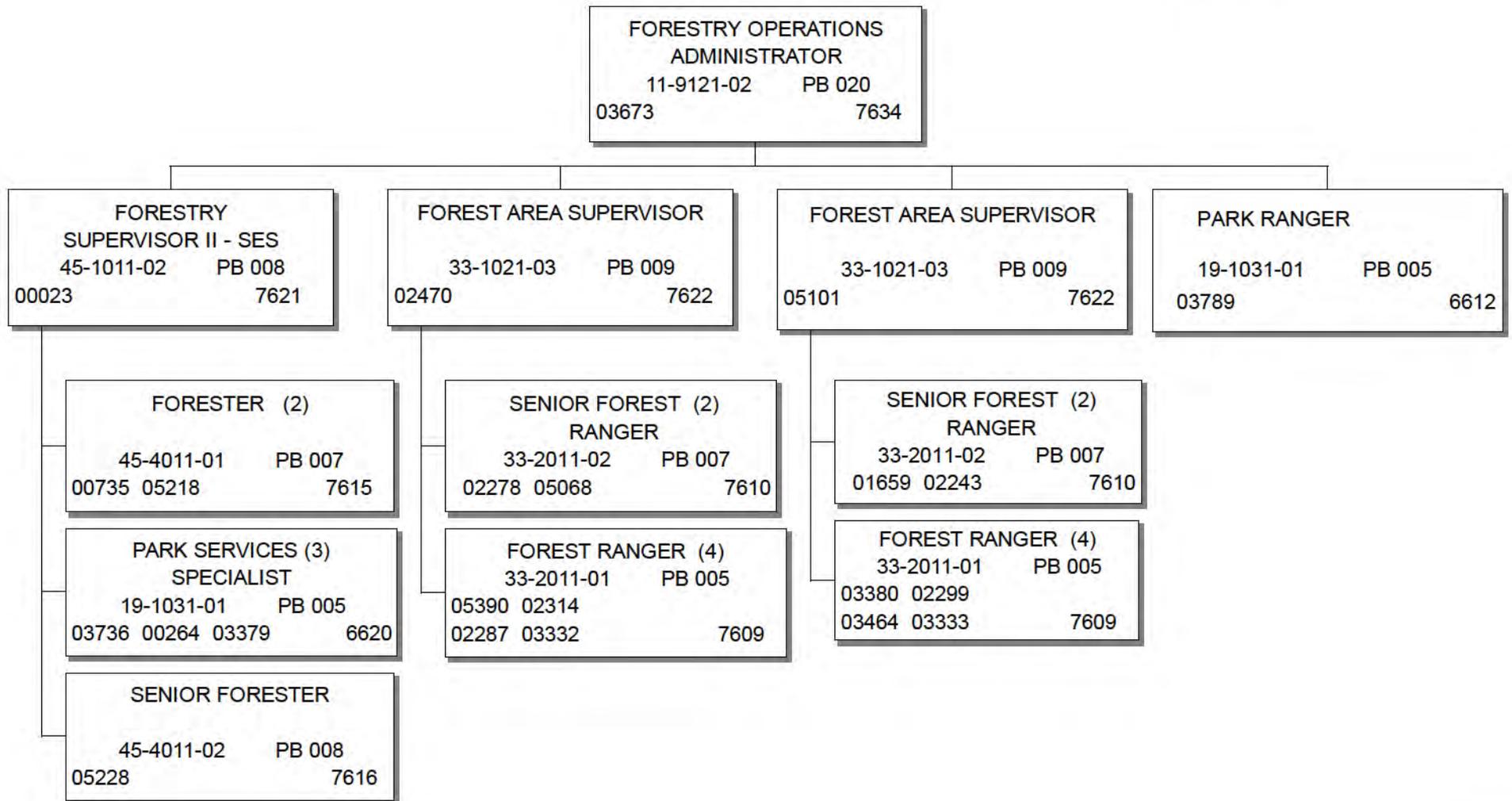
BUREAU OF FIELD OPERATIONS
TALLAHASSEE FORESTRY CENTER
PAGE 2 OF 3



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 1/31/2020

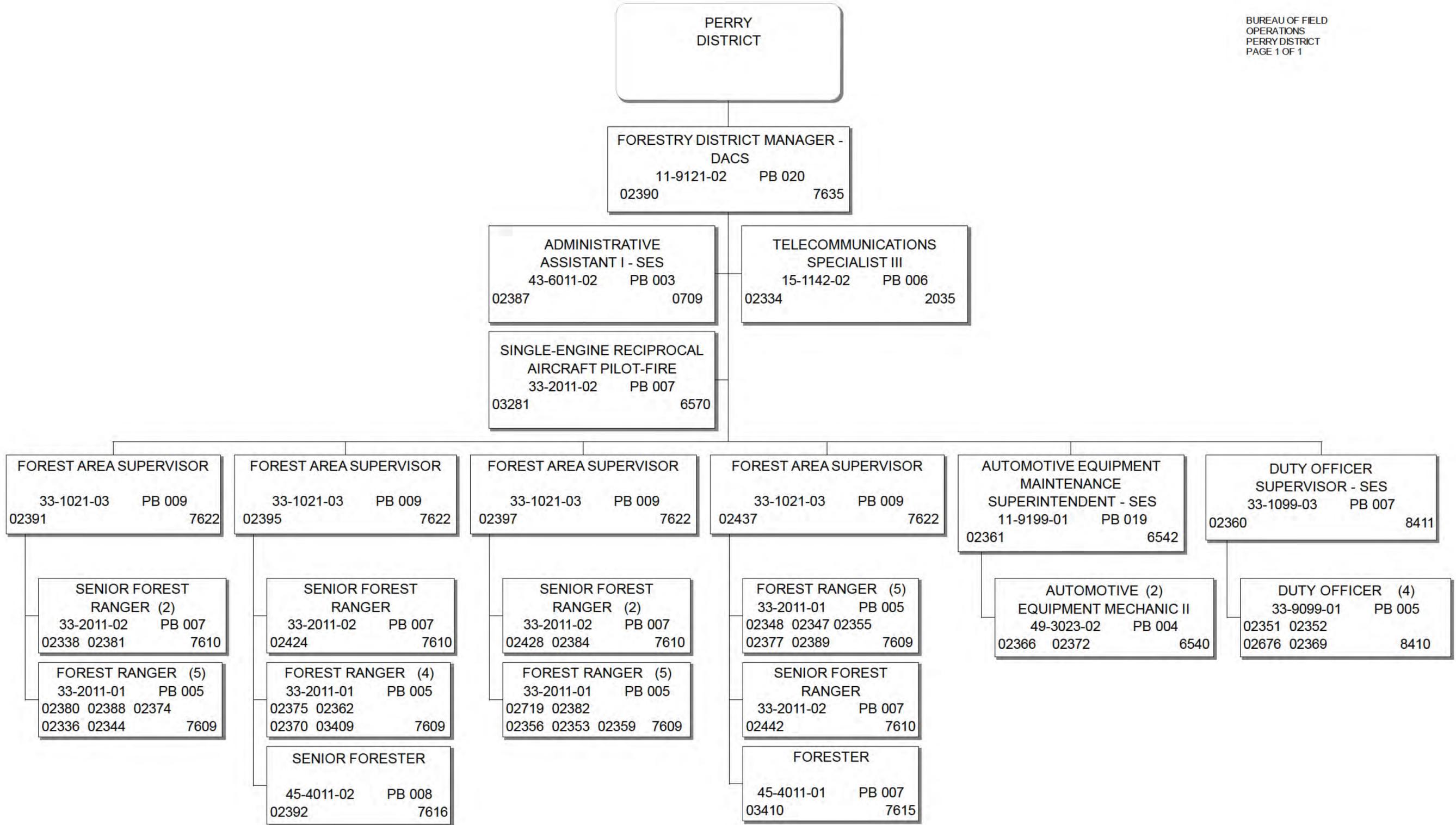
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
TALLAHASSEE FORESTRY CENTER
PAGE 3 OF 3



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

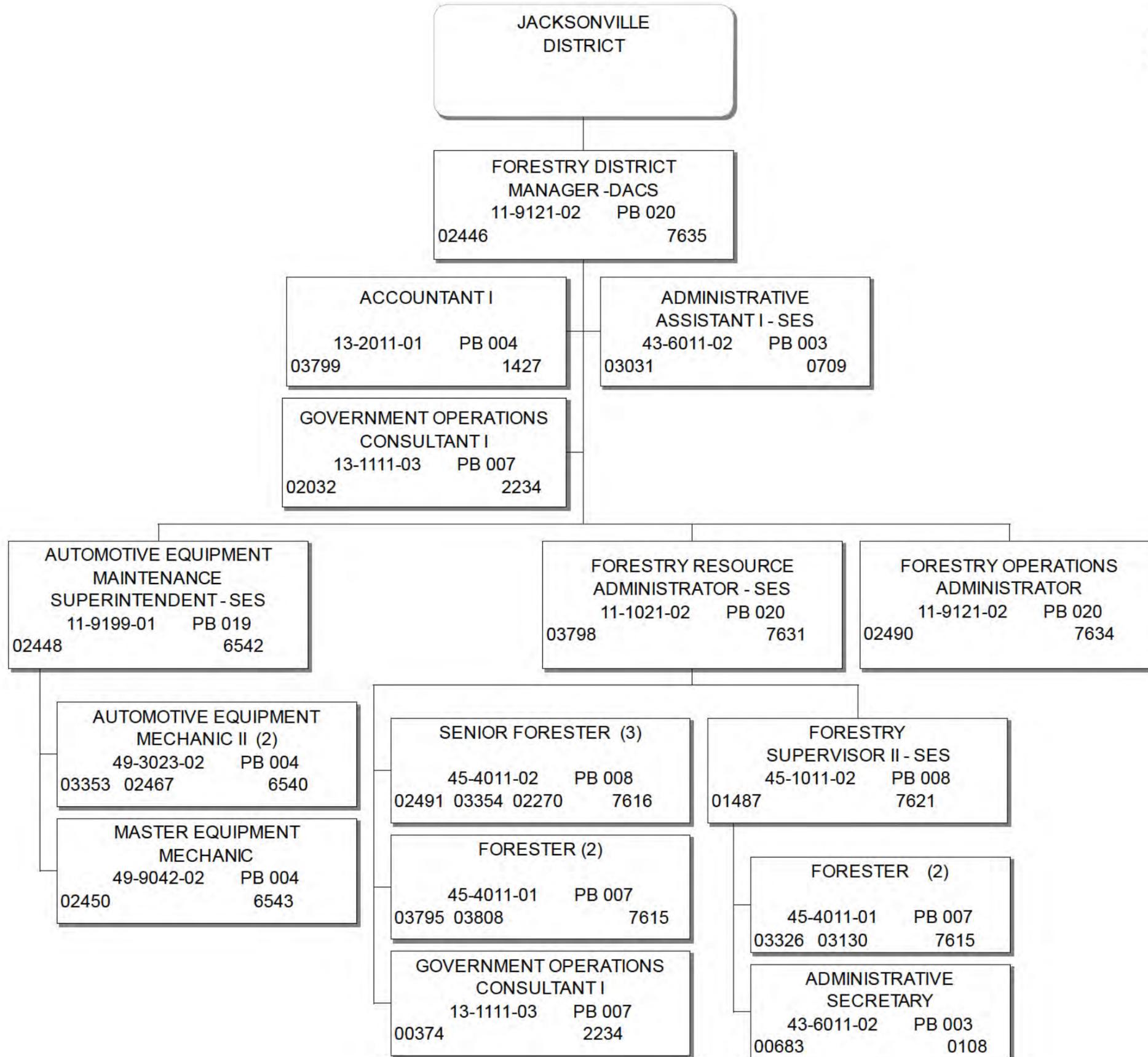
BUREAU OF FIELD
OPERATIONS
PERRY DISTRICT
PAGE 1 OF 1



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 4/19/2019

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

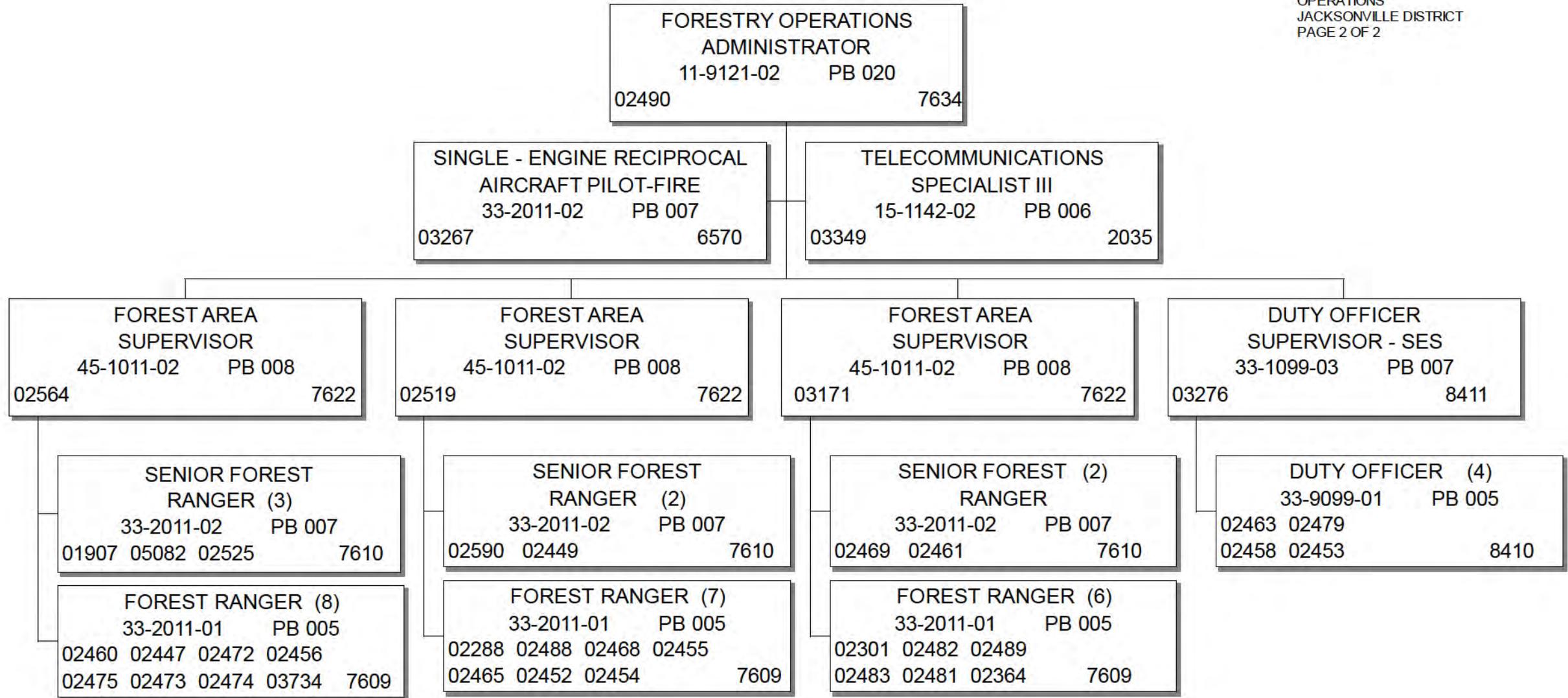
BUREAU OF FIELD OPERATIONS
JACKSONVILLE DISTRICT
PAGE 1 OF 2



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

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

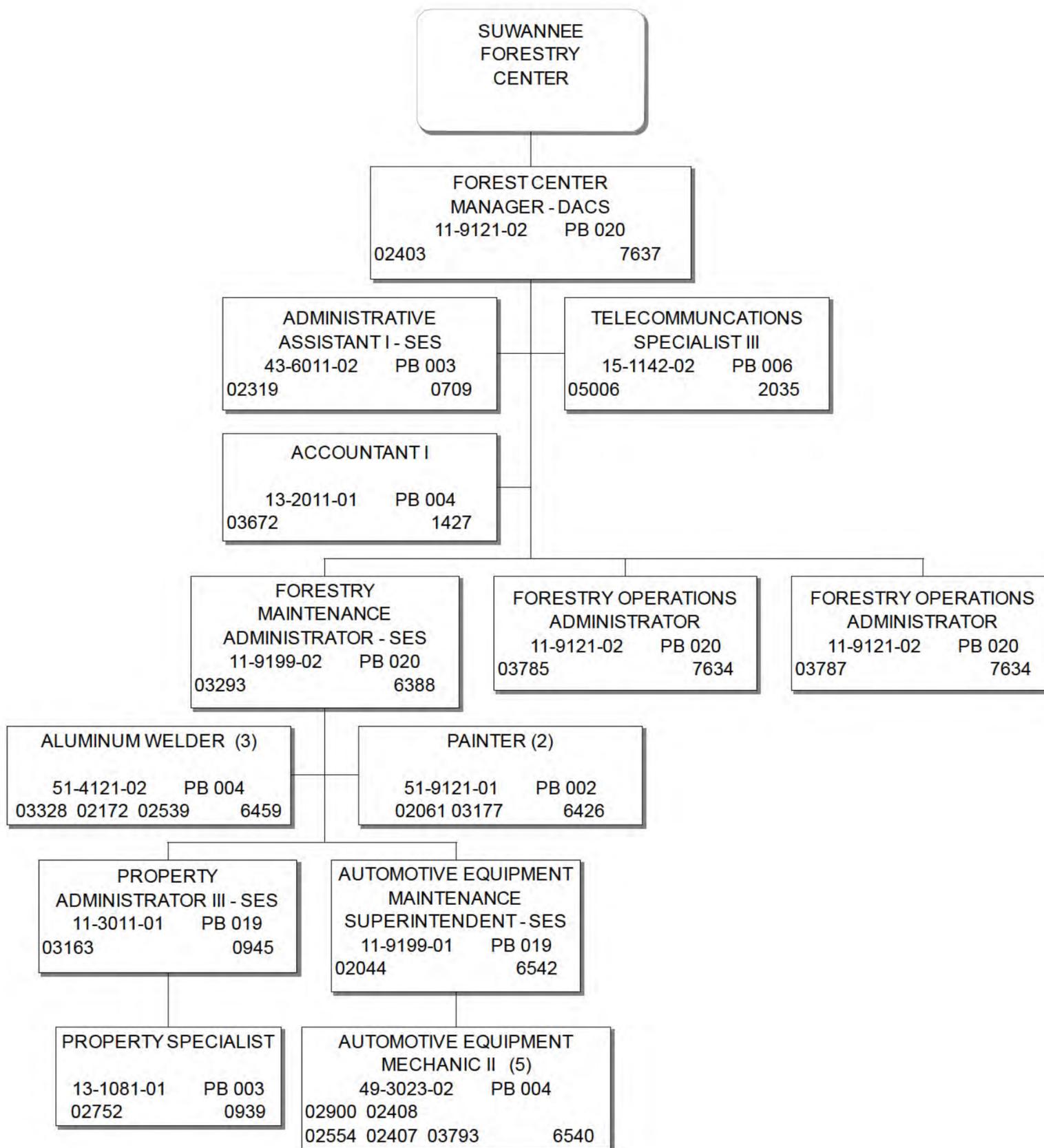
BUREAU OF FIELD
OPERATIONS
JACKSONVILLE DISTRICT
PAGE 2 OF 2



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

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

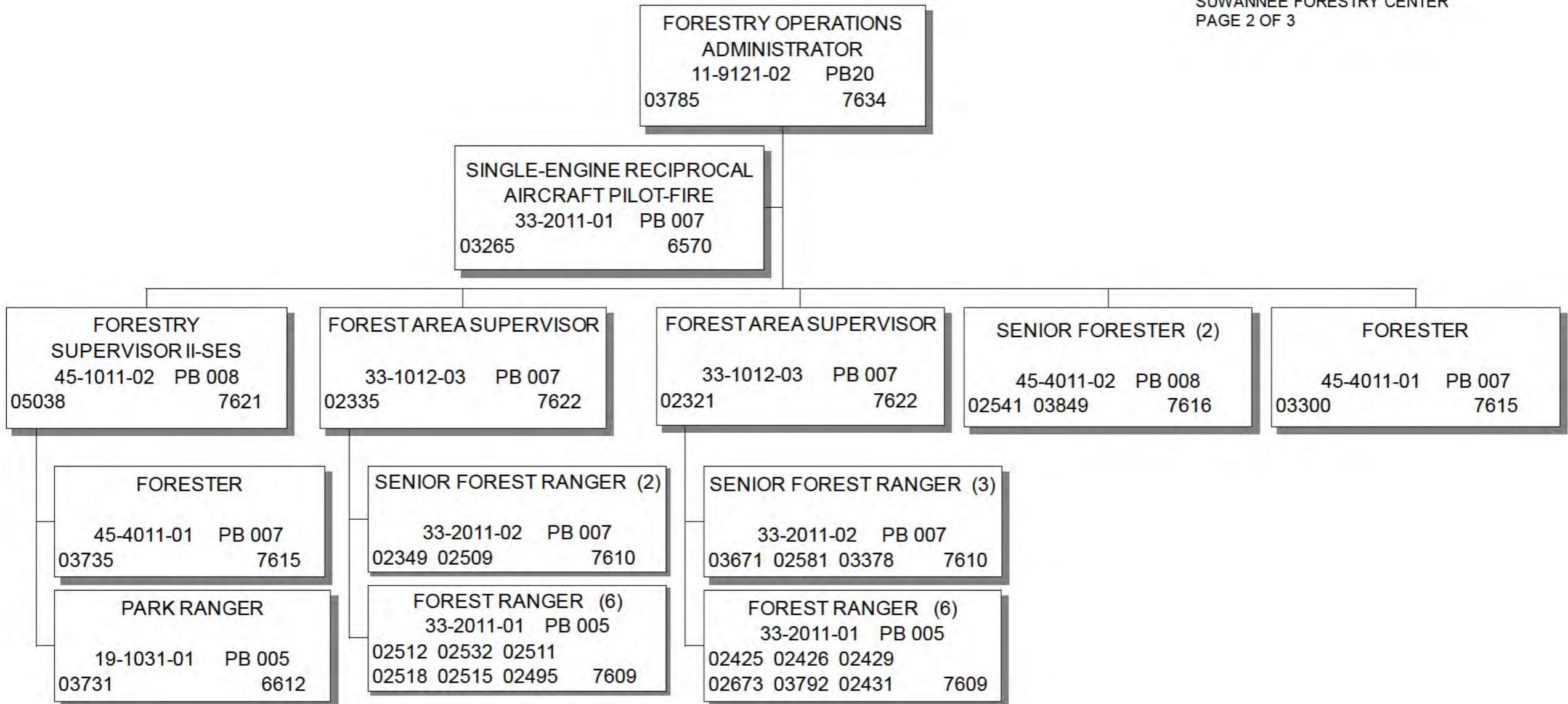
BUREAU OF FIELD OPERATIONS
SUWANNEE FORESTRY CENTER
PAGE 1 OF 3



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

DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES FLORIDA FOREST SERVICE

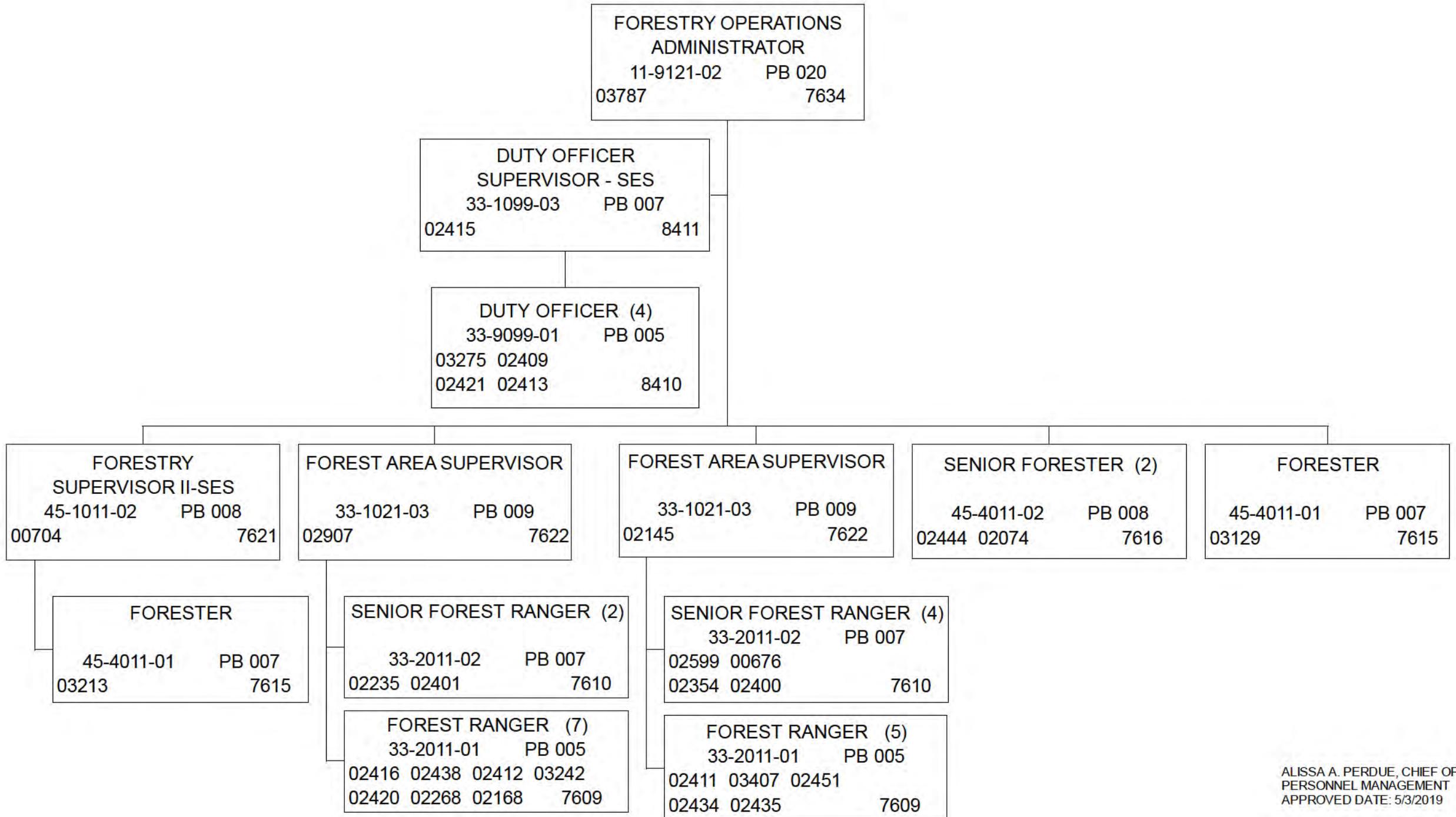
BUREAU OF FIELD OPERATIONS
SUWANNEE FORESTRY CENTER
PAGE 2 OF 3



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 3/17/2020

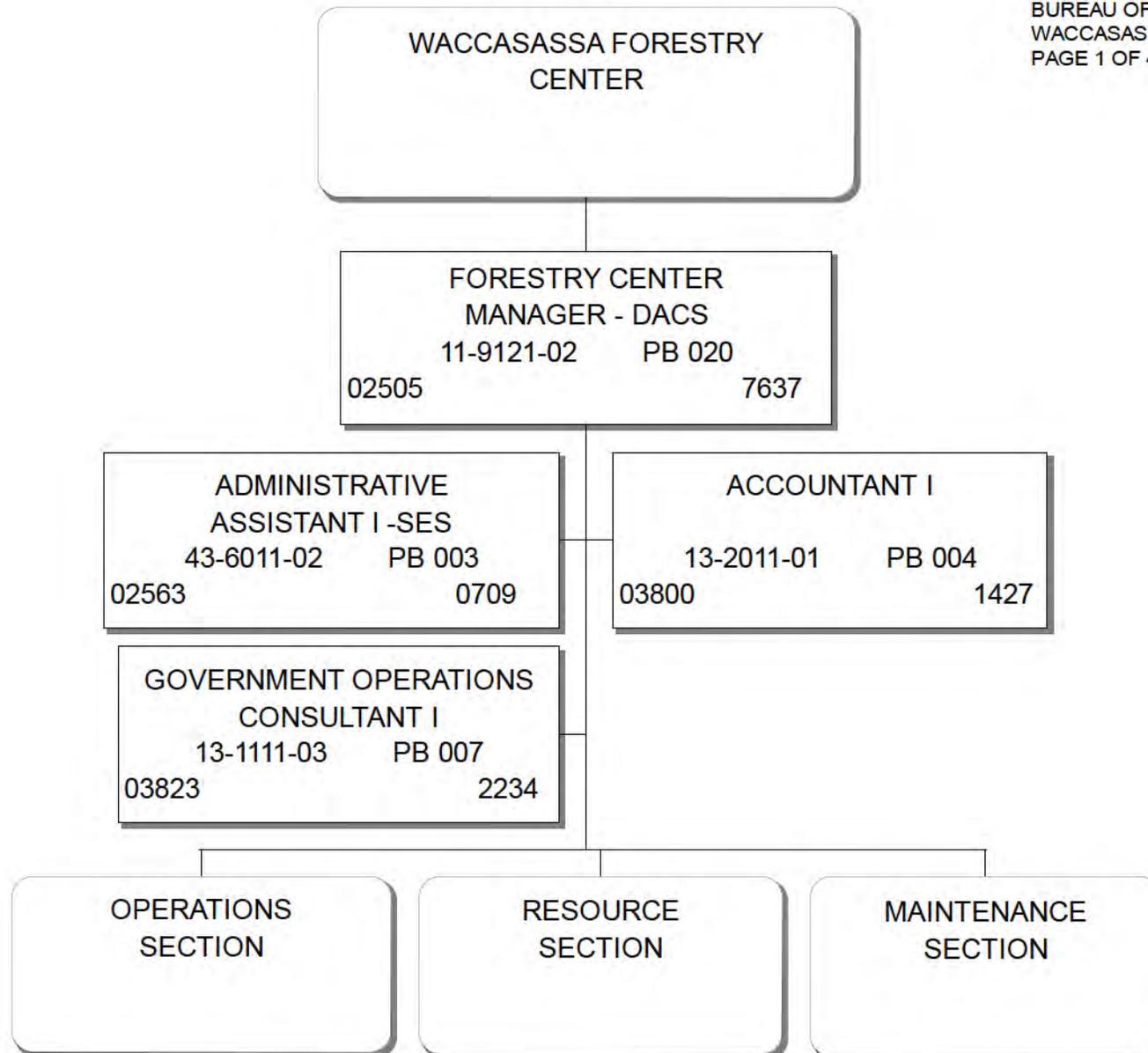
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
SUWANNEE FORESTRY CENTER
PAGE 3 OF 3



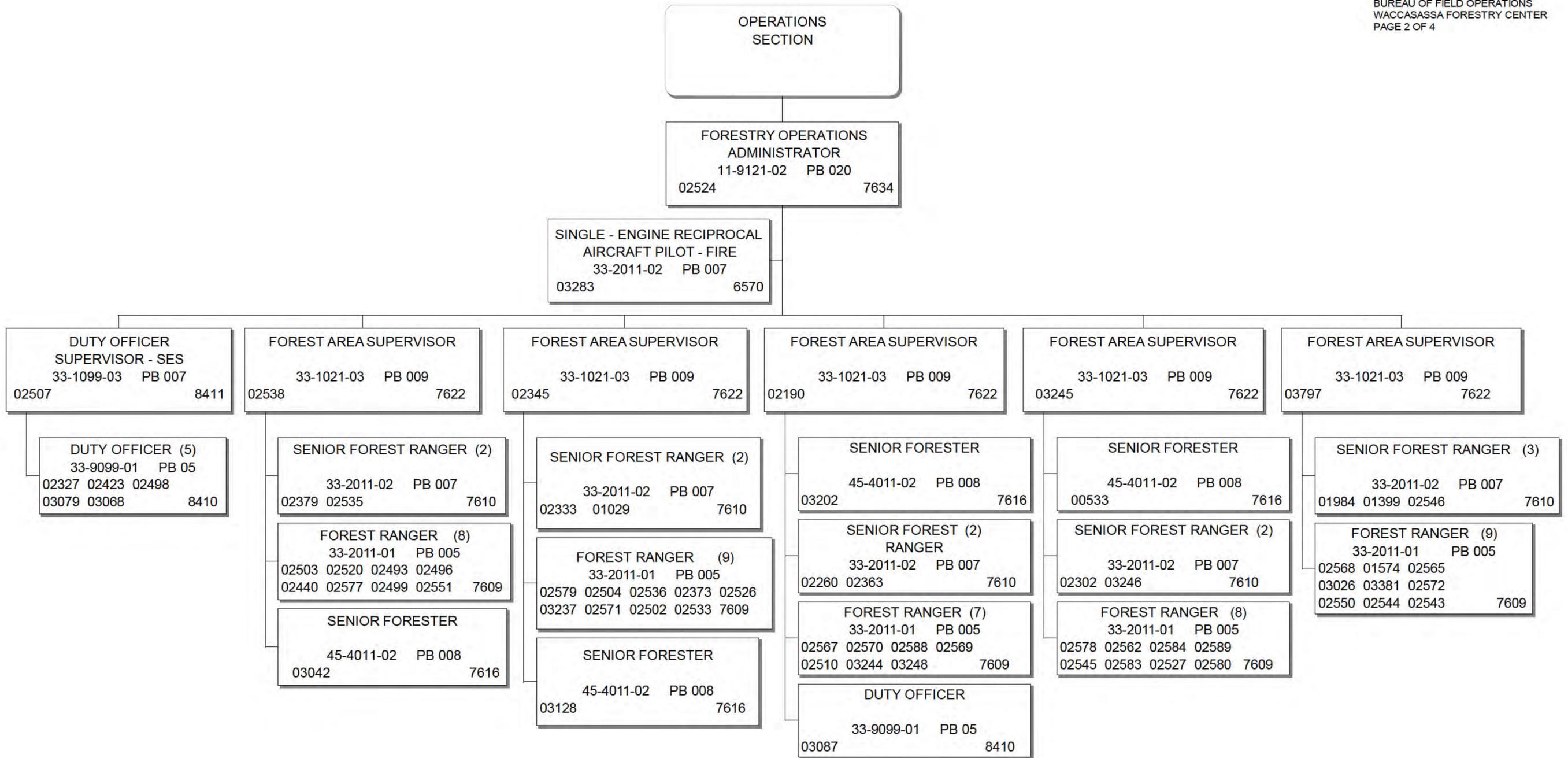
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
WACCASASSA FORESTRY CENTER
PAGE 1 OF 4



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

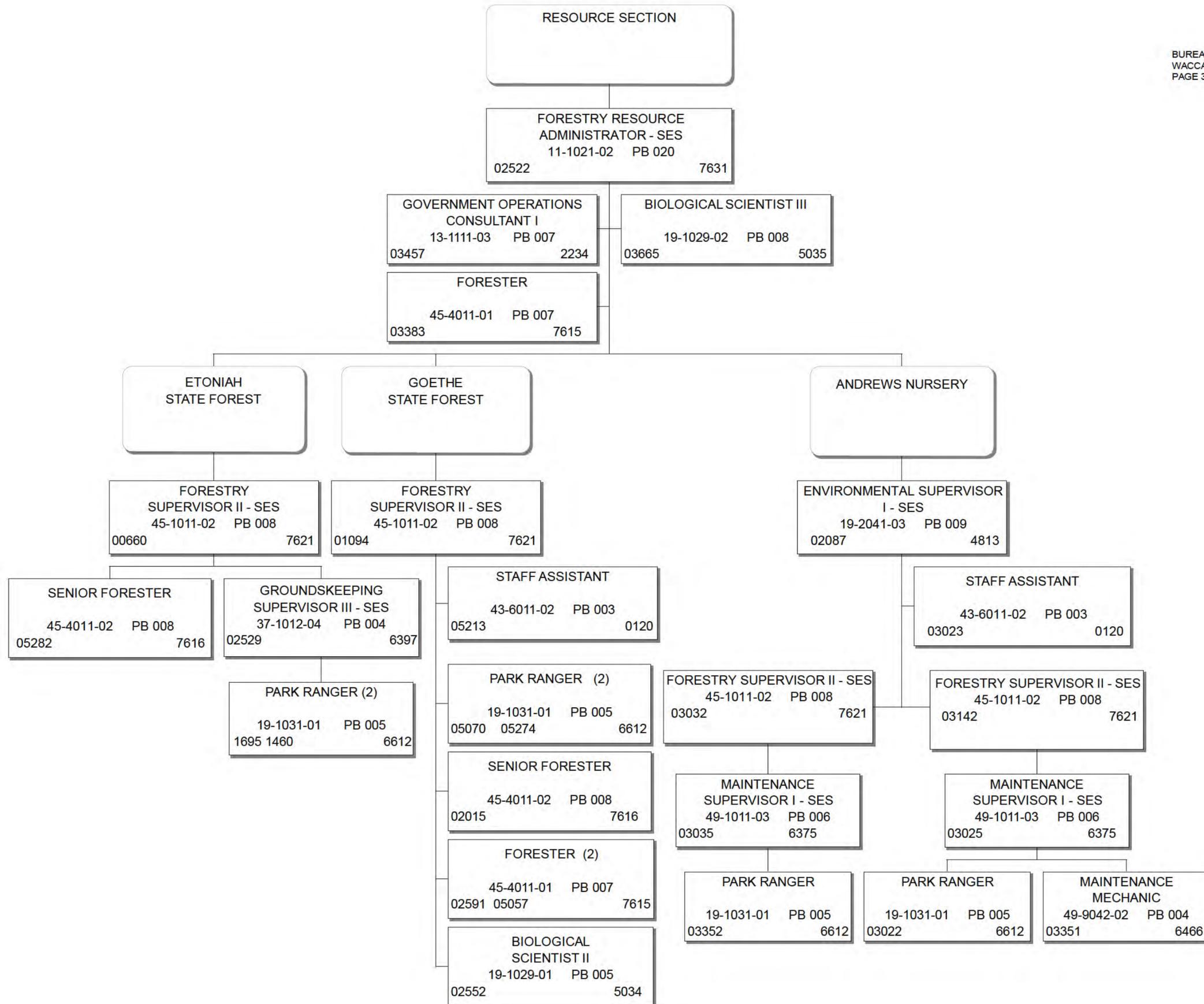
BUREAU OF FIELD OPERATIONS
WACCASASSA FORESTRY CENTER
PAGE 2 OF 4



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 12/27/2019

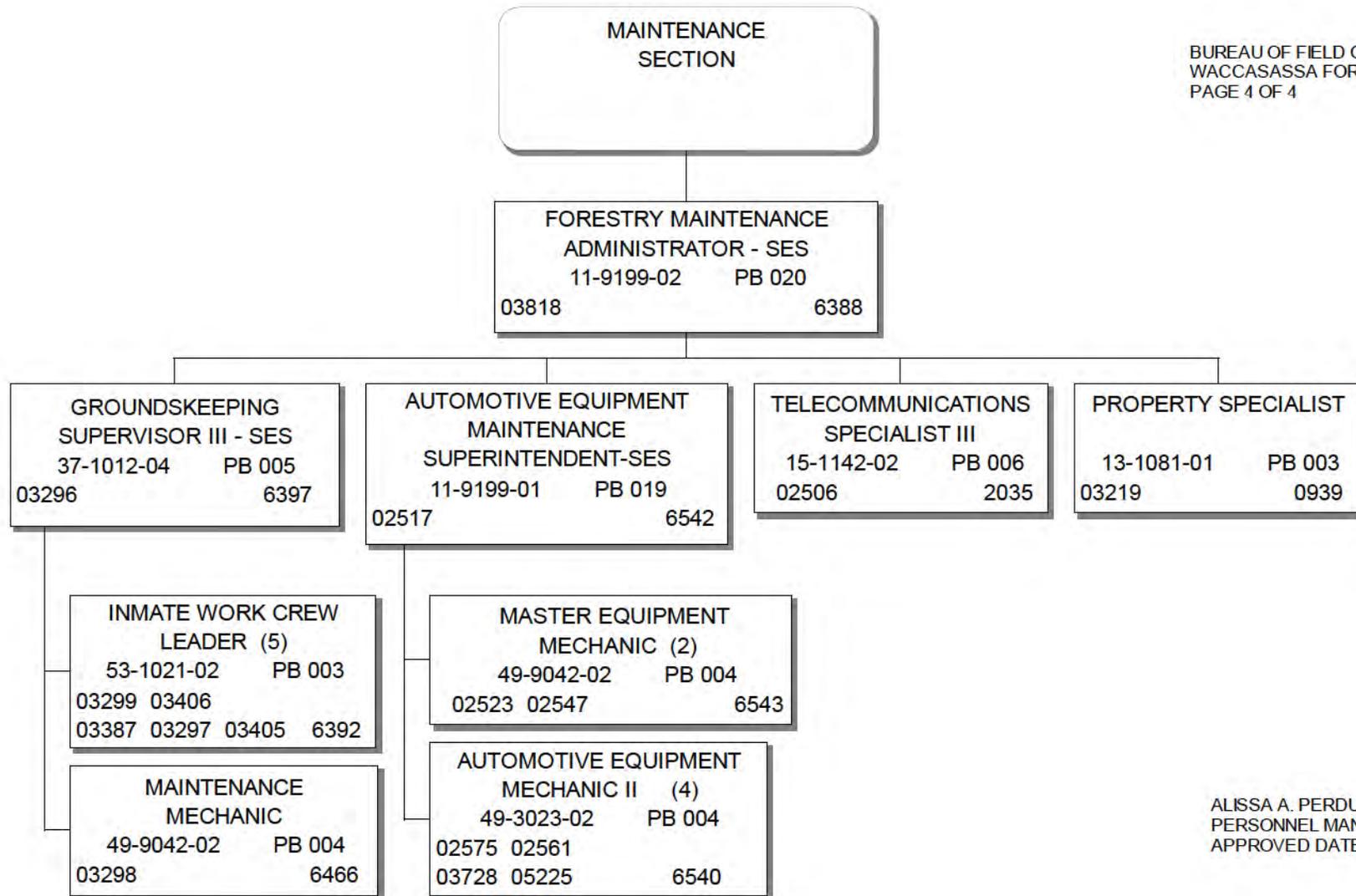
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
WACCASASSA FORESTRY CENTER
PAGE 3 OF 4



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

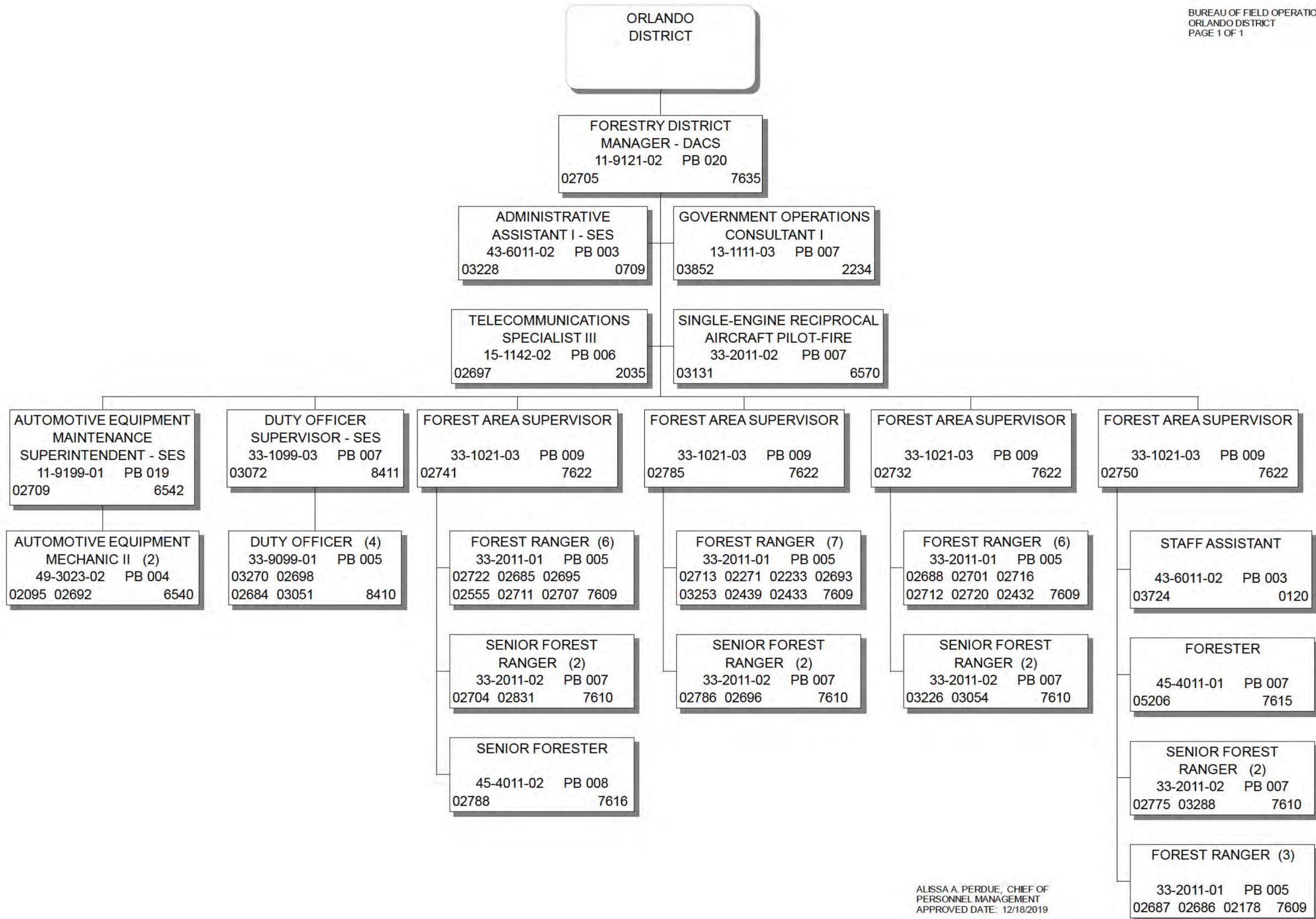
BUREAU OF FIELD OPERATIONS
WACCASASSA FORESTRY CENTER
PAGE 4 OF 4



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 10/18/2019

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

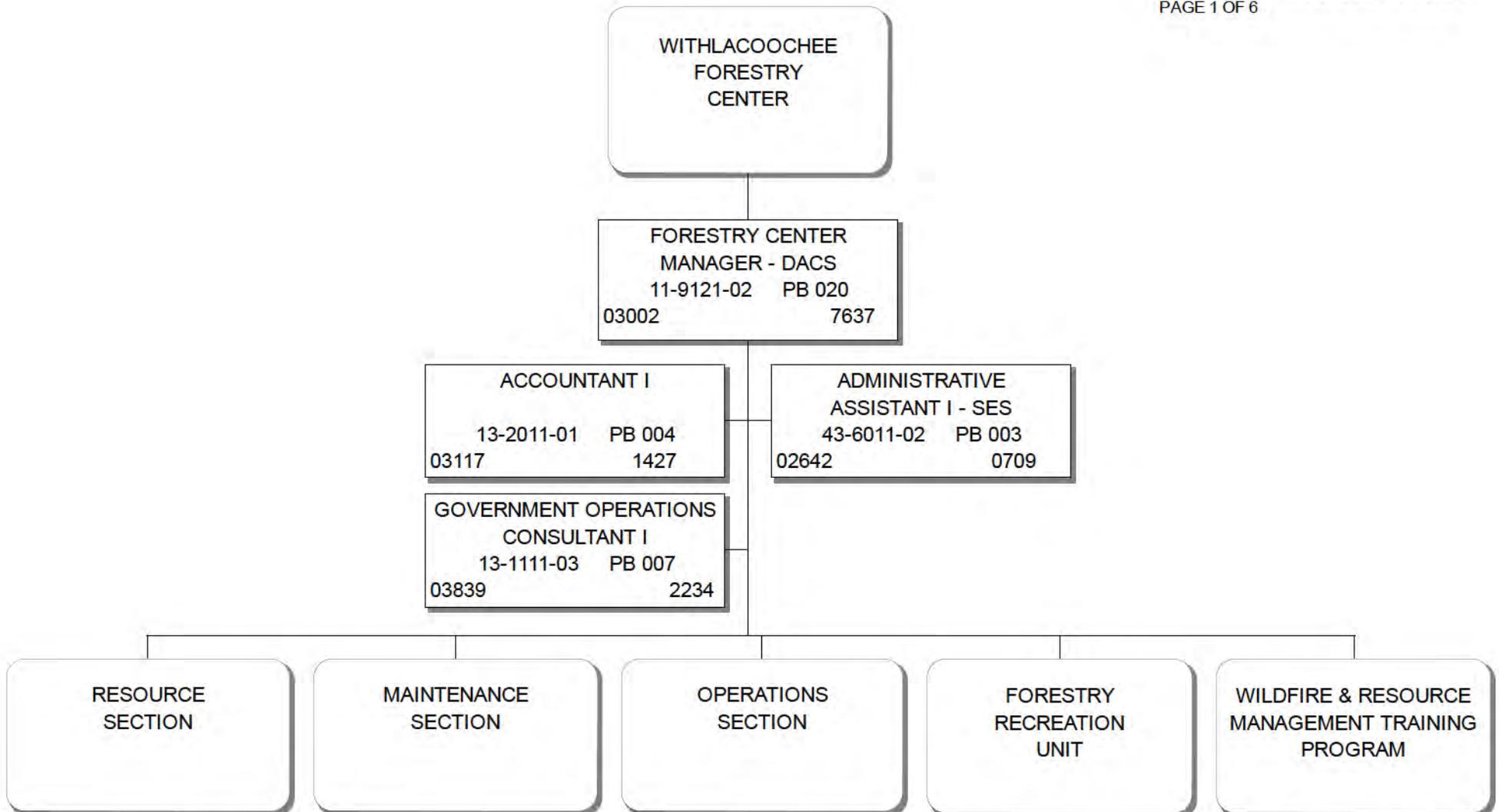
BUREAU OF FIELD OPERATIONS
ORLANDO DISTRICT
PAGE 1 OF 1



ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 12/18/2019

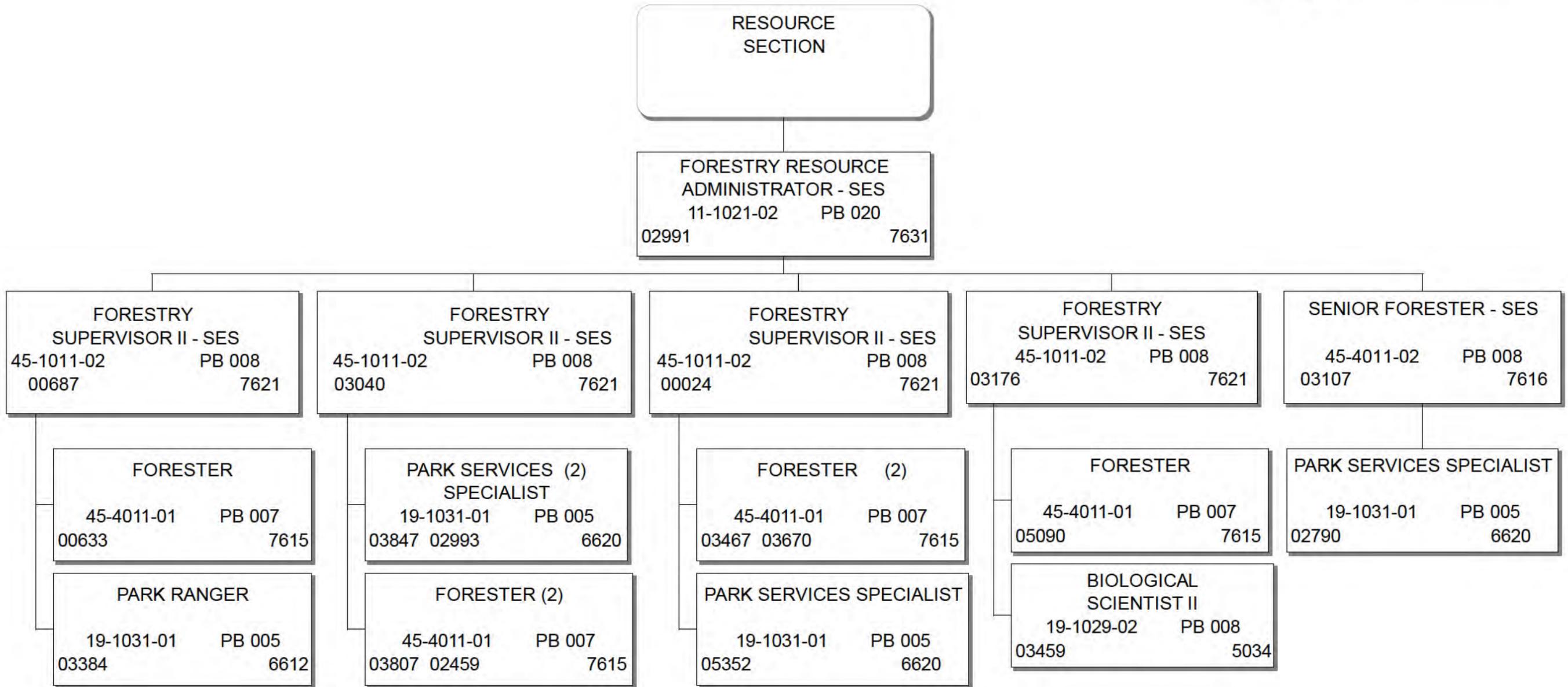
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
WITHLACOOCHEE FORESTRY CENTER
PAGE 1 OF 6



