

**Council Auditor's Office
Wrap Up List & Enhancements
FY 2016/17 Budget Review**

Wrap-Up List

1. Section 1.1 of the Budget Ordinance - remove reference to Section 106.309 of the Municipal Code as it relates to the CIP.
2. Revision to Schedule B-3 General Fund-GSD Projections – Need authorization to add missing title for first line of revenue (Ad Valorem Taxes).
3. Attachment C - We recommend removal of this schedule and the corresponding language within Section 1.4 (a) of the Budget Ordinance. Section 106.422 (c) of the Municipal Code states:

The Mayor shall certify, in each quarterly financial statement, that the employee caps are accurate and comply with the budgetary allowance for each department of the City. A schedule shall be submitted that shows information by subfund for each department disclosing the number of filled full time positions at the close of the quarter and the original and revised employee caps.

We believe this meets the intent of Attachment C which is to provide a general idea of all positions within the City.

4. Building Inspection and Development Services Discussion
 - a. Department Proposal (Net negative impact to Special Council Contingency of \$102,820):
 - i. Development Services – Based on actual activity of employees and the basis for certain revenue line items, some operations of the Development Services area need to be moved back to the General Fund/GSD (S/F 011). This results in a negative impact to Special Council Contingency of \$180,380.
 - ii. Fire Department – Department is requesting to move one General Fund/GSD (S/F 011) position to the Building Inspection Division. This results in a positive impact to Special Council Contingency of \$77,560.
5. Fire Department Savings – Total impact to Special Council Contingency of \$2,019,483.
 - a. \$822,964 - Reduce proposed FY 16/17 employee cap by 12 to current FY 15/16 employee cap.
 - b. \$1,196,519 – Recalculation of lapse due to inability to hire related to training.
6. Debt Service Savings - Positive impact to Special Council Contingency of \$713,753.
7. CIP Wrap Up items:
 - a. Fair Share - Administration Request
 - b. Jax Baldwin Trails – Clarify revised agreement is not in place so the budget should not include the appropriation while it will be represented in the CIP.
 - c. Project descriptions for projects that were added during CIP Budget Hearing.
 - d. Amend CIP for Northbank Riverwalk scope on page 57 of 165 to remove reference to beginning in 17.

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8. Property Appraiser – Determine whether there are funds available within current year to purchase new software. (Projected cash available as of 9/30/16 approx. \$750,000).
9. Courts – Legal opinion regarding allowable uses of \$450,000 carryover.

Enhancements Requests

1. City Council – Increase to bring vacant ECA position funding up to \$55,000. Net negative impact to Special Council Contingency of \$28,512.
2. Ethics Request – Received \$20,000 due to revenue being identified from Independent Agencies. Still left balance of \$38,509 being requested. (See Handout 1)
3. OGC – Discussion on whether to have a reserve for litigation settlements.
4. Libraries –

- a. Funding to provide service at all libraries at least six days a week (See handout 2)

Description	Full Year Cost	11 Months	10 Months
Salaries and Benefits	\$ 872,040	\$ 799,370	\$ 726,700
Contractual Services	21,434	19,648	17,862
Other Operating Supplies	10,400	9,533	8,667
Office Equipment	9,000	9,000	9,000

Totals \$ 912,874 \$ 837,551 \$ 762,228

- b. Additional \$2 million in materials.
5. Borrowing – Proposal to transfer \$2 million from General Fund/GSD fund balance to Fleet Vehicle Replacement Pay-Go (S/F 513) and reduce borrowing by corresponding amount. Amounts included in proposed budget are as follows:
 - a. Proposed Borrowing - \$10,952,810
 - b. Proposed Pay-Go - \$16,627,470
 - c. Total - \$27,580,280
6. Courts - \$50,919 – Department request for various items in Judicial Support line item. (See Handout 3)
7. Sidewalks – Discussion on whether there are any additional dollars for ADA sidewalk repairs.
8. Journey – Request to increase supplies for LEAP by \$4,913 LEAP.
9. 5 Year Road Program – Appropriate \$140,726 of prior year revenues to the Railroad Crossings project.
10. Fire Department – Add SAFER grant of \$5,274,990 (2 year amount) for 27 FTE to schedule B1-a.

