

# **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 #5**  
**August 24, 2018**

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

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**PROPOSED BUDGET BOOK- Page #253-254**

**BACKGROUND:**

This fund provides for the operating and salary expenditures of the Mayor's Office and Public Affairs.

**REVENUE:**

1. Miscellaneous Sales and Charges:

- The proposed budgeted amount of \$72,606 is the FY 2018/19 contribution from Community Foundation of Northeast Florida to help fund the Director of Strategic Partnerships pursuant to Ordinance 2016-439-E.

**EXPENDITURES:**

1. Salaries:

- The net increase of \$63,656 is primarily due to an increase of \$58,302 in salaries as a result of the approved collective bargaining agreements and the net change in salaries from the position that was transferred out of the Department and the position that was transferred into the Department as detailed below.

2. Pension Costs:

- The net increase of \$15,213 is mainly the result of the salary increases noted above.

3. Employer Provided Benefits:

- The net increase of \$32,004 is mainly due to an increase of \$32,156 in health insurance costs which is mainly the result of the elimination of five contribution "holidays."

4. Intra-Departmental Billing:

- The amount of \$351,841 is the cost for the Mayor's security that resides in the Office of the Sheriff's budget. This expense has a revenue offset within JSO's budget and is driven by each Mayor's individual needs.

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

**PROPOSED BUDGET BOOK- Page #253-254**

**ACTIVITY LEVEL CHANGES:**

	FY 2017/18 Adopted	FY 2018/19 Proposed	% Change from FY 18	\$ Change from FY18	
Administration	\$ 3,238,741	\$ 3,281,152	1.3%	\$ 42,411	A
Public Affairs	\$ 930,115	\$ 1,000,660	7.6%	\$ 70,545	B
Department Total	<u>\$ 4,168,856</u>	<u>\$ 4,281,812</u>	2.7%	<u>\$ 112,956</u>	

- A. The budget for the Administration activity increased by \$42,411 primarily due to an increase of \$37,270 in internal service charges mainly associated with the increase in tech refresh for the replacement of 19 computers and an increase in computer system maintenance/security allocation for IT charges associated with the implementation of a phone system. There is also an increase in Mayor's security of \$12,677 and an increase in pension costs of \$15,144. The increases are partially offset by a net decrease of \$25,515 in salaries due to the transfer of an administrative aid position to the Parks, Recreation, and Community Services Department during the year, which was partially offset by the collective bargaining increases.
- B. The budget for the Public Affairs activity increased by \$70,545 primarily due to an increase of \$89,171 in salaries due to transferring the Manager of Public Accountability back to the Public Affairs Office from the Office of General Counsel and salary increases from collective bargaining. The increase is also due to health insurance costs going up \$24,502 due to the elimination of the five (5) contribution holidays. The increase was offset by a decrease of \$45,058 in internal service charges associated with a project in FY 2017/18 and an overall decrease similar to other areas in the General Fund/GSD since ERP related costs are being allocated to Employee Services.

**EMPLOYEE CAP CHANGES:**

The employee cap remains unchanged even with the positions moved in and out of the Department.

**RECOMMENDATION:**

None

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COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED FY 2018/19 BUDGET  
ADVISORY BOARDS & COMMISSIONS  
GENERAL FUND / GENERAL SERVICES DISTRICT (S/F 011)**

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**PROPOSED BUDGET BOOK – Page #165-166**

**BACKGROUND:**

This fund includes the Civil Service Board, Construction Trades Qualifying Board (CTQB), Hispanic American Advisory Board, and the Mayor's Commission on the Status of Women.

**REVENUES:**

1. Charges for Services:

- The net increase of \$154,000 is primarily due to the result of the seasonality of CTQB contractor certification and renewal revenue. These certifications are issued or renewed for a two-year period beginning October 1 of the first year and expiring September 30 of the second year.

**EXPENDITURES:**

1. Salaries:

- The net decrease of \$1,056 is mainly the result of removing part-time funding of \$18,900 within the Construction Trades Qualifying Board and filling a position at a higher rate, along with the salary raises agreed to in the collective bargaining agreements.

2. Employer Provided Benefits:

- The increase of \$8,011 is mainly due to an increase of \$6,078 in health insurance costs due to the elimination of the five health "holidays."

3. Internal Service Charges:

- The net increase of \$18,281 is mainly due to an increase of \$30,984 in computer systems maintenance/security – IS allocation due to the addition of IT project charges related to server upgrades. This is partially offset by a decrease of \$13,948 in OGC cost allocation due to a decrease in usage.

4. Other Operating Expenses:

- The increase of \$1,298 is mainly due to an increase of \$800 in other operating supplies which better aligns with actual dollars spent and an increase of \$418 in dues, subscriptions, and memberships due to an increase in subscription and membership fees.

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 COMMENTS AND RECOMMENDATIONS  
 MAYOR'S PROPOSED FY 2018/19 BUDGET  
 ADVISORY BOARDS & COMMISSIONS  
 GENERAL FUND / GENERAL SERVICES DISTRICT (S/F 011)**

**PROPOSED BUDGET BOOK – Page #165-166**

**ACTIVITY LEVEL CHANGES:**

	<b>2017/18 <u>Adopted</u></b>	<b>2018/19 <u>Proposed</u></b>	<b>% Change from FY 18</b>	<b>\$ Change from FY 18</b>	
Civil Service Board	\$ 244,355	\$ 233,323	-4.5%	\$ (11,032)	<b>A</b>
Construction Trades Qualifying Board	233,788	270,476	15.7%	36,688	<b>B</b>
Mayor's Commission on Status of Women	854	992	16.2%	138	
Department Total	<u>\$ 478,997</u>	<u>\$ 504,791</u>	5.4%	\$ 25,794	

- A.** The budget for the Civil Service Board decreased by \$11,032 primarily due to a decrease in internal service charges related to a reduction in OGC costs.
  
- B.** The budget for the Construction Trades Qualifying Board increased by \$36,688 mainly due to an increase of \$30,734 in internal service charges primarily due to an increase in computer systems maintenance/security costs and an increase of \$5,760 in employer provided benefits.

**EMPLOYEE CAP CHANGES:**

There are no proposed changes in the employee cap.

**RECOMMENDATION:**

None

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

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**PROPOSED BUDGET BOOK - Page # 182 - 183**

**BACKGROUND:**

The general fund portion of the Employee Services Department consists of the following divisions: Employee & Labor Relations, Office of the Director, and Talent Management.

**REVENUES:**

1. Miscellaneous Revenue:
  - This represents the expected revenue due to sale of books, maps & regulations for FY 2018/19.

**EXPENDITURES:**

1. Salaries:
  - The increase of \$154,895 is primarily due to an increase of \$152,603 in permanent and probationary salaries resulting from approved collective bargaining agreements.
2. Pension Costs:
  - The net increase of \$117,904 is the result of salary increases noted above and employee turnover.
3. Employer Provided Benefits:
  - The net increase of \$90,202 is mainly due to an increase in health insurance costs resulting in the elimination of the five (5) contribution "holidays."
4. Internal Service Charges:
  - The increase of \$3,364,313 is primarily due to an increase of \$3,281,002 in computer system maintenance/security costs associated with the addition of IT charges in connection with the implementation of the new Enterprise Resource Management Solution (ERP) system and an increase of \$69,768 in OGC legal allocation based on actual usage. Note all ERP charges attributable to the General Fund/GSD are being allocated to this Department.
5. Supervision Allocation:
  - This amount represents the allocation of a portion of the salary and benefits costs for an Accountant Senior position within Group Health (S/F 571). Along with benefit claims functions, this position will also be involved in the increased workload for the expanded defined contribution pension plan.