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

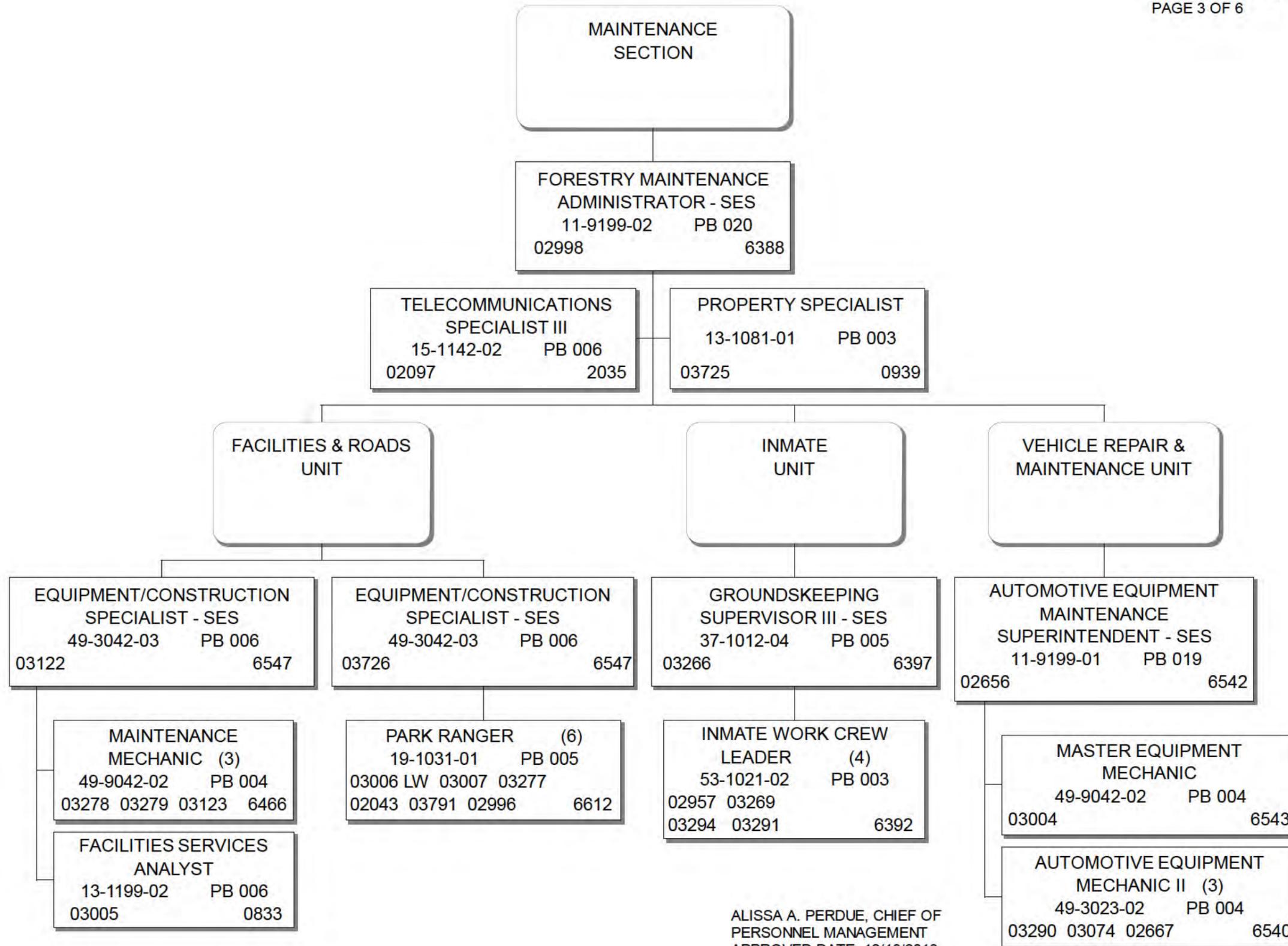
BUREAU OF FIELD OPERATIONS
WITHLACOOCHEE FORESTRY CENTER
PAGE 2 OF 6



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

DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES FLORIDA FOREST SERVICE

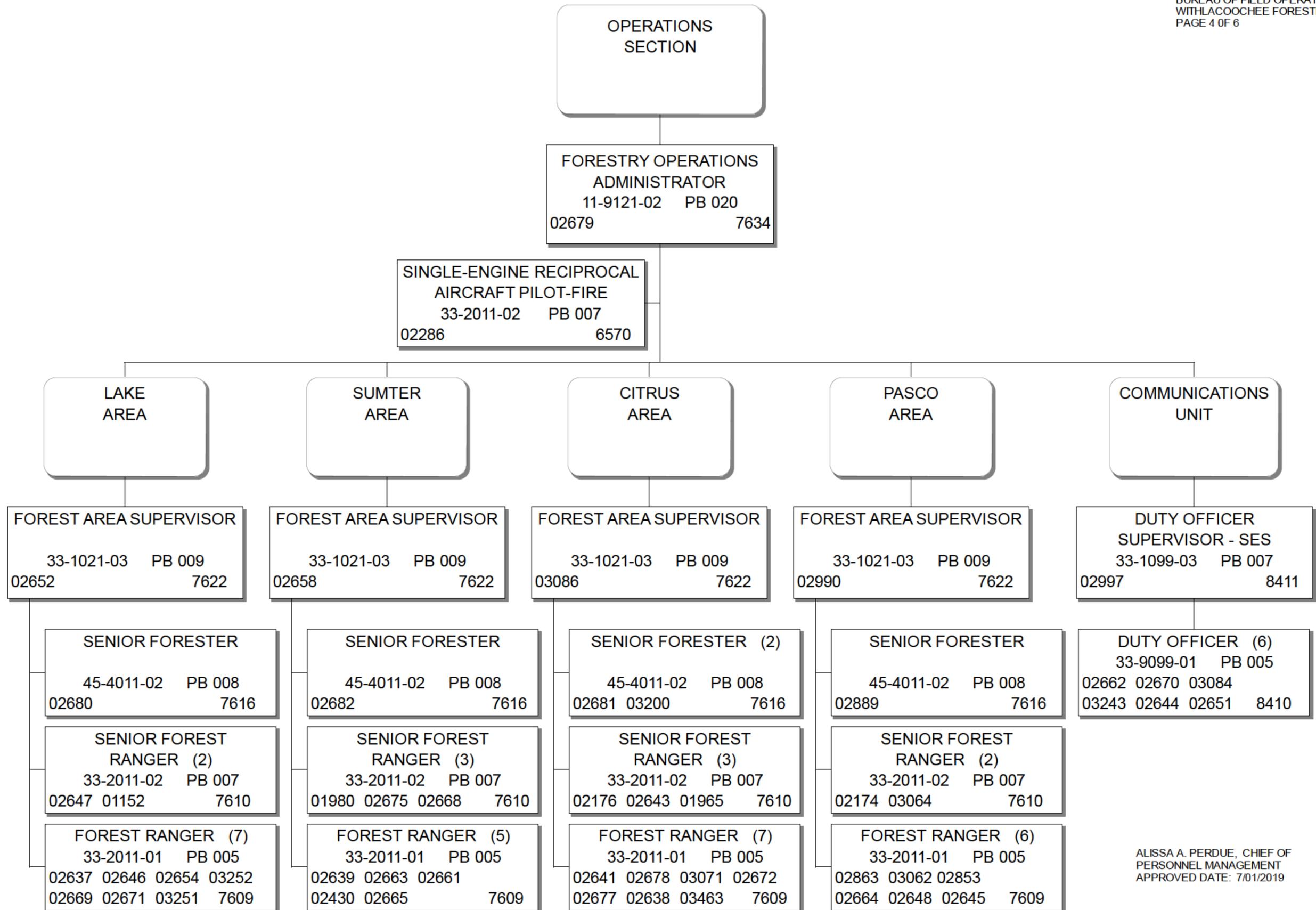
BUREAU OF FIELD OPERATIONS
WITHLACOOCHEE FORESTRY CENTER
PAGE 3 OF 6



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

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

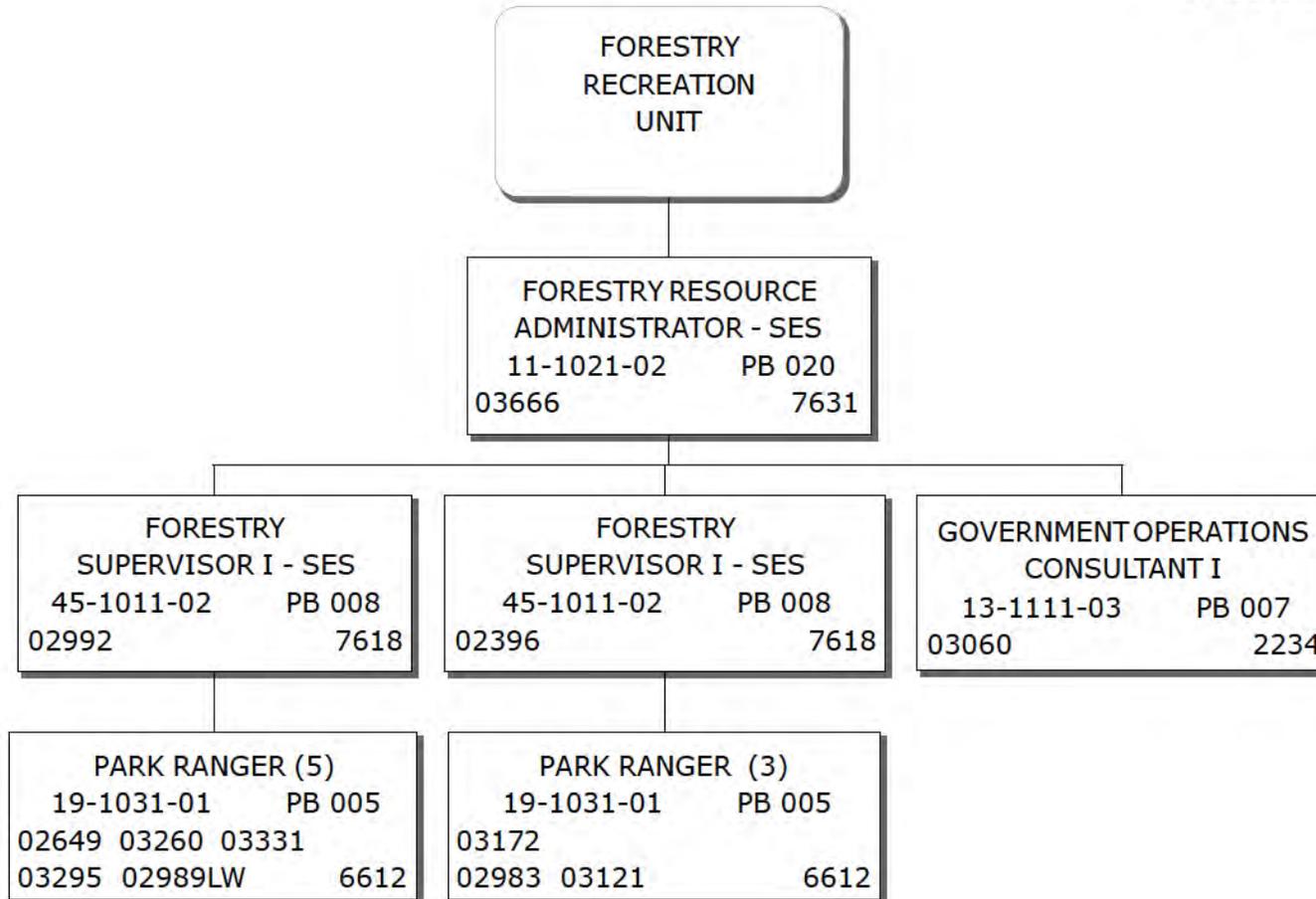
BUREAU OF FIELD OPERATIONS
WITHLACOOCHEE FORESTRY CENTER
PAGE 4 OF 6



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

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

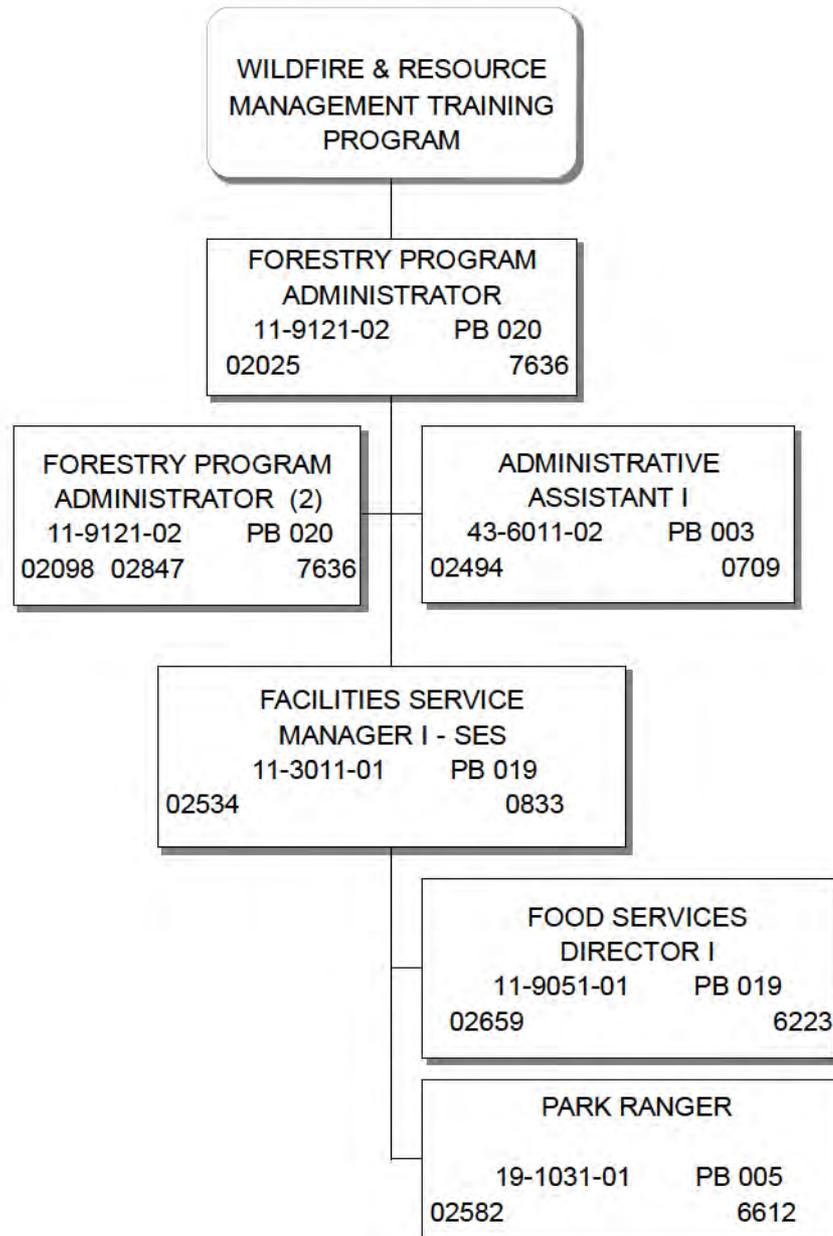
BUREAU OF FIELD OPERATIONS
WITHLACOOCHEE FORESTRY CENTER
PAGE 5 OF 6



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

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

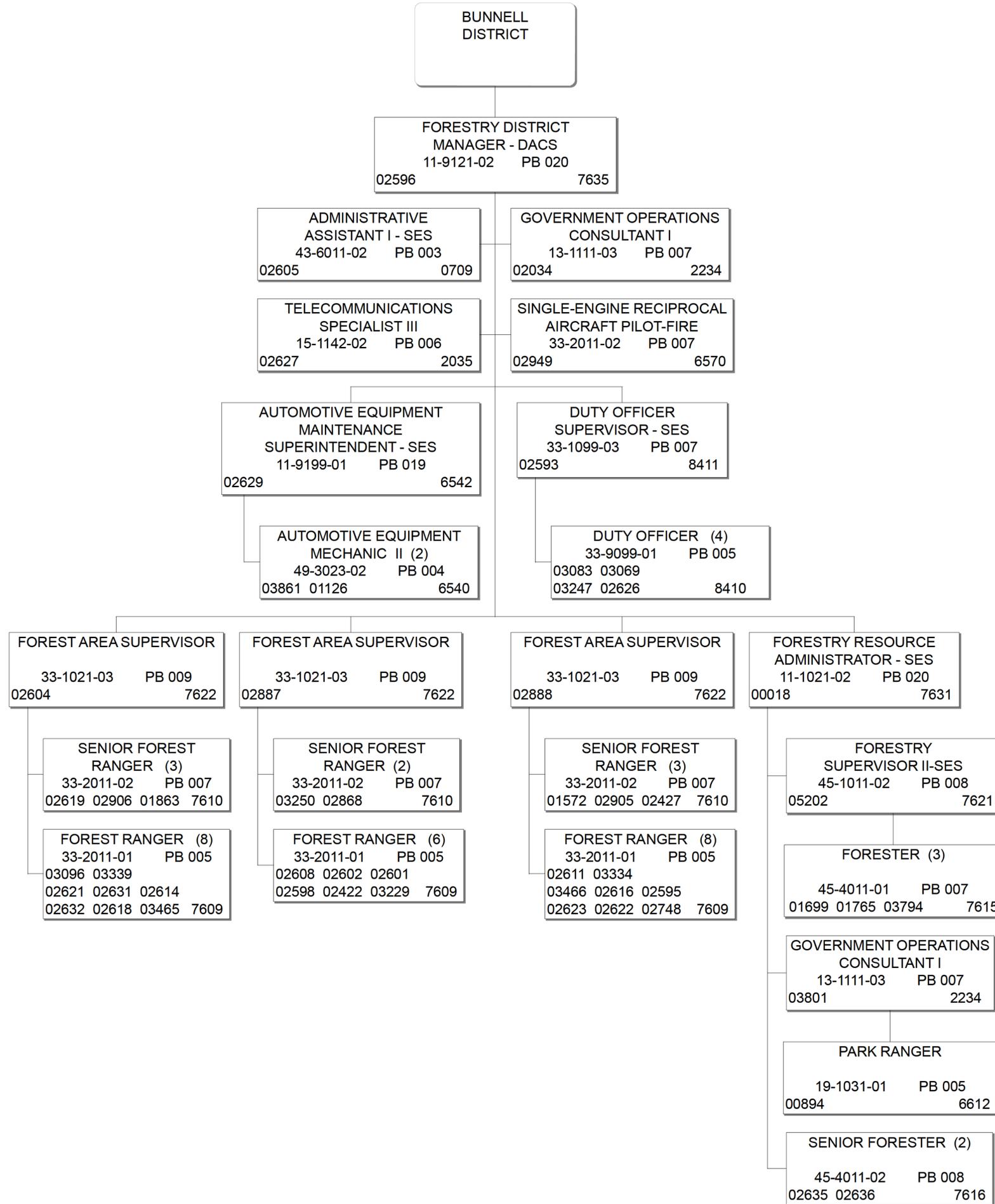
BUREAU OF FIELD OPERATIONS
WITHLACOOCHEE FORESTRY CENTER
PAGE 6 OF 6



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

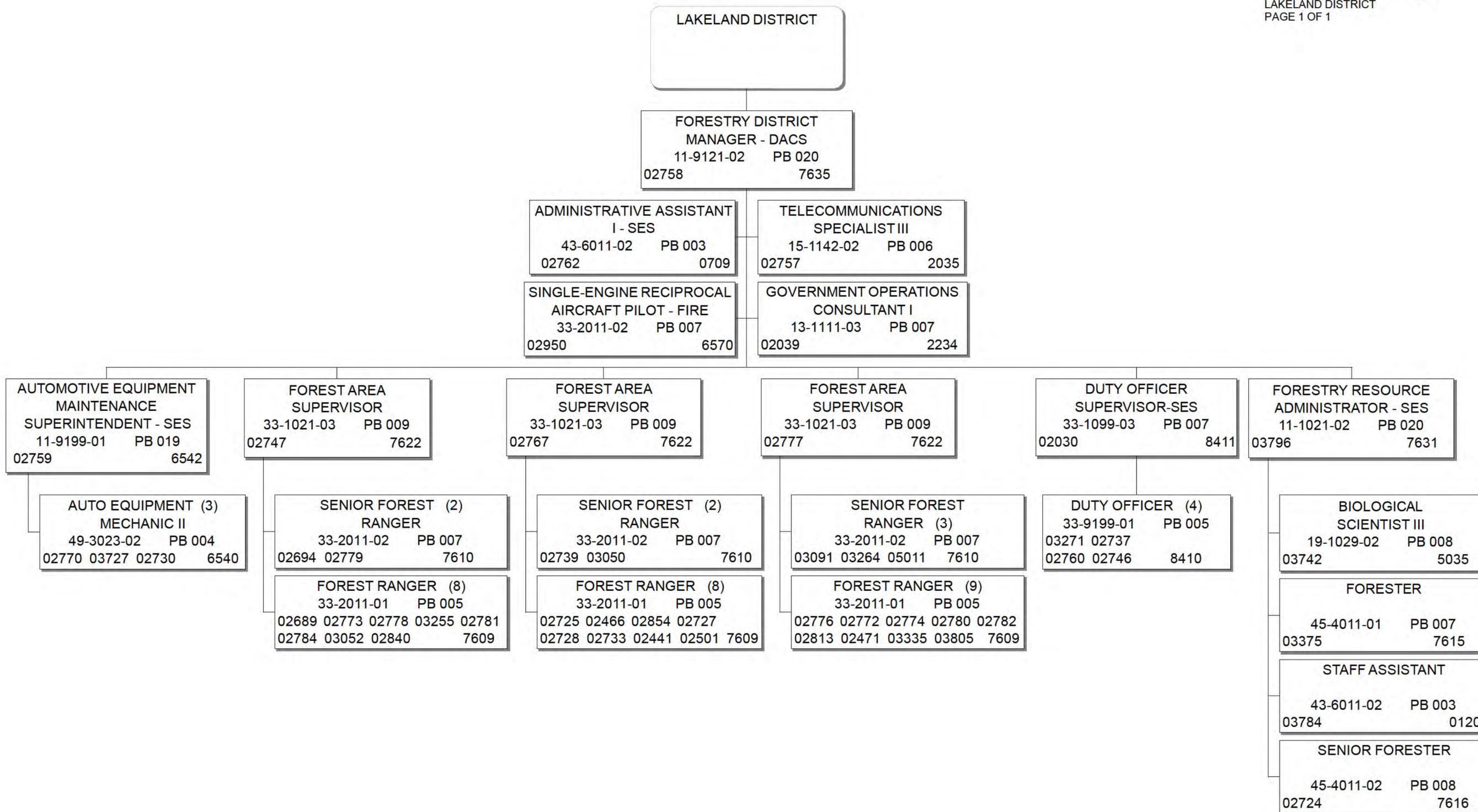
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
BUNNELL DISTRICT
PAGE 1 OF 1



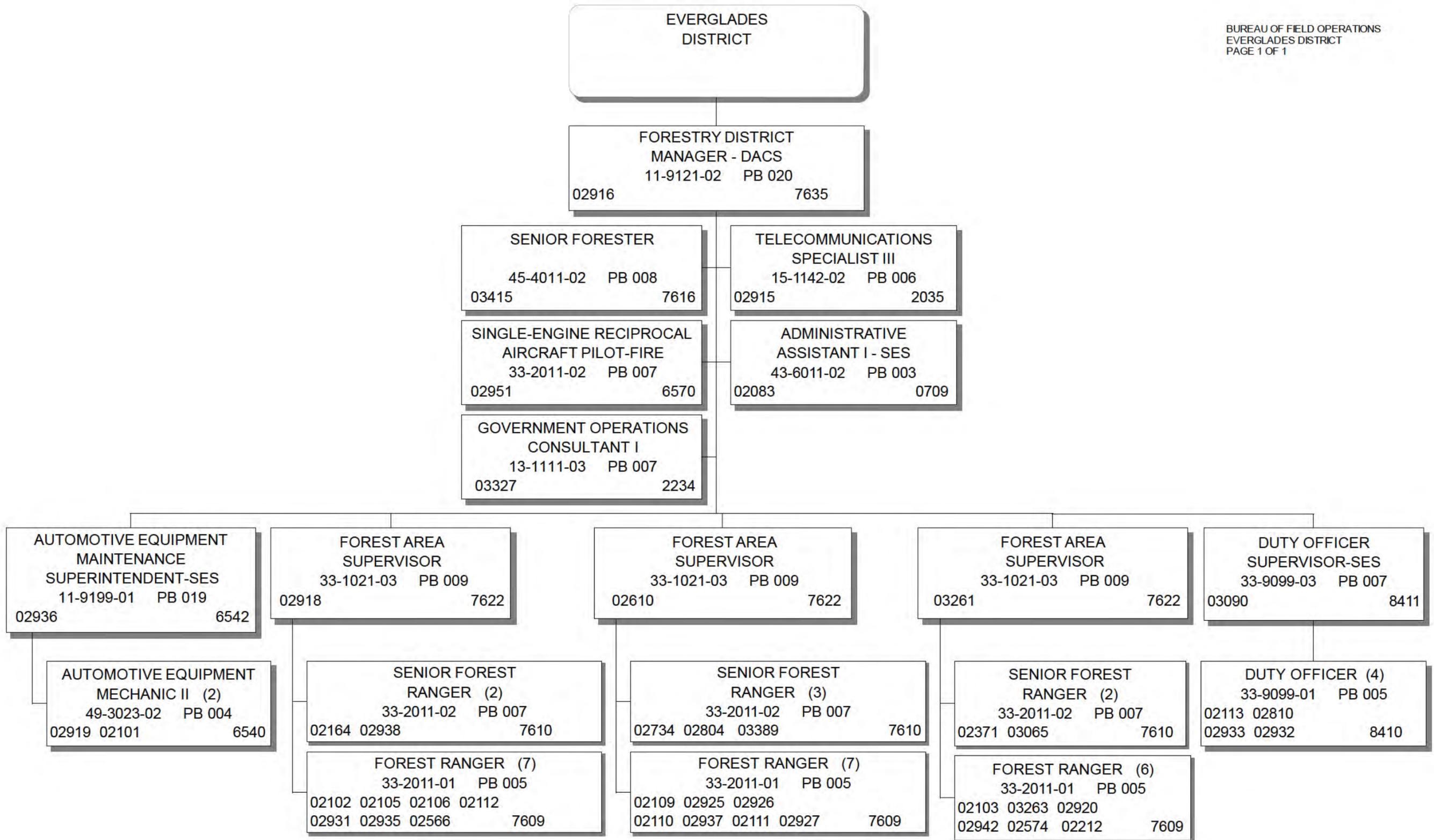
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
LAKELAND DISTRICT
PAGE 1 OF 1



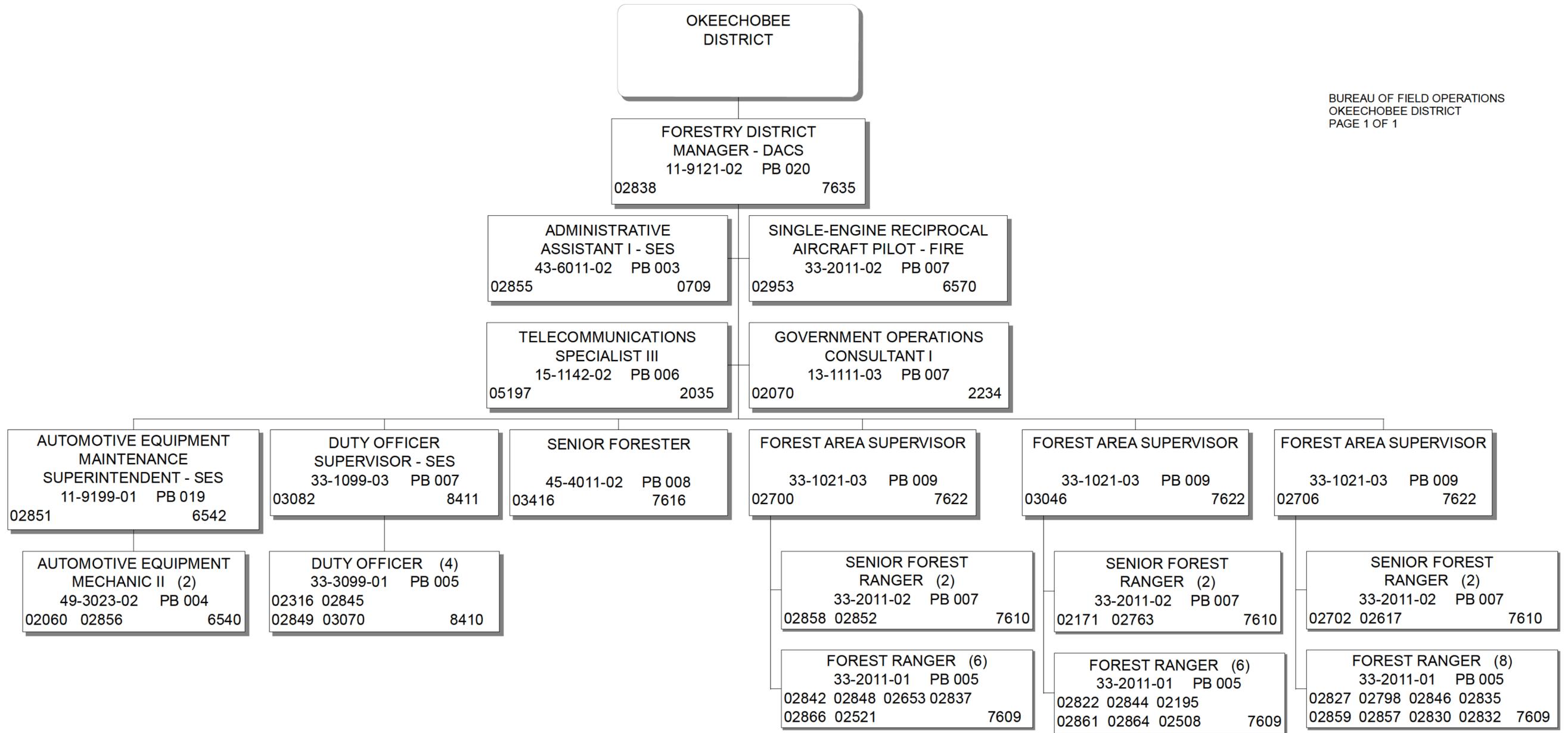
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
EVERGLADES DISTRICT
PAGE 1 OF 1



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

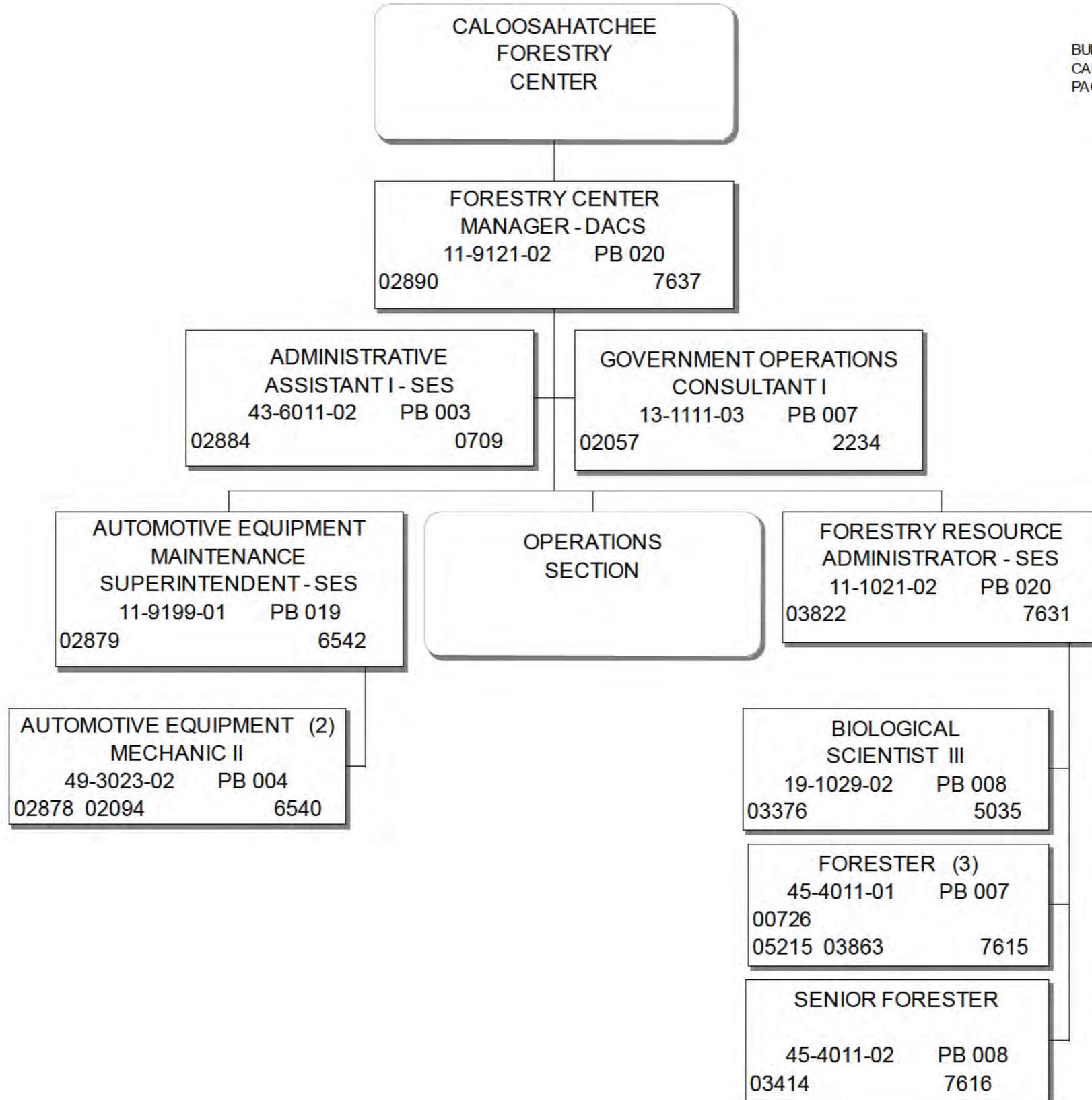
BUREAU OF FIELD OPERATIONS
OKEECHOBEE DISTRICT
PAGE 1 OF 1



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

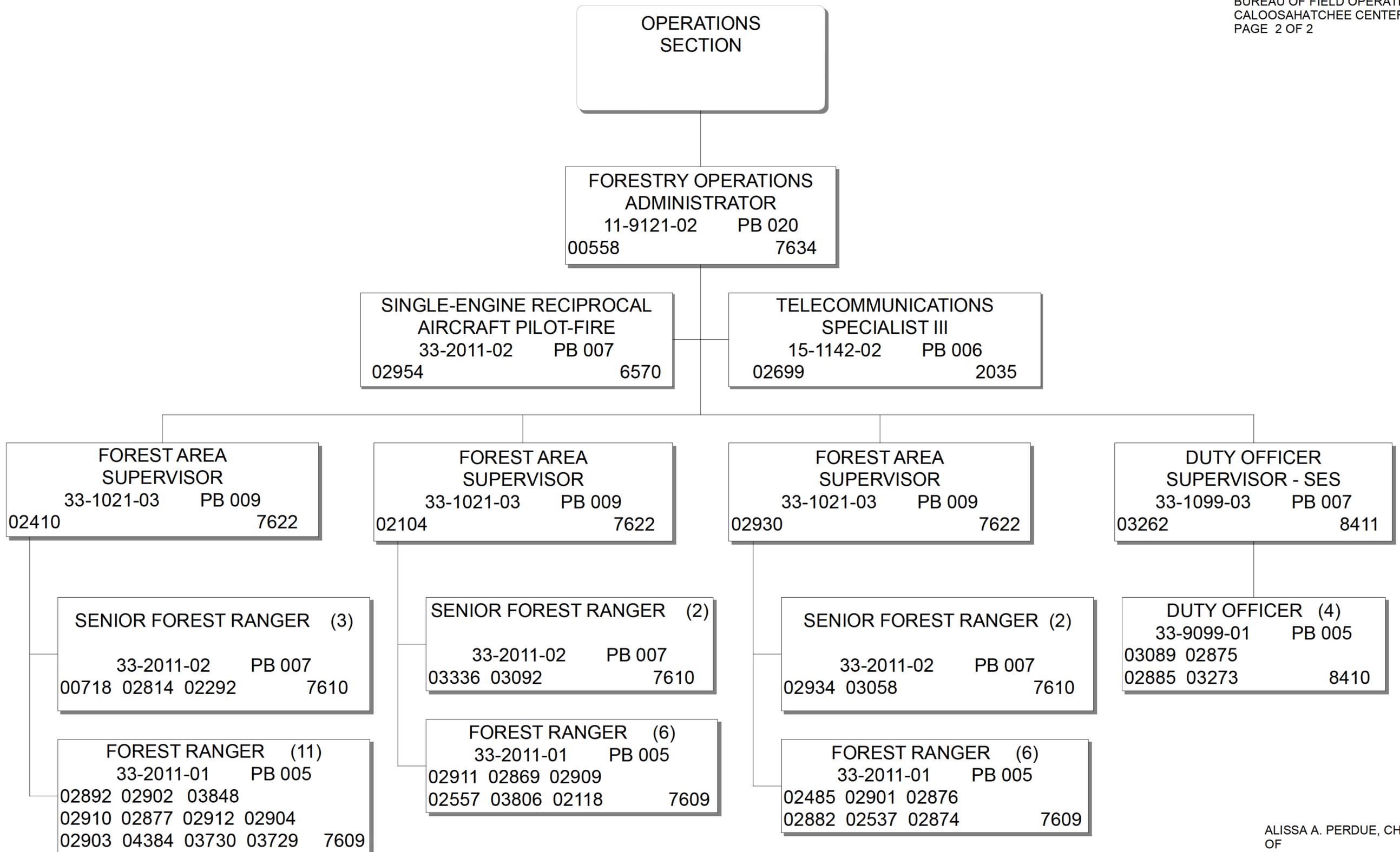
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
CALOOSAHATCHEE CENTER
PAGE 1 OF 2



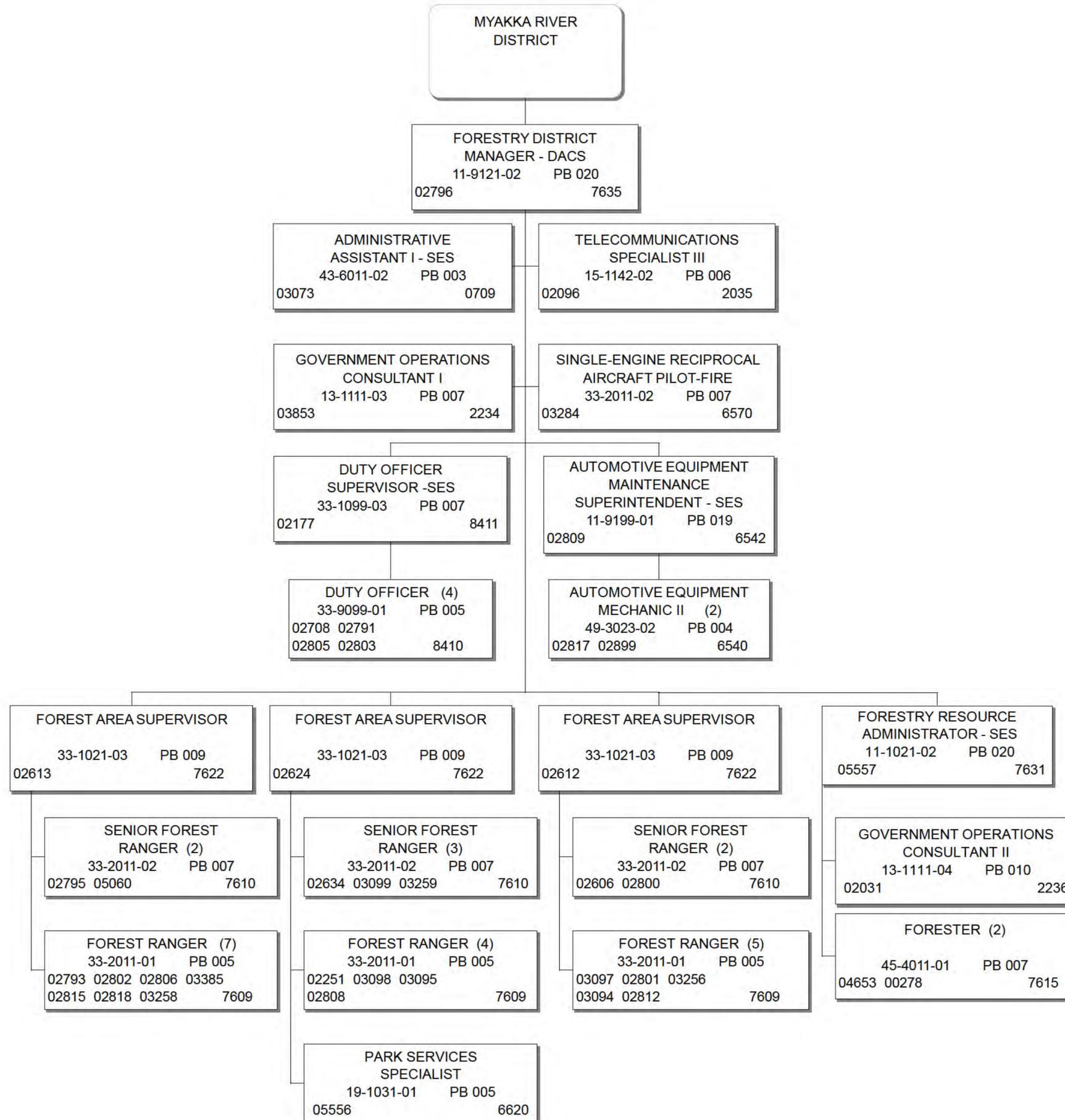
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
CALOOSAHATCHEE CENTER
PAGE 2 OF 2



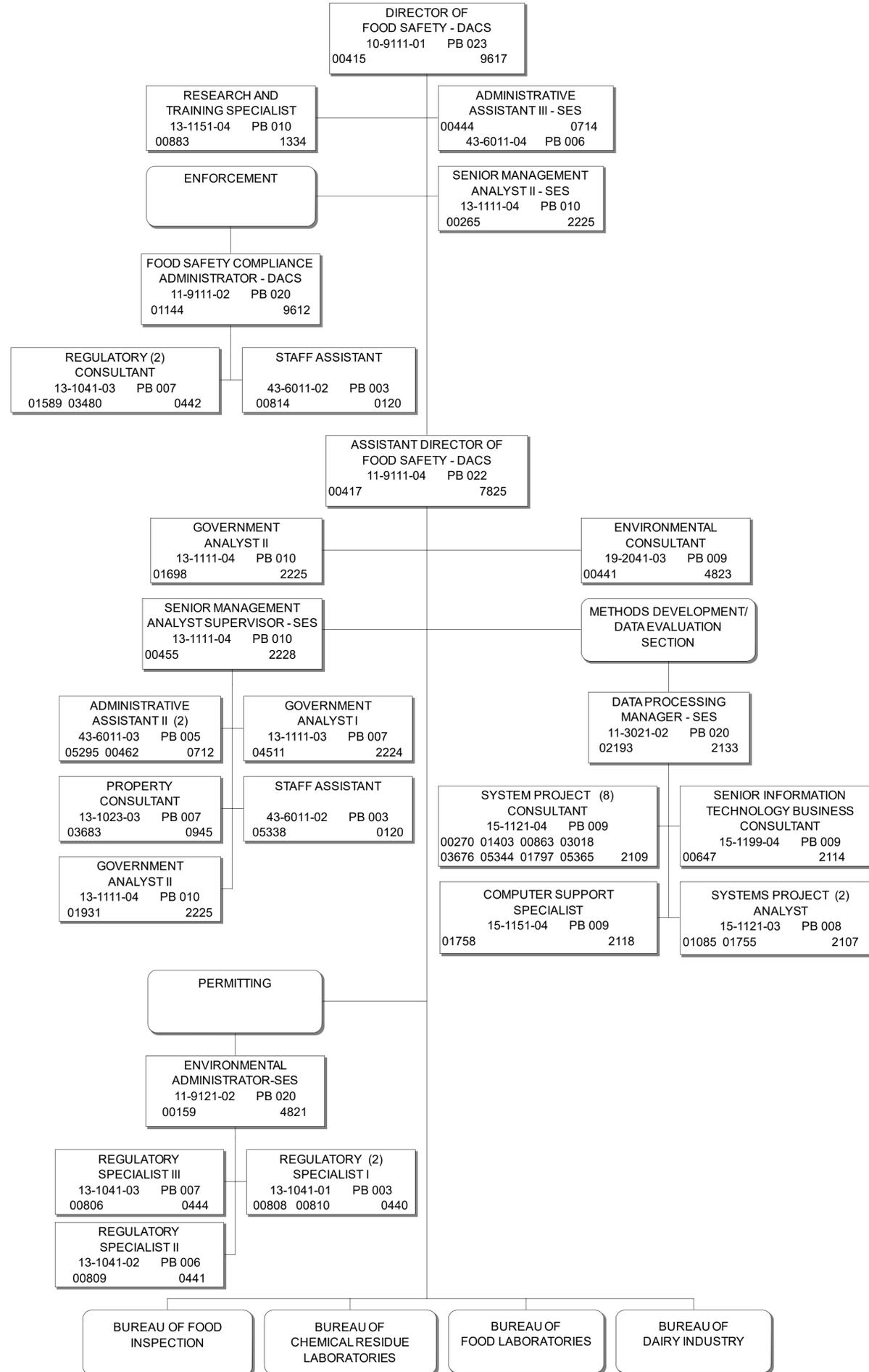
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
FLORIDA FOREST SERVICE**

BUREAU OF FIELD OPERATIONS
MYAKKA RIVER DISTRICT
PAGE 1 OF 1



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

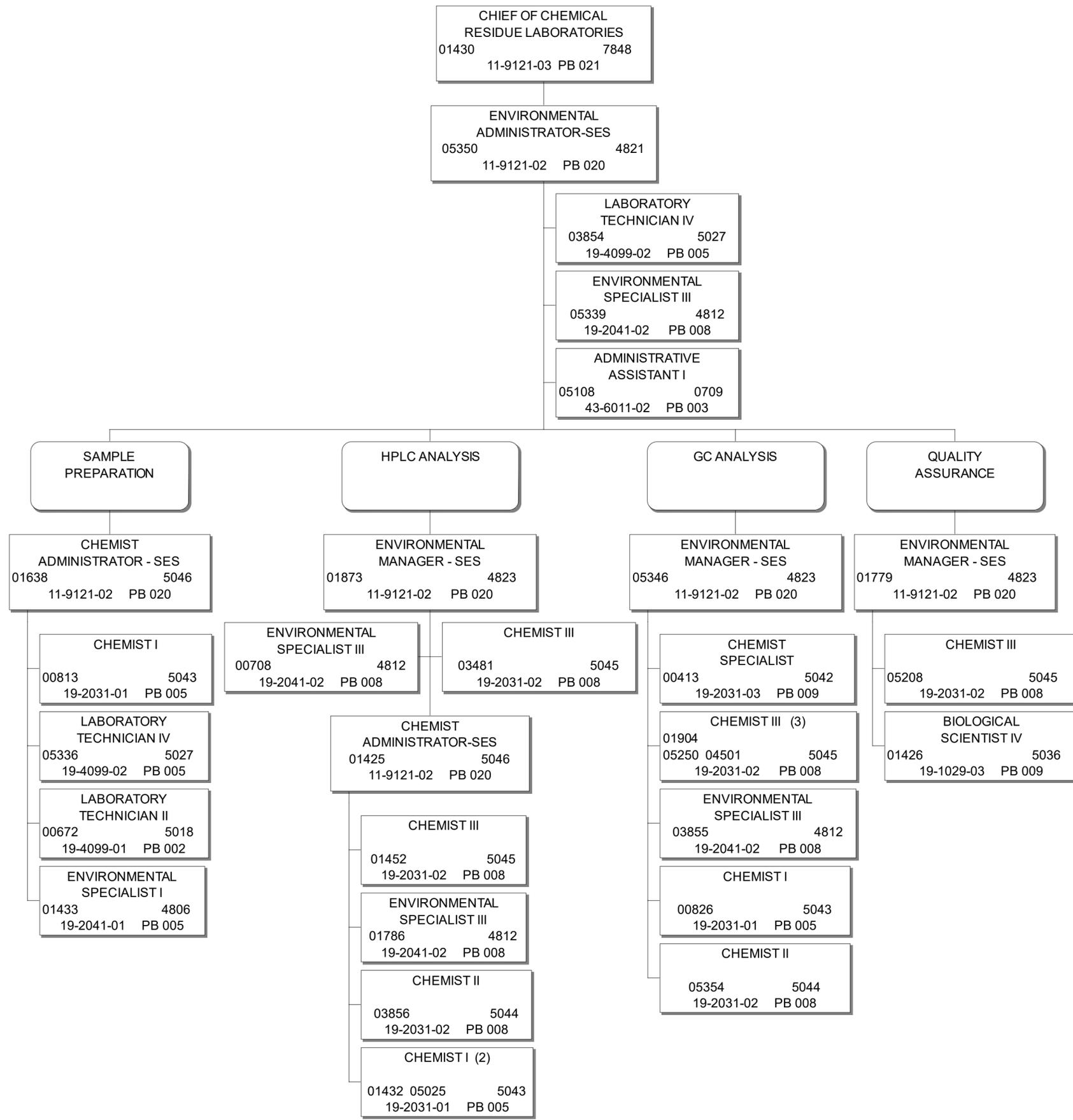
DIVISION F.T.E. 298
ADMINISTRATION
PAGE 1 OF 1



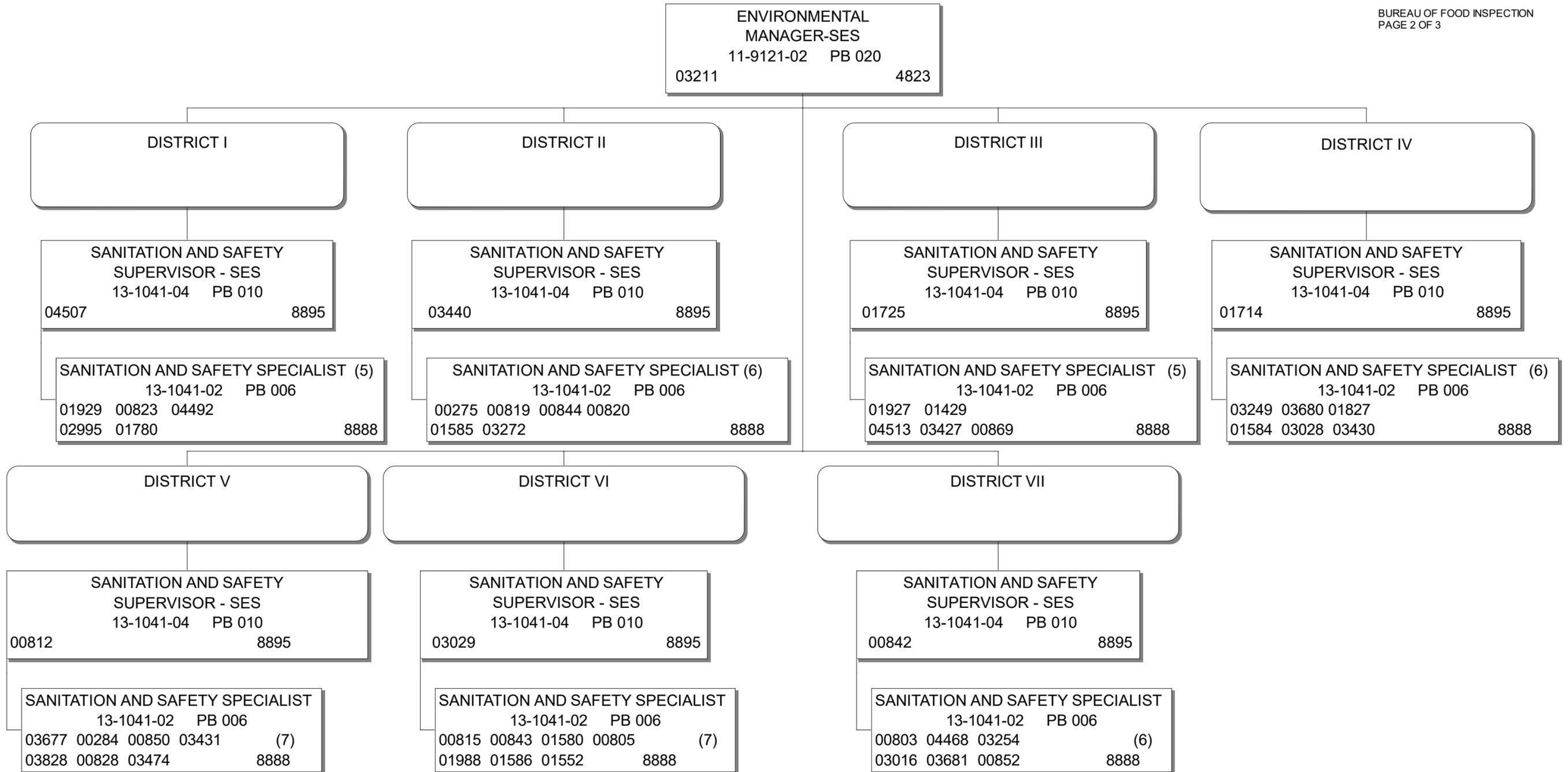
ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 3/6/2020

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

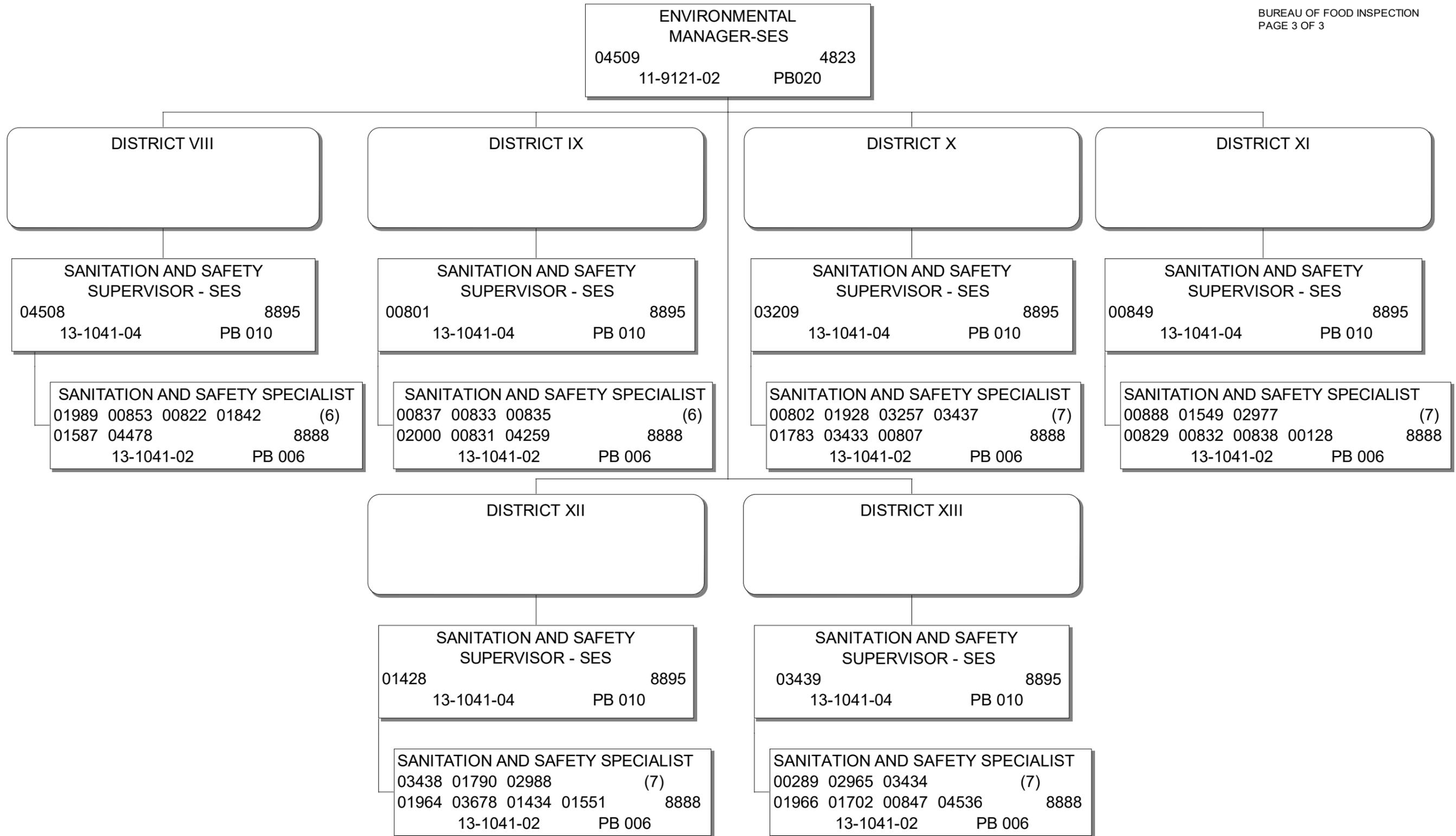
BUREAU OF CHEMICAL RESIDUE LABORATORIES
PAGE 1 OF 1



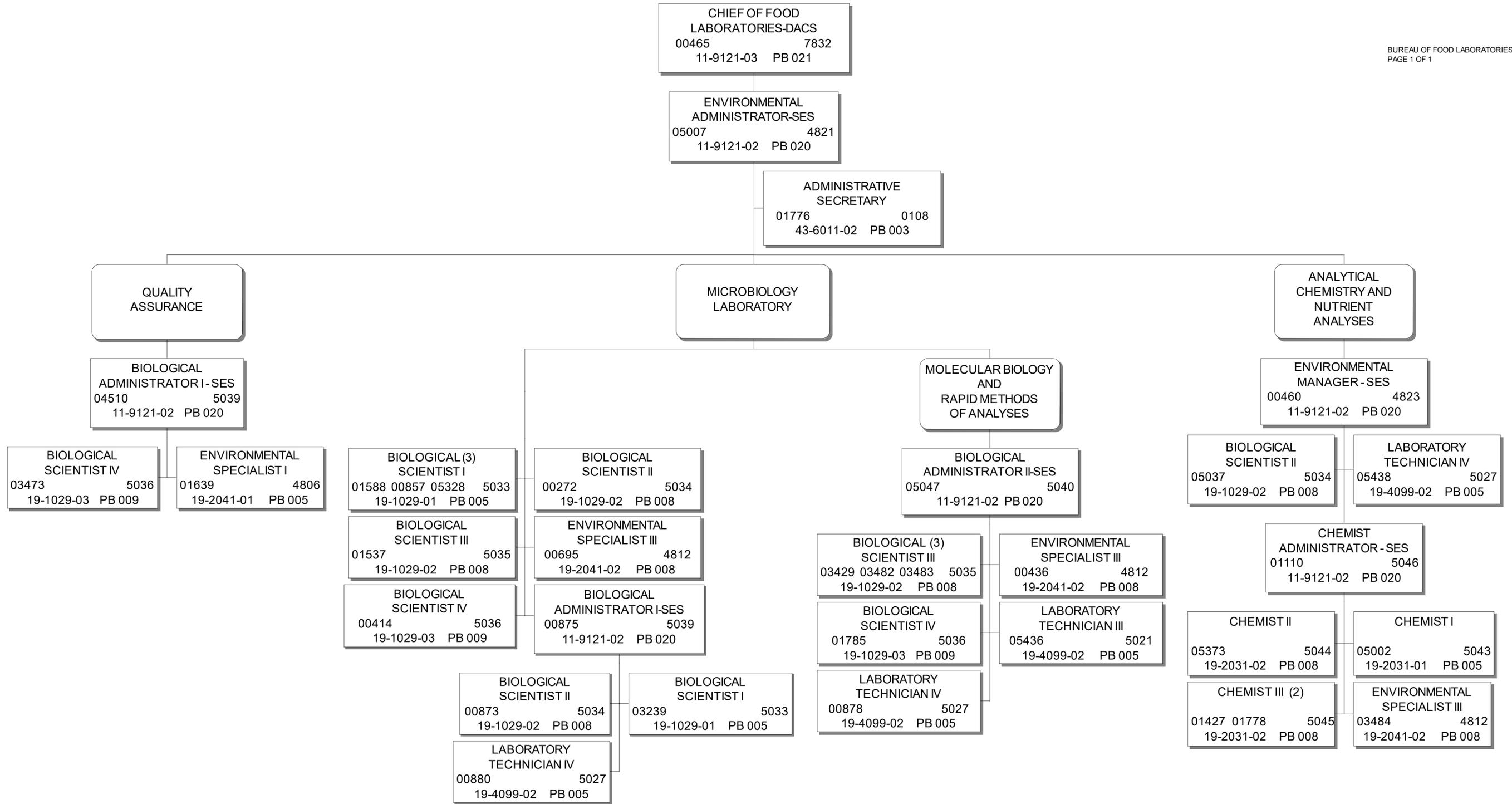
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF FOOD SAFETY**