Office of Ethics Compliance and Oversight

**MONEY COMING INTO OFFICE FROM INDEPENDENT AUTHORITIES:
\$20,000**

Request 1. \$33,784 (Ranking 1)

Requesting funding for salary and benefit increase for the only full time employee of the department comparable to level of qualifications: \$25,000 salary increase plus benefits of \$8784 (= \$33,784) (Salary increase determined with market analysis by Employee Services; General Counsel is in support of this request.)

Revenue Source \$20,000 JEA, JAA, JPA, JTA Contribution to the Ethics Program; Balance of \$13,784 from_____.

There are several possible funding sources; we would request it come from the General Fund.

Request 2. \$24,725 (Ranking 2)

Part-Time Professional Executive Assistant to Appointed Official - Ethics Office (\$24,348 Base Salary and \$377 Medicare Benefits. Total of \$24,725), with accompanying 1300 part-time hours (25 hours/week). Start date Nov. 1.

Net Increase	FTE	PT Hours	Ranking
\$24,725		1300	2

Revenue Source: General Fund

Total Request: \$33,784 + \$24,725 = \$58,509 minus \$20,000 = \$38,509

**Summary of Funding Request by Public Libraries
Provide Services 6+ Days at Each Library**

Handout #2

Library	Positions	FT or PT	Salaries and Benefits	Contractual Services	Other Operating Supplies	Equipment Cost	Total
Argyle	1 - Librarian I	FT	55,175				
	1 - PT Clerk	PT	9,232	911	1,000	500	66,818.27
Beaches	1 - Librarian II	FT	61,060				
	1 - PT Clerk	PT	9,232				
	1 - E-Specialist *	FT	53,646	1,822	1,000	1,000	127,760.53
Mandarin	1 - Library Associate	FT	47,530				
	1 - PT Clerk	PT	9,232	1,519	1,000	500	59,781.28
Maxville	1 - Librarian III	FT	67,869				
	1 - PT Library Associate	PT	13,326	733	1,000	500	83,427.56
Murray Hill	1 - Librarian I	FT	55,175				
	1 - PT Clerk	PT	9,232	477	1,000	500	66,384.27
San Marco	1 - Librarian I	FT	55,175				
	1 - PT Clerk	PT	9,232	6,308	1,000	500	72,215.27
South Mandarin	1 - Librarian II	FT	61,060				
	1 - PT Clerk	PT	9,232	1,367	1,000	500	73,159.20
West	1 - Librarian II	FT	61,060				
	1 - PT Clerk	PT	9,232				
	1 - E-Specialist *	FT	53,646	2,140	1,500	1,500	129,078.53
Willowbranch	1 - YS Librarian I	FT	55,175				
	1 - PT Clerk	PT	9,232	6,157	1,000	500	72,064.27
System-Wide	1 - Integrated Library System (ILS) Librarian (Lib I) *	FT	55,175				
	1- "Facilities Assistant" Equiv. To Admin Assist.	FT	52,031				
	1 - Accountant ***	FT	51,079	-	900	3,000	162,184.86

Total Annual Cost

\$ 872,040 \$ 21,434 \$ 10,400 \$ 9,000 \$ 912,874

* Beaches and West Regional are both getting one more employee than the other branches. Per the Department, the additional employees will be used throughout their region to teach classes to the public in all areas of computer usage as well as one on one training.

** Per the department, the SST receives and catalogues new materials, manages technology, and repairs damaged materials as necessary. The addition of the ILS Librarian is based on anticipated increases in library activity related to the additional open hours.

*** Per the Department, the additional accountant will be used to process anticipated increases in purchase order processing and related financial work

This request includes the addition of 14 FTE and 9,360 PT hours.