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

**PROPOSED BUDGET BOOK - Page # 182 - 183**

**DIVISION CHANGES:**

<b>Division</b>	<b>FY 2017/18 Approved</b>	<b>FY 2018/19 Proposed</b>	<b>Change</b>	
Employee & Labor Relations	\$1,141,672	\$1,331,850	\$190,178	(A)
Office of Director	470,783	491,571	20,788	(B)
Talent Management	5,465,200	8,989,546	3,524,346	(C)
<b>Department Total</b>	<b>\$7,077,655</b>	<b>\$10,812,967</b>	<b>\$3,735,312</b>	

A. The net increase of \$190,178 in the Employee & Labor Relations Division is primarily due to the following changes:

- An increase of \$82,754 in OGC legal fees based on actual usage;
- An increase of \$72,543 in pension costs due to salary increases and employee turnover; and
- An increase of \$32,216 in health insurance costs due to the elimination of the five (5) contribution “holidays” and due to employees health plans elections.

B. The increase of \$20,788 in the Office of the Director is mainly due to the following increases:

- \$8,269 in permanent and probationary salaries due to collective bargaining agreements;
- \$6,769 in pension costs based on the salary increases; and
- \$6,351 in health insurance costs due to the elimination of the five (5) contribution “holidays” and due to an employee’s health plan election.

C. The net increase of \$3,524,346 in the Talent Management Division is primarily due to the following changes:

- An increase of \$3,311,585 in computer systems maintenance and security allocation primarily due to IT charges associated with implementing the new ERP system.
- An increase of \$112,354 in permanent and probationary salaries mainly due to the approved collective bargaining agreements;
- An increase of \$66,268 in pension costs due to salary increases and employee turnover; and
- An increase in \$49,761 in health insurance costs due to the elimination of the five (5) contribution “holidays.”

**SERVICE LEVEL CHANGES:**

There are no significant service level changes.

**EMPLOYEE CAP CHANGES:**

There is no change in authorized positions.

**RECOMMENDATION:**

None.

**COUNCIL AUDITOR'S OFFICE  
COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED FY 2018/19 BUDGET  
EMPLOYEE SERVICES DEPARTMENT  
GROUP HEALTH (S/F 571)**

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**PROPOSED BUDGET BOOK - Page # 184 - 186**

**BACKGROUND:**

This Internal Service Fund provides for the costs of group health, life insurance and other types of employee insurances. On January 1, 2015, the City moved to being partially self-insured for group health pursuant to Ordinance 2014-546-E. The City's specific stop loss coverage is currently \$650,000 per claim. The City remains fully insured for the other insurances.

Group health, vision and dental premiums are not projected to change at the start of the calendar year.

**REVENUE:**

1. Charges for Services:

- The net increase is because premiums are being received for 24 pay periods in FY 2018/19 versus 19 in FY 2017/2018 when there was 5 contribution "holidays".

2. Investment Pool / Interest Earnings:

- The increase of \$188,246 is due to an increase in projected investment pool earnings based on expected available cash and the interest rate projected by the Treasury Division.

3. Transfers from Fund Balance:

- There is a proposed \$6,000,133 transfer from fund balance in FY 2018/19. This transfer is being used primarily to cover the increase in medical and pharmacy costs based on the actuary report and to cover costs associated with the GO365 program. It also includes the FY 2017/18 pension reform reserve amount of \$53,100.

**EXPENDITURES:**

1. Salaries:

- The increase of \$109,191 is primarily due to the anticipated pay increases, effective October 1<sup>st</sup>, related to the approved collective bargaining agreements and an increase of \$55,000 in special pay costs to account for the tax impact of the GO365 program for all the city participants.

2. Salary & Benefit Lapse:

- This reflects an estimated salary and benefit lapse based on the average turnover ratio and estimated number of vacancies in FY 2018/19.

3. Pension Costs:

- The net increase of \$17,090 is mainly the result the salary increases noted above.

4. Employer Provided Benefits:

- The increase of \$11,199 is mainly a result of the elimination of the five (5) contribution "holidays" that occurred in FY 2017/18.

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COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED FY 2018/19 BUDGET  
EMPLOYEE SERVICES DEPARTMENT  
GROUP HEALTH (S/F 571)**

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**PROPOSED BUDGET BOOK - Page # 184 - 186**

5. Internal Service Charges

- The net decrease of \$26,906 is primarily due to a \$38,160 decrease in IT computer system maintenance/security costs resulting from one-time services provided to set up the UF health plan and enrollment and service upgrades in FY 2017/18. This is offset by a \$10,758 increase in legal charges due to an increase in usage.

6. Insurance Costs and Premiums:

- The net increase of \$5,819,599 is primarily due to the budgeted increase in claims paid based on the actuary's projected costs for medical and pharmacy costs. Also, professional services related to the employee assistance program were moved into this line item.

7. Professional and Contractual Services:

- The net increase of \$22,280 is primarily due to an increase of \$125,000 associated with the Go365 program having costs moved to this subfund due to insufficient funds in the Wellness Subfund (S/F 64H). This is primarily offset by a decrease of \$102,720 in other professional service expenses related to the employee assistance program that was moved to insurance costs and premiums.

8. Supervision Allocation:

- This amount represents the allocation of a portion of the costs associated with the Accountant Senior position that splits time between this function and administrative work on the defined contribution plan.

9. 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.

10. Contingencies:

- The proposed contingency amount of \$68,802 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.

**EMPLOYEE CAP CHANGES:**

None.

**SERVICE LEVEL CHANGES:**

None.

**RECOMMENDATION:**

None.

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EMPLOYEE SERVICES DEPARTMENT  
CITY WELLNESS AND FITNESS (S/F 64H)**

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**PROPOSED BUDGET BOOK - Page # 187 - 188**

**BACKGROUND:**

This subfund was established by 2016-8-E to replace the City Wellness and Fitness Fund (S/F 1H9) which was put in place to account for annual contributions to fund the City's Wellness and Fitness Program. Pursuant to Sec. 111.471 of the municipal code, the funding can be used for fitness activities, wellness programs, equipment, biometric testing services, rewards programs, and all other products and services deemed necessary, including the services of an independent contractor to manage the programs.

**REVENUE:**

1. Miscellaneous Revenue:

- The \$200,000 is the contribution from Florida Blue for the city wellness and fitness program pursuant to the City's health insurance contract.

**EXPENDITURES:**

1. Professional and Contractual Services:

- The proposed funding is being appropriated to fund wellness and fitness program expenditures.

**EMPLOYEE CAP CHANGES:**

There are no positions in this subfund.

**SERVICE LEVEL CHANGES:**

There are no service level changes.

**COMMENT:**

The \$200,000 is not covering the total costs of the program. Therefore, \$180,800 of the costs are being covered in S/F 571.

**RECOMMENDATION:**

None.

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COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED FY 2018/19 BUDGET  
KIDS HOPE ALLIANCE (S/F 191)**

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**PROPOSED BUDGET BOOK - Page # 248-250**

**BACKGROUND:**

Chapter 77 of the City's Ordinance Code established The Kids Hope Alliance (KHA) to be responsible for comprehensively developing, overseeing, managing and implementing an Essential Services Plan for Kids ("Plan"). KHA is to primarily implement and manage the children and youth programs, services, and activities permitted under the Plan through third-party service providers and other City agencies and may only perform limited services in-house as specified in the Chapter. KHA is also responsible for improving the lives of children and youth in the City by working to ensure the safety, health, employability, and self-value of the children and youth and a more secure future for the children and youth.

Chapter 77 also identifies five (5) Essential Service Categories that identify the types of programs, services, and activities that are to be included in the plan and are comprised of 1) Early Learning, Literacy and School Readiness, 2) Juvenile Justice Prevention and Intervention Programming, 3) Out-of-School Programming, 4) Pre-teen and Teen Programming, 5) Special Needs, including but not limited to Mental Health, Behavioral Health, Emotional Health, and Physical Disabilities Programming.

**REVENUE:**

1. Investment Pool / Interest Earnings:
  - The \$77,877 represents anticipated interest earnings based on available cash and the interest rate per the Treasury Division consistent with actual earnings in the current year.
2. Miscellaneous Revenue:
  - The \$81,840 represents tenant revenues (rent) related to the Don Brewer Early Learning Center.
3. Transfer from Other Funds:
  - This amount of \$31,894,229 represents the transfer from the General Fund / General Services District (S/F 011) to balance the fund.
4. Transfers from Fund Balance:
  - This amount of \$247,870 represents the FY 2017/18 portion of the contingency associated with the overall pension reform reserves.

