

OFFICE OF THE COUNCIL AUDITOR

FY 2018/2019 PROPOSED BUDGET

FINANCE COMMITTEE MEMBERS

Greg Anderson – Chair
Joyce Morgan – Vice Chair
Lori N. Boyer
Reginald Gaffney
Bill Gulliford
Jim Love
Sam Newby



Meeting #1
August 16, 2018

**COUNCIL AUDITOR’S OFFICE
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2018/19 BUDGET LEGISLATION

- 2018-269-E Property Appraiser’s 2018/19 Budget Recommendations**
Due to the timing of when the property appraiser’s budget is submitted and approved by the Florida Department of Revenue, this ordinance provides City Council input prior to submittal.
- 2018-384-E Budget Message Time**
Waives a portion of Section 106.201(a) of the Municipal Code to have the Mayor present his budget message to City Council on Monday July 23, 2018.
- 2018-500 Rolled Back Rate Resolution**
Informs the Property Appraiser of the “rolled back” millage rates and the proposed millage rates for notices to be sent to all property owners.
- 2018-501 Millage Levy Ordinance**
Establishes the millage rates to be levied by the consolidated government for the General Services District, not including Urban Services Districts 2, 3, 4, or 5 (Jacksonville Beach, Atlantic Beach, Neptune Beach, and Baldwin).
- 2018-502 Millage Levy Ordinance**
Establishes the millage rates to be levied by the consolidated government for Urban Services Districts 2, 3, and 4 (Jacksonville Beach, Atlantic Beach and Neptune Beach).
- 2018-503 Millage Levy Ordinance**
Establishes millage rates to be levied by the consolidated government for Urban Services District 5 (Baldwin).
- 2018-504 Budget Ordinance**
Approves the budgets for the City and its Independent Agencies.
- 2018-505 Five Year Capital Improvement Plan (CIP)**
Adopts the five year (2019-2023) CIP.
- 2018-506 Shands Agreement**
Authorizes the Mayor, or his designee, and Corporation Secretary to execute and deliver an agreement with Shands Jacksonville Medical Center, Inc., and to take action as may be necessary to effectuate the purpose of the ordinance.
- 2018-507 Five Year IT System Development Capital Program (“ITECH Projects”)**
Adopts the five year (2019-2023) inclusive IT System Development Capital Program (“ITECH Projects”).
- 2018-508 Adopting the Sales Tax Growth Rate**
Adopts the annual growth rate as recommended by the administration for the future pension liability surtax proceeds.

(Continued on Next Page)

2018/19 BUDGET LEGISLATION

2018-509 Clara White Mission (White Harvest Farm Project)

Approving the appropriation of \$1,500,000 from the Northwest Jacksonville Economic Development Trust Fund to provide a grant to Clara White Mission, Inc. for the White Harvest Farm Project. The purpose of the appropriation is to provide funding to Clara White Mission, Inc., to prepare and develop an approximately 14.5 acre site in Northwest Jacksonville.

2018-510 Jacksonville Chamber of Commerce Appropriation

Approving the appropriation of \$300,000 from a designated special council contingency to provide funding for the City of Jacksonville's contribution to the Jacksonville Chamber of Commerce.

2018/2019 BUDGET TIMELINE OVERVIEW

2018

- January 1 This is the effective date of property valuation.
- If a home under construction is not complete on this date, it is not taxed.
 - Taxpayer must reside in home on this date to be eligible for homestead exemption.
- June 1 On or before June 1, the Property Appraiser submits their budget to the Department of Revenue (DOR) for the ensuing fiscal year beginning October 1.
- July 1 Property Appraiser certifies to taxing authorities the preliminary valuation totals, via the top portion of forms DR-420 Certification of Taxable Value, for computation of the proposed budget.
- July 15 On or before July 15, the DOR shall notify the Property Appraiser and the Board of County Commissioners of its tentative budget amendments and changes to the Property Appraiser's budget.
- July 23 Ordinance Code Section 106.201 requires the Mayor to submit the annual budget proposal no later than July 15 at the request of the Council President, Ordinance 2018-384-E authorizing the annual budget to be presented on July 23.
- August 4 Within 35 days of the Property Appraiser certification, City completes and files form DR-420 (Certification of Taxable Value) with the following information:
- Proposed millage rate
 - Current year rolled-back rate pursuant to Florida Statute (F.S.) 200.065
 - Date, time and place of the tentative budget hearing
- August 15 Prior to August 15, the Property Appraiser and the Board of County Commissioners may submit additional information to the DOR regarding the Property Appraiser Budget.
- On or before August 15, the DOR shall make its final budget amendments to the Property Appraiser budget and shall provide notice thereof to the Property Appraiser and the Board of County Commissioners.
- August 24 Within 55 days of the Property Appraiser certification, the Notice of Proposed Property Taxes (TRIM Notice) is mailed out pursuant to F.S. 200.065.
- September 11 Within 65 to 80 days of the Property Appraiser certification, usually the first Council meeting in September, hold a public hearing and adopt a tentative millage.
- September 22 Within 15 days of the tentative budget hearing, advertise the intent to adopt a final millage and budget pursuant to F.S. 200.065.

2018/2019 BUDGET TIMELINE OVERVIEW

- September 25 Within 2 to 5 days of the advertisement, usually the second Council meeting in September, hold a public hearing and adopt the final millage and budget.
- September 28 Within 3 days after the final hearing, the City sends the ordinance adopting the final millage to the Property Appraiser, the Tax Collector and the DOR.
- October 1 Fiscal year that is funded by this ad valorem tax cycle begins.
- October Property Appraiser informs taxing authority of final adjusted tax roll via top portion of forms DR-422 Certification of Final Taxable Value.
- October Within 30 days of passage, the City/Finance Department sends certified copies of the Millage Levy Ordinance and the Annual Budget Ordinance and other required documents and forms to the DOR, Tax Collector and the Property Appraiser.
- October Within 30 days of passage, the City sends TRIM compliance package to the DOR including form DR-487, Certification of Compliance. The following is included in the package:
- Certification of Taxable Value, Forms DR-420
 - Legislation adopting the millage and the budget
 - Entire newspaper pages for all advertisements
 - Proof of publication from the newspaper for all advertisements
 - Certification of Final Taxable Value, Forms DR-422
- November Tax bills are sent out. Pursuant to Statutes, discounts for early payment are:
- | | |
|----------------------|----------------------|
| 4 percent - November | 3 percent - December |
| 2 percent - January | 1 percent - February |
- December Council Auditor staff calculates the required tax increment contributions based on the Property Appraiser’s final certification. Contributions must be made by January 1.

2019

- March 31 Taxes are due without any discount or penalty.
- August Errors and Insolvencies for the 2018 tax roll are certified, including the total discounts granted. The Tax Collector sends a recapitulation (form 502) to the DOR.

When Complete

Notice of Tax Impact of the Value Adjustment Board is published in the Times-Union. The Council Secretary sends an affidavit from the Times-Union and newspaper clippings to DOR.

CITY OF JACKSONVILLE
SUMMARY OF AD VALOREM TAX CALCULATIONS
MAYOR'S PROPOSED MILLAGE RATES
2018/19 BUDGET

			GF/GSD excluding USDs 2 thru 5, Beaches & Baldwin	GF/GSD within USDs 2-4, Jacksonville Beach, Atlantic Beach & Neptune Beach	GF/GSD within USD 5, Baldwin	Total			
2017/18 Preliminary Taxable Values		\$	53,066,837,512	\$	5,770,461,163	\$	45,012,850	\$	58,882,311,525
Operating Millage Rates			11.4419	8.1512	9.6312				
Council Approved Total Estimated Revenues at . . .	95.5%	\$	579,862,103	\$	44,919,555	\$	414,019	\$	625,195,677
FY 2018/19 BUDGET									
2018/19 Preliminary Taxable Values		\$	57,269,483,393	\$	6,240,225,683	\$	47,390,557	\$	63,557,099,633
Less New Construction			(1,234,643,042)		(90,813,867)		(462,727)		(1,325,919,636)
Taxable Value of Property Existing Last Year		\$	56,034,840,351	\$	6,149,411,816	\$	46,927,830	\$	62,231,179,997
Operating Millage Rate			11.4419	8.1512	9.6312				
Estimated Revenues at . . .	95.5%								
BEFORE NEW CONSTRUCTION		\$	612,293,513	\$	47,869,457	\$	431,633	\$	660,594,602
Increased Revenue on Property Existing Last Year		\$	32,431,410	\$	2,949,902	\$	17,614	\$	35,398,926
Change in budgeted Ad Valorem Revenues, as a percent.									5.66%
Estimated Revenues at . . .	95.5%								
ON NEW CONSTRUCTION		\$	13,490,962	\$	706,931	\$	4,256	\$	14,202,150
Change in budgeted Ad Valorem Revenues from new construction, as a percent.									2.27%
Total Estimated Revenues Increase		\$	45,922,372	\$	3,656,833	\$	21,870	\$	49,601,075
Change in budgeted Ad Valorem Revenues, as a percent.									7.93%
Total Proposed Estimated Revenues at	95.5%	\$	625,784,475	\$	48,576,388	\$	435,889	\$	674,796,752
Net to the General Fund GSD									
Total Proposed Estimated Revenues at	95.5%	\$	625,784,475	\$	48,576,388	\$	435,889	\$	674,796,752
Less Tax Increment Amounts at	95.0%	\$	(25,472,662)	\$	(7,340,189)	\$	-	\$	(32,812,851)
Net to the General Fund GSD		\$	600,311,813	\$	41,236,199	\$	435,889	\$	641,983,901
2018/19 ROLLED BACK RATES			10.8232	7.6451	9.2528				
2018/19 RATES AS PRESENTED ABOVE			11.4419	8.1512	9.6312				
PERCENTAGE ABOVE (BELOW) ROLLED BACK			5.72%	6.62%	4.09%				
DIFFERENCE FROM GSD MILLAGE RATE				(3.2907)	118.8%				
MINIMUM PER INTERLOCAL AGREEMENT				(3.2907)	118.8%				

**GENERAL SERVICES DISTRICT
SAMPLE RESIDENTIAL AD VALOREM TAX CALCULATION
COMPARING 2017 RATES TO THE MAYOR'S PROPOSED 2018 RATE**

TAXABLE VALUE CALCULATION	2017 Tax Rates	2018 Proposed Tax Rates	Change from 2017 to 2018	
(1) Median Assessed Value	\$ 118,775	\$ 128,104	\$ 9,329	7.85%
Less Original Homestead Exemption	(25,000)	(25,000)	-	0.00%
(2) Value Before Additional Homestead Exemption	\$ 93,775	\$ 103,104	\$ 9,329	9.95%
Value Not Subject to the Additional Homestead Exemption (A)	\$ (50,000)	\$ (50,000)	-	N/A
Value Subject to Additional Homestead Exemption	\$ 43,775	\$ 53,104	\$ 9,329	N/A
Additional Homestead Exemption	\$ (25,000)	\$ (25,000)	-	N/A
Remaining After Additional Exemption (B)	\$ 18,775	\$ 28,104	\$ 9,329	N/A
(3) (A) Plus (B) Equals Taxable Value	\$ 68,775	\$ 78,104	\$ 9,329	N/A

MILLAGE RATES

Local Government, GSD	11.4419	11.4419	0.0000	0.00%
Duval County School Board	6.4850	6.2930	(0.1920)	-2.96%
St John's Water Mgmt. District	0.2724	0.2562	(0.0162)	-5.95%
Florida Inland Navigation District	<u>0.0320</u>	<u>0.0320</u>	<u>0.0000</u>	0.00%
Total Millage	<u>18.2313</u>	<u>18.0231</u>	<u>(0.2082)</u>	<u>-1.14%</u>

AD VALOREM TAXES

Local Government, GSD	\$ 786.92	\$ 893.66	\$ 106.74	13.56%
Duval County School Board	\$ 608.13	\$ 648.83	\$ 40.70	6.69%
St John's Water Mgmt. District	\$ 18.73	\$ 20.01	\$ 1.28	6.83%
Florida Inland Navigation District	\$ 2.20	\$ 2.50	\$ 0.30	13.64%
Total Tax Bill	\$1,415.98	\$ 1,565.00	\$ 149.02	10.52%
Less Four Percent Discount for Payment in November	(56.64)	(62.60)	5.96	10.52%
Net Tax Bill	<u>\$1,359.34</u>	<u>\$ 1,502.40</u>	<u>\$ 143.06</u>	<u>10.52%</u>

Footnotes:

1. The *median* assessed value of single family homesteaded property is \$128,104 for the 2018 tax year. The median assessed value is the value whereby an equal number of homesteaded properties are valued higher and lower.
2. This value is used to calculate the ad valorem taxes due to the Duval County School Board only.
3. This value is used to calculate the ad valorem taxes due to the GSD, St. John's Water Management District, and the Florida Inland Navigation District.

**COUNCIL AUDITOR'S OFFICE
CITY OF JACKSONVILLE
AND ITS INDEPENDENT AGENCIES
BUDGET SUMMARY**

	2017/18		2018/19	
	ORIGINAL BUDGET		MAYOR'S PROPOSED BUDGET	
	TOTAL AGENCY BUDGET (see footnote A)	CONTRIBUTION TO (FROM) CITY	TOTAL AGENCY BUDGET (see footnote A)	CONTRIBUTION TO (FROM) CITY
Jacksonville Aviation Authority				
Operations	95,970,906		104,165,667	
Capital	42,944,176		42,242,802	
Total Jacksonville Aviation Authority	<u>\$ 138,915,082</u>	<u>\$ -</u>	<u>\$ 146,408,469</u>	<u>\$ -</u>
Jacksonville Port Authority				
Excess Telecommunications Contribution		(2,940,286)		(2,686,428)
Operations	65,478,099		70,849,597	
Capital	82,010,032		123,615,548	
Total Jacksonville Port Authority	<u>\$ 147,488,131</u>	<u>\$ (2,940,286)</u>	<u>\$ 194,465,145</u>	<u>\$ (2,686,428)</u>
Police and Fire Pension Fund	<u>\$ 12,249,471</u>	<u>\$ -</u>	<u>\$ 13,155,969</u>	<u>\$ -</u>
Business Improvement District	<u>\$ 1,393,379</u>	<u>\$ (458,491)</u>	<u>\$ 1,506,367</u>	<u>\$ (456,775)</u>
Jacksonville Housing Finance Authority	<u>\$ 320,000</u>	<u>\$ -</u>	<u>\$ 320,000</u>	<u>\$ -</u>
Jacksonville Transportation Authority				
General Fund for Community Trans Coordinator		(1,410,864)		(1,443,605)
Local Option Gas Tax per Interlocal Agreement		(30,413,360)		(32,257,947)
Local Option Sales Tax Fund		(91,222,241)		(97,300,757)
Mayport Ferry Capital		(312,500)		
Operations	125,028,366		131,054,982	
Capital	42,100,306		64,696,392	
Total Jacksonville Transportation Authority	<u>\$ 167,128,672</u>	<u>\$ (123,358,965)</u>	<u>\$ 195,751,374</u>	<u>\$ (131,002,309)</u>
J E A				
Electric Operations	1,268,533,999	91,471,795	1,286,303,790	92,941,553
Electric Capital	205,195,000		334,588,000	
Water & Sewer Operations	516,796,507	25,148,020	528,378,645	24,705,982
Water & Sewer Capital	236,511,000		248,461,000	
District Energy System Operations	9,125,828		9,256,655	
District Energy System Capital	3,241,000		5,108,000	
Total JEA	<u>\$ 2,239,403,334</u>		<u>\$ 2,412,096,090</u>	
Total Contribution to City General Fund		<u>\$ 116,619,815</u>		<u>\$ 117,647,535</u>
Total of City Independent Agencies	\$ 2,706,898,069	\$ (10,137,927)	\$ 2,963,703,414	\$ (16,497,977)
Contribution to Shands Jacksonville		(26,275,594)		(26,275,594)
Net General Government Contributions		<u>\$ (36,413,521)</u>		<u>\$ (42,773,571)</u>
Total of Jacksonville General Government Budget	<u>\$ 2,454,177,248</u>		<u>\$ 2,601,506,938</u>	
Total Budget, General Government and Independent Agencies	<u>\$ 5,161,075,317</u>		<u>\$ 5,565,210,352</u>	

A Interfund and interagency transfers have not been eliminated.

CITY OF JACKSONVILLE
SUMMARY OF BUDGETS

	FY 17-18 COUNCIL APPROVED	FY 18-19 MAYOR'S PROPOSED	FY 18-19 COUNCIL APPROVED
GENERAL FUND			
011 GENERAL FUND - GSD	1,170,403,835	1,209,498,411	
012 MOSQUITO CONTROL - STATE 1	44,632	53,122	
015 PROPERTY APPRAISER	10,009,580	10,798,060	
016 CLERK OF THE COURT	5,074,258	4,750,713	
017 TAX COLLECTOR	17,476,669	18,494,102	
018 EMERGENCY CONTINGENCY - SEC 106.107	60,732,316	61,868,714	
01A SPECIAL EVENTS	6,509,556	7,243,379	
TOTAL GENERAL FUND	1,270,250,846	1,312,706,501	
SPECIAL REVENUE FUNDS			
110 PLANNING, ECONOMIC DEV. & CONCUR MNGT	1,590,462	1,562,793	
120 AIR POLLUTION CONTROL & MONITORING	1,715,020	1,663,424	
130 SPORTS, CONVENTION & TOURISM DEV	9,410,000	10,419,796	
140 TRANSPORTATION	141,807,208	147,572,814	
150 GENERAL GOVERNMENT	22,507,035	27,833,299	
160 PUBLIC SAFETY	7,000,000.00	6,200,000	
170 EMERGENCY 9-1-1	4,445,720	6,670,544	
180 TAX INCREMENT DISTRICTS	33,018,408	35,706,664	
190 KID'S HOPE ALLIANCE	29,974,568	32,301,816	
1A0 COMMUNITY DEVELOPMENT BLOCK GRANT	195,000	195,000	
1D0 MAINTENANCE, PARKS AND RECREATION	5,807,465	6,621,449	
1H0 GENERAL GOVERNMENT	1,531,702	1,036,719	
110 BETTER JACKSONVILLE	74,402,754	75,808,471	
1L0 SPECIAL ASSESSMENT	1,009,000	-	
1S0 GENERAL GOVERNMENT	1,088,503	1,321,974	
TOTAL SPECIAL REVENUE FUNDS	335,502,845	354,914,763	
CAPITAL PROJECT FUNDS			
310 BOND PROJECTS	-	155,653	
320 GENERAL PROJECTS	127,327,323	117,946,662	
340 RIVER CITY RENAISSANCE PROJECT	7,811.00	18,088	
360 BOND PROJECTS	111,028.00	116,695	
TOTAL CAPITAL PROJECT FUNDS	127,446,162	118,237,098	
ENTERPRISE FUNDS			
410 PUBLIC PARKING SYSTEM	4,034,053	4,892,287	
430 MOTOR VEHICLE INSPECTION	466,524	502,876	
440 SOLID WASTE DISPOSAL	81,757,182	90,968,080	
460 STORMWATER SERVICES	42,546,622	36,849,928	
4F0 EQUESTRIAN CNT/NEFL EQUESTRIAN SOCIETY	405,126	465,508	
4G0 SPORTS COMPLEX CAPITAL MAINT	8,825,344	8,642,764	
4K0 CITY VENUES	85,180,680	89,281,181	
TOTAL ENTERPRISE FUNDS	223,215,531	231,602,624	
INTERNAL SERVICE FUNDS			
510 FLEET MANAGEMENT	90,796,738	95,116,315	
520 PURCHASING	2,537,364	2,631,067	
530 INFORMATION TECHNOLOGIES	42,013,256	67,907,241	
550 OFFICE OF GENERAL COUNSEL	10,858,164	12,118,298	
560 SELF INSURANCE	40,828,524	44,353,968	
570 GROUP HEALTH	94,683,862	100,767,209	
580 INSURED PROGRAMS	7,894,597	8,932,139	
590 DEBT MANAGEMENT FUNDS	173,027,648	182,107,055	
5A0 PUBLIC WORKS	46,323,916	50,527,378	
TOTAL INTERNAL SERVICE FUNDS	508,964,069	564,460,670	
TRUST AND AGENCY FUNDS			
610 GENERAL EMPLOYEES PENSION TRUST	15,140,403	16,436,360	
640 EXPENDABLE TRUST FUND	469,794	648,922	
TOTAL TRUST AND AGENCY FUNDS	15,610,197	17,085,282	
COMPONENT UNITS			
750 OFFICE OF ECONOMIC DEVELOPMENT	473,559	2,500,000	
TOTAL COMPONENT UNITS	473,559	2,500,000	
TOTAL FOR ALL GENERAL GOVERNMENT FUNDS	2,481,463,209	2,601,506,938	

CITY OF JACKSONVILLE, FLORIDA
SUMMARY OF EMPLOYEE CAPS BY SUBFUND

	FY 17-18 COUNCIL APPROVED	FY 18-19 MAYOR'S PROPOSED	FY 18-19 COUNCIL APPROVED	CHANGE FROM FY18
GENERAL FUND				
011 GENERAL FUND - GSD	6,088	6,158		70
015 PROPERTY APPRAISER	116	115		(1)
016 CLERK OF THE COURT	35	35		0
017 TAX COLLECTOR	226	226		0
01A SPECIAL EVENTS	14	14		0
TOTAL GENERAL FUND	6,479	6,548		69
SPECIAL REVENUE FUNDS				
112 CONCURRENCY MANAGEMENT SYSTEM	6	6		0
121 AIR POLLUTION TAG FEE	6	5		(1)
127 AIR POLLUTION EPA - SEC 111.750	11	10		(1)
132 TDC - SEC 111.600 FS 125.104	1	2		1
154 HAZARDOUS WASTE PROGRAM	5	5		0
159 BUILDING INSPECTION	145	163		18
15F TREE PROTECTION FUND - SEC 111.760	1	1		0
15V TEEN COURT PROGRAMS TRUST - SEC 111.375	6	5		(1)
15W LIBRARY CONF FACILITY TRUST-SEC 111.830	3	3		0
171 9-1-1 EMERGENCY USER FEE - SEC 111.320	5	5		0
191 KIDS HOPE ALLIANCE	38	39		1
1D1 HUGUENOT PARK - SEC 111.125	10	10		0
1D2 KATHRYN A. HANNA PARK - SEC 111.125	15	16		1
1DA CECIL FIELD COMMERCE CENTER	6	6		0
1H2 SPAY & NEUTER REBATE TRUST SEC 111.450	1	1		0
1S1 COURT COSTS \$65 FEE FS: 939.185	9	10		1
TOTAL SPECIAL REVENUE FUNDS	268	287		19
ENTERPRISE FUNDS				
412 PUBLIC PARKING	36	36		0
431 MOTOR VEHICLE INSPECTION - SEC 110.407	7	7		0
441 SOLID WASTE DISPOSAL	116	116		0
461 STORMWATER SERVICES	50	53		3
TOTAL ENTERPRISE FUNDS	209	212		3
INTERNAL SERVICE FUNDS				
511 FLEET MGMT - OPERATIONS	108	108		0
512 FLEET MGMT - VEHICLE REPLACEMENT	3	3		0
521 COPY CENTER / CENTRAL MAILROOM	5	5		0
531 ITD OPERATIONS	121	121		0
534 RADIO COMMUNICATIONS	10	10		0
551 OFFICE OF GENERAL COUNSEL	69	69		0
561 SELF INSURANCE	22	22		0
571 GROUP HEALTH	9	9		0
581 INSURED PROGRAMS	7	7		0
5A1 PUBLIC BUILDING ALLOCATIONS	59	61		2
TOTAL INTERNAL SERVICE FUNDS	413	415		2
TRUST AND AGENCY FUNDS				
611 GENERAL EMPLOYEES PENSION	5	5		0
TOTAL TRUST AND AGENCY FUNDS	5	5		0
TOTAL EMPLOYEE CAP FOR ALL SUBFUNDS	7,374	7,467		93

**Council Auditor's Office
Mayor's FY 2018/19 Proposed Budget
Overall Employee Cap Reconciliation**

FY 2017/2018 Council Approved Employee Cap (City-Wide)	7,374	
Net Change in Positions during FY 2017/2018	(44) *	
Sub-total FY 2017/2018	7,330	
Positions Added in Mayor's Proposed FY 2018/2019 Budget	140 **	
Positions Eliminated in Mayor's Proposed FY 2018/2019 Budget	(3) ***	
Proposed FY 2018/2019 Employee Cap (City-Wide)	7,467	

Notes:

* The net change in positions during fiscal year 2017/18 is due to the following changes:

- Sixty-six (66) positions were red-lined in the Sheriff's Office (General Fund/GSD) during fiscal year 2017/18 per 2017-504-E.
- Eleven (11) positions were added in Fire and Rescue per ordinances 2017-791-E and 2018-110-E (General Fund/GSD).
- Ten (10) positions were added in Building Inspection per ordinance 2018-107-E (Non-General Fund/GSD).
- One (1) position was added in the Kid's Hope Alliance per ordinance 2018-268-E (Non-General Fund/GSD).