Description	Full Year Cost	11 Months	10 Months
Salaries and Benefits	\$ 872,040	\$ 799,370	\$ 726,700
Contractual Services	21,434	19,648	17,862
Other Operating Supplies	10,400	9,533	8,667
Office Equipment	9,000	9,000	9,000
Totals	\$ 912,874	\$ 837,551	\$ 762,228

CHIEF JUDGE JUDICIAL SUPPORT-COC1011JS - BUDGET TOTALS

Sub Object	Description	Budget Request 2016-2017	Mayor Recommendation	Difference	Court Reason
01201	Salaries	\$ 53,080.00	\$ 53,246.00	\$ 166.00	A loaned City ITD position-to assist the court in IT work overload
02102	Benefits	\$ 33,593.00	\$ 35,054.00	\$ 1,461.00	A loaned City ITD position-to assist the court in IT work overload
04221	ISA	\$ 384.00	\$ 432.00	\$ 48.00	A loaned City ITD position-to assist the court in IT work overload
04223	ISA	\$ 423.00	\$ 729.00	\$ 306.00	A loaned City ITD position-to assist the court in IT work overload
04502	General Liability	\$ 203.00	\$ 4,609.00	\$ 4,406.00	A loaned City ITD position-to assist the court in IT work overload
	Total Salaries	\$ 87,683.00	\$ 94,070.00		
03410	Contractual Services	\$ 20,000.00	\$ 1,000.00	\$ (19,000.00)	Add more Contract Attorneys
04002	Travel	\$ 6,000.00	\$ 6,000.00	\$ -	
04021	Local Mileage	\$ 200.00	\$ 200.00	\$ -	
04603	Repairs and Maintenance	\$ 2,250.00	\$ 2,250.00	\$ -	
04938	Miscellaneous Services	\$ -	\$ 1.00	\$ 1.00	
05101	Office Supplies	\$ 3,130.00	\$ 3,130.00	\$ -	
05206	Food	\$ 1,500.00	\$ 1,500.00	\$ -	
05208	Furniture and Equipment under \$1,000	\$ 5,000.00	\$ -	\$ (5,000.00)	MBRC decreased saying Capital was one time budget request-non renew
05216	Other operating supplies	\$ 22,750.00	\$ 20,000.00	\$ (2,750.00)	MBRC decreased unknown reason
05401	Employee Training	\$ 5,000.00	\$ 5,000.00	\$ -	
05404	Dues, Subscriptions and Training	\$ 30,362.00	\$ 27,000.00	\$ (3,362.00)	MBRC decreased unknown reason
06424	Furniture and Equipment over \$1,000*	\$ 10,808.00	\$ 1.00	\$ (10,807.00)	*(see below)
06429	Specialized Equipment*	\$ 10,000.00		\$ (10,000.00)	*(see below)

*In FY 2016 we moved this money for Contract Attorneys and other unexpected expenses. MBRC decreased saying Capital was one time budget request-non renewable

GRAND TOTAL (LESS SALARIES)	\$ 117,000.00	\$ 66,082.00	\$ (50,918.00)
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WTP UP LIST P.1 #7A

Fair Share Funding Allocations (Proposed)