**EXPENDITURES:**

As part of the FY 2017/18, budget six months of operating and program funding were placed into contingencies which reduced the FY 2017/18 budget in the expenditure categories below except for Internal Service Charges, Insurance Costs and Premiums and Debt Service. During FY 2017/18, legislation was filed and approved which moved funding back into the operating and program budgets. The table below shows the FY 2017/18 revised budget amounts (excluding carryforwards and encumbrances) in order to present a fair comparison to the proposed FY 2018/19 budget.

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 MAYOR'S PROPOSED FY 2018/19 BUDGET  
 KIDS HOPE ALLIANCE (S/F 191)**

**PROPOSED BUDGET BOOK - Page # 248-250**

<b>Expenditures</b>	<b>FY 2017/18 Revised Budget</b>	<b>FY 2018/19 Proposed Budget</b>	<b>\$ Change from FY 18</b>	<b>% Change from FY 18</b>
Salaries	\$ 2,496,087	\$ 2,746,205	\$ 250,118	10.02%
Salary & Benefit Lapse	\$ (46,214)	\$ (67,015)	\$ (20,801)	45.01%
Pension Costs	\$ 445,406	\$ 528,867	\$ 83,461	18.74%
Employer Provided Benefits	\$ 306,255	\$ 375,868	\$ 69,613	22.73%
Internal Service Charges	\$ 726,902	\$ 801,085	\$ 74,183	10.21%
Insurance Costs and Premiums	\$ 16,475	\$ 25,315	\$ 8,840	53.66%
Professional and Contractual Services	\$ 534,621	\$ 318,284	\$ (216,337)	-40.47%
Other Operating Expenses	\$ 292,241	\$ 235,489	\$ (56,752)	-19.42%
Capital Outlay	\$ 1	\$ 1	\$ -	0.00%
Debt Service	\$ 447,313	\$ 447,385	\$ 72	0.02%
Grants, Aids & Contributions	\$ 24,741,462	\$ 26,534,154	\$ 1,792,692	7.25%
Contingencies	\$ 247,870	\$ 315,384	\$ 67,514	27.24%
Transfers to Other Funds	\$ 40,794	\$ 40,794	\$ -	0.00%
<b>Department Total</b>	<b>\$ 30,249,213</b>	<b>\$ 32,301,816</b>	<b>\$ 2,052,603</b>	<b>6.79%</b>

1. Salaries:

- The net increase of \$250,118 is primarily due to five positions that were converted and filled at a higher rate (\$146,738) and anticipated pay increases of 4.5% to be effective October 1<sup>st</sup> due to approved collective bargaining agreements (\$102,562). Note that one position was added during FY 2017/18 but is already included in the revised budget (\$45,437).

2. Salary & Benefit Lapse:

- The salary and benefit lapse for FY 2018/19 totals \$67,015.

3. Pension Costs:

- The increase of \$83,461 is driven by the salary increases noted above and employee turnover.

4. Employer Provided Benefits:

- The increase of \$69,613 is primarily due to an increase for Group Hospitalization Insurance due to the elimination of the five pay period "holidays" that occurred in FY 2017/18.

5. Internal Service Charges:

- The increase of \$74,183 is mainly due to increases of \$58,613 in technology refresh due to the anticipated replacement of 63 computers and \$10,443 in computer system maintenance and security due to an increase in various IT charges including application

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KIDS HOPE ALLIANCE (S/F 191)**

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maintenance, wireless data card charges, and charges for the implementation of the new Enterprise Financial Resource Management Solution.

6. Insurance Costs and Premiums:

- The increase of \$8,840 is driven by an increase of \$6,831 in general liability insurance due to a combination of the overall increase in cost and the increase in salaries noted above. There was also an increase of \$2,009 in miscellaneous insurance due to an overall increase in premiums.

7. Professional and Contractual Services:

- The decrease of \$216,337 is in professional services and results from a decrease of:
  - \$155,037 in Preteen and Teen Programming due to the funding of the Mayor's Youth Pathways Academy being carried forward into FY 2018/19 via Ordinance 2018-268-E; and
  - \$61,500 due to elimination of the one-time funds provided in FY 2017/18 through Ordinance 2018-78-E (CEO search (\$40,000) and re-branding (\$21,500)).

8. Other Operating Expenses:

- The decrease of \$56,752 is mainly due to the funding for the Mayor's Youth Pathways Academy (other than food) being carried forward into FY 18/19 via Ordinance 2018-268-E, thus avoiding the need for additional funds being allocated in FY 2018/19.

9. Debt Service:

- The \$447,385 represents the debt service payment for the Brewer Center.

10. Grants, Aids and Contributions:

- The increase of \$1,792,692 is being driven by an enhancement totaling \$1,700,000 in the Special Needs category to provide enhanced mental health counseling in 28 additional schools in partnership with Duval County Public Schools and United Way. This expands the practice of having a dedicated, on-site counselor at each of the selected schools, whereas the previous model included counselors who visited based on referrals.

11. Contingencies:

- The proposed contingency amount of \$315,384 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.

12. Transfers to Other Funds:

- The \$40,794 represents a transfer to the Youth Travel Trust (S/F 64M) to fund the annual appropriation for the Youth Travel Grant Program.

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KIDS HOPE ALLIANCE (S/F 191)**

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**EMPLOYEE CAP CHANGES:**

One Program Manager was added within the Preteen and Teen Programming activity pursuant to Ordinance 2018-268-E.

**SERVICE LEVEL CHANGES:**

The funding for the Edward Waters College New Town Project has been moved from this fund to the General Fund/GSD. In addition, enhanced mental health counseling will be provided in an additional 28 schools.

**COMMENTS:**

Section 77.111(a) of the Municipal Code requires provider contracts to be competitively procured by the KHA Board under Chapter 126, The Jacksonville Procurement Code, via an evaluated bid process. Section 77.109(a)(14) grants KHA the power to manage all former Jax Journey and Jacksonville Children's Commission contracts transferred to KHA until the contracts are completed, expired or terminated. Although most afterschool programs were extended through June 30, 2019 under Ordinance 2018-305-E, there are other programs that have not yet been competitively procured or had a waiver of the code to extend an existing contract.

**RECOMMENDATIONS:**

Based on discussions with the Office of General Counsel and KHA, we recommend attaching a revised Schedule M to the Budget Ordinance that includes the City match for grant funding and specifically names the entities receiving funding from the programs not associated with a grant that have not been competitively bid. Based on these discussions, we also recommend these provisions be included in the Budget Ordinance:

- a) Invoke the exemption of Section 126.107(g) for those entities and program purposes specifically listed on Schedule M and for any entities specifically listed in the award for a grant shown on Schedule M;
- b) For Special Needs Programs in Full Service Schools, authorize the Mayor and corporation secretary to execute amendments extending the existing contracts for three months through September 30, 2019 and increasing the funding under such contracts by the amounts shown in Schedule M;
- c) For the entities specifically listed on Schedule M (other than Full Service Schools providers), authorize the Mayor and corporation secretary to execute six (6) month extensions of existing contracts with an option to extend for additional six (6) months at the discretion of the KHA Board with a corresponding increase in the maximum indebtedness;
- d) For any entities specifically listed in a grant award, authorize the Mayor and/or corporation secretary to execute contracts in accordance with the grant program and terms;
- e) For entities specifically listed on Schedule M, waive the requirements of Section 77.111(a) which requires the provider contracts to be competitively bid;
- f) Enable Kids Hope Alliance to accept grants for different amounts than those listed on Schedule M in a manner that follows the same practice as to how the City can receive

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grants for different amounts than those on Schedules B1-a (no match) and B1-b (with match);

- g) Waive Section 77.113 regarding KHA budget transfer authority;
- h) Any transfers from one Essential Services Category to another Essential Services Category shall require City Council approval; and
- i) The KHA may transfer, through a transfer directive, expenditures from service provider to service provider within each Essential Services Category provided that the KHA does not transfer appropriations greater than 10% of the individual Essential Services Category.