** The positions being added in the proposed budget for FY 2018/2019 are:

- Eighty-four (84) in Fire and Rescue (General Fund/GSD), in which thirty-six (36) are new and funded for 9 months, twenty-seven (27) are transferring into the General Fund/GSD during the fiscal year from grant funding, eighteen (18) are funded for 6 months, and three (3) are funded for the entire year.
- Nineteen (19) positions in the Sheriff's Office (General Fund/GSD), in which fifteen (15) are transferring in from grant funding during the fiscal year and four (4) are funded for the entire year.
- Thirteen (13) positions in the Public Libraries (General Fund/GSD).
- Eight (8) positions in Building Inspection (Non-General Fund/GSD).
- Three (3) positions in the Parks, Recreation, and Community Services Department (General Fund/GSD).
- Two (2) positions in the Downtown Investment Authority (General Fund/GSD).
- Two (2) positions in Finance and Administration (General Fund/GSD).
- Two (2) positions in the Medical Examiner's Office (General Fund/GSD).
- Two (2) positions in Public Buildings Allocations (Non-General Fund/GSD).
- One (1) position in City Council to VAB (General Fund/GSD).
- One (1) position in Neighborhoods (General Fund/GSD).
- One (1) position in the Office of Inspector General (General Fund/GSD).
- One (1) position in the Tourist Development Council (Non-General Fund/GSD).
- One (1) position at Hanna Park (Non-General Fund/GSD).

***The positions being eliminated in the proposed budget for FY 2018/2019 are:

- One (1) position in the Property Appraiser's Office (Non-General Fund/GSD).
- One (1) position in Air Pollution Tag Fee (Non-General Fund/GSD).
- One (1) position in Air Pollution EPA (Non-General Fund/GSD).

CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND - GENERAL SERVICES DISTRICT
EMPLOYEE CAPS BY DEPARTMENT

	FY 17-18 Council Approved	FY 18-19 Mayor's Proposed	FY 18/19 Council Approved	Change From FY 17/18
FULL TIME EMPLOYEE POSITIONS				
ADVISORY BOARDS & COMMISSIONS	5	5		-
CITY COUNCIL	82	83		1
COURTS	2	2		-
DOWNTOWN INVESTMENT AUTHORITY	5	7		2
EMPLOYEE SERVICES	42	42		-
FINANCE AND ADMINISTRATION	103	105		2
FIRE AND RESCUE	1,339	1,434		95
HUMAN RIGHTS COMMISSION	7	7		-
MAYOR'S OFFICE*	28	28		-
MEDICAL EXAMINER	29	31		2
MILITARY AFFAIRS AND VETERANS	14	14		-
NEIGHBORHOODS	209	210		1
OFFICE OF ECONOMIC DEVELOPMENT	12	12		-
OFFICE OF ETHICS, COMPLIANCE & OVERSIGHT	1	1		-
OFFICE OF GENERAL COUNSEL	2	1		(1)
OFFICE OF INSPECTOR GENERAL	8	9		1
OFFICE OF SPORTS & ENTERTAINMENT	5	5		-
OFFICE OF THE SHERIFF	3,277	3,230		(47)
PARKS, RECREATION & COMMUNITY SVCS	254	258		4
PLANNING AND DEVELOPMENT	32	32		-
PUBLIC LIBRARIES	297	310		13
PUBLIC WORKS	304	301		(3)
SUPERVISOR OF ELECTIONS	31	31		-
TOTAL FULL TIME EMPLOYEE POSITIONS				-
GENERAL FUND - GENERAL SERVICES DISTRICT	<u>6,088</u>	<u>6,158</u>	<u></u>	<u>70</u>

Overall Explanation:

Within each department review, employee cap changes will be addressed. However, from an overall standpoint, changes were as follows:

City Council: The proposed budget includes adding one (1) position.

Downtown Investment Authority: The proposed budget includes adding two (2) positions.

Finance and Administration: The proposed budget includes adding two (2) positions.

Fire and Rescue: Eleven (11) positions were added during fiscal year 2017/18 and the proposed budget includes adding eighty-four (84) positions, in which thirty-six (36) are new and funded for 9 months, twenty-seven (27) are transferring into the General Fund/GSD during the fiscal year from grant funding, eighteen (18) are funded for 6 months, and three (3) are funded for the entire year.

Medical Examiner: The proposed budget includes adding two (2) positions.

Neighborhoods: The proposed budget includes adding one (1) position.

Office of General Counsel: One (1) position was transferred to the Mayor's Office during fiscal year 2017/18.

Office of the Inspector General: The proposed budget includes adding one (1) position.

Office of the Sheriff: Sixty-six (66) positions were red-lined during fiscal year 2017/18. Also, the proposed budget includes adding nineteen (19) positions in the Sheriff's Office (General Fund/GSD), in which fifteen (15) are transferring in from grant funding during the fiscal year and four (4) are funded for the entire year.

Parks, Recreation, and Community Services: One position was transferred from the Mayor's Office during the fiscal year 2016/17 post-budget process for fiscal year 2017/18. Also, the proposed budget includes adding three (3) positions.

Public Libraries: The proposed budget includes adding thirteen (13) positions.

Public Works: Three (3) positions were transferred to Stormwater (Non-General Fund/GSD - subfund 461).

* Due to the Parks, Recreation, and Community Services Department and the Office of the General Counsel transfers, the Mayor's Office cap stayed

**COUNCIL AUDITOR'S OFFICE
GENERAL FUND - GSD PERSONNEL EXPENSES
PROPOSED FY 2018/19 BUDGET**

	2017/2018 Mayor's Proposed	2018/2019 Mayor's Proposed	\$ Change	% Change
(A) SALARIES	\$ 383,653,450	\$ 419,069,588	\$ 35,416,138	9.23%
(B) EMPLOYER PROVIDED BENEFITS	\$ 221,291,759	\$ 239,819,016	\$ 18,527,257	8.37%
(C) SALARIES/ BENEFITS LAPSES	\$ (5,969,459)	\$ (6,761,199)	\$ (791,740)	13.26%
TOTAL PERSONNEL	<u>\$ 598,975,750</u>	<u>\$ 652,127,405</u>	<u>\$ 53,151,655</u>	8.87%

(A) Overall, salary expenses within the General Fund-GSD increased by \$35,416,138, or 9.23%. Regular salaries increased by \$28,799,963, part-time salaries increased by \$3,239,228, leave sellback increased by \$1,101,379, special pay (pensionable) increased by \$787,302, and out-of-class pay (pensionable) increased by \$567,145.

Regular salaries are increasing by \$28,799,963, primarily due to increases of \$13,912,278 in the Office of the Sheriff, \$10,390,390 in Fire and Rescue, and 984,874 in Public Libraries. The increase in the Office of the Sheriff is mainly due to planned general wage increases included in their approved collective bargaining agreements and to fully fund the one-hundred (100) new positions added in the FY 2017/18 budget that only partially funded eighty (80) positions and provided no funding for twenty (20) positions. There are fifteen (15) COPS grant positions being moved in to the General Fund-GSD that will be funded for 11 months in FY 2018/19 and four (4) fully funded positions for the Real Time Crime Center. This was partially offset by the elimination of sixty-six (66) redlined positions that were funded for one month in FY 2017/18. The increase in Fire and Rescue is mainly due to the general wage increases from collective bargaining and ninety-five (95) positions being added, when compared to the adopted FY 2017/18 budget. Twenty-seven (27) of the added positions are SAFER grant positions being added to the General Fund-GSD and eleven (11) positions were added by legislation during FY 2017/18. The remaining fifty-seven (57) positions include partial funding for temporary station 61 (18 positions); new rescue units 17, 37 and 44 (21 positions); relief positions (15 positions); and fire protection positions (3 positions). The increase in Public Libraries is mainly due to the general wage increases from collective bargaining and the addition thirteen (13) positions to provide a total of 72 additional hours of operation between nine branch locations.

Part-time Salaries are increasing by \$3,239,228, primarily due to an increase of \$2,207,280 for the Supervisor of Elections due to going from one to three elections. Additional increases include \$513,487 in the Office of the Sheriff, \$168,634 in Public Libraries, and \$118,395 for Fire and Rescue.

Leave sell back is increasing by \$1,101,379, primarily due to increases of \$573,307 for Fire and Rescue and \$496,728 for the Office of the Sheriff. These amounts are based on estimates provided by Employee Services.

The increases of \$787,302 in special pay (pensionable) and \$567,145 in out-of-class pay (pensionable) are primarily attributable to increases for Fire and Rescue.

(B) Overall, employer provided benefits is increasing by \$18,527,257, or 8.37%. Group Hospitalization insurance increased by \$11,515,956 while Worker's Compensation (including Heart and Hypertension) increased by \$2,302,349. Additionally, total defined contribution plan contributions are increasing by \$6,661,205 which is partly offset by a total decrease of \$2,574,631 in defined benefit plan contributions.

The increase of \$11,515,956 in Group Hospitalization is primarily due to the elimination of the five contribution "holidays" budgeted in FY 2017/18. The increase of \$2,302,349 in Workers' Compensation (including Heart and Hypertension) can be primarily attributed to increases in Fire and Rescue of \$1,192,405 and the Office of the Sheriff of \$996,691. These increases are based on the annual actuarial study and how interest earned and administrative expenses of Workers' Compensation are allocated amongst the users. Also, the increase is partially attributable to establishing a new joint operating reserve pursuant to ordinance 2018-380-E.

The City's pension contribution for the General Employee and Corrections Officers' defined benefit plans are increasing from last year, while the Police & Fire is decreasing. Note that the decrease in the budgeted Police & Fire Pension contribution is due to an increase in the use of the City's reserve account within the Police and Fire Pension Fund. The amount increased from \$20,000,000 in FY 2017/18 to \$24,736,292 in FY 2018/19. The Defined Contribution plan contributions are increasing based on expected increased participation resulting from employee turnover and new positions.

Pension Plan	FY 2017/18		FY 2018/19	
	Rate	Amount	Rate	Amount
General Employees' Pension Plan - DB	n/a	\$ 17,484,276	n/a	\$ 18,573,530
Corrections Officers' Pension Plan - DB	n/a	\$ 13,945,229	n/a	\$ 14,456,757
Police & Fire Pension Plan - DB	n/a	\$ 114,505,920	n/a	\$ 110,320,502
General Employees' Pension Plan - DC	12.00%	\$ 3,433,797	12.00%	\$ 4,929,912
Public Safety Pension Plan - DC	25.00%	\$ 2,203,011	25.00%	\$ 7,378,106

(C) The increase in the salaries and benefits lapse is due to increases in Salary and Benefit costs mentioned above.

**COUNCIL AUDITOR'S OFFICE
MAYOR'S PROPOSED FY 2018/19 BUDGET
SALARY AND BENEFITS LAPSE SCHEDULE**

<u>SF</u>	<u>Department</u>	<u>FY 17/18 Council Approved</u>	<u>FY 18/19 Proposed</u>	<u>Change</u>
GSD Salary and Benefits Lapse				
011	Non-Departmental ¹	(2,572,757)	(3,186,789)	(614,032)
011	Office of the Sheriff ²	(3,396,702)	(3,574,410)	(177,708)
Total General Fund/GSD		(5,969,459)	(6,761,199)	(791,740)
Salary and Benefits Lapse by Non-GSD Subfund				
015	Property Appraiser	(151,336)	(133,298)	18,038
016	Clerk of the Court	(47,305)	(54,607)	(7,302)
017	Tax Collector	(231,928)	(274,397)	(42,469)
01A	Special Events	(13,246)	(12,198)	1,048
159	Building Inspection	(111,985)	(161,330)	(49,345)
15V	Teen Court Programs Trust	(12,556)	(10,094)	2,462
191	Jacksonville Children's Commission	(26,553)	(67,015)	(40,462)
1D1	Huguenot Park	(8,108)	(8,359)	(251)
1D2	Kathryn A. Hanna Park	(13,932)	(17,642)	(3,710)
1DA	Cecil Field Commerce Center	(7,332)	(5,525)	1,807
412	Public Parking	(29,768)	(35,876)	(6,108)
431	Motor Vehicle Inspection	(8,945)	(15,070)	(6,125)
441	Solid Waste Disposal	(115,812)	(167,417)	(51,605)
511	Fleet Management - Operations	(182,503)	(236,003)	(53,500)
531	ITD Operations	(313,832)	(321,862)	(8,030)
534	Radio Communications	(9,474)	(11,592)	(2,118)
551	Office of General Counsel	(255,739)	(262,177)	(6,438)
561	Self Insurance	(16,382)	(22,560)	(6,178)
571	Group Health	(13,737)	(16,090)	(2,353)
581	Insured Programs	(10,093)	(8,215)	1,878
5A1	Public Building Allocations	(33,859)	(49,622)	(15,763)
Total Lapse for Other Sub-funds		(1,614,425)	(1,890,949)	(276,524)
Total Budgeted Lapse		(7,583,884)	(8,652,148)	(1,068,264)

Overall Comment - The lapse calculations do not include the defined benefit pension amounts per employee since these are budgeted at the actuarial dollar amount. Most lapses are increasing due to scheduled salary increases and more employee participation in the defined contribution plan.

¹Non-Departmental GSD Lapse

The personnel lapse is generally applied to the non-departmental index code as opposed to the individual departments in the General Services District. Per the Administration, the reason it is applied to non-departmental is to establish a more defined personnel lapse that is based on true historical vacancy rates rather than an arbitrary percentage that forced departments to keep the same positions vacant year after year.

²Office of the Sheriff Lapse

The Sheriff's Office has its own lapse due to the fact its budget makes up such a large portion of the overall General Fund/GSD budget. The FY 2018/19 lapse amount of \$3,574,410 is based on the lapse model.

CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND/GENERAL SERVICES DISTRICT (011)
SCHEDULE OF REVENUES

	FN	FY 17/18 COUNCIL APPROVED	FY 18/19 MAYOR'S PROPOSED	INCREASE/ (DECREASE)	RECOMMENDATION REFERENCE
NON-DEPARTMENTAL REVENUES					
AD VALOREM TAXES	A	\$ 625,195,677	\$ 674,796,752	\$ 49,601,075	
DISTRIBUTIONS TO TAX INCREMENT DISTRICTS		(29,281,046)	(32,812,851)	(3,531,805)	
NET AD VALOREM TAXES		\$ 595,914,631	\$ 641,983,901	\$ 46,069,270	
COMMUNICATIONS SERVICES TAX		32,856,366	32,013,388	(842,978)	1
CONTRIBUTIONS FROM OTHER FUNDS	B	5,172,448	9,119,286	3,946,838	
CONTRIBUTIONS FROM OTHER LOCAL UNITS	C	116,619,815	117,647,535	1,027,720	
DISPOSITION OF FIXED ASSETS		125,000	100,000	(25,000)	
FEDERAL GRANTS	D	322,103	60,328	(261,775)	2
FEDERAL PAYMENTS IN LIEU OF TAXES		25,119	24,500	(619)	
FRANCHISE FEES	E	40,634,300	40,910,476	276,176	3
INTEREST, INCL PROFITS ON INVESTMENTS	F	2,702,077	2,613,749	(88,328)	
LOCAL BUSINESS TAX	G	7,106,286	7,025,691	(80,595)	
NON OPERATING SOURCES	H	22,568,097	8,950,000	(13,618,097)	
OTHER CHARGES FOR SERVICES	I	13,337,627	14,123,777	786,150	
OTHER FINES AND/OR FORFEITS	J	1,098,209	772,470	(325,739)	
OTHER MISCELLANEOUS REVENUE	K	5,379,375	5,614,775	235,400	4
RENTS AND ROYALTIES	L	100,000	100,000	-	
SALES AND USE TAXES		1,159,338	1,276,571	117,233	
STATE SHARED REVENUES	M	173,714,313	177,033,092	3,318,779	
UTILITY SERVICE TAXES		91,763,077	93,835,091	2,072,014	
VIOLATIONS OF LOCAL ORDINANCES		500	200	(300)	
TOTAL NON-DEPARTMENTAL REVENUES		\$ 1,110,598,681	\$ 1,153,204,830	\$ 42,606,149	
ADVISORY BOARDS AND COMMISSIONS		\$ 88,500	\$ 242,500	\$ 154,000	
CITY COUNCIL		342,586	374,666	32,080	
DOWNTOWN INVESTMENT AUTHORITY		39,820	40,600	780	
EMPLOYEE SERVICES		1,300	1,500	200	
FINANCE AND ADMINISTRATION		90,982	90,982	-	
FIRE AND RESCUE		35,904,301	32,520,764	(3,383,537)	
HUMAN RIGHTS COMMISSION		66,850	39,250	(27,600)	
MAYOR'S OFFICE		65,000	72,606	7,606	
MEDICAL EXAMINER		1,727,733	1,784,378	56,645	
MILITARY AFFAIRS AND VETERANS		500	150	(350)	
NEIGHBORHOODS		1,660,922	1,824,545	163,623	
OFFICE OF ECONOMIC DEVELOPMENT		120	120	-	
OFFICE OF ETHICS, COMPLIANCE AND OVERSIGHT		20,000	22,000	2,000	
OFFICE OF INSPECTOR GENERAL		115,000	115,000	-	
OFFICE OF THE SHERIFF		11,998,718	11,282,598	(716,120)	
PARKS, RECREATION & COMMUNITY SERVICES		779,575	807,433	27,858	
PLANNING AND DEVELOPMENT		1,159,125	1,164,997	5,872	
PUBLIC LIBRARIES		276,725	276,025	(700)	
PUBLIC WORKS		5,442,397	5,633,466	191,069	
SUPERVISOR OF ELECTIONS		25,000	1	(24,999)	
TOTAL DEPARTMENTAL REVENUES	N	\$ 59,805,154	\$ 56,293,581	\$ (3,511,573)	
TOTAL GENERAL FUND/GENERAL SERVICES DISTRICT (011) REVENUES		\$ 1,170,403,835	\$ 1,209,498,411	\$ 39,094,576	

CITY OF JACKSONVILLE, FLORIDA					
GENERAL FUND/GENERAL SERVICES DISTRICT (011)					
SCHEDULE OF REVENUES					
	FN	FY 17/18 COUNCIL APPROVED	FY 18/19 MAYOR'S PROPOSED	INCREASE/ (DECREASE)	RECOMMENDATION REFERENCE
CONTRIBUTIONS FROM OTHER FUNDS					
TRANSFER FR NE CRA-PR YR LOAN REPAYMENT (SF 181)	O	1,133,993	202,595	(931,398)	
TRANSFER FROM SOUTHSIDE TID (SF 182)	P	406,954	425,608	18,654	
TRANSFER FROM DOWNTOWN NW CRA (SF 183)		2,500	2,500	-	
TRANSFER FROM JIA REDEVELOPMENT CRA (SF 185)		2,500	2,500	-	
TRANSFER FROM SOUTEL/KING CRA (SF 186)		2,500	2,500	-	
TRANSFER FROM RENEW ARLINGTON CRA (SF 187)		2,500	2,500	-	
TRANSFER FROM COMMUNITY DEV (SF 1A1)	Q	120,000	120,000	-	
TRANSFER FROM SOLID WASTE-PR YR LOAN REPAY (441)	O	-	3,058,842	3,058,842	
TRANSFER FROM STORMWATER-PR YR LOAN REPAY (461)	O	-	2,324,997	2,324,997	
TRANSFER FROM PUBLIC BUILDINGS (SF 5A1)	R	2,966,257	2,977,244	10,987	
TRANSFER FROM RED LIGHT CAMERA REVENUE (SF 64C)	S	535,244	-	(535,244)	
TOTAL CONTRIBUTIONS FROM OTHER FUNDS		\$ 5,172,448	\$ 9,119,286	\$ 3,946,838	
CONTRIBUTIONS FROM OTHER LOCAL UNITS					
CONTRIBUTION FROM JEA ELECTRIC		\$ 91,471,795	\$ 92,941,553	\$ 1,469,758	
CONTRIBUTION FROM JEA WATER & SEWER		25,148,020	24,705,982	(442,038)	
TOTAL CONTRIBUTIONS FROM OTHER LOCAL UNITS	T	\$ 116,619,815	\$ 117,647,535	\$ 1,027,720	
STATE SHARED REVENUE DETAIL					
1/2 CENT SALES TAX		\$ 96,686,645	\$ 102,512,110	\$ 5,825,465	
ALCOHOLIC BEVERAGE LICENSE		720,500	768,453	47,953	
GASOLINE TAXES 7TH CENT		4,245,630	4,195,658	(49,972)	
INSURANCE AGENTS LICENSES		191,151	117,865	(73,286)	
MOBILE HOME LICENSES		243,872	205,740	(38,132)	
MOTOR FUEL USE TAX-COUNTY		15,028	9,028	(6,000)	
MUNICIPAL FUEL TAX REFUND		169,020	-	(169,020)	
REV SHARED-1/17 CIGARETTE TAX		349,739	349,945	206	
REV SHARED-8TH CENT GAS TAX	U	8,525,430	7,679,360	(846,070)	
REV SHARED-COUNTY SALES		23,291,694	25,348,043	2,056,349	
REV SHARED-MUNICIPAL SALES	U	28,260,611	25,219,118	(3,041,493)	
SPECIAL FUEL & MOTOR FUEL USE TAX		4,248	2,548	(1,700)	
REV SHARED-POPULATION(6.24) FS248.23(2)		5,759,476	5,841,763	82,287	
SURPLUS GAS TAX		5,251,269	4,783,461	(467,808)	
TOTAL STATE SHARED REVENUE		\$ 173,714,313	\$ 177,033,092	\$ 3,318,779	