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

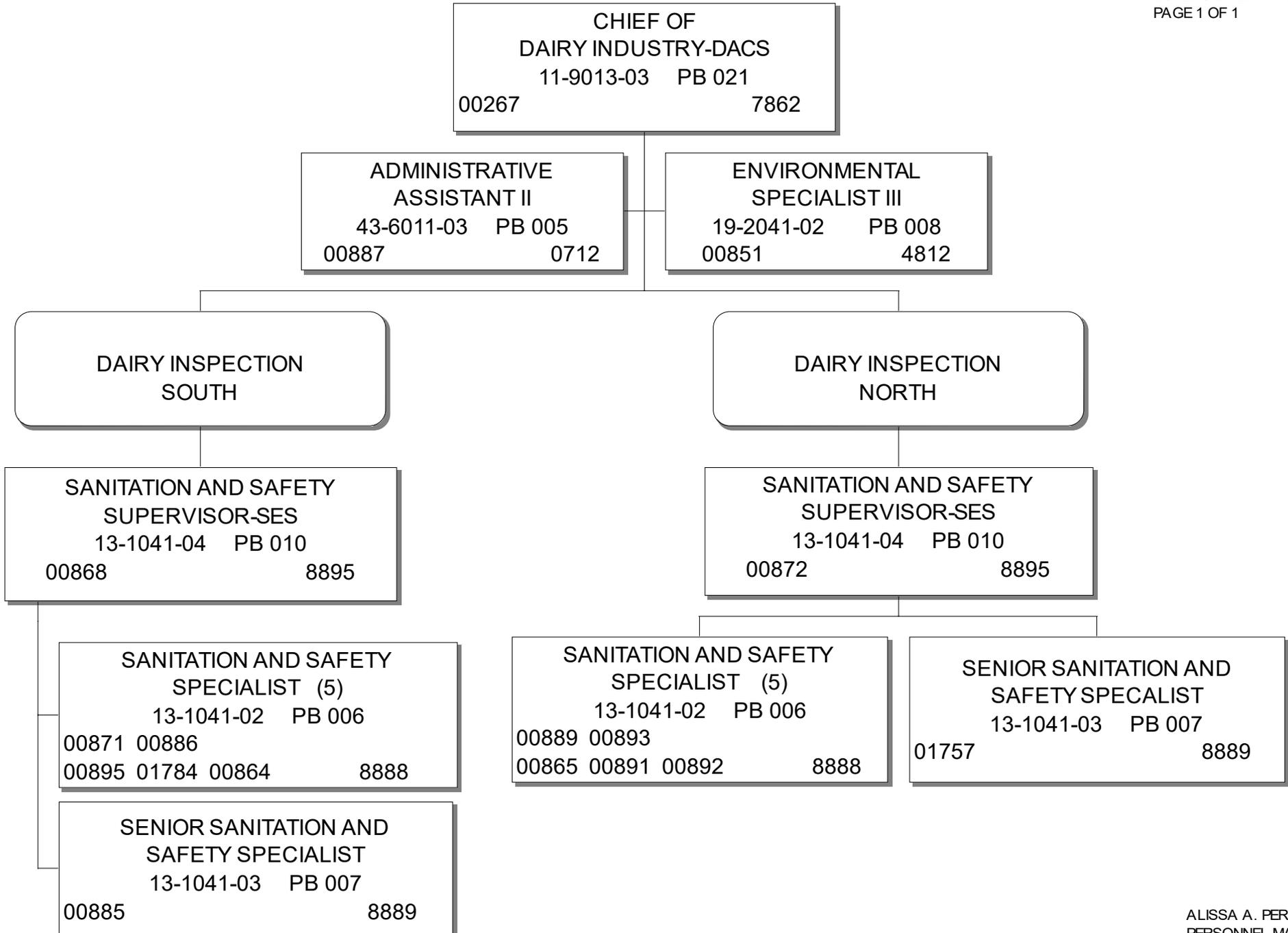


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF FOOD SAFETY**



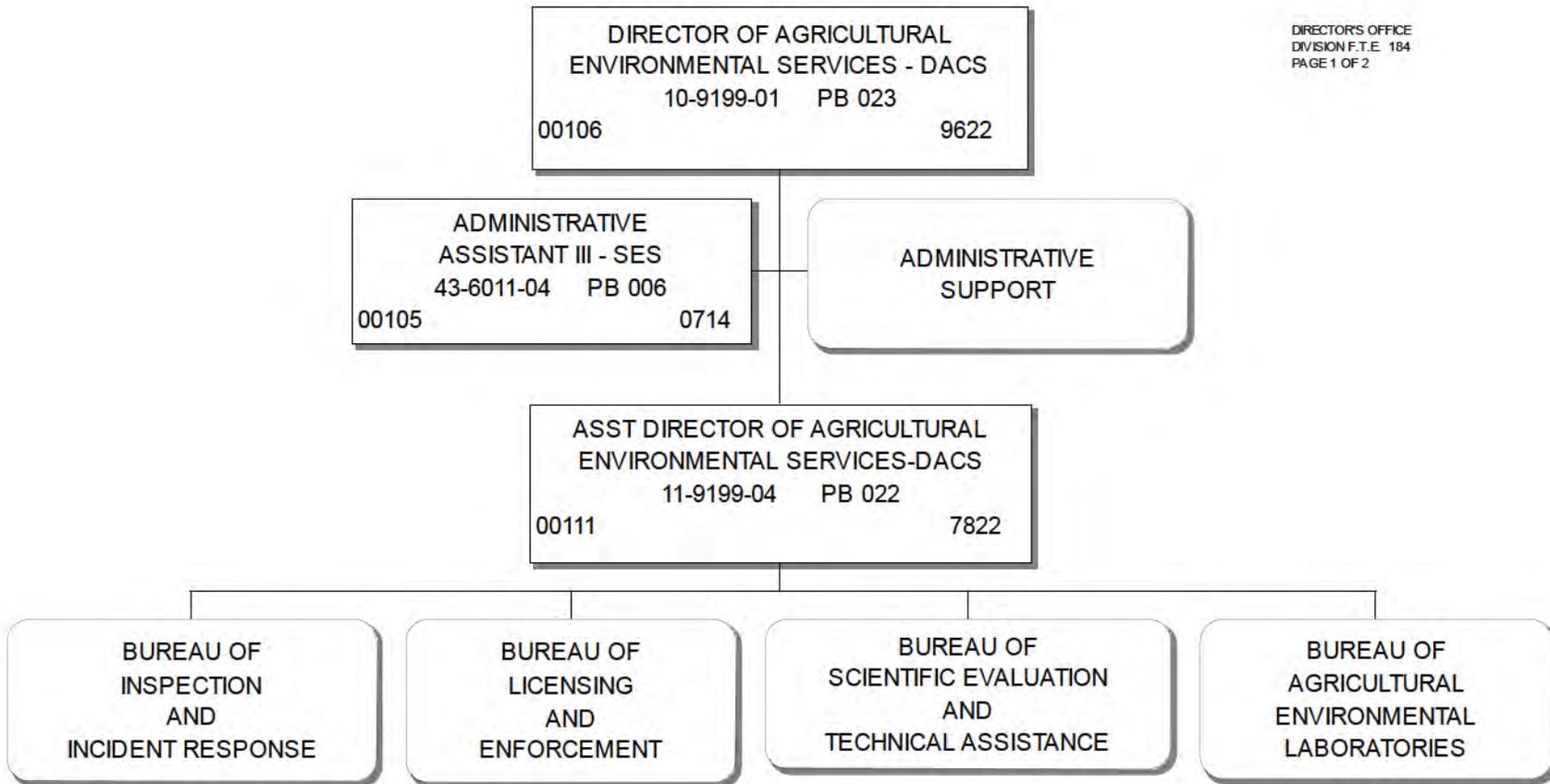
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF FOOD SAFETY**

BUREAU OF DAIRY INDUSTRY
PAGE 1 OF 1

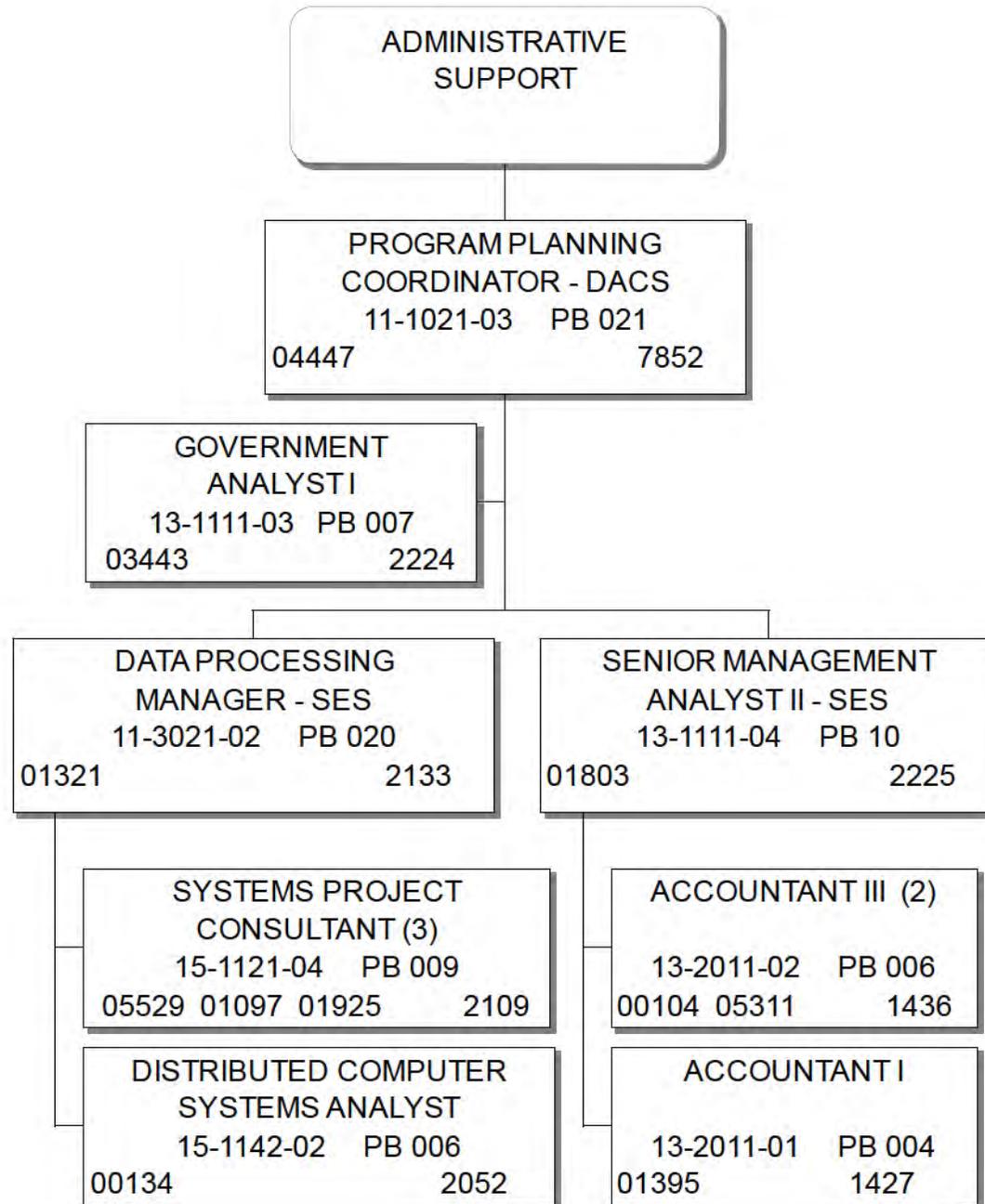


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES - DIVISION OF
AGRICULTURAL ENVIRONMENTAL SERVICES**

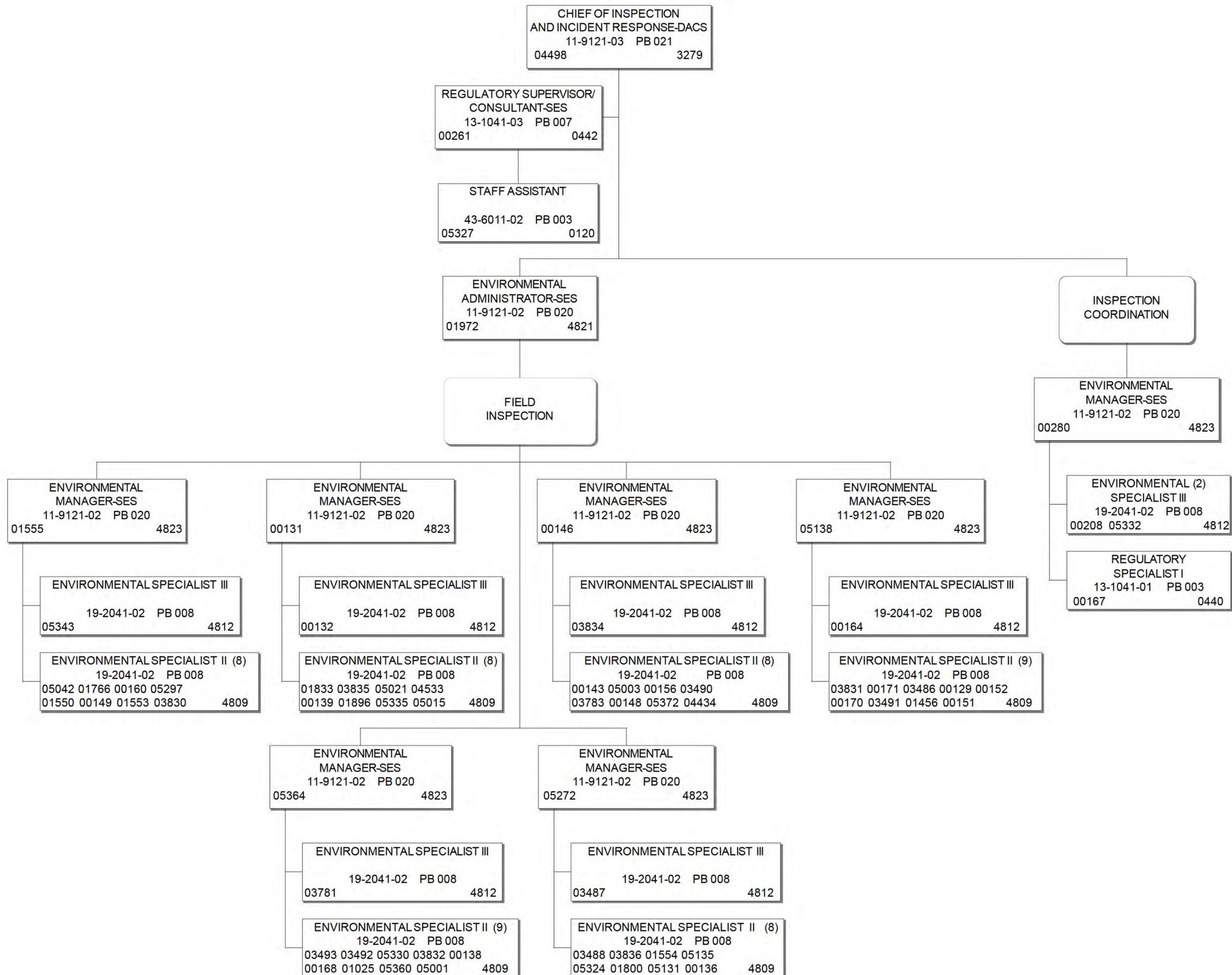
DIRECTOR'S OFFICE
DIVISION F.T.E. 184
PAGE 1 OF 2



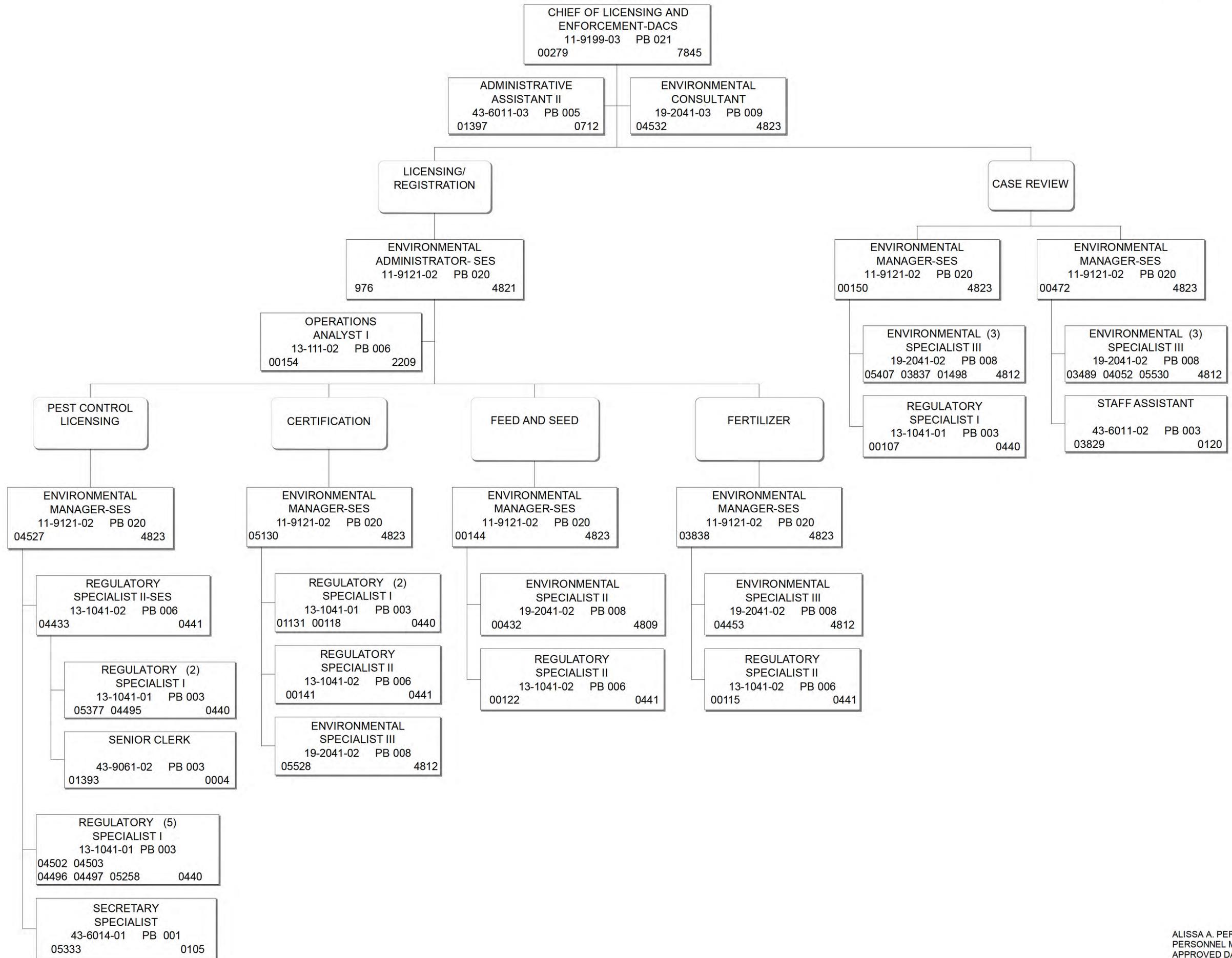
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES - DIVISION OF
AGRICULTURAL ENVIRONMENTAL SERVICES**



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

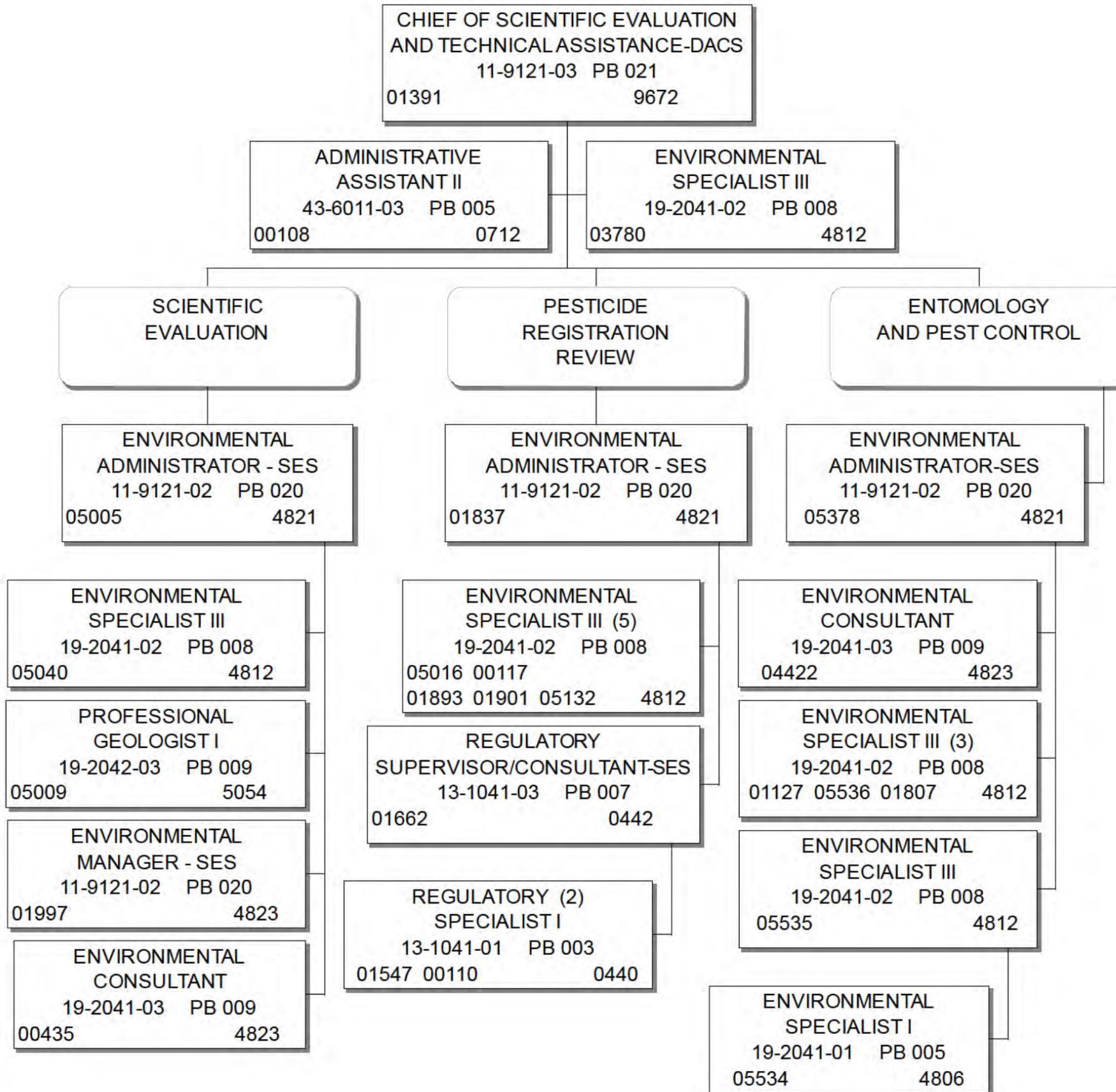


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES - DIVISION OF
AGRICULTURAL ENVIRONMENTAL SERVICES**



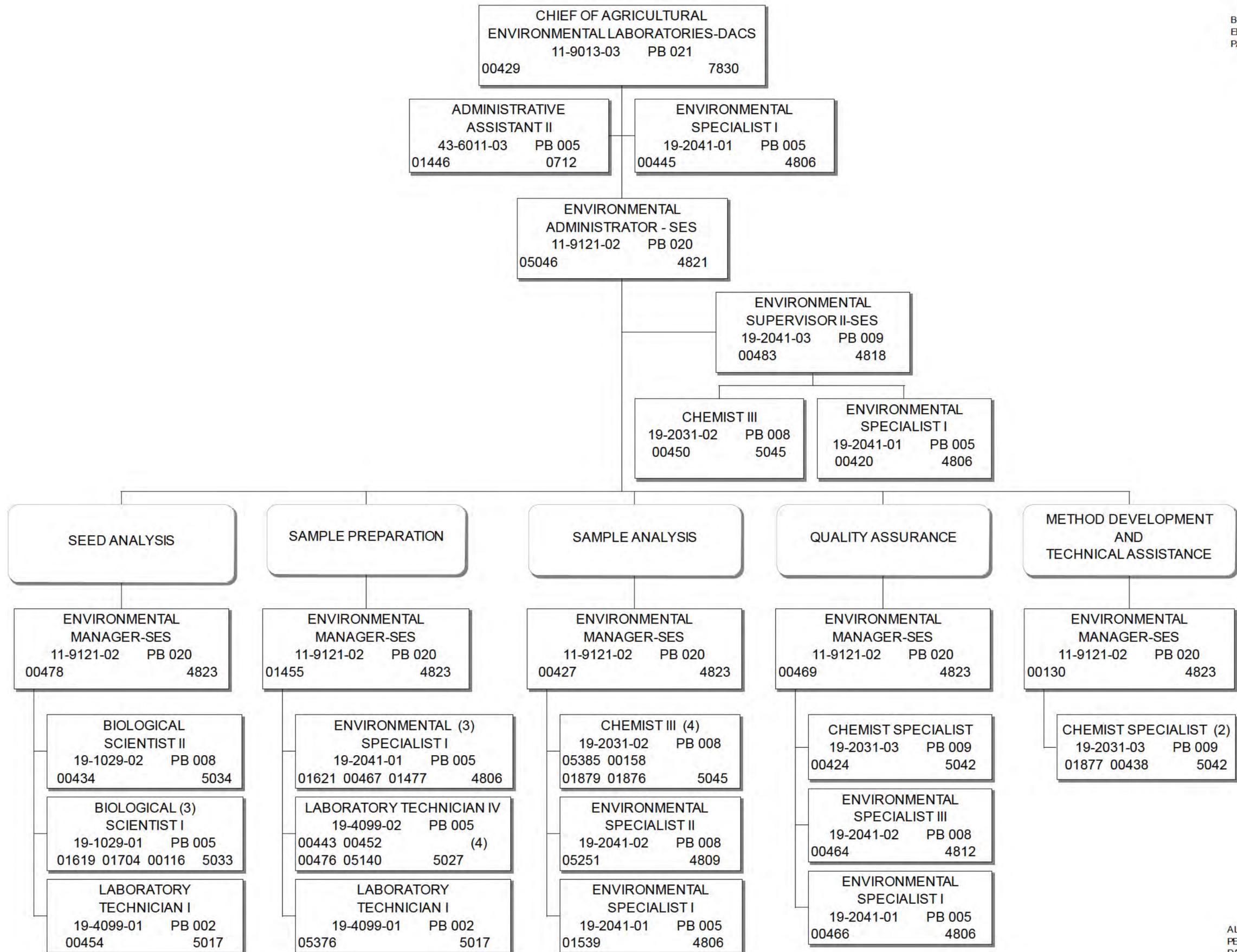
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES - DIVISION OF
AGRICULTURAL ENVIRONMENTAL SERVICES**

BUREAU OF SCIENTIFIC EVALUATION
AND TECHNICAL ASSISTANCE
PAGE 1 OF 1



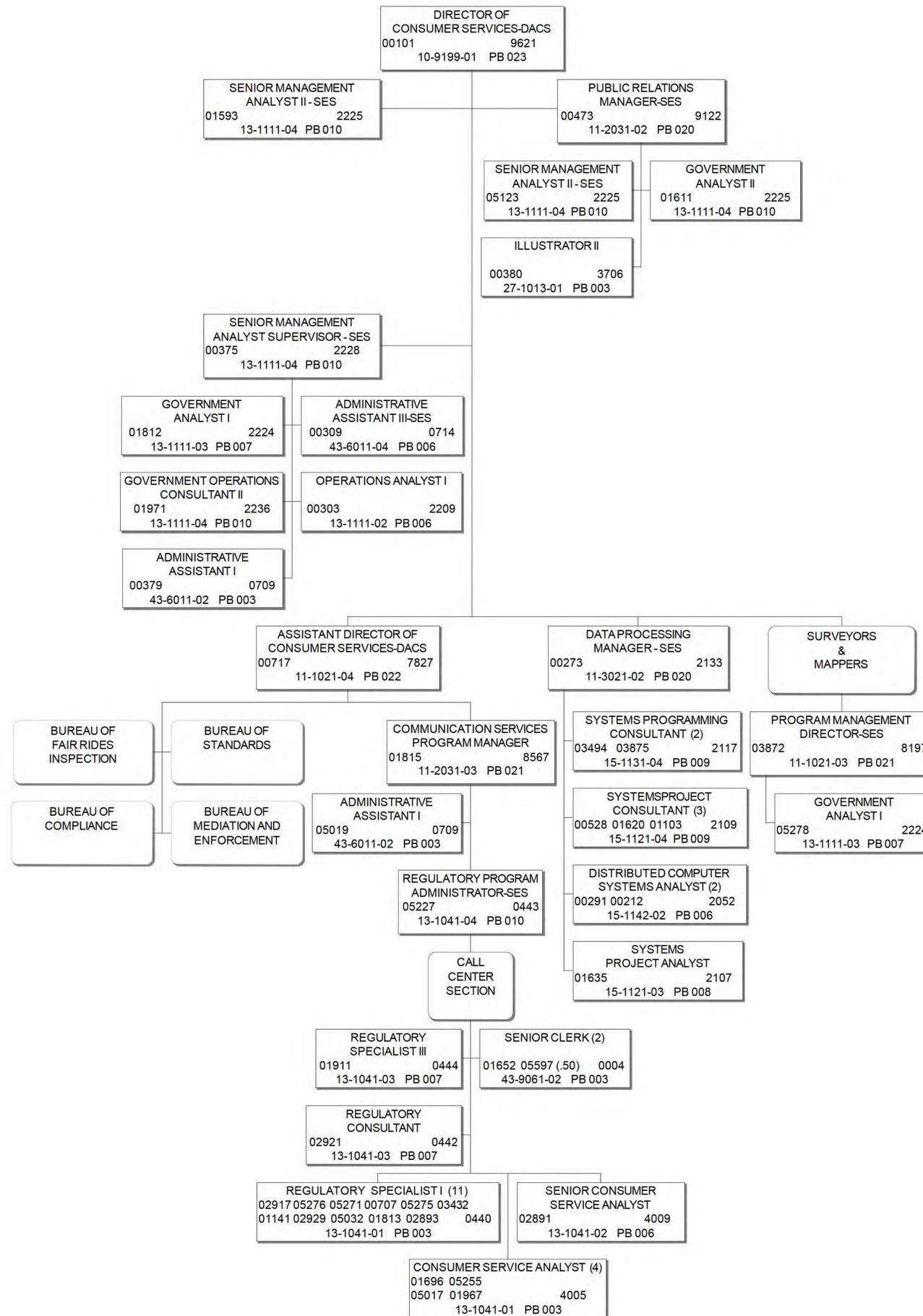
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES - DIVISION OF
AGRICULTURAL ENVIRONMENTAL SERVICES**

BUREAU OF AGRICULTURAL
ENVIRONMENTAL LABORATORIES
PAGE 1 OF 1



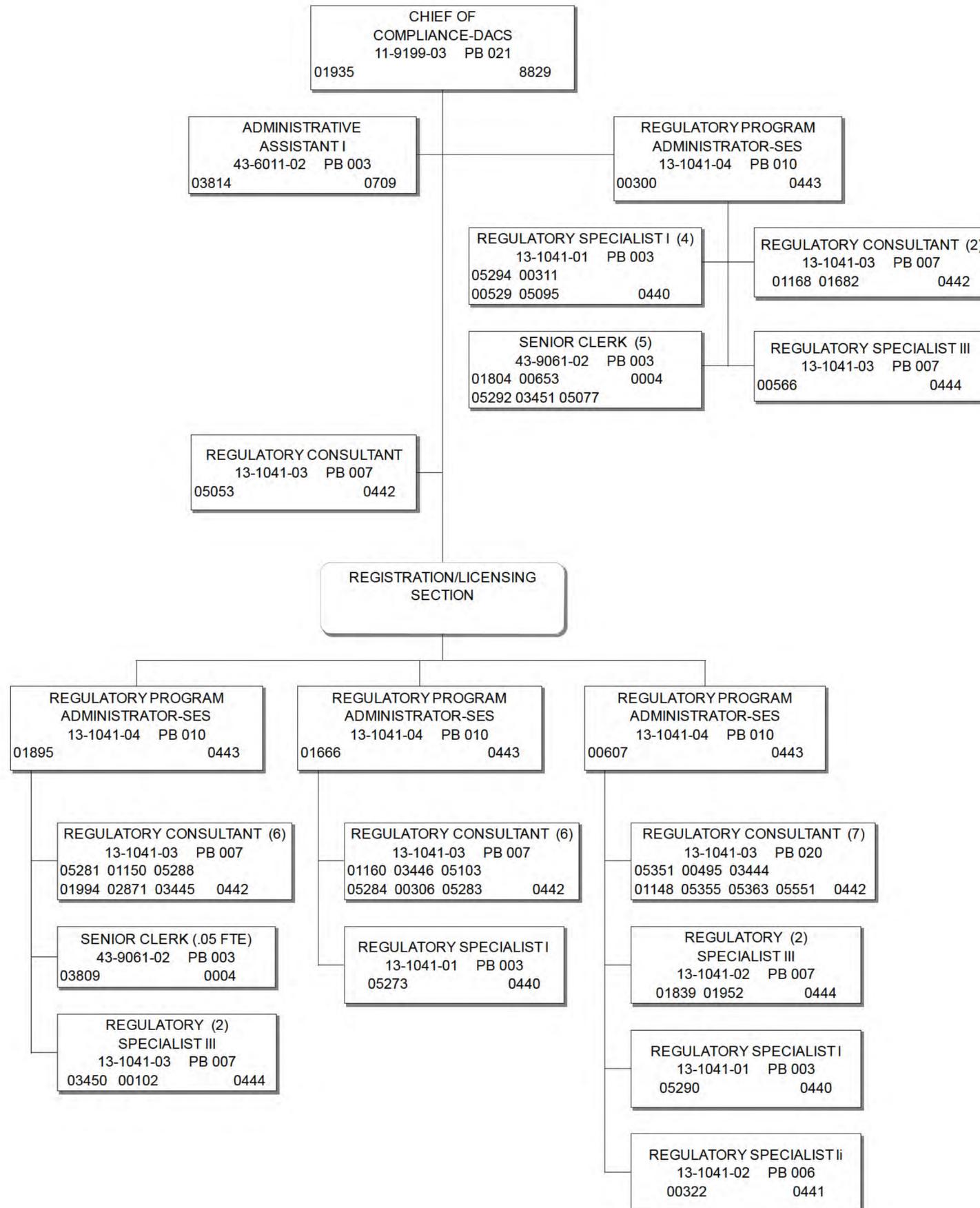
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF CONSUMER SERVICES**

DIVISION F.T.E. 285
DIRECTOR'S OFFICE
PAGE 1 OF 1



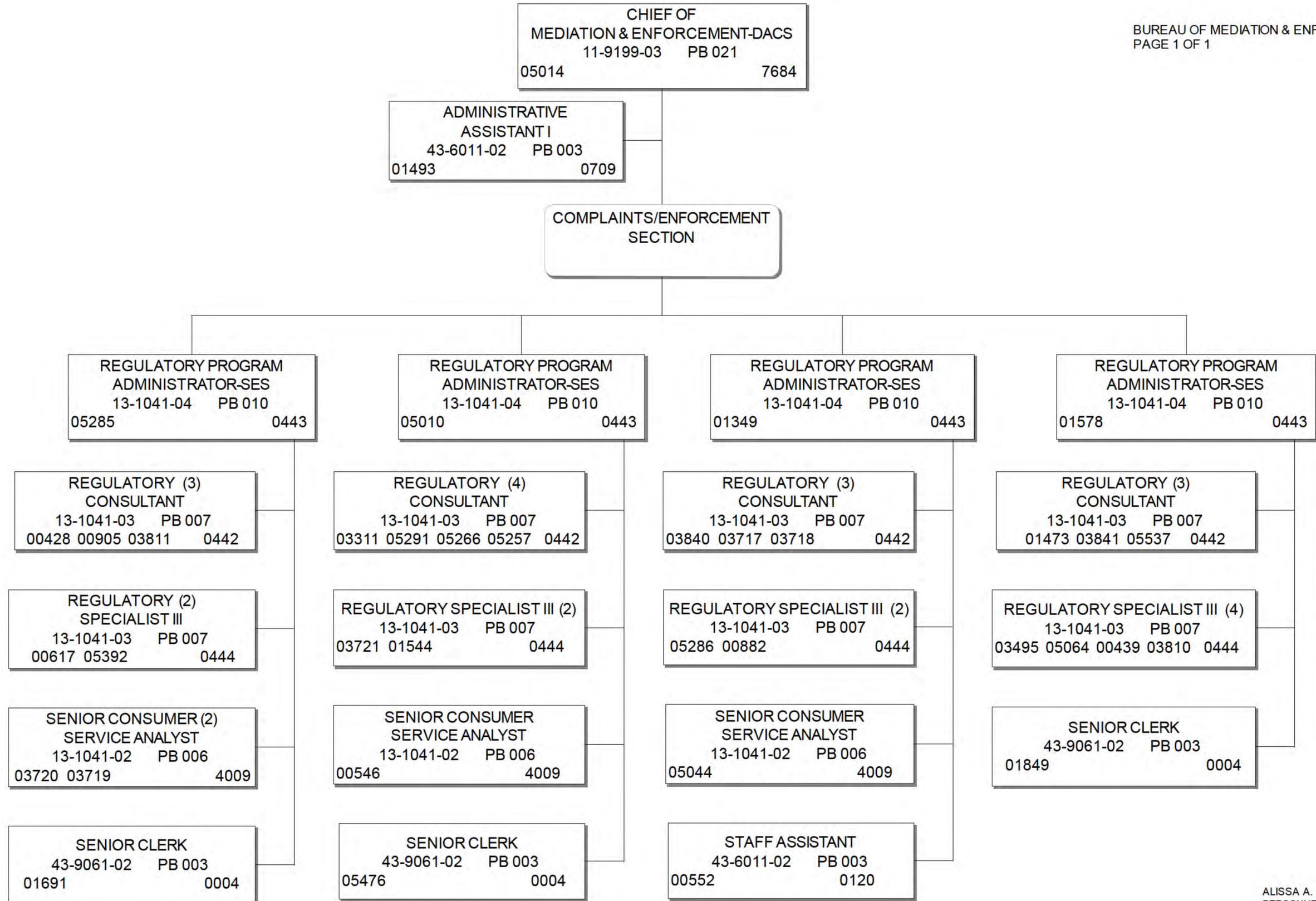
ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
DATE APPROVED: 6/21/2019

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

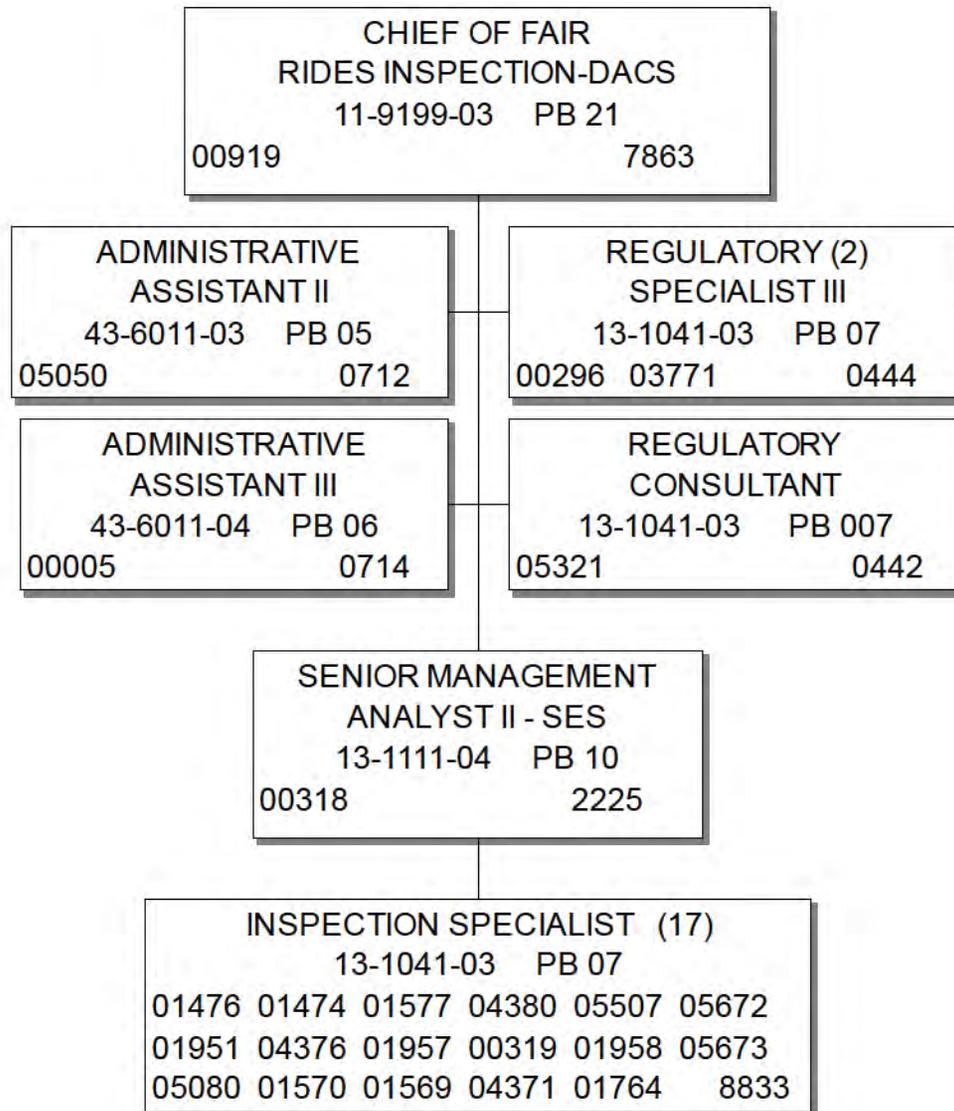


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF CONSUMER SERVICES**

BUREAU OF MEDIATION & ENFORCEMENT
PAGE 1 OF 1



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

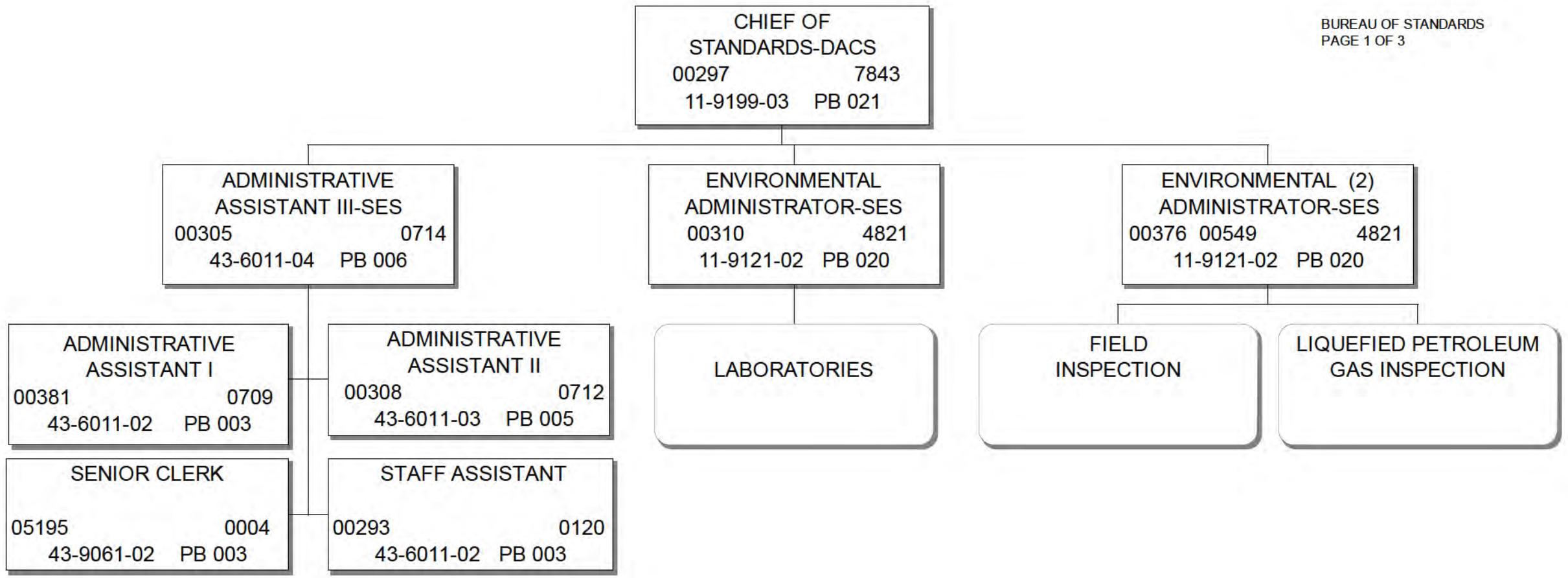


BUREAU OF FAIR RIDES INSPECTION
PAGE 1 OF 1

ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 2/21/2020

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

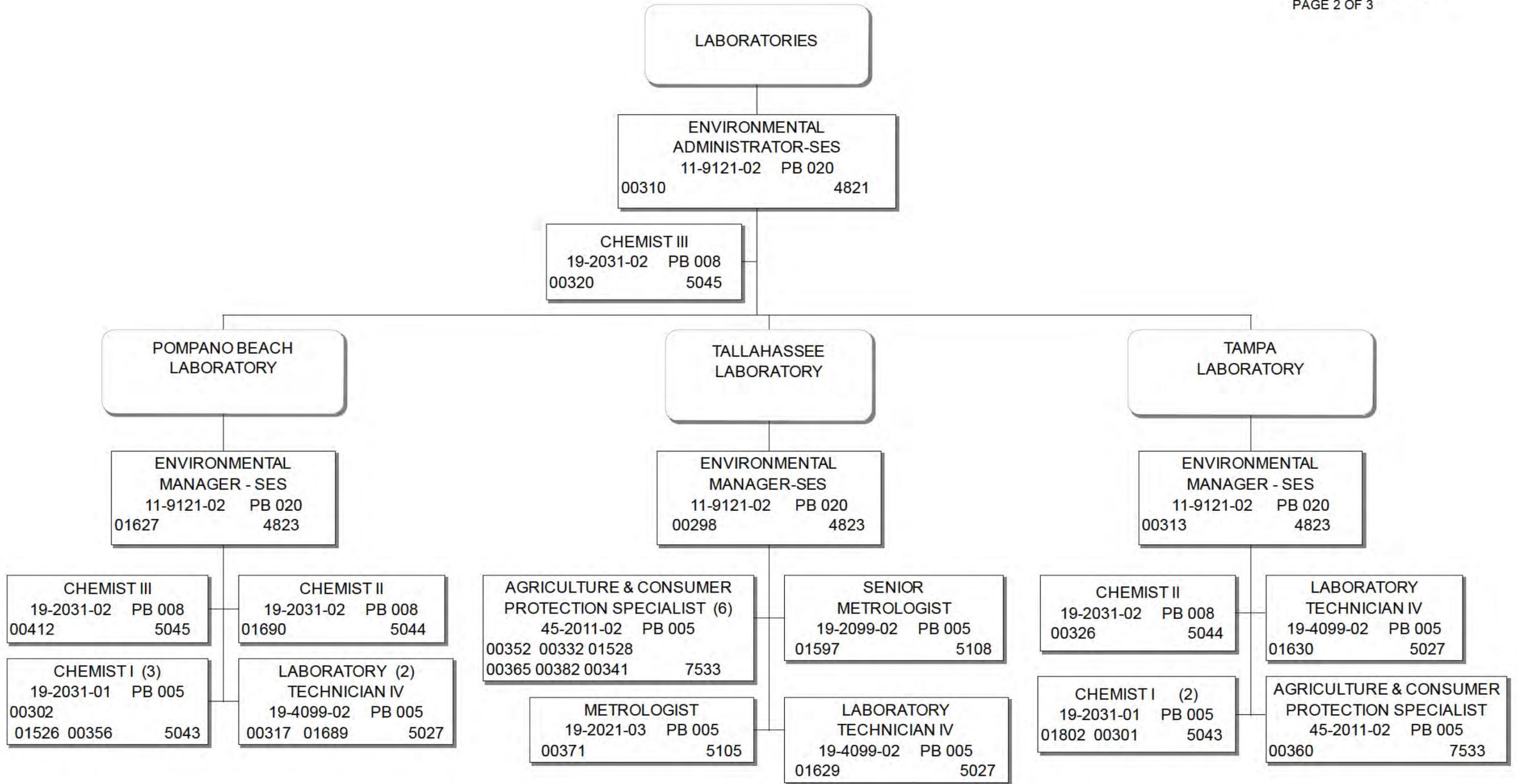
BUREAU OF STANDARDS
PAGE 1 OF 3



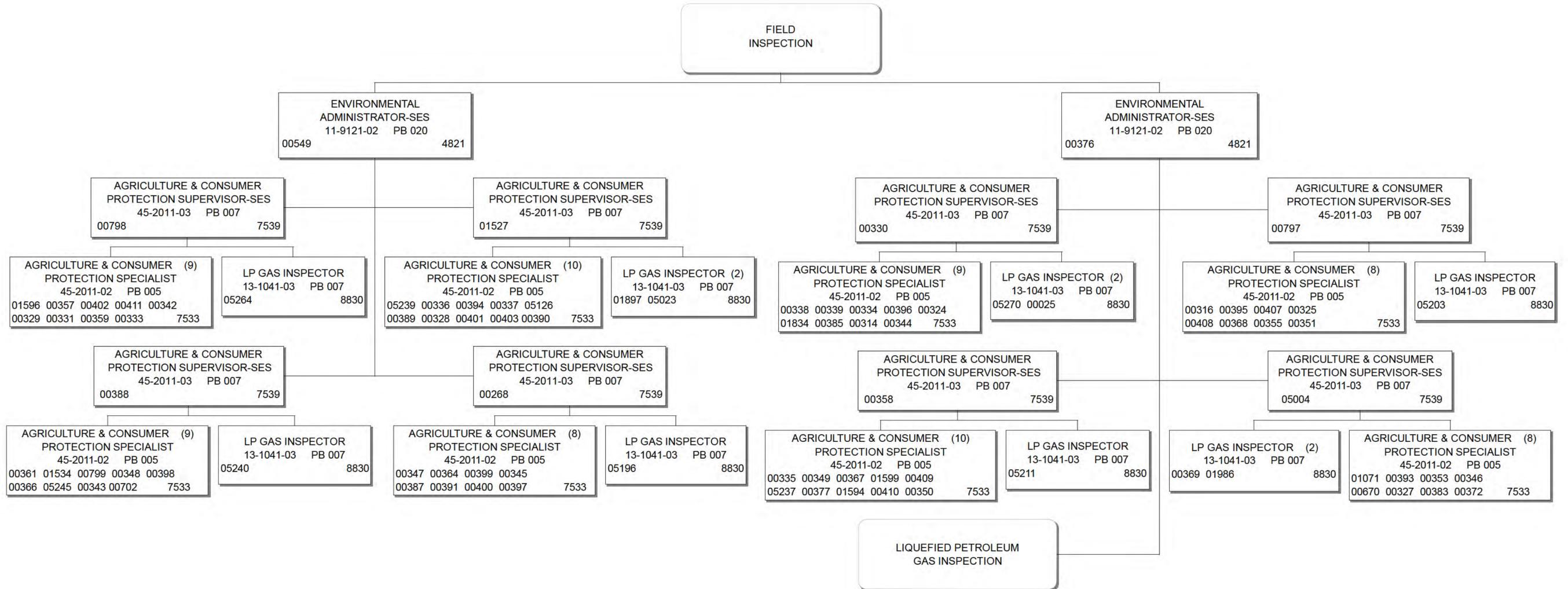
ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 7/28/2017