These recommendations will have no impact on Special Council Contingency.

**Kids Hope Alliance  
Comprehensive Budget - Schedule M (Revised)  
Fiscal Year 2018 - 2019**

ESTIMATED REVENUE FROM GRANTS	Grant Period	Positions & PT Hours	Federal	State	Private Sources	Total External Funds	COJ Funds* (Local Match)	Total Funds
State of FL Dept. of Health - USDA Child and Adult Care Food Program - After School Food Program	10/01/18 09/30/19	5 FT Staff / 1,040 PT Hrs	\$3,300,000	\$0	\$0	\$3,300,000	\$0	\$3,300,000
State of FL Dept. of Agriculture & Consumer Services - USDA Summer Food Service Program (Sum. 2019)	05/01/19 08/31/19	22,000 PT Hrs	\$1,300,000	\$0	\$0	\$1,300,000	\$0	\$1,300,000
State of FL Dept. of Agriculture & Consumer Services - Summer Food Service Program Estimated Carryover from FY18 (same grant as above)	05/01/19 08/31/19	N/A	\$150,000	\$0	\$0	\$150,000	\$0	\$150,000
Healthy Families - The Ounce of Prevention FL	07/01/19 06/30/20	4 FT Staff / 1,140 PT Hrs	\$410,200	\$684,300	\$0	\$1,094,500	\$1,040,500	\$2,135,000
FL Department of Education - 21st Century Community Learning Center Grant	08/01/19 07/31/20	2 FT Staff 35,000 PT Hrs.	\$0	\$350,000	\$0	\$350,000	\$157,718	\$507,718
Department of Health & Human Services - SAMHSA - High Fidelity Wraparound Grant	09/29/18 09/28/19	2 FT Staff	\$1,000,000	\$0	\$0	\$1,000,000	\$146,000	\$1,146,000
Department of Health & Human Services - SAMHSA - High Fidelity Wraparound - Estimated Carryover from YR3 to YR4 (same grant as above)	09/29/18 09/28/19	N/A	\$750,000	\$0	\$0	\$750,000	\$0	\$750,000
Criminal Justice Reinvestment Grant	11/01/18 10/31/19	1 FT Staff	\$0	\$400,000	\$0	\$400,000	\$60,000	\$460,000
<b>NEW:</b> FL Department of Education - 21st Century Grant	10/01/18 07/31/19	2 FT Staff 35,000 PT Hrs.	\$0	\$700,000	\$0	\$700,000	\$0	\$700,000
FL Department of Education - 21st Century Grant (same as above)	08/01/19 07/31/20	2 FT Staff 35,000 PT Hrs.	\$0	\$700,000	\$0	\$700,000	\$0	\$700,000
<b>NEW:</b> U. S. Department of Juvenile Justice - Opioid Affected Youth Initiative Grant	10/01/18 09/30/19	.5 FT Staff	\$233,830	\$0	\$0	\$233,830	\$0	\$233,830
<b>NEW:</b> U.S. Department of Justice - Stop School Violence Prevention & Mental Health Training Program	10/01/18 09/30/19	1 FT Staff	\$160,000	\$0	\$0	\$160,000	\$0	\$160,000
<b>NEW:</b> Beaches Community Fund at the Community Foundation Grant	10/01/18 03/31/19	N/A	\$0	\$0	\$50,500	\$50,500	\$0	\$50,500
<b>TOTAL ESTIMATED GRANT REVENUE</b>			<b>\$7,304,030</b>	<b>\$2,834,300</b>	<b>\$50,500</b>	<b>\$10,188,830</b>	<b>\$1,404,218</b>	<b>\$11,593,048</b>

**Essential Service Plans:**

Early Learning Programs	\$3,797,194
Juvenile Justice Prevention/Intervention Programs	\$762,933
Out of School Time Programs	\$15,585,376
Preteen and Teen Programs	\$1,637,779
Special Needs Programs	\$4,750,872
Program Funding (08201):	\$26,534,154 **
Mayor's Summer Youth Employment Partnership Program	\$234,105
<b>Total Program Funding:</b>	<b>\$26,768,259</b>
Operating Funds	\$5,492,763
Youth Travel Trust Fund	\$40,794
<b>Total City Funding:</b>	<b>\$32,301,816</b>
<b>Grant Funding from Above:</b>	<b>\$10,188,830</b>
<b>Total Funding Including Grants:</b>	<b><u>\$42,490,646</u></b>

\* These funds are included in the Essential Service Plan breakdown below the chart.

\*\* Ties to the Total Essential Service Program Funding on Pages 2 and 3.

**Program Funding by the Five Essential Service Categories**

**KHA Additional Six Month Extension**

**Option\***

	Period	Amount		Period	Amount	Total Amount
<b>Early Learning Programs:</b>						
Early Learning Coalition - Enhanced Childcare	10/01/18 - 03/31/19	229,750		04/01/19 - 09/30/19	229,750	459,500
Early Learning Coalition - Childcare Executive Partnership	10/01/18 - 03/31/19	312,500		04/01/19 - 09/30/19	312,500	625,000
<b>Grant Match: Healthy Families Jacksonville</b>	07/01/18 - 06/30/19	1,040,500			-	1,040,500
Episcopal Children's Services - Coach Jax RFP Renewal	10/01/18 - 03/31/19	836,097		04/01/19 - 09/30/19	836,097	1,672,194
<b>Total Early Learning Programs</b>		\$ 2,418,847			\$ 1,378,347	\$ 3,797,194
<b>Juvenile Justice Prevention &amp; Intervention Programs:</b>						
Twin Oaks Juvenile Development, Inc. - Aftercare Program	10/01/18 - 03/31/19	20,587		04/01/19 - 09/30/19	20,587	41,174
Daniel Memorial - Juvenile Intervention RFP Renewal	10/01/18 - 03/31/19	145,800		04/01/19 - 09/30/19	145,800	291,600
PACE Center for Girls, Inc. - Drop Out Prevention & Support Services	10/01/18 - 03/31/19	90,000		04/01/19 - 09/30/19	90,000	180,000
St. Paul's Missionary Baptist Church - Evening Reporting Center	10/01/18 - 03/31/19	71,621		04/01/19 - 09/30/19	71,621	143,242
<b>Grant Match: Dept. of Children &amp; Families - Criminal Justice Reinvestment</b>	11/01/18 - 10/31/19	60,000				60,000
University of Florida Turning Point - Rethinking Violence	10/01/18 - 03/31/19	15,500		04/01/19 - 09/30/19	15,500	31,000
<b>Available for RFP</b>	10/01/18 - 09/30/19	15,917				15,917
<b>Total Juvenile Prevention &amp; Intervention Programs</b>		\$ 419,425			\$ 343,508	\$ 762,933
<b>Out-of-School Time Programs:</b>						
<i>Afterschool Programs - Ordinance 2018-305-E</i>	10/01/18 - 06/30/19	8,727,229			-	8,727,229
<b>Afterschool Program RFP (FY19-20 contracts eff. 7/1/19-9/30/19)</b>	07/01/19 - 09/30/19	2,950,429			-	2,950,429
<b>Summer Learning Programs RFP</b>	05/01/19 - 08/15/19	3,750,000			-	3,750,000
Grant Match: Dept. of Educ. - 21st Century Community Learning Center Grant	08/01/19 - 07/31/20	157,718			-	157,718
<b>Total Out-of-School Time Programs</b>		\$ 15,585,376			\$ -	\$ 15,585,376
<b>Preteens and Teen Programs:</b>						
Boys & Girls Clubs of Northeast Florida, Inc. - Extended Hours for Teens	10/01/18 - 03/31/19	10,000		04/01/19 - 09/30/19	10,000	20,000
Boys and Girls Club of Northeast Florida - Bridger Connection 1	10/01/18 - 03/31/19	125,000		04/01/19 - 09/30/19	125,000	250,000
Big Brothers Big Sisters of NE FL - BIG in Communities & Schools RFP Renewal	10/01/18 - 03/31/19	147,024		04/01/19 - 09/30/19	147,024	294,048
Don't Miss a Beat, Inc. - Teens	10/01/18 - 03/31/19	44,670		04/01/19 - 09/30/19	44,670	89,340
Fresh Ministries, Inc. - Fresh Futures	10/01/18 - 03/31/19	38,014		04/01/19 - 09/30/19	38,014	76,027
Girl Scouts of Gateway Council, Inc. - Get Real! Mentoring	10/01/18 - 03/31/19	39,909		04/01/19 - 09/30/19	39,909	79,818
Groundwork Jacksonville, Inc. - Green Team	10/01/18 - 03/31/19	45,085		04/01/19 - 09/30/19	45,085	90,170
Jacksonville Zoological Society, Inc. - Zoo Teens	10/01/18 - 03/31/19	57,740		04/01/19 - 09/30/19	57,740	115,480
Police Athletic League of Jacksonville, Inc. - Teen Leadership Program,	10/01/18 - 03/31/19	17,110		04/01/19 - 09/30/19	17,110	34,220
Wayman Community Development Corp. - Hoops for Hope	10/01/18 - 03/31/19	33,334		04/01/19 - 09/30/19	33,334	66,667
YMCA of Florida - Youth in Government	10/01/18 - 03/31/19	30,293		04/01/19 - 09/30/19	30,293	60,585
I'm a Star Foundation, Inc. - Creating STARS Program	10/01/18 - 03/31/19	88,463		04/01/19 - 09/30/19	88,463	176,926
Boys & Girls Clubs of Northeast Florida, Inc. - Tipping the Scale	10/01/18 - 03/31/19	30,172		04/01/19 - 09/30/19	30,172	60,344
Family Support Services - Mentors Matter	10/01/18 - 03/31/19	26,094		04/01/19 - 09/30/19	26,094	52,187
Goodwill Industries of North Florida - Take Stock in Children	10/01/18 - 03/31/19	50,000		04/01/19 - 09/30/19	50,000	100,000
Opportunity Development - Ready to Achieve	10/01/18 - 03/31/19	13,873		04/01/19 - 09/30/19	13,873	27,745
<b>Available for RFP</b>	10/01/18 - 09/30/19	44,222				44,222
<b>Total Preteen and Teen Programs</b>		\$ 841,001			\$ 796,779	\$ 1,637,779