15-Aug-16

SECTOR	PROPOSED AVAIL. FUNDS	PROPOSED PROJECT	PROJECT ESTIMATE	SECTOR BALANCES	COMMENTS
1.1	\$88.00				
			-		
		Subtotal	\$ -	\$ 88	
2.1	\$8,746,075.20				
		A. Right Turn Lane at Joeandy Road North and Atlantic	\$ 246,000		From detailed estimate prepared May 2016
		B. Sidewalk from Beach Blvd. to Atlantic Blvd. on East Side of St. John's Bluff Road	\$ 1,100,000		Sidewalk exists from Beach to Saints Rd, 11,000 ft needed, two major crossings at I-295 ramps, \$100 per foot. Project recommended in Mobility Plan and reflected in CIP.
		C. Lone Star ES Crosswalk and Alimacani ES Crosswalk,	\$ 26,000		
		D. Phase I of the Alden Road Connection from St. Johns Bluff Road to Kernan Blvd. South	\$ 7,374,073		FDOT Bridge Costs from 2014 Used CPI Increase in construction costs of 15%, Concrete Deck Continuous Span \$95 sf, 1600 LF of bridge and 400 LF of road.
		Subtotal	\$ 8,746,073	\$ 2	
2.2	\$585,068.71				
		A. New Sidewalk on Townsend Blvd from Merrill Road to Ft. Caroline Road.	\$ 100,000		
		B. Phase I - New Sidewalk on West Side of St. Johns Bluff Road. From Beach Blvd towards Alden Road.	\$ 485,068		
		Subtotal	\$ 585,068	\$ 1	
3.1	\$1,194,849.70				
		A. Deerwood Signal - West Bound Right Turn at Deerwood Park Blvd. and Southside Blvd.	\$ 500,000		
		B. Phase I of New Deerwood Park Blvd. Bridge	\$ 694,848		
		SubTotal	\$ 1,194,848	\$ 2	
3.2	\$43,284.96				
		A. Phase I of New Sidewalk on Barkoskie from Old St. Augustine Road to Dead End	\$ 43,284		
		Subtotal	\$ 43,284	\$ 1	
3.3	\$30,745.18				
		A. University Blvd/Stanton Road Pedestrian Crossing	\$ 30,745		
		Subtotal	\$ 30,745	\$ 0	
3.4	\$5,085,106.27				
		A. East Road Sidewalk (Including Ped Bridge) from San Souci to Dean Road	\$ 500,000		
		B. Wm Davis eastbound right turn lane at San Pablo Rd S	\$ 300,000		
		C. New Sidewalk (300 LF) at Sutton park to the North and South	\$ 50,000		

		E. Touchton Road & Gate Pkwy Intersection - dual left turn lane	\$ 200,000		
		F. Touchton Road & Deer Lake Ct Intersection Traffic Signals	\$ 500,000		
		G. Southside Blvd/Belfort Rd/JTB Transportation Improvements	\$ 3,035,105		
		Subtotal	\$ 5,085,105	\$ 1	
4.1	-\$135,598.00				
		Subtotal	\$ -	\$ (135,598)	
4.2	\$246,178.64				
		A. Crosswalk at Hollycrest Drive and Community Center	\$ 10,000		RRFB
		B. New Sidewalk at Lakeside Bridge	\$ 100,000		1,000 LF @\$100LF Lakeside Bridge Replacement has \$700K in PW0300 02. Recommend requesting \$100K for additional sidewalks. Part of the project reflected in Mobility Plan.
		C. Crosswalk at Edgewood Avenue South and Herschel Street	\$ 5,000		Striping and Ramps
		D. Phase I of Sidewalk on Yacht Club Road from Ortega Blvd. to Yacht Club	\$ 131,178		
		SubTotal	\$ 246,178	\$ 1	
5.1	\$84,457.27				
		A. Intersection Improvement at Old Plank Road / Chaffee Road	\$ 84,458		
		SubTotal	\$ 84,458	\$ (1)	
5.2	\$52,984.14				
		A. Phase I of Sidewalk - 4th Avenue Between Belvedere Street to Soutel Drive	\$ 52,984		
		Subtotal	\$ 52,984	\$ 0	
6.1	\$548,565.04				
		A. Intersection Improvements Starratt Road / Dunn Creek Road /Vernice Road	\$ 548,564		
		SubTotal	\$ 548,564	\$ 1	
6.2	\$757,515.95				
		A. Biscayne Blvd. Sidewalk from Biscayne Blvd. to International Airport Blvd.	\$ 257,499		Project Reflected in Mobility Plan and reflected in CIP Request.
		B. New Sidewalks - Along Sycamore Street from Civic Club Dr. to Old Kings Road & Along Iowa Avenue from Sycamore Street to Fernbrook Drive.	\$ 500,000		New Sidewalks supporting connections to developed areas around Dinsmore Elementary School.
		SubTotal	\$ 757,499	\$ 17	
		Grand Total	\$ 17,374,805		

WTAP UP MEETING 8/26/16



BUDGET AMENDMENT

Council President Boyer offers the following amendment to File No. 2016-504:

- (1) Appropriating \$76,067 (\$50,000 for salary and \$26,067 for benefits) from General Counsel Fund Balance to provide funding for a Legal Assistant / Paralegal position to the General Counsel in the Office of General Counsel;
- (2) Increase the Citywide cap to add one(1) position;
- (3) General Counsel and the Council Auditor's Office are authorized to make all changes to titles, tables of content, Ordinance Code, journal entries, schedules, attachments, editorial and text changes consistent with the changes set forth herein to 2016-504 to effectuate the Council's action.