**COUNCIL AUDITOR'S OFFICE
GENERAL FUND/GENERAL SERVICES DISTRICT (011)
REVENUE FOOTNOTES AND RECOMMENDATIONS**

FOOTNOTES:	
A.	The Mayor's proposed budget includes the proposed rate of 11.4419 mills for the General Fund/General Services District (GF/GSD), 8.1512 for the Beaches and 9.6312 for Baldwin and are the same rates levied in the current fiscal year. These rates will generate an estimated \$674,796,752 in Ad Valorem Taxes and are in accordance with the interlocal agreements.
B.	A breakdown of Contributions from Other Funds can be seen on the Supporting Revenue Detail page.
C.	A breakdown of Contributions from Other Local Units can be seen on the Supporting Revenue Detail page.
D.	This represents an interest rebate on the Build America Bonds (BABs) from the American Recovery and Reinvestment Act received from the United States Treasury. The decrease is due to a reduction in principal outstanding. See Recommendation #2 below.
E.	Franchise Fees include payments from JEA and other businesses for the sale of water/sewer, electric, gas. See Recommendation #3 below.
F.	The Mayor's proposed budget of approximately \$2.6 million uses the Treasury Division's projected interest rate of 1.51% for FY 18/19, which was the same rate used in FY 17/18.
G.	The Local Business Taxes are those fees paid by businesses that are located in Duval County. The projected decrease is based on year-to-date and historical revenue.
H.	This represents a transfer from fund balance. Of the total proposed FY 18/19 transfer amount, \$6.2 million will be transferred out to Subfund 165 for Hurricane Irma expenses. The remaining \$2.75 million will be placed in a judgments, claims and losses account, as directed by 2018-263-E.
I.	Other Charges for Services represents the indirect cost recovery, which represents allocations to non-general funds for administrative services and overhead costs used by those activities.
J.	The City receives 50.8% of Civil Traffic Citations of which 70% go to the GF/GSD and 30% go to the Police and Fire Pension Fund.
K.	Other Miscellaneous Revenue consists primarily of a Payment in Lieu of Taxes by Florida Power and Light (FPL), fees received for the inmate pay telephone system and payphones residing on City property, the Hyatt (formerly Adam's Mark) hotel 1% surcharge, indirect cost recovered from grant subfunds, and miscellaneous services and charges. The increase is mostly the result of an increase in the payment from FPL. See Recommendation #4 below.
L.	Rents and Royalties represents the Jacksonville Landing annual rent payment.
M.	A breakdown of State-Shared revenue can be seen on the Supporting Revenue Detail Page.
N.	Departmental Revenues will be discussed with the departmental budgets.
O.	The FY 18/19 proposed transfer represents repayment of the FY17/18 budgeted GF/GSD contributions to Subfunds 181, 441 and 461. For Subfund 181, the annual audit fee of \$2,500 is included in this line item.
P.	The FY 18/19 proposed transfer will be used for administrative costs per Code Sec. 111.640 (c).
Q.	This represents a transfer of grant funding from Community Development Block Grant (Subfund 1A1) to the GF/GSD to partially offset the costs of the Independent Living Program, which is part of the Parks, Recreation and Community Services Department within the GF/GSD.
R.	This represents a transfer from Public Buildings (Subfund 5A1) to pay the debt service costs of the Ed Ball and the Haverty's buildings, which must be paid from the GF/GSD since that is where the assets are recorded.
S.	This represented projected revenue from red light camera fines associated with the red light camera program. The contract in place ended 12/31/2017, at which time the program was discontinued.
T.	The budgeted contribution from JEA Electric and Water & Sewer reflects the revised calculation for the annual contribution to the City pursuant to Ordinance 2015-764-E, which is based on a percentage of JEA's sales with a guaranteed minimum. The amount included in the budget represents the minimum contribution.
U.	The FY 18/19 proposed budget for the 8th cent gas tax and the municipal sales tax revenue are budgeted at a combined \$32,898,478, which is more conservative than the State's estimate of \$33,265,225. These estimates are in line with FY 17/18 activity levels.

RECOMMENDATIONS:	
1.	We recommend that the Communication Services Tax (CST) revenue be decreased by \$297,612 to \$31,715,776, the amount projected by the State. This decrease in CST will be offset by a decrease of \$124,577 in the non-departmental expenditure transfer to JPA. The net impact to Special Council Contingency will be a negative \$173,035.
2.	We recommend that the Federal Grants revenue be increased by \$191,690 to \$252,018. This amount is based on amortization schedules provided by Treasury. This will have a positive impact of \$191,690 to Special Council Contingency.
3.	The revenue amount included in the budget related to the Right-of-Way agreement with Buckeye Terminals, LLC is overstated because it reflects the incorrect year's payment amount. We recommend that the amount be reduced by \$2,246 to \$74,862. This will have a negative impact of \$2,246 to Special Council Contingency.
4.	We recommend decreasing the Payment in Lieu of Taxes - FPL by \$32,725 to \$3,166,728 in order to reflect current assessed values in progress and the proposed millage rates. This will have a negative impact of \$32,725 to Special Council Contingency.

The net effect of these recommendations results in a negative impact of \$16,316 to Special Council Contingency.

**CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (S/F 011)
SCHEDULE OF EXPENDITURES**

	FY 17-18 COUNCIL APPROVED	FY 18-19 MAYOR'S PROPOSED	CHANGE FROM ORIGINAL BUDGET	CHANGE (%)
DEPARTMENTAL EXPENSES*				
ADVISORY BOARDS & COMMISSIONS	478,997	504,791	25,794	5.39%
CITY COUNCIL	10,061,014	11,008,720	947,706	9.42%
COURTS	3,986,479	3,680,911	(305,568)	-7.67%
DOWNTOWN INVESTMENT AUTHORITY	1,261,119	1,670,204	409,085	32.44%
EMPLOYEE SERVICES	7,077,655	10,812,967	3,735,312	52.78%
FINANCE AND ADMINISTRATION	13,065,944	13,068,725	2,781	0.02%
FIRE AND RESCUE	216,787,949	234,254,649	17,466,700	8.06%
HUMAN RIGHTS COMMISSION	753,555	1,048,554	294,999	39.15%
MAYOR'S OFFICE	4,168,856	4,281,812	112,956	2.71%
MEDICAL EXAMINER	4,531,630	5,199,054	667,424	14.73%
MILITARY AFFAIRS AND VETERANS	1,199,889	1,277,916	78,027	6.50%
NEIGHBORHOODS	19,381,472	21,632,957	2,251,485	11.62%
OFFICE OF ECONOMIC DEVELOPMENT	1,589,404	1,682,776	93,372	5.87%
OFFICE OF ETHICS, COMPLIANCE & OVERSIGHT	308,689	373,072	64,383	20.86%
OFFICE OF GENERAL COUNSEL	290,702	2,912,542	2,621,840	901.90%
OFFICE OF INSPECTOR GENERAL	999,610	992,604	(7,006)	-0.70%
OFFICE OF SPORTS & ENTERTAINMENT	851,479	1,005,056	153,577	18.04%
OFFICE OF THE SHERIFF	408,524,452	439,129,748	30,605,296	7.49%
PARKS, RECREATION & COMMUNITY SVCS	45,209,806	46,498,922	1,289,116	2.85%
PLANNING AND DEVELOPMENT	4,378,428	4,499,838	121,410	2.77%
PUBLIC DEFENDER	2,164,001	2,183,686	19,685	0.91%
PUBLIC HEALTH	1,120,112	1,016,806	(103,306)	-9.22%
PUBLIC LIBRARIES	32,978,717	35,707,594	2,728,877	8.27%
PUBLIC WORKS	44,303,366	47,423,945	3,120,579	7.04%
STATE ATTORNEY	1,706,052	1,735,658	29,606	1.74%
SUPERVISOR OF ELECTIONS	5,874,877	9,003,309	3,128,432	53.25%
TOTAL DEPARTMENTAL EXPENSES	833,054,254	902,606,816	69,552,562	8.35%
NON-DEPARTMENTAL EXPENSES**				
CITYWIDE ACTIVITIES	97,102,750	111,494,689	14,391,939	14.82%
CONTINGENCIES	58,496,865	18,583,523	(39,913,342)	-68.23%
DEBT FEES - BOND RELATED	69,275	59,175	(10,100)	-14.58%
DEBT SERVICE TRANSFERS - FISCAL AGENT	273,651	263,951	(9,700)	-3.54%
DEBT SERVICE TRANSFERS - INTEREST	20,755,208	19,294,574	(1,460,634)	-7.04%
DEBT SERVICE TRANSFERS - PRINCIPAL	44,631,614	31,183,986	(13,447,628)	-30.13%
INTER-LOCAL AGREEMENTS	2,395,483	2,477,962	82,479	3.44%
SUBFUND LEVEL ACTIVITIES	4,420,090	4,352,924	(67,166)	-1.52%
TRANSFER OUT TO OTHER FUNDS	109,204,645	119,180,811	9,976,166	9.14%
TOTAL NON-DEPARTMENTAL EXPENSES	337,349,581	306,891,595	(30,457,986)	-9.03%
TOTAL GENERAL FUND - GSD EXPENSES	1,170,403,835	1,209,498,411	39,094,576	3.34%

* - Departmental expenses will be discussed within the departmental budgets.

** - Breakdown of each category of non-departmental expenses can be seen in the pages that follow.

**CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (S/F 011)
SCHEDULE OF NON-DEPARTMENTAL EXPENDITURES**

	FY 17-18 COUNCIL APPROVED	FY 18-19 MAYOR'S PROPOSED	CHANGE FROM ORIGINAL BUDGET	% CHANGE	FOOT NOTE
CITYWIDE ACTIVITIES					
415 LIMIT PENSION COST	45,783	55,341	9,558	20.88%	1
AGAPE COMMUNITY HEALTH CENTER	187,926	100,000	(87,926)	-46.79%	2
ALCOHOL REHABILITATION PROGRAM	399,989	399,989	-	0.00%	
ALLOCATIONS - VACANT BUILDINGS	526,805	524,404	(2,401)	-0.46%	3
ANNUAL INDEPENDENT AUDIT	322,050	320,000	(2,050)	-0.64%	
ART IN PUBLIC PLACES	3,582	4,197	615	17.17%	4
BUSINESS IMPRV DISTRICT-DOWNTOWN VISION	458,491	456,775	(1,716)	-0.37%	5
CIP DEBT SERVICE REPAYMENT	25,124,041	36,110,304	10,986,263	43.73%	6
CONSTITUTIONAL GAS TAX TO FISCAL AGENT	5,251,269	4,783,461	(467,808)	-8.91%	7
DEBT SERVICE - ED BALL BUILDING	1,289,954	1,293,725	3,771	0.29%	
DEBT SERVICE - HAVERTY BUILDING	1,676,303	1,683,519	7,216	0.43%	
ECON DEV TRAINING GRANT -AMAZON 2	200,000	-	(200,000)	-100.00%	8
ECON DEV TRAINING GRANT -GE	200,000	200,000	-	0.00%	9
ECONOMIC GRANT PROGRAM	3,001,000	5,315,000	2,314,000	77.11%	10
EDEN EXCHANGE: CATCH-A-BREAK	150,000	-	(150,000)	-100.00%	11
EX-OFFENDER EMPLOYMENT	-	400,000	400,000	NA	12
FILING FEE LOCAL ORD-PUBLIC DEF FS27.54	23,000	18,000	(5,000)	-21.74%	13
FILING FEE LOCAL ORD-ST ATTORNEY FS27.34	52,000	52,000	-	0.00%	14
FLORIDA RECOVERY SCHOOL	-	100,000	100,000	NA	15
GROUNDWORK JACKSONVILLE	-	50,000	50,000	NA	16
JACKSONVILLE AREA LEGAL AID	266,000	-	(266,000)	-100.00%	11
JACKSONVILLE LANDING	244,716	242,626	(2,090)	-0.85%	17
JUVENILE JUSTICE	4,288,167	3,750,656	(537,511)	-12.53%	18
LICENSE AGREEMENTS AND FEES	19,340	19,863	523	2.70%	19
LOBBYIST FEES	150,000	150,000	-	0.00%	
MANATEE STUDY	90,000	90,000	-	0.00%	20
MAYORAL TRANSITIONAL GOVT: 20.110G	-	75,000	75,000	NA	21
MEDICAID PROGRAM F.S. 409.915	15,165,000	15,885,000	720,000	4.75%	22
MUNICIPAL DUES & AFFILIATION	14,885	14,942	57	0.38%	23
MUNICIPAL DUES/AFFILIATION SEC 10.109	200,650	201,834	1,184	0.59%	23
N. FL TPO (TRANSPORTATION PLANNING ORG)	230,748	234,203	3,455	1.50%	24
NE FL REGIONAL TRANSPORTATION COMMISSION	96,751	-	(96,751)	-100.00%	25
NEW TOWN SUCCESS ZONE	-	161,300	161,300	NA	26
NON DEPARTMENTAL IS ALLOCATIONS	555,921	612,570	56,649	10.19%	27
NORTHEAST FL REGIONAL COUNCIL (NEFRC)	378,696	384,093	5,397	1.43%	28
OPERATION NEW HOPE	-	400,000	400,000	NA	29
OPIOID EPIDEMIC PROGRAM	-	240,000	240,000	NA	30
PRISONERS OF CHRIST	-	400,000	400,000	NA	31
PSG - CULTURAL COUNCIL	2,846,580	2,846,580	-	0.00%	32
PUBLIC SAFETY DC PLAN ADMINISTRATION	73,765	6,726	(67,039)	-90.88%	33
PUBLIC SERVICE GRANTS	2,624,196	2,624,196	-	0.00%	34
QUALIFIED TARGET INDUSTRIES	766,975	850,900	83,925	10.94%	35
REFUND - TAXES OVERPD/ERROR/CONTROVERSY	4,000	2,000	(2,000)	-50.00%	
SHANDS JAX MEDICAL CENTER CONTRIBUTION	26,275,594	26,275,594	-	0.00%	36
SMG - TAXSLAYER BOWL AMENDMENT#3	835,102	839,970	4,868	0.58%	37
STORMWATER 501C3/LOW INCOME SUBSIDY	1,563,732	1,570,182	6,450	0.41%	38
SUBSIDIZED PENSION FUNDS	17,239	17,239	-	0.00%	39
TAX DEED PURCHASES	200,000	300,000	100,000	50.00%	40
UNITED WAY 211	-	150,000	150,000	NA	41
ZOO CONTRACT	1,282,500	1,282,500	-	0.00%	
TOTAL CITYWIDE ACTIVITIES	97,102,750	111,494,689	14,391,939	14.82%	

**CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (S/F 011)
SCHEDULE OF NON-DEPARTMENTAL EXPENDITURES**

	FY 17-18 COUNCIL APPROVED	FY 18-19 MAYOR'S PROPOSED	CHANGE FROM ORIGINAL BUDGET	% CHANGE	FOOT NOTE
CONTINGENCIES					
CONTINGENCY - COLL. BARGAINING REOPENER	2,000,000	2,000,000	-	0.00%	42
CONTINUATION GRANT MATCH(B1-B)	501,309	1,820,641	1,319,332	263.18%	43
EXECUTIVE OP CONTINGENCY - COUNCIL	100,000	100,000	-	0.00%	
EXECUTIVE OP CONTINGENCY - MAYOR	100,000	100,000	-	0.00%	
F.I.N.D GRANT MATCH	1,411,282	1,960,000	548,718	38.88%	44
FEDERAL MATCHING GRANT	250,000	250,000	-	0.00%	45
PENSION REFORM RESERVES	52,559,668	12,052,882	(40,506,786)	-77.07%	46
SP COUNCIL CONT-POLICE ATHLETIC LEAGUE	500,000	-	(500,000)	-100.00%	11
SPECIAL COUNCIL CONTINGENCY - JAX CHAMBER	200,000	300,000	100,000	50.00%	
SPECIAL COUNCIL CONTINGENCY-SHERIFF	874,606	-	(874,606)	-100.00%	11
TOTAL CONTINGENCIES	58,496,865	18,583,523	(39,913,342)	-68.23%	
DEBT FEES - BOND RELATED					
FISCAL AGENT FEES GF-GSD	69,275	59,175	(10,100)	-14.58%	
TOTAL DEBT FEES - BOND RELATED	69,275	59,175	(10,100)	-14.58%	
DEBT SERVICE TRANSFERS - FISCAL AGENT					
TRF FR 011 GF TO 22U - FISCAL AGENT FEES	1,000	-	(1,000)	-100.00%	
TRF FR 011 GF TO 255 - FISCAL AGENT FEES	450	450	-	0.00%	
TRF FR 011 GF TO 259 - FISCAL AGENT FEES	268,331	259,683	(8,648)	-3.22%	
TRF FR 011 GF TO 25A - FISCAL AGENT FEES	900	900	-	0.00%	
TRF FR 011 GF TO 25F - FISCAL AGENT FEES	450	450	-	0.00%	
TRF FR 011 GF TO 25G - FISCAL AGENT FEES	450	450	-	0.00%	
TRF FR 011 GF TO 25H - FISCAL AGENT FEES	450	450	-	0.00%	
TRF FR 011 GF TO 4F6 - FISCAL AGENT FEES	1,620	1,568	(52)	-3.21%	
TOTAL DEBT SERVICE TRANSFERS - FISCAL AGENT	273,651	263,951	(9,700)	-3.54%	47
DEBT SERVICE TRANSFERS - INTEREST					
TRF FR 011 GF TO 22H-06C ETR/CARLING	161,849	157,010	(4,839)	-2.99%	
TRF FR 011 GF TO 22U-01 RCR SALES TAX	374,966	-	(374,966)	-100.00%	
TRF FR 011 GF TO 255-06C ETR	62,545	30,514	(32,031)	-51.21%	
TRF FR 011 GF TO 259-08 A&B (97'S&02)	2,132,997	2,413,144	280,147	13.13%	
TRF FR 011 GF TO 25A-09 AB&C	1,614,817	1,465,084	(149,733)	-9.27%	
TRF FR 011 GF TO 25B-09C SPEC REV	272,835	207,670	(65,165)	-23.88%	
TRF FR 011 GF TO 25C-COURTHOUSE DEBT	752,434	677,164	(75,270)	-10.00%	
TRF FR 011 GF TO 25D-COURTHOUSE DEBT	1,850,397	1,809,770	(40,627)	-2.20%	
TRF FR 011 GF TO 25F-2012C SPEC REV	6,489,832	5,741,601	(748,231)	-11.53%	
TRF FR 011 GF TO 25G-2012D SPEC REV	316,420	276,943	(39,477)	-12.48%	
TRF FR 011 GF TO 25H-2012E SPEC REV	419,813	297,692	(122,121)	-29.09%	
TRF FR 011 GF TO 25I 2013A SPEC (INT)	1,374,792	1,374,792	-	0.00%	
TRF FR 011 GF TO 25K 2014 SPEC (INT)	2,407,566	2,407,566	-	0.00%	
TRF FR 011 GF TO 25L 2016A SPEC (INT)	2,338,195	2,292,634	(45,561)	-1.95%	
TRF FR 011 GF TO 4F6 DEBT SVC	96,385	97,335	950	0.99%	
TRF FR 011 GF TO 561-ADAM'S MARK	89,365	45,655	(43,710)	-48.91%	
TOTAL DEBT SERVICE TRANSFERS - INTEREST	20,755,208	19,294,574	(1,460,634)	-7.04%	

**CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (S/F 011)
SCHEDULE OF NON-DEPARTMENTAL EXPENDITURES**

	FY 17-18 COUNCIL APPROVED	FY 18-19 MAYOR'S PROPOSED	CHANGE FROM ORIGINAL BUDGET	% CHANGE	FOOT NOTE
DEBT SERVICE TRANSFERS - PRINCIPAL					
TRF FR 011 GF TO 22H-06C CARLING	342,516	347,342	4,826	1.41%	
TRF FR 011 GF TO 22U-01 RCR SALES TAX	7,520,000	-	(7,520,000)	-100.00%	
TRF FR 011 GF TO 255-06C ETR	615,553	648,273	32,720	5.32%	
TRF FR 011 GF TO 259-08A&B (97'S&02)	3,686,253	4,284,024	597,771	16.22%	
TRF FR 011 GF TO 25A-09AB&C ETR	3,395,000	3,545,000	150,000	4.42%	
TRF FR 011 GF TO 25B-09C SPEC REV	1,420,000	1,450,000	30,000	2.11%	
TRF FR 011 GF TO 25C-COURTHOUSE DEBT	1,136,000	1,175,000	39,000	3.43%	
TRF FR 011 GF TO 25D-COURTHOUSE DEBT	810,300	853,000	42,700	5.27%	
TRF FR 011 GF TO 25F-2012C SPEC REV	15,795,000	7,886,000	(7,909,000)	-50.07%	
TRF FR 011 GF TO 25G-2012D SPEC REV	985,000	1,020,000	35,000	3.55%	
TRF FR 011 GF TO 4F6 DEBT SVC	13,748	15,977	2,229	16.21%	
TRF FR 011 GF TO 561-ADAM'S MARK	982,244	1,025,953	43,709	4.45%	
TRF FR 011 TO GF TO 25H-2012E SPEC REV	7,080,000	7,450,000	370,000	5.23%	
TRF FR 011 TO GF TO 25L 2016A SPEC (PR)	850,000	1,483,417	633,417	74.52%	
TOTAL DEBT SERVICE TRANSFERS - PRINCIPAL	44,631,614	31,183,986	(13,447,628)	-30.13%	
INTER-LOCAL AGREEMENTS					
ATLANTIC & NEPTUNE BCH FIRE SERVICE	287,414	296,036	8,622	3.00%	
ATLANTIC BCH LG/BCH-CAPITAL ONLY	9,000	9,000	-	0.00%	
ATLANTIC BCH LIFEGUARD/BCH CLEAN-UP	229,260	236,138	6,878	3.00%	
BEACHES-SOLID WASTE DISPOSAL CHARGES	906,147	907,008	861	0.10%	
JACKSONVILLE BCH LIFEGUARD/BCH CLEAN-UP	734,178	756,203	22,025	3.00%	
NEPTUNE BCH LIFEGUARD/BCH CLEAN-UP	229,484	273,577	44,093	19.21%	48
TOTAL INTER-LOCAL AGREEMENTS	2,395,483	2,477,962	82,479	3.44%	
SUBFUND LEVEL ACTIVITY					
DEBT SERVICE - ASH SETTLEMENT	2,611,697	3,379,680	767,983	29.41%	49
JPA - CONTRIBUTIONS TO/FROM	2,940,286	2,686,428	(253,858)	-8.63%	50
JTA - CONTRIBUTIONS TO/FROM	1,410,864	1,443,605	32,741	2.32%	51
PROPERTY LEASE W/ WJCT-JAZZ FESTIVAL	30,000	30,000	-	0.00%	52
SALARY & BENEFIT LAPSE	(2,572,757)	(3,186,789)	(614,032)	23.87%	53
TOTAL SUBFUND LEVEL ACTIVITY	4,420,090	4,352,924 -	67,166	-1.52%	
TRANSFER OUT TO OTHER FUNDS					
GEN FUND-GSD LOAN TO NE DWNTN CRA	200,095	-	(200,095)	-100.00%	
GEN FUND-GSD LOAN TO SOLID WASTE DISPOS.	3,058,842	8,597,621	5,538,779	181.07%	
GEN FUND-GSD LOAN TO STORMWATER OPS	2,324,997	478,900	(1,846,097)	-79.40%	
GEN FUND-GSD TRANSFER TO 15V TEEN COURT	55,000	55,000	-	0.00%	
GEN FUND-GSD TRANSFER TO AIR POLL EPA	424,273	424,274	1	0.00%	
GEN FUND-GSD TRANSFER TO CECIL COMM CTR	1,144,279	1,219,734	75,455	6.59%	
GEN FUND-GSD TRANSFER TO CIP FUND 32E	20,800,000	16,272,787	(4,527,213)	-21.77%	
GEN FUND-GSD TRANSFER TO CITY VENUES	15,131,545	14,413,820	(717,725)	-4.74%	
GEN FUND-GSD TRANSFER TO COURTHOUSE TRST	526,056	136,099	(389,957)	-74.13%	
GEN FUND-GSD TRANSFER TO DIRECT VEH RPL	-	8,690,824	8,690,824	NA	
GEN FUND-GSD TRANSFER TO EMERG. INCIDENTS	7,000,000	6,200,000	(800,000)	-11.43%	
GEN FUND-GSD TRANSFER TO EMERGENCY RESV	5,368,097	-	(5,368,097)	-100.00%	
GEN FUND-GSD TRANSFER TO HANNA PARK	-	846,320	846,320	NA	
GEN FUND-GSD TRANSFER TO HUGUENOT PARK	356,282	369,442	13,160	3.69%	
GEN FUND-GSD TRANSFER TO KHA	29,860,043	31,894,229	2,034,186	6.81%	
GEN FUND-GSD TRANSFER TO PROP APPRAISER	9,622,651	10,280,468	657,817	6.84%	
GEN FUND-GSD TRANSFER TO PUBLIC BLDGS	-	3,000,000	3,000,000	NA	
GEN FUND-GSD TRANSFER TO SPECIAL EVENTS	6,133,226	6,775,372	642,146	10.47%	
GEN FUND-GSD TRANSFER TO STORMWATER CIP	200,000	-	(200,000)	-100.00%	
GEN FUND-GSD TRANSFER TO TAX COLLECTOR	6,699,259	6,557,576	(141,683)	-2.11%	
TRF FR 011 GENFD GSD TO 1S1 COURT COSTS	-	290,000	290,000	NA	
TRF FR 011 GENFD TO 64N ART IN P/P TRUST	-	178,345	178,345	NA	
TRF FR 011 GENFD TO DOWNTOWN ECON DEV	300,000	2,500,000	2,200,000	733.33%	
TOTAL TRANSFER OUT TO OTHER FUNDS	109,204,645	119,180,811	9,976,166	9.14%	
TOTAL NON-DEPARTMENTAL EXPENDITURES	337,349,581	306,891,595	(30,457,986)	-9.03%	

**CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (S/F 011)
SCHEDULE OF NON-DEPARTMENTAL EXPENDITURES**

- 1 - The City is required to pay to eligible payees of the Retirement System certain benefits that exceed, and otherwise would be reduced by, the limitations on benefits imposed by Section 415(b) of the Internal Revenue Code.
- 2 - For the FY 2017/18, \$187,926 was budgeted during wrap up meetings during the budget review process. It was for the grant agreement with Agape Community Health Center, Inc., to provide for additional services for some of the City's neediest individuals and families, diverting them from Emergency Rooms to a Primary Care Medical Home. The Proposed Budget includes \$100,000 for FY 2018/19.
- 3 - The allocation for vacant buildings expenditures relates to utilities of \$117,670, security of \$3,330, building maintenance allocation of \$119,988 and property insurance charges of \$283,416 for the former City Hall and Courthouse buildings.
- 4 - This amount is solely for the insurance related to the art in public places activity.
- 5 - Per Ordinance 2005-785-E, the City shares in the cost of the community enhancements provided by Downtown Vision, Inc. (DVI). More details can be found at Schedule AD. The contributed amount is equivalent to 1.1 mills of the value of City-owned property in the district (net of the lease credit due to DVI's below market rent charge for its location in the Ed Ball Building).
- 6 - The increase is due to new loans resulting from debt management project spending in the current fiscal year (FY 2017/18).
- 7 - This amount represents 50% of the Surplus Gas Tax Revenues that are transferred to the fiscal agent based on the interlocal agreement with JTA.
- 8 - This amount was to fund the training grant capped at \$200,000 which was budgeted in the FY 2017/18.
- 9 - This payment is a contractual payment for EDME/training grant to General Electric that started in FY 2016/17 (\$200,000 per year for 15 years totaling \$3M).
- 10 - The contractual payments for economic grant program incentives are listed below:

Company name	FY 2017/18 Budget Approved	FY 2018/19 Budget Proposed
Ameristeel/Gerdau	\$ 272,000	\$ 180,000
Amazon 2	\$ -	\$ 656,000
Anheuser Busch Co./ Metal Container Corp.	\$ -	\$ 1,322,000
City Facilities Management	\$ 29,000	\$ 28,000
Deutsche Bank (2012)	\$ 25,000	\$ 22,000
Deutsche Bank (2013)*	\$ 30,000	\$ -
Deutsche Bank (2015)	\$ 109,000	\$ 81,000
Fanatics	\$ 49,000	\$ 50,000
Fidelity Global*	\$ 20,000	\$ -
Flagler Interchange*	\$ 400,000	\$ -
General Electric	\$ 295,000	\$ 550,000
Greencore	\$ 38,000	\$ 39,000
JA-RU	\$ 42,000	\$ 88,000
Johnson and Johnson (2013)	\$ 508,000	\$ 848,000
Johnson and Johnson (2015)	\$ 438,000	\$ 737,000
KLS Martin	\$ 26,000	\$ 20,000
Medtronic	\$ 42,000	\$ 44,000
Saft	\$ 393,000	\$ 360,000
Southeast Toyota	\$ 285,000	\$ 290,000
Total	\$ 3,001,000	\$ 5,315,000

* - Project was paid off in FY 2017/18 and does not need any future funding.

- 11 - This amount was budgeted for the current fiscal year (FY 2017/18) during wrap up meetings during the budget review process.
- 12 - This amount was budgeted twice (see Recommendation #1).
- 13 - The City is contractually required to reimburse Public Defender for defending violations of special laws or county ordinances. The amount is estimated by the Public Defender Office and was decreased to align budgeted amounts with actual expenditures.

**CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (S/F 011)
SCHEDULE OF NON-DEPARTMENTAL EXPENDITURES**

- 14 - The City is contractually required to reimburse State Attorney for prosecuting violations of special laws or county ordinances. The amount is limited to \$52,000 per year but may change based upon the State Attorney's estimate of the hours required to handle the projected workload.
- 15 - This is for the grant agreement with New Hope Education and Addiction Services, Inc. d/b/a Florida Recovery School to be used to provide high school students an academic program while they are in recovery from substance abuse or addiction, as more fully described in Exhibit 3 of the Budget Ordinance.
- 16 - This is for the grant with Groundwork Jacksonville to be used for support in coordinating the McCoy's Creek and Hogan's Creek Improvements to restore and develop the Emerald Necklace, as more fully described in Exhibit 6 of the Budget Ordinance.
- 17 - This amount mostly represents allocation for the security costs for Jacksonville Landing.
- 18 - The City is required to contribute funding to the State for the operation of Department of Juvenile Justice detention centers. The costs are estimated by the State of Florida. The decrease is due to two factors: a decrease in the total detention/service days by Duval County and a decrease in Duval County's share of the total detention/service days in the State in the current year which were slightly offset by the State's estimate of the increasing total costs.
- 19 - Funding is for additional licenses for public performance of musical works to the copyright owners.
- 20 - This is to fund a contract with Jacksonville University for the continuing manatee protection studies. The City is working on legislation to execute a new agreement at this time.
- 21 - This amount is budgeted per Section 20.110 of the Municipal Code for the mayoral transition process.
- 22 - This amount represents the county's share of costs for Medicaid recipients as estimated by the State of Florida.
- 23 - Funding for membership in the Florida Association of Counties, Florida League of Cities, National Association of Counties and National League of Cities is now budgeted in a separate line from other municipal dues and affiliations. 10% of that amount is also budgeted for travel in the City Council's budget based on Ord. 2017-97-E (Sec. 10.109 of the Municode). In total, the Municipal Dues and Affiliation budget includes dues and payments to the following organizations:

Organization	FY 2017/18 Budget Approved	FY 2018/19 Budget Proposed
Government Finance Officers Association	\$ 3,050	\$ 3,050
Jacksonville Black Chamber of Commerce	\$ 10,000	\$ 10,000
Sister Cities International	\$ 1,835	\$ 1,892
Subtotal	\$ 14,885	\$ 14,942

Organization / Municode Section 10.109	FY 2017/18 Budget Approved	FY 2018/19 Budget Proposed
Florida Association of Counties	\$ 112,443	\$ 111,362
Florida League of Cities	\$ 44,501	\$ 46,766
National Association of Counties	\$ 17,285	\$ 17,285
National League of Cities	\$ 26,421	\$ 26,421
Subtotal	\$ 200,650	\$ 201,834
Total	\$ 215,535	\$ 216,776

- 24 - This amount represents a contribution to the Metropolitan Planning Organization established by the interlocal agreement between FDOT and various parties. The City pays 25 cents per capita for the Duval County population.
- 25 - This amount represents a contribution to the Northeast Florida Regional Transportation Commission established by the State of Florida for up to five years, and the payment in the current fiscal year (FY 2017/18) was the fifth/last payment by Duval County that paid up to 30 cents per capita (capped at 45% of the total commission's budget).
- 26 - This is for the grant agreement with Edward Waters College, Inc. to be used for the New Town Success Zone for prenatal and well-baby care to college or post-secondary training for children and their families living within the area, as more fully described in Exhibit 5 of the Budget Ordinance.
- 27 - This is an allocation mostly for the internal service charges for various items (utility consumption, building maintenance, security, etc.). The allocation for costs that are not specifically identifiable to a specific occupant (common areas, unoccupied buildings, bridges, etc.) are budgeted in the non-departmental expenditures.
- 28 - This amount represents a contribution to North Florida Regional Council. The City pays 41 cents per capita for the Duval County population.
- 29 - This is for the grant agreement with Operation New Hope, Inc. to be used for programs providing assistance to people exiting the criminal justice system with treatment for chemical dependency, clothing and shelter and educational training and employment, as more fully described in Exhibit 4 of the Budget Ordinance.

**CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (S/F 011)
SCHEDULE OF NON-DEPARTMENTAL EXPENDITURES**

- 30 - This is additional funding for the agreement with Gateway Community Services to be used for Project Save Lives for combatting the opioid crisis, as more fully described in Exhibit 1 of the Budget Ordinance.
- 31 - This funding is for the grant agreement with Prisoners of Christ, Inc. to be used to provide support services to ex-offenders including housing, clothing, life skills training, substance abuse counseling and job searches, as more fully described in Exhibit 2 of the Budget Ordinance.
- 32 - A lump sum is appropriated to the Cultural Council for the Cultural Service Grant (CSG) program. The CSG Committee makes recommendations for allocation of the lump sum appropriation to the CSG Board of Directors who make a final determination. Included in the total is an appropriation of \$53,000 to the Cultural Council for administration of the City's Art in Public Places Program.
- 33 - The City agreed to pay for the administration costs of the DC plan for new public safety employees hired after October 1, 2017. The decrease is due to a decrease in the annual administrative fees from 0.25% to 0.10% of the accounts balance and also due to a correction in the calculations. However, it appears no funding is needed (see
- 34 - The Public Service Grant (PSG) Council makes an annual PSG funding recommendation to the Mayor for inclusion in the proposed budget. Pursuant to Ordinance 2016-56-E, final allocations for FY 17/18 public service grants will be determined by the PSG Council on November 1.
- 35 - The contractual payments for qualified target industries incentives are listed below:

Company name	FY 2017/18 Budget Approved	FY 2018/19 Budget Proposed
Adecco	\$ 55,500	\$ 55,500
Advent	\$ 13,300	\$ 21,613
Anheuser Busch	\$ -	\$ 10,688
Bruss	\$ 21,325	\$ 17,500
Campers	\$ -	\$ 3,000
Centene	\$ 18,750	\$ 18,750
City Facilities Management	\$ 3,750	\$ 7,650
Deutsche Bank (2012)	\$ 65,000	\$ 52,500
Deutsche Bank (2013)	\$ 37,500	\$ 90,000
Deutsche Bank (2015)	\$ 52,500	\$ 52,500
Embraer	\$ 7,500	\$ 3,000
Ernst and Young	\$ 18,750	\$ 43,750
Everbank (2011)	\$ 91,875	\$ 78,750
Fidelity Global*	\$ 10,500	\$ -
General Electric	\$ 75,000	\$ 125,000
Jax Apex Technology	\$ 4,500	\$ 4,275
Kaman*	\$ 73,500	\$ -
Macquarie	\$ 25,800	\$ 36,900
Macquarie 2	\$ -	\$ 7,500
Maxwell House	\$ -	\$ 5,000
Medtronic Xomed	\$ 52,500	\$ 40,500
Mercedes Benz	\$ -	\$ 14,400
Resource Solution	\$ 3,750	\$ 7,500
SAFT	\$ 47,175	\$ 63,325
Selene Finance Corp.	\$ 17,500	\$ 17,500
Sungard Avantgard/FIS (2013)	\$ 51,000	\$ 51,000
Sungard Avantgard/FIS (2015)	\$ -	\$ 22,800
Website Pro's**	\$ 20,000	\$ -
Total	\$ 766,975	\$ 850,900

* - Project was paid off or terminated in FY 2017/18 and does not need any future funding.

** - Project was not paid off or terminated in FY 2017/18, but does not require funding due to compliance issues.

- 36 - This is the annual contribution to Shands Medical Center for indigent care for Duval County citizens. The last increase was in FY 2013/14 for \$2,500,000. There have been no other increases since FY 2001/02. There is also \$15,000,000 for Shands Medical Center for capital maintenance and capital improvements in FY 2018/19 with a total of \$120 million in the 5 year CIP.
- 37 - This funding is for the Tax Slayer Bowl and consists of (a) \$424,970 in professional and contractual services to match the contractual maximum obligation and (b) \$415,000 for bleachers.
- 38 - This amount represents a stormwater fees subsidy to low income residents and 501(c)(3) organizations.

CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (S/F 011)
SCHEDULE OF NON-DEPARTMENTAL EXPENDITURES

- 39 - This amount represents amount required to cover City's liability for old pension funds outside of the GEPP that still have "active" retirees.
- 40 - This is a payment for the title search fees on City-held tax certificates. Title search is a mandatory requirement during the tax deed application process.
- 41 - This funding for the grant agreement with United Way of Northeast Florida, Inc. to be used for United Way 2-1-1 to provide a three-digit telephone number that enables people in need of services with appropriate community and human resources, as more fully described in Exhibit 7 of the Budget Ordinance.
- 42 - The City collective bargaining agreements addressed only wages and pension benefits. The parties agreed to reopen negotiations during the first year of the agreement to negotiate other terms and conditions of employment.
Note: It is also our understanding that it was agreed to discuss correctional officers salaries when negotiations are reopened.
- 43 - This amount is to provide the local match for State and Federal continuation grants listed on Schedule B1b. This amount is incorrect. See Recommendation #3.
- 44 - This amount represents City's match for the FIND grant (Resolution 2017-112-A). The waterways projects funded by this grant can be found on Schedule B1c.
- 45 - This amount is to provide the local match for the provisional State and Federal grants.
- 46 - This is the pension reform contingency set aside to cover future pay increases if there are revenue shortfalls.
- 47 - Fiscal agent fees are banking fees incurred in the process of issuance and payment of bonds.
- 48 - This is a cost related to the interlocal agreement with Neptune Beach. The increase is due to costs that were previously paid out of the Public Works Department's budget for maintenance of Penman Road being moved here.
- 49 - This is a payment on \$25,000,000 borrowed to pay the settlement approved by Ordinance 2005-998-E.
- 50 - Pursuant to interlocal agreement, the City provides a contribution to JPA each year consisting of \$800,000, a portion of telecommunications tax monies, and a quarter mill from JEA's electric contribution to the City. These funds are first used to pay debt service on the revenue bonds issued by the City on behalf of the JPA. The JPA used the proceeds from these bonds for port expansion and capital items. The \$2,686,428 contribution to JPA included in the Mayor's Proposed Budget is the estimated excess communication services tax remaining after all debt service obligations have been met.
- 51 - This is a contribution to JTA for the Community Transportation Coordinator (CTC) program, pursuant to interlocal agreement.
- 52 - This is a payment to WJCT per the contract approved by Resolution 2002-975-A.
- 53 - The personnel lapse represents the savings in each department's budget resulting from turnover in personnel based on the average number of terminations, days position are vacant and average salary for all GSD departments except JSO.

RECOMMENDATION #1:

We recommend removing the funding for the ex-offender employment line item by \$400,000. This funding was placed in this line item in error. Ex-offender employment programs are funded elsewhere in the budget. This will have a positive impact on the Special Council Contingency of \$400,000.

RECOMMENDATION #2:

We recommend decreasing the funding for public safety DC plan administration line item by \$6,725. This funding was budgeted pay for the administration costs of the DC plan for new police officers and firefighters hired after October 1, 2017. However, the costs have been paid from the funds that the plan accumulates when employees terminate their employment before being 100% vested, so no additional funding to cover those costs is needed. This will have a positive impact on the Special Council Contingency of \$6,725.

RECOMMENDATION #3:

We recommend decreasing the funding for continuation grant match (B1b) line item by \$50,000 since only \$1,770,641 is needed. This will have a positive impact on the Special Council Contingency of \$50,000.

**COUNCIL AUDITOR'S OFFICE
CITY OF JACKSONVILLE
ANALYSIS OF BUDGETED DEBT SERVICE REQUIREMENTS
FY 2018/19 MAYOR'S PROPOSED BUDGET**

S/F	Account Title	FY 2017/18 Council Approved Budget	FY 2018/19 Mayor's Proposed Budget	Change From FY 2017/18	Explanation
General Fund/GSD (Subfund 011):					
22H	2006C ETR/CARLING	\$ 504,365	\$ 504,352	\$ (13)	
22U	2001 RCR Sales Tax Bonds,	\$ 7,894,966	\$ -	(7,894,966)	FY 2017/18 was the last payment.
255	2006C ETR	\$ 678,098	\$ 678,787	689	
259	2008A Cap Proj (97s&02) 2008B Cap Proj (97s&02)	\$ 5,819,250	\$ 6,697,168	877,918	Increase was caused by a scheduled increase in the interest rate and an increase in the scheduled principal payment.
25A	2009A ETR 2009B ETR	\$ 5,009,817	\$ 5,010,084	267	
25B	2009C Spec Rev	\$ 1,692,835	\$ 1,657,670	(35,165)	The decrease was caused by a decrease in interest since the balance outstanding is lower.
25C	2010A Spec Rev - Courthouse Debt	\$ 1,888,434	\$ 1,852,164	(36,270)	The decrease was caused by a decrease in interest since the balance outstanding is lower.
25D	2011A Spec Rev - Courthouse Debt	\$ 2,660,697	\$ 2,662,770	2,073	
25F	2012C Spec Rev(ref ETR-01B, ETR-02B, GUAR ENT-02, LGST 1996, LGST 2002)	\$ 22,284,832	\$ 13,627,601	(8,657,231)	The decrease was caused by a scheduled decrease in principal payment. The payment will remain flat in future years.
25G	2012D Spec Rev (ref ETR 2003A)	\$ 1,301,420	\$ 1,296,943	(4,477)	
25H	2012E Spec Rev (ref ETR 2003C)	\$ 7,499,813	\$ 7,747,692	247,879	The increase was caused by a scheduled increase in the principal payment.
25I	2013A Spec Rev (ref '09C / '10A MTN)	\$ 1,374,792	\$ 1,374,792	-	
25K	2014 Spec Rev (ref ETR 2005A and 2005B)	\$ 2,407,566	\$ 2,407,566	-	
25L	2016A Spec Rev (ref SRB 2009C, SRB 2010A, SRB 2012B)	\$ 3,188,195	\$ 3,776,051	587,856	The increase was caused by a scheduled increase in the principal payment.
4F6	2008A Cap Proj (ref 97s & 02) 2008B Cap Proj (ref 97s & 02) 2014 Spec Rev (ref ETR 2005A)	\$ 110,133	\$ 113,312	3,179	
561	Adam's Mark	\$ 1,071,609	\$ 1,071,608	(1)	
Total Non-Debt Management Fund - GSD Debt Service		\$ 65,386,822	\$ 50,478,560	\$ (14,908,262)	
Debt Management Fund - GSD Debt Service		32,020,302	43,790,381	\$ 11,770,079	The increase is caused by an increase in payments related to CIP Debt repayment.
Fiscal Charges - GSD Debt Service		342,926	323,126	\$ (19,800)	
Total Budgeted - GSD Debt Service		\$ 97,750,050	\$ 94,592,067	\$ (3,157,983)	
Budgeted Debt Service in All Other Sub-Funds (Principal, Interest and Fiscal Charge)		111,032,764	115,460,473	4,427,709	
Total Budgeted Debt Service		\$ 208,782,814	\$ 210,052,540	\$ 1,269,726	

**SCHEDULE OF CAPITAL OUTLAY PROJECTS NOT LAPSED
FISCAL YEAR 2018-2019**

Reference Section 1.3(C)

Subfund	Description	Account	Proposed Amount Not to Exceed	Recommended Amount (If Different)	Recommended Increase /(Decrease)
GENERAL FUND					
011	Budget Office - Computer Equipment	011 - AFBU011CS - 06427	10,000	9,060	(940)
011	Mosquito Control	011 - ERMC011 - 06402	812,500	24,708	(787,792)
011	JFRD Equipment	011 - FROD011 - 069429	308,600	31,879	(276,721)
011	Parks, Recreation and Community Services	011 - RPCM011PG - 06302	500,000	500,000	-
011	Office of the Sheriff	011 - SHPP011ISM - 06427	503,664	478,681	(24,983)
011	Office of the Sheriff	011 - SHPP011ISM - 06429	148,823	24,981	(123,842)
016	Beaches Branch Improvements	016 - CLCL016 - 06299	150,000	150,000	-
016	Tax Deed RFP	016 - CLCL016 - 06427	340,000	340,000	-
016	Capital Professional Service Costs associated with Tax Deed RFP	016 - CLCL016 - 06522	33,632	33,632	-
017	Westside Relocation / Expansion	017 - TCSG017 - 06403	643,273	643,273	-
SPECIAL REVENUE FUNDS					
121	Air Pollution Tag Fee	121 - EREQ121AQTF - 06429	44,455	17,458	(26,997)
159	Fire Plans Review	159 - FRFP159FI - 06427	115,900	115,900	-
159	Building Inspection	159 - PDBZ159AD - 06427	20,068	20,068	-
15U	Courts - Technology	15U - COCI15U - 06427	25,454	16,193	(9,261)
15U	Public Defender - Technology	15U - PBPB15U - 06427	27,134	27,134	-
15U	State Attorney - Technology	15U - SASA15U - 06427	50,255	50,255	-
ENTERPRISE FUNDS					
412	Public Parking	412 - DIPP412ON - 06429	16,565	16,565	-
INTERNAL SERVICE FUNDS					
511	Fleet Operations	511 - AFFM511FS - 06330	6,879	6,879	-
512	Mobile Equipment	512 - AFFM512 - 06401	23,532	169,855	146,323
513	Mobile Equipment	513 - AFFM513 - 06401	2,803,277	2,578,272	(225,005)
534	Radio Equipment - COJ	534 - AFIT534 - 06429	317,155	171,057	(146,098)
534	P25 Fire Station Paging Project	534 - AFIT534 - 069427	347,506	347,506	-
534	P25 Fire Station Paging Project	534 - AFIT534 - 069509	5,411	5,411	-
534	Radio Maintenance	534 - AFIT534RM - 06429	47,434	-	(47,434)
537	IT Equipment Refresh	537 - AFIT537 - 06427	242,227	100,092	(142,135)
5A1	Public Buildings - City Facilities	5A1 - PWPB5A1MAPR - 06338	45,857	45,857	-

RECOMMENDATIONS:

We recommend adjusting the carryforward amounts listed above to the amounts in the recommended column to account for expenditures, encumbrances, and other adjustments that have occurred since the Budget was presented. This will have no impact to Special Council Contingency.