**Program Funding by the Five Essential Service Categories**

**KHA Additional Six Month Extension  
Option\***

	Period	Amount		Period	Amount	Total Amount
<b>Special Needs Programs:</b>						
Full Service Schools - Ordinance 2018-305-E	10/01/18 - 06/30/19	1,277,250				1,277,250
Full Service Schools - Existing Funds						
Jewish Family Services	07/01/19 - 09/30/19	50,000				50,000
Children's Home Society	07/01/19 - 09/30/19	107,000				107,000
Child Guidance Center	07/01/19 - 09/30/19	118,750				118,750
Daniel	07/01/19 - 09/30/19	150,000				150,000
Full Service Schools - Enhancement Funds:						
Jewish Family Services	10/01/18 - 09/30/19	242,857				242,857
Children's Home Society	10/01/18 - 09/30/19	485,714				485,714
Child Guidance Center	10/01/18 - 09/30/19	182,143				182,143
Daniel	10/01/18 - 09/30/19	789,286				789,286
Early Learning Coalition - Social Emotional Screening	10/01/18 - 03/31/19	92,612		04/01/19 - 09/30/19	92,612	185,224
Child Guidance Center - Outpatient Mental Health Therapy	10/01/18 - 03/31/19	89,803		04/01/19 - 09/30/19	89,803	179,606
Daniel Memorial - Project Prepare	10/01/18 - 03/31/19	30,000		04/01/19 - 09/30/19	30,000	60,000
DLC Nurse and Learn, Inc. - Extended Care	10/01/18 - 03/31/19	152,294		04/01/19 - 09/30/19	152,294	304,588
Hope Haven Children's Clinic and Family Center - BASICS	10/01/18 - 03/31/19	60,000		04/01/19 - 09/30/19	60,000	120,000
New Heights of Northeast Florida, Inc. - Respite Care/Children's Services	10/01/18 - 03/31/19	42,149		04/01/19 - 09/30/19	42,149	84,298
Northwest Behavioral Health Service - Outpatient Mental Health Therapy	10/01/18 - 03/31/19	48,747		04/01/19 - 09/30/19	48,747	97,494
I.M. Sulzbacher Center - Developmental Services for Homeless Children	10/01/18 - 03/31/19	22,180		04/01/19 - 09/30/19	22,180	44,360
Youth Crisis Center, Inc. - Family Connection	10/01/18 - 03/31/19	45,250		04/01/19 - 09/30/19	45,250	90,500
<b>Grant Match: Dept. of Health &amp; Human Services - SAMHSA Wrap Around Grant</b>	10/01/18 - 03/31/19	146,000				146,000
<b>Available for RFP</b>	10/01/18 - 09/30/19	35,802				35,802
<b>Total Special Needs Programs</b>		<b>\$ 4,167,837</b>			<b>\$ 583,035</b>	<b>\$ 4,750,872</b>
<b>Total Essential Service Program Funding</b>		<b>\$ 23,432,486</b>			<b>\$ 3,101,669</b>	<b>\$ 26,534,154</b>

\*If not extended by the KHA Board, these funds will be available for RFP within this Essential Service Category

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**PROPOSED BUDGET BOOK - Page # 251-252**

**BACKGROUND:**

Municipal Code Section 111.850-Part B created a trust fund account to be known as the Youth Travel Trust Fund. The Board of Directors of the Kids Hope Alliance is designated as the agent of the City for the purposes of determining and authorizing the allocation of a travel grant appropriation. The board shall also deposit into the fund all donations and contributions of money, including gifts and grants, received for use toward youth travel. All such donations and contributions shall be accounted for separately within the fund. Unencumbered funds shall lapse in this fund at year end. The annual appropriation to this fund may not exceed \$50,000.

**REVENUES:**

1. Transfer From Other Funds

- This amount totaling \$40,794 is a transfer from Kids Hope Alliance (S/F 191) and represents the annual appropriation for the Youth Travel Grant Program.

**EXPENDITURES:**

1. Grants, Aids & Contributions

- This funding is for youth travel support provided to eligible organizations based on applications submitted to the Kid's Hope Alliance.

**SERVICE LEVEL CHANGES:**

None.

**CAPITAL OUTLAY CARRYFORWARDS:**

None.

**EMPLOYEE CAP CHANGES:**

There are no positions within this subfund.

**RECOMMENDATION:**

None.

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**PROPOSED BUDGET BOOK – PAGE # 365 – 367**

**BACKGROUND:**

The Public Works Department consists of the Office of the Director and seven other Divisions: Engineering and Construction Management, Mowing & Landscape Maintenance, Public Buildings, Real Estate, Right-of-Way & Stormwater Maintenance, Solid Waste Sanitation Service, and Traffic Engineering.

The Engineering and Construction Management Division's primary responsibility is to plan and design public works projects. Mowing & Landscape Maintenance Division maintains the landscape, including grass, trees, other vegetation and irrigation, on various city-owned assets while managing all City-wide mowing contracts for both public assets and private property. The Public Buildings activity is within an internal service fund. The Real Estate Division manages the financial aspects of the City's real estate holdings in terms of acquisition, appraisals, disposals, inventories, and usage assessments. The Right-of-Way & Stormwater Maintenance Division plans and builds streets, highways and drainage facilities. The General Fund/General Services District (S/F 011) operations of the Solid Waste Division monitor and collect litter and illegal dumping along streets and public rights-of-way. The Traffic Engineering Division installs, maintains and regulates all street markings, signs, signals and other traffic control devices on City-owned roadways.

**REVENUES:**

1. Intergovernmental Revenue

- The \$393,571 budget amount reflects the State of Florida Department of Transportation (FDOT) funding for mowing, litter removal, and tree-trimming on public right-of-ways on State roads pursuant to contractual agreements.

2. Charges for Services

- The increase of \$14,877 is based on recent activity levels and includes increases of \$3,774 in standard street names signs, \$2,830 in metro street name signs, \$2,365 in sign installation, \$2,337 in engineering services for federal/independent agencies, and \$2,060 in stop/yield signs.