Form Approved:

Office of General Counsel

Legislation Prepared By: Margaret M. Sidman

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Project Title	Southside Incinerator Site
Project Location	2727 Clydo Road
Department	Solid Waste Disposal
Program Area	Environmental / Quality of Life

Project Comp Date	
Dpt Ranking	
Prj ID	114
Useful Life	30 years

Remediation of impacts associated with the former City's Municipal Solid Waste Incinerator located on Clydo Road including adjacent "outer" parcels as identified in the remediation plan. Remediation may include removal of contaminated soils and construction of a permanent soil cap.

Funding Sources	Total	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond 5th
Transfer Between Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Borrowed Funds	\$300,000	\$0	\$300,000	\$0	\$0	\$0	\$0
Pay - Go	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest Earnings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contribution - Private Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant / Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$300,000	\$0	\$300,000	\$0	\$0	\$0	\$0

Expenditures / Project Phase	Total	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond 5th
Design and Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Acquisition and Site Prep	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$300,000	\$0	\$300,000	\$0	\$0	\$0	\$0
Capital Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Misc. Equipment and Furnishings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art in Public Places	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$300,000	\$0	\$300,000	\$0	\$0	\$0	\$0

[illegible]

Project Title	Five Points Project - Improvements
Project Location	Five Points
Department	Public Works
Program Area	Roads / Infrastructure / Transportation

Council District(s)	14
Project No	PW0502 02 (TBD)
Ordinance No	
BT No	

Project Comp Date	Beyond 2021
Dpt Ranking	58
Prj ID	32
Useful Life	20 years

Description or Scope

This project provides modifications to existing roadway infrastructure within the Five Points area to enhance pedestrian utilization and improve vehicular safety. Within this area the improvements will impact: Park Street, Post Street, Margaret Street, Lomax Street, Oak Street and Herschel Street. Improvements include turning Lomax Street into a one-way eastbound street, expanded sidewalk areas, reduced roadway widths for safer pedestrian crossings and the retention of the historic beacon that sits at the heart of the Five Points Intersection.

Justification

The plan for functional and aesthetic improvements in the Five Points area is intended to advance the goal of Riverside Avondale Preservation for making the area the safest and most walk-able neighborhood in Florida.

Funding Sources	Total	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond 5th
Transfer Between Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt / Borrowed Funds	\$4,000,000	\$0	\$750,000	\$0	\$0	\$0	\$3,250,000
Pay - Go	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Interest Earnings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contribution - Private Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Grant / Trust Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$4,000,000	\$0	\$750,000	\$0	\$0	\$0	\$3,250,000

Expenditures / Project Phase	Total	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	Beyond 5th
Design and Engineering	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land Acquisition and Site Prep	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$4,000,000	\$0	\$750,000	\$0	\$0	\$0	\$3,250,000
Capital Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Misc. Equipment and Furnishings	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Art in Public Places	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals	\$4,000,000	\$0	\$750,000	\$0	\$0	\$0	\$3,250,000

[illegible]

OGE HANDOUT WRAP UP MTG
8/26/16

GP

PSG BUDGET AMENDMENT

Council Member Brosche offers the following amendment to File No. 2016-504:

- (1) On page 9, line 15, after "department." insert "Pursuant to section 118.808, Ordinance Code, the Public Service Grant Council shall forward a complete list of the Public Service Grants recipients and funding allocation to the Council Auditor's office, the Office of the Mayor, the City Council and the Director of the Finance and Administration Department.";
- (2) General Counsel and the Council Auditor's Office are authorized to make all changes to titles, tables of content, Ordinance Code, journal entries, schedules, attachments, editorial and text changes consistent with the changes set forth herein to 2016-504 to effectuate the Council's action.

Form Approved:

Office of General Counsel

Legislation Prepared By: Margaret M. Sidman

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