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

BUREAU OF STANDARDS
PAGE 2 OF 3

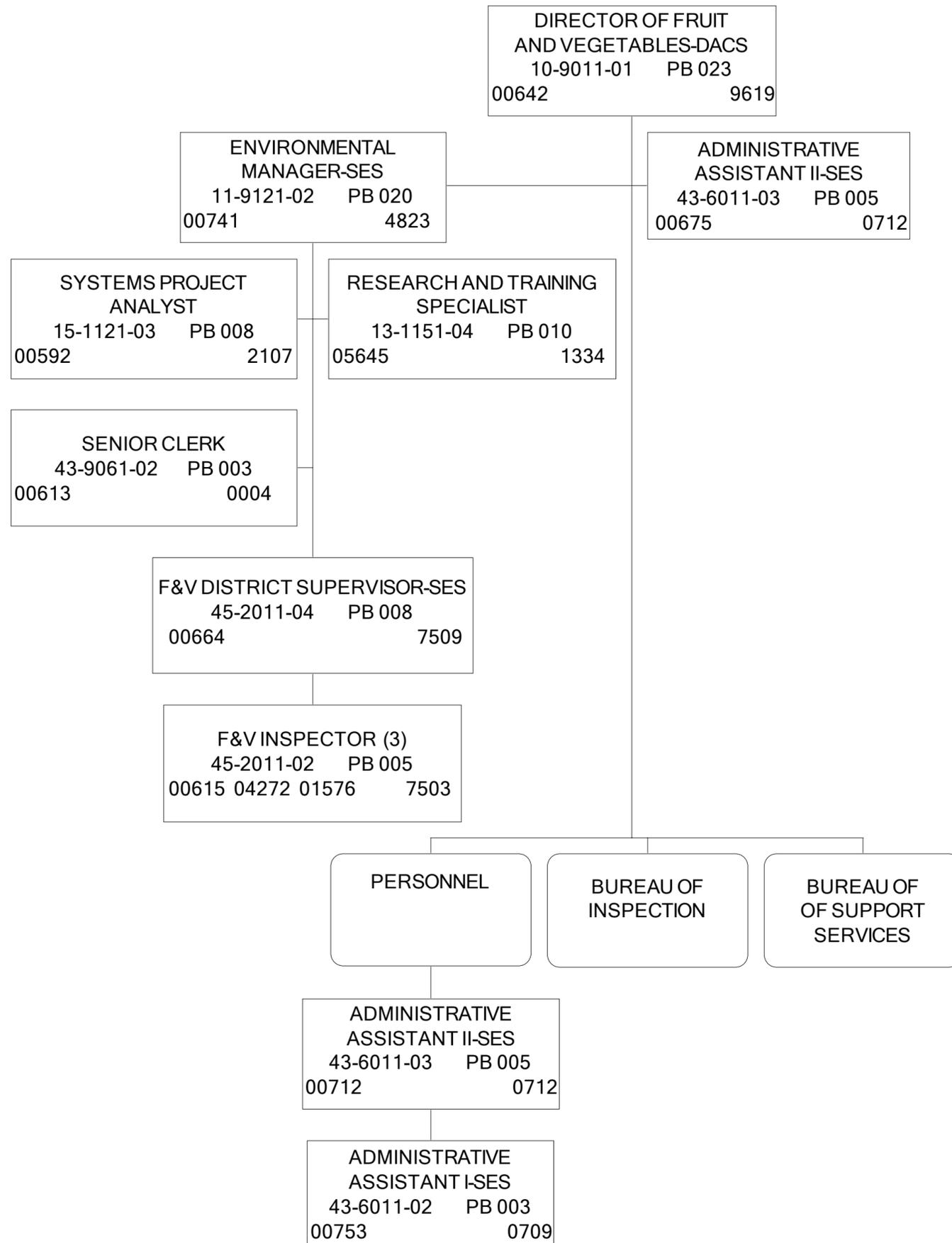


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF CONSUMER SERVICES**

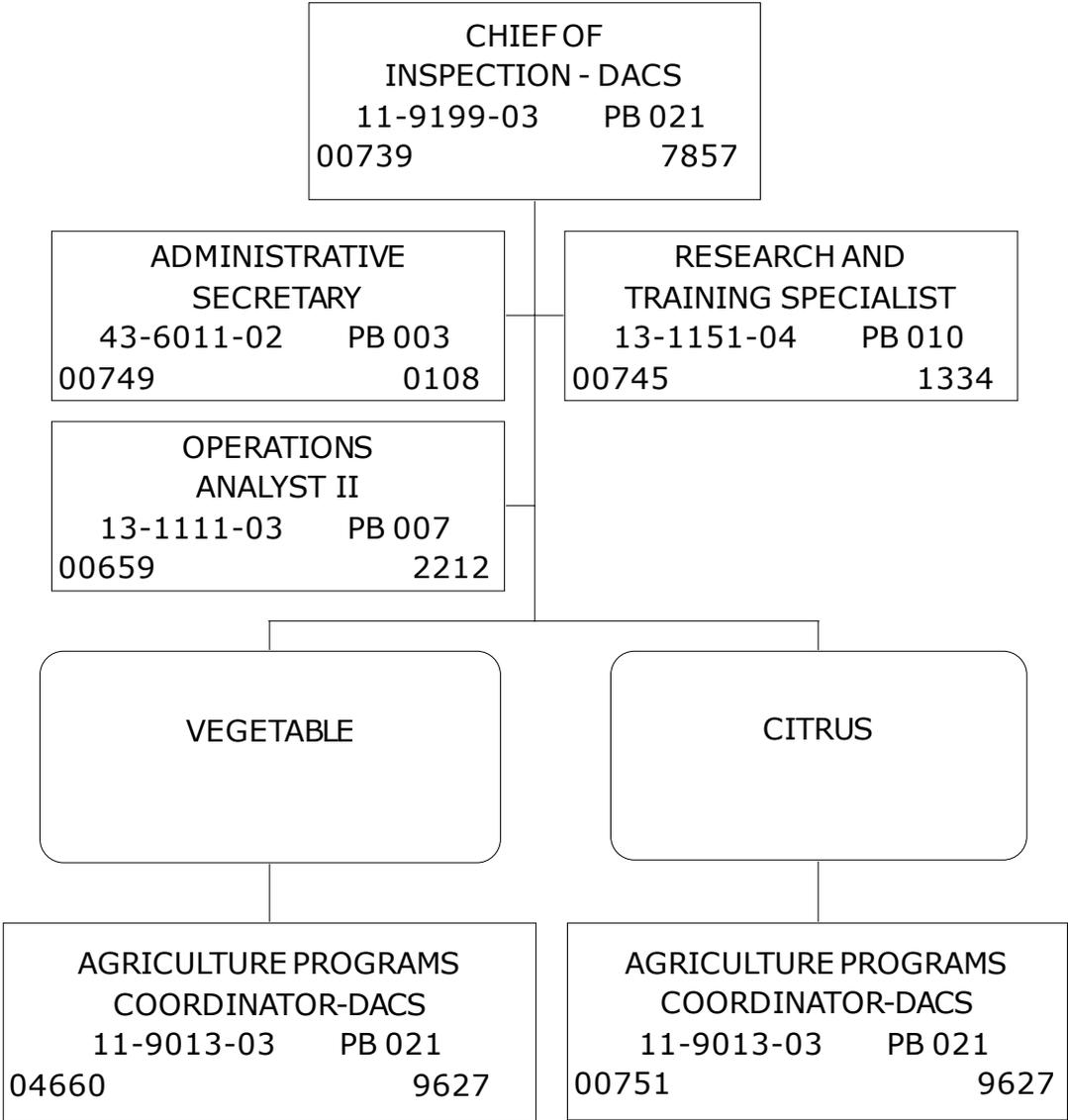


**FLORIDA DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF FRUIT AND VEGETABLES**

DIVISION F.T.E. 110
DIRECTOR'S OFFICE
PAGE 1 OF 1



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

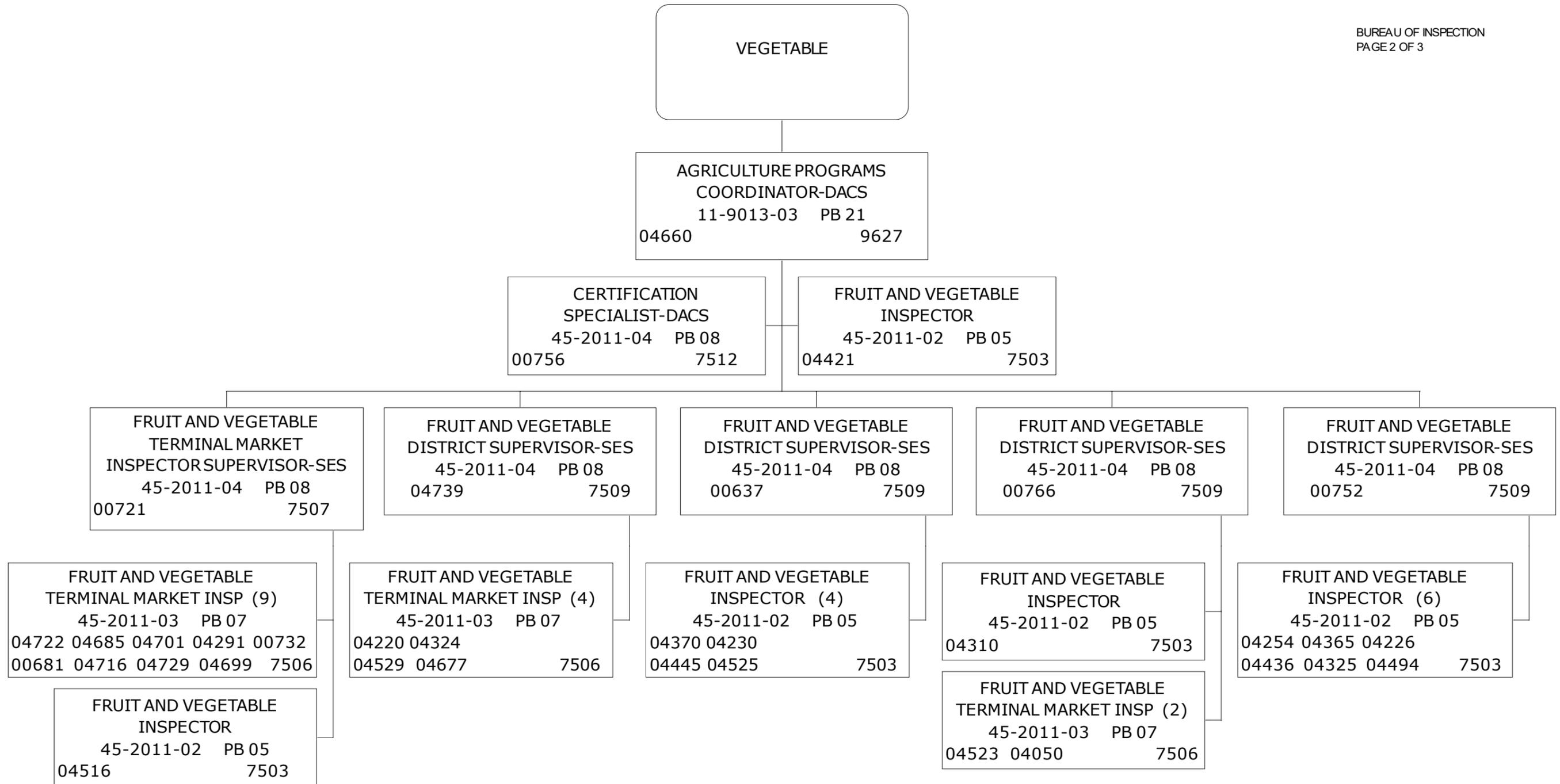


BUREAU OF INSPECTION
PAGE 1 OF 3

ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 11/8/2019

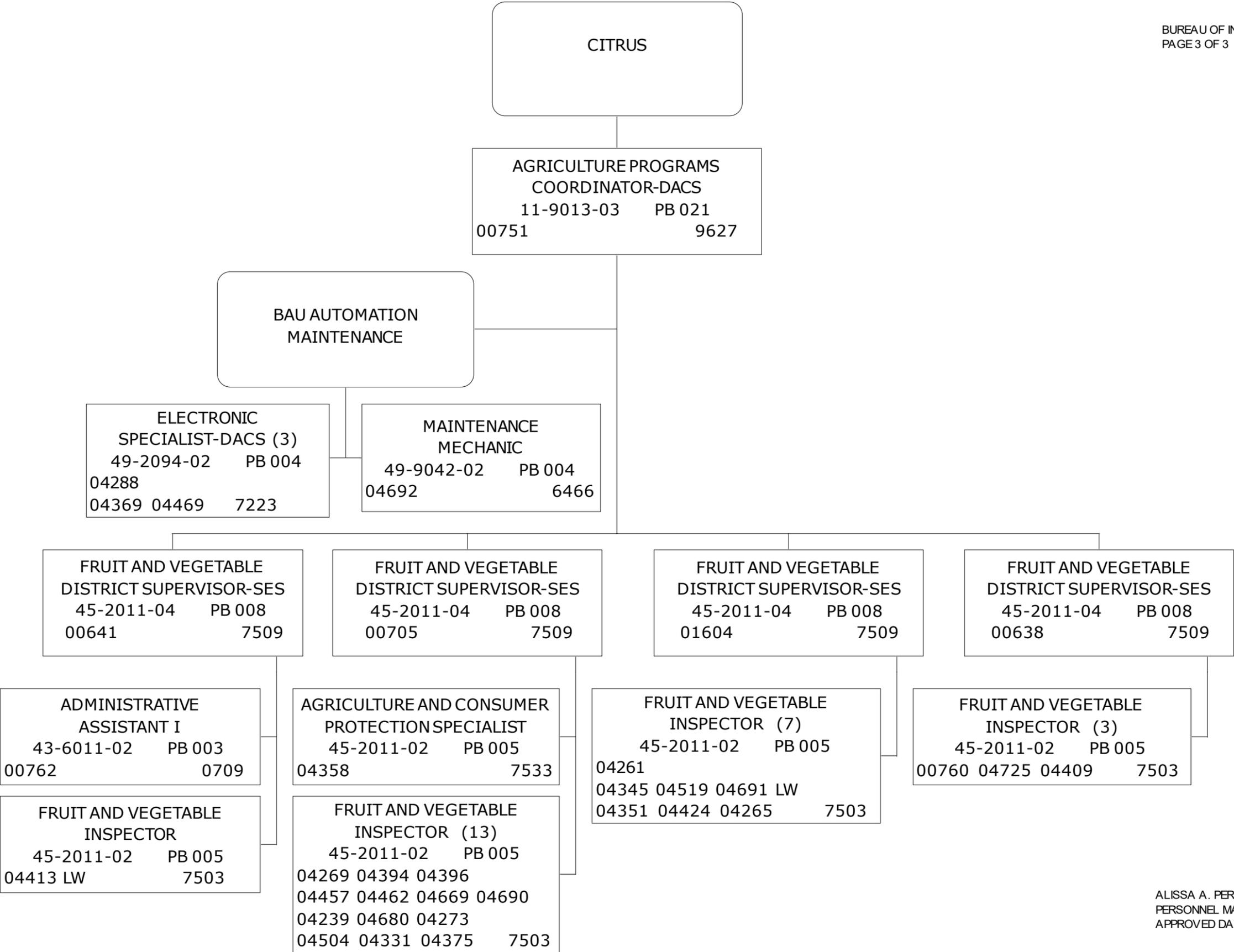
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF FRUIT AND VEGETABLES**

BUREAU OF INSPECTION
PAGE 2 OF 3



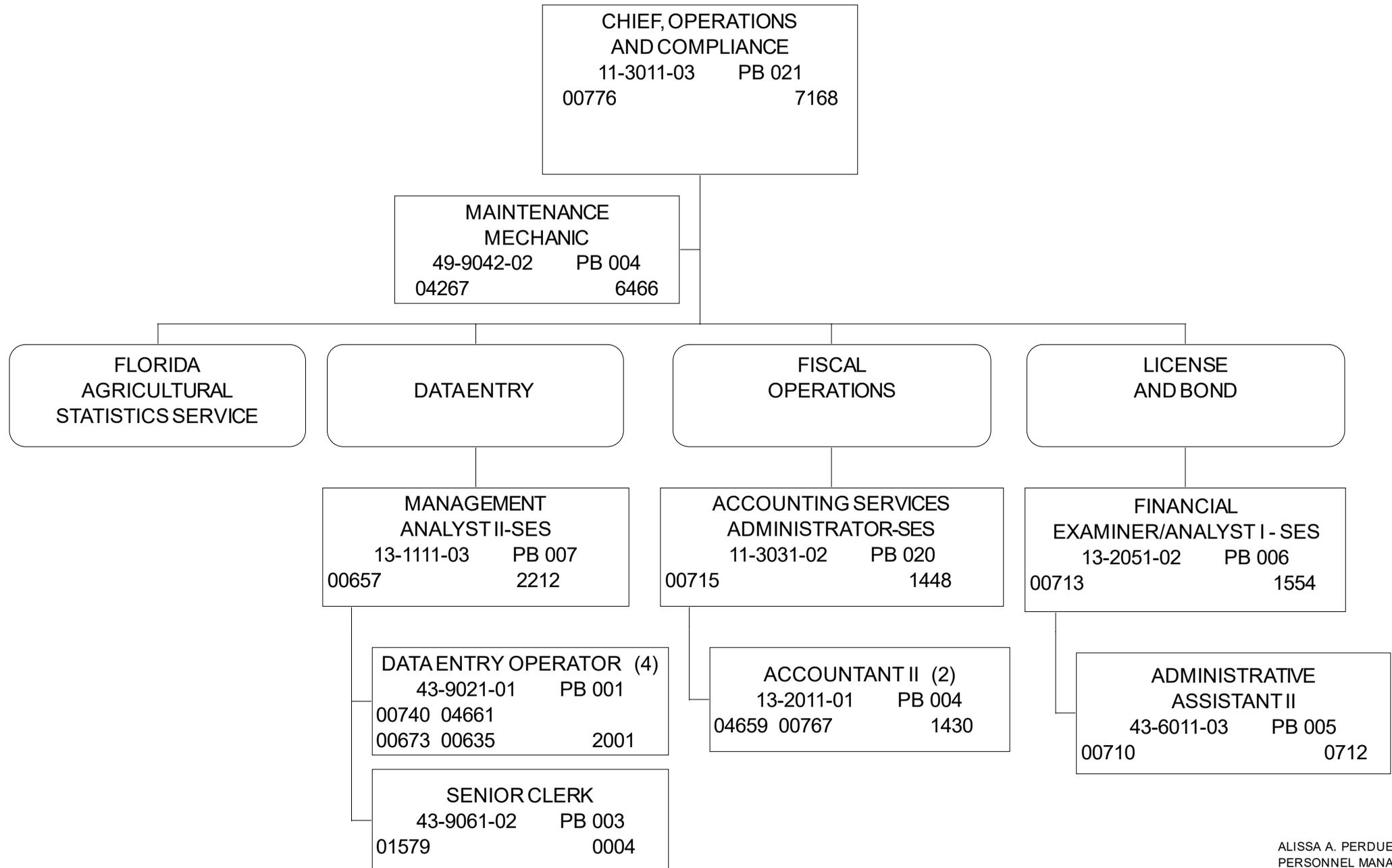
ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 7/1/2020

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



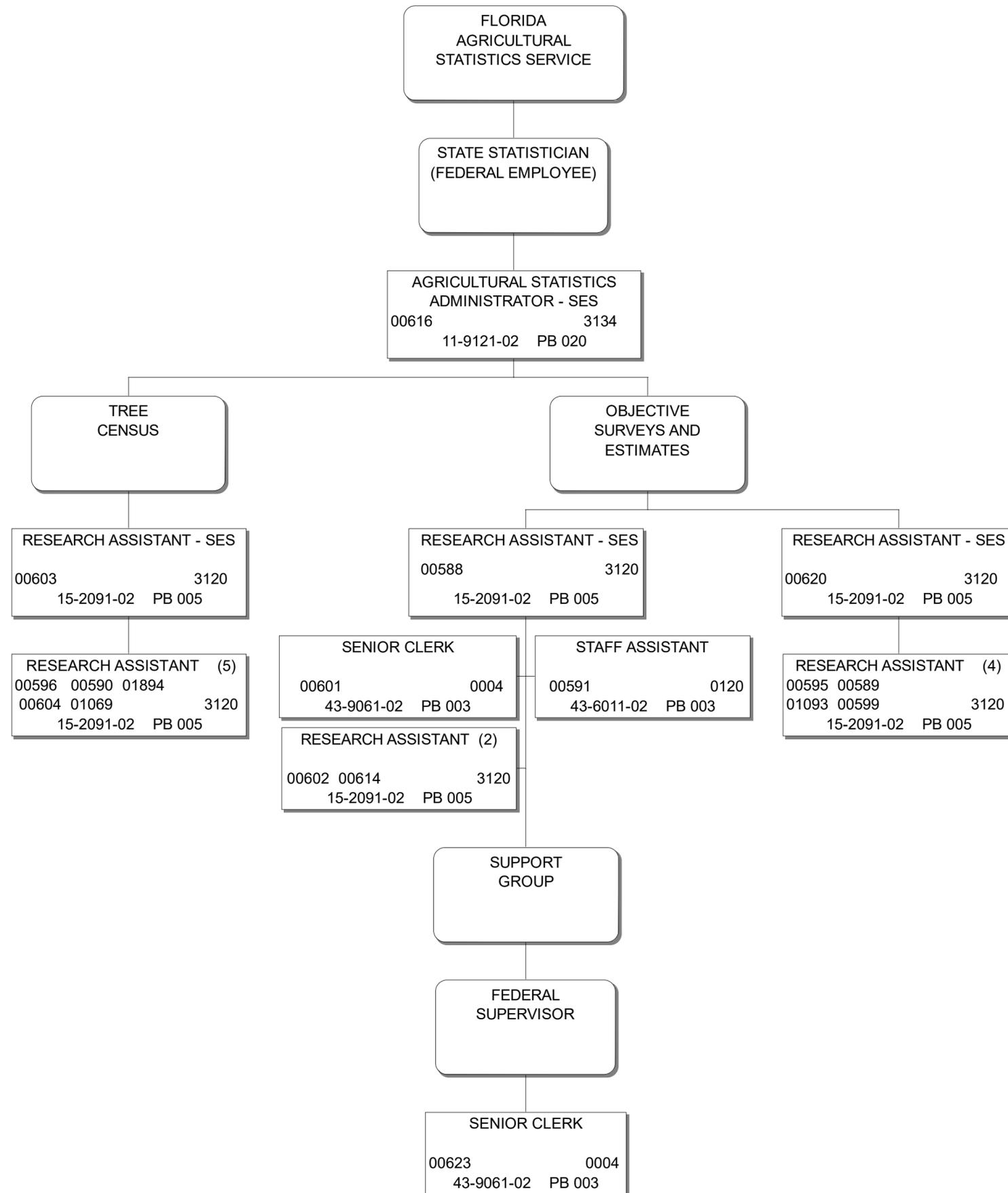
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF FRUIT AND VEGETABLES**

BUREAU OF SUPPORT SERVICES
PAGE 1 OF 2



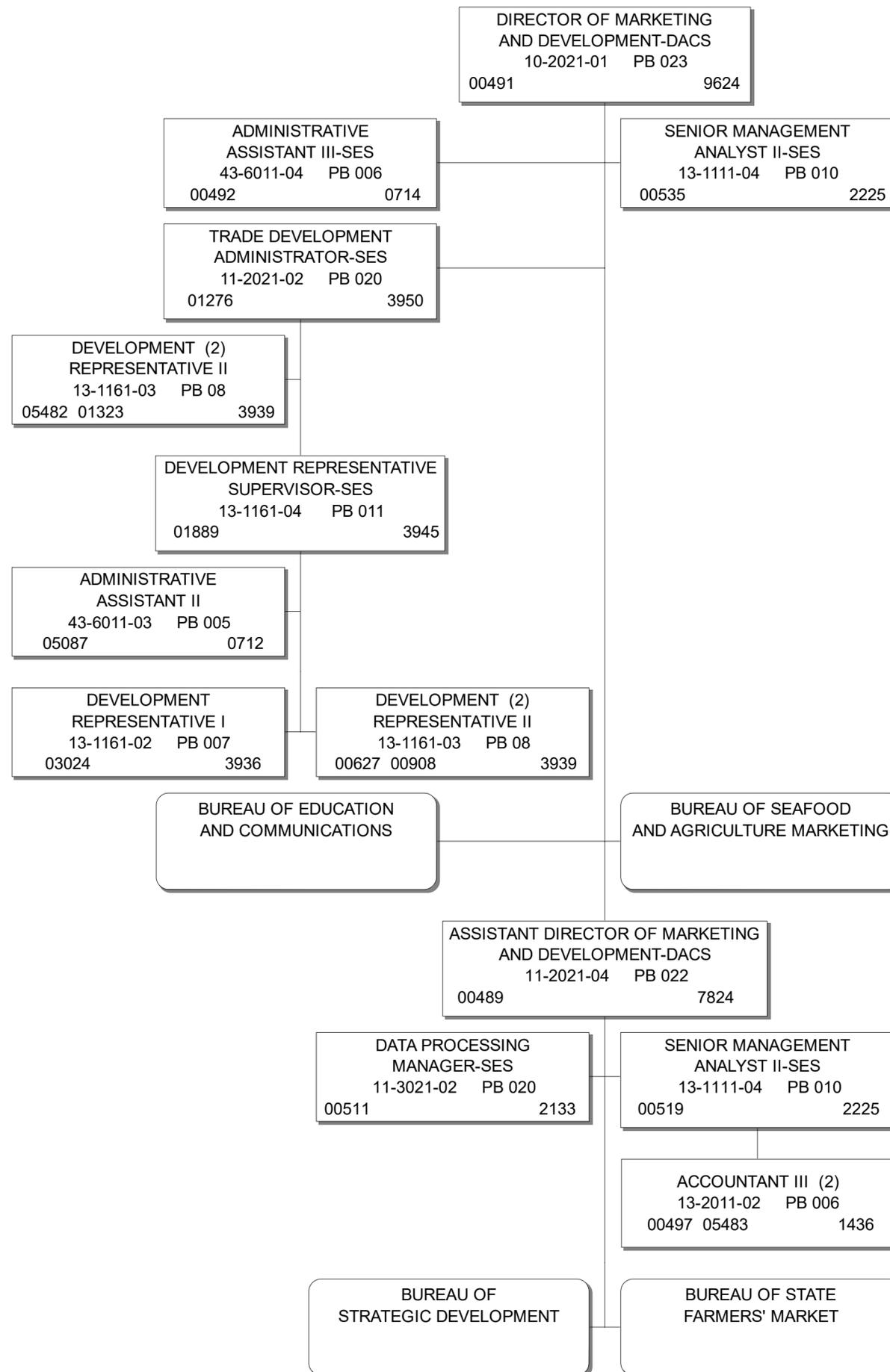
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF FRUIT AND VEGETABLES**

BUREAU OF SUPPORT SERVICES
PAGE 2 OF 2



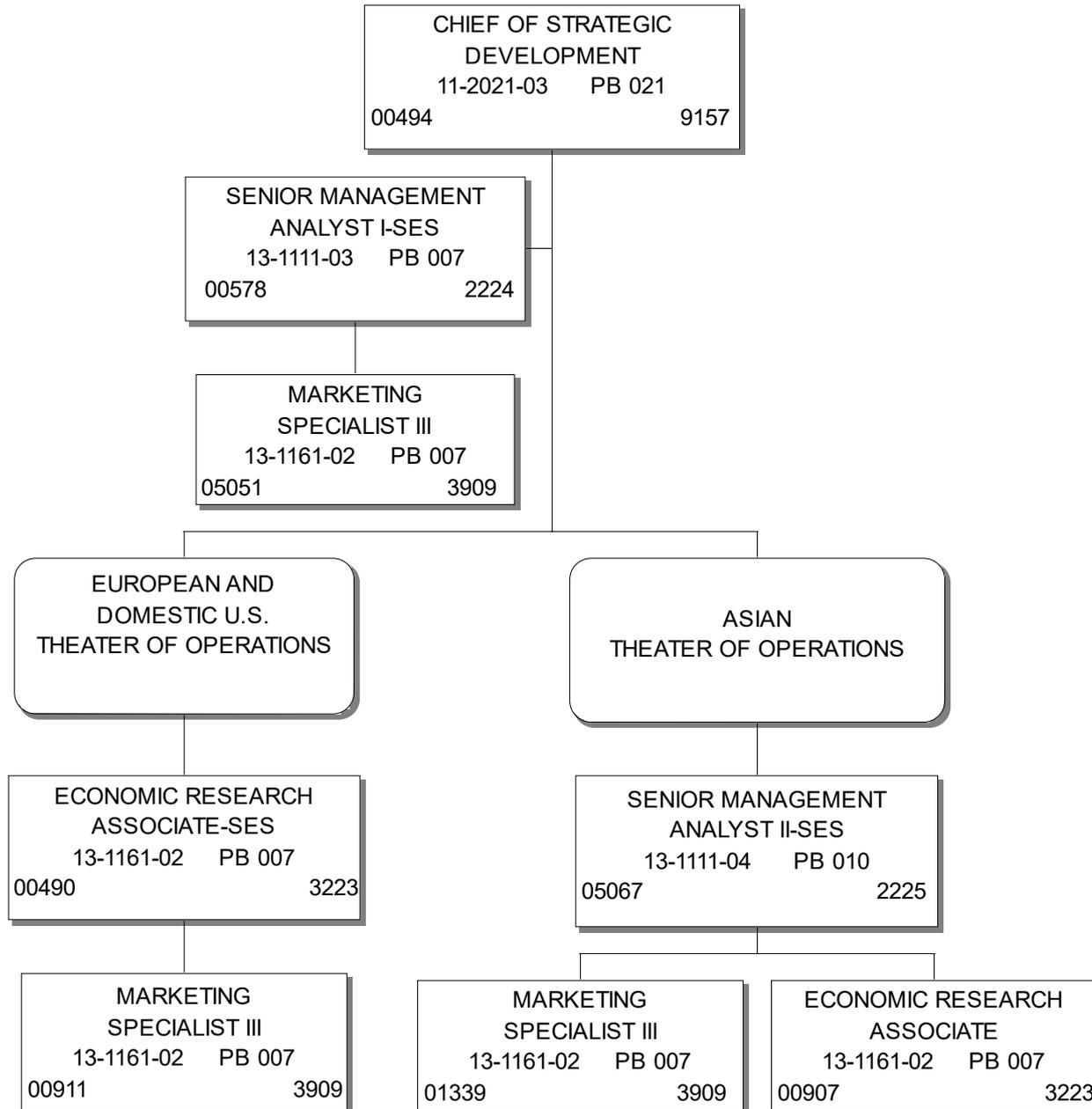
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF MARKETING AND DEVELOPMENT**

DIVISION F.T.E. 134
PAGE 1 OF 1

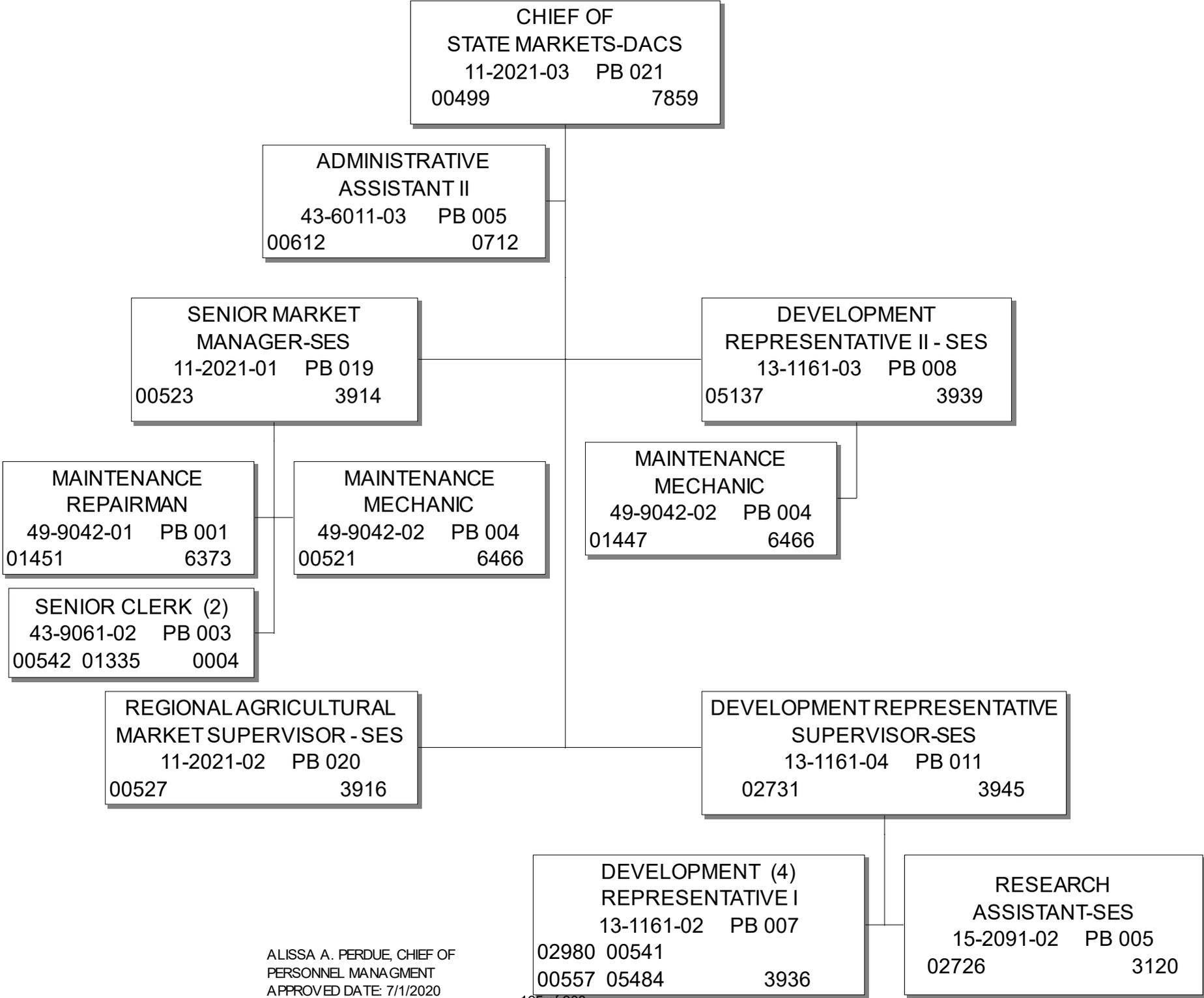


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF MARKETING AND DEVELOPMENT**

BUREAU OF STRATEGIC DEVELOPMENT
PAGE 1 OF 1



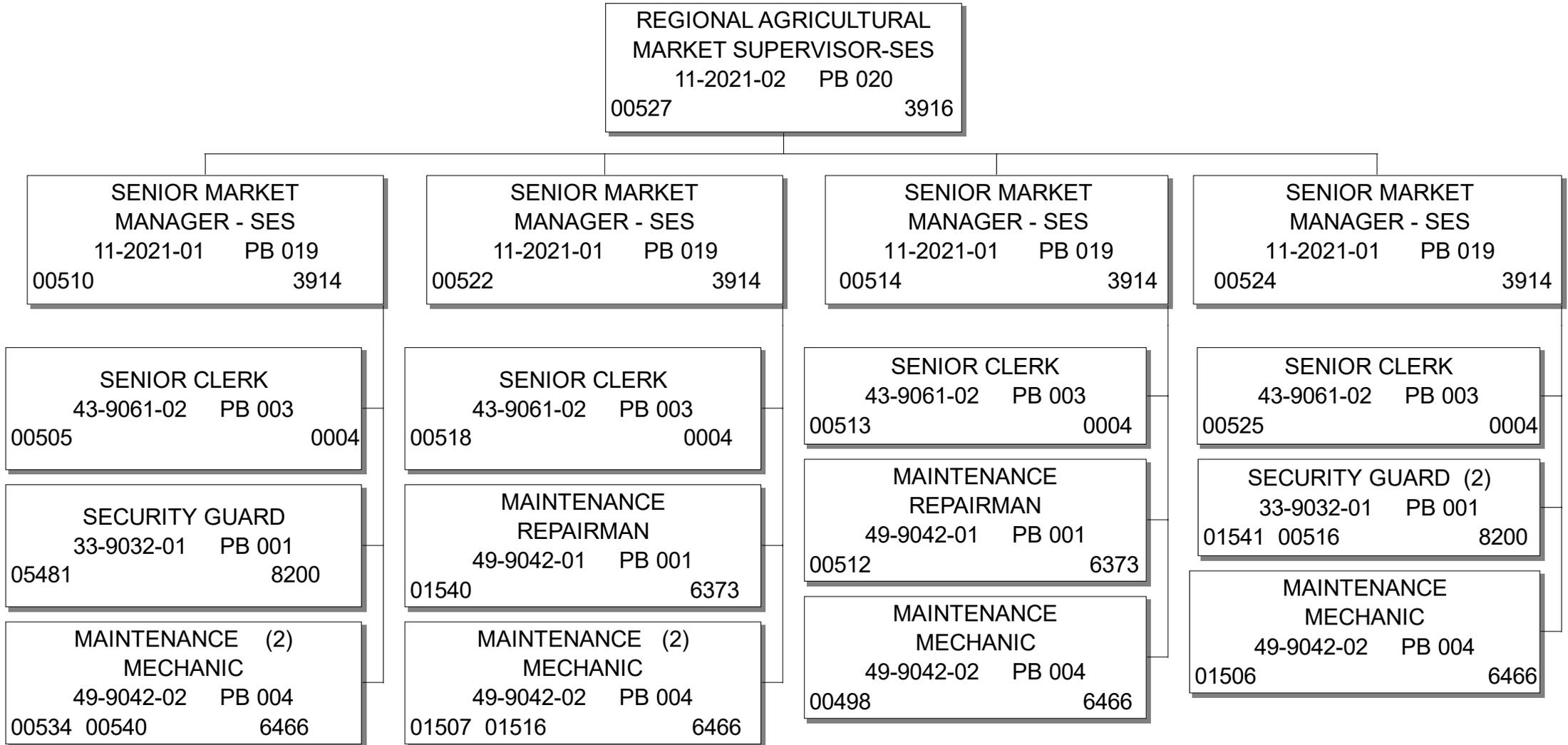
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF MARKETING AND DEVELOPMENT**



ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 7/1/2020

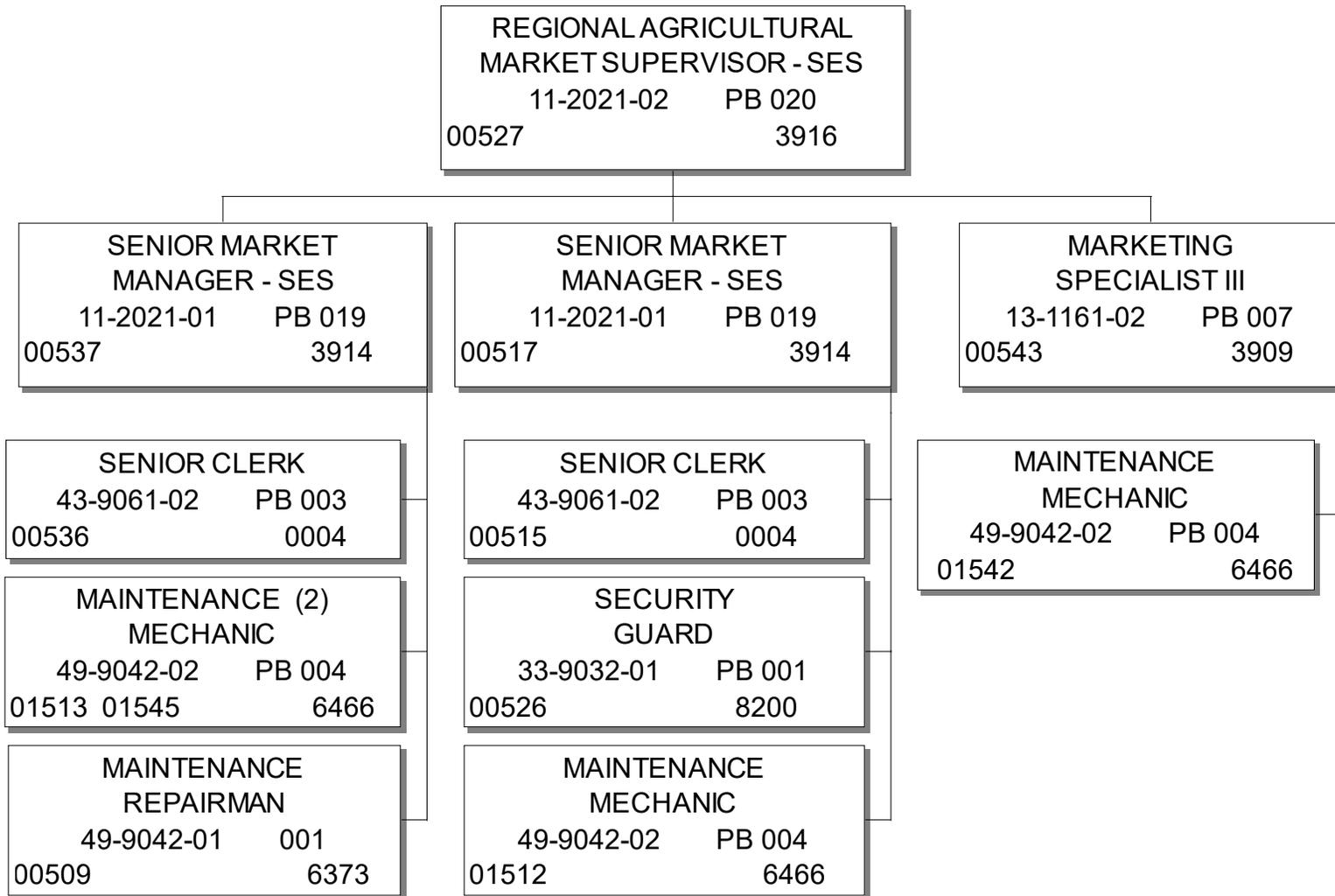
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF MARKETING AND DEVELOPMENT**

BUREAU OF STATE FARMERS'
MARKET
PAGE 2 OF 3



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

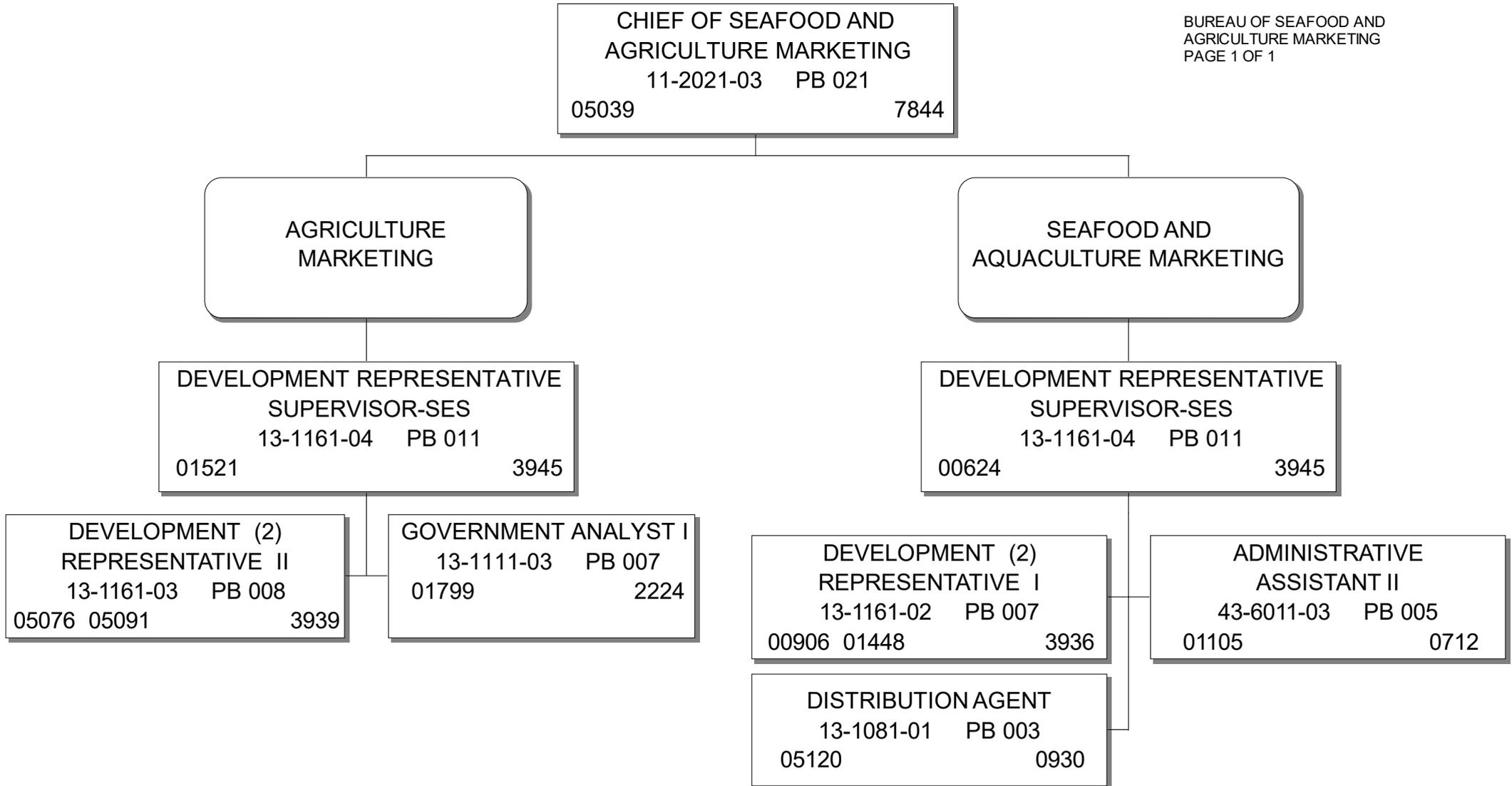
BUREAU OF STATE FARMERS' MARKET
PAGE 3 OF 3



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 1/14/2020

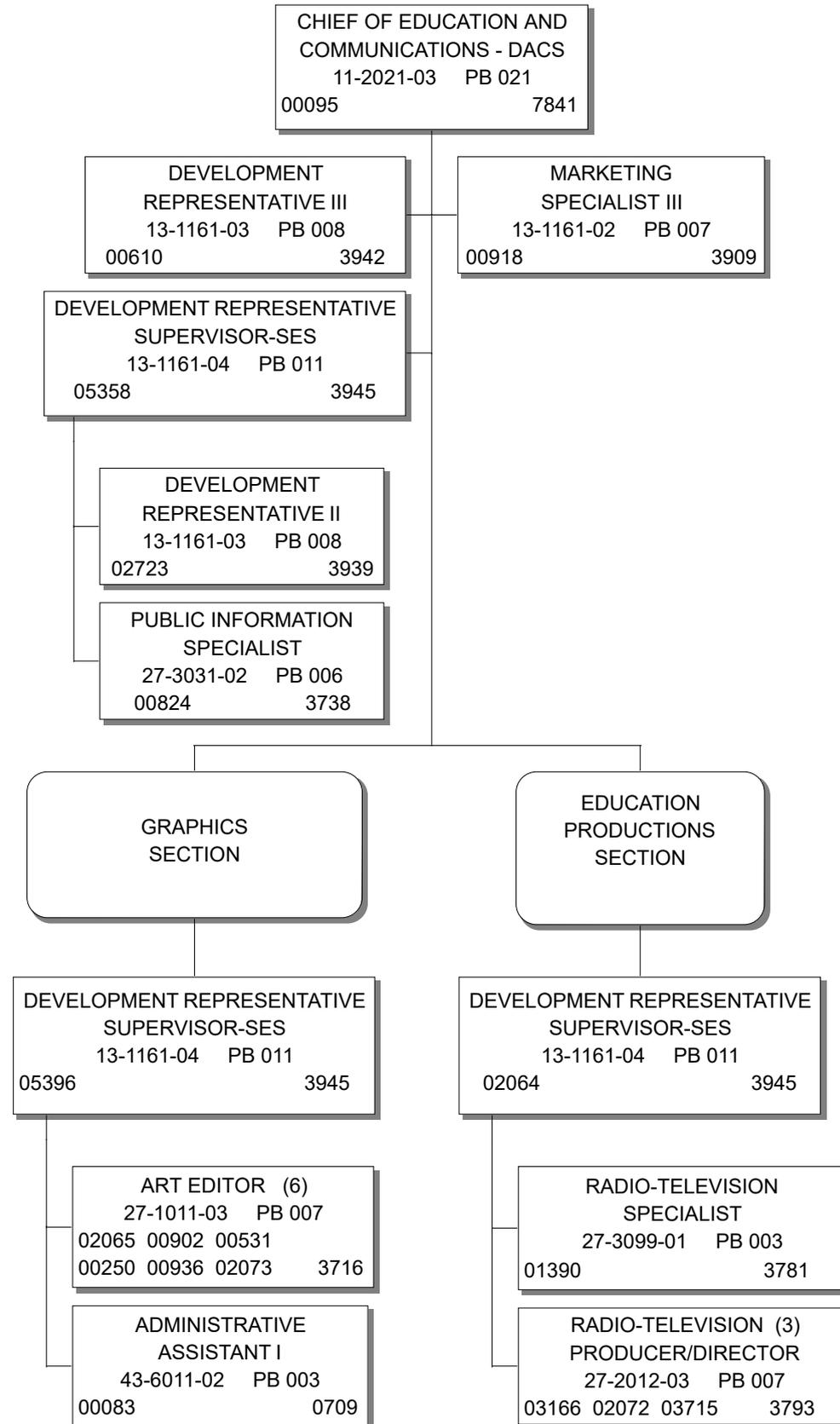
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF MARKETING AND DEVELOPMENT**

BUREAU OF SEAFOOD AND
AGRICULTURE MARKETING
PAGE 1 OF 1

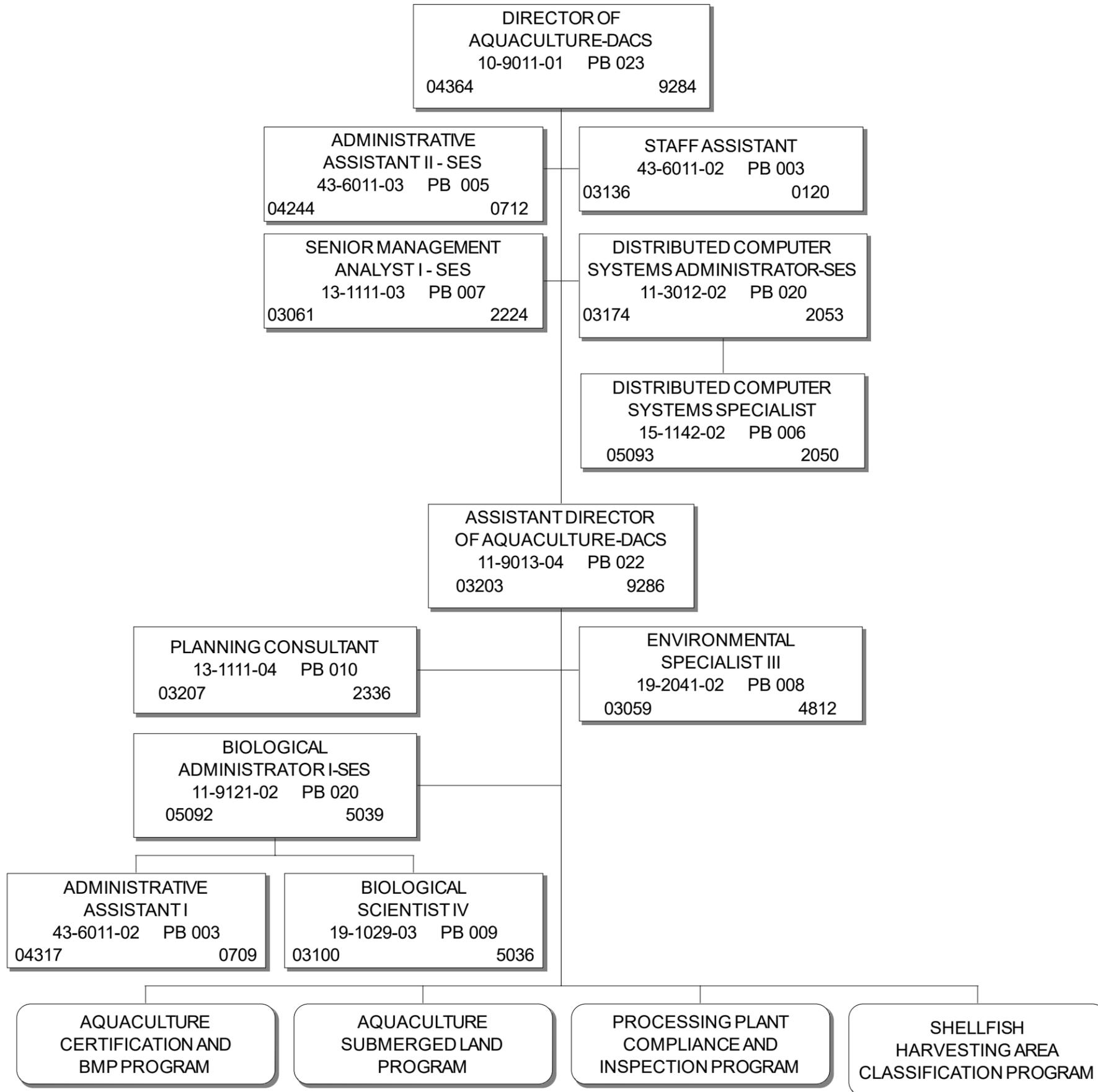


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF MARKETING AND DEVELOPMENT**

BUREAU OF EDUCATION AND
COMMUNICATIONS
PAGE 1 OF 1

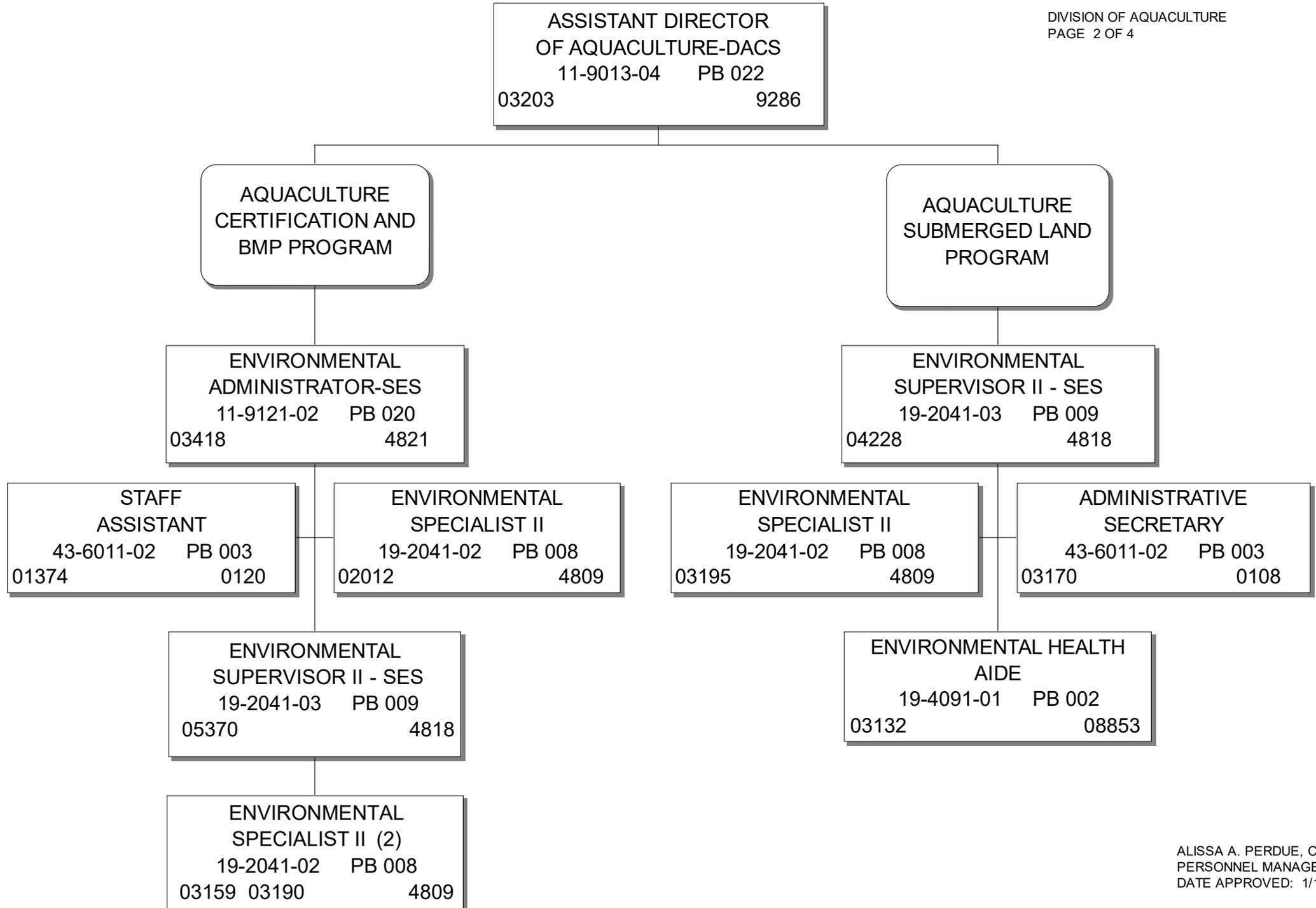


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF AQUACULTURE**



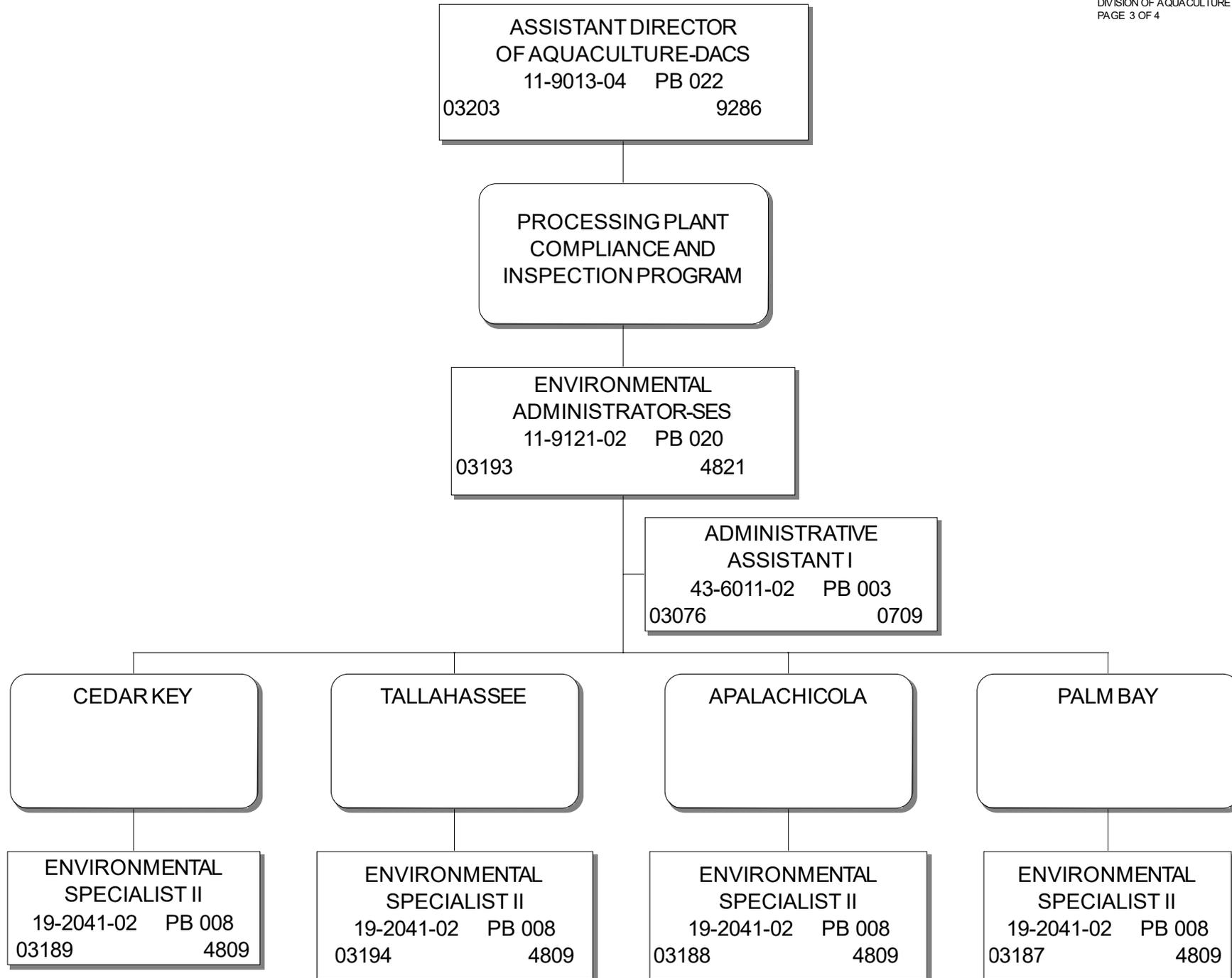
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF AQUACULTURE**

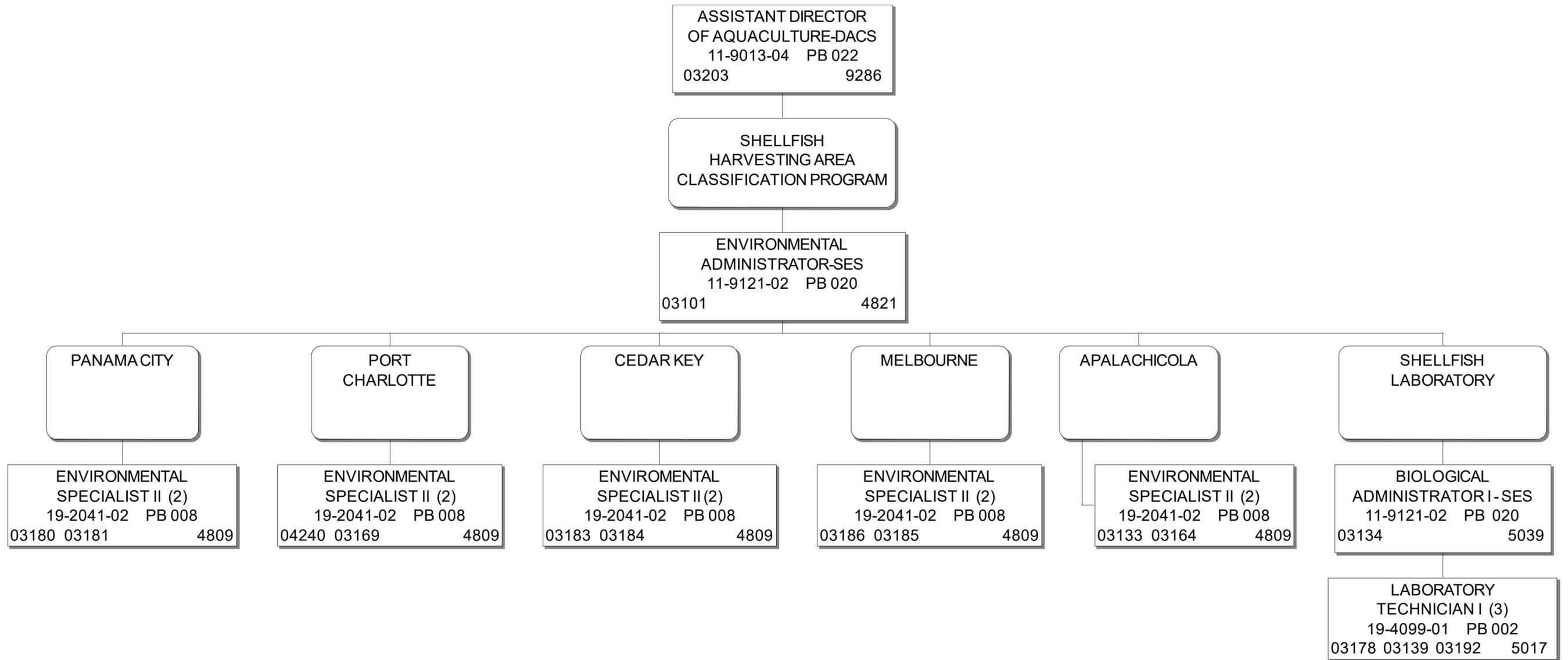
DIVISION OF AQUACULTURE
PAGE 2 OF 4



DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF AQUACULTURE

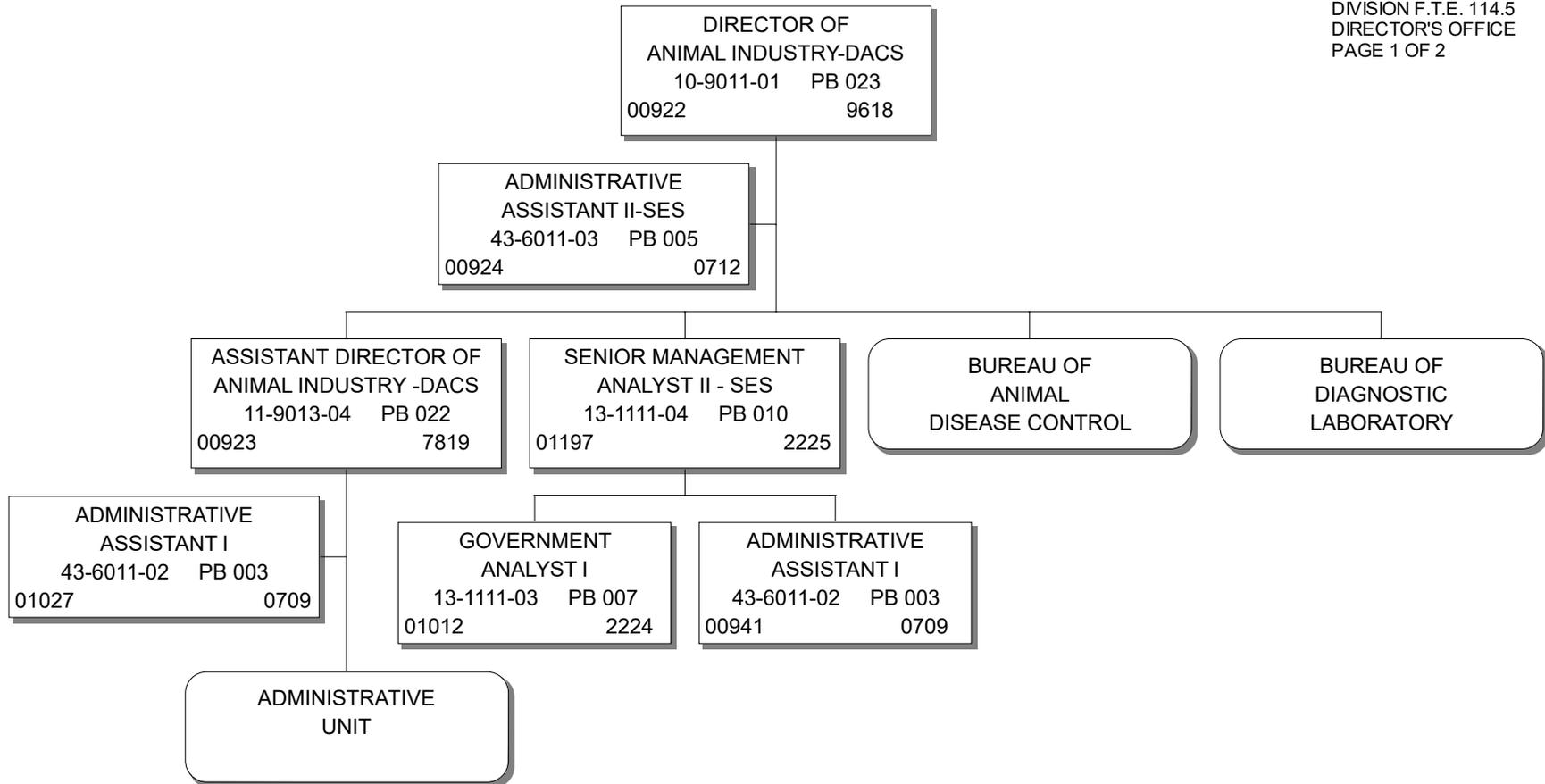
DIVISION OF AQUACULTURE
PAGE 3 OF 4





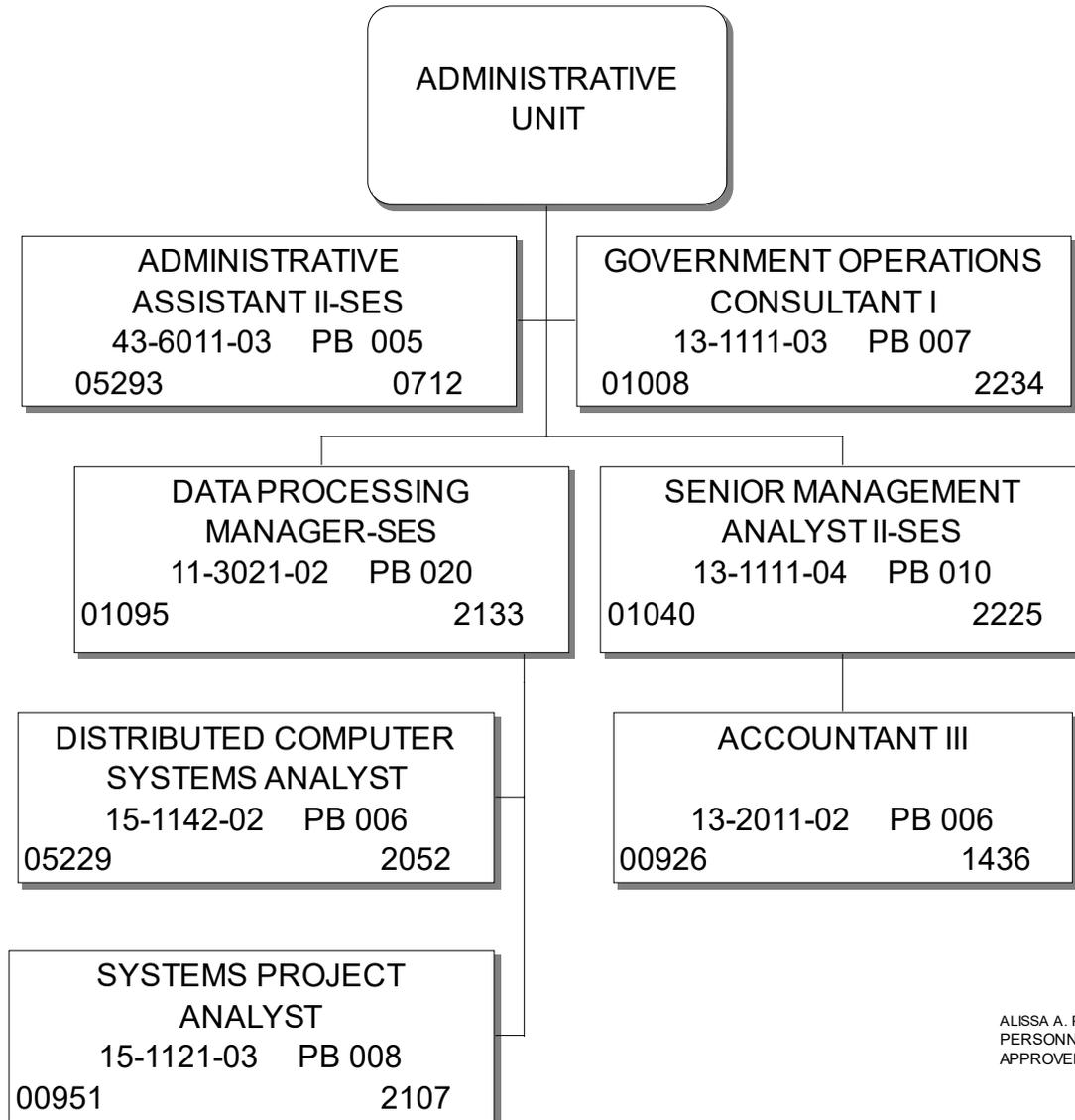
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF ANIMAL INDUSTRY**

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



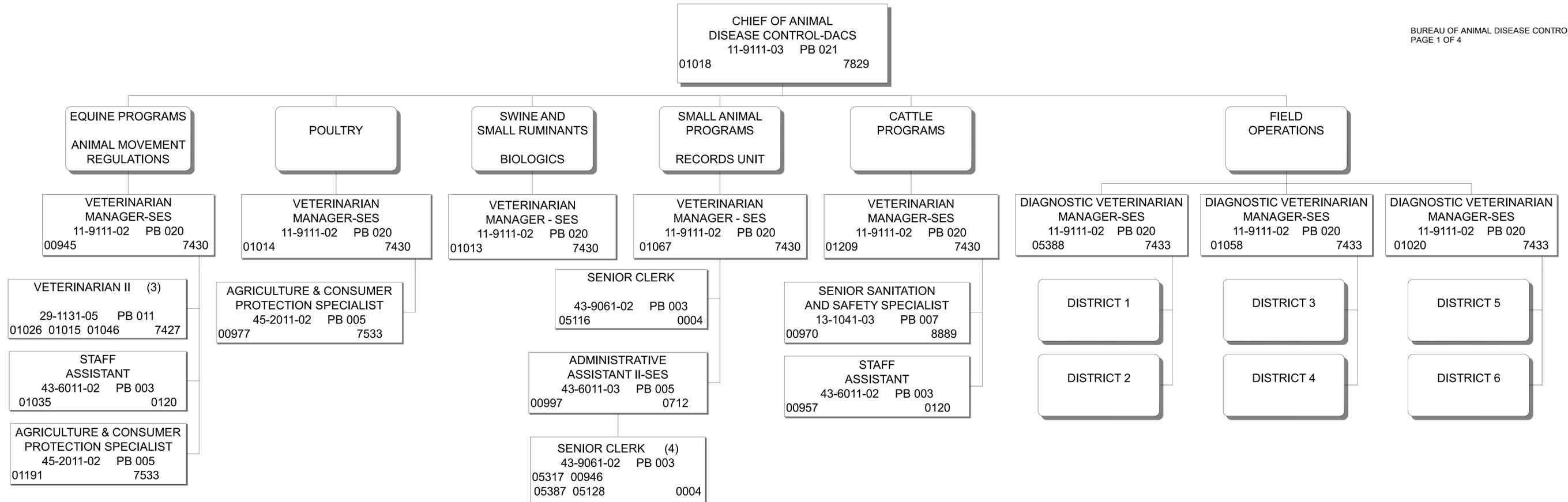
DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF ANIMAL INDUSTRY

DIRECTOR'S OFFICE
PAGE 2 OF 2



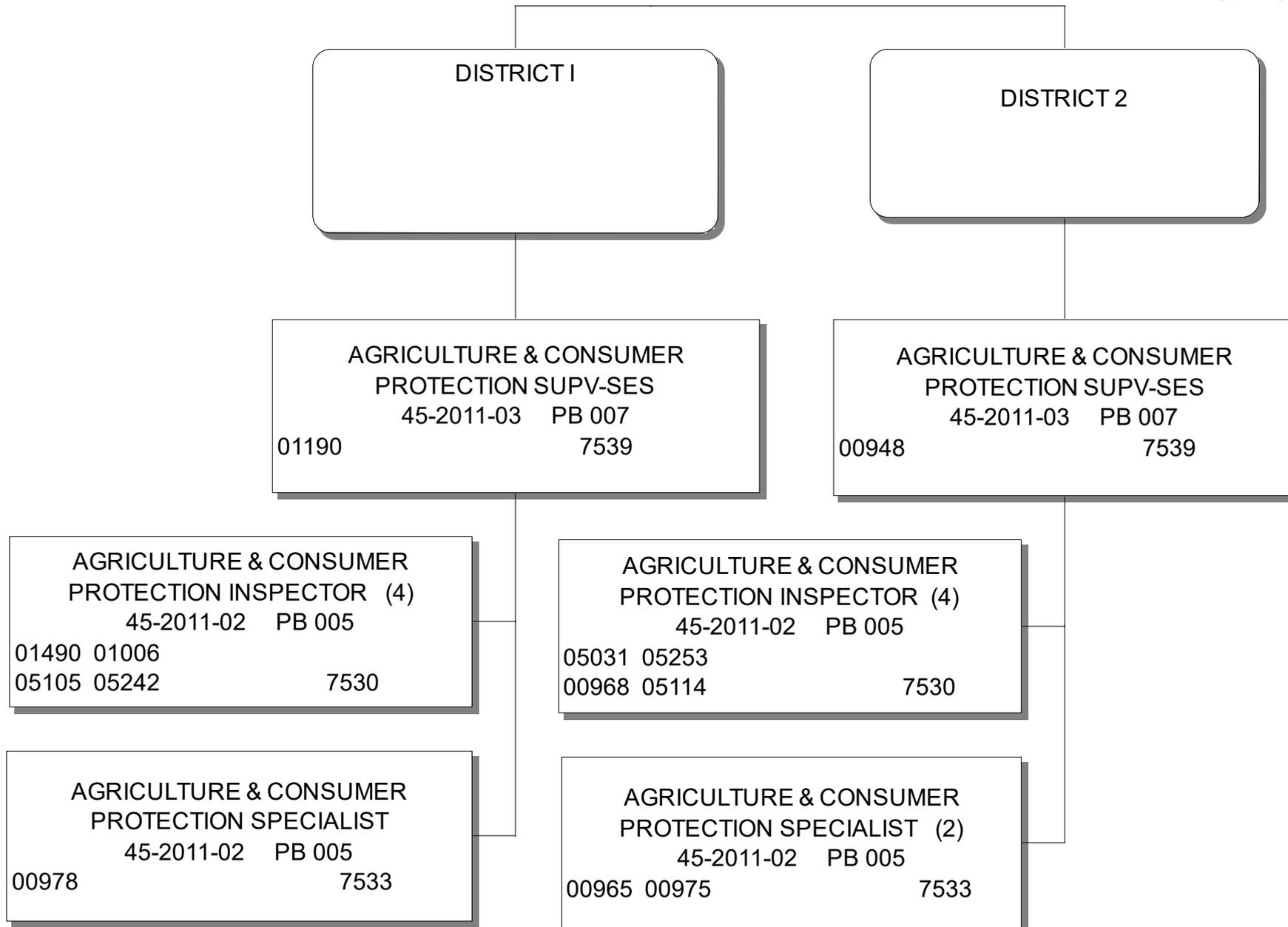
ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 7/1/2016

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



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

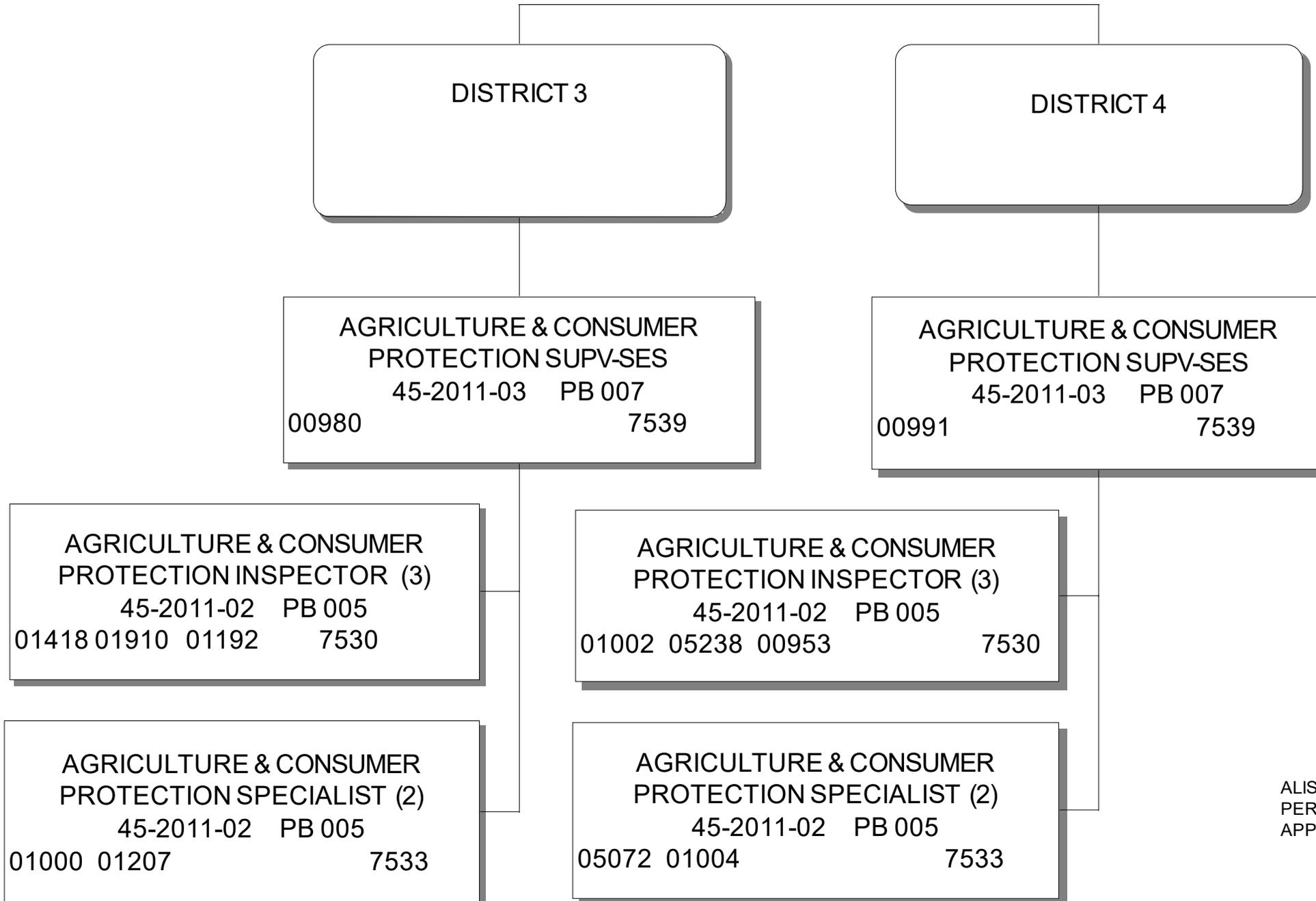
BUREAU OF ANIMAL DISEASE CONTROL
PAGE 2 OF 4



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 2/1/2019

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

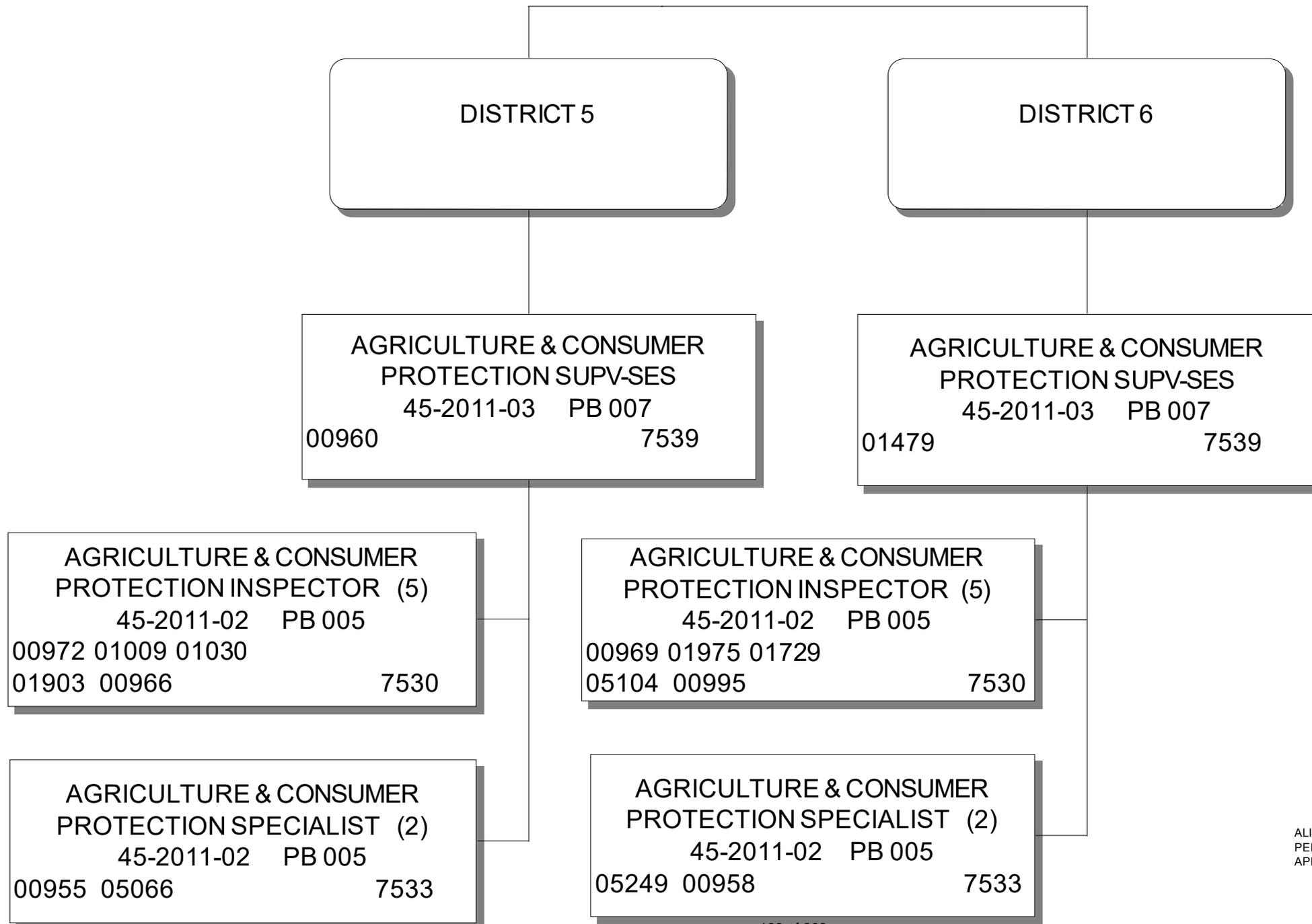
BUREAU OF ANIMAL DISEASE CONTROL
PAGE 3 OF 4



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 2/11/2020

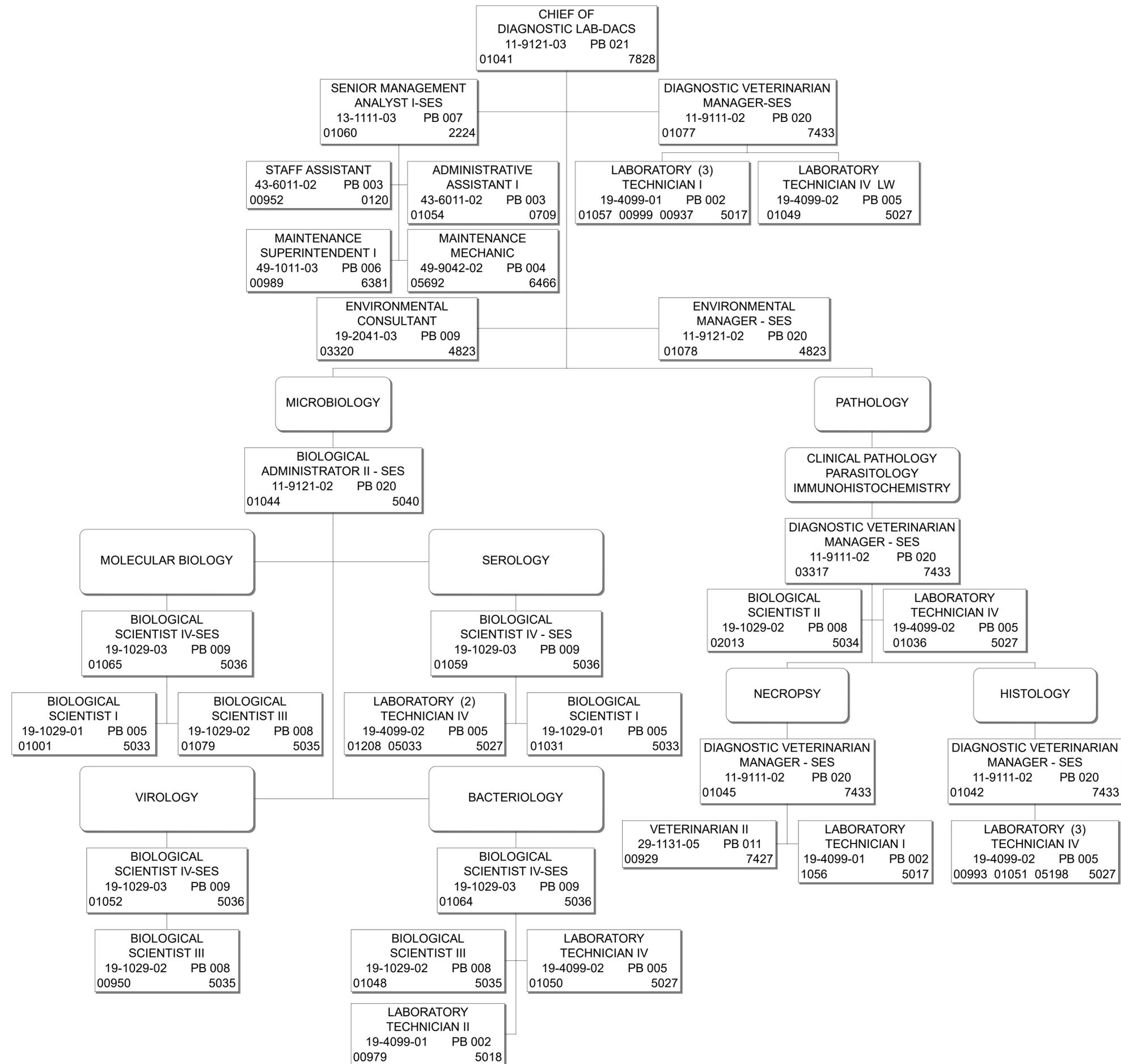
DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF ANIMAL INDUSTRY

BUREAU OF ANIMAL DISEASE CONTROL
PAGE 4 OF 4



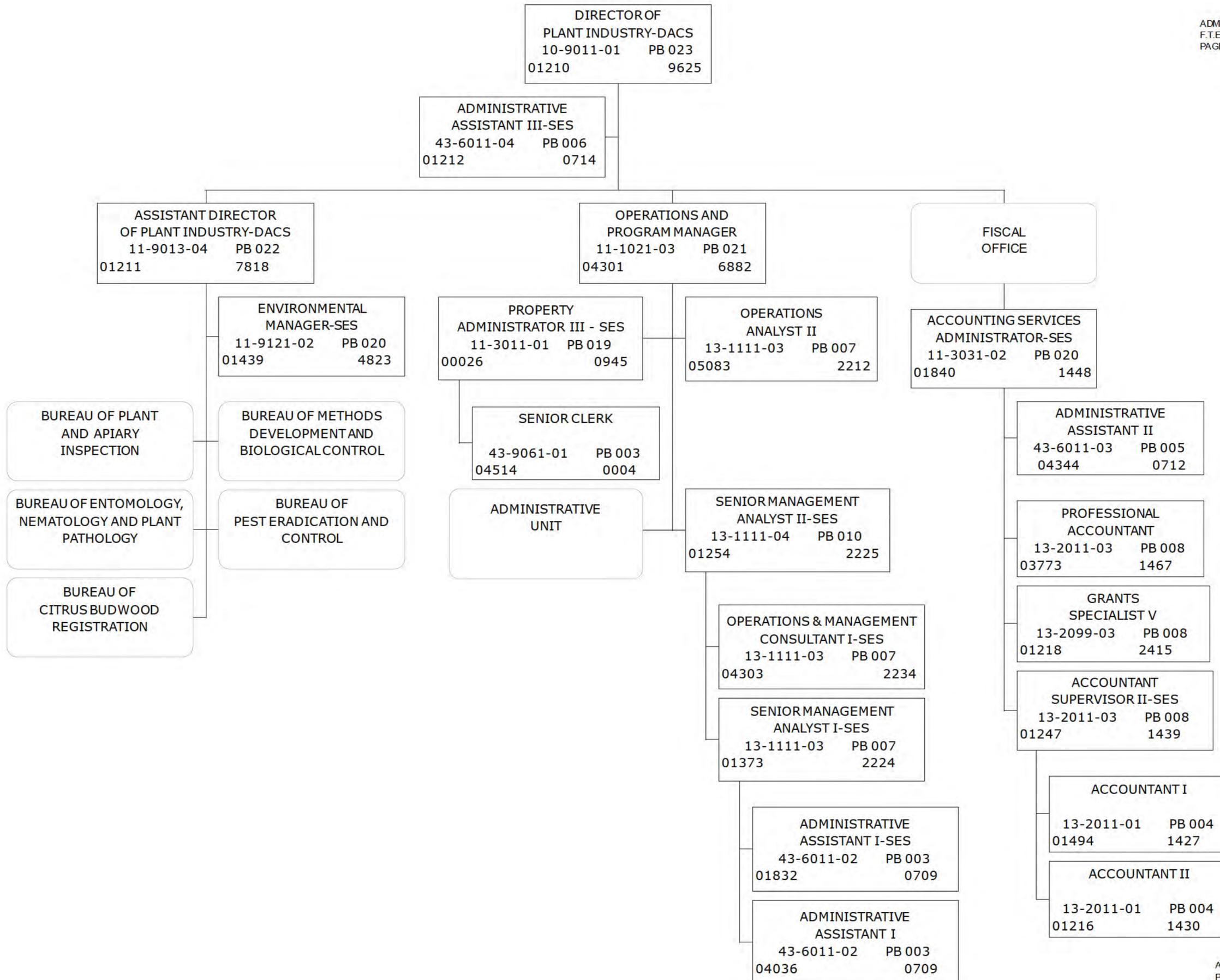
ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 4/25/2014

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



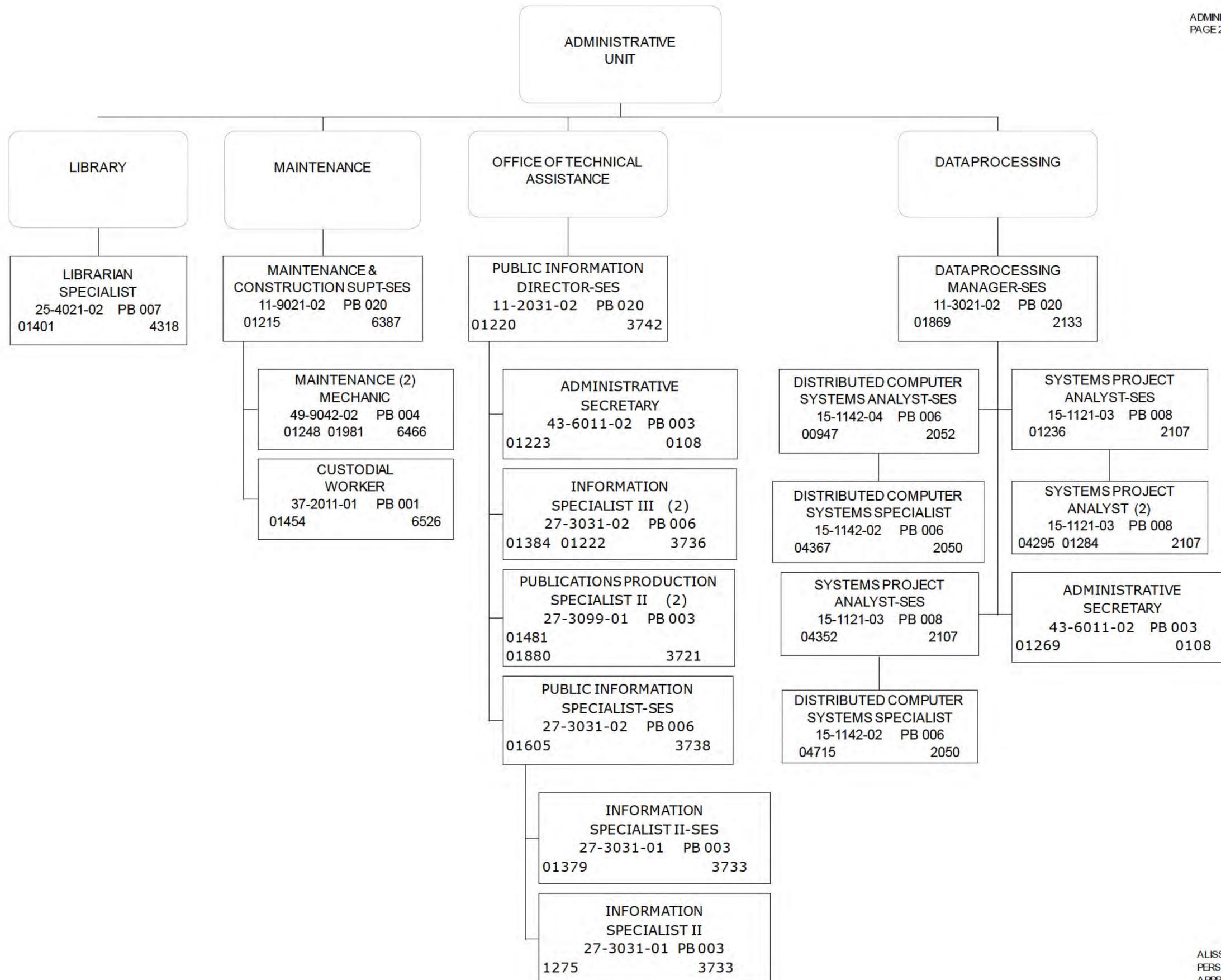
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF PLANT INDUSTRY**

ADMINISTRATIVE
F.T.E 368
PAGE 1 OF 2

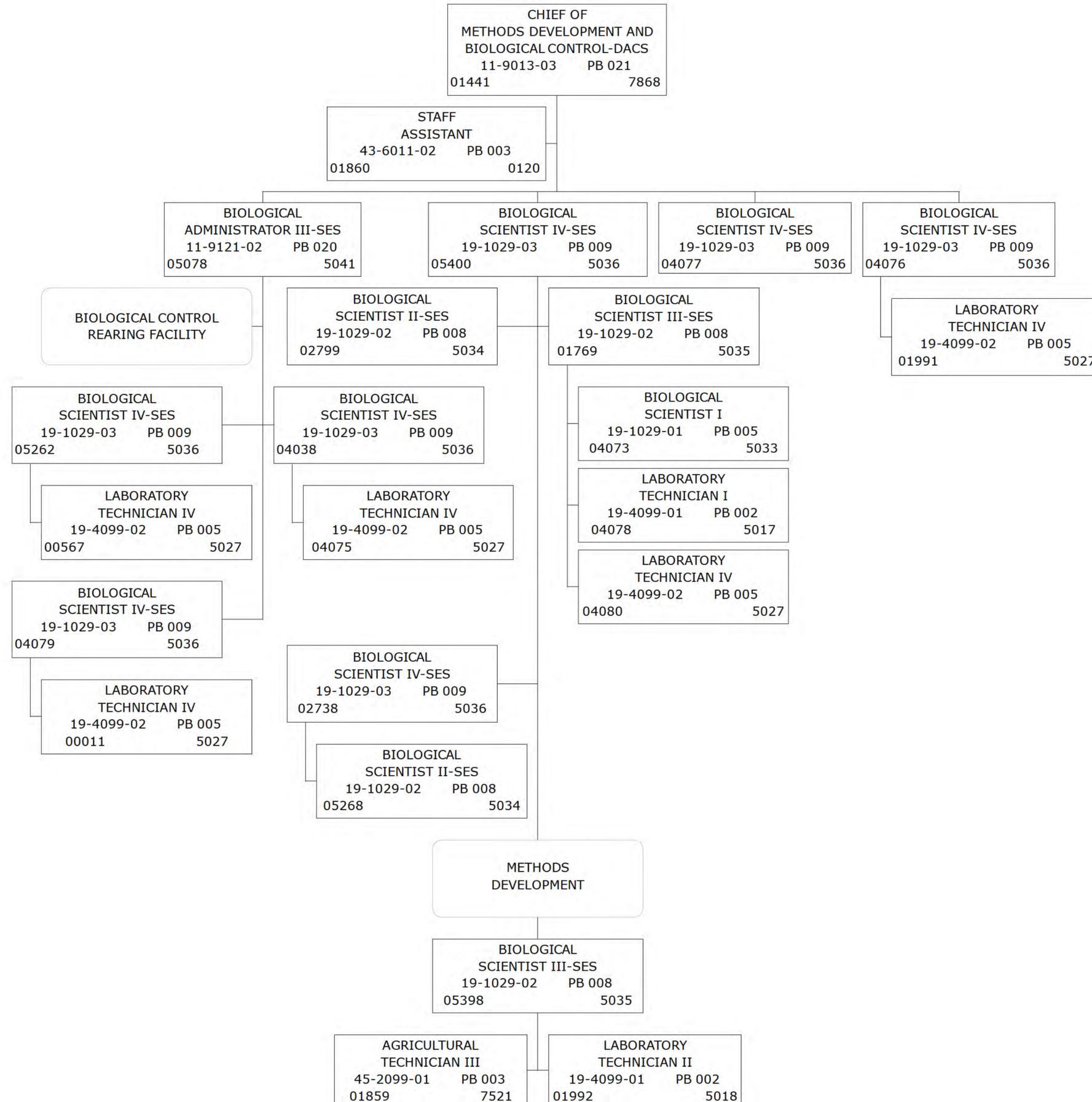


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF PLANT INDUSTRY**

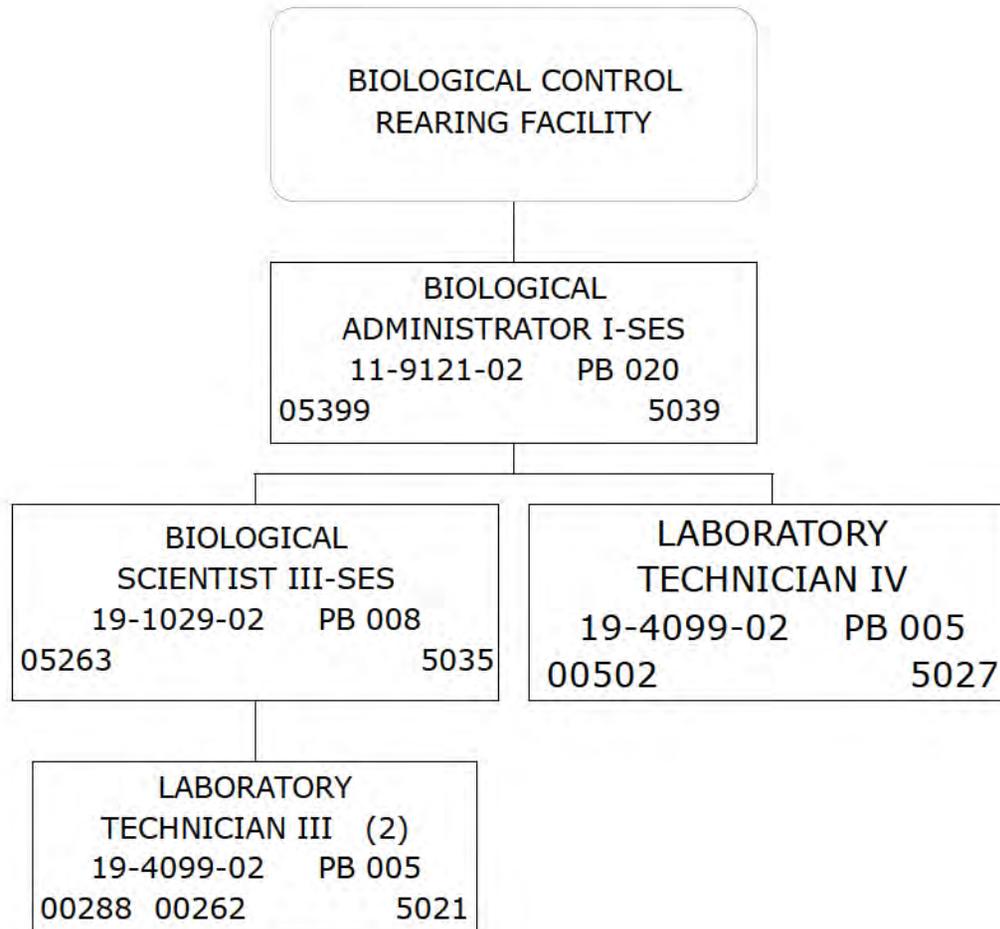
ADMINISTRATIVE
PAGE 2 OF 2



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



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

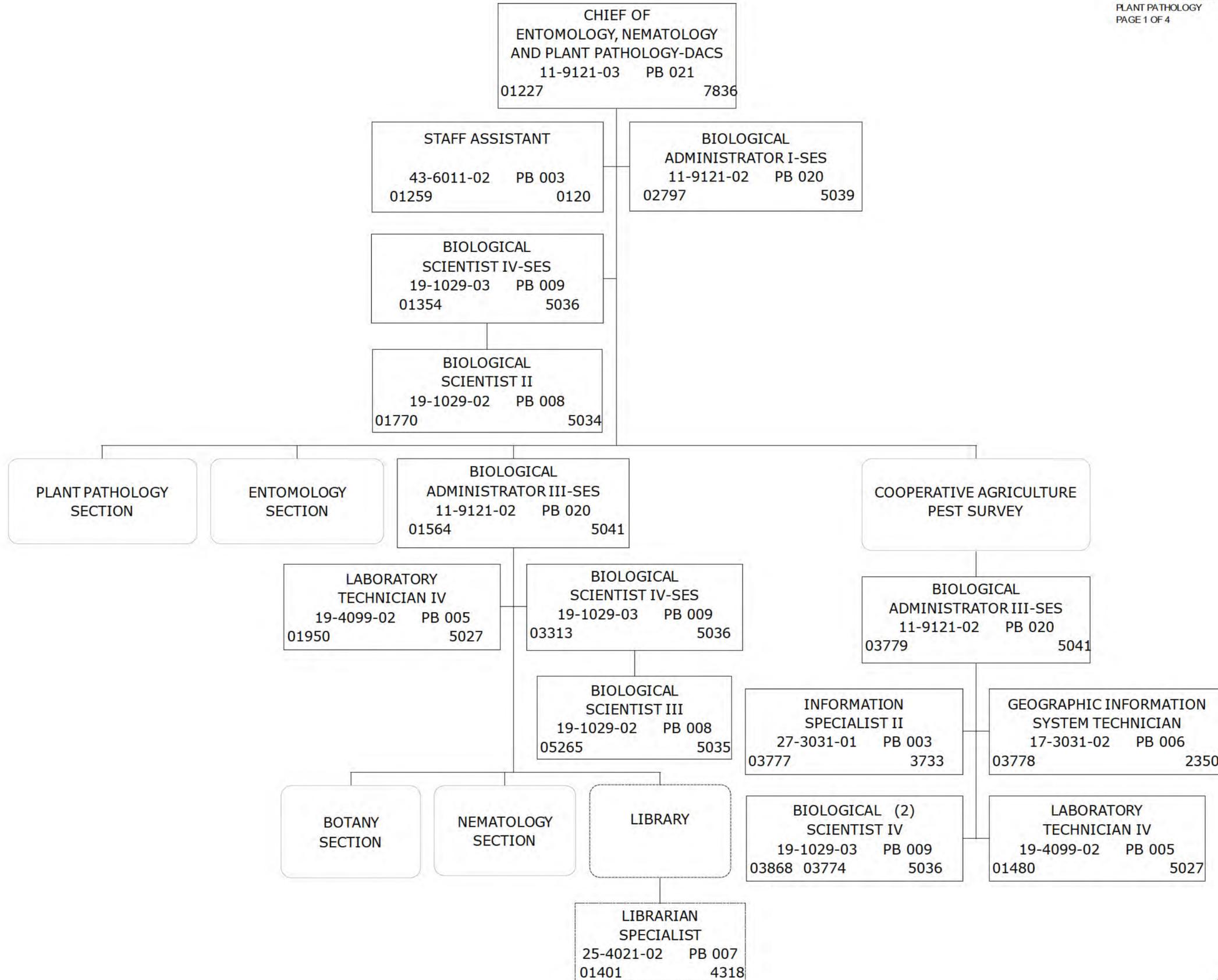


BUREAU OF METHODS
DEVELOPMENT
AND BIOLOGICAL CONTROL
PAGE 2 OF 2

ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 11/30/2018

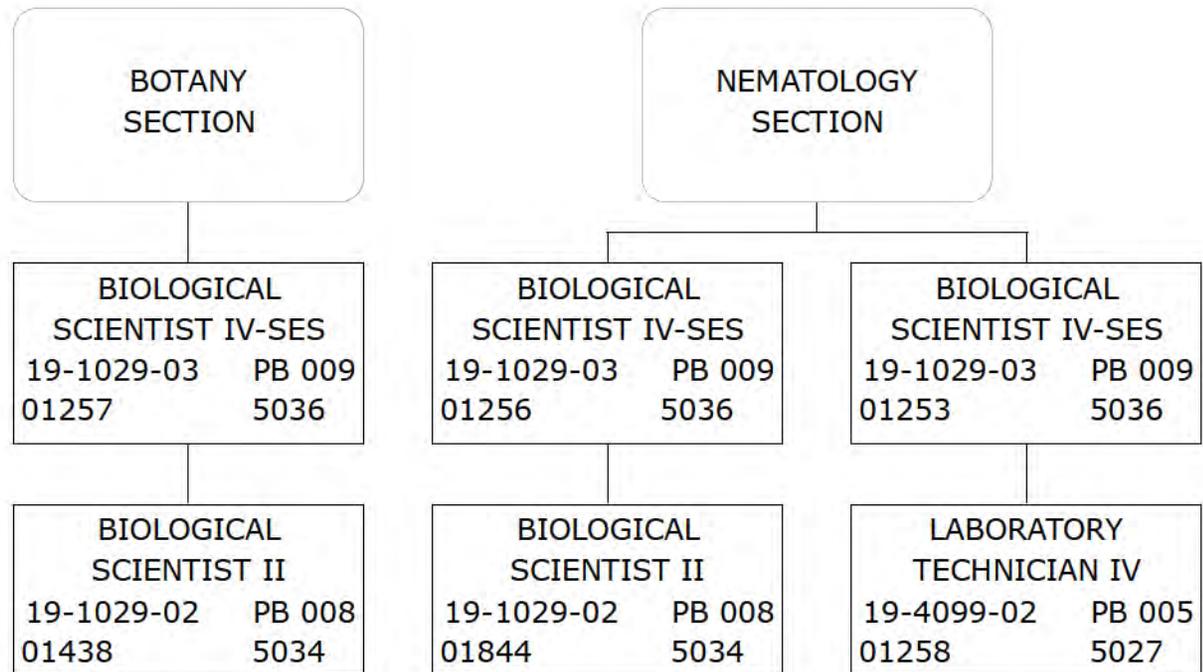
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF PLANT INDUSTRY**

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



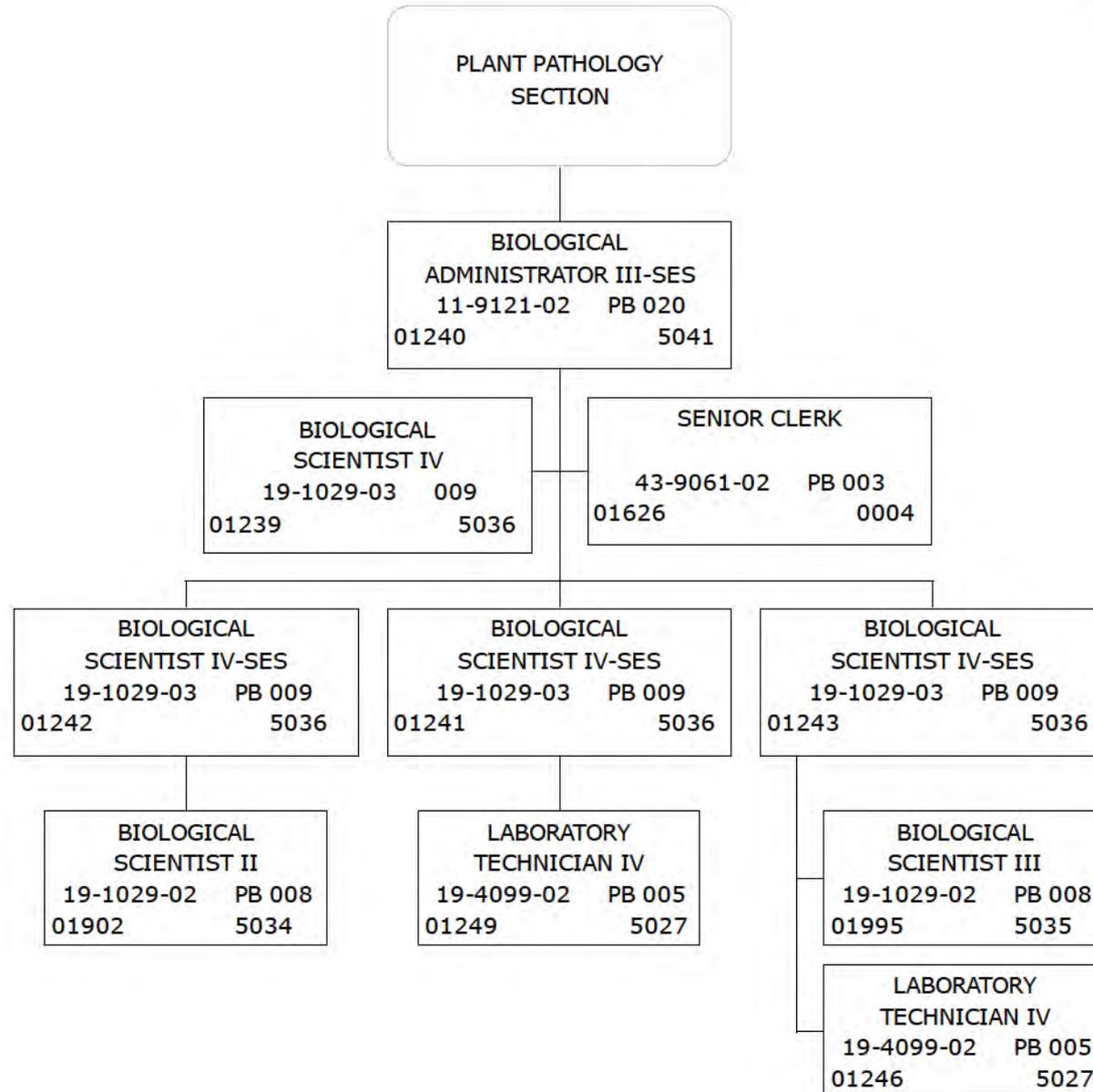
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF PLANT INDUSTRY**

BUREAU OF ENTOMOLOGY, NEMATOTOLOGY AND
PLANT PATHOLOGY
PAGE 2 OF 4



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

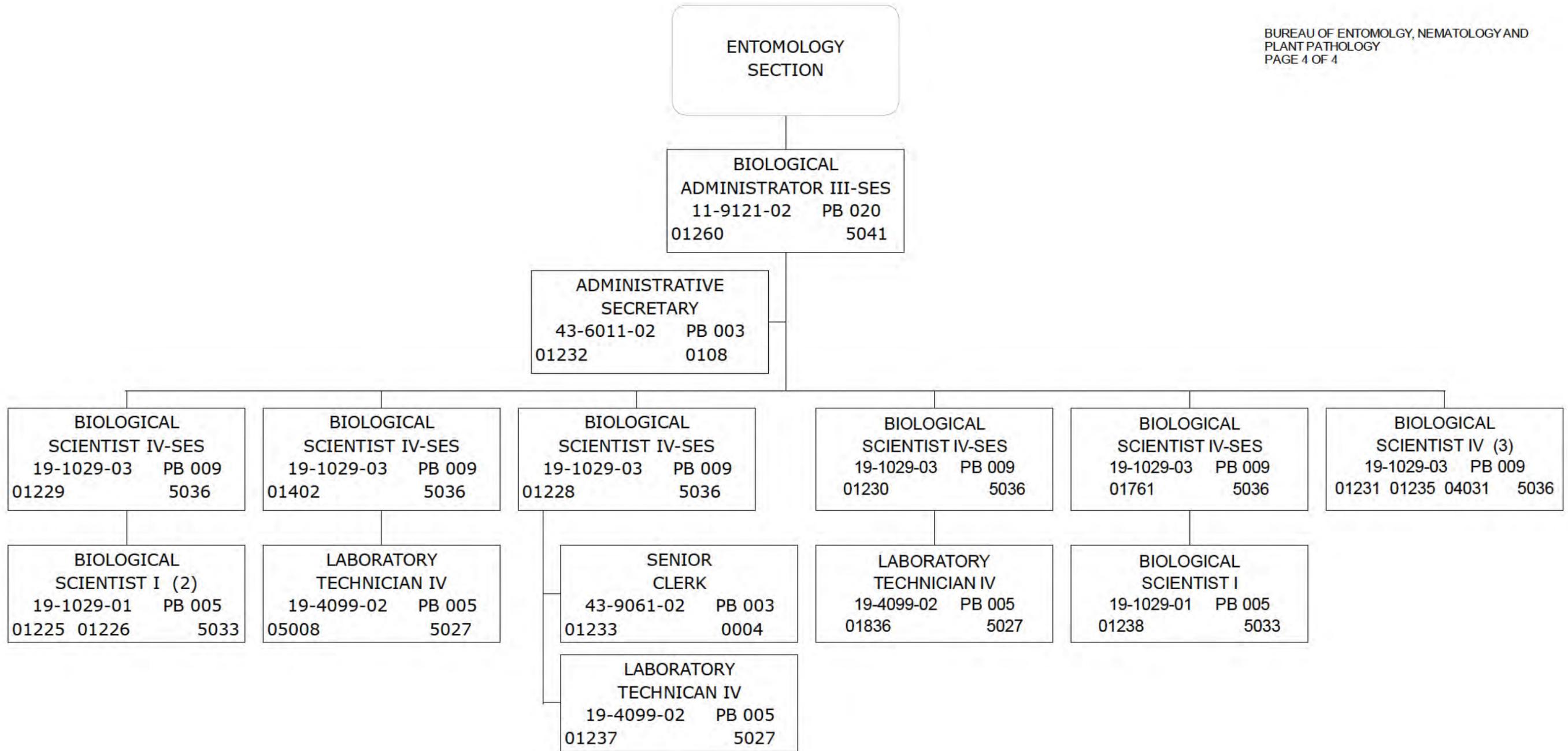
BUREAU OF ENTOMOLOGY, NEMATOTOLOGY AND
PLANT PATHOLOGY
PAGE 3 OF 4



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 12/30/2016

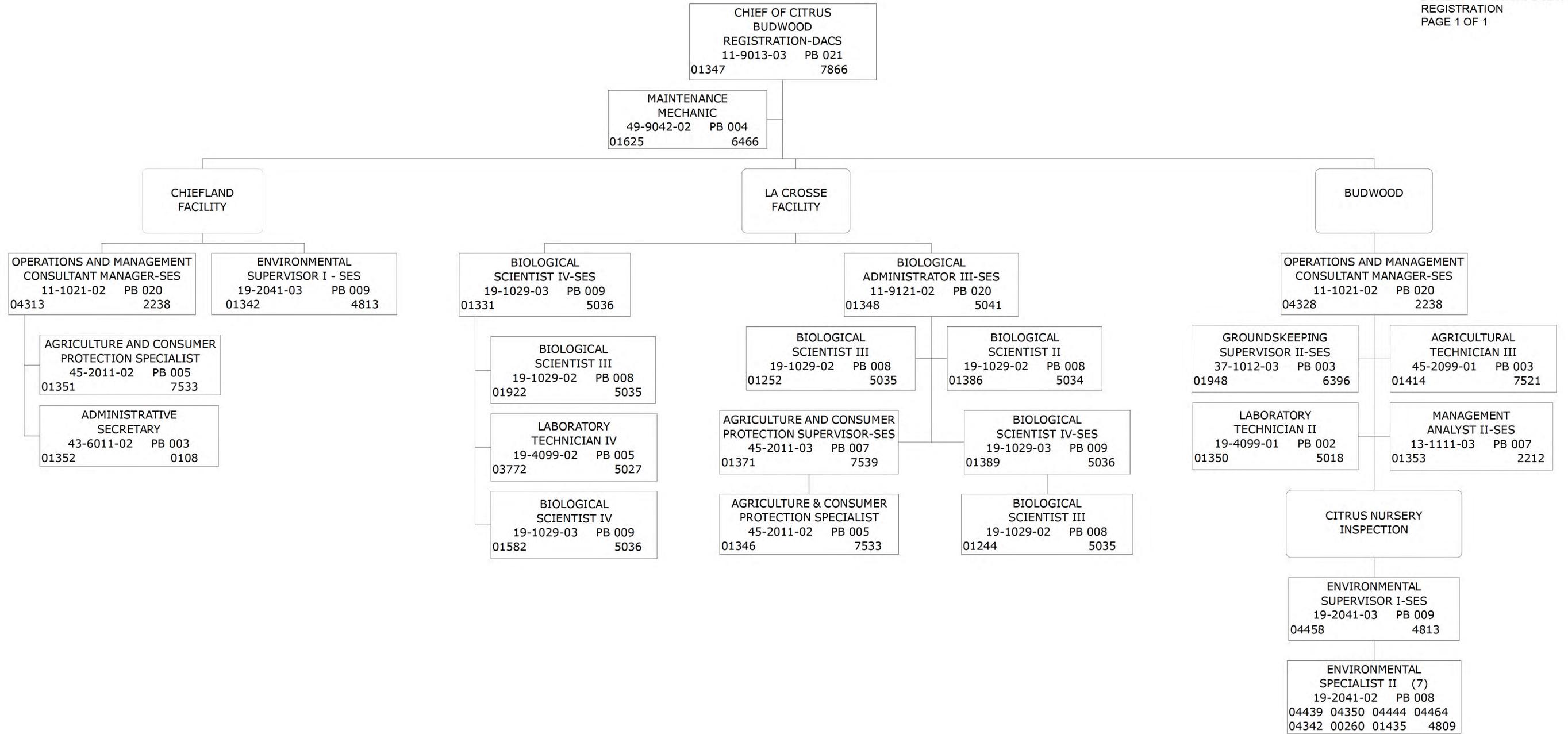
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF PLANT INDUSTRY**

BUREAU OF ENTOMOLGY, NEMATOLGY AND
PLANT PATHOLOGY
PAGE 4 OF 4

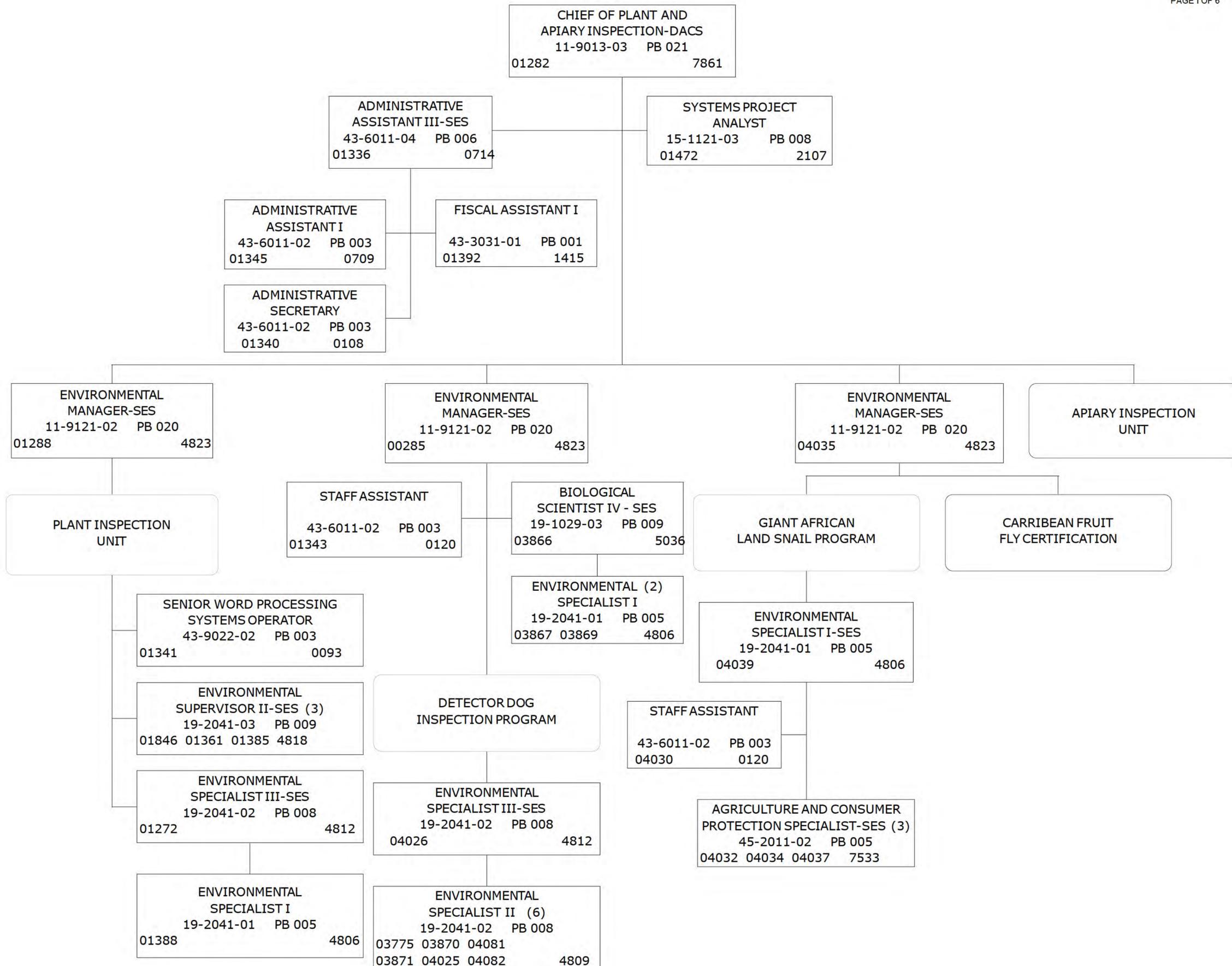


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF PLANT INDUSTRY**

BUREAU OF CITRUS BUDWOOD
REGISTRATION
PAGE 1 OF 1

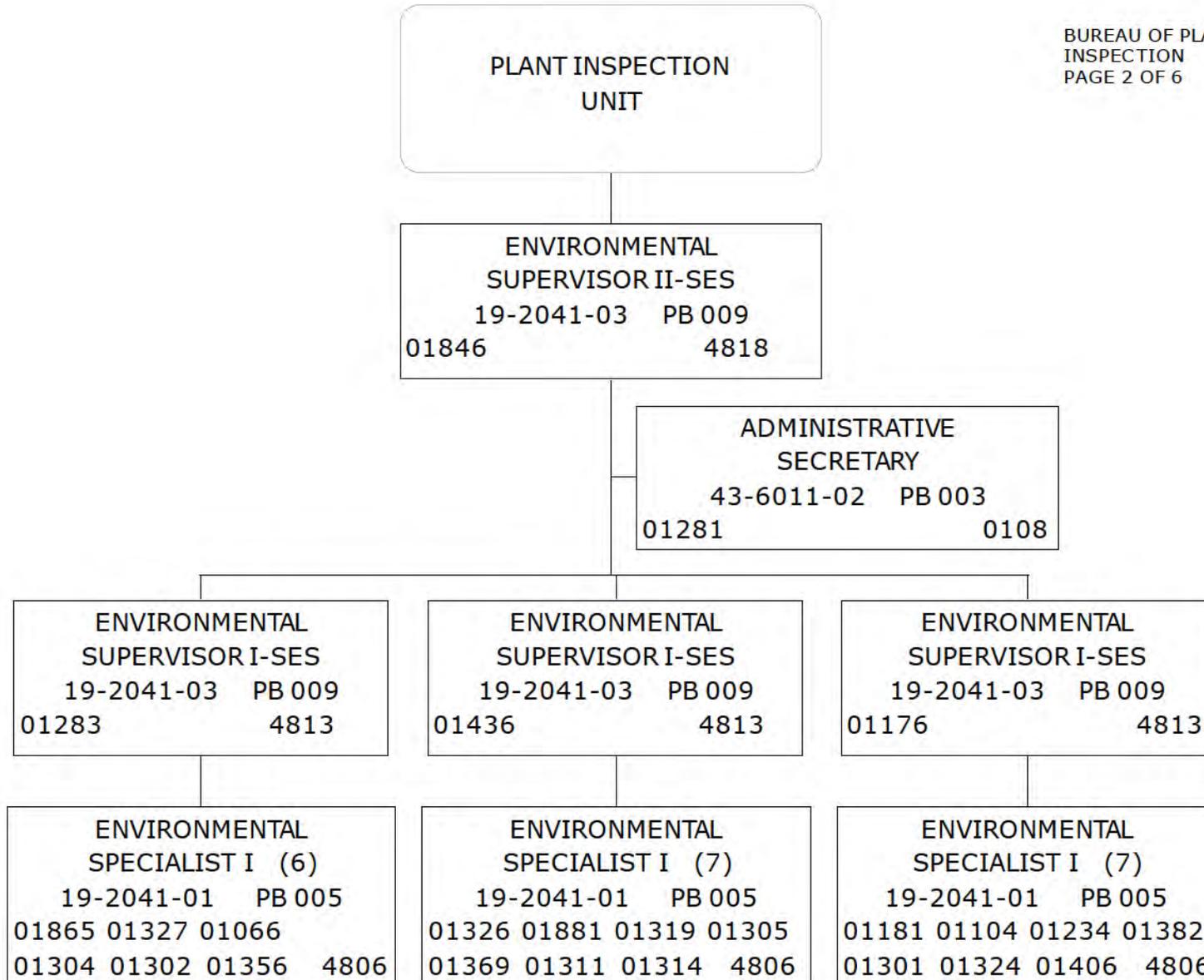


**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF PLANT INDUSTRY**



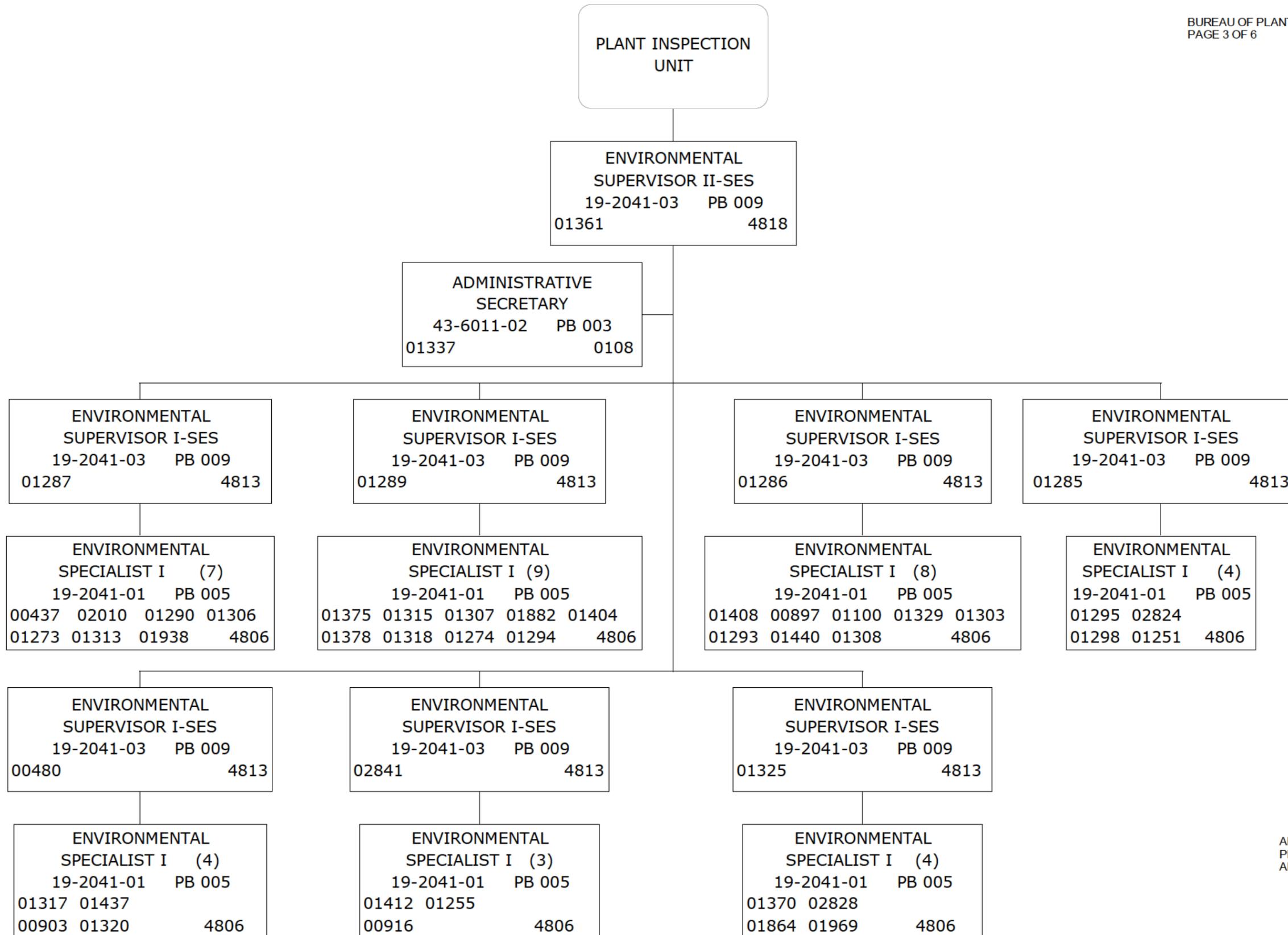
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF PLANT INDUSTRY**

BUREAU OF PLANT AND APIARY
INSPECTION
PAGE 2 OF 6



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

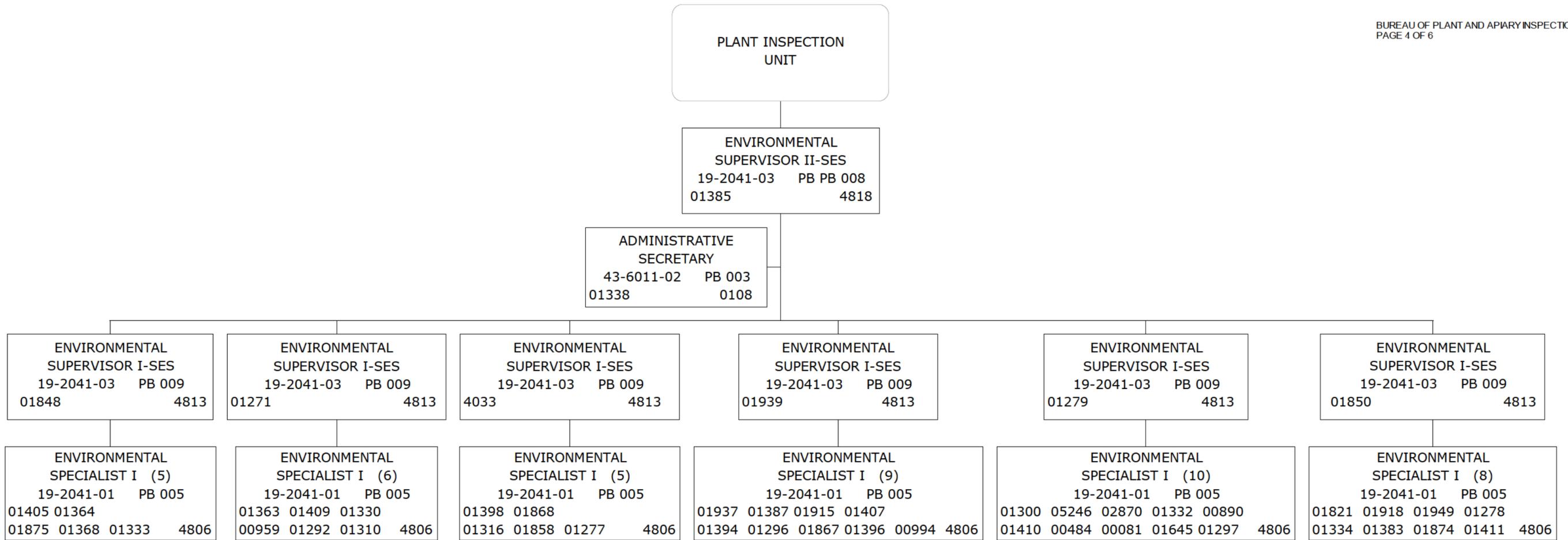
BUREAU OF PLANT AND APIARY INSPECTION
PAGE 3 OF 6



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 8/24/2018

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

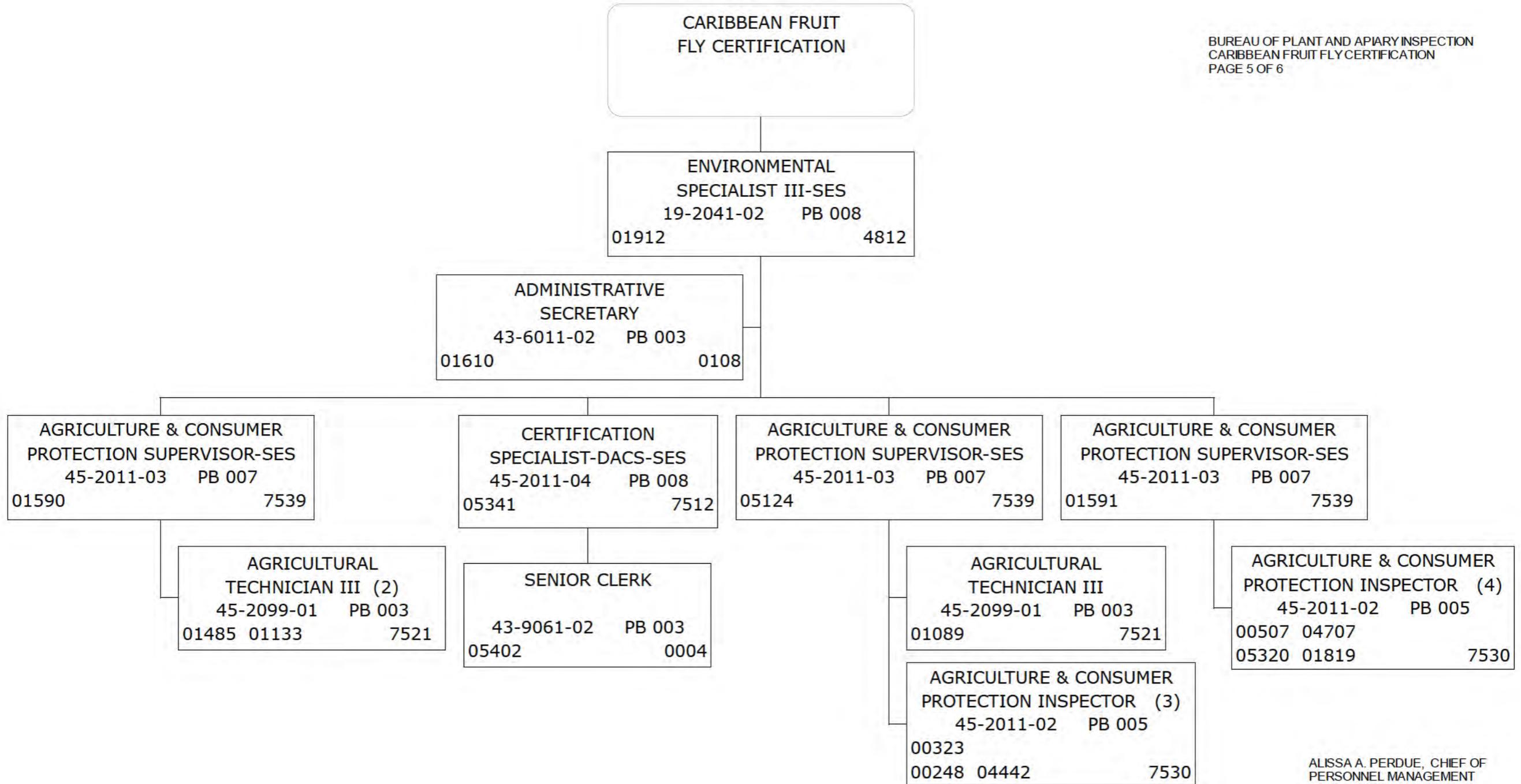
BUREAU OF PLANT AND APIARY INSPECTION
PAGE 4 OF 6



ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 4/19/2019

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

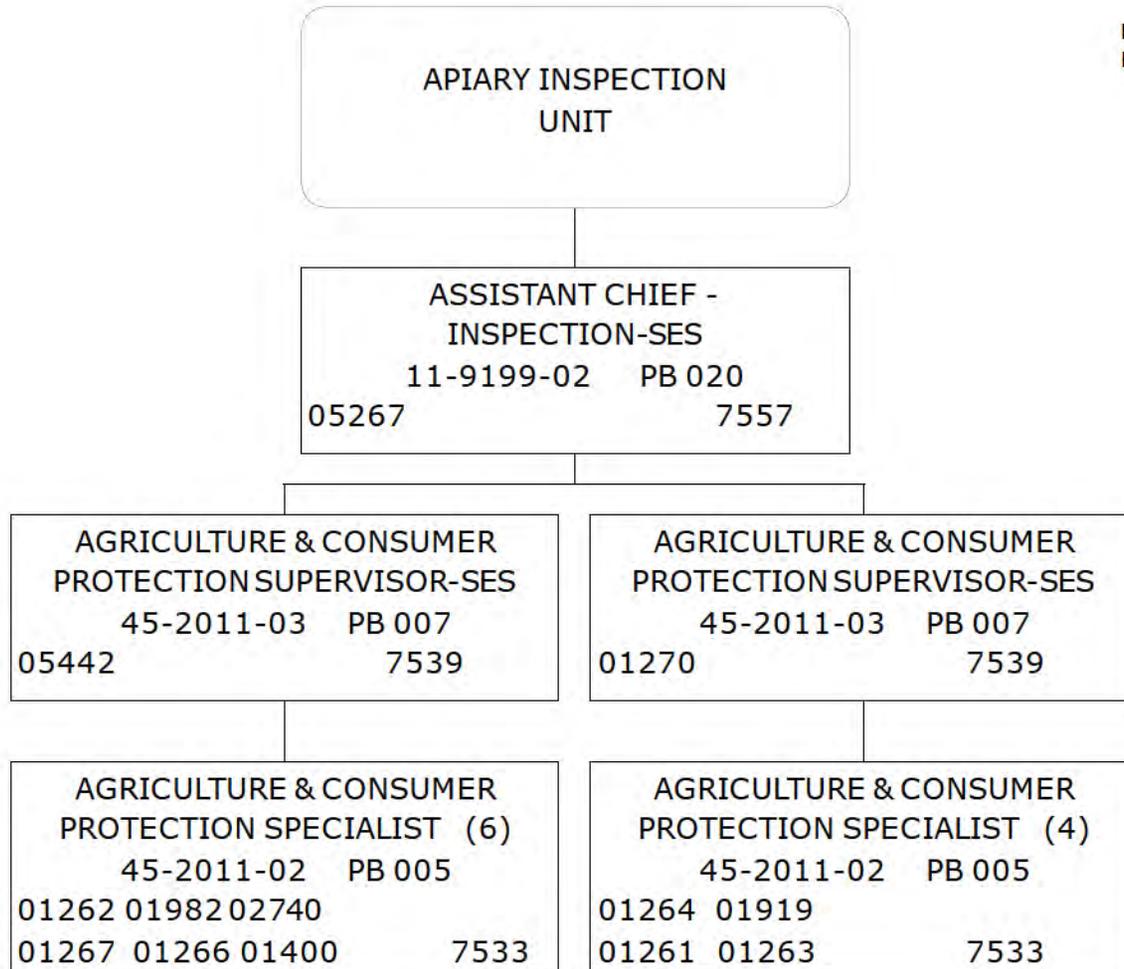
BUREAU OF PLANT AND APIARY INSPECTION
CARIBBEAN FRUIT FLY CERTIFICATION
PAGE 5 OF 6



ALISSA A. PERDUE, CHIEF OF PERSONNEL MANAGEMENT
APPROVED DATE: 3/9/2018

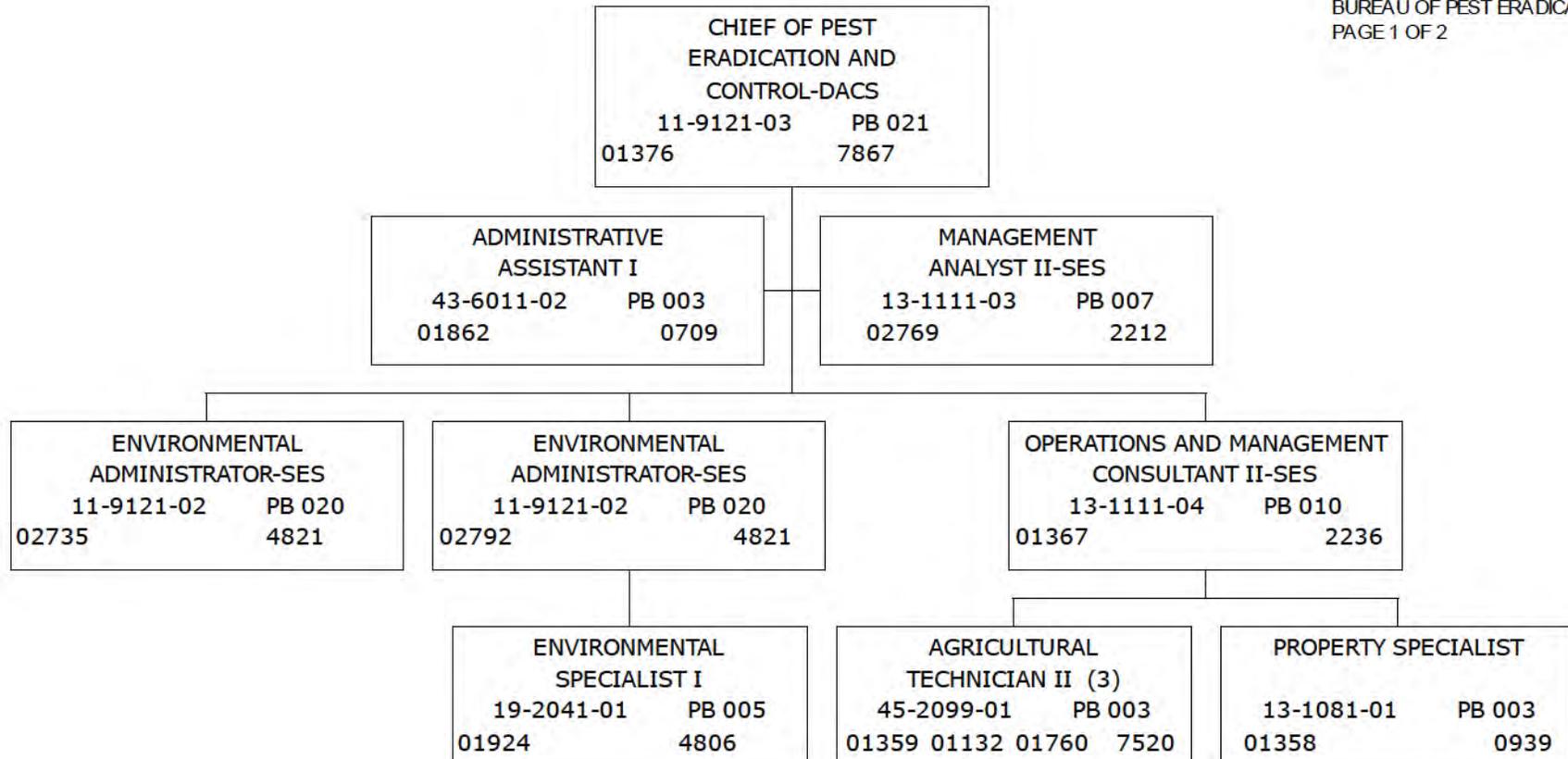
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF PLANT INDUSTRY**

BUREAU OF PLANT AND APIARY INSPECTION
PAGE 6 OF 6



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

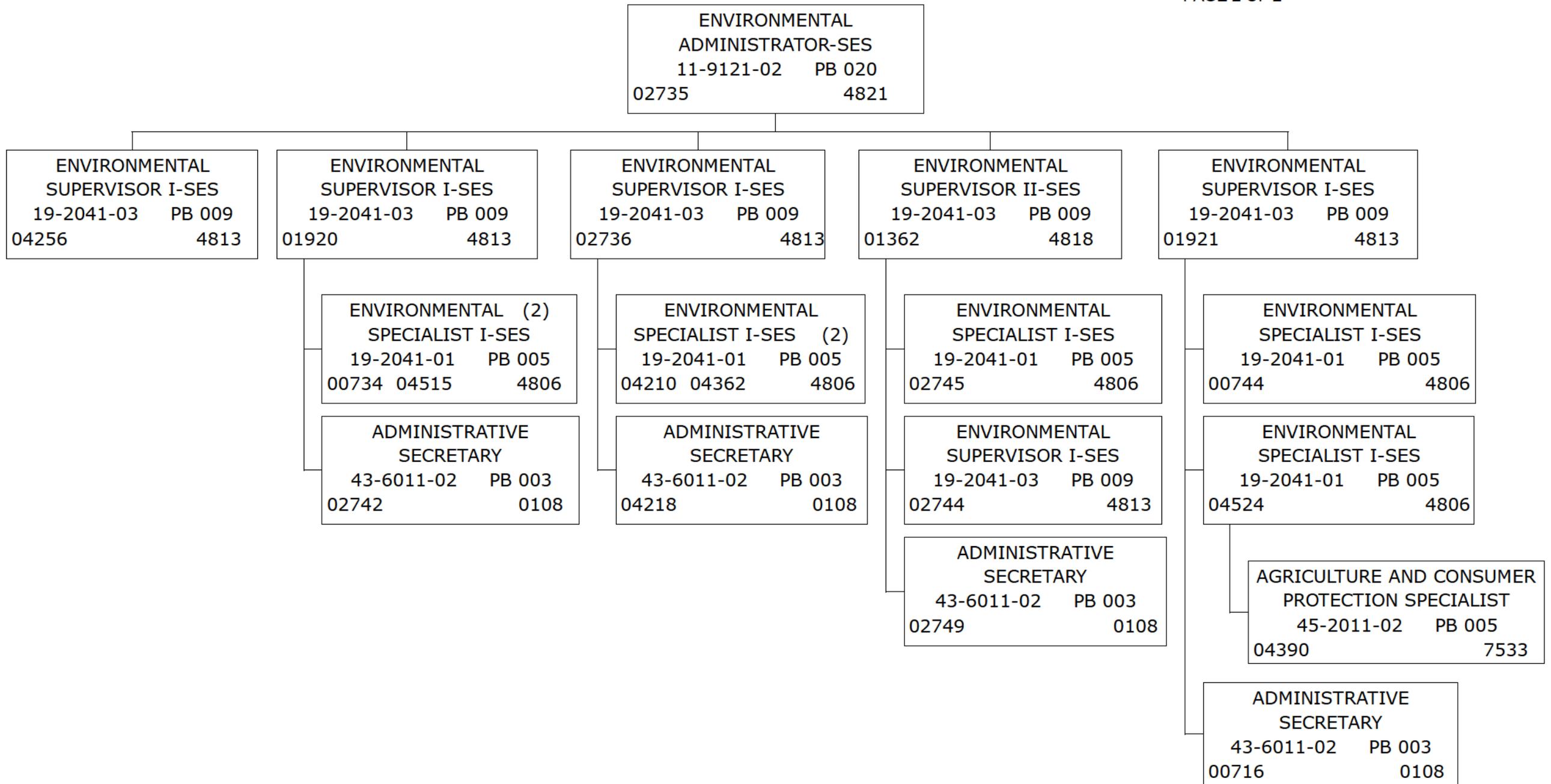
BUREAU OF PEST ERADICATION & CONTROL
PAGE 1 OF 2

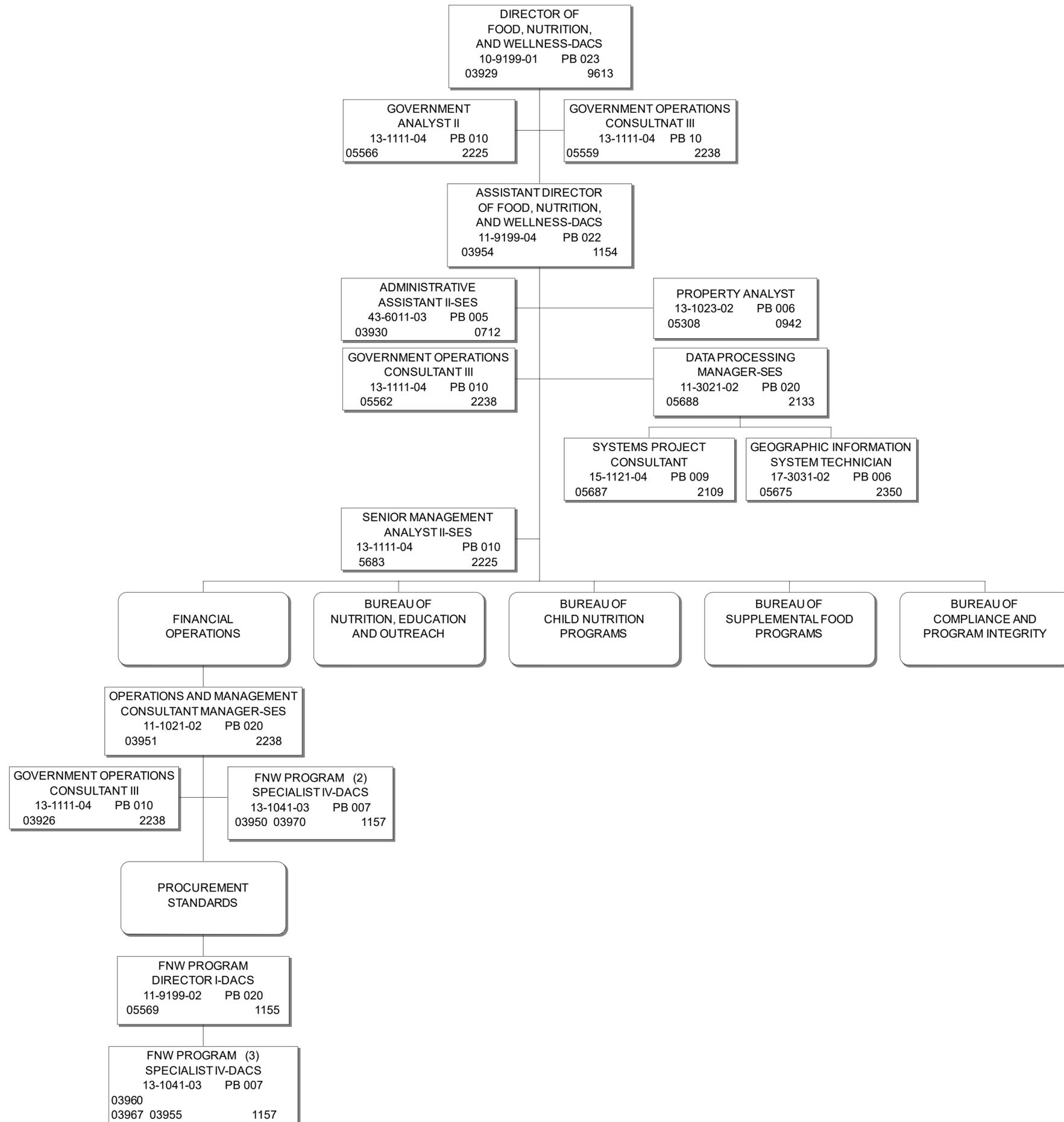


ALISSA A. PERDUE, CHIEF OF
PERSONNEL MANAGEMENT
APPROVED DATE: 10/18/2019

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

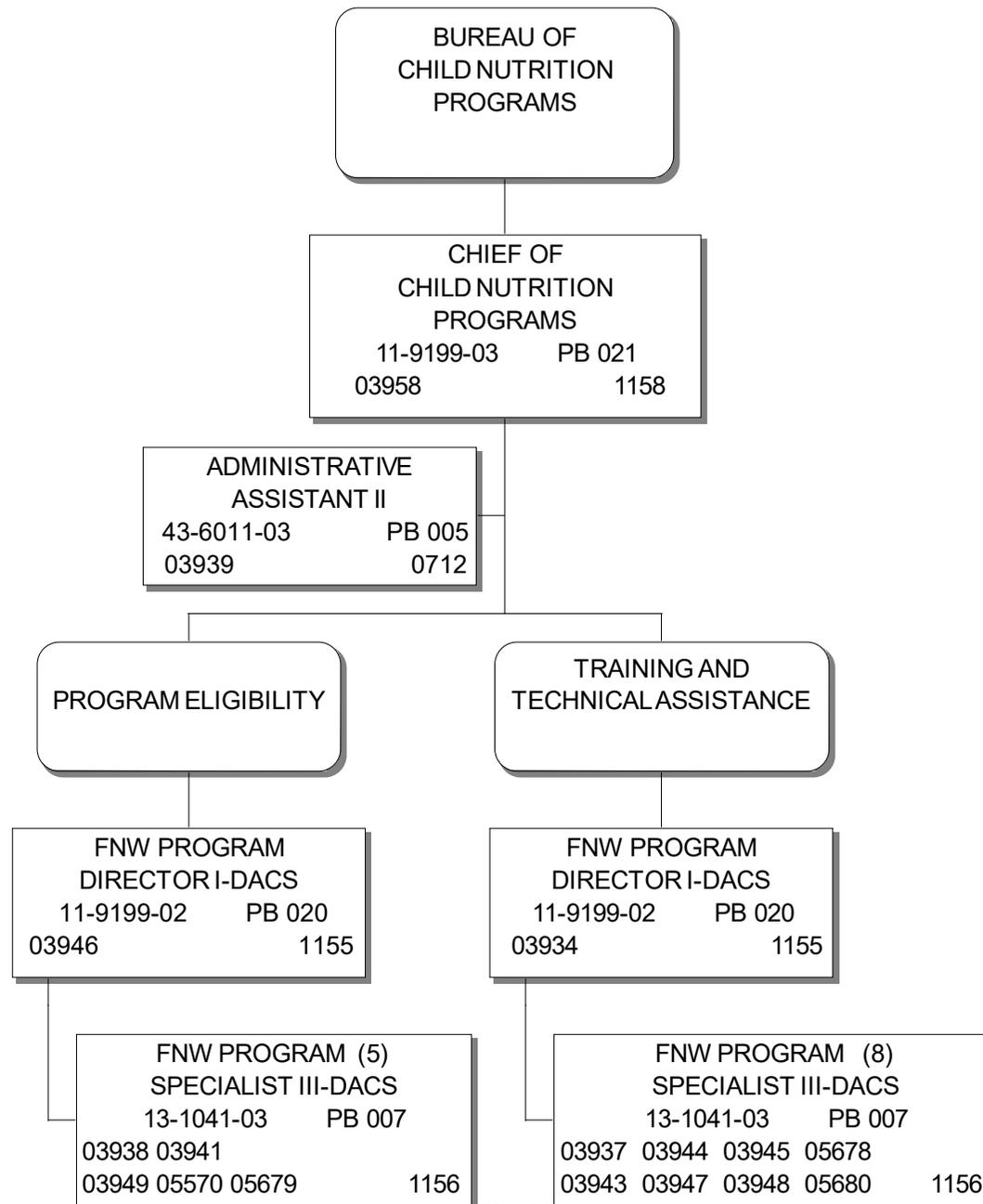
BUREAU OF PEST ERADICATION &
CONTROL
PAGE 2 OF 2





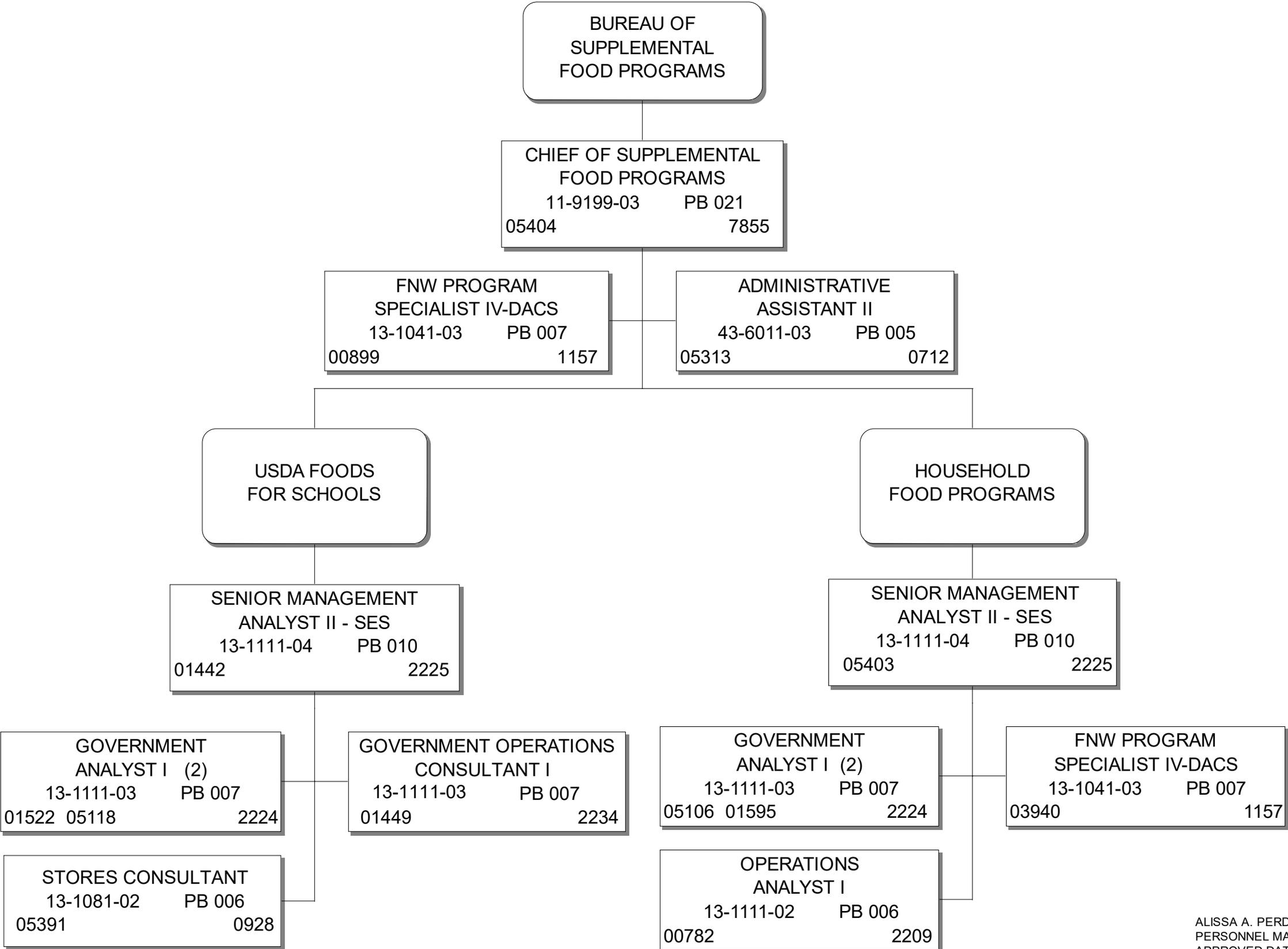
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF
FOOD, NUTRITION AND WELLNESS**

BUREAU OF CHILD NUTRITION
PROGRAMS
PAGE 1 OF 1



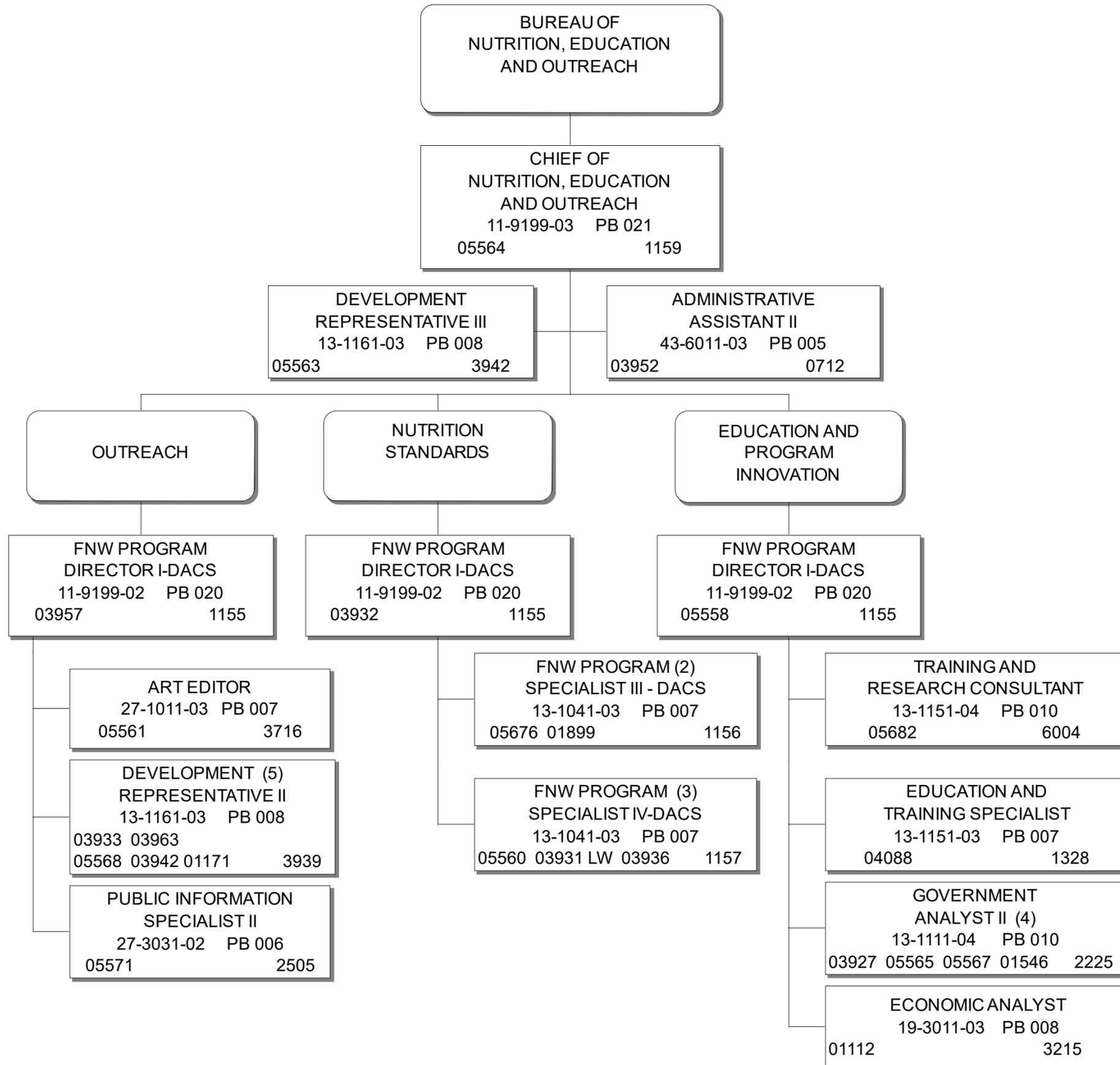
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF
FOOD, NUTRITION AND WELLNESS**

BUREAU OF SUPPLEMENTAL FOOD PROGRAMS
PAGE 1 OF 1



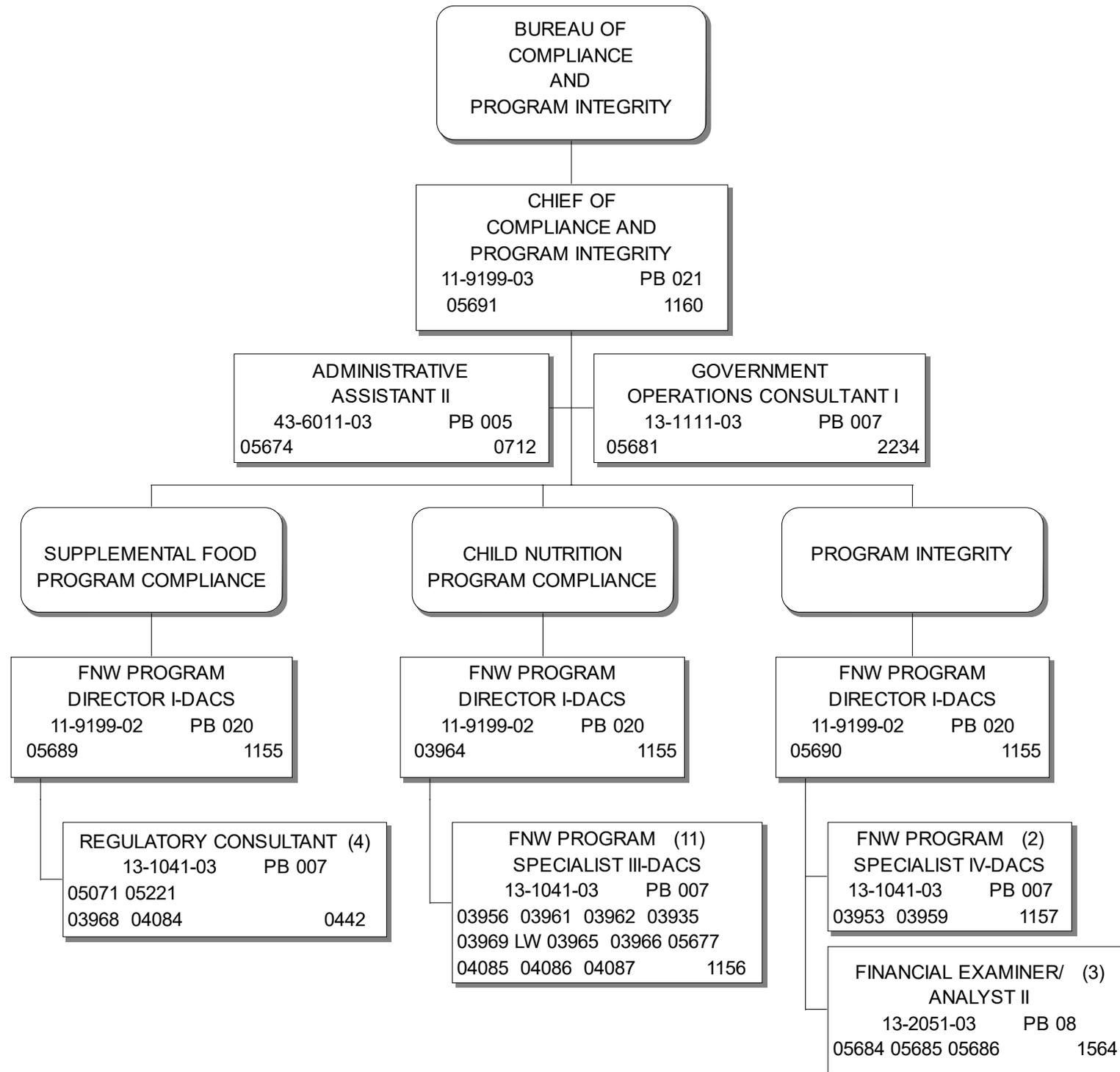
**DEPARTMENT OF AGRICULTURE
AND CONSUMER SERVICES
DIVISION OF
FOOD, NUTRITION AND WELLNESS**

BUREAU OF NUTRITION,
EDUCATION AND OUTREACH
PAGE 1 OF 1



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

BUREAU OF COMPLIANCE AND PROGRAM
INTEGRITY
PAGE 1 OF 1



| AGRICULTURE AND CONSUMER SERVICES, DEPARTMENT OF, AND | | FISCAL YEAR 2019-20 | | | |
|---|--|---------------------|----------------------|------------------------------|------------|
| SECTION I: BUDGET | | OPERATING | FIXED CAPITAL OUTLAY | | |
| TOTAL ALL FUNDS GENERAL APPROPRIATIONS ACT | | 1,716,769,579 | 26,073,471 | | |
| ADJUSTMENTS TO GENERAL APPROPRIATIONS ACT (Supplementals, Vetoes, Budget Amendments, etc.) | | 49,349,722 | -2,343,000 | | |
| FINAL BUDGET FOR AGENCY | | 1,766,119,301 | 23,730,471 | | |
| SECTION II: ACTIVITIES * MEASURES | | Number of Units | (1) Unit Cost | (2) Expenditures (Allocated) | (3) FCO |
| Executive Direction, Administrative Support and Information Technology (2) | | | | | 10,190,471 |
| Provide Assists To Consumers (call center) * Number of assists provided to consumers by the call center | | 333,436 | 5.24 | 1,745,655 | |
| 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 | | 397,967 | 35.20 | 14,009,813 | |
| Register, License, Or Permit Department Regulated Entities * Number of regulated entities registered by the Division of Consumer Services. | | 149,890 | 25.37 | 3,802,914 | |
| State Forest Resource Management * Percentage of acres of Florida Forest Service lands managed by the department | | 1,136,200 | 21.92 | 24,907,462 | |
| Provide Technical Assists To Non-Industrial Forest Landowners * Number of hours spent providing forest-related technical assists to non-industrial private landowners | | 55,617 | 59.34 | 3,300,333 | |
| Visitor Service / Recreation * The number of state forest visitors | | 20,386,333 | 0.18 | 3,639,875 | |
| Capital Improvements * Number of hours spent on capital improvement projects | | 204,405 | 104.45 | 21,349,791 | |
| Provide Land Management Assistance To Other Agencies * Number of hours spent providing forest-related technical assists to public land management agencies | | 16,841 | 123.89 | 2,086,458 | |
| Protect Acres Of Forest Land From Wildfires * Number of acres of wildlands protected from wildfires | | 26,679,830 | 3.09 | 82,508,606 | |
| Licensing * N/A | | 312,978 | 74.17 | 23,215,023 | |
| Compliance Section * Number of Administrative Actions | | 43,409 | 81.58 | 3,541,160 | |
| Regional Offices * Number of new and renewal concealed weapon/firearm licenses issued | | 85,801 | 95.68 | 8,209,090 | |
| Inspect Pesticide Applicators And Dealers * Number of pesticide inspections conducted | | 2,167 | 1,145.92 | 2,483,209 | |
| License Pesticide Applicators And Dealers * Number of pesticide applicators and dealers licensed | | 11,764 | 40.58 | 477,420 | |
| Evaluate And Manage Pesticide Products * Number of pesticide products registered | | 371 | 2,433.61 | 902,871 | |
| Register Pesticide Products * Number of pesticide products registered | | 16,444 | 36.61 | 601,992 | |
| Analyze Pesticide Products * Number of pesticide sample determinations performed | | 118,646 | 16.35 | 1,940,065 | |
| Inspect Pest Control Businesses And Applicators * Number of pest control businesses and applicators licensed | | 6,150 | 616.12 | 3,789,159 | |
| License Pest Control Businesses And Applicators * Number of pest control businesses and applicators licensed | | 60,168 | 24.37 | 1,466,323 | |
| Regulate Mosquito Control Programs * Number of people served by mosquito control activities | | 62 | 43,104.13 | 2,672,456 | |
| Regulate Fertilizer Companies * Number of fertilizer inspections conducted | | 2,438 | 560.56 | 1,366,644 | |
| Analyze Fertilizer Products * Number of fertilizer sample determinations | | 119,952 | 10.09 | 1,209,831 | |
| Analyze Seed Companies * Number of official seed sample determinations performed | | 92,498 | 4.43 | 410,132 | |
| Regulate Seed Companies * Number of seed inspections conducted | | 2,047 | 216.01 | 442,182 | |
| License Feed Companies * Number of feed companies licensed | | 1,378 | 688.10 | 948,197 | |
| Analyze Feed Products * Number of official feed samples collected by feed manufacturers and analyzed by certified labs for regulatory purposes. | | 1,455 | 220.31 | 320,546 | |
| Conduct Retail Food Establishment Inspections * NUMBER OF RETAIL FOOD FIRMS INSPECTED | | 25,658 | 478.73 | 12,283,127 | |
| Conduct Manufactured Food Establishment Inspections * NUMBER OF MANUFACTURED FOOD FIRMS INSPECTED | | 4,016 | 765.15 | 3,072,830 | |
| Conduct Biological Laboratory Tests On Food Samples * NUMBER OF BIOLOGICAL LABORATORY TESTS PERFORMED ON FOOD SAMPLES | | 8,076 | 434.01 | 3,505,041 | |
| Conduct Chemical Laboratory Tests On Food Samples * NUMBER OF CHEMICAL LABORATORY TESTS PERFORMED ON FOOD SAMPLES | | 6,830 | 586.33 | 4,004,654 | |
| Perform Grade Evaluations On Poultry And Eggs * Tons of poultry and shell eggs graded | | 104,146 | 15.66 | 1,631,418 | |
| Energy Efficiency And Renewable Energy Grants And Incentives * Number of Grants and Financial Incentives Processed | | 73 | 20,000.38 | 1,460,028 | 5,000,000 |
| Energy And Climate Program Coordination * Number of Pageviews of the Florida Energy Clearinghouse | | 64,737 | 2.37 | 153,163 | |
| Inspect Shellfish Processing Plants * Number of shellfish processing plants inspections and HACCP (Hazard Analysis Critical Control Point) records reviews | | 1,114 | 494.63 | 551,014 | |
| Test Water Quality * Number of acres tested | | 1,323,906 | 1.12 | 1,479,108 | |
| Administer Aquaculture Certification Program * Number of certifications issued to first-time applicants or renewed | | 1,015 | 478.75 | 485,931 | |
| Administer Shellfish Lease Program * Number of Submerged Land Leases | | 786 | 414.52 | 325,815 | |
| Conduct Regulatory Investigations * Number of complaints investigated upon referral from the Division of Consumer Services | | 1,869 | 1,630.37 | 3,047,162 | |
| Training And Technical Assistance * N/A | | 20,217 | 45,376.84 | 917,383,639 | |
| 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 | | 13,726,602 | 12.51 | 171,747,935 | |
| Conduct Law Enforcement Investigations * Number of law enforcement investigations initiated | | 492 | 6,813.00 | 3,351,997 | |
| Agriculture State Law Enforcement - Commodity Interdiction * Number of vehicles inspected at agricultural interdiction stations | | 9,497,121 | 1.77 | 16,769,373 | |
| Capture Bills Of Lading * Number of Bills of Lading transmitted to the Department of Revenue from Agricultural Interdiction Stations | | 35,166 | 82.00 | 2,883,626 | |
| 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. | | 186,475 | 101.33 | 18,895,244 | 4,000,000 |
| 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. | | 269,766 | 74.23 | 20,023,915 | |
| Develop Water Policy * Number of water policy assists provided to agricultural interests | | 4,551 | 70.39 | 320,348 | |
| Assist Mobile Irrigation Laboratory Conservation Programs * Number of irrigation system evaluations performed for agricultural producers by participating Mobile Irrigation Labs (MIL) during the fiscal year. | | 1,536 | 171.16 | 262,897 | |
| Assist Soil And Water Conservation Districts * Number of soil and water conservation districts assisted | | 58 | 4,532.71 | 262,897 | |
| Conduct Dairy Inspections * NUMBER OF DAIRY ESTABLISHMENT INSPECTIONS | | 1,915 | 849.18 | 1,626,888 | |
| Conduct Laboratory Tests On Dairy Samples * NUMBER OF DAIRY LABORATORY TESTS PERFORMED | | 15,213 | 29.69 | 451,743 | |
| 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. | | 29,000,000 | 0.18 | 5,355,044 | |
| Provide Education & Communications * Number of media items produced for promotional and educational purposes | | 1,077 | 1,073.10 | 1,155,724 | |
| Conduct State Farmers Market Program * Number of leased square feet at state farmers' markets | | 1,850,804 | 2.07 | 3,822,015 | 1,000,000 |
| Conduct Agriculture/Seafood/ Aquaculture Assists * Number of marketing assists provided to producers and businesses | | 545,000 | 9.83 | 5,355,035 | |
| Conduct Citrus Packing House And Processing Inspections * Number of tons of citrus inspected | | 3,276,235 | 0.97 | 3,181,509 | |
| Conduct Shipping And Receiving Point Vegetable Inspections And Regulate Imports In Applicable Areas Upon Request * Number of tons of vegetables inspected | | 552,156 | 5.15 | 2,844,707 | |
| Conduct Terminal Market Inspections Upon Request Of Shippers/Receivers * Number of tons of fruit and vegetables inspected | | 57,121 | 23.28 | 1,329,840 | |
| Inspect Plants For Plant Pests, Disease Or Grade And Service Exotic Fruit Fly Traps * Number of plant, fruit fly trap, and honeybee inspections performed | | 1,102,955 | 17.02 | 18,773,808 | |
| Identify Plant Pests * Number of plant, soil, insect and other organism samples processed for identification or diagnosis | | 644,231 | 5.92 | 3,810,643 | |
| Certify Citrus Fly-free * Number of cartons of fruit certified as fly-free for export | | 827,271 | 1.58 | 1,304,066 | |
| Develop Control Methods And Rear Biocontrol Agents * N/A | | 4,453,810 | 0.43 | 1,908,942 | |
| Release Sterile Fruit Flies * Number of sterile med flies released | | 4,130,071,511 | 0.00 | 1,213,656 | |
| Inspect Citrus Trees For Crop Forecast And Pest Detection * Number of commercial citrus acres surveyed for citrus diseases | | 221,175 | 51.29 | 11,344,287 | |
| Inspect Apiaries * Number of honey bee inspections performed | | 474,862 | 2.36 | 1,120,413 | |
| Register Citrus Budwood * N/A | | 14,704 | 70.47 | 1,036,191 | |
| Certify Nurseries As Imported Fire Ant Free * N/A | | 3,847 | 39.22 | 150,865 | |
| Distribute Endangered Plant Grant Money To Qualified Applicants To Preserve Native Plants * N/A | | 4 | 54,000.25 | 216,001 | |
| Prevent, Control And Eradicate Animal Diseases * Total Number of Tests Performed by the Bronson Animal Disease Diagnostic Laboratory/ Number of Reports of Suspected or Positive Dangerous, Transmissible Diseases Received by the State Veterinarian | | 88,133 | 78.63 | 6,929,881 | |
| Inspect Livestock On Farms/Ranches For Sanitary/Humane Conditions * Number of animal site inspections performed | | 14,238 | 372.43 | 5,302,608 | |
| TOTAL | | | | 1,473,481,085 | 20,190,471 |
| SECTION III: RECONCILIATION TO BUDGET | | | | | |
| PASS THROUGHS | | | | | |
| TRANSFER - STATE AGENCIES | | | | | |
| AID TO LOCAL GOVERNMENTS | | | | 28,157,601 | 3,540,000 |
| PAYMENT OF PENSIONS, BENEFITS AND CLAIMS | | | | 19,173,978 | |
| OTHER | | | | 27,964,855 | |
| REVERSIONS | | | | 217,341,884 | |
| TOTAL BUDGET FOR AGENCY (Total Activities + Pass Throughs + Reversions) - Should equal Section I above. (4) | | | | 1,766,119,403 | 23,730,471 |

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 2020 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 2021-2022 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 2021-2022 Estimate/Request Amount | |
|---|--|------|--------------------------------------|--------------------|
| | | | Long Range | Legislative Budget |
| | | | Financial Outlook | Request |
| a | Rural and Family Lands | B | \$ 4,821,584 | \$ 15,000,000 |
| b | Land Management | B | \$ 7,586,907 | \$ 6,995,000 |
| c | Lake Okeechobee Projects | B | \$ 4,833,333 | \$ 5,000,000 |
| d | Forestry Wildfire Prevention Equipment | B | \$ 6,258,270 | \$ 6,583,596 |
| e | Florida Agricultural Promotional Campaign | B | \$ 666,667 | \$ 5,000,000 |
| f | Water Conservation/Supply | B | \$ 1,500,000 | \$ 1,500,000 |
| g | Farm Share/Food Banks | B | \$ 5,222,626 | \$ 2,000,000 |
| h | Aircraft Acquisition and Maintenance | B | \$ 2,107,367 | \$ 5,571,000 |
| i | Agricultural Promotion and Education Facilities | B | \$ 4,621,355 | \$ - |
| j | Agricultural Emergency Eradication Trust Fund | R | \$ 11,900,000 | \$ 11,900,000 |
| k | Citrus Greening | B | \$ 10,000,000 | \$ 8,000,000 |
| l | Citrus Canker Judgments | B | \$ 44,093,944 | \$ 43,935,389 |
| m | Florida State Fair | B | \$ - | \$ 2,000,000 |
| n | Agriculture and Natural Resources Critical Repairs (Life & Safety) | B | \$ 430,000 | \$ 400,000 |

- 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 and roads and bridges repairs. COVID-19 has impacted the ability to perform certain management activities to the level of previous years. Anticipate this budget driver to increase in future requests.
- 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 replacement needs far exceed this request.
- The Florida Agricultural Promotion Campaign exceeds the Long Range Financial Outlook because additional funding is needed to combat the negative impacts of COVID-19, natural disasters and 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 one new firefighting helicopter 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.
- Citrus Greening research request based on current needs and funding history. Current request does not include the Citrus Crop Decline Supplemental Transfer.
- Citrus Canker judgement is based on the outstanding judgment for Orange County.
- Florida State Fair request is based on capital and security improvement needs with consideration of the impact of COVID-19 on operations.
- Agriculture and Natural Resources Critical Repairs request is for the life and safety Central Plant Chiller replacement. 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 2020

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

**DIVISION OF LICENSING
42010400**

EXHIBITS AND SCHEDULES

**LEGISLATIVE BUDGET REQUEST
2021 - 2022**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2021-22**
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 | ESTIMATED | REQUEST |
|---|---------------------|---------------------|---------------------|
| | FY 2019 - 20 | FY 2020 - 21 | FY 2021 - 22 |
| <u>Receipts:</u> | | | |
| <u>Agency New</u> | 224,045 | 196,927 | 223,745 |
| <u>Agency Renewal</u> | 560,989 | 602,279 | 557,539 |
| <u>"D" Renewal</u> | 1,733,486 | 1,713,602 | 1,713,602 |
| <u>"D" New</u> | 1,478,357 | 1,474,189 | 1,559,853 |
| <u>"G" / "K" Renewal</u> | 747,052 | 754,347 | 754,347 |
| <u>"G" / "K" New</u> | 861,037 | 918,028 | 918,028 |
| <u>Manager New</u> | 24,756 | 22,905 | 22,905 |
| <u>Manager Renewal</u> | 53,787 | 55,798 | 55,798 |
| <u>Recovery Agent New E/EE</u> | 23,304 | 25,158 | 25,158 |
| <u>Recovery Agent Renewal E/EE</u> | 27,108 | 28,092 | 28,092 |
| <u>P.I. New C/CC</u> | 60,424 | 65,961 | 65,961 |
| <u>P.I. Renewal C/CC</u> | 250,419 | 263,424 | 263,424 |
| <u>Application Fees 493</u> | 139,682 | 165,992 | 165,992 |
| <u>Class C Exam</u> | 40,697 | 52,774 | 52,774 |
| <u>FDLE Fingerprinting Retention Fees</u> | 981,800 | 1,030,000 | 1,104,000 |
| <u>Penalties Late Fees</u> | 283,176 | 169,361 | 312,238 |
| <u>Private Investigative Agency</u> | 114,334 | 140,172 | 150,000 |
| <u>Other Misc Fees - Copies</u> | - | 2,294 | 2,294 |
| <u>Fingerprint Fees</u> | 1,753,201 | 1,832,667 | 2,000,000 |
| <u>Fines</u> | 90,120 | 63,624 | 201,806 |
| <u>Refunds-Non-State Govt, Vendors, Employees</u> | 10,795 | 1,373 | 1,373 |
| <u>Tenant Broker Commission</u> | 9,811 | - | - |
| <u>Property Transfers In, Sale Surplus Property</u> | - | 1,500 | - |
| <u>Deferred Revenue</u> | - | (238,320) | (22,001) |
| Total Fee Collection to Line (A) - Section III | 9,468,381 | 9,342,147 | 10,156,928 |

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2021-22**
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 | ESTIMATED | REQUEST |
|---|---------------------|---------------------|---------------------|
| | FY 2019 - 20 | FY 2020 - 21 | FY 2021 - 22 |
| Direct Costs: | | | |
| Salaries and Benefits | 4,333,099 | 4,400,000 | 4,900,000 |
| Other Personal Services | 330,054 | 300,000 | 300,000 |
| Expenses | 1,744,475 | 1,300,000 | 1,300,000 |
| Operating Capital Outlay | 135,039 | 120,000 | 120,000 |
| Motor Vehicle | 12,758 | 12,000 | 12,000 |
| Contracted Services/Other | 2,521,158 | 2,350,000 | 2,350,000 |
| Insurance | 13,057 | 13,000 | 13,000 |
| Tenant Broker | 15,385 | - | - |
| State Personnel Assessment | 26,749 | 26,750 | 26,750 |
| Allocated Costs Charged to Trust Fund | 1,116,728 | 1,100,000 | 1,100,000 |
| Total Full Costs to Line (B) - Section III | 10,248,503 | 9,621,750 | 10,121,750 |

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 | ESTIMATED | REQUEST |
|--------------------------------|------------|---------------------|---------------------|---------------------|
| | | FY 2019 - 20 | FY 2020 - 21 | FY 2021 - 22 |
| TOTAL SECTION I | (A) | 9,468,381 | 9,342,147 | 10,156,928 |
| TOTAL SECTION II | (B) | 10,248,503 | 9,621,750 | 10,121,750 |
| TOTAL - Surplus/Deficit | (C) | (780,122) | (279,603) | 35,178 |

EXPLANATION of LINE C:

Un-precedented COVID-19 pandemic forced shutdown of department's 9 regional offices in 4th quarter of FY 19/20. Resulting in a \$1.4M drop in revenue as these offices are the only locations available to Chapter 493 licensees for personal interaction.

Schedule IA - Part I: Examination of Regulatory Fees

Department: Agriculture and 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?

Due to the COVID-19 pandemic during the second of FY 2019-20 and beyond, the department transitioned most division staff, including employees processing regulated Chapter 493 licenses to remote working environments. This work environment is being seriously considered as the long-term alternative to leased office space for license processing staff and will result in significant office lease cost savings if implemented in future years, possibly as early as FY 2021-22.

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

The department's new enterprise information system to manage the primary components of the licensing process, including license application, issuance, renewal and payment will replace multiple aged information systems in place for decades. The new system will be a Microsoft application with phased in deployment estimated to begin in calendar year 2021.

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, 2020, 191,151 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.

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 internet.

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, over time. The most recent fiscal year of 2019-20 reflects a unique occurrence of the COVID-19 pandemic in which the department shut down its nine (9) regional offices during the last three months of FY 2019-20. As these offices are the only locations where Chapter 493 license applicants and licensees can visit for personal instruction and guidance, regulatory program revenue dropped sharply in these three months, by \$1.4 million, compared to the prior fiscal year. Consequently, the reduced revenue in FY 2019-20 was insufficient to cover the primarily fixed costs of the regulatory program, resulting in a \$780,743 loss. It remains to be seen whether pent up demand in FY 2020-21 will generate excess revenue sufficient to offset this \$781K operating loss.

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, over time.

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
2021 - 2022**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2021-22**
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 2019-20 | | FY 2020-21 | | FY 2021-22 | |
| Receipts: | GR | GITF | GR | GITF | GR | GITF |
| Frozen Dessert Licenses | - | 20,100 | - | 20,000 | - | 20,000 |
| Copies of Documents | - | - | - | - | - | - |
| Restitution Payments | - | 0 | - | - | - | - |
| Misc. Revenue (Refunds, Other) | - | 515 | - | - | - | - |
| Total Fee Collection to Line (A) - Section III | - | 20,615 | - | 20,000 | - | 20,000 |

SECTION II - FULL COSTS

| Direct Costs: | GR | GITF | GR | GITF | GR | GITF |
|---|------------------|----------------|------------------|----------------|------------------|----------------|
| Salaries and Benefits | 1,145,357 | (26,333) | 1,200,000 | | 1,200,000 | |
| Expenses | 142,567 | 63,928 | 150,000 | | 150,000 | |
| Other Personal Services | | 2,035 | - | | - | |
| Contracted Services | 23,260 | | 125,000 | | 125,000 | |
| Operating Capital Outlay | 3,122 | | 5,000 | | 5,000 | |
| Data Processing | | 26,110 | | 30,000 | | 30,000 |
| General Revenue S/C | | 1,600 | | 3,000 | | 3,000 |
| Risk Management Insurance | 31,116 | | 30,000 | | 30,000 | |
| HR Costs | 7,291 | | 7,000 | | 7,000 | |
| Indirect Costs Charged to Trust Fund - DO | | 180,488 | | 170,000 | | 170,000 |
| Administrative Overhead | | 119,601 | | 120,000 | | 120,000 |
| Refund of State Revenue | | 600 | | | | |
| Total Full Costs to Line (B) - Section III | 1,352,713 | 394,335 | 1,517,000 | 323,000 | 1,517,000 | 323,000 |

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

SECTION III - SUMMARY

| | | | | | | | |
|--------------------------------|-----|--------------------|------------------|--------------------|------------------|--------------------|------------------|
| TOTAL SECTION I | (A) | - | 20,615 | - | 20,000 | - | 20,000 |
| TOTAL SECTION II | (B) | 1,352,713 | 394,335 | 1,517,000 | 323,000 | 1,517,000 | 323,000 |
| TOTAL - Surplus/Deficit | (C) | (1,352,713) | (373,720) | (1,517,000) | (303,000) | (1,517,000) | (303,000) |

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?

COVID-19 has throttled progress for many of the operational efficiencies the division has been working on. While progress continues, the work will carry over further into this fiscal year.

The division is in the final stages of consolidating management of its laboratories. This will provide more uniform instruction and oversight of the functions of the lab; increase quality; provide regulatory consistency; streamline operations; and improve overall customer service. This consolidation was delayed last fiscal year but should conclude this fiscal year.

The division is also in the process of forming a new Bureau of Quality Management. This will consolidate all training and quality assurance activities from all three of the existing bureaus. Consolidation will provide for more consistency throughout the division and across the state; produce an intense and more specialized training program; and improve the overall quality of the division's training programs leading to increased efficiency and a higher quality work product.

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

The division has developed a web portal for businesses to maintain their facility information and apply for/renew their food permits online. The portal has reduced the time required to process a permit application and expedite the approval of successful applications. The portal was successfully deployed for the 2020 food permitting season and the division has undertaken a project to convert Bureau of Dairy Industry permitting this fiscal year.

The division is still in the process of converting the dairy program's aging MS Access database to an existing database used by the Bureau of Food Inspection. The existing dairy database has exceeded its lifespan and is beginning to fail.

The division has inherited over the last two years, the regulation of hemp extract products intended for human ingestion and inhalation. This has required incorporation of these two products into the business models for the three bureaus within the division. Each of the bureaus has been steadily incorporating these new products into their sampling, inspection, and testing protocols to help ensure consumers purchasing these products are buying safe products manufactured under sanitary conditions.

The division is looking to statutorily move select frozen dessert facilities (i.e. those that do not utilize pasteurization) to the Bureau of Food Inspection. This will provide a more consistent inspection process for the regulated industry and allow dairy inspectors to ensure they are meeting inspection frequencies as established by the U.S. Food and Drug Administration's Pasteurized Milk Ordinance (PMO).

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, 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. A comprehensive regulatory program is an appropriate function towards achieving an acceptable level of protection. With the emergence of possible threats to our food supply through "bioterrorism" and/or "agroterrorism," that responsibility has increased exponentially. As a result, the current level of responsibility is not only appropriate, but 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 plays a vital role in the continued evolution of the 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 a significant amount of business and would likely not be able to continue to operate.

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 and 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 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 only and there are no inspection fees enumerated. 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 competitive disadvantage behind the other states in the Southeast Region that Florida competes with, as not all 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 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2021-22**
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="" 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 2019-20 | | ESTIMATED FY 2020-21 | | REQUEST FY 2021-22 | |
|---|----------------------|-------------------|-------------------------|-------------------|-----------------------|-------------------|
| | FGTF | GITF | FGTF | GITF | FGTF | GITF |
| Food Permit Fees | | 16,746,803 | | 18,850,000 | | 21,900,000 |
| Reinspection Fees | | 1,528 | | 200,000 | | 200,000 |
| Late Filing Penalties | | 214,089 | | 225,000 | | 225,000 |
| Administrative Fines | | 582,625 | | 600,000 | | 600,000 |
| Plan Review Fees | | 24,338 | | 25,000 | | 25,000 |
| COOL Agreement Fees | | 128,800 | | 135,000 | | 135,000 |
| U.S. Grants | 571,065 | | 928,000 | | 1,057,500 | |
| Certification Report Fees | | 0 | | - | | - |
| Bottled Water Permits | | 105,370 | | 105,000 | | 105,000 |
| Epidemiology Surcharge | | 433,794 | | 430,000 | | 430,000 |
| Misc. Revenue (Refunds, Other) | | 16,916 | | 30,000 | | 30,000 |
| FDA Contract Agreement | | 371,635 | | 365,000 | | 365,000 |
| Recovery of Indirect Cost from Federal Gov't | 29,383 | | 42,000 | | 42,000 | |
| Total Fee Collection to Line (A) - Section III | 600,448 | 18,625,897 | 970,000 | 20,965,000 | 1,099,500 | 24,015,000 |

SECTION II - FULL COSTS

| Direct Costs: | FGTF | | GITF | | FGTF | | GITF | |
|---|----------------|-------------------|----------------|-------------------|------------------|-------------------|------|--|
| | | | | | | | | |
| Salaries and Benefits | 244,448 | 10,353,661 | 337,500 | 11,250,000 | 392,500 | 12,000,000 | | |
| Other Personal Services | 0 | 66,304 | | 175,000 | | 175,000 | | |
| Expenses | 203,348 | 1,648,803 | 370,500 | 2,500,000 | 435,000 | 2,750,000 | | |
| Contracted Services | 133,938 | 267,241 | 150,000 | 375,000 | 150,000 | 425,000 | | |
| Operating Capital Outlay | 86,605 | 8,606 | 65,000 | 50,000 | 75,000 | 75,000 | | |
| HR Assessment | | 54,203 | | 60,000 | | 60,000 | | |
| Risk Management Insurance | | 88,065 | | 95,000 | | 100,000 | | |
| Data Processing | 3,426 | 491,640 | 5,000 | 600,000 | 5,000 | 625,000 | | |
| General Revenue S/C | | 1,497,738 | | 1,600,000 | | 1,700,000 | | |
| Refunds | | 95,552 | | 50,000 | | 50,000 | | |
| Transfers-Epidemiology | | 398,989 | | 425,000 | | 425,000 | | |
| Motor Vehicles | | 142,779 | - | - | - | - | | |
| Indirect Costs Charged to Trust Fund | 27,178 | 2,782,327 | 42,000 | 2,850,000 | 42,000 | 2,950,000 | | |
| Total Full Costs to Line (B) - Section III | 698,944 | 17,895,908 | 970,000 | 20,030,000 | 1,099,500 | 21,335,000 | | |

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

SECTION III - SUMMARY

| | | FGTF | GITF | FGTF | GITF | FGTF | GITF |
|--------------------------------|-----|-----------------|----------------|----------|----------------|-----------|------------------|
| TOTAL SECTION I | (A) | 600,448 | 18,625,897 | 970,000 | 20,965,000 | 1,099,500 | 24,015,000 |
| TOTAL SECTION II | (B) | 698,944 | 17,895,908 | 970,000 | 20,030,000 | 1,099,500 | 21,335,000 |
| TOTAL - Surplus/Deficit | (C) | (98,495) | 729,988 | - | 935,000 | - | 2,680,000 |

EXPLANATION of LINE C:

GITF revenues for FY 2019-20 increased comparative to FY 18-19. In FY 2020-21, revenues will increase, with an increase in projected expenditures.

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

Schedule IA - Part I: Examination of Regulatory Fees

Department: Agriculture and Consumer Services

Regulatory Service to or Oversight of Businesses or Professions

Program: Food 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?

COVID-19 has throttled progress for many of the operational efficiencies the division has been working on. While progress continues, the work will carry over further into this fiscal year.

The division is in the final stages of consolidating management of its laboratories. This will provide more uniform instruction and oversight of the functions of the lab; increase quality; provide regulatory consistency; streamline operations; and improve overall customer service. This consolidation was delayed last fiscal year but should conclude this fiscal year.

The division is also in the process of forming a new Bureau of Quality Management. This will consolidate all training and quality assurance activities from all three of the existing bureaus. Consolidation will provide for more consistency throughout the division and across the state; produce an intense and more specialized training program; and improve the overall quality of the division's training programs leading to increased efficiency and a higher quality work product.

The division has developed a web portal for businesses to maintain their facility information and apply for/renew their food permits online. The portal has reduced the time required to process a permit application and has expedited the approval of successful applications. The portal was successfully deployed for the 2020 permit season and most new food establishments are currently permitting through this system reducing the division's need to process paper. This year the division hopes to finish incorporating all food permit renewals into this new system and is currently working to incorporate Bureau of Dairy Industry permitting program into this system.

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 with the Bureau of Food Inspection to more efficiently utilize its inspection resources, visiting facilities with more violations more frequently than facilities with fewer violations. This strategy is considered 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 preparation processes. This second layer approach differentiates facilities within the first layer based on compliance. The end result is that facilities maintaining compliance with food safety regulations receive inspections less frequently than facilities not maintaining substantial compliance. This strategy is a carryover from last year, which incurred a delay due to availability for desired software solutions and key position vacancies. It has been further delayed this year due to COVID-19.

The division has inherited over the last two years, the regulation of hemp extract products intended for human ingestion and inhalation. This has required incorporation of these two products into the business models for the three bureaus within the division. Each of the bureaus has been steadily incorporating these new products into their sampling, inspection, and testing protocols to help ensure consumers purchasing these products are buying safe products manufactured under sanitary conditions.

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, 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. A comprehensive regulatory program is an appropriate function towards achieving an acceptable level of protection. With the emergence of possible threats to our food supply through "bioterrorism" and/or "agroterrorism," that responsibility has increased exponentially. As a result, the current level of responsibility is not only appropriate, but 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 plays a vital role in the continued evolution of the 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 continue to be problematic during this fiscal year. This issue, 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 if PC inspections increase as anticipated. The division also must 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 federal grants pertaining to food safety inspections have been restructured and the department has applied for, but not yet received, the same federal funding as in previous years. Should the department not receive full funding, there is likely to be a noticeable impact on the ability to perform all functions.

Further, the continued implementation of Section 581.217, F.S., which was expanded to include hemp extract for inhalation last year, is resulting in a significant increase in the number of food establishments under the division's purview. This has added a substantial number of additional inspections and an increase in workload for our testing laboratories. A portion of additional resources requested were received, and appreciated, this past legislative session, but without further resource appropriations 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 restructuring 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. The restructuring would also include changes to inspection frequencies based on 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. To this end, the division now has the responsibility of inspecting facilities manufacturing and selling hemp extract products intended for human ingestion and inhalation as well as testing such products for biological and chemical contaminants.

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, now that the division has a significant role in the oversight of hemp extract products intended for human ingestion and inhalation there has been a significant increase in the number of food establishments entering the food sector. This has resulted in a significant number of additional inspections and an increase in workload for our testing laboratories. Without further resources (ability to charge increased fees and additional staff), we may encounter budget constraints as well as decreased 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.

Schedule IA - Part 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
2021-2022**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2021-22**
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

| Receipts: | ACTUAL FY 2019 - 20 | | | ESTIMATED FY 2020 - 21 | | | REQUEST FY 2021 - 22 | | |
|---|---------------------|---------|---------|------------------------|---------|---------|----------------------|---------|---------|
| | GR | FGTF | GITF | GR | FGTF | GITF | GR | FGTF | GITF |
| U.S. Grants | | 638,054 | | | 930,000 | | | 965,000 | |
| Feed Deficiency Penalties | | | 7,226 | | | 26,897 | | | 26,897 |
| Feed Master Registration | | | 584,405 | | | 581,292 | | | 581,292 |
| Feed Lab Certification | | | 3,300 | | | 3,850 | | | 3,850 |
| Administrative Fines | | | 104,145 | | | 111,727 | | | 111,727 |
| Misc. - Other | | | | | | 1,876 | | | 1,876 |
| BSE Inspection | | | 32,349 | | | 14,886 | | | 14,886 |
| Refunds | | | - | | | - | | | - |
| Reimbursements from Employees | | | 115 | | | | | | |
| Total Fee Collection to Line (A) - Section III | - | 638,054 | 731,540 | - | 930,000 | 740,528 | - | 965,000 | 740,528 |

SECTION II - FULL COSTS

| Direct Costs: | ACTUAL FY 2019 - 20 | | | ESTIMATED FY 2020 - 21 | | | REQUEST FY 2021 - 22 | | |
|---|---------------------|---------|---------|------------------------|---------|---------|----------------------|---------|-----------|
| | GR | FGTF | GITF | GR | FGTF | GITF | GR | FGTF | GITF |
| Salaries and Benefits | | | 102,168 | | | 115,847 | | | 115,847 |
| Other Personal Services | | 142,654 | | | 159,411 | | | 159,411 | |
| Expenses | | 99,649 | 5,577 | | 169,148 | 6,532 | | 169,148 | 6,532 |
| Contracted Services | | 232,876 | 3 | | 148,139 | 1,222 | | 148,139 | 1,222 |
| Operating Capital Outlay | | 255,319 | | | 51,250 | | | 51,250 | 400,000 |
| Data Processing | | | | | | | | | |
| HR Assessment | | | 426 | | | 475 | | | 475 |
| General Revenue S/C | | | 58,029 | | | 66,843 | | | 66,843 |
| Field Inspection | 9,074 | | 421,291 | 8,300 | | 452,654 | 8,300 | | 452,654 |
| Refunds | | | 7,224 | | | 4,200 | | | 4,200 |
| Indirect Costs Charged to Trust Fund | - | | 27,810 | | | 30,300 | | | 30,300 |
| Total Full Costs to Line (B) - Section III | 9,074 | 730,497 | 622,528 | 8,300 | 527,948 | 678,073 | 8,300 | 527,948 | 1,078,073 |

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

SECTION III - SUMMARY

| | | ACTUAL FY 2019 - 20 | | | ESTIMATED FY 2020 - 21 | | | REQUEST FY 2021 - 22 | | |
|--------------------------------|-----|---------------------|----------|---------|------------------------|---------|---------|----------------------|---------|-----------|
| TOTAL SECTION I | (A) | - | 638,054 | 731,540 | - | 930,000 | 740,528 | - | 965,000 | 740,528 |
| TOTAL SECTION II | (B) | 9,074 | 730,497 | 622,528 | 8,300 | 527,948 | 678,073 | 8,300 | 527,948 | 1,078,073 |
| TOTAL - Surplus/Deficit | (C) | (9,074) | (92,443) | 109,012 | (8,300) | 402,052 | 62,455 | (8,300) | 437,052 | (337,545) |

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 19-20, and we anticipate that this will continue for FY 20-21.

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.

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: 2021-22

Specific Authority: 576.021, 576.041, 576.045, 576.051(2)

Purpose of Fees Collected: To ensure that Florida consumers receive fertilizer products that conform to the Commercial Fertilizer Law, to provide uniform regulation to fertilizer producers and distributors and to provide environmental protection from heavy metal contaminants in fertilizers.

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

| | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach 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 2019 - 20 | | ESTIMATED FY 2020 - 21 | | REQUEST FY 2021 - 22 | |
|---|---------------------|-----------|------------------------|-----------|----------------------|-----------|
| | GR | GITF | GR | GITF | GR | GITF |
| <u>Receipts:</u> | | | | | | |
| Fertilizer Dealer Licenses | | 85,801 | | 83,900 | | 83,900 |
| Fertilizer Reporting Fees | | 1,764,562 | | 1,824,138 | | 1,824,138 |
| Lime Reporting Fees | | 153,436 | | 156,413 | | 156,413 |
| Phosphate Reporting Fees | | 23,077 | | 12,967 | | 12,967 |
| Specialty Fertilizer Registration | | 241,700 | | 243,650 | | 243,650 |
| Commercial Sampling | | 150 | | 186 | | 186 |
| Penalties | | 28,271 | | 45,040 | | 45,040 |
| Administrative Fines | | | | | | |
| Refunds | | 1,040 | | - | | - |
| Fees - Nitrogen | | 1,310 | | | | |
| Total Fee Collection to Line (A) - Section III | - | 2,299,346 | - | 2,366,294 | - | 2,366,294 |

SECTION II - FULL COSTS

| | ACTUAL FY 2019 - 20 | | ESTIMATED FY 2020 - 21 | | REQUEST FY 2021 - 22 | |
|---|---------------------|-----------|------------------------|-----------|----------------------|-----------|
| | GR | GITF | GR | GITF | GR | GITF |
| <u>Direct Costs:</u> | | | | | | |
| Salaries and Benefits | | 885,603 | | 901,500 | | 901,500 |
| Other Personal Services | | 20,679 | | 21,000 | | 21,000 |
| Expenses | | 120,948 | | 131,951 | | 131,951 |
| Contracted Services | | 26,361 | | 25,600 | | 25,600 |
| Operating Capital Outlay | | 173,353 | | | | |
| HR Assessment | | 3,417 | | 3,658 | | 3,658 |
| Data Processing | | | | | | |
| General Revenue S/C | | 183,819 | | 185,693 | | 185,693 |
| Refunds | | 398 | | 1,982 | | 1,982 |
| Field Inspection | 13,383 | 621,335 | 15,940 | 856,582 | 15,940 | 856,582 |
| <u>Indirect Costs Charged to Trust Fund</u> | | 91,620 | | 130,587 | | 130,587 |
| Total Full Costs to Line (B) - Section III | 13,383 | 2,127,531 | 15,940 | 2,258,553 | 15,940 | 2,258,553 |

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

SECTION III - SUMMARY

| | ACTUAL FY 2019 - 20 | | ESTIMATED FY 2020 - 21 | | REQUEST FY 2021 - 22 | |
|------------------------------------|---------------------|-----------|------------------------|-----------|----------------------|-----------|
| TOTAL SECTION I (A) | - | 2,299,346 | | 2,366,294 | | 2,366,294 |
| TOTAL SECTION II (B) | 13,383 | 2,127,531 | 15,940 | 2,258,553 | 15,940 | 2,258,553 |
| TOTAL - Surplus/Deficit (C) | (13,383) | 171,815 | (15,940) | 107,741 | (15,940) | 107,741 |

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 19-20, and we anticipate that this will continue for FY 20-21.

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.

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period:** 2021-22
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 2019 - 20 | | | ESTIMATED FY 2020 - 21 | | | REQUEST FY 2021 - 22 | | |
|---|---------------------|------|-----------|------------------------|------|-----------|----------------------|------|-----------|
| | GR | FGTF | PCTF | GR | FGTF | PCTF | GR | FGTF | PCTF |
| U.S. Grants | | | | | | | | | |
| Exam Fees | | | 442,020 | | | 440,830 | | | 440,830 |
| Prior Notification Registration | | | 1,010 | | | 533 | | | 533 |
| Emergency Certification Fees | | | 29,640 | | | 29,250 | | | 29,250 |
| Pest Control Licenses | | | 3,234,490 | | | 3,235,152 | | | 3,235,152 |
| Expedite Fees | | | 3,400 | | | 4,177 | | | 4,177 |
| Late Penalties | | | 95,860 | | | 99,003 | | | 99,003 |
| Administrative Fines | | | 157,216 | | | 138,952 | | | 138,952 |
| Interest on Investments | | | 62,548 | | | 52,473 | | | 52,473 |
| Returned Check Service Fees | | | 157 | | | 150 | | | 150 |
| Refunds | | | 1,045 | | | 2,533 | | | 2,533 |
| Misc service fees | | | | | | 113 | | | 113 |
| Total Fee Collection to Line (A) - Section III | - | - | 4,027,386 | - | - | 4,003,166 | - | - | 4,003,166 |

SECTION II - FULL COSTS

| Direct Costs: | ACTUAL FY 2019 - 20 | | | ESTIMATED FY 2020 - 21 | | | REQUEST FY 2021 - 22 | | |
|---|---------------------|------|-----------|------------------------|------|-----------|----------------------|------|-----------|
| | GR | FGTF | PCTF | GR | FGTF | PCTF | GR | FGTF | PCTF |
| Salaries and Benefits | | | 2,983,092 | | | 3,414,333 | | | 3,414,333 |
| Personnel Assessment | | | 14,392 | | | 14,392 | | | 14,392 |
| Other Personal Services | | | 12,010 | | | 12,010 | | | 12,010 |
| Acquisition of Motor Vehicles | | | 191,879 | | | 106,000 | | | 0 |
| Expenses | | | 389,827 | | | 394,514 | | | 394,514 |
| Contracted Services | | | 181,683 | | | 206,425 | | | 206,425 |
| Operating Capital Outlay | | | 21,561 | | | 0 | | | 0 |
| Data Processing | | | 206,416 | | | 255,653 | | | 255,653 |
| Transfers out to DFS | | | | | | 0 | | | 0 |
| Assessment on Investments | | | 2,277 | | | 2,277 | | | 2,277 |
| Refunds | | | 20,529 | | | 25,000 | | | 25,000 |
| Indirect Costs Charged to Trust Fund | | | 350,445 | | | 0 | | | 0 |
| Total Full Costs to Line (B) - Section III | - | 0 | 4,374,111 | - | 0 | 4,430,604 | - | 0 | 4,324,604 |

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

SECTION III - SUMMARY

| | | ACTUAL FY 2019 - 20 | | | ESTIMATED FY 2020 - 21 | | | REQUEST FY 2021 - 22 | | |
|--------------------------------|-----|---------------------|---|-----------|------------------------|---|-----------|----------------------|---|-----------|
| TOTAL SECTION I | (A) | 0 | 0 | 4,027,386 | 0 | 0 | 4,003,166 | 0 | 0 | 4,003,166 |
| TOTAL SECTION II | (B) | 0 | 0 | 4,374,111 | 0 | 0 | 4,430,604 | 0 | 0 | 4,324,604 |
| TOTAL - Surplus/Deficit | (C) | - | 0 | (346,726) | - | - | (427,438) | - | - | (321,438) |

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 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?

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 and 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: 2021-22**
Program: 42160100 Pesticide Regulation
Fund(s): 1000, 2261, 2321 General Revenue, Federal Grants Trust Fund, General Inspection Trust Fund
Specific Authority: 487.04, 487.041, 487.045, 487.048, 487.071
Purpose of Fees Collected: To ensure that pesticides are distributed and used in Florida in accordance with the Florida Pesticide Law and to provide uniform regulation to pesticide users.

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

| | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach 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 2019 - 20 | | | ESTIMATED FY 2020 - 21 | | | REQUEST FY 2021 - 22 | | |
|---|---------------------|------------------|------------------|------------------------|------------------|------------------|----------------------|------------------|------------------|
| | GR | FGTF | GITF | GR | FGTF | GITF | GR | FGTF | GITF |
| U. S. Grants | | 1,026,740 | | | 1,035,154 | | | 975,654 | |
| Pesticide Dealer's License | | | 93,000 | | | 93,000 | | | 93,000 |
| Pesticide Applicator's License | | | 450,729 | | | 471,933 | | | 471,933 |
| Pesticide Registration | | | 6,257,959 | | | 5,894,495 | | | 5,894,495 |
| Misc - Penalties | | | 26,406 | | | 38,609 | | | 38,609 |
| Administrative Fines | | | 9,400 | | | 11,727 | | | 11,727 |
| Misc. - Other | | | - | | | - | | | - |
| Refunds | | | 939 | | | 0 | | | 0 |
| Supplemental Registration | | | | | | | | | |
| Reimbursements from Employees | | | 144 | | | | | | |
| Recovery of Indirect Costs from Feds | | 30,285 | | | 32,186 | | | 32,162 | |
| Total Fee Collection to Line (A) - Section III | - | 1,057,024 | 6,838,578 | - | 1,067,340 | 6,509,764 | - | 1,007,816 | 6,509,764 |

SECTION II - FULL COSTS

| Direct Costs: | ACTUAL FY 2019 - 20 | | | ESTIMATED FY 2020 - 21 | | | REQUEST FY 2021 - 22 | | |
|---|---------------------|------------------|------------------|------------------------|----------------|------------------|----------------------|----------------|------------------|
| | GR | FGTF | GITF | GR | FGTF | GITF | GR | FGTF | GITF |
| Salaries and Benefits | | 233,565 | 1,982,698 | | 463,192 | 1,995,325 | | 463,192 | 1,995,325 |
| Other Personal Services | | 31,243 | 184,619 | | - | 147,561 | | - | 147,561 |
| Expenses | | 274,617 | 131,020 | | 169,147 | 125,442 | | 169,147 | 125,442 |
| Contracted Services | | 93,901 | 6,853 | | 148,139 | 7,800 | | 148,139 | 7,800 |
| HR Assessment | | | 7,755 | | | 8,058 | | | 8,058 |
| Operating Capital Outlay | | 262,913 | 65,221 | | 51,250 | | | 51,250 | |
| Data Processing | | | | | | - | | | - |
| Acquisition of Motor Vehicles | | 121,773 | | | 130,000 | | | 125,000 | |
| General Revenue S/C | | | 98,886 | | | 118,600 | | | 118,600 |
| Field Inspection | 26,646 | | 977,301 | 27,037 | | 1,021,472 | 27,037 | | 1,021,472 |
| Refunds | | | 2,294 | | | 8,163 | | | 8,163 |
| Indirect Costs Charged to Trust Fund | 396,436 | 30,285 | 1,700,188 | 405,810 | 0 | 1,754,118 | 405,810 | 0 | 1,754,118 |
| Total Full Costs to Line (B) - Section III | 423,082 | 1,048,297 | 5,156,835 | 432,847 | 961,728 | 5,186,539 | 432,847 | 956,728 | 5,186,539 |

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

SECTION III - SUMMARY

| | | ACTUAL FY 2019 - 20 | | | ESTIMATED FY 2020 - 21 | | | REQUEST FY 2021 - 22 | | |
|--------------------------------|------------|---------------------|--------------|------------------|------------------------|----------------|------------------|----------------------|---------------|------------------|
| | | GR | FGTF | GITF | GR | FGTF | GITF | GR | FGTF | GITF |
| TOTAL SECTION I | (A) | - | 1,057,024 | 6,838,578 | - | 1,067,340 | 6,509,764 | - | 1,007,816 | 6,509,764 |
| TOTAL SECTION II | (B) | 423,082 | 1,048,297 | 5,156,835 | 432,847 | 961,728 | 5,186,539 | 432,847 | 956,728 | 5,186,539 |
| TOTAL - Surplus/Deficit | (C) | (423,082) | 8,728 | 1,681,743 | (432,847) | 105,612 | 1,323,225 | (432,847) | 51,088 | 1,323,225 |

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 and 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 7.58% of the GR+GITF costs, GITF receipts exceed costs by 32.61%

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? \$423,082 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: 2021-22**
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 2019 - 20 | | ESTIMATED FY 2020 - 21 | | REQUEST FY 2021 - 22 | |
|---|---------------------|-----------|------------------------|-----------|----------------------|-----------|
| | GR | GITF | GR | GITF | GR | GITF |
| Receipts: | | | | | | |
| Seed Licenses | | 1,227,805 | | 1,163,685 | | 1,163,685 |
| Seed Complaint Filing Fee | | 100 | | 133 | | 133 |
| Fees - Seed Other | | 168 | | 157 | | 157 |
| Refunds | | 0 | | | | |
| Penalties | | 165 | | | | |
| Prior Year Warrant Cancellation | | 1,000 | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Total Fee Collection to Line (A) - Section III | - | 1,229,238 | - | 1,163,975 | - | 1,163,975 |

SECTION II - FULL COSTS

| | ACTUAL FY 2019 - 20 | | ESTIMATED FY 2020 - 21 | | REQUEST FY 2021 - 22 | |
|---|---------------------|-----------|------------------------|-----------|----------------------|-----------|
| | GR | GITF | GR | GITF | GR | GITF |
| Direct Costs: | | | | | | |
| Salaries and Benefits | | 360,300 | | 400,850 | | 400,850 |
| HR Assessment | | 1,370 | | 1,564 | | 1,564 |
| Contracted Services | | 2,357 | | | | |
| Expenses | | 25,216 | | 30,950 | | 30,950 |
| Operating Capital Outlay | | 7352 | | | | |
| Data Processing | | 0 | | | | |
| General Revenue S/C | | 98,154 | | 100,000 | | 100,000 |
| Field Inspection | 10,991 | 510,292 | 11,189 | 525,698 | 11,189 | 525,698 |
| Refunds | | 1,300 | | | | |
| Indirect Costs Charged to Trust Fund | - | 49,973 | | 50,952 | | 50,952 |
| Total Full Costs to Line (B) - Section III | 10,991 | 1,056,316 | 11,189 | 1,110,014 | 11,189 | 1,110,014 |

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

SECTION III - SUMMARY

| | | ACTUAL FY 2019 - 20 | | ESTIMATED FY 2020 - 21 | | REQUEST FY 2021 - 22 | |
|--------------------------------|-----|---------------------|-----------|------------------------|-----------|----------------------|-----------|
| | | GR | GITF | GR | GITF | GR | GITF |
| TOTAL SECTION I | (A) | - | 1,229,238 | | 1,163,975 | | 1,163,975 |
| TOTAL SECTION II | (B) | 10,991 | 1,056,316 | 11,189 | 1,110,014 | 11,189 | 1,110,014 |
| TOTAL - Surplus/Deficit | (C) | (10,991) | 172,922 | (11,189) | 53,961 | (11,189) | 53,961 |

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 19-20 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 20-21.

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 2,750 licensed seed dealers in Florida reported over \$200 million in gross receipts for FY 19-20. 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 19-20, the Seed Investigation and Conciliation Council conducted one seed complaint investigation and hearing.

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.

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

**DIVISION OF CONSUMER PROTECTION
42160200**

EXHIBITS AND SCHEDULES

**LEGISLATIVE BUDGET REQUEST
2021 - 2022**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2021-2022**
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, thoroughbred 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 2019- 2020 | FY 2020 - 2021 | FY 2021-2022 |
| <u>Receipts:</u> | | | |
| <u>Licenses - Ag Dealers</u> | 865,506 | 876,252 | 876,252 |
| <u>Licenses - Livestock Markets</u> | 700 | 1,167 | 1,167 |
| <u>Licenses - Thoroughbred Horse Sales</u> | 2,100 | 2,000 | 2,000 |
| <u>Fees - L&B Complaint Filing Fee</u> | 830 | 1,093 | 1,093 |
| <u>Administrative Fines</u> | 21,411 | 50,131 | 50,131 |
| Total Fee Collection to Line (A) - Section III | 890,547 | 930,643 | 930,643 |

| <u>SECTION II - FULL COSTS</u> | | | |
|---|----------------|----------------|----------------|
| <u>Direct Costs:</u> | | | |
| Salaries and Benefits | 43,691 | 43,691 | 43,691 |
| Other Personal Services | 609 | 609 | 609 |
| Expenses | 4,371 | 4,371 | 4,371 |
| Operating Capital Outlay | 179 | 179 | 179 |
| Contracted Services | 337 | 337 | 337 |
| Human Resources | 265 | 265 | 265 |
| State Refunds | 1,588 | 1,588 | 1,588 |
| Non-State Refunds | 6 | 6 | 6 |
| OATS Assessment | 1,653 | 1,653 | 1,653 |
| General Revenue Service Charge | 72,671 | 74,451 | 74,451 |
| Indirect Costs Charged to Trust Fund | 15,949 | 15,949 | 15,949 |
| Total Full Costs to Line (B) - Section III | 141,319 | 143,099 | 143,099 |

Basis Used: Accrual

| <u>SECTION III - SUMMARY</u> | | | |
|-------------------------------------|-----|----------------|----------------|
| TOTAL SECTION I | (A) | 890,547 | 930,643 |
| TOTAL SECTION II | (B) | 141,319 | 143,099 |
| TOTAL - Surplus/Deficit | (C) | 749,228 | 787,544 |

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 since integration 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 has improved program efficiency. Consumer Services has automated the mailing of deficiency and renewal notices, as well as scanning all incoming documents to create digital files. Working more efficiently will save time and money.

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. 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 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2021-2022**
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.) |

| SECTION I - FEE COLLECTION | ACTUAL FY 2019- 2020 | ESTIMATED FY 2020 - 2021 | REQUEST FY 2021-2022 |
|---|---------------------------------|-------------------------------------|---------------------------------|
| <u>Receipts:</u> | | | |
| Fair Ride Inspection Fees | 742,485 | 568,999 | 779,451 |
| Fair Ride Permits | 752,794 | 562,078 | 769,970 |
| Sale of Surplus Property | 9,523 | - | - |
| Penalties-Returned Check Service Fees | 247 | - | - |
| Refunds | 675 | - | - |
| Administrative Fines | 6,476 | 15,162 | 15,162 |
| Total Fee Collection to Line (A) - Section III | 1,512,200 | 1,146,239 | 1,564,583 |

| SECTION II - FULL COSTS | | | |
|---|------------------|------------------|------------------|
| <u>Direct Costs:</u> | | | |
| Salaries and Benefits | 1,315,779 | 1,315,779 | 1,315,779 |
| Other Personal Services | - | - | - |
| Expenses | 218,015 | 218,015 | 218,015 |
| Operating Capital Outlay | - | - | - |
| Contracted Services | 9,811 | 9,811 | 9,811 |
| Acquisition of Motor Vehicles | 151,753 | 151,753 | 151,753 |
| Human Resources | 7,733 | 7,733 | 7,733 |
| State Refunds | 5,240 | 5,240 | 5,240 |
| Non-State Refunds | - | - | - |
| OATS Assessment | 39,857 | 39,857 | 39,857 |
| General Revenue Service Charge | 110,305 | 91,699 | 125,167 |
| Indirect Costs Charged to Trust Fund | 410,004 | 410,004 | 410,004 |
| Total Full Costs to Line (B) - Section III | 2,268,497 | 2,249,891 | 2,283,359 |

Basis Used: Accrual

| SECTION III - SUMMARY | | | |
|--------------------------------|-----|------------------|------------------|
| TOTAL SECTION I | (A) | 1,512,200 | 1,564,583 |
| TOTAL SECTION II | (B) | 2,268,497 | 2,283,359 |
| TOTAL - Surplus/Deficit | (C) | (756,297) | (718,776) |

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?

The amusement ride inspection process is ever changing: rides growing in size, speed and operating characteristics, regulations, etc. Seminars are held by National Association of Amusement Ride Official (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. During the 2020 Legislative session, the legislature made significant revisions to the law related to amusement ride safety, section 616.242, Florida Statutes. The statutory changes modernized the registration process for the amusement ride industry while updating inspection and permitting requirements. The updates also enhanced patron safety and brought ride safety regulations in line with national standards. In addition, the department was provided with additional tools to investigate incidents and was granted the authority to impose increased administrative fines for violations that result in serious injury or death.

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. The statutory changes will modernized the registration process for the amusement ride industry while updating inspection and permitting requirements.

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 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%) 32.98%

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? \$ 748,273

| 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:** 2021-22
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 checked="" type="checkbox"/> | Non-regulatory fees authorized to cover full cost of conducting a specific program or service. (Complete Sections I, II, and III only.) |

| SECTION I - FEE COLLECTION | ACTUAL FY 2019 - 20 | ESTIMATED FY 2020 - 21 | REQUEST FY 2021 - 22 |
|---|--------------------------------|-----------------------------------|---------------------------------|
| <u>Receipts:</u> | | | |
| Registration Fees | 268,900 | 309,125 | 309,125 |
| Administrative Fines | 80,053 | 187,435 | 187,435 |
| | | | |
| Total Fee Collection to Line (A) - Section III | 348,953 | 496,560 | 496,560 |

| SECTION II - FULL COSTS | | | |
|---|----------------|----------------|----------------|
| <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 | 42,071 | 39,725 | 39,725 |
| Indirect Costs Charged to Trust Fund | 35,631 | 35,631 | 35,631 |
| Total Full Costs to Line (B) - Section III | 194,646 | 192,299 | 192,299 |

Basis Used: Accrual

| SECTION III - SUMMARY | | | |
|--------------------------------|-----|----------------|----------------|
| TOTAL SECTION I | (A) | 348,953 | 496,560 |
| TOTAL SECTION II | (B) | 194,646 | 192,299 |
| TOTAL - Surplus/Deficit | (C) | 154,307 | 304,261 |

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: 2021-2022**
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 the Health Studio Industry in the State of Florida.

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

| | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | Regulatory services or oversight to businesses or professions. (Complete Sections I, II, and III and attach 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> | <u>ESTIMATED</u> | <u>REQUEST</u> |
|---|----------------------|-----------------------|---------------------|
| | <u>FY 2019- 2020</u> | <u>FY 2020 - 2021</u> | <u>FY 2021-2022</u> |
| <u>Receipts:</u> | | | |
| Registration Fees | 910,350 | 878,050 | 878,050 |
| Administrative Fines | 10,821 | 25,336 | 25,336 |
| | | | |
| Total Fee Collection to Line (A) - Section III | 921,171 | 903,386 | 903,386 |

| <u>SECTION II - FULL COSTS</u> | | | |
|---|----------------|----------------|----------------|
| <u>Direct Costs:</u> | | | |
| Salaries and Benefits | 153,311 | 153,311 | 153,311 |
| Other Personal Services | 1,603 | 1,603 | 1,603 |
| Expenses | 14,268 | 14,268 | 14,268 |
| Operating Capital Outlay | 298 | 298 | 298 |
| Contracted Services | 1,247 | 1,247 | 1,247 |
| Human Resources | 946 | 946 | 946 |
| State Refunds | 2,561 | 2,561 | 2,561 |
| Non-State Refunds | 9 | 9 | 9 |
| OATS Assessment | 5,478 | 5,478 | 5,478 |
| General Revenue Service Charge | 74,304 | 72,271 | 72,271 |
| Indirect Costs Charged to Trust Fund | 56,681 | 56,681 | 56,681 |
| Total Full Costs to Line (B) - Section III | 310,706 | 308,673 | 308,673 |

Basis Used: Accrual

| <u>SECTION III - SUMMARY</u> | | | |
|--------------------------------|-----|----------------|----------------|
| TOTAL SECTION I | (A) | 921,171 | 903,386 |
| TOTAL SECTION II | (B) | 310,706 | 308,673 |
| TOTAL - Surplus/Deficit | (C) | 610,465 | 594,713 |

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 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2021-2022**
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> | ACTUAL FY 2019- 2020 | ESTIMATED FY 2020 - 2021 | REQUEST FY 2021-2022 |
|---|---------------------------------|-------------------------------------|---------------------------------|
| <u>Receipts:</u> | | | |
| Mover Registration Fee | 365,700 | 388,308 | 388,308 |
| Admin Fine | 4,423 | 10,357 | 10,357 |
| | | | |
| Total Fee Collection to Line (A) - Section III | 370,123 | 398,665 | 398,665 |

| <u>SECTION II - FULL COSTS</u> | | | |
|---|----------------|----------------|----------------|
| <u>Direct Costs:</u> | | | |
| Salaries and Benefits | 127,723 | 127,723 | 127,723 |
| Other Personal Services | 1,139 | 1,139 | 1,139 |
| Expenses | 11,494 | 11,494 | 11,494 |
| Operating Capital Outlay | 127 | 127 | 127 |
| Contracted Services | 1,063 | 1,063 | 1,063 |
| Human Resources | 794 | 794 | 794 |
| State Refunds | 1,089 | 1,089 | 1,089 |
| Non-State Refunds | 4 | 4 | 4 |
| OATS Assessment | 4,444 | 4,444 | 4,444 |
| General Revenue Service Charge | 29,863 | 31,893 | 31,893 |
| Indirect Costs Charged to Trust Fund | 47,485 | 47,485 | 47,485 |
| Total Full Costs to Line (B) - Section III | 225,225 | 227,255 | 227,255 |

Basis Used: Accrual

| <u>SECTION III - SUMMARY</u> | | | |
|--------------------------------|------------|----------------|----------------|
| TOTAL SECTION I | (A) | 370,123 | 398,665 |
| TOTAL SECTION II | (B) | 225,225 | 227,255 |
| TOTAL - Surplus/Deficit | (C) | 144,898 | 171,410 |

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 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period:** 2021-2022
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 FY 2019- 2020 | ESTIMATED FY 2020 - 2021 | REQUEST FY 2021-2022 |
|---|---------------------------------|-------------------------------------|---------------------------------|
| <u>Receipts:</u> | | | |
| Registration Fees | 1,241,871 | 1,242,791 | 1,242,791 |
| Penalties-Late Filing | 35,570 | 35,596 | 35,596 |
| Administrative Fines | 48,852 | 114,381 | 114,381 |
| | | | |
| Total Fee Collection to Line (A) - Section III | 1,326,293 | 1,392,768 | 1,392,768 |

| <u>SECTION II - FULL COSTS</u> | | | |
|---|------------------|------------------|------------------|
| <u>Direct Costs:</u> | | | |
| Salaries and Benefits | 792,860 | 792,860 | 792,860 |
| Other Personal Services | 9,375 | 9,375 | 9,375 |
| Expenses | 75,953 | 75,953 | 75,953 |
| Operating Capital Outlay | 2,210 | 2,210 | 2,210 |
| Contracted Services | 6,317 | 6,317 | 6,317 |
| Human Resources | 4,862 | 4,862 | 4,862 |
| State Refunds | 18,992 | 18,992 | 18,992 |
| Non-State Refunds | 523 | 523 | 523 |
| OATS Assessment | 28,984 | 111,421 | 111,421 |
| General Revenue Service Charge | 110,402 | 111,421 | 111,421 |
| Indirect Costs Charged to Trust Fund | 291,676 | 291,676 | 291,676 |
| Total Full Costs to Line (B) - Section III | 1,342,154 | 1,425,611 | 1,425,611 |

Basis Used: Accrual

| <u>SECTION III - SUMMARY</u> | | | |
|--------------------------------|-----|-----------------|-----------------|
| TOTAL SECTION I | (A) | 1,326,293 | 1,392,768 |
| TOTAL SECTION II | (B) | 1,342,154 | 1,425,611 |
| TOTAL - Surplus/Deficit | (C) | (15,861) | (32,843) |

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: Motor Vehicle Repair

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:** 2021-2022
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.) |

| <u>SECTION I - FEE COLLECTION</u> | ACTUAL | ESTIMATED | REQUEST |
|---|----------------------|-----------------------|---------------------|
| | FY 2019- 2020 | FY 2020 - 2021 | FY 2021-2022 |
| <u>Receipts:</u> | | | |
| Registration Fees | 360,937 | 364,123 | 364,123 |
| Background Checks | 10,981 | | |
| Administrative Fines | 14,682 | 34,376 | 34,376 |
| | | | |
| Total Fee Collection to Line (A) - Section III | 386,600 | 398,499 | 398,499 |

| <u>SECTION II - FULL COSTS</u> | | | |
|---|----------------|---------------|---------------|
| <u>Direct Costs:</u> | | | |
| Salaries and Benefits | 25,907 | 25,907 | 25,907 |
| Other Personal Services | 369 | 369 | 369 |
| Expenses | 2,606 | 2,606 | 2,606 |
| Operating Capital Outlay | 111 | 111 | 111 |
| Contracted Services | 199 | 199 | 199 |
| Human Resources | 157 | 157 | 157 |
| State Refunds | 952 | 952 | 952 |
| Non-State Refunds | 3 | 3 | 3 |
| OATS Assessment | 985 | 985 | 985 |
| General Revenue Service Charge | 110,402 | 31,880 | 31,880 |
| Indirect Costs Charged to Trust Fund | 9,447 | 9,447 | 9,447 |
| Total Full Costs to Line (B) - Section III | 151,138 | 72,616 | 72,616 |

Basis Used: Accrual

| <u>SECTION III - SUMMARY</u> | | | |
|-------------------------------------|------------|----------------|----------------|
| TOTAL SECTION I | (A) | 386,600 | 398,499 |
| TOTAL SECTION II | (B) | 151,138 | 72,616 |
| TOTAL - Surplus/Deficit | (C) | 235,462 | 325,883 |

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 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period:** 2021-2022
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 2019- 2020 | FY 2020 - 2021 | FY 2021-2022 |
| Receipts: | | | |
| Unlicensed Activity Fee | 1,915 | 13,175 | 13,175 |
| CE Provider Fees | 1,800 | 4,978 | 4,978 |
| Duplicate Name Status Change Fees | 450 | 1,318 | 1,318 |
| Examination Application Fees | 4,375 | 5,383 | 5,383 |
| Initial License Fees | 14,125 | 20,423 | 20,423 |
| Renewal License | 306,780 | 309,281 | 309,281 |
| Business Licenses | 183,565 | 185,225 | 185,225 |
| Penalties-Returned Check Service Fee | 50 | - | - |
| Administrative Fines | 4,810 | 11,261 | 11,261 |
| Delinquent Charges | 150 | 217 | 217 |
| Examination Fees SAM | 985 | 410 | 410 |
| Refunds | 306 | - | - |
| | | | |
| Total Fee Collection to Line (A) - Section III | 519,311 | 551,671 | 551,671 |

| SECTION II - FULL COSTS | | | |
|---|----------------|----------------|----------------|
| Direct Costs: | | | |
| Salaries and Benefits | 278,264 | 278,264 | 278,264 |
| Other Personal Services | 3,894 | 3,894 | 3,894 |
| Expenses | 59,466 | 59,466 | 59,466 |
| Operating Capital Outlay | - | - | - |
| Contracted Services | 20,505 | 20,505 | 20,505 |
| Human Resources | 1,602 | 1,602 | 1,602 |
| State Refunds | 585 | 585 | 585 |
| Non-State Refunds | - | - | - |
| OATS Assessment | 196 | 196 | 196 |
| General Revenue Service Charge | 5,351 | 5,351 | 5,351 |
| Indirect Costs Charged to Trust Fund | 105,165 | 105,165 | 105,165 |
| Total Full Costs to Line (B) - Section III | 475,028 | 475,028 | 475,028 |

Basis Used: Accrual

| SECTION III - SUMMARY | | | |
|--------------------------------|------------|---------------|---------------|
| TOTAL SECTION I | (A) | 519,311 | 551,671 |
| TOTAL SECTION II | (B) | 475,028 | 475,028 |
| TOTAL - Surplus/Deficit | (C) | 44,283 | 76,643 |

EXPLANATION of LINE C:
Professional Surveyors and Mappers is on a biennial registration. Surplus funds are used to offset deficits from previous years. FY18/19 had a deficit of (\$17,895) and FY17/18 had a deficit of (\$11,243)

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 Surveyors 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 Services **Budget Period: 2021-2022**
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 2019- 2020 | FY 2020 - 2021 | FY 2021-2022 |
| <u>Receipts:</u> | | | |
| Franchise Exemption Fee | 254,675 | 258,913 | 258,913 |
| | | | |
| Total Fee Collection to Line (A) - Section III | 254,675 | 258,913 | 258,913 |

| <u>SECTION II - FULL COSTS</u> | | | |
|---|----------------|----------------|----------------|
| <u>Direct Costs:</u> | | | |
| Salaries and Benefits | 63,061 | 63,061 | 63,061 |
| Other Personal Services | 913 | 913 | 913 |
| Expenses | 6,375 | 6,375 | 6,375 |
| Operating Capital Outlay | 279 | 279 | 279 |
| Contracted Services | 482 | 482 | 482 |
| Human Resources | 382 | 382 | 382 |
| State Refunds | 2,398 | 2,398 | 2,398 |
| Non-State Refunds | 9 | 9 | 9 |
| OATS Assessment | 2,407 | 2,407 | 2,407 |
| General Revenue Service Charge | 20,235 | 20,713 | 20,713 |
| Indirect Costs Charged to Trust Fund | 22,974 | 105,165 | 105,165 |
| Total Full Costs to Line (B) - Section III | 119,515 | 202,184 | 202,184 |

Basis Used: Accrual

| <u>SECTION III - SUMMARY</u> | | | |
|-------------------------------------|-----|----------------|---------------|
| TOTAL SECTION I | (A) | 254,675 | 258,913 |
| TOTAL SECTION II | (B) | 119,515 | 202,184 |
| TOTAL - Surplus/Deficit | (C) | 135,160 | 56,729 |

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: 2021-2022**
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.) |

| <u>SECTION I - FEE COLLECTION</u> | ACTUAL | ESTIMATED | REQUEST |
|---|----------------------|-----------------------|---------------------|
| | FY 2019- 2020 | FY 2020 - 2021 | FY 2021-2022 |
| <u>Receipts:</u> | | | |
| Initial Fee | 150,000 | 162,120 | 162,120 |
| Renewal Fee | 839,800 | 789,415 | 789,415 |
| Document Submission Fee | 200 | 233 | 233 |
| Travel Independent Agents | 587,470 | 550,460 | 550,460 |
| Administrative Fines | 23,190 | 54,297 | 54,297 |
| Total Fee Collection to Line (A) - Section III | 1,600,660 | 1,556,525 | 1,556,525 |

| <u>SECTION II - FULL COSTS</u> | | | |
|---|----------------|----------------|----------------|
| <u>Direct Costs:</u> | | | |
| Salaries and Benefits | 509,988 | 509,988 | 509,988 |
| Other Personal Services | 6,746 | 6,746 | 6,746 |
| Expenses | 50,284 | 50,284 | 50,284 |
| Operating Capital Outlay | 1,863 | 1,863 | 1,863 |
| Contracted Services | 3,976 | 3,976 | 3,976 |
| Human Resources | 3,107 | 3,107 | 3,107 |
| State Refunds | 16,013 | 16,013 | 16,013 |
| Non-State Refunds | 58 | 58 | 58 |
| OATS Assessment | 19,077 | 19,077 | 19,077 |
| General Revenue Service Charge | 129,564 | 129,564 | 129,564 |
| Indirect Costs Charged to Trust Fund | 186,653 | 186,653 | 186,653 |
| Total Full Costs to Line (B) - Section III | 927,329 | 927,329 | 927,329 |

Basis Used: Accrual

| <u>SECTION III - SUMMARY</u> | | | |
|-------------------------------------|-----|----------------|----------------|
| TOTAL SECTION I | (A) | 1,600,660 | 1,556,525 |
| TOTAL SECTION II | (B) | 927,329 | 927,329 |
| TOTAL - Surplus/Deficit | (C) | 673,331 | 629,196 |

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: 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:** 2021-2022
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.) |

| <u>SECTION I - FEE COLLECTION</u> | ACTUAL | ESTIMATED | REQUEST |
|---|----------------------|-----------------------|---------------------|
| | FY 2019- 2020 | FY 2020 - 2021 | FY 2021-2022 |
| <u>Receipts:</u> | | | |
| Registration Fees | 3,712,107 | 3,575,380 | 3,575,380 |
| Penalties-Late Filing Fee | 71,295 | 75,973 | 75,973 |
| Administrative Fines | 51,564 | 120,732 | 120,732 |
| | | | |
| Total Fee Collection to Line (A) - Section III | 3,834,966 | 3,772,085 | 3,772,085 |

| <u>SECTION II - FULL COSTS</u> | | | |
|---|------------------|------------------|------------------|
| <u>Direct Costs:</u> | | | |
| Salaries and Benefits | 903,382 | 903,382 | 903,382 |
| Other Personal Services | 11,052 | 11,052 | 11,052 |
| Expenses | 87,280 | 87,280 | 87,280 |
| Operating Capital Outlay | 2,746 | 2,746 | 2,746 |
| Contracted Services | 7,153 | 7,153 | 7,153 |
| Human Resources | 5,529 | 5,529 | 5,529 |
| State Refunds | 23,603 | 23,603 | 23,603 |
| Non-State Refunds | 636 | 636 | 636 |
| OATS Assessment | 33,249 | 33,249 | 33,249 |
| General Revenue Service Charge | 310,008 | 301,767 | 301,767 |
| Indirect Costs Charged to Trust Fund | 331,838 | 331,838 | 331,838 |
| Total Full Costs to Line (B) - Section III | 1,716,476 | 1,708,235 | 1,708,235 |

Basis Used: Accrual

| <u>SECTION III - SUMMARY</u> | | | |
|-------------------------------------|-----|------------------|------------------|
| TOTAL SECTION I | (A) | 3,834,966 | 3,772,085 |
| TOTAL SECTION II | (B) | 1,716,476 | 1,708,235 |
| TOTAL - Surplus/Deficit | (C) | 2,118,490 | 2,063,850 |

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:** 2021-2022
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 2019- 2020 | ESTIMATED FY 2020 - 2021 | REQUEST FY 2021-2022 |
|---|---------------------------------|-------------------------------------|---------------------------------|
| Receipts: | | | |
| Transfers in from DOR - Petroleum Product | 10,129,066 | 9,506,835 | 10,250,269 |
| Truck Registration Fees | (200) | - | - |
| Site Plan Fees | 400 | - | - |
| Anti Freeze Registration Fees | 126,200 | 129,883 | 129,883 |
| Brake Fluid Permits | 8,700 | 15,475 | 15,475 |
| Metrology Fees | 58,892 | 56,735 | 56,735 |
| LP Registration and Training | 55 | - | - |
| Transfer of LPG Licenses Fees | 9,975 | 5,278 | 5,278 |
| LP Gas Exam Fees | 21,890 | 40,557 | 40,557 |
| LP Gas License Renewals | 1,827,719 | 1,913,260 | 1,913,260 |
| Weights and Measures | 1,920,874 | 2,032,929 | 2,032,929 |
| Sale of Surplus Property | 48,536 | - | - |
| Interest Earnings | 631,018 | 519,562 | 519,562 |
| Penalties - Returned Check Service Fees | (96) | - | - |
| Penalties - Late Brake Fluid Renewals | 100 | 292 | 292 |
| Penalties - Weights and Measures | 89,384 | 102,666 | 102,666 |
| Refunds | 5,991 | - | - |
| Reimbursements from Employees | 1,200 | - | - |
| Reimbursement of Travel Cost | 1,067 | - | - |
| Transfers In from Citrus Inspection Trust Fund | 1,141 | - | - |
| Admin Fines | 62,238 | 145,724 | 145,724 |
| Total Fee Collection to Line (A) - Section III | 14,944,150 | 14,469,196 | 15,212,630 |

| SECTION II - FULL COSTS | | | |
|---|-------------------|-------------------|-------------------|
| Direct Costs: | | | |
| Salaries and Benefits | 6,499,100 | 6,499,100 | 6,499,100 |
| Other Personal Services | 62,203 | 62,203 | 62,203 |
| Expenses | 1,432,600 | 1,432,600 | 1,432,600 |
| Operating Capital Outlay | 313,956 | 313,956 | 313,956 |
| Contracted Services | 123,403 | 123,403 | 123,403 |
| Motor Vehicle Purchases | 560,079 | 560,079 | 560,079 |
| Human Resources | 38,989 | 38,989 | 38,989 |
| State Refunds | 17,228 | 17,228 | 17,228 |
| Non-State Refunds | 63 | 63 | 63 |
| OATS Assessment | 295,289 | 295,289 | 295,289 |
| General Revenue Service Charge | 225,649 | 225,649 | 225,649 |
| Assessment On Investments | 22,933 | 22,933 | 22,933 |
| Indirect Costs Charged to Trust Fund | 2,281,521 | 2,281,521 | 2,281,521 |
| Total Full Costs to Line (B) - Section III | 11,873,013 | 11,873,013 | 11,873,013 |

Basis Used: Accrual

| SECTION III - SUMMARY | | | | |
|--------------------------------|------------|------------------|------------------|------------------|
| TOTAL SECTION I | (A) | 14,944,150 | 14,469,196 | 15,212,630 |
| TOTAL SECTION II | (B) | 11,873,013 | 11,873,013 | 11,873,013 |
| TOTAL - Surplus/Deficit | (C) | 3,071,137 | 2,596,183 | 3,339,617 |

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:** 2021-2022
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 2019- 2020 | FY 2020 - 2021 | FY 2021-2022 |
| <u>Receipts:</u> | | | |
| Licenses-Commercial Telephone Sales | 538,720 | 567,585 | 567,585 |
| Licenses-Sales Persons | 387,970 | 467,770 | 467,770 |
| Fees-Change Info-Telemarketing | 12,050 | 14,487 | 14,487 |
| Fees-Telemarketing Solicitor (DNC list) | 65,670 | 67,673 | 67,673 |
| Administrative Fines | | | |
| Total Fee Collection to Line (A) - Section III | 1,004,410 | 1,117,515 | 1,117,515 |

| <u>SECTION II - FULL COSTS</u> | | | |
|---|----------------|----------------|----------------|
| <u>Direct Costs:</u> | | | |
| Salaries and Benefits | 193,879 | 193,879 | 193,879 |
| Other Personal Services | 3,042 | 3,042 | 3,042 |
| Expenses | 20,070 | 20,070 | 20,070 |
| Operating Capital Outlay | 1,003 | 1,003 | 1,003 |
| Contracted Services | 1,453 | 1,453 | 1,453 |
| Human Resources | 1,168 | 1,168 | 1,168 |
| State Refunds | 8,619 | 8,619 | 8,619 |
| Non-State Refunds | 31 | 31 | 31 |
| OATS Assessment | 7,542 | 7,542 | 7,542 |
| General Revenue Service Charge | 79,805 | 89,401 | 89,401 |
| Indirect Costs Charged to Trust Fund | 70,319 | 70,319 | 70,319 |
| Total Full Costs to Line (B) - Section III | 386,931 | 396,527 | 396,527 |

Basis Used: Accrual

| <u>SECTION III - SUMMARY</u> | | | |
|-------------------------------------|-----|----------------|----------------|
| TOTAL SECTION I | (A) | 1,004,410 | 1,117,515 |
| TOTAL SECTION II | (B) | 386,931 | 396,527 |
| TOTAL - Surplus/Deficit | (C) | 617,479 | 720,988 |

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
2021 - 2022**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2021-22**
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 2019 - 20 | FY 2020 - 21 | FY 2021 - 22 |
| Receipts: | | | |
| Citrus Inspection Program | 2,839,312 | 2,394,666 | 2,460,952 |
| USDA | 4,108,396 | 4,045,388 | 4,046,818 |
| License and Bond | 7,195 | 6,495 | 5,855 |
| Citrus Crop Estimating | 1,081,599 | 941,280 | 976,800 |
| Citrus Marketing Order | 2,192,350 | 1,908,000 | 1,980,000 |
| Transfer from GR-Cash Supplement | 2,500,000 | 1,000,000 | - |
| Total Fee Collection to Line (A) - Section III | 12,728,852 | 10,295,829 | 9,470,425 |

| <u>SECTION II - FULL COSTS</u> | | | |
|---|------------------|-------------------|-------------------|
| Direct Costs: | | | |
| Salaries and Benefits | 1,879,977 | 1,847,000 | 1,847,000 |
| Other Personal Services | 69,359 | 50,000 | 50,000 |
| Expenses | 299,805 | 390,000 | 390,000 |
| Operating Capital Outlay | - | 10,000 | 10,000 |
| Citrus Marketing Order Research | 853,970 | 2,098,206 | 1,908,000 |
| Citrus Crop Estimating Services | 1,436,276 | 1,366,148 | 1,366,148 |
| USDA | 3,717,648 | 4,392,773 | 4,046,818 |
| Indirect Costs Charged to Trust Fund * | 186,283 | 388,023 | 388,023 |
| Total Full Costs to Line (B) - Section III | 8,443,318 | 10,542,150 | 10,005,989 |

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) | 12,728,852 | 9,470,425 |
| TOTAL SECTION II | (B) | 8,443,318 | 10,005,989 |
| TOTAL - Surplus/Deficit | (C) | 4,285,534 | (535,564) |

EXPLANATION of LINE C:
 The full Administrative Overhead was not charged to CITF in FY19-20. Budwood Registration expenditures are not in this analysis, but the Budwood revenue is creating some of the surplus.

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period:** 2021-22
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 2019 - 20 | FY 2020 - 21 | FY 2021 - 22 |
| <u>Receipts:</u> | | | |
| FMO Inspection Services | 2,158,241 | 2,279,338 | 2,279,338 |
| Vegetable Inspection Program | 1,623,340 | 1,532,775 | 1,530,875 |
| Tomato (T-GAP) Registration & Audits | 34,013 | 35,600 | 37,500 |
| Peanut Marketing Orders | 675,145 | 675,000 | 675,000 |
| Tobacco Marketing Orders | 7,386 | 10,000 | 10,000 |
| Total Fee Collection to Line (A) - Section III | 4,498,125 | 4,532,713 | 4,532,713 |

| <u>SECTION II - FULL COSTS</u> | | | |
|---|------------------|------------------|------------------|
| <u>Direct Costs:</u> | | | |
| Salaries and Benefits | 2,458,907 | 2,401,272 | 2,401,272 |
| Other Personal Services | 694,524 | 744,829 | 744,829 |
| Expenses | 1,100,780 | 975,000 | 975,000 |
| Operating Capital Outlay | 4,289 | 23,000 | 23,000 |
| Marketing Orders | 675,674 | 665,000 | 665,000 |
| Contracted Services | 50,191 | 53,762 | 53,762 |
| General Revenue Surcharge | 174,519 | 175,000 | 175,000 |
| Indirect Costs Charged to Trust Fund | 142,998 | 144,285 | 144,285 |
| Total Full Costs to Line (B) - Section III | 5,301,882 | 5,182,148 | 5,182,148 |

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

| <u>SECTION III - SUMMARY</u> | | | |
|-------------------------------------|------------|------------------|------------------|
| TOTAL SECTION I | (A) | 4,498,125 | 4,532,713 |
| TOTAL SECTION II | (B) | 5,301,882 | 5,182,148 |
| TOTAL - Surplus/Deficit | (C) | (803,757) | (649,435) |

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.

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 one employee upon her promotion due to a retirement. The savings realized in Salaries & Benefits of \$44,186.
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 | 0.0450 | 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
2021 - 2022**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2021-22**
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

| Receipts: | ACTUAL FY 2019-20 | | ESTIMATED FY 2020-21 | | REQUEST FY 2021-22 | |
|--|-------------------|---------|----------------------|---------|--------------------|---------|
| | GR | GITF | GR | GITF | GR | GITF |
| Aquaculture Certification Fees | | 111,802 | | 110,000 | | 110,000 |
| Donations | | | | | | |
| Refunds | | | | | | |
| Total Fee Collection to Line (A) - Section II | - | 111,802 | - | 110,000 | - | 110,000 |

SECTION II - FULL COSTS

| Direct Costs: | ACTUAL FY 2019-20 | | ESTIMATED FY 2020-21 | | REQUEST FY 2021-22 | |
|---|-------------------|--------|----------------------|-------|--------------------|-------|
| | GR | GITF | GR | GITF | GR | GITF |
| Salaries and Benefits | 311,427 | - | 311,427 | - | 311,427 | - |
| Other Personal Services | | | | | | |
| Expenses | 14,707 | 202 | 14,707 | 202 | 14,707 | 202 |
| Operating Capital Outlay | | | | | | |
| Contracted Services | 630 | - | 630 | - | 630 | - |
| HR | 1,918 | | 1,918 | | 1,918 | |
| General Revenue S/C | | 8,867 | | 8,568 | | 8,568 |
| Refund of State Revenues | | 2,900 | | | | |
| Total Full Costs to Line (B) - Section III | 328,682 | 11,969 | 328,682 | 8,770 | 328,682 | 8,770 |

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

SECTION III - SUMMARY

| | | ACTUAL FY 2019-20 | | ESTIMATED FY 2020-21 | | REQUEST FY 2021-22 | |
|--------------------------------|-----|-------------------|---------|----------------------|---------|--------------------|---------|
| | | GR | GITF | GR | GITF | GR | GITF |
| TOTAL SECTION I | (A) | - | 111,802 | - | 110,000 | - | 110,000 |
| TOTAL SECTION II | (B) | 328,682 | 11,969 | 328,682 | 8,770 | 328,682 | 8,770 |
| TOTAL - Surplus/Deficit | (C) | (328,682) | 99,833 | (328,682) | 101,230 | (328,682) | 101,230 |

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 and Consumer Services

Regulatory Service to or Oversight of Businesses or Professions

Program: Aquaculture Certification and Best Management Practices

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 onsite 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 and Best Management Practices Program benefits the general public by controlling the containment of nonnative aquatic species on farms, conserving waters of the state, and protecting, maintaining, and improving water quality for public use by providing that no effluent 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's aquaculture industry at a competitive disadvantage in both the national and international marketplace.

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

Any reduction of the state subsidy will require the reduction and/or elimination of legislatively directed agency responsibilities which will directly impact all Florida residents and visitors, Florida's wildlife and Florida's natural resources.

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2021-22**
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 2019-20 | | ESTIMATED FY 2020-21 | | REQUEST FY 2021-22 | |
|--|-------------------|------|----------------------|------|--------------------|------|
| | GR | GITF | GR | GITF | GR | GITF |
| N/A | | | | | | |
| | | | | | | |
| Total Fee Collection to Line (A) - Section II | - | - | - | - | - | - |

SECTION II - FULL COSTS

| Direct Costs: | ACTUAL FY 2019-20 | | ESTIMATED FY 2020-21 | | REQUEST FY 2021-22 | |
|---|-------------------|--------|----------------------|--------|--------------------|--------|
| | GR | GITF | GR | GITF | GR | GITF |
| Salaries and Benefits | 256,228 | 96,259 | 256,228 | 96,259 | 256,228 | 96,259 |
| Other Personal Services | | | | | | |
| Expenses | 18,774 | 305 | 18,774 | 305 | 18,774 | 305 |
| Contracted Services | 9,685 | | 9,685 | | 9,685 | |
| Operating Capital Outlay | | | | | | |
| HR | 1,529 | 426 | 1,529 | 426 | 1,529 | 426 |
| Service Charge | | 452 | | 384 | | 384 |
| Refund of Non-State Revenues | | 50 | | | | |
| Total Full Costs to Line (B) - Section III | 286,216 | 97,492 | 286,216 | 97,374 | 286,216 | 97,374 |

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

SECTION III - SUMMARY

| | | ACTUAL FY 2019-20 | | ESTIMATED FY 2020-21 | | REQUEST FY 2021-22 | |
|--------------------------------|-----|-------------------|----------|----------------------|----------|--------------------|----------|
| | | GR | GITF | GR | GITF | GR | GITF |
| TOTAL SECTION I | (A) | - | - | - | - | - | - |
| TOTAL SECTION II | (B) | 286,216 | 97,492 | 286,216 | 97,374 | 286,216 | 97,374 |
| TOTAL - Surplus/Deficit | (C) | (286,216) | (97,492) | (286,216) | (97,374) | (286,216) | (97,374) |

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 and Consumer Services

Regulatory Service to or Oversight of Businesses or Professions

Program: Shellfish Processing Plant Compliance and 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 the molluscan shellfish public health program. The current regulatory activity and level of regulatory activity is what is mandated 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.

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.
 - 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 by other means.

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

As stated above, there is no reasonable plan to reduce the state General Revenue funding by charging the molluscan shellfish processing industry. Because the consumer enjoys the public health benefits of this regulatory program, General Revenue funding remains the most appropriate revenue source. A possible alternative to General Revenue funding may be legislation to collect a tax at retail and food establishments for each shellfish sold to the consumer. However, such a tax may be burdensome on the Department of Revenue to collect and on food proprietors to implement.

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

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

EXHIBITS AND SCHEDULES

**LEGISLATIVE BUDGET REQUEST
2021 - 2022**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services **Budget Period: 2021-2022**
Program: 42170500 Animal Disease Control
Fund(s): 1000, 2321, 2360 General Revenue, General Inspection Trust Fund and Ag Emergency Eradication Trust Fund
Specific Authority: 534, 534.021, 534.031, 534.041, 534.051, 534.083(1), 585.002(5)
Purpose of Fees Collected: To facilitate the Division's ability to regulate the movement of animals into and within the state to control and or prevent dangerous animal diseases.

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

| | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Regulatory services or oversight to businesses or professions (Complete Sections I, II, and III and attach 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 2019-2020 | | | ESTIMATED FY 2020-2021 | | | REQUEST FY 2021-2022 | | |
|---|------------------------|---------|---------|---------------------------|---------|---------|-------------------------|---------|---------|
| | GR | GITF | AEETF | GR | GITF | AEETF | GR | GITF | AEETF |
| Receipts: | | | | | | | | | |
| Vet Inspection Certificate-Intrastate | | 49,969 | | | 44,284 | | | 44,284 | |
| Apply for Approval Quarantine Facility | | 5,100 | | | 3,900 | | | 3,900 | |
| Brand Certification | | 3,140 | | | 3,500 | | | 3,500 | |
| Garbage Feeding Permits | | 3,135 | | | 3,933 | | | 3,933 | |
| Transportation of Animal Carcass Permits | | 10,200 | | | 8,000 | | | 8,000 | |
| Contagious Equine Metritis Service Fees | | 623,750 | | | 600,000 | | | 650,000 | |
| Equine Interstate Passport Card Fees | | 220 | | | 892 | | | 300 | |
| Negative EIA Test Verification Card Fees | | 560 | | | 800 | | | 800 | |
| Equine Event Extension Fees | | 270 | | | - | | | - | |
| Vet Inspection Certificate-Large Interst. | | 15,795 | | | 15,000 | | | 18,000 | |
| Vet Inspection Certificate-Equine Interst. | | 67,860 | | | 68,000 | | | 68,000 | |
| Vet Inspection Certificate-Small Interst. | | 26,455 | | | 28,000 | | | 35,000 | |
| Garbage Feeding Facility Inspection Fee | | 150 | | | 250 | | | 250 | |
| Miscellaneous-Sale of Surplus Property-DMS Sale | | 5,628 | | | 23,000 | | | - | |
| Fuel Tax and Interest Earnings | | | 819,509 | | | 233,680 | | | 233,680 |
| Total Revenue to Line (A) - Section II | | 812,232 | 819,509 | | 799,559 | 233,680 | | 835,967 | 233,680 |

SECTION II - FULL COSTS

| | GR | | | GITF | | | AEETF | | |
|---|-----------|---------|-----------|-----------|-----------|---------|-----------|-----------|---------|
| | GR | GITF | AEETF | GR | GITF | AEETF | GR | GITF | AEETF |
| Direct Costs: | | | | | | | | | |
| Salaries and Benefits | 3,076,484 | 158,040 | 256,812 | 3,076,484 | 158,040 | 233,680 | 3,076,484 | 158,040 | 233,680 |
| Other Personal Services | 9,742 | 7,047 | | 12,104 | 12,700 | | 12,104 | 12,700 | |
| Expenses | 185,902 | 211,166 | | 215,000 | 318,000 | | 215,000 | 318,000 | |
| OCO | 37,593 | | | 25,475 | | | 25,475 | | |
| Acquisition of Motor Vehicles | | | 869,602 | | | | | | |
| G/A Major Disasters | | | | | | | | | |
| Public Assitance-ST OPS | 0 | | | | | | | | |
| HR Assessment | 18,974 | 1,470 | 190 | 23,488 | 2,567 | | 23,488 | 2,567 | |
| Risk Management Insurance | 44,666 | 43,460 | | 54,330 | 52,864 | | 54,330 | 52,864 | |
| Administraive Transfers | | | | | 75,819 | | | 75,819 | |
| Contracted Services | | 36,218 | | | 68,958 | | | 68,958 | |
| State AG Response Team (SART) | 409,880 | | | 300,000 | | | 300,000 | | |
| OATS Assessment | | 125,574 | | | 400,000 | | | 400,000 | |
| Transfer to Other Funds in Agency | | | | | | | | | |
| Refunds State Revenues | | 245 | | | 10,000 | | | 10,000 | |
| Refunds Non-State Revenues | | | | | 5,000 | | | 5,000 | |
| General Revenue S/C | | 79,437 | | | 163,470 | | | 163,470 | |
| Total Full Costs to Line (B) - Section III | 3,792,983 | 662,657 | 1,126,604 | 3,706,881 | 1,267,418 | 233,680 | 3,706,881 | 1,267,418 | 233,680 |

Basis Used _____

SECTION III - SUMMARY

| | GR | GITF | AEETF | GR | GITF | AEETF | GR | GITF | AEETF |
|------------------------------------|--------------------|----------------|------------------|--------------------|------------------|----------|--------------------|------------------|----------|
| TOTAL SECTION I (A) | - | 812,232 | 819,509 | - | 799,559 | 233,680 | - | 835,967 | 233,680 |
| TOTAL SECTION II (B) | 3,792,983 | 662,657 | 1,126,604 | 3,706,881 | 1,267,418 | 233,680 | 3,706,881 | 1,267,418 | 233,680 |
| TOTAL - Surplus/Deficit (C) | (3,792,983) | 149,575 | (307,095) | (3,706,881) | (467,859) | 0 | (3,706,881) | (431,451) | 0 |

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: 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 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 purchased a technology application that has automated 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 moved to online permitting of importation of avian. The electronic method saves the division's administrative staff time, since most of the permitting information is captured and entered by the producer. The contents are then reviewed by administrative personnel to ensure the shipment meets the requirements and qualifications before the permit is then issued. This process also allows for the producer to apply and receive an import permit rapidly and assists the producer with expediting the import permitting process.

The division has implemented the process of conducting annual inspections of Contagious Equine Metritis facilities during the slow season to pre-inspect the facilities before the height of import season. This allows for the time spent on the premise during the permitted routine inspection to be more producer focused instead of the inspector trying to complete several duties at one time. This change in procedure reduces the amount of time on the producer's premises and allows the inspector to complete more inspections during one day.

The division was granted funds to purchase 35 new vehicles from the state legislator. The division's fleet was aged and costing several thousands of dollars

each year in maintenance and repairs. The division spent approximately \$60,000 last fiscal year alone, on the maintenance and repair of the aging fleet. The appropriation has provided the division safer, reliable and more fuel-efficient fleet.

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

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 is working to replace archaic Access databases with Microsoft Power Apps. The Power Apps will provide a technology that will assist with issuing permits, maintaining producer information and assist with permit renewals. The new technology brings the division's permitting function into a current technology platform to assist with creating report and statistical data. The current systems cause the IT team to spend numerous hours fixing failed databases and trouble shooting the outdated technology.

The division is implementing a new rule to prevent the spread of Rabbit Hemorrhagic Disease Virus (RHDV) from entering the state. RHDV2 has been spreading through the western united states at a rapid pace in domestic and wild rabbits since the early summer. To ensure that Florida is protecting its existing rabbit population and rabbit producers, the division has implemented an emergency rule to impose additional import restrictions of rabbits coming from the impacted states. The division will be making this rule permanent through the rule making process as a part of the Florida Administrative Rule 5C-3, Animal Imports, to make every effort to prevent this devastating disease from spreading to Florida's native rabbit population.

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 8 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 state's 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%): 88%

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? \$4,919,587

| 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
2021 - 2022**

SCHEDULE 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services
Program: 42170600 Apiary Inspection
Fund: 1000, 2261, 2360, 2507 General Revenue, Federal Grants TF, Ag Emergency Eradication TF, Plant Industry TF

Budget Period: 2021-22

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 2019 - 20 | | | | FY 2020 - 21 | | | | FY 2021 - 22 | | | |
| Receipts: | GR | FGTF | AEETF | PITF | GR | FGTF | AEETF | PITF | GR | FGTF | AEETF | PITF |
| Apiary Registration Fees | | | | 114,142 | | | | 117,026 | | | | 123,867 |
| Special Inspections - Apiary | | | | 46,086 | | | | 49,310 | | | | 51,999 |
| U.S. Grants | | 16,405 | | | | 20,700 | | | | 20,700 | | |
| Penalties - Returned Check Service Fees | | | | 15 | | | | | | | | |
| Refunds | | | | 400 | | | | | | | | |
| Fuel Tax Allocation | | | 706,846 | | | | 931,472 | | | | 958,888 | |
| Total Fee Collection to Line (A) - Section I | - | 16,405 | 706,846 | 160,643 | - | 20,700 | 931,472 | 166,336 | - | 20,700 | 958,888 | 175,866 |

SECTION II - FULL COSTS

| Direct Costs: | GR | FGTF | AEETF | PITF | GR | FGTF | AEETF | PITF | GR | FGTF | AEETF | PITF |
|--|---------------|---------------|----------------|----------------|---------------|---------------|----------------|----------------|---------------|---------------|----------------|----------------|
| Salaries and Benefits | | 10,167 | 658,171 | | | 10,220 | 695,129 | | | 10,220 | 715,983 | |
| Other Personal Services | 1,772 | | 2,769 | 16,222 | 1,772 | | | 22,240 | 1,772 | | | 22,240 |
| Expenses | 14,344 | 8,277 | | 20,658 | 18,625 | 8,472 | | 16,104 | 19,057 | 8,472 | | 16,410 |
| Operating Capital Outlay | | | | 7,262 | | | | | | | | |
| Contracted Services | 790 | 42 | 98,575 | 1,345 | 569 | | 105,000 | 1,380 | 598 | | 105,000 | 1,399 |
| Plant Pest & Disease Control | | 562 | | | | | | | | | | |
| Human Resource Assessment | 31 | 9 | 93 | 386 | 31 | 9 | 93 | | 31 | 9 | 93 | |
| OATS Assessment | | 2,176 | 125,000 | 128,153 | | 2,000 | 131,250 | 134,561 | | 2,000 | 137,813 | 141,289 |
| Refund State Revenues | | | | 1,142 | | | | 1,520 | | | | 1,596 |
| Indirect Costs Charged to Trust Fund | | | | | | | | | | | | |
| Total Full Costs to Line (B) - Section II | 16,937 | 21,233 | 884,607 | 175,168 | 20,998 | 20,700 | 931,472 | 175,805 | 21,458 | 20,700 | 958,888 | 182,933 |

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

SECTION III - SUMMARY

| | | | | | | | | | | | | | |
|--------------------------------|-----|-----------------|----------------|------------------|-----------------|-----------------|----------|----------|----------------|-----------------|----------|------------|----------------|
| TOTAL SECTION I | (A) | - | 16,405 | 706,846 | 160,643 | - | 20,700 | 931,472 | 166,336 | - | 20,700 | 958,888 | 175,866 |
| TOTAL SECTION II | (B) | 16,937 | 21,233 | 884,607 | 175,168 | 20,998 | 20,700 | 931,472 | 175,805 | 21,458 | 20,700 | 958,888 | 182,933 |
| TOTAL - Surplus/Deficit | (C) | (16,937) | (4,828) | (177,761) | (14,525) | (20,998) | - | 0 | (9,469) | (21,458) | - | (0) | (7,067) |

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 bees, 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?

Developing a strategic plan for staffing headquarters has contributed to better services to the industry. Last year, we 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 4,913 registered beekeepers and ten full-time inspector positions. 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 still 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 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, allowing more time to inspecting and providing services to the industry.

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 take into account 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 1A: DETAIL OF FEES AND RELATED PROGRAM COSTS

Department: 42 Agriculture and Consumer Services
Program: 42170600 Citrus Budwood Registration
Fund: 1000, 2093, 2261, 2360, 2507 General Revenue, Citrus Inspection TF, Federal Grants TF, Ag Emergency Eradication TF, Plant Industry TF

Budget Period: 2021-22_

Specific Authority: Ch 581.021.14, F.S.
Purpose of Fees Collected: Specialized pathogen testing on citrus budwood and the distribution and preservation of clean budwood stock.

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

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

SECTION I - FEE COLLECTION

| | ACTUAL FY 2019 - 20 | | | | | ESTIMATED FY 2020 - 21 | | | | | REQUEST FY 2021 - 22 | | | | |
|---|------------------------|----------|----------------|---------------|----------------|---------------------------|----------|----------------|----------|----------------|-------------------------|----------|------------------|----------|----------------|
| | GR | CITF | FGTF | AEETF | PITF | GR | CITF | FGTF | AEETF | PITF | GR | CITF | FGTF | AEETF | PITF |
| Receipts: | | | | | | | | | | | | | | | |
| Citrus Budwood Fees | | | | | 148,897 | | | | | 150,295 | | | | | 165,792 |
| U.S. Grants | | | 393,119 | | | | | 518,397 | | | | | 1,028,596 | | |
| Refunds - Prior Year Expenditures | | | 476 | | | | | | | | | | | | |
| Reimbursements from Employees | | | 1,603 | | | | | | | | | | | | |
| Fuel Tax Allocation | | | | 37,362 | | | | | | | | | | | |
| Total Fee Collection to Line (A) - Section I | - | - | 395,198 | 37,362 | 148,897 | - | - | 518,397 | - | 150,295 | - | - | 1,028,596 | - | 165,792 |

SECTION II - FULL COSTS

| | ACTUAL FY 2019 - 20 | | | | | ESTIMATED FY 2020 - 21 | | | | | REQUEST FY 2021 - 22 | | | | |
|--|------------------------|----------------|----------------|---------------|--------------|---------------------------|----------------|----------------|----------|---------------|-------------------------|----------------|------------------|----------|---------------|
| | GR | CITF | FGTF | AEETF | PITF | GR | CITF | FGTF | AEETF | PITF | GR | CITF | FGTF | AEETF | PITF |
| Direct Costs: | | | | | | | | | | | | | | | |
| Salaries and Benefits | | 269,505 | | 1,995 | | | 440,910 | | 54,593 | | | 454,137 | | 57,322 | |
| Other Personal Services | | | 23,524 | | | | | 82,206 | | | | | 65,576 | | |
| Expenses | 461 | 28,718 | 124,983 | | 4,392 | 1,484 | 29,476 | 186,202 | | 15,148 | 1,508 | 30,950 | 166,202 | | 15,205 |
| Operating Capital Outlay | | | 21,916 | | | | | 56,815 | | | | | 110,900 | | |
| Contracted Services | 31 | | 67,616 | | 33 | 1,132 | | 119,751 | | 1,100 | 1,133 | | 608,825 | | 1,110 |
| Human Resource Assessment | | 8,265 | | 17 | | | 8,266 | | 17 | | | 8,267 | | 17 | |
| Citrus Health Response | | | 207,243 | | | | | 18,814 | | | | | 19,754 | | |
| Acquisition Motor Vehicles | | | | 46,758 | | | | | | | | | | | |
| Indirect Costs Charged to Trust Fund | | | | | | | | | | | | | | | |
| Total Full Costs to Line (B) - Section II | 493 | 306,488 | 447,294 | 46,758 | 4,425 | 2,616 | 478,652 | 518,397 | - | 16,248 | 2,642 | 493,354 | 1,028,596 | - | 16,315 |

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

SECTION III - SUMMARY

| | | | | | | | | | | | | | | | | |
|--------------------------------|------------|--------------|------------------|-----------------|----------------|----------------|----------------|------------------|----------|----------|----------------|----------------|------------------|-----------|----------|----------------|
| TOTAL SECTION I | (A) | - | - | 395,198 | 37,362 | 148,897 | - | - | 518,397 | - | 150,295 | - | - | 1,028,596 | - | 165,792 |
| TOTAL SECTION II | (B) | 493 | 306,488 | 447,294 | 46,758 | 4,425 | 2,616 | 478,652 | 518,397 | - | 16,248 | 2,642 | 493,354 | 1,028,596 | - | 16,315 |
| TOTAL - Surplus/Deficit | (C) | (493) | (306,488) | (52,097) | (9,396) | 144,472 | (2,616) | (478,652) | - | - | 134,047 | (2,642) | (493,354) | - | - | 149,477 |

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?

The continued 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. Additionally, the Bureau has been working on multi-plexing samples to further increase efficiency in time and supplies.

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.

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.

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 \$550,507 in general revenue for FY2020-21 to cover the shortage. Additionally, the Department is continuing to investigate 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 IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2021 - 2022

Department: Agriculture and Consumer Services

Chief Internal Auditor: Faye Smith

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 1920-02 | 10/23/2019 | Audit of Contract Monitoring | <p>Finding: Section 287.057 (14)(a), Florida Statutes (F.S.), requires contract managers who are responsible for contracts in excess of \$35,000 to receive contract management training provided by the Department of Financial Services. The training must include “procedures for monitoring and documenting contractor performance, reviewing and documenting all deliverables for which payment is requested by vendors, and providing written certification by contract managers of the agency’s receipt of goods and services.” Contract managers responsible for contracts in excess of \$100,000 annually must complete contract management training conducted by the Department of Management Services to become a Florida Certified Contract Manager (FCCM). These training requirements became effective January 1, 2015, and training is required at least once every four years based on the date of last attendance.</p> <p>The Office of Inspector General's (OIG's) review disclosed that some contract managers and designated delegates responsible for contracts in excess of \$35,000 to \$100,000 and contracts in excess of \$100,000 annually were not receiving training as required by Section 287.057 (14)(a), F.S.</p> <p>Recommendation: The divisions should ensure that employees who are assigned contracts or receive responsibility for contracts through the delegation of authority process (FDACS-01021) are provided contract training as required by Section 287.057 (14)(a), F.S.</p> <p>Finding: The FCCM training materials states, “Each agency will identify the criteria and evaluation method for conducting a risk assessment for their contracts and grants.” Additionally, department Administrative Policies and Procedures (AP&P) 4-9, Federal Financial Assistance Subrecipient and Monitoring, requires the completion of a risk assessment on each applicant for federal financial assistance prior to making an award to determine the applicant’s ability and experience in managing federal funds. The form to be completed is Subrecipient Risk Assessment (FDACS-02034). The Department has not issued guidance as to whether risk assessments should be conducted for contracts other than federal financial assistance agreements.</p> <p>A risk assessment was not conducted for all 36 contracts reviewed, two of which were funded by federal financial assistance.</p> <p>Recommendation: Contract managers who are assigned to monitor federal financial assistance agreements should complete a risk assessment as required. In addition, the Department should provide guidance for the performance of a risk assessment for contracts funded by state funds.</p> | <p>The following non-compliant divisions will ensure all employees who are assigned contracts to manage are trained in accordance with Section 287.057(14), F.S.:</p> <ul style="list-style-type: none"> •Division of Administration (DOA), •Division of Food, Nutrition, and Wellness (FNW), •Office of Agricultural Law Enforcement, •Office of Agriculture Technology Services, •Division of Marketing and Development (M&D), •Division of Animal Industry, •Florida Forest Services, •Division of Licensing, •Division of Plant Industry, and the •Office of Agricultural Water Policy (OAWP). <p>The following non-compliant divisions stated they will follow applicable federal, state, and department policies and procedures:</p> <ul style="list-style-type: none"> •FNW, •M&D, and •DOA. <p>Additionally, DOA indicated that they would research to determine the requirements and feasibility of conducting risk assessments on contracts using state funds and make appropriate changes in the risk assessment processes in the Department's AP&P as needed.</p> | |

SCHEDULE IX: MAJOR AUDIT FINDINGS AND RECOMMENDATIONS

Budget Period: 2021 - 2022

Department: Agriculture and Consumer Services

Chief Internal Auditor: Faye Smith

Budget Entity: _____

Phone Number: (850) 245-1367

| (1) | (2) | (3) | (4) | (5) | (6) |
|---------------|---------------|-----------|---|---|------------|
| REPORT NUMBER | PERIOD ENDING | UNIT/AREA | SUMMARY OF FINDINGS AND RECOMMENDATIONS | SUMMARY OF CORRECTIVE ACTION TAKEN | ISSUE CODE |
| | | | <p>Finding: Contracts for federal or state financial assistance frequently require that a separate account be maintained to account for the funds and may require the account to be interest-bearing. Of the 36 contracts reviewed, six required separate accounts. Three of the six contract files contained evidence that a separate account was maintained for the contract funds. The OAWP was unable to provide evidence that a separate account was used for three contracts.</p> <p>In relation to one of the three contracts in which a separate account was maintained, the OIG determined the separate account was not interest-bearing, as required by the contract, until the end of the contract when the advance payment was being settled.</p> <p>Recommendation: When contracts require a separate account to manage funds, the contract manager should require documentation to verify that a separate account is maintained and accounted for in compliance with the terms of the contract.</p> | <p>OAWP: The OAWP indicated that they have implemented procedural requirements that require the recipients/vendors to provide documentation that a state account has been established and that funds in that account can be verified as state funds through the statement of account.</p> <p>Office of Energy (OOE): The OOE indicated that if a separate account is utilized as a contract requirement in the future, the OOE will ensure that the subrecipient requires the financial institution to report any interest earned</p> | |

Fiscal Year 2021-22 LBR Technical Review Checklist

| | | | | | | | | | | | | | | | | |
|---|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| Department/Budget Entity (Service): Florida Department of Agriculture and Consumer Services | | | | | | | | | | | | | | | | |
| Agency Budget Officer/OPB Analyst Name: Thomas Poucher/ Alex Young | | | | | | | | | | | | | | | | |
| 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. | | | | | | | | | | | | | | | | |
| | Program or Service (Budget Entity Codes) | | | | | | | | | | | | | | | |
| Action | 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, A91, A92, A93, A94, A95, A96, A36, A10, IA1, IA4, 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 Column Security) | | | | | | | | | | | | | | | |
| | 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 | Have Column A03 budget files been copied to Column A12? Run the Exhibit B Audit Comparison Report to verify. (EXBR, EXBA) | | | | | | | | | | | | | | | |
| | Y | | | | | | | | | | | | | | | |
| 1.4 | Have Column A03 trust fund files been copied to Column A12? Run Schedule 1 (SC1R, SCL or SC1R, SC1D adding column A12) to verify. | | | | | | | | | | | | | | | |
| | Y | | | | | | | | | | | | | | | |
| 1.5 | 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 included in the LAS/PBS Web upload process requires columns to be in the proper status before uploading to the portal. | | | | | | | | | | | | | | | |
| 2. EXHIBIT A (EADR, EXA) | | | | | | | | | | | | | | | | |
| 2.1 | Is the budget entity authority and description consistent with the agency's LRPP and does it conform to the directives provided on page 58 of the LBR Instructions? | | | | | | | | | | | | | | | |
| | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| 2.2 | Are the statewide issues generated systematically (estimated expenditures, nonrecurring expenditures, etc.) included? | | | | | | | | | | | | | | | |
| | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| 2.3 | Are the issue codes and titles consistent with Section 3 of the LBR Instructions (pages 15 through 28)? Do they clearly describe the issue? | | | | | | | | | | | | | | | |
| | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| 3. EXHIBIT B (EXBR, EXB) | | | | | | | | | | | | | | | | |
| 3.1 | Is it apparent that there is a fund shift where an appropriation category's funding source is different between A02 and A03? Were the issues entered into LAS/PBS correctly? Check D-3A funding shift issue 340XXX0 - a unique deduct and unique add back issue should be used to ensure fund shifts display correctly on the LBR exhibits. | | | | | | | | | | | | | | | |
| | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| AUDITS: | | | | | | | | | | | | | | | | |
| 3.2 | Negative Appropriation Category Audit for Agency Request (Columns A03 and A04): Are all appropriation categories positive by budget entity and program component at the FSI level? Are all nonrecurring amounts less than requested amounts? (NACR, NAC - Report should print "No Negative Appropriation Categories Found") | | | | | | | | | | | | | | | |
| | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| 3.3 | Current Year Estimated Verification Comparison Report: Is Column A02 equal to Column B07? (EXBR, EXBC - Report should print "Records Selected Net To Zero") | | | | | | | | | | | | | | | |
| | 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 subtitle "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 | Is the program component objective statement consistent with the agency LRPP, and does it conform to the directives provided on page 61 of the LBR Instructions? | | | | | | | | | | | | | | | |
| | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| 4.2 | Is the program component code and title used correct? | | | | | | | | | | | | | | | |
| | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| 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 | Are all object of expenditures positive amounts? (This is a manual check.) | | | | | | | | | | | | | | | |
| | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| AUDITS: | | | | | | | | | | | | | | | | |
| 5.2 | Do the fund totals agree with the object category totals within each appropriation category? (EDIR, XD1A - Report should print "No Differences Found For This Report") | | | | | | | | | | | | | | | |
| | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| 5.3 | FLAIR Expenditure/Appropriation Ledger Comparison Report: Is Column A01 less than Column B04? (EXBR, EXBB - Negative differences [with a \$5,000 allowance] need to be corrected in Column A01.) | | | | | | | | | | | | | | | |
| | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| 5.4 | A01/State Accounts Disbursements and Carry Forward Comparison Report: Does Column A01 equal Column B08? (EXBR, EXBD - Differences [with a \$5,000 allowance at the department level] need to be corrected in Column A01.) | | | | | | | | | | | | | | | |
| | 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 2019-20 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 |
| 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 |
| 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 | N/A | N/A | 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. | N/A | N/A | N/A | N/A | N/A | N/A | Y | 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 page 95 of the LBR Instructions.) | N/A | N/A | N/A | N/A | N/A | N/A | N/A | Y | 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 Manual 2.1.6.012 . | 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 not 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 | N/A | N/A | N/A | N/A | N/A | Y | 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 | N/A | 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 33XXX0 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 33XXX0 - a unique issue should be used for issues that net to zero or a positive amount. | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| 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 (XXXXAXX) and are they self-contained (not combined with other issues)? (See pages 27 and 90 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 |
| 7.17 Do the issues relating to Information Technology (IT) have a "C" in the sixth position of the issue code (36XXXXX) and are the correct issue codes used (361XXX0, 362XXX0, 363XXX0, 24010C0, 30010C0, 33011C0, 160E470, or 160E480)? | N/A | N/A | N/A | N/A | N/A | N/A | Y | 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 FCO 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 | Y | Y | N/A | Y | Y | N/A |
| 7.24 Has narrative been entered for all issues requested by the agency? Agencies do not need to include narrative for startup issues (1001000, 2103XXX, etc.) that were not input by the agency. (NAAR, BSNR) | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| 7.25 Has the agency entered annualization issues (260XXX0) for any issue that was partially funded in Fiscal Year 2020-21? Review Column G66 to determine whether any incremental amounts are needed to fully fund an issue that was initially appropriated in Fiscal Year 2020-21. Do not add annualization issues for pay and benefit distribution issues, as those annualization issues (26AXXXX) have already been added to A03. | 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 2020-21 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. | | | | | | | | | | | | | | | | |

| Action | Program or Service (Budget Entity Codes) | | | | | | | | | | | | | | | |
|--|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| | 42010100 | 42010200 | 42010300 | 42010400 | 42010600 | 42110400 | 42120100 | 42150200 | 42160100 | 42160200 | 42170100 | 42170200 | 42170300 | 42170500 | 42170600 | 42170700 |
| 8. SCHEDULE I & RELATED DOCUMENTS (SCIR, SC1 - Budget Entity Level or SCIR, SCID - Department Level) (Required to be posted to the Florida Fiscal Portal) | | | | | | | | | | | | | | | | |
| 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 |
| 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 |
| 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 |
| 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 | 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 |
| 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 |
| 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 |
| 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 |
| 8.9 | Are the revenue codes correct? In the case of federal revenues, has the agency appropriately identified direct versus indirect receipts (object codes 000700, 000750, 000799, 001510 and 001599)? For non-grant federal revenues, is the correct revenue code identified (codes 000504, 000119, 001270, 001870, 001970)? | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| 8.10 | Are the statutory authority references correct? | 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 8.25 | Are current year September operating reversions (if available) appropriately shown in column A02, Section III? | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| 8.26 | Does the Schedule IC properly reflect the unreserved fund balance for each trust fund as defined by the LBR Instructions, and is it reconciled to the agency accounting records? | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| 8.27 | Has the agency properly accounted for continuing appropriations (category 13XXXX) in column A01, Section III? | 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 |
| 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 132 of the LBR Instructions.) Transaction DFTR in LAS/PBS is also available and provides an LBR review date for each trust fund. | | | | | | | | | | | | | | | | |
| TIP Review the unreserved fund balances and compare revenue totals to expenditure totals to determine and understand the trust fund status. | | | | | | | | | | | | | | | | |
| TIP Typically nonoperating expenditures and revenues should not be a negative number. Any negative numbers must be fully justified. | | | | | | | | | | | | | | | | |

| Action | Program or Service (Budget Entity Codes) | | | | | | | | | | | | | | | |
|--|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| | 42010100 | 42010200 | 42010300 | 42010400 | 42010600 | 42110400 | 42120100 | 42150200 | 42160100 | 42160200 | 42170100 | 42170200 | 42170300 | 42170500 | 42170600 | 42170700 |
| 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 163 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 |
| 10. SCHEDULE III (PSCR, SC3) | | | | | | | | | | | | | | | | |
| 10.1 | Is the appropriate lapse amount applied? (See page 92 of the LBR Instructions.) | | | | | | | | | | | | | | | |
| | N/A | N/A | N/A | N/A | N/A | N/A | Y | 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 |
| 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 | Do the reductions comply with the instructions provided on pages 100 through 103 of the LBR Instructions regarding an 8.5% reduction in 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 | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| TIP If all or a portion of an issue is intended to be reduced on a nonrecurring basis, include the total reduction amount in Column A91 and the nonrecurring | | | | | | | | | | | | | | | | |
| 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 104 through 107 of the LBR Instructions regarding a 10% reduction in 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 | N/J | 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. | | | | | | | | | | | | | | | | |
| TIP If all or a portion of an issue is intended to be reduced on a nonrecurring basis, in the absence of a nonrecurring column, include that intent in narrative. | | | | | | | | | | | | | | | | |
| 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 108 through 110 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: | | | | | | | | | | | | | | | | |
| 15.4 | 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 111-115 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 | | | | | | | | | | | | | | | |
| AUDITS INCLUDED IN THE SCHEDULE XI REPORT: | | | | | | | | | | | | | | | | |
| 16.3 | Does the FY 2019-20 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 | | | | | | | | | | | | | | | |
| 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 | | | | | | | | | | | | | | | |
| 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 | | | | | | | | | | | | | | | |
| 16.7 | Does Section I (Final Budget for Agency) and Section III (Total Budget for Agency) equal? (Audit #4 should print "No Discrepancies Found") | | | | | | | | | | | | | | | |
| | No- Due to 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 116 through 160 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 136 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 |

| Action | Program or Service (Budget Entity Codes) | | | | | | | | | | | | | | | | |
|--|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----|
| | 42010100 | 42010200 | 42010300 | 42010400 | 42010600 | 42110400 | 42120100 | 42150200 | 42160100 | 42160200 | 42170100 | 42170200 | 42170300 | 42170500 | 42170600 | 42170700 | |
| AUDITS - GENERAL INFORMATION | | | | | | | | | | | | | | | | | |
| TIP | Review Section 6: Audits of the LBR Instructions (pages 162-164) for a list of audits and their descriptions. | | | | | | | | | | | | | | | | |
| TIP | Reorganizations may cause audit errors. Agencies must indicate that these errors are due to an agency reorganization to justify the audit error. | | | | | | | | | | | | | | | | |
| 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 |
| 18.2 | Are the CIP-4 and CIP-5 forms submitted when applicable (see CIP Instructions)? | N/A | N/A | Y | N/A | N/A | Y | 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 |
| 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 |
| 18.5 | Are the appropriate counties identified in the narrative? | N/A | Y | Y | N/A | Y | Y | 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 |
| 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 |