3. Miscellaneous Revenue

- The net increase of \$176,192 is primarily due to increases of \$109,446 in reimbursements from the FDOT for maintenance for traffic signals on state roads and \$66,683 in reimbursements from the FDOT for street light maintenance revenue on State roads. These are the result of the Maintenance and Compensation Agreements between the City of Jacksonville and the Florida Department of Transportation being increased by the State for FY 2018/19.

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**PROPOSED BUDGET BOOK – PAGE # 365 – 367**

**EXPENDITURES:**

1. Salaries

- The net increase of \$885,815 is primarily due to an increase of \$793,851 in salaries related to the 4.5% general wage increase effective October 1, an increase in the split of salaries to the General Fund-General Services District (S/F 011) compared to the Stormwater Services Fund (S/F 461), and due to salary adjustments during FY 2017/18.

2. Pension Costs

- The increase of \$1,069,143 is due to the salary increases, employee turnover and a change to how pension is allocated between the General Fund-General Services District (S/F 011) and Stormwater Services (S/F 461). The proposed budget includes the full Defined Benefit cost in the Public Works General Fund-General Services District (S/F 011) for any employee split between the General Fund-General Services District (S/F 011), regardless of the amount budgeted in Stormwater Services (S/F 461). This ensures there will be enough budgeted for the Defined Benefit cost and prevents overbilling to the enterprise fund.

3. Employer Provided Benefits

- The increase of \$399,643 is primarily due to increases of \$311,163 in group hospitalization due the elimination of the five contribution “holidays” budgeted in FY 2017/18 and \$77,977 in workers compensation costs based on recent claims history.

4. Internal Service Charges

- The net increase of \$401,024 is attributable to:
  - An increase of \$352,125 in IT system development, including:
    - The Real Estate Management System (\$185,000)
    - The Enterprise Permit and Land Use Management system (\$167,125)
  - An increase of \$334,488 in fleet vehicle replacement is mainly the result of receiving a full year allocation for vehicles purchased in FY 2017/18.
  - An increase of \$110,198 in fleet parts/oil/gas is due to the projected increase in fuel costs.
- These increases were partially offset by a decrease of \$405,850 in computer system maintenance / security due to a reduction in application support and maintenance costs related to the Customer User Fee System (CUFS), VOIP system, various customer support systems, and system infrastructure modifications.

5. Insurance Costs and Premiums

- The decrease of \$91,126 is due to a loss deductible of \$84,019 which was paid out in FY 2017/18 related to a December 2016 fire that occurred in the Traffic Engineering Division building off Commonwealth.

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**PROPOSED BUDGET BOOK – PAGE # 365 – 367**

6. Professional and Contractual Services

- The increase of \$638,896 is mainly attributable to increases of \$450,000 for the addition of a second litter-pickup crew and some additional mowing. There is also \$100,000 for additional maintenance of traffic (MOT) reviews for City projects that impact traffic flow and CARE backlog. The remainder can be mainly attributed to increased activity related to FDOT traffic light and streetlight agreements.

7. Other Operating Expenses

- The net decrease of \$132,049 is mainly attributable to changes in electricity costs of \$188,325 for street lights in part as the City begins to realize the savings of the LED conversion. This is offset by increases of \$37,000 in repair and maintenance supplies due to an increase in the price of quikrete, sand and crushed stone, and \$34,050 in other operating supplies for topography surveys and responding to CARE issues.

8. Supervision Allocation

- The FY 2018/19 net negative amount of \$134,337 reflects:
  - A \$325,000 allocation from within the Engineering and Construction Management Division to capital projects.
  - A partial offset of \$190,663 for costs allocated from Solid Waste (S/F 441) to the General Fund/GSD (S/F 011).

**SERVICE LEVEL CHANGES:**

The FY 2018/19 budget includes the proposed addition of an outsourced litter pick-up crew and some additional mowing. The City currently has one in-house litter pick-up crew.

**EMPLOYEE CAP CHANGES:**

There is a net decrease of three (3) authorized positions within the General Fund-General Services District (S/F 011) Public Works Department. These positions were transferred to Stormwater Services (S/F 461).

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**PROPOSED BUDGET BOOK – PAGE # 365 – 367**

**PROPOSED DIVISIONAL HIGHLIGHTS:**

<b>PUBLIC WORKS EXPENSES</b>	<b>2017/18 Adopted</b>	<b>2018/19 Proposed</b>	<b>% Change from FY 17/18</b>	<b>\$ Change from FY 17/18</b>	
Engineering	2,731,279	3,063,913	12.2%	332,634	<b>A</b>
Mowing & Landscape	12,187,524	12,463,718	2.3%	276,194	<b>B</b>
Office of the Director	2,705,502	2,638,085	(2.5%)	(67,417)	<b>C</b>
Real Estate	829,923	1,118,370	34.8%	288,447	<b>D</b>
R-O-W & Stormwater	7,713,836	9,196,707	19.2%	1,482,871	<b>E</b>
Solid Waste Sanitation	1,320,638	1,694,932	28.3%	374,294	<b>F</b>
Traffic Engineering	16,814,664	17,248,220	2.6%	433,556	<b>G</b>
Department Total	<u>44,303,366</u>	<u>47,423,945</u>	7.0%	3,120,579	

**A** Engineering has increased a net \$332,634 primarily due to increases of:

- \$245,454 for salaries mainly due to employee turnover and planned general wage increases included in approved collective bargaining agreements.
- \$40,187 in health insurance which is primarily due to the elimination of the five contribution “holidays” budgeted in FY 2017/18.
- Pension costs of \$24,631 due to salary increases and employee turnover.

**B** The Mowing Division’s \$276,194 net increase is primarily due to the following:

- Internal service charges increases of \$210,436 mainly due to:
  - Fleet parts oil/gas (\$70,932) based on projected increases in fuel rates.
  - Fleet repairs and maintenance (\$43,531) based on recent actual costs.
  - Fleet vehicle replacement (\$41,785) based on vehicles proposed to be replaced in FY 2017/18.
  - IT system development (\$33,425) related to the Enterprise Permit and Land Use Management system.
- Increase of \$38,912 in pension costs due to the change in allocation method mentioned above.
- A \$40,265 increase in overtime salaries needed to address tree issues.
- A \$33,216 increase in group hospitalization due the elimination of the five contribution “holidays” budgeted in FY 2017/18.

These increases are being offset by a decrease of \$56,148 in salaries which is due to a change in the allocations of workers for Stormwater Services (S/F 461), based on actual activity levels.

**C** Office of the Director has decreased a net \$67,417, primarily due to a decrease of \$186,159 for computer systems maintenance/security – internal service allocation associated with the

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Customer User Fee System (CUFS) application project budgeted in FY 2017/18. This was offset by the following increases:

- \$87,806 to salaries primarily due to planned general wage increases included in approved collective bargaining agreements and employee turnover.
- \$41,745 in pension costs due to salary increases and employee turnover.
- \$24,548 in group hospitalization due the elimination of the five contribution “holidays” budgeted in FY 2017/18.

**D** The increase of \$288,447 in the Real Estate Division is primarily due to increases of \$185,000 in IT system development and \$58,937 in computer systems maintenance/security – internal service allocation, which can be attributed to the Real Estate Management System. There are also the normal increases in salaries.

**E** Right-of-Way & Stormwater Maintenance is increasing by \$1,482,871, primarily due to:

- A total increase of \$944,904 in pension costs mainly attributable to the change in methodology for budgeting Defined Benefit pension contributions mentioned above. However, there were also salary increases and turnover which contributed to the increase.
- An increase of \$419,540 in salaries, which is due to a change in the allocations of workers for Stormwater Services (S/F 461) and planned general wage increases included in approved collective bargaining agreements. Note that the increase in allocation dollars occurred even though three (3) positions are being moved to Stormwater Services (S/F 461) from the Public Works General Fund/GSD (S/F 011).