**Council Auditor's Office
Mayor's Proposed Budget 2018/2019
Public Service Grant Funding**

	2017/2018 Council Approved Budget	2018/2019 Mayor's Proposed Budget	\$ Change 2017/2018 to 2018/2019	% Change 2017/2018 to 2018/2019	F/N
GENERAL FUND/GSD					
PUBLIC SERVICE GRANTS GENERAL FUND/GSD					
Homeless persons and families	\$ 918,469	\$ 918,469	\$ -	0.00%	
Low-income persons and families	1,049,678	1,049,678	-	0.00%	
Adults with physical, mental, and behavioral disabilities	524,839	524,839	-	0.00%	
Low-income, elderly, and homebound	131,210	131,210	-	0.00%	
TOTAL PUBLIC SERVICE GRANTS GENERAL FUND/GSD NOT CULTURAL COUNCIL	\$ 2,624,196	\$ 2,624,196	\$ -	0.00%	(A)
CULTURAL COUNCIL GRANTS GENERAL FUND/GSD					
Cultural Council of Greater Jacksonville	\$ 2,793,580	\$ 2,793,580	\$ -	0.00%	
Cultural Council of Greater Jacksonville - Art in Public Places	53,000	53,000	-	0.00%	
TOTAL CULTURAL COUNCIL GRANTS	\$ 2,846,580	\$ 2,846,580	\$ -	0.00%	
TOTAL PSGS AND CULTURAL COUNCIL GRANTS GENERAL FUND/GSD					
	\$ 5,470,776	\$ 5,470,776	\$ -	0.00%	
NON-DEPARTMENTAL GENERAL FUND/GSD					
Gateway Community Services - Alcohol Rehab Program	\$ 399,989	\$ 399,989	\$ -	0.00%	
Prisoners of Christ - Support Services for Ex-Offenders	-	400,000	400,000	N/A	(B), (C)
New Hope Education and Addictions Services d/b/a Florida Recovery School - Academic Program	-	100,000	100,000	N/A	(B)
Operation New Hope - Ex-Offender Re-entry Program and Related Services	-	400,000	400,000	N/A	(B), (D)
Edward Waters College - New Town Success Zone	-	161,300	161,300	N/A	(B), (E)
Groundwork Jacksonville - Coordination for McCoy's Creek and Hogan's Creek Improvements	-	50,000	50,000	N/A	(B)
United Way of Northeast Florida - 2-1-1 Program	-	150,000	150,000	N/A	(B), (F)
TOTAL NON-DEPARTMENTAL GENERAL FUND/GSD GRANTS	\$ 399,989	\$ 1,661,289	\$ 1,261,300	315.33%	
TOTAL GENERAL FUND/GSD	\$ 5,870,765	\$ 7,132,065	\$ 1,261,300	21.48%	
SPECIAL REVENUE FUNDS					
Jacksonville Area Legal Aid - Court Costs \$65 Fee Trust	\$ 224,146	\$ 226,618	\$ 2,472	1.10%	
Duval County Public Schools - Driver Education Safety Trust	293,588	300,000	6,412	2.18%	
TOTAL SPECIAL REVENUE FUNDS	\$ 517,734	\$ 526,618	\$ 8,884	1.72%	
CONTRACTUAL SERVICES					
Bob Hayes Track & Field (SPET01ASE)	\$ 84,875	\$ 84,875	\$ -	0.00%	
UNF Business Center (JEJE011)	108,000	108,000	-	0.00%	
Jacksonville Sister Cities Association (JEJE011)	10,000	10,000	-	0.00%	
Jacksonville Zoological Society (JXMS011ZOO)	1,282,500	1,282,500	-	0.00%	
TOTAL CONTRACTUAL SERVICES	\$ 1,485,375	\$ 1,485,375	\$ -	0.00%	
TOTAL GENERAL FUND GSD, SPECIAL REVENUE FUNDS, and CONTRACTUAL SERVICES	\$ 7,873,874	\$ 9,144,058	\$ 1,270,184	16.13%	
FOOTNOTES:					
(A) FY 2018/19 priority populations as approved by Ordinance 2018-221-E are as follows:					
1. Homeless persons and families (35%)					
2. Low-income persons and families (40%)					
3. Adults with physical, mental and behavioral disabilities (20%)					
4. Low-income, elderly, and homebound (5%)					
Pursuant to Ordinance 2016-56-E, final allocations for FY 18/19 public service grants will be determined by the PSG Council on November 1.					
(B) The Mayor's proposed budget Ordinance 2018-504 includes language invoking the exception to Ordinance Code Sec. 126.107(g) and authorizing direct contracts and grant agreements subject to Ch. 118 for these appropriations. These appropriations are shown on the General Fund/GSD schedule of non-departmental expenditures, but are included here for informational purposes.					
(C) Prisoners of Christ ex-offender services were budgeted for \$278,022 within the Finance and Administration Department in FY 17/18.					
(D) Operation New Hope ex-offender services were budgeted for \$121,978 within the Finance and Administration Department in FY 17/18.					
(E) Edward Waters College - New Town Success Zone was budgeted for \$133,998 within the Kids Hope Alliance in FY 17/18.					
(F) United Way 2-1-1 was budgeted for \$22,320 within the Parks and Recreation Department in FY 17/18 and is also included within the department's FY 18/19 proposed budget for the same amount.					

Council Auditor's Office
2018/19 Mayor's Proposed Budget
Food and Beverage Expenditures

Municipal Code Section 106.203(b):

Expenditures of Public Funds. All funds shall be expended for a public purpose. Any request for funds in the budget to be expended on food and beverages shall be identified by the public purpose for the expenditure and the persons who will be served. No public funds shall be expended on food or beverage unless specifically authorized by legislation or ordinance as codified in the Jacksonville Municipal Code.

Municipal Code Section 106.1202:

The expenditure of budgeted funds for food and beverages is authorized for the following activities and events:

- a) All events and activities hosted, sponsored, produced or coordinated by the City's Special Events Office or approved by the Tourist Development Council; except that nothing contained in this subsection shall be construed to authorize expenditures for food and beverages at events and activities hosted, sponsored, produced or coordinated principally for the benefit of City employees.*
- b) All events and activities where the funding of food and beverages has already been approved by specific reference in the budget ordinance, an appropriation ordinance, or any other duly enacted ordinance.*

Council Auditor Recommendations:

Attachment A should be revised to:

1. Reflect \$2,000 for Community Meetings in the Sheriff's Office consistent with the amount actually budgeted instead of the \$24,000 inadvertently reflected on the schedule.
2. Reflect \$650 for Working Lunch Meetings in the Military Affairs and Veterans Office consistent with the amount actually budgeted instead of the \$1,300 inadvertently reflected on the schedule.
3. Add a public purpose explanation to the following expenses in:
 - CCSSO11AD – “Agenda, Committee, and Council meetings are open to the public.
 - SPETO11SE - “The City’s Jaguar Suite is used to showcase our stadium, our city and to entice business and other opportunities for our city.”
4. Change the Description of the Service/Event for Fire and Rescue’s \$1,000 amount in FROD011EXP to Apprentice Program.

The above recommendations have no impact on Special Council Contingency.

FOOD AND BEVERAGE EXPENDITURES
Municode Section 106.203 (b) / Ordinance 2007-1109-E
SUBJECT 05206
FISCAL YEAR 2018 - 2019

223,442

SF	Indexcode	FY19 Request	Description of each Service/Event that requires the purchase of food/beverage	Explanation that the Service/Event serves a public purpose
011	CCSS011AD	2,500	Agenda, Committee and Council meetings	
011	COCIO11JS	1,500	Conferences and meeting hosted by the Chief Judge of the Fourth Circuit for distinguished guests of the Judiciary	To enhance relationships and knowledge between Circuit, Appeal, and Supreme Courts
011	DIAD011DIA	750	Downtown Investment Authority Public Meetings	Water, coffee, tea associated with holding Public Meetings.
011	FRFO011FO	500	Food, water, ice at extended stay fires >4 hours in duration	Public safety provided to the Community.
011	FROD011EXP	1,000	JFRD Explorers program - Jax Journey	Firefighter Apprentice program is a community program open to at risk kids in the City of Jacksonville.
011	JEJE011	200	Coffee for meetings with prospects	To further redevelopment efforts in Jacksonville to promote job creation and private capital investment.
011	JHRC011CR	1,400	Workshops and Community Events	Light refreshments for volunteers during events
011	MVOD011	1,300	Three (once every 4th month) Working Lunch Meetings with Base Commanding Officers	Serves approximately 20 attendees each at the Quarterly Area Base Commanding Officers Luncheon
011	MVOD011	650	Bottled Water-Memorial Day and Purple Heart events	Serves approximately 3000 attendees at the Memorial Day Observance in May and at the Purple Heart Trail Walk in August
011	RPAH011SP	4,500	More than 700 seniors throughout the community (Senior Centers, Senior residences, church groups, neighborhood associations etc.) are invited to these meetings. Seniors have raised their families, owned businesses, worked hard over the years, this is a way to honor them and let them know their city cares about them.	More than 700 seniors throughout the community (Senior Centers, Senior residences, church groups, neighborhood associations etc.) are invited to these meetings. Seniors have raised their families, owned businesses, worked hard over the years, this is a way to honor them and let them know their city cares about them.
011	RPCM011PG	500	Joseph Lee Day	Summer play day for approximately 500 kids
011	RPCM011PG	2,000	Annual special events	Food for annual special events
011	RPCM011PG	9,500	After school & summer program	Snacks for summer & after school programs
011	RPCM011SNL	2,500	SNL Nutrition program	Food for annual special events
011	RPCM011SNL	9,600	SNL snacks	Snacks for SNL
011	RPOD011CEXT	3,000	This account funds supplies for the Family & Consumer Sciences program & partial Expanded Food & Nutrition program educational programming which will generate an annual projected average of 25,000 contacts reaching a range of groups including at-risk youth, seniors, limited income adults and general public.	All items are used in educational programming for teaching purposes only. These programs teach how to achieve a healthy lifestyle by using the dietary guidelines and food guide pyramid to establish eating patterns, manage resources and reduce the risk of certain chronic diseases.
011	SEEL011	7,500	Food for Election staff on election day.	Food for Election staff on election day.
011	SHPS011SSAD	24,000	Community Meetings	Meetings with the public and/or community stakeholders to discuss Law Enforcement initiatives or concerns / Personnel during Hurricanes and other extended emergencies; required by FOP bargaining unit agreement
011	SHPS011SSAD	2,000	Food/beverage for Assessors traveling in from other agencies for Accreditation and for Promotional Exams	Law enforcement personnel will be traveling from various agencies to assist JSO with both the promotional examination process and accreditation processes. These funds will provide meals/snacks to these individuals who are volunteering time to assist JSO.
011	SHPS011SSAD	20,000	Extended Emergencies	Food for Personnel during Hurricanes and other extended emergencies; required by FOP bargaining unit agreement
011	SPET011SE	8,910	To pay for food and non-alcoholic beverages at the COJ suite during Jaguar games.	
01A	SPET01ASE	34,422	Florida-Georgia Game	Signature city event - supports volunteers/hospitality
			Sea and Sky Airshow	
			World of Nations	
			Jazz Festival	
			Environmental Awards	
159	PDBZ159AD	300	Building Officials Association of FL (BOAF) training	Maintains job-related certifications for staff (Continued Education Credits or CEU's are earned)
191	JCOD191CR	100	Water for Events and Meetings	Avoid liability for heat exhaustion
191	JCOD191ESPTP	3,500	Meals and snacks for participants in Mayor's Pathway Academy	Workshops and evening activities for youth in Pathways Academy

SF	Indexcode	FY19 Request	Description of each Service/Event that requires the purchase of food/beverage	Explanation that the Service/Event serves a public purpose
191	JCOD191SJP	3,800	Lunches for Summer Jobs students	Orientation for Students in Summer Jobs Program
191	JCOD191	500	Water for Outdoor Events	Public events - to avoid liability from heat exhaustion
192	JCOD192CCLC	4,000	Snacks for children at 2 afterschool programs, San Jose and Hyde Park run by KHA.	DCPS informed the Team that they will no longer provide snacks in the afterschool program and during the summer months.
192	JCPS192WALL	3,000	Public event on Quality Out of School Time	Communicate Strategic Goals to Stakeholders & Partners
1DA	RPCM1DACF	125	Summer Enrichment Camp	End of the summer celebration/Joseph Lee Day
1DA	RPCM1DACF	50	Homeschool Sports and Fitness Program	End of the year celebration - Recognize Accomplishments
1DA	RPCM1DACF	100	Community Special Events	Quarterly family night out events in Aquatic Center / Community Center
1DA	RPCM1DACF	200	Mommy and Me Toddler Program	Weekly time for parents and toddlers to participate in a structured program (tumbling, art, etc....)
1DA	RPCM1DACF	125	Senior Time Out Program	Bi-weekly social time for neighborhood seniors
1F6	RPAH1F6AS	22,000	Senior Prom	Provides for socialization, physical activity and mental stimulation in addition to a nutritious meal.
1F6	RPAH1F6AS	31,000	Mayor's Holiday Festival for Seniors	Provides for socialization, physical activity and mental stimulation in addition to a nutritious meal.
1F6	RPAH1F6RS	1,000	RSVP Advisory Council Appreciation Luncheon for 25 Advisory council Volunteers	RSVP Advisory Council Volunteers represent and support the program in the community and are responsible for raising funds for the Annual RSVP Volunteer Recognition Event.
1F6	RPAH1F6RS	1,450	Lunch and drinks are provided for 40-50 RSVP Tale teller volunteers who attend 3 day-long in-service sessions.	RSVP Tale Tellers receive on-going training further increase their effectiveness at reading 134 classrooms to 2700 pre-k and kindergarten children from low income families. RSVP's federal funding agency cited the training program as "exceptional".
1F6	RPAH1F6RS	2,050	Food and water are provided at the Annual RSVP volunteer recognition event for 650 volunteers and community representatives and 4 smaller events throughout the year to recognize the special efforts of approximately 100 RSVP volunteers.	775 RSVP volunteers were recognized at the 2011 Annual Recognition Event for their contribution of 158,778 hours of service to over 100 nonprofit and public organizations in Duval County. The dollar value of their volunteer time was over 3 million dollars.
1F6	RPBH1F6GA	4,000	Ryan White Care Act grant	Provide food for clients and contracted agencies that attend public meetings or events related to the grant program.
1F6	RPAH1F6RE	1,410	Recognition/Training for RELIEF Program	The funder requires that volunteers are recognized for their services to the program. Volunteers are recognized for their hours of service to the program. There are two Volunteer Luncheons which is inclusive of workshops and training and one big end of the year activity. All of these recognition events are catered.
1F6	RPAH1F6FG	3,000	Recognition/training for Foster Grandparent Program	The Corporation for National & Community Services, funder for the Adult Services Division's Foster Grandparent Program, require senior volunteers be recognized for their service to the program. Senior volunteers are recognized twice annually in which food is provided to sustain them during the event.
551	GCGA551	3,000	Staff and visitor funding for Office of General Counsel mediations, settlement negotiations, and other meetings.	The OGC finds benefit to having settlement and arbitration meetings at City Hall, access to staff, documents and personnel. In order to facilitate these day long, week long meetings, it is customary to provide light refreshments in order to continue to work and maintain the pace need to resolve these matters.
64G	JCOD64GJKBC	200	Ice Cream for children	National Summer Learning Day
64G	JCOD64GJKBC	100	Water for events	JAXKids Book Club Community Events
64G	JCOD64GJKBC	200	Snacks for events	JAXKids Book Club Community Events

COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME

10.1 Postage and communication expenses of Council members, Waiver of Section 10.105, Ordinance Code.

The provisions of Section 10.105 (Postage and communication expenses of Council members), *Ordinance Code*, establishes the amount allowable for City Council communication and postage. The conflicting provisions are hereby waived to reduce those City Council allowable postage and communication amounts.

Sec. 10.105. - Postage and communication expenses of Council members.

(a) *Postage.* No Council member shall receive any postage allowance for official mail originating from City Hall; the cost of such postage shall be paid from the appropriations for postage generally for the Council. If a Council member is authorized to maintain an office at public expense outside City Hall, the Council Secretary or designee is authorized to procure and furnish United States postage stamps to such Council member in an amount not exceeding \$75 monthly for use on mail originating from such office in connection with his official business. The Council member and any person to whom he entrusts custody of the postage stamps shall be accountable for their safekeeping and use on official business only, and the accountable person shall be subject to audit by the Council Auditor for this purpose.

(b) *Telephone.* No Council member shall receive any allowance for telephone expense for official calls originating from City Hall; the cost of such telephone calls shall be paid from the appropriations for telephone expenses generally for the Council. If a Council member is authorized to maintain an office at public expense outside City Hall, the Information Technology Division, at the request of the Council member, is authorized to have installed at such office one telephone set, which shall be an extension of the City's central telephone exchange and the installation and service charges for which shall be paid from the appropriations for telephone expenses generally for the City. Regardless of whether a Council member is authorized to maintain an office outside City Hall, he may have installed at public expense one telephone line either at his home or at his place of business, with the approval of the Council President. If the request is approved, the Information Technology Division is authorized to have installed at the designated place one telephone set, which shall be an extension of the City's central telephone exchange and the installation and service charges for which shall be paid from the appropriations for telephone expenses generally for the City. For each telephone installed outside City Hall pursuant to this subsection, the Council member on whose behalf it was installed may expend in long-distance telephone tolls no more than \$100 monthly, and he shall maintain a record of long-distance calls on the forms prescribed by the Information Technology Division for use by the Council Secretary. In reconciling telephone charges, long-distance tolls shall be paid from the appropriation for telephone charges by the Council. Only telephone calls in connection with his official business shall be made or authorized by the Council member on whose behalf a telephone line was installed and he shall be accountable for all unofficial telephone calls and charges and for all charges in excess of the monthly allowance provided by this subsection; provided, that, if the monthly toll charges exceed the amount authorized, the Council member may direct that the excess amount be charged against his following month's telephone expense allowance. The monthly allowances herein authorized shall not be cumulative, but shall be available only for one month.

(c) *Emergency, mobile or converged communication device.* Effective July 1, 2005, and notwithstanding anything in Chapter 10 to the contrary, City cellular phones shall not be issued to any elected or appointed official or employee in the legislative branch except as provided herein. Based on an annual request for an

COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME

emergency mobile communications allowance, City Council Members and appointed officials or employees of the legislative branch as authorized by their Director may receive a monthly allowance not to exceed \$100 for cellular phone service and converged data device service. The use shall be requested and verified. The Personnel Committee is authorized to promulgate the policy and rules for this subsection.

(d) *Other communications.* All other communications by a Council member in his official capacity shall be paid for by the Council, subject to the general approval of the Council President concerning the use of communication equipment and services and the amounts to be spent thereon. Reimbursement for expenses incurred by or on behalf of a Council member under this subsection shall be requested by the Council member upon his personal certification of the amount and purpose of the communication expense and he shall be accountable for improperly certified expenses.

(e) *Allowances not to be paid in cash.* The allowances authorized by this Section shall not be paid in cash to any person, except for the purchase of the goods or services authorized. No part of any allowance hereunder shall be deemed to be income nor paid as compensation to any Council member or any other person, nor shall any Council member have any right to demand payment in cash of any allowance to which he is entitled under this Section.

(Ord. 83-591-400, § 1; Ord. 1999-418-E, § 2; Ord. 2000-793-E, § 2; Ord. 2005-509-E, § 1; Ord. 2005-943-E, § 1; Ord. 2011-732-E; Ord. 2014-410-E, § 1)

NOTES:

- The proposed budget includes \$50,000 for mailroom and copy center charges. This is the same total amount as FY 2017/18. Pursuant to Section 11.10 of the Budget Ordinance \$1,000 is allotted to each District Council Member with the remaining distributed at the discretion of the Council President to all Council Members.
- Proposed communication allowances for cell phones for Council members total \$10,735. However, this amount does not include the two new Council members. A recommendation will be made to increase the cell phone allowance for the two Council members when the City Council's budget is presented in the budget hearings.

No recommendation is offered.

COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME

10.2 JSEB and MBE Programs Funding Requirements, Waiver of Section 126.622, Ordinance Code.

The provisions of 126.622, *Ordinance Code*, are hereby waived to allow for funding in an amount other than a minimum of \$500,000 or greater excluding staff to be funded in the FY 2018-2019 budget.

Sec. 126.622. - Annual Budget Appropriation.

The JSEB programs, as provided for in this Chapter, shall be funded at a minimum of \$500,000 or greater excluding staff.

(Ord. 2004-602-E, § 4; Ord. 2013-209-E, § 36)

NOTE - The proposed budget is \$200,000.

No recommendation is offered.

10.3 Waiver of Section 111.183 (Tayé Brown Regional Park Improvement Trust Fund), Ordinance Code.

Section 111.183, *Ordinance Code*, requiring trust funds to be used for improvements to Tayé Brown Regional Park, is hereby waived to allow for funds to be used for operational costs at the Equestrian Center.

Sec. 111.183. - Tayé Brown Regional Park Improvement Trust Fund.

There is created the *Tayé Brown Regional Park Improvement Trust Fund*, a permanent, ongoing trust fund of the City, which shall carry forward each fiscal year. The fund is authorized to accept Council appropriations, gifts, fees, and other donations. Monies deposited in the fund, together with any interest accrued thereon, shall carry over fiscal years, to be used for the purposes set forth in Section 380.405, *Ordinance Code*, which is for improvements to Tayé Brown Regional Park. Funds utilized for these purposes are hereby to be appropriated by Council action.

(Ord. 2007-739-E, § 3)

No recommendation is offered.

**COUNCIL AUDITOR’S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

10.4 Waiving conflicting provisions of 117.107(2) (Availability of appropriations under grant programs), Ordinance Code, to accept Clean Air Act, Air Pollution – EPA Grant.

The provisions of Section 117.107(2), *Ordinance Code*, to appropriate a continuation grant in advance of the City receiving the grant award letter is hereby waived in order to appropriate the grant in advance of receipt of the award letter. Presently there is no grant award letter on the Clean Air Act, Air Pollution – EPA grant contract. It is anticipated that the grant will be awarded to the City of Jacksonville in January 2019 and that the letter will be forthcoming at that time.

Sec. 117.107. - Availability of appropriations under grant programs.

(2) Grant funds may not be appropriated prior to receipt of the grant, except in the case of reimbursement grants. Reimbursement grant funds may not be included in any appropriation bill until a grant award letter has been received committing to the disbursement of such funds upon completion of the project.

(Ord. 77-691-638, § 2; Ord. 83-591-400, § 1; Ord. 84-1281-764, § 2; Ord. 93-1214-589, § 1; Ord. 2015-427-E, § 1)

No recommendation is offered.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

10.5 Chapter 126, Ordinance Code, Waiver in regard to the SMG Management Contract and providing for utilization by SMG of the SMG Management Procurement Policies.

SMG manages certain City owned public assembly facilities (as defined in the Facilities Management Agreement between the City of Jacksonville and SMG Management of Public Assembly Facilities, dated effective April 1, 2017, as amended from time to time, herein, "Agreement"). To effect guidelines acceptable to both parties to the Agreement, the City Council hereby determines that, to the extent that funding is available in the accounts established for the budget related to the Agreement and SMG has received the necessary approvals for expenditures from said accounts from the City's Authorized Representative under the Agreement, said City Authorized Representative is authorized to approve SMG's continued utilization of SMG's competitive procurement policies for the purchase of capital expenditures in the amount of \$250,000 or less and non-capital extraordinary repair and maintenance projects in the amount of \$500,000 or less. Upon said approval by the City's Authorized Representative, the funds required shall carry-forward and shall not lapse, with appropriate notice from the City's Authorized Representative to the City's Accounting Division. For purchases made by SMG above these \$250,000/\$500,000 thresholds, the City's Authorized Representative shall require SMG's utilization of the City Procurement Division's policies (as same are reflected in Ordinance Code Chapter 126). The provisions of this Section shall in no way modify the Agreement's requirement that all purchases by SMG are fully accountable to the City pursuant to the Agreement. Excluding Section 126.316 (Contracts to Manage and or Promote Sports and Entertainment Facilities), Ordinance Code, the City hereby waives any conflicting provision of Part 2 and Part 3, Chapter 126 (Procurement Code), Ordinance Code, relating to SMG's procurement of materials, equipment and services for the operation and maintenance of the City's Public Assembly Facilities pursuant to the Agreement.

No recommendation is offered.

COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME

10.6 Budget Contents, Waiver of Section 106.203(a) (Contents), Ordinance Code

Provisions of Section 106.203(a) (Contents), *Ordinance Code*, prohibiting codification or establishment of new fees in the Budget Ordinance is hereby waived.

Sec. 106.203. - Contents.

(a) The annual budget ordinance of the general government and of the independent agencies shall be limited to recognizing the City's authorized and approved revenues, expenses, contingencies and reserves, and shall not include reorganizations, codifications, or the establishment of new fees, all of which shall be established by separate ordinance. The annual budget proposals of the general government and of the independent agencies shall be composed of two parts, an operating budget and a capital improvement budget. The operating budget part of the general government shall contain an appropriation to the mobile equipment account of the Fleet Management Division and the mobile equipment accounts of the various activities in the Enterprise Funds in a combined amount at least equal to the depreciation and proceeds from surplus sales of mobile equipment of the current fiscal year. The appropriation shall be calculated as an annualized projection based on the current fiscal year's first six months of depreciation and surplus sales of equipment adjusted as necessary. The annual budget proposals shall in all other ways be set forth in such form and detail as the Mayor or each independent agency may determine. The budget shall not be considered a balanced budget if it contains either a two percent overall lapse, or a four percent per department lapse, including Constitutional Officers.

(Ord. 77-691-638, § 2; Ord. 81-351-128, § 1; Ord. 83-591-400, § 1; Ord. 83-706-472, § 1.7; Ord. 2005-1296-E, § 1; Ord. 2007-813-E, § 10.5; Ord. 2013-464-E, § 10.11)

NOTE - Currently, there are no new fees or codifications in the proposed budget ordinance. If this continues to be the case at the end of the budget process, we will recommend removal of this waiver in the wrap-up budget hearing.

No recommendation is offered at this time.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

Section 10.7 Waiver of Section 106.112 (Annual Review of Fees), Ordinance Code.

Section 106.112 (Annual Review of Fees), Ordinance Code, authorizes the Chief Financial Officer to increase the fees for each existing fee found to be less than 85 percent of the actual cost to the City of providing the service relating to said fee, by up to the annual percentage change in the Consumer Price Index. The provisions of Section 106.112, Ordinance Code, are hereby waived as to the 2017 fee review and therefore the fees shall be maintained at the 2016-2017 fiscal year level. On or before January 3, 2018, the Administration will bring legislation forth including a fee policy review and the previous year fee review as required by Section 106.112, *Ordinance Code*.

Sec. 106.112. - Annual review of fees.

The Chief Financial Officer of the City shall conduct a review of the fees imposed by the various departments of the City annually, and submit a report of his findings to the Council.

Upon the completion of each annual review of fees, The Chief Financial Officer shall, for each existing fee found to be less than 85 percent of the actual cost to the City of providing the service relating to such fee, increase the fee by the greater amount of one-third of the difference between the existing fee and actual cost to the City of providing the service or the amount of the increase from the previous year resulting from the preceding calculation, but in no event shall the increase result in a fee greater than the actual cost to the City of providing the service relating to such fee.

Upon completion of each annual review of fees, The Chief Financial Officer is authorized, for each existing fee found to be equal to or more than 85 percent of the actual cost to the City of providing the service relating to said fee, increase the fee amount by up to the annual percentage change in the Consumer Price Index. The Consumer Price Index shall mean the Consumer Price Index for all Urban Consumers (CPI-U), U.S. City Average, all items 1982—1984 = 100, or successor reports for the preceding calendar year as initially reported by the United States Department of Labor, Bureau of Labor Statistics.

The Chief Financial Officer shall file any change to the fee structure with the Council Secretary and such increased fee shall become effective upon such filing unless and until the Council enacts an ordinance to the contrary.

(Ord. 2010-216-E, § 1)

CONCERN – As noted in the prior year, by not completing the fee review, the City may not be recovering all costs or may be overcharging in some areas.

RECOMMENDATION – We recommend that the date the Administration is to bring forth legislation be updated from January 3, 2018 to another date. The Administration is requesting that the date be changed to July 1, 2019.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

Section 10.9 Waiver of Section 129.103 (Salary of the Mayor), Ordinance Code, to maintain the Mayor's salary at the 2015-2016 fiscal year level.

Section 129.103 (Salary of the Mayor), Ordinance Code, establishing the Mayor's salary as an annual salary equal the salaries of the Sheriff, Clerk of the Circuit Courts, the Supervisor of Elections, the Property Appraiser, and the Tax Collector, in a county with a population equal to that of Duval County, in accordance with the provisions of F.S. Chapter 145, plus an additional amount equal to 20% of that average, is hereby waived. Subject to any limitation set forth in this Part 10, but notwithstanding the provisions of Section 129.103 (Salary of the Mayor), Ordinance Code, or of any other ordinance, the base salary of the Mayor for fiscal year 2018-2019, shall be the base salary of the Mayor for fiscal year 2015-2016.

Sec. 129.103. - Salary of Mayor.

The Mayor shall receive an annual salary equal to the average of the annual salaries to which the Sheriff, Clerk of the Circuit and County Courts, Supervisor of Elections, Property Appraiser and Tax Collector are entitled under this Chapter (exclusive of special qualification salary or other incentive pay for the Sheriff, Clerk of the Circuit and County Courts, Supervisor of Elections, Property Appraiser and Tax Collector but inclusive of annual factor adjustments to the salaries of the Sheriff, Clerk of the Circuit and County Courts, Supervisor of Elections, Property Appraiser and Tax Collector) plus an additional amount equal to 20 percent of that average. The computation of annual salary for the Mayor shall be made as soon as the annual determination of population of local governments is received from the State Department of Community Affairs and shall be effective as of October 1 of the fiscal year for which the computation is being made. The limitation contained in Section 129.104(g) shall apply to the salary of the Mayor.

(Ord. 83-532-278, § 4; Ord. 83-591-400, § 1)

No recommendation is offered.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
CHANGES TO EXISTING WAIVER**

Section 10.8 Waiver of Section 754.112 (Annual Budget for Stormwater User Fees), Ordinance Code.

The provision of Section 754.112 (Annual Budget for Stormwater User Fees), Ordinance Code, requiring that the greater of \$4,000,000 or 15 percent of the total revenue received whichever is higher to be appropriated for stormwater capital projects to fund the stormwater projects at less than \$4,000,000 or 15% of the total revenue is hereby waived.

Sec. 754.112. - Annual Budget for Stormwater User Fees.

Within the annual budget from the revenues received from § 754.106 and § 754.110, the greater of \$4,000,000 or 15 percent of the total revenue received whichever is higher shall be appropriated for stormwater capital projects, and no less than \$6,000,000 shall be designated Drainage System Rehabilitation.

(Ord. 2015-426-E , § 4)

NOTE – There is no funding in the fiscal year 2018/19 proposed budget for stormwater capital projects referenced in the underlined section above. In the past, this waiver was only to allow other revenue sources to cover the funding at the minimum level. As of August 13, there is approximately \$24.9 million in such previously approved and funded stormwater capital projects that are not spent.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
NEW WAIVERS**

New - Section 10.10 Waiver of Section 77.113 (Annual operating budget; budget transfers), Chapter 77 (Kids Hope Alliance), Ordinance Code.

This will be discussed further during the Kid's Hope Alliance budget hearing.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS REMOVED**

Deleted – Section 10.1 from last year's budget ordinance – Waiver of Section 51.102 (Jacksonville Children's Commission funding)

Section 51.102 (Intent of Council), *Ordinance Code*, requiring that the Jacksonville Children's Commission be funded in the amount set forth therein, is hereby waived. The Jacksonville Children's Commission shall be funded in fiscal year 2017-2018 as set forth herein.

NOTE – This waiver was not included because the Jacksonville Children's Commission is no longer in existence. Ordinance 2017-563-E eliminated the Commission and replaced it with the Kids Hope Alliance.

Deleted – Section 10.3 from last year's budget ordinance – Waiver of 106.216(h) (Replacement of Fleet Vehicles), Ordinance Code

Section 106.216(h) (Replacement of Fleet Vehicles), *Ordinance Code*, requiring cash funding of vehicle replacement, is hereby waived, in order to purchase fleet vehicles by borrowing.

Sec. 106.216. - Replacement of fleet vehicles.

(h) Beginning with Fiscal Year 2010—2011, the City will not borrow to purchase fleet replacement vehicles, but will return to its past practice of cash funding vehicle replacement.

NOTE – This waiver is not included because the proposed budget does not include any borrowing for vehicles purchased in fiscal year 2018/19.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS REMOVED**

Deleted – Section 10.9 Waiver of Ordinance 2000-1079-E, as amended by Ordinance 2001-795-E.

Pursuant to the provisions made in Ordinance 2000-1079-E, as amended by Ordinance 2001-795-E, and related exhibits, funds received for certain loan repayments of VCP-Lynch, Ltd. shall be deposited within the Downtown Economic Development Fund to be utilized for future downtown projects. Those provisions are waived herein to the extent that loan repayments for the 2017/2018 fiscal year shall be deposited into the Northeast Tax Increment District – USD1C, Subfund 181. The purpose of the waiver is to reduce the amount of the General Fund/General Service District subsidy to the Northeast Tax Increment District for the 2017/2018 fiscal year.

Recommendation – We recommend that this provision be added back to the proposed budget ordinance. In the proposed budget the VCP-Lynch repayments are included as a funding source for the Northeast Tax Increment District – USD1C, Subfund 181.

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**COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
ADDITIONAL PROVISIONS
ADDITIONS**

New - Section 11.20 Agreements between the City of Jacksonville Office of General Counsel and Conflict Counsel for Jacksonville Sheriff's Office.

There is hereby approved, and the General Counsel, or his designee, and Corporation Secretary are hereby authorized to execute and deliver, those certain agreements between the City of Jacksonville and special counsel identified by the General Counsel pursuant to Section 108.505(c), Ordinance Code, for selection and retention of conflict counsel in representing Jacksonville Sheriff's Office police officers, reserve officers, and corrections officers in civil cases in which the Office of General Counsel has determined the existence of a conflict or potential conflict of interest between the City and an officer's legal position in the litigation. This authorization and approval is granted for agreements in aggregate not to exceed an amount of \$90,000 for the 2018-2019 fiscal year.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
ADDITIONAL PROVISIONS
DELETIONS**

Previous Section 11.7 Proviso regarding Huguenot and Hanna Park Fee Review

The Parks, Recreation and Community Services Department shall include the fees for Huguenot and Hanna Parks in the fee review as is required by Section 106.112, Ordinance Code.

Previous Section 11.10 Amending Section 25.106 (Litigation Imprest Fund), Ordinance Code, to increase the imprest fund in the Ordinance Code, in the Office of General Counsel to \$2,500 to match the Charter language.

Comment – This was a codification of an increase to the Office of General Counsel's imprest fund.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
ADDITIONAL PROVISIONS
DELETIONS**

Previous Section 11.12 Amending the Financing Exhibit to Ordinance 2001-795-E regarding City Self-Insurance repayment for the Lynch Building.

Amending 2001-795-E, an Ordinance regarding the Lynch Building and financing of the same. The Financing Exhibit, dated 9-4-01, attached to Ordinance 2001-795-E, is hereby amended to reflect the following City repayment amendment, and to attach a Revised Attachment 1 to the Financing Exhibit, attached hereto as Exhibit 1:

Financing Exhibit to Ordinance 2001-795 (9-04-01) 3 PAGES

Repayment to Self-Insurance

* * *

The self-insurance fund will be repaid on an annual basis with funds from the Northbank Downtown Tax Increment District. The terms of the repayment will be a 30 year amortization, from July 1, 2003, with a 20 year term at a fixed interest rate of three percent (3%) ~~six percent (6%)~~ per year, commencing October 1, 2017. An illustration is provided under the column titled "Repayment of Self-Insurance Loan" in Revised Attachment I to this Financing Exhibit.

* * *

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
ADDITIONAL PROVISIONS
DIRECT CONTRACT LANGUAGE**

Deleted -

In the 2017/18 budget ordinance (2017-504-E), the following entities were directly contracted by the City for special community services:

- Section 11.14: Jacksonville Area Legal Aid (JALA) - \$266,000
- Section 11.15: I'm A Star Foundation, Inc. - \$176,926
- Section 11.16 Eden Exchange Holding Corporation – Catch-A-Break - \$150,000
- Section 11.17: AGAPE Community Health Center, Inc. - \$187,926 (***Please Note: There is \$100,000 included in the Mayor's proposed budget for AGAPE. However, there is no language in the proposed budget invoking the exception to Section 126.107 for the Health Center.***)
- Section 11.18: Edward's Waters College – Joint use of a community field and other contractual conditions.
- Section 11.19: Tristan's Acceleration Academy - \$61,804

Added -

In the 2018/19 proposed budget ordinance, the following entities will be directly contracted with for community needs:

- Section 11.11 (Exhibit 1): Gateway Community Services and up to Seven Emergency Departments - \$1,149,945
- Section 11.12 (Exhibit 2): Prisoners of Christ, Inc. (POC) - \$400,000
- Section 11.13 (Exhibit 3): New Hope Education and Addictions Services, Inc. - \$100,000
- Section 11.14 (Exhibit 4): Operation New Hope, Inc. - \$400,000
- Section 11.15 (Exhibit 5): Edward Waters College, Inc. for New Town Success Zone (NTSZ) - \$161,300
- Section 11.16 (Exhibit 6): Groundwork Jacksonville, Inc. (GWJ) - \$50,000
- Section 11.17 (Exhibit 7): United Way of Northeast Florida 2-1-1. - \$150,000
- Section 11.18 (Exhibit 8): Jacksonville Zoological Society, Inc. – matching grant for capital improvements - \$5,000,000
- Section 11.19 (Exhibit 9): Shands Jacksonville Medical Center – capital maintenance and improvements - \$15,000,000

(See separate handout related to our recommendations)

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2018/19 BUDGET ORDINANCE 2018-504
ADDITIONAL PROVISIONS**

Section 1.9 Septic Tanks.

In compliance with the guidelines described in Sections 751.106 and 751.107, Ordinance Code, there are hereby identified in Schedule B-5, the up to date Septic Tank Failure Areas and the budget for the Septic Tank Phase Out Program.

RECOMMENDATION – We recommend that:

1. “the budget for” language in this Section be removed since there is no budget included with this Schedule.
2. At the request of the Administration Schedule B-5 should be revised to include the Septic Tank Phase Out Prioritization 2018 Update document.

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Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Rick Scott
Governor

Celeste Philip, MD, MPH
Surgeon General and Secretary

Vision: To be the Healthiest State in the Nation

MEMORANDUM

Date: June 25, 2018

From: Erin E. Hess, Interim Administrator
Florida Department of Health in Duval County *eh*

To: John Pappas, P.E., Director
City of Jacksonville, Department of Public Works

RE: **2018 Septic Tank Priority Area List**

In accordance with the guidelines described in Jacksonville City Ordinance Sections 751.106 and 751.107, the Florida Department of Health in Duval County is pleased to provide the following updated Septic Tank Priority Areas List for 2018:

1	BEVERLY HILLS	60.26	20	BEAUCLERC GARDENS	44.88
2	JULINGTON CREEK	58.03	21	CEDAR RIVER	42.82
3	WESTFIELD	55.00	22	NORTHLAKE	42.00
4	RIVERVIEW	54.78	23	MILL CREEK	41.26
5	KINARD	50.12	24	ATLANTIC HIGHLANDS	41.16
6	CHRISTOBEL	49.76	25	SPRING GLEN	41.13
7	JULINGTON HILLS	49.52	26	OAKHAVEN	40.91
8	BILTMORE C	49.00	27	POINT LA VISTA	40.70
9	ST NICHOLAS	48.69	28	ORTEGA	39.84
10	EMERSON	48.66	29	HOLLY OAKS	39.56
11	CHAMPION FOREST	48.64	30	FREEMAN RD/ INWOOD TERRACE	39.00
12	LINCOLN VILLAS	48.00	31	THE CAPE	37.64
13	ROYAL TERRACE	48.00	32	LONE STAR PARK	37.33
14	HOOD LANDING II	47.64	33	PABLO POINT	37.31
15	OAK LAWN	47.11	34	MT PLEASANT	32.87
16	EGGLESTON HEIGHTS	47.01	35	CLIFTON	31.93
17	LAKESHORE	45.99	36	ODESSA	31.00
18	SANS PEREIL	45.98	37	SOUTHSIDE ESTATES	30.94
19	EMPIRE POINT	45.08			

Please note that the Septic Tank Priority Areas have only been scored using Health Criteria 1A – 8 as listed in s. 751.107, *Ordinance Code*.

If you have any questions concerning this memorandum, please contact Scott Turner, MPA, RS, Director of Environmental Health, at (904) 253-2422 or email scott.turner@flhealth.gov.

City of Jacksonville and JEA

Septic Tank Phase-Out Prioritization
2018 Update

Priority	Area Name	Notes
1	Biltmore 'C'	Top Tier
2	Beverly Hills	Top Tier
3	Christobel	Top Tier
4	Riverview	
5	Champion Forest	
6	Emerson	
7	St. Nicholas	
8	Eggleston Heights	
9	Kinard	
10	Julington Creek	
11	Atlantic Highlands	
12	Westfield	
13	Oaklawn	
14	Sans Pereil	
15	Empire Point	
16	Cedar River	
17	Spring Glen	
18	Lakeshore	

Priority	Area Name	Notes
19	Freeman Rd / Inwood Terrace	
20	Holly Oaks	
21	Mill Creek	
22	Oakhaven	
23	Julington Hills	
24	Northlake	
25	Lone Star Park	
26	Hood Landing II	
27	Point La Vista	
28	Southside Estates	
29	Beauclerc Gardens	
30	Clifton	
31	Ortega	
32	Odessa	
33	The Cape	
34	Pablo Point	
35	Mt. Pleasant	

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MAYOR'S PROPOSED FY 2018/19 BUDGET
FIRE AND RESCUE
GENERAL FUND / GENERAL SERVICES DISTRICT (S/F 011)**

PROPOSED BUDGET BOOK - Page # 238-240

BACKGROUND:

The Jacksonville Fire and Rescue Department (JFRD) is comprised of the Office of the Director and five other divisions. The other divisions are Emergency Preparedness, Fire Operations, Fire Prevention, Fire Training, and Fire Rescue. The primary mission of JFRD is to preserve and protect the lives, property, and environment of our community. JFRD processes calls for emergency assistance quickly and effectively to reduce response times to citizens, administer a community-wide emergency management plan, perform fire and life safety building inspections, review new construction plans for fire code compliance, conduct public safety education programs, deliver the highest quality of pre-hospital care, promote state of the art training, education and certification to all personnel necessary to ensure that JFRD remains competent and efficient in providing citizens and visitors of Duval County the absolute best delivery of emergency services. The Fire Plan Review Section is funded through the Building Inspections fund (S/F 159).

REVENUES:

1. Charges for Services

- The net increase of \$237,033 is primarily due to an increase of \$160,759 in fire inspection revenues and an increase of \$104,704 in SMG overtime reimbursement revenue to align with the actual revenues in the current year. There is a reciprocal expenditure for this in the SMG budget. Meanwhile, the net ambulance revenues remain flat at \$23.1 million.

2. Revenue From City Agencies – Allocations

- This amount represents a repayment of costs from the 9-1-1 Emergency User Fee Subfund (S/F 171) for call taker salaries and is estimated by the Sheriff's Office. The amount of the reimbursement for call taker salaries is incorrect and will be recommended for correction under the 911 Emergency User Fee (S/F 171) budget.

3. Fines and Forfeits

- The decrease of \$4,223 is due to decreased revenues for fire code violations based on the current year's actual revenues.

4. Miscellaneous Revenue

- The decrease of \$5,018,839 is primarily due the movement of revenue received from other government entities for fire and rescue services to the Transfer from Component Units category below. The remaining revenues totaling \$708,162 are for services provided at Cecil Field and various events.

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5. Other Sources

- This represented the borrowed amount in FY 2017/18 for the Safer Neighborhoods Investment Plan (SNIP) to fund the equipment for Fire Stations 61 and 63 and to replace bunker gear to meet new industry standards.

6. Transfers From Component Units

- The increase of \$5,802,336 is due to the movement of revenue received from Jacksonville Aviation Authority (JAA), Atlantic Beach, and the Town of Baldwin for fire and rescue services from the Miscellaneous Revenue category as mentioned above. This funding was moved from Miscellaneous Revenue to reflect the funding source more accurately. Compared to the current fiscal year, these revenues increased by \$770,742 in the proposed budget mostly due to an increase of \$729,736 in revenues from JAA, which is mainly attributed to a rescue unit added during FY 2017/18 (Ordinance 2018-110-E).

EXPENDITURES:

1. Salaries

- The net increase of \$11,004,131 is being driven mainly by the following changes:
 - an increase of \$10,390,390 in permanent and probationary salaries mainly due to increases of:
 - \$4,447,771 for the addition of 95 positions to the General Fund/GSD:
 - a) \$1,572,096 related to the addition of 11 positions and the funding of 17 previously unfunded positions added during the FY 2017/18:
 - i. \$1,160,208 for 4 new positions added and 17 previously unfunded positions to staff three rescues at fire stations that were previously staffed with overtime staff
 - ii. \$411,888 for 7 positions added to staff a new rescue at JIA
 - b) \$877,394 for 27 firefighter positions that are coming off the SAFER grant and are being transferred to the General Fund/GSD on December 22, 2018 (funded for 3/4 of the year)
 - c) \$1,998,281 for 57 new positions to be added in the proposed budget:
 - i. \$923,197 for 21 positions would be added for new rescues at stations #17, #37, and #44 (7 positions at each)
 - ii. \$493,837 for 18 positions would be added for temporary station 61 (funded for 1/2 of the year)
 - iii. \$448,634 for 15 firefighter positions would be added for relief (funded for 3/4 of the year)
 - iv. \$132,612 for 3 positions would be added in fire prevention
 - approximately \$5.2 million for the pay increase of 6.5% on October 1, 2018 related to collective bargaining and pension reform
 - approximately \$0.8 million for promotions related to the City's settlement with the Department of Justice

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- approximately \$0.3 million for positions funded for the part of FY 2017/18 that are now need to be funded for the entire FY 2018/19
 - an increase of \$864,559 in special pay – pensionable based on current year's actuals.
 - an increase of \$542,953 in out of class pay – pensionable to align with the actual expenditures in the current year.
 - an increase of \$573,307 in rollback/sellback based on current year's actuals.
 - a decrease of \$1,513,781 in overtime to align with the actual expenditures in the current year, which was achieved by staffing increases.
2. Pension Costs
- The net increase of \$1,421,507 is due to an increase of \$1,430,466 in the public safety defined contribution pension costs as a result of the positions being added and employee turnover.
3. Employer Provided Benefits
- The net increase of \$4,588,559 is mostly driven by the following changes:
 - an increase of \$3,189,366 in health insurance is mainly the result of the five contribution “holidays” that occurred during FY 2017/18.
 - an increase of \$692,164 in workers compensation – heart hypertension and of \$500,241 in workers compensation based on the actuarial report and additional funding required for the new joint operating reserve in Risk Management established by Ordinance 2018-380-E.
 - an increase of \$165,022 in Medicare tax due to the increase in salaries.
4. Internal Service Charges
- The net increase of \$3,160,145 is mainly being driven by the following items:
 - an increase of \$1,152,020 in IT system development allocation mostly due to the unified CAD (Computer Aided Dispatch) system for JSO and JFRD at Cecil Field.
 - an increase of \$2,024,293 in fleet vehicle replacement costs mainly due to:
 - buying 45 vehicles with a total purchase price over \$11,193,000 in FY 2017/18 and budgeting expenses only for a small part of the year in FY 2017/18 (\$295,732 was budgeted for FY 2017/18 while those vehicles would cost \$2,473,633 in FY 2018/19)
 - buying 63 more vehicles in the proposed budget with the expected cost of \$15,929,950 in FY 2018/19 (see table on next page)
 - paying off the vehicles purchased in prior years offset these two items slightly

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Unit Description	Number of Units to be Purchased	Average Price	Average Monthly Use in FY 2018/19	Fleet Replacement Allocation in FY 2018/19 (Partial Year)	Fleet Replacement Allocation (Full Year)
JFRD - Crash Truck	2	\$ 1,025,000	0	\$ -	\$ 453,046
JFRD - Ladder	3	\$ 1,200,000	0	\$ -	\$ 795,594
JFRD - Pumper	6	\$ 550,000	0	\$ -	\$ 729,294
JFRD - Rescue Unit	27	\$ 155,444	2	\$ 154,588	\$ 927,530
JFRD - Rescue Unit (2018-791-E)	3	\$ 175,000	2	\$ 19,337	\$ 116,024
JFRD - SCBA Air Truck	1	\$ 725,000	0	\$ -	\$ 160,224
JFRD - Tanker	2	\$ 350,000	0	\$ -	\$ 154,699
Pickup Truck	5	\$ 34,590	6	\$ 19,111	\$ 38,222
Pickup Truck - Crew Cab	1	\$ 45,000	6	\$ 4,972	\$ 9,945
SUV - JFRD Chief	11	\$ 45,000	6	\$ 54,697	\$ 109,394
Van / Box Truck	2	\$ 60,000	4	\$ 7,735	\$ 26,520
	63			\$ 260,441	\$ 3,520,491

5. Insurance Costs and Premiums

- The net increase of \$96,623 is mainly due to an increase of \$88,386 in general liability insurance due to an overall increase in the cost of general and auto liability insurance for the City based on the actuarial projections and due to the funding of the new joint operating reserve mentioned above in workers compensation.

6. Professional and Contractual Services

- The net decrease of \$110,500 is mainly due to a decrease of \$119,999 in contractual services due to the State paying for the emergency notification system, which was previously budgeted in this line item.

7. Other Operating Expenses

- The net increase of \$1,329,402 is mostly driven by the following increases:
 - \$1,042,914 in other operating supplies related to the addition of new rescues.
 - \$124,152 in meal and clothing allowance due to an increase in positions
 - \$109,000 in clothing, uniform and safety equipment to align with the actual expenditures in the current fiscal year.

8. Capital Outlay

- The decrease of \$4,023,060 is mostly due to budgeting \$4,439,060 for FY2017/18 for new bunker gear (\$3,340,000), replacement equipment (\$659,880), and apparatus and other equipment for fire stations #61 and #63 (\$439,180). In the proposed budget, there is \$500,002 budgeted for various equipment including stretchers, bay doors, storage sheds, fitness equipment, hazmat meters, etc.

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9. Debt Management Fund Repayments

- The banking fund debt repayments are for existing projects:

Description	Amount
Mobile Data Terminal (MDT) Refresh	\$ 95,760
Self Contained Breathing Apparatus	\$ 586,777
Safer Neighborhoods Investment Plan - JFRD Equipment	\$ 314,879
Total:	\$ 997,416

DIVISIONAL CHANGES:

- The decrease in Fire Administration of \$3,595,708 is mostly due to:
 - a decrease in banking fund – specialized equipment of \$4,439,060 (new bunker gear, replacement equipment, apparatus and equipment for fire station #61 and #63 that were budgeted here in FY 2017/18)
 - an increase for special equipment of \$500,000 (various equipment including stretchers, bay doors, storage sheds, fitness equipment, hazmat meters, etc.)
 - an increase in salaries of \$433,183 for general wage increases from collective bargaining and drop/leave payout based on the DROP schedule

- The increase in Emergency Preparedness of \$163,967 is mostly due to:
 - an increase in salaries of \$279,546 (2 new positions and 6.5% CBA raise)
 - an increase in pension costs of \$89,763 (two (2) new positions and salary increases)
 - a decrease in professional and contractual services of \$119,999 (State pays for the emergency notification system now)
 - a decrease in computer system maintenance allocation of \$109,707 (Cisco VoIP System project was completed and Emergency Operation Center site was upgraded)

- The increase in Fire Operations of \$8,890,780 is mostly due to:
 - an increase in salaries of \$4,787,030 (6.5% CBA raise, addition of 27 SAFER grant positions, addition of 15 positions for relief, and addition of 11 positions for temporary station #61)
 - an increase in group health insurance of \$2,002,112 (adding new employees and removing five contribution “holidays”)
 - an increase in fleet vehicle replacement allocation of \$1,163,050 (buying more vehicles recently)
 - an increase in IT system development allocation of \$984,895 (unified CAD system and Mobile Data Terminals refresh)
 - an increase in public safety defined contribution contributions of \$846,614 (new employees are placed into this plan)
 - a decrease in police and fire pension costs of \$1,433,121 (fewer employees in the plan and more of the reserves are used)

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- The increase in Fire Prevention of \$800,196 is mostly due to:
 - an increase in salaries of \$343,659 (three new positions and 6.5% CBA raise)
 - an increase of \$169,856 in pension costs (three new positions)
 - an increase in IT system development allocation of \$167,125 (new project related to enterprise permit/land use management)
 - an increase in computer system maintenance/security allocation of \$86,874 due to new charges related to services provided for applications used by the department and related to costs for enterprise permit and land usage management
 - an increase in group health insurance of \$48,717 (adding new employees and removing five contribution “holidays”)

- The increase in Fire Training of \$434,598 is mostly due to:
 - an increase in salaries of \$223,810 (one new position transferred in during the year and 6.5% CBA raise)
 - an increase of \$152,991 in pension costs

- The increase in Fire Rescue of \$10,772,867 is mostly due to
 - an increase in salaries of \$4,936,903 (6.5% CBA raise, addition of positions during FY 2017/18, addition of 28 positions for three new rescues and for temporary station #61 as part of the FY 2018/19 budget)
 - an increase of \$2,336,243 in pension costs (new positions)
 - an increase in group health insurance of \$1,021,306 (adding new employees and removing five contribution “holidays”)
 - an increase in other operating supplies of \$900,312 (related to new rescues)
 - an increase in fleet vehicle replacement allocation of \$804,547 (buying more vehicles recently)

SERVICE LEVEL CHANGES:

The level of emergency services provided to the community will be enhanced with the addition of rescue units at stations #17, #37 and #44 as well as a new engine and rescue at temporary station #61 opening midway through the fiscal year.

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FOOD AND BEVERAGES EXPENDITURES (subobject 05206):

SF	Indexcode	Amount	Description of each Service/Event that requires the purchase of food/beverage	Explanation that the Service/Event serves a public purpose
011	FROD011EXP	\$1,000	Apprentice Program	Community program open to at risk kids
011	FRFO011FO	\$500	Food, water, ice at extended stay fires >4 hours in duration	Public safety

CAPITAL OUTLAY CARRYFORWARD:

Per Schedule AF, there is a capital carryforward of \$308,600 associated with the equipment that might not be purchased by the end of the fiscal year.

EMPLOYEE CAP CHANGES:

The overall authorized position cap is proposed to increase by 95 positions:

- 11 positions were added during FY 2017/18:
 - 7 positions were added for a rescue at JIA in FY 2017/18, and the costs are split equally between JIA and the City (Ordinance 2018-110-E)
 - 4 positions were added while 17 unfunded positions were reclassified for three rescues at fire stations #4, #10, and #14 (Ordinance 2017-791-E)
- 27 firefighter positions are coming off the SAFER grant and are being transferred to the General Fund – GSD on December 22, 2018 (funded for 3/4 of the year)
- 57 positions would be added in the proposed budget:
 - 21 positions would be added for new rescues at stations #17, #37, #44 (7 positions at each, funded for 3/4 of the year)
 - 18 positions would be added for temporary station #61 (funded for 1/2 of the year)
 - 15 firefighter positions would be added for relief (funded for 3/4 of the year)
 - 3 positions would be added in fire prevention

Part-time hours were also increased by 2,500 hours for the apprentice program.

RECOMMENDATION:

None

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FIRE & RESCUE
BUILDING INSPECTIONS (S/F 159)**

PROPOSED BUDGET BOOK - Page # 241-245

BACKGROUND

The fire plans review function of the Fire & Rescue Department is funded within the Building Inspection subfund.

REVENUE:

1. Charges for Services

- The increase of \$182,496 is to align the budgeted amount with the current actual revenues for fire plans review and re-inspection fees.

EXPENDITURES:

1. Salaries

- The net increase of \$238,916 is mainly due to:
 - an increase of \$161,110 in salaries due to one (1) inspector position being added during FY 2017/18 (Ordinance 2018-107) and two (2) inspector positions being added in the proposed budget as well as the increase in salaries related to the collective bargaining agreements.
 - an increase of \$41,788 in drop/leave payout related to the expected retirements in FY 2018/19.

2. Salary & Benefit Lapse

- The proposed salaries and benefits lapse of \$14,237 is based on the average turnover ratio and estimated number of vacancies in FY 2018/19.

3. Pension Costs

- The net increase of \$12,111 is mostly due to an increase of \$15,515 in the general employees defined contribution pension costs caused by an increase in employee cap where new employees would be limited to this plan.

4. Employer Provided Benefits

- The increase of \$57,527 is mostly due to:
 - an increase of \$38,042 in health insurance in connection with the elimination of the five contribution “holidays” that occurred in FY 2017/18 and an increase in the employee cap.
 - increases of \$11,293 and \$4,480 in workers compensation and workers compensation – heart hypertension, respectively.

5. Internal Service Charges

- The net increase of \$60,707 is mainly due to the purchase of two pick-ups for \$55,300 which will be paid off completely in FY 2018/19.

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6. Other Operating Expenses
 - The increase of \$12,550 is due to an increase of \$9,000 in travel expense and an increase of \$2,650 in clothing, uniform and safety equipment.
7. Capital Outlay
 - The \$45,000 in specialized equipment (gear, laptop, pc) for new positions.
8. Indirect Cost
 - This is an allocation of costs to operate central services of the City (e.g. Finance and Administration, Employee Services and City Council) as calculated by the City's independent consulting firm.

SERVICE LEVEL CHANGES:

The level of services provided to the community will be enhanced with the addition of new positions.

CAPITAL OUTLAY CARRYFORWARD:

There is a capital outlay carryforward of \$115,900 associated with the inspection database upgrades.

EMPLOYEE CAP CHANGES:

The employee cap increased from seven (7) to ten (10) due to an addition of one (1) inspector position in FY 2017/18 and two (2) inspector positions being added in the proposed budget.

RECOMMENDATION:

We recommend removing the \$115,900 carryforward from Schedule AF. The Fire Inspection Replacement Solution is now a part of another IT project, and it will be funded via that project. There is no impact on Special Council Contingency.

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OFFICE OF THE SHERIFF
GENERAL FUND/GENERAL SERVICES DISTRICT (S/F 011)**

PROPOSED BUDGET BOOK – Page # 311-314

BACKGROUND:

The Jacksonville Sheriff's Office mission is to protect the lives and property of the citizens of this community, to preserve the peace and to prevent crime and disorder while constantly guarding personal liberties as prescribed by law.

- In the 2018/2019 Proposed Budget there are 1,785 sworn police officers, 790 correction officers and 655 civilian positions for a total of 3,230 Sheriff's Office employees in the General Fund/GSD.
- The total number of vehicles as of July 25, 2018 in the Sheriff's fleet is 2,232, which includes 1,289 Patrol Cars, 36 Motorcycles, 279 Other Vehicles and 628 Unmarked Vehicles. The total amount does not include the 91 leased vehicles in 2018-456.
- The average inmate population for the correctional facilities in 2017 was 2,827, which is down from 3,161 in 2016.
- The Sheriff's Office vacancy count as of July 19, 2018 was 225, which is broken out as follows: 106 Police Officers, 56 Corrections and 63 Civilians.
- The Sheriff's proposed budget is 36% of the General Fund/GSD expenditure budget and 52% of the General Fund/GSD employee cap.

REVENUES:

1. Charges for Services:

- The increase of \$316,617 is primarily due to the following increases of:
 - \$171,563 for SMG Overtime Reimbursement due to combining Daily's Place overtime with SMG, which were previously included in Miscellaneous Revenue and including events at the Ritz Theatre.
 - \$107,520 in Alarm Permit Fees pursuant to 2016-562-E.
 - \$53,012 in Civil Income Individuals based on average collections.
- The increase is being partially offset by a decrease of \$61,585 for Off Duty Reimbursement (which is consistent with current year collections) due to all downtown special events that were previously staffed with some secondary employment now being staffed with on-duty officers using overtime. [An administrative fee is charged for secondary employment. A fee of \$5/hour for each hour paid and a fee of \$7/hour where the police vehicle is utilized with the engine running and emergency equipment is in use.]

2. Revenue from City Agencies – Allocations:

- The budgeted amount of \$1,942,543 includes the reimbursement of call taker salaries from the 911 Emergency User Fee (sub-fund 171) in the amount of \$1,590,702 and an amount of \$351,841 for the Mayor's security.

3. Fines and Forfeits:

- Fines and Forfeitures includes three revenue line items based on fees collected on traffic infractions and one line item based on alarm citations. The increase of \$179,374 is due to

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increases on the fees collected on traffic infractions in the amount of \$117,625 and an increase of \$61,749 for Alarm Citations.

4. Miscellaneous Revenue:

- The decrease of \$62,795 is primarily due to a decrease of \$85,655 in Overtime Reimbursement Charges for Daily's Place overtime, which was moved to Charges for Services as mentioned above.

5. Other Sources:

- The FY 2017/18 amount represents debt proceeds for the purchase of capital that year. Since there is no proposed borrowing for capital purchases in the Fiscal Year 2018/19, this amount is \$0.

EXPENDITURES:

1. Salaries:

- The increase of \$17,011,235 in salaries is primarily due to the following increases of:
 - \$13,912,278 in Permanent and Probationary Salaries. The increase in salaries includes the 6.5% increase in salaries per the Collective Bargaining agreements for Police Officers and Correction Officers and the 4.5% increase in salaries for the Civilian employees. The increase also includes a full year of funding for the 100 Police Officers of which, 40 received 3 months of funding, another 40 received 1.5 months of funding, and the remaining 20 received no funding in Fiscal Year 2017/2018. Lastly, the increase includes the funding of 15 Police Officers that were previously covered by the COPS grant.
 - \$1,829,821 in Overtime due to using overtime to staff special events instead of secondary employment and the 6.5% increase in salaries per the Collective Bargaining agreements for Police Officers and Correction Officers.
 - \$513,487 in Part-time Salaries due to additional personnel in Public Records, ID unit and Body Worn Camera unit along with the collective bargaining salary increases.
 - \$496,728 in Leave Rollback/Sellback and \$322,997 in Special Pay are primarily due to the collective bargaining salary increases.
- The increase is being partially offset by a decrease of:
 - \$61,597 in DROP/Leave Payout due to the reduced number of DROP participants scheduled to retire for next fiscal year. There is a total of 84 DROP participants anticipated to retire for Fiscal Year 2018/2019 as compared to 89 for Fiscal Year 2017/2018.

2. Salary and Benefit Lapse:

- The FY 2018/19 lapse amount of \$3,574,410 is based on the lapse model.

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3. Pension Costs:

- The increase of \$319,390 in Pension Costs is the net result of increases in defined contribution costs due to new employees hired after October 1, 2017 being members of this plan instead of the defined benefit plan. This is being offset by a decrease in the contribution to the police and fire pension plan due to the City using \$24,736,292 excess reserves to cover the Fiscal Year 2018/19 contribution instead of \$20 million as used in Fiscal Year 2017/18, thus lowering the contribution.

4. Employer Provided Benefits:

- The increase of \$7,469,026 is primarily due to the following increases of:
 - \$6,196,794 for Group Hospitalization which is mainly the result of not having the five contribution “holidays” that were present in FY 2017/18 Budget.
 - \$959,308 for Workers Compensation – Heart and Hypertension based on the actuarial report and additional funding required for the new joint operating reserve in Risk Management established by Ordinance 2018-380-E.
 - \$205,786 in Medicare Tax due to the increase in Salaries.

5. Internal Service Charges:

- The increase of \$5,258,830 is primarily due to increases of:
 - \$1,721,830 in Radio Equipment Refresh due to an increase in the number of mobile radios to be refreshed in Fiscal Year 2018/2019.
 - \$961,968 in IT System Development for the 911 Computer-Aided Dispatch (CAD) System and the Command Central AWARE/Real Time Crime Center projects.
 - \$896,202 in Computer System Maintenance/Security due to an increase in labor costs for specific JSO application projects (CAD system and JSO Website upgrade) and for direct billed costs for the Command Central AWARE/Real Time Crime Center and new telephone system.
 - \$887,740 in Fleet Vehicle Replacement due to the net impact of vehicles on the proposed replacement list, a full year allocation of the prior year replacements and vehicles that were replaced in prior years being paid off in the current year. The Sheriff's Office is budgeted to receive 202 replacement vehicles and 20 new vehicles for the positions that were not funded in Fiscal Year 2017/2018, with an associated partial year cost of \$1,010,051.
 - \$860,000 in Fleet Vehicle Lease for 91 covert vehicles.
 - \$709,977 in Fleet Parts/Oil/Gas due to a projected increase in fuel costs for Fiscal Year 2018/2019 compared to the Fiscal Year 2017/2018 budget.
- The increase is partially offset by a decrease of \$778,858 in the Radio Allocation due to the one-time purchase of 80 radios in this current fiscal year.

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6. Insurance Costs and Premiums:
 - The increase of \$595,276 is primarily due to an increase of \$591,200 for General Liability Insurance due to claims history.

7. Professional and Contractual Services:
 - The increase of \$1,125,306 is due to the following:
 - An increase of \$1,690,993 in Contractual Services primarily for the Health Services contract which is now budgeted for an entire year along with an increase in pharmacy costs.
 - There is an increase of \$282,217 for Security/Guard Service primarily due to increased staffing at the courthouse and Shands.
 - The increase is partially offset by decreases of:
 - \$500,900 in Contract Food Services – Jail due to a projected lower inmate count for Fiscal Year 2018/2019, based on current year inmate counts.
 - \$347,004 in Professional Services due to not budgeting for the Police and Corrections assessment centers for Fiscal Year 2018/2019 since they are budgeted for every other year and not including nursing services due to outsourcing the Health Services function.

8. Other Operating Expenses:
 - There is an increase of \$717,406 primarily due to the following increases of:
 - \$404,853 in Repairs and Maintenance due to ShotSpotter license renewal and sensor maintenance (\$333,125), scheduled overhauls and repairs for helicopters, and maintenance of body scanners.
 - \$124,751 in Miscellaneous Services and Charges due to a parking contract for bailiffs, an increase in DNA testing, an increase in forfeiture filing fees, an increase in photo array services, and an increase for accreditation fees.
 - \$115,321 in Employee Training mainly due to anticipated increase in FSCJ tuition costs and an increase in training priorities.
 - \$107,920 in Hardware and Software Maintenance and Licenses.
 - \$82,929 in Wireless Communications due to the Sheriff having to issue cell phones to staff members due to the FBI's Criminal Justice Information System requirements.
 - \$76,435 in Electricity due to the new Zone 3 substation lease. This is the cost to run the A/C for the substation after normal business hours.
 - \$63,017 in Lease-Purchase (Equipment Agreements) for an additional 120 laptops.
 - The increase is being partially offset by a decreases of
 - \$279,953 in Clothing, Uniforms and Safety Equipment due to purchasing uniforms and equipment for new officers in this current year.
 - \$127,527 in Chemical and Drugs due to the outsourcing of Health Services.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2018/19 BUDGET
OFFICE OF THE SHERIFF
GENERAL FUND/GENERAL SERVICES DISTRICT (S/F 011)**

PROPOSED BUDGET BOOK – Page # 311-314

9. Capital Outlay:

- The decrease of \$1,718,992 is due to not purchasing any capital items for Fiscal Year 2018/2019.

10. Debt Management and Fund Repayments:

- The Banking Fund principal payment amount is \$41,811 and the interest payment amount is \$41,890, which has a net increase of \$5,527. These payments are for prior years' borrowing.

DIVISIONAL CHANGES:

- The increase of \$6,568,046 in Corrections is primarily due to:
 - An increase in salaries of \$2,245,498 due to the increase based on the collective bargaining agreements.
 - An increase in Pension Costs of \$1,206,120.
 - An increase in Employer Provided Benefits of \$1,977,019 mainly due to an increase in Group Hospitalization and Workers Comp – Heart Hypertension.
 - An increase in of \$1,364,608 in Professional and Contractual Services primarily due to an increase in the Health Services contract for a full year of funding and increased pharmacy costs.
- The increase of \$3,761,126 in Investigation and Homeland Security is primarily due to:
 - Increases in Salaries of \$1,604,935 due to the increase based on the collective bargaining agreements.
 - Employer Provided Benefits of \$574,437.
 - Increases in Internal Service Charges of \$1,357,104 primarily for Fleet due to the covert vehicle lease, receiving 44 vehicle replacements out of a total of 222, an increase in projected fuel costs for Fiscal Year 2018/2019, and an increase in Computer System Maintenance/ Security for the new telephone system.
 - An increase in Other Operating Expenses of \$407,599 primarily due to an increase in Repairs and Maintenance for ShotSpotter.
- The increase of \$15,033,555 in Patrol and Enforcement is primarily due to:
 - An increase in Salaries of \$10,844,116 which includes a full year of funding for 100 Police Officers and the 6.5% increase per the Collective Bargaining Agreements.
 - An increase of \$4,060,460 in Employer Provided Benefits primarily for Group Hospitalization Insurance due to the result of not having the five contribution “holidays”.
 - An increase in Internal Services Charges of \$1,039,583 primarily for Fleet due to an increase in projected fuel costs for Fiscal Year 2018/2019 and receiving 142 vehicle replacements out of a total of 222.
 - There is an offsetting decrease in Pension Costs of \$1,983,017 primarily due to the City using more reserves to cover the Fiscal Year 2018/2019 contribution.

**COUNCIL AUDITOR’S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR’S PROPOSED FY 2018/19 BUDGET
 OFFICE OF THE SHERIFF
 GENERAL FUND/GENERAL SERVICES DISTRICT (S/F 011)**

PROPOSED BUDGET BOOK – Page # 311-314

- The decrease of \$8,409,693 in Personnel and Professional Standards is primarily due to moving the Information Systems Management activity to Police Services, offset slightly by moving the Compliance section into this area, and increases for salary and benefits as noted for other areas.
- The increase of \$15,704,593 in Police Services is primarily due to:
 - Moving the Information Systems Management activity into this division in the amount of \$11,061,206.
 - Including a new Body Worn Camera Unit in the amount of \$743,517.
 - Increases in salary and benefits based on the collective bargaining agreements
- The decrease of \$2,052,331 in Sheriff – Administration is primarily due to:
 - A decrease of \$998,700 in salaries and benefits due to moving the Compliance section to Personnel and Professional Standards.
 - A decrease of \$1,158,314 in Capital Outlay due to not purchasing any capital equipment in Fiscal Year 2018/2019.

CAPITAL OUTLAY CARRYOVER:

The following amounts are requested to be carried over for laptops and storage/server replacement.

Schedule AF		Revised Schedule AF	
011 - SHPP011ISM - 06427	\$ 503,664	011 - SHPP011ISM - 06427	\$ 478,681
011 - SHPP011ISM - 06429	\$ 148,823	011 - SHPP011ISM - 06429	\$ 24,981

EMPLOYEE CAP CHANGES:

The Sheriff’s Office cap is proposed to decrease by 47 positions, which includes the reduction of 66 positions included on the Fiscal Year 2017/2018 Redline Schedule for the Health Services activity, netted against the 15 Police Officers transferring in that were previously funded by the COPS grant and 4 new positions for the Real Time Crime Center.

COMMENT:

The Sheriff’s Office Fiscal Year 2018/2019 proposed budget does not include any funding associated with the Marjory Stoneman Douglas High School Public Safety Act. There could be potential impacts to the Fiscal Year 2018/2019 budget since the School Board has not been able to hire all of the “guardians” by the start of the school year. The Sheriff’s Office is also involved in the training of the “guardians”.

RECOMMENDATION:

None

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2018/19 BUDGET
OFFICE OF THE SHERIFF
911 EMERGENCY USER FEE (S/F 171)**

PROPOSED BUDGET BOOK – Page # 315-317

BACKGROUND:

Pursuant to Florida Statutes Section 365.172 the City established the 911 Emergency User Fee sub-fund. All counties are eligible to receive three separate distributions. Pursuant to section 365.172(8) one is based on the total number of wireless service identifiers in each county and a second is based on the total number of nonwireless service identifiers in each county. Pursuant to section 365.172(9) a third is based on a retail transaction of a prepaid cell phone, which became effective January 1, 2015. According to Section 365.172(10)(b) of the Florida Statutes, "All costs directly attributable to the establishment or provision of E911 service and contracting for E911 services are eligible for expenditure of moneys derived from imposition of the fee authorized by subsections (8) and (9)."

REVENUES:

1. Charges for Services:
 - Charges for services include the landline fee of \$0.44 paid each month with a budgeted amount of \$1,151,316 and a monthly wireless fee and a prepaid cellphone fee of \$0.40 with a budgeted amount of \$3,240,792.
 - The increase of \$223,035 includes:
 - A decrease of \$209,027 in landline revenues which is based on current year collections.
 - There is an increase of \$432,062 for the wireless and prepaid cellphone fee based on current year collections.
2. Miscellaneous Revenue:
 - Miscellaneous Revenue includes Investment Pool Earnings budgeted at \$47,037.
3. Transfers from Fund Balance:
 - There is a transfer of \$1,046,399 from Fund Balance. Of this amount \$940,000 is for capital, \$60,000 for furniture and equipment, and \$39,197 for the pension reform contingency. The remaining \$7,202 will need to be reduced due to it being used for operating costs which is not allowed pursuant to Florida Statutes section 365.173(2)(d). See Recommendation 1.

EXPENDITURES:

1. Salaries:
 - There is an increase of \$8,766 for salaries due to the pay increases per the Collective Bargaining agreements.
2. Pension Costs:
 - There is an increase of \$29,646 in pension costs based on the subfund's portion of the defined benefit plan contribution.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2018/19 BUDGET
OFFICE OF THE SHERIFF
911 EMERGENCY USER FEE (S/F 171)**

PROPOSED BUDGET BOOK – Page # 315-317

3. Other Operating Expenses:

- The increase of \$244,297 is primarily due to the following:
 - An increase of \$42,200 in Telephone and Data Lines for additional circuits that will be required to bring the Cecil backup center online.
 - An increase of \$81,200 in Repairs and Maintenance to pay for the maintenance of the additional phone equipment that will be installed at the Cecil backup center.
 - An increase of \$47,422 in Miscellaneous Services and Charges due to increases in telephone translation services and the allocation for the beaches call taker salaries.
 - The budgeted allocation amount for the beaches call taker salaries reimbursement amount is \$355,002, which is an increase of \$43,022.
 - An increase of \$60,000 for Furniture and Equipment under \$1,000 for chairs for all Public Safety Answering Points (PSAPs) and new Cecil backup center.

4. Intra-Departmental Billing:

- This expense is a revenue item within the Sheriff's Office and the Fire and Rescue Department for reimbursement of call takers salaries. The Sheriff's Office will receive \$1,590,702 and the Fire and Rescue Department should receive \$338,794. The Fire and Rescue Department revenue will need to be corrected. See recommendation below.

5. Capital Outlay:

- The increase of \$940,000 will be used to purchase new consoles for all PSAPs and new Cecil backup center.

EMPLOYEE CAP CHANGES:

None

RECOMMENDATIONS:

1. We recommend that the Transfer from Fund Balance be reduced by \$7,202 and increase the Wireless fee revenues. The funds in Fund Balance can only be spent on certain items as stated in the Florida Statutes. This will have no impact to Special Council Contingency.
2. We recommend that the allocation amount currently in the Fire and Rescue Departments General Fund/GSD budget be corrected. Currently the budgeted amount is \$335,462 and the amount should be \$338,794. This will have a positive impact of \$3,332 to Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2018/19 BUDGET
OFFICE OF THE SHERIFF
E911 EMERGENCY WIRELESS USER FEES (S/F 173)**

PROPOSED BUDGET BOOK – Page # 318-319

BACKGROUND:

This fund has remained after the landline and wireless fees were combined into one fund in Fiscal Year 2008/2009. The funds remaining are now used for capital purchases. This is an “all years” fund.

REVENUES:

1. Charges for Services:
 - This appropriates the remaining balance of \$597,873 in Wireless Fees.
2. Investment Pool/Interest Earnings:
 - As of June 30, 2018 there is a total balance of \$1,159,599 in Investment Pool Earnings. With the appropriation of \$587,127 there will be a balance remaining of \$572,472.

EXPENDITURES:

1. Capital Outlay:
 - The appropriation of \$1,185,000 will be used to purchase the items listed below.

<u>Description</u>	<u>Amount</u>
Phone systems and workstations at Cecil Center	\$ 400,000.00
Phone recorder at Cecil Center	\$ 150,000.00
Phone systems and workstations at JSO	\$ 300,000.00
Phone systems and workstations at JFRD	\$ 250,000.00
Miscellaneous Servers and Other Equipment	\$ 85,000.00
	<u>\$ 1,185,000.00</u>

EMPLOYEE CAP CHANGES:

None

RECOMMENDATION:

None

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2018/19 BUDGET
CITY COUNCIL
GENERAL FUND/GENERAL SERVICES DISTRICT – 011**

PROPOSED BUDGET BOOK – Page #167 - 168

BACKGROUND:

This budget provides for the operation and salary expenditures for the City Council and its staff including the Office of the Council Auditor and the Value Adjustment Board.

REVENUE:

1. Charges for Services

- This amount represents the anticipated Value Adjustment Board protest fee revenue of \$55,000.

2. Miscellaneous Revenue

- This category is mainly made up of a reimbursement from the Duval County School Board for 2/5 of the cost of the Value Adjustment Board as directed by Florida Statute.

EXPENDITURES:

1. Salaries

- The increase of \$363,415 is due to the following:
 - An increase in salaries of \$285,961 mainly the result of the general wage increases related to collective bargaining, end of probation increases, and the addition of one position to VAB.
 - An increase in part-time salaries of \$53,300 (\$37,700 in Council Staff Services and \$15,600 in the Value Adjustment Board).
 - An increase of \$15,825 in overtime salaries in Council Staff Services.
 - An increase in leave rollback/sellback of \$7,301 and an increase in special pay – pensionable of \$1,028.

2. Pension Costs

- The increase of \$234,812 is due to an increase in the Defined Benefit pension costs allocation, an increase for new employees in the Defined Contribution plan, and an increase in the FRS employer contribution rate.

3. Employer Provided Benefits

- The net increase of \$132,697 is mainly due to not having the five contribution “holidays” that occurred in FY 2017/18.

4. Internal Service Charges

- The net increase of \$103,634 is mainly being driven by an increase in Tech Refresh & Pay-go charges (\$80,746) due to refreshing/replacing of computers and laptops and an increase in IT System Development (\$45,884) for upgrades to the City Council Chamber audio/visual system. This is partially offset by a decrease of the computer system maintenance allocation (\$27,678) due to one-time IT labor charges for server upgrades in FY 2017/18.

**COUNCIL AUDITOR’S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR’S PROPOSED FY 2018/19 BUDGET
 CITY COUNCIL
 GENERAL FUND/GENERAL SERVICES DISTRICT – 011**

PROPOSED BUDGET BOOK – Page #167 - 168

5. Insurance Costs and Premiums

- The increase of \$2,319 is due to an overall increase in the cost of general liability insurance.

6. Professional and Contractual Services

- The increase of \$15,400 is due to court reporting services and interpreting services for the hearing impaired provided to the City Council.

7. Other Operating Expenses

- The net increase of \$95,429 is primarily due to the following:
 - An increase of \$135,000 in hardware/software maintenance and licenses:
 - \$111,000 for upgrades to provide closed captioning for City Council live video streaming as well as archived City Council meetings for ADA compliance.
 - \$24,000 for maintenance/upgrades to the legislative management software.
 - An increase of \$2,107 for communication allowance for City Council and Council Staff Services. (See Recommendation #1)
- These increases are partially offset by:
 - A decrease in repairs and maintenance of \$21,000 based on actuals.
 - The elimination of \$15,000 in the tuition reimbursement program for the Council Auditor’s Office. This funding was moved to the citywide tuition reimbursement activity during FY 2017/18 after the city-wide program was re-established.

FOOD AND BEVERAGE EXPENDITURES (subobject 05206):

SF	Indexcode	FY19 Request	Description of each Service/Event that requires the purchase of food/beverage	Explanation that the Service/Event serves a public purpose
011	CCSS011AD	2,500	Agenda, Committee and Council meetings	

SERVICE LEVEL CHANGES:

None.

CAPITAL OUTLAY CARRYFORWARD:

None.

EMPLOYEE CAP CHANGES:

The current number of authorized employee positions for the City Council is eighty-two, the proposed budget adds one position to VAB bringing the total number of authorized positions to eighty-three. In addition, the number of authorized part-time hours for the City Council is 5,080, the proposed budget increases the number of authorized part-time hours by 2,080 to 7,160.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2018/19 BUDGET
 CITY COUNCIL
 GENERAL FUND/GENERAL SERVICES DISTRICT – 011**

PROPOSED BUDGET BOOK – Page #167 - 168

DIVISIONAL HIGHLIGHTS:

CITY COUNCIL SERVICE EXPENSES	2017/18 Adopted	2018/19 Proposed	\$ CHANGE from FY 18	% Change from FY 18	
Council Auditor	\$ 2,222,371	\$ 2,390,780	\$ 168,409	7.58%	A
Council President Expense Account	\$ 10,000	\$ 10,000	\$ -	0.00%	
Council Staff Services	\$ 5,433,882	\$ 6,078,729	\$ 644,847	11.87%	B
Direct Expenditures	\$ 1,651,595	\$ 1,705,846	\$ 54,251	3.28%	C
Value Adjustment Board	\$ 743,166	\$ 823,365	\$ 80,199	10.79%	D
Departmental Total	<u>\$ 10,061,014</u>	<u>\$ 11,008,720</u>	<u>\$ 947,706</u>	<u>9.42%</u>	

- A** The increase of \$168,409 in the Council Auditor's Office is primarily due to a net increase of \$67,622 in salaries, \$64,828 in pension costs, and \$37,690 in employer provided benefits.
- B** The increase of \$644,847 in Council Staff Services is primarily due to a net increase of \$205,688 in salaries, \$119,068 in pension costs, \$130,989 in internal service charges and a net increase of \$114,500 in other operating expenses.
- C** The increase of \$54,251 in Council Direct Expenditures is primarily due to an increase of \$30,372 in salaries, \$41,346 in pension costs, \$23,831 in employer provided benefits and is offset by a net decrease of \$43,992 in internal service charges.
- D** The increase of \$80,199 in the Value Adjustment Board is primarily due to an increase of \$59,733 in salaries, \$9,570 in pension costs and an increase of \$13,141 in employer provided benefits.

RECOMMENDATIONS:

1. We recommend increasing the communications allowance amount by \$2,400 from \$14,263 to \$16,663 to reflect the addition of the two Councilmembers recently appointed. This will have a negative impact on Special Council Contingency of \$2,400.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2018/19 BUDGET
CITY COUNCIL
TOURIST DEVELOPMENT COUNCIL (S/F 132)**

PROPOSED BUDGET BOOK - Page # 169-171

BACKGROUND

This fund accounts for the first two-cents (of the total six-cents) tax levy on lodging within Duval County. The Tax Collector collects the Tourist Development Tax and remits it to the City for appropriation by the City Council. The Tourist Development Council (TDC) is the appointed body charged with implementing and administering the Tourist Development Plan adopted by City Council.

REVENUE:

1. Taxes:
 - This represents the anticipated two-cent tax levy on lodging for FY 2018/19. The projected increase is based on current year collections and prior year growth rates.
2. Investment Pool / Interest Earnings:
 - This is the anticipated interest earnings for FY 2018/19. The increase is based on higher revenue collections and current year actuals.

EXPENDITURES:

1. Salaries:
 - The net increase is being driven by the addition of a position within the TDC operating activity.
2. Pension Costs:
 - The net increase is being driven by the addition of the new position.
3. Internal Service Charges:
 - The net increase is being driven by an increase in the Office of General Counsel legal charges of \$11,837 based on usage.
4. Other Operating Expenses:
 - The increase is directly related to higher tax revenue resulting in more dollars being available for Tourist Plan Components.
5. Indirect Cost:
 - This is an allocation of costs to operate central services of the City (e.g. Finance and Administration, Employee Services and City Council) as calculated by the City's independent consulting firm.
6. Transfers to Other Funds:
 - This is a transfer, approved by the TDC, to the tourist development special revenue fund (S/F 136) for the Development (\$600,000) and Contingency (\$800,000) accounts.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2018/19 BUDGET
CITY COUNCIL
TOURIST DEVELOPMENT COUNCIL (S/F 132)**

PROPOSED BUDGET BOOK - Page # 169-171

SERVICE LEVEL CHANGES:

None.

CAPITAL OUTLAY CARRYFORWARD:

None.

EMPLOYEE CAP CHANGES:

At the request of the Council Secretary, the TDC executive director position was downgraded to a TDC administrator and an administrative assistant position was added.

RECOMMENDATION:

At its August 9, 2018 meeting, the Tourist Development Council approved an amended budget recommendation to reflect changes in the TDC structure for Fiscal Year 2018/19. Recommendations include:

1. Transfer \$112,000 from the "Remaining to be Spent in Accordance with Plan Components 1-5" category to Administration for higher salaries and benefits related to proposed legislation currently before City Council (2018-536).
2. Transfer \$20,000 from the "Remaining to be Spent in Accordance with Plan Components 1-5" category to a proposed new Plan Component – "Promotion of the Equestrian Center" – related to proposed legislation currently before City Council (2018-472).
3. Authorize the addition of 1,600 part-time hours for use until such time as TDC staff positions are filled.

These recommendations will require a Revised Budget Ordinance Schedule W. See attached schedule for comparison of the Mayor's Proposed Budget and the TDC's recommendations.

These actions will have no impact on Special Council Contingency.

**Duval County Tourist Development Council
FY 2018/19 Budget**

REVENUE	Mayor's Proposed Budget	TDC Approved Budget
Tourist Development Taxes	\$ 9,000,000	\$ 9,000,000
Interest Earnings	19,796	19,796
Total Revenue	\$ 9,019,796	\$ 9,019,796
EXPENDITURES		
Plan Components		
(1) Tourist Bureau	\$ 500,000	\$ 500,000
(2) Marketing	3,100,000	3,100,000
(3) Convention Sales	2,250,000	2,250,000
(4) Development and Planning	50,000	50,000
(5) Special Event Grants	800,000	800,000
Remaining to be spent in accordance with Plan Components 1-5	708,245	576,245
(6) Development Account	600,000	600,000
(7) Contingency Account	800,000	800,000
(8) Promotion of the Equestrian Center	-	20,000
Total Plan Components	\$ 8,808,245	\$ 8,696,245
Administration	211,551	323,551
Total Expenditures	\$ 9,019,796	\$ 9,019,796

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2018/19 BUDGET
CITY COUNCIL
TOURIST DEVELOPMENT SPECIAL REVENUE (S/F 136)**

PROPOSED BUDGET BOOK - Page # 172-173

BACKGROUND

The Tourist Development Special Revenue fund was created pursuant to Section 666.108 of the Ordinance Code and the Tourist Development Plan. This fund contains the Development and Contingency accounts of the Plan. The Development account is to be used to acquire, construct, extend, enlarge, remodel or improve publicly owned convention centers, coliseums (e.g., arena) or auditoriums (e.g., performing arts center), or aquariums or museums that are publicly owned and operated or owned and operated by a not for profit organization. The Contingency account is to be used to fund unforeseen opportunities of major significance to tourism in the City. The Development and Contingency accounts are each to be funded at a minimum \$500,000.

REVENUE:

1. Transfers From Other Funds:

- This transfer represents the TDC recommended transfer from the TDC's operating fund (S/F 132) to fund the Development and Contingency accounts.

EXPENDITURES:

1. Contingencies:

- The funding from the TDC operating fund (S/F 132) is being placed in contingency accounts for the Development account (\$600,000) and the Contingency account (\$800,000) for future appropriation.

SERVICE LEVEL CHANGES:

None.

CAPITAL OUTLAY CARRYFORWARD:

None.

EMPLOYEE CAP CHANGES:

There are no authorized positions or part-time hours in this subfund.

RECOMMENDATION:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2018/19 BUDGET
GENERAL COUNSEL
GENERAL FUND/GENERAL SERVICES DISTRICT (S/F 011)**

PROPOSED BUDGET BOOK – Page # 293-294

BACKGROUND:

The General Fund/General Services District portion of the Office of General Counsel consists of the Duval Legislative Delegation and funds set aside for settlements.

EXPENDITURES:

1. Salaries:

- The net decrease of \$80,320 is mainly the result of transferring the Manager of Public Accountability position back to the Public Affairs Office in the Mayor's Department. This was partially offset with an increase in salaries consistent with the scheduled increase for FY 2018/19.

2. Pension Costs:

- The net decrease of \$20,665 is mainly the result of the position transferring.

3. Employer Provided Benefits:

- The net decrease of \$8,041 is mainly the result of the position transferring.

4. Other Operating Expenses:

- The net increase of \$2,730,744 is the result of \$2,750,000 for the firefighter promotion settlement (2018-263-E). That ordinance took \$2,150,000 from fund balance in FY 2017/18 and stated \$2,750,000 would come from the FY 2018/19 budget, for the full settlement of \$4,900,000. This was partially offset by a decrease of \$19,981 for judgments, claims, and losses under \$50,000 based on prior year actuals.

SERVICE LEVEL CHANGES:

There are no significant service level changes.

EMPLOYEE CAP CHANGES:

One (1) full-time position was transferred during FY 2017/18 bringing the authorized positions down to one (1).

RECOMMENDATION:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2018/19 BUDGET
OFFICE OF GENERAL COUNSEL (S/F 551)**

PROPOSED BUDGET BOOK - Page # 295-297

BACKGROUND:

This internal service fund accumulates and allocates the cost of the Office of the General Counsel and recovers its costs via charges to its users/customers which include the City, independent authorities, and boards/commissions of the government.

REVENUE:

1. Charges for Services
 - The increase of \$711,438 is the result of an overall increase in operating expenses.
2. Transfers from Fund Balance
 - This amount represents a transfer from Fund Balance of \$745,313, which is the amount of the prior year's pension reform contingency.

EXPENDITURES:

1. Salaries
 - The \$496,692 increase in salaries is primarily due to anticipated pay increases of 4.5% to be effective October 1st due to collective bargaining related to the pension reform and reclassifications of positions at higher salaries.
2. Pension Costs
 - The increase of \$257,105 in pension costs is the result of this area having a larger portion of the defined benefits costs in fiscal year 2018/19.
3. Employer Provided Benefits
 - The increase of \$199,258 is primarily due to an increase of \$193,262 in health insurance costs due to the elimination of the five premium contribution holidays in the prior year's budget and changes in health elections.
4. Internal Service Charges
 - The net increase of \$77,546 is mostly due to an increase in the IT computer system maintenance/security allocation of \$60,427 primarily caused by maintenance for the General Counsel's cloud storage system and the City's ERP system. There is also an increase in the building cost allocation of \$10,435 due to overall increases in costs for the St. James building.
5. Professional and Contractual Services
 - The increase of \$46,000 was due to the addition of Logikcull – a cloud-based software that assists attorneys and paralegals with streamlining the document discovery process.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2018/19 BUDGET
 OFFICE OF GENERAL COUNSEL (S/F 551)**

PROPOSED BUDGET BOOK - Page # 295-297

6. Contingencies

- The proposed contingency increase of \$193,716 is part of the overall pension reform reserves being set aside as funds to be available to offset future salary increases agreed to in the approved collective bargaining agreements.

SERVICE LEVEL CHANGES:

None.

EMPLOYEE CAP CHANGES:

The employee cap remains the same at 69 positions for FY 2018/19.

FOOD AND BEVERAGES EXPENDITURES (subobject 05206):

SF	Indexcode	FY19 Request	Description of each Service/Event that requires the purchase of food/beverage	Explanation that the Service/Event serves a public purpose
551	GCGA551	3,000	Staff and visitor funding for Office of General Counsel mediations, settlement negotiations, and other meetings.	The OGC finds benefit to having settlement and arbitration meetings at City Hall, access to staff, documents and personnel. In order to facilitate these day long, week long meetings, it is customary to provide light refreshments in order to continue to work and maintain the pace need to resolve these matters.

RECOMMENDATION:

None.