



**Levy County Board of County Commissioners**  
 PO Box 310, Bronson, Florida, 32621  
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## Levy County Quarterly Department Report

### Department Information

|                                |                                     |
|--------------------------------|-------------------------------------|
| <b>Name of Department</b>      | <b>Finance &amp; Administration</b> |
| <b>Name of Department Head</b> | <b>Jason Rivera</b>                 |

### Department Deliverables

| <b>Deliverable</b><br><i>(To be determined by the Department Head)</i> | <b>Second Quarter FY</b><br><i>(January-March 2026)</i>  | <b>Third Quarter FY</b><br><i>(April-June 2026)</i>  | <b>Fourth Quarter FY</b><br><i>(July-September 2026)</i> |
|--|--|--|--|
| FY27 Budget Development  | 5-year Financial Forecast and open Aclarian for budgeting.   | Compile Personal Service, Operating, Capital & Support Funding. Estimate revenues and balance the funds.                     | Proposed, Tentative, and Adopted Budgets Due             |
| Procurement  | Procurement Manual revisions.<br>Solicitations:<br>Sign-Material<br>Health Insurance for County<br>Drilling & Blasting<br>Property & Liability | Finalize Procurement Manual.<br>New Solicitations:<br>Roof at new DPS bldg.<br>Fuel<br>IT Services<br>Bird Creek Resurfacing |  |
| Non-Ad Valorem Special Assessments                                     | Contract w/ Vendor<br>Legal Review EMS<br>Draft timeline<br>Establish Goals  | Compile new data and draft multiple options for achieving 100% funding for services (3, 5, 10-year options)                  |  |
| ERP  | Demos:<br>ADG<br>OpenGov<br>Edmunds Govtech  | Establish roadmap to remedy Aclarian issues  |  |

### Commissioners

Charlie Kennedy, Vice Chair, District 1  
 Rock Meeks, District 2  
 Desiree Mills, District 3  
 Tim Hodge, Chair, District 4  
 Johnny Hiers, District 5



**Department Highlights:**

## Second Quarter Accomplishments

1. **FY27 Budget Development:** During the second quarter of FY26, the Department of Finance & Administration initiated development of the FY27 Budget process, including preparation of a multi-year financial forecast to assist the Board and Administration with long-term planning and financial sustainability. Staff also coordinated efforts to open the Aclarian budgeting environment for departments and constitutional offices, while continuing to refine budget development schedules, assumptions, and forecasting methodologies in preparation for the upcoming budget cycle.
2. The department continued advancing several County procurement initiatives during the second quarter, including coordination and development of solicitations, contracts, and procurement strategies related to sign materials, employee health insurance, drilling and blasting services, Cedar Key Airport, and property and liability insurance. Efforts also included continued revision and modernization of the County's Procurement Manual to improve operational efficiency, clarify procedures, strengthen compliance, and support the County's transition toward a more decentralized procurement model.
3. During the second quarter, the department coordinated with Accenture and GrayRobinson to begin preparation for the FY27 Fire, EMS, and Solid Waste Non-Ad Valorem Special Assessments. Work included establishing project goals, developing the annual assessment timeline, initiating legal review of the EMS assessment methodology, and coordinating critical dates associated with the required resolutions and public hearing process. Staff also began reviewing historical assessment data, service delivery considerations, and financial impacts to support future Board discussions regarding rates and long-term funding sustainability.
4. The department continued evaluating long-term Enterprise Resource Planning (ERP) solutions during the second quarter through demonstrations and discussions involving ADG, OpenGov, and Edmunds GovTech. In parallel with these evaluations, staff worked to identify operational, reporting, and financial management deficiencies within the County's current Aclarian environment and began developing a roadmap to address ongoing issues related to budget development, financial visibility, account mapping, workflow efficiency, and integration with the Clerk's financial system.