Additional changes within Right-of-Way & Stormwater Maintenance include:

- An increase of \$215,283 in fleet vehicle replacement due to realizing the full year impact of purchases in FY 2017/18.
- An increase of \$141,379 in health insurance, which is primarily due to the elimination of the five contribution “holidays” in FY 2017/18.
- A decrease of \$185,024 in general liability insurance based on recent claims history.
- A decrease of \$115,370 in computer system maintenance / security allocation for application services related to the CARE, GIS and Maximo systems.

**F** Solid Waste Sanitation is increasing by \$374,294, primarily due to the increase of \$450,000 in contractual services for an additional litter pick-up crew and some additional mowing. This increase is being offset by a \$50,768 decrease in the supervision allocation from Solid Waste (S/F 441).

**G** Traffic Engineering is increasing a net \$433,556, primarily as a result of increases in:

- Professional and contractual services of \$209,446 for maintenance of FDOT street and traffic lights and maintenance of traffic (MOT) reviews.

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- Salaries of \$124,393 due to planned general wage increases included in approved collective bargaining agreements, employee turnover, and the addition of over time for sign repair and responding to emergency traffic calls.
- General liability insurance of \$130,646, which is based on recent claims history
- Net internal service charges of \$114,329, including:
  - An increase in Fleet vehicle replacement of \$66,339 for the full year recognition of FY 2017/18 purchases.
  - A \$39,611 increase in Building maintenance City-wide based on recent actuals.

These increases are being offset by:

- A net decrease of \$185,415 in other operating expenses as a result of electricity (utility) bills beginning to realize the savings due to the City-wide LED streetlight conversion.
- A decrease of \$84,019 in loss deductible which was paid out in FY 2017/18 related to a December 2016 fire that occurred in the Traffic Engineering division building off Commonwealth.

**RECOMMENDATION:**

None.

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TREE PROTECTION FUND (S/F 15F)**

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**PROPOSED BUDGET BOOK – PAGE # 370 – 371**

**BACKGROUND:**

The City of Jacksonville's Tree Protection and Related Expenditures Trust Fund provides that protected trees are required to be conserved during the clearing of land for development purposes wherever and whenever reasonably possible. To the extent that protected trees are lost or destroyed, the developer mitigates their loss or destruction by planting replacement trees or by paying a monetary contribution to the fund. All monetary contributions are to be used exclusively for the planting or replanting of mitigation trees, and for their maintenance, along the public rights-of-way and on public lands within Duval County. Pursuant to Municipal Code Section 111.760 the amount appropriated from these funds for tree maintenance in any fiscal year cannot exceed twenty five percent of the budgeted amounts for tree maintenance within the Public Works Department.

**REVENUES:**

**Investment Pool/ Interest Earnings:**

1. Investment Pool Earnings:

- This is an All-Years sub-fund, and the proposed \$387,894 budgeted for FY 2018/19 is from accumulated investment earnings and will provide the source of funding for tree mitigation activities in FY 2018/19.

**EXPENDITURES:**

**Public Works**

1. Salaries:

- The increase of \$17,381 is due to anticipated pay increases to be effective October 1<sup>st</sup> related to collective bargaining and the filling of the City Arborist position. For FY 2017/18, the position was budgeted at the lowest end of the salary range because it was a vacant position. The position has been filled and the budget for FY 2018/19 reflects the salary of the current employee.

2. Pension Costs:

- The increase of \$2,086 is due to the salary increase noted above.

3. Employer Provided Benefits:

- The net decrease of \$3,553 is mainly due to a decrease in Group Hospitalization Insurance of \$5,311 due to the election made by the employee.

4. Other Operating Expenses:

- The \$38,594 decrease is directly related to the decrease in overall tree maintenance since this line item is directly tied to being no more than 25% of the amount budgeted for tree maintenance. The Public Works General Fund/GSD (S/F 011) and Stormwater Services (S/F 461) funding for tree maintenance remained flat. The cause of the decrease is that the Code Enforcement Revolving subfund (S/F 1L2) is no longer included in the 25% calculation since that subfund is used for activities on private property and the Tree Protection Funds (S/F 15F) are used on public property.

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COMMENTS AND RECOMMENDATIONS  
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TREE PROTECTION FUND (S/F 15F)**

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**PROPOSED BUDGET BOOK – PAGE # 370 – 371**

**SERVICE LEVEL CHANGES:**

There is no change in service level.

**EMPLOYEE CAP CHANGES:**

None

**RECOMMENDATION:**

None

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MAYOR'S PROPOSED 2018/19 BUDGET  
PUBLIC WORKS  
SOLID WASTE DISPOSAL (S/F 441)**

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**PROPOSED BUDGET BOOK PAGE - # 374 – 376**

**BACKGROUND:**

The Solid Waste Disposal subfund accounts for solid waste disposal operations, including the collection of household and commercial waste, yard debris, recyclables, and disposal activities most notably at the Trail Ridge landfill. It is comprised of multiple activities that include Collection Administration, Residential Collection, Downtown Collection, and Disposal Operations Scale House. The fund also provides oversight for the Public Works Non-Departmental activity of sanitation service for litter pick-up and large debris-illegal dumping within the General Fund/GSD.

**REVENUES:**

1. Charges for Services:

- The net increase of \$3,024,353 is primarily due to:
  - an increase of \$1,148,223 in non-residential franchise fees from commercial haulers based on expected growth in tonnage
  - an increase of \$1,023,638 in tipping fees based on projected growth in tonnage
  - an increase of \$388,614 in solid waste user fees based on population growth
  - an increase of \$239,760 in host fees based on projected growth in tonnage

2. Investment Pool/Interest Earnings:

- The amount represents anticipated interest earnings for FY 2018/19 consistent with actual earnings in the current year.

3. Miscellaneous Revenue

- The increase of \$9,235 is attributable to a slight increase in projected revenue from the sale of recyclable products.

4. General Fund Loan:

- The \$8,597,621 represents a loan from the General Fund/GSD required to balance revenues and expenses. It is made up of \$5,538,779 for FY 2018/19 operations and \$3,058,842 for FY 2017/18 operations.

5. Transfer from Fund Balance:

- The \$472,977 represents the FY 2017/18 portion of the pension reform contingency that is going back into contingency.

**EXPENDITURES:**

1. Salaries:

- The net increase of \$220,910 is primarily due to general wage increases effective October 1<sup>st</sup> related to collective bargaining.

2. Salary & Benefit Lapse:

- The \$167,417 lapse reflects anticipated average turnover and estimated vacancies within the subfund.

**COUNCIL AUDITOR'S OFFICE  
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PUBLIC WORKS  
SOLID WASTE DISPOSAL (S/F 441)**

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**PROPOSED BUDGET BOOK PAGE - # 374 – 376**

3. Pension Costs:
  - The increase of \$182,257 is due to salary increases noted above and employee turnover.
4. Employer Provided Benefits:
  - The increase of \$158,142 is primarily due to increases in health insurance in connection with the elimination of the five contribution “holidays” that occurred in FY 2017/18.
5. Professional and Contractual Services:
  - The net increase of \$3,010,286 is primarily due to:
    - an increase of \$1,360,694 for the Trail Ridge Landfill disposal operations contract for landfill operations as a result of increased projected tons, CPI adjustment to the contract rate per ton, and additional expected expenses for the gas system
    - an increase of \$1,175,385 to address the CPI increase required by the contract with haulers and slight growth in customers
    - an increase of \$453,858 associated with an increase in fuel costs for the haulers
6. Other Operating Expense:
  - The increase of \$1,272,607 is primarily due to:
    - an increase of \$649,040 in additional landfill charges due to increased projected regular waste and yard waste tons
    - an increase of \$578,117 in miscellaneous services and charges due to increased cost for the treatment of landfill leachate and due to moving part of this expense from Landfill Closure Subfund (S/F 443)
7. Supervision Allocation:
  - This represents administrative cost housed within Solid Waste Disposal which is allocated to General Fund/GSD (S/F 011) activities.
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.
9. Contingencies:
  - The proposed contingency of \$610,448 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 recently approved collective bargaining agreements.

**COUNCIL AUDITOR'S OFFICE  
 COMMENTS AND RECOMMENDATIONS  
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 PUBLIC WORKS  
 SOLID WASTE DISPOSAL (S/F 441)**

**PROPOSED BUDGET BOOK PAGE - # 374 – 376**

10. Repayment of General Fund Loan:

- This is the payback of the \$3,058,842 borrowed from the General Fund/GSD (S/F 011) to balance this subfund in FY 2017/18. This is to be repaid with a new loan from the General Fund/GSD of \$8,597,621.

11. Debt Management Fund Repayments:

- The \$844,285 increase reflects the capital projects interest and principal payments for the following projects.

Projects	Total Cost	FY 2018/19
Solid Waste Recycling Carts	\$3,654,311	\$1,257,790
Trail Ridge Landfill Expansion	\$2,904,000	\$2,619,827
Landfill Gas Fueled Leachate Evaporator	\$1,200,000	
Environmental Compliance - Countywide	\$700,000	
<b>TOTAL:</b>	<b>\$8,458,311</b>	<b>\$3,877,617</b>

**SERVICE LEVEL CHANGES:**

There are no significant service level changes to the budget.

**EMPLOYEE CAP CHANGES:**

There are no changes to the cap.

**CONCERN:**

This enterprise fund does not have a balanced budget and requires a loan from the General Fund/GSD (S/F 011) to balance it for the second straight year. This is an enterprise subfund and the fees charged for service should cover the cost of providing the service. If the fee is not covering the cost, then efforts need to be made to reduce the cost of the service, reduce the level of services provided, or increase the fees. The City has a process in place for many fees to be increased by the Chief Financial Officer based on an annual fee analysis required by the Municipal Code. As in the previous year, the Proposed Budget Ordinance contains a provision to waive the requirement.

**COUNCIL AUDITOR'S OFFICE  
COMMENTS AND RECOMMENDATIONS  
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PUBLIC WORKS  
SOLID WASTE CONTAMINATION ASSESSMENT (S/F 442)**

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**PROPOSED BUDGET BOOK- PAGE # 377 – 378**

**BACKGROUND:**

The Solid Waste Division charges Internal or External Host Fees in order to fund groundwater sampling, contamination assessment reports, and also examine, evaluate, and remedy closed contaminated landfill and dump sites within the City. Internal Host Fees are applied to each Class I ton deposited in the Trail Ridge landfill and External Host Fees are applied to each Class III ton deposited in private landfills. Host fees for the Contamination Assessment sub fund are assessed at the rate of \$0.24 per ton.

**REVENUES:**

1. Charges for Services:

- Internal and external host fees are proposed to increase by \$12,960 to align with actual revenues.

2. Investment Pool / Interest Earnings:

- Investment earnings are expected to increase by \$5,086 based on projected available cash and the interest rate projected by the Treasury Division.

3. Transfers from Fund Balance:

- A Transfer from Fund Balance is not necessary to balance revenues and expenses in the proposed budget.

**EXPENDITURES:**

1. Internal Service Charges:

- OGC legal costs decreased by \$54,132 based on recent actuals.

2. Professional and Contractual Services:

- This represents funding for semi-annual groundwater sampling, contamination assessment reports, and other required reports for the Florida Department of Environmental Protection.

**SERVICE LEVEL CHANGES:**

There are no significant service level changes to the budget.

**EMPLOYEE CAP CHANGES:**

There are no employees associated with this sub fund.

**RECOMMENDATION:**

None.

**COUNCIL AUDITOR'S OFFICE  
COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED 2018/19 BUDGET  
PUBLIC WORKS  
LANDFILL CLOSURE (S/F 443)**

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**PROPOSED BUDGET BOOK – PAGE # 379 – 380**

**BACKGROUND:**

The Landfill Closure subfund currently provides for the expenses related to post closure at the North and East landfills, and the costs of closure and future post closure at Trail Ridge landfill. Solid Waste Division charges an Internal Host fee that provides funding for this purpose at the rate of \$1.98 per Class I ton deposited at the Trail Ridge landfill as well as an External Host Fee at the rate of \$1.98 per Class III ton deposited at private landfills (e.g. Old Kings Road landfill).

**REVENUES:**

1. Charges for Services:

- Internal and external host fees are proposed to increase by \$106,920 based upon projected increases in Class I and Class III tonnage.

**EXPENDITURES:**

1. Salaries:

- The \$82,942 increase is due to anticipated pay increases to be effective October 1<sup>st</sup> related to collective bargaining and an increase in the allocation of personnel expenses of employees within Solid Waste (S/F 441) who perform post closure duties at the East and North Landfills because of FDEP requirements (there are no employees associated with this subfund).

2. Pension Costs:

- The net decrease of \$35,699 is due to the change in the allocation of personnel expenses where no pension costs are allocated to this subfund.

3. Employer Provided Benefits:

- The \$36,097 increase is primarily due to:
  - an increase in Group Hospitalization Insurance of \$23,707 as a result of the five contribution “holidays” that occurred during FY 2017/18
  - an increase in workers compensation insurance of \$11,237

4. Professional and Contractual Services:

- The \$40,900 decrease is mainly due to the elimination of the landfill flare maintenance contract. Maintenance will be performed by staff of the Solid Waste Division.

5. Other Operating Expenses:

- The net increase of \$66,213 is driven by the increase to miscellaneous services and charges to match actual costs.

**SERVICE LEVEL CHANGES:**

There are no significant service level changes to the budget.

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COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED 2018/19 BUDGET  
PUBLIC WORKS  
LANDFILL CLOSURE (S/F 443)**

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**PROPOSED BUDGET BOOK – PAGE # 379 – 380**

**EMPLOYEE CAP CHANGES:**

There are no employees associated with this subfund. The personnel are an allocation of salaries and benefits of six (6) positions from Solid Waste Disposal Operations (S/F 441) that perform duties related to landfill closure.

**RECOMMENDATION:**

None.

**COUNCIL AUDITOR'S OFFICE  
COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED 2018/19 BUDGET  
PUBLIC WORKS  
SOLID WASTE FACILITIES MITIGATION (S/F 445)**

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**PROPOSED BUDGET BOOK – Page # 381 – 382**

**BACKGROUND:**

The Facility Mitigation Class I Landfills subfund was established to mitigate property concerns in areas surrounding Class I landfills. A Resource Recovery Fee (Internal Host Fee) of \$.50 is applied to each Class I ton deposited at the Trail Ridge landfill. Ordinance 2007-739 authorized a 50/50 sharing of the \$0.50 Internal Host Fee between the Class I Mitigation Fund and the Tayer Brown Regional Park Improvement Trust fund.

**REVENUES:**

1. Charges for Services:
  - The \$201,250 represents a Host Fee of \$0.25 times the projected tonnage of 805,000 for FY 2018/19 at the landfill.
2. Investment Pool / Interest Earnings:
  - Investment Pool Earnings of \$7,916 for FY 2018/19 are based on projected available cash and the interest rate projected by the Treasury Division.

**EXPENDITURES:**

1. Cash Carryover:
  - Funds are placed in reserve pending future Council appropriations for mitigation activities.

**SERVICE LEVEL CHANGES:**

There are no significant service level changes to the budget.

**EMPLOYEE CAP CHANGES:**

There are no employees associated with this subfund.

**RECOMMENDATION:**

None.

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COMMENTS AND RECOMMENDATIONS  
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PUBLIC WORKS  
SOLID WASTE FACILITIES MITIGATION CLASS III (S/F 446)**

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**PROPOSED BUDGET BOOK – PAGE # 383 – 384**

**BACKGROUND:**

This subfund was established to mitigate concerns in areas surrounding Class III Disposal Sites (private Construction and Demolition Debris Landfills). External Host Fees (formerly, resource recovery) are generated by a \$0.50 recovery fee per Class III ton processed at the private landfills. Mitigation projects are determined pursuant to the City of Jacksonville's Municipal Code, Chapter 380, Part 4, and then funding is approved by Council.

**REVENUES:**

1. Charges for Services:
  - External host fees are budgeted to remain flat directly related to budgeted tons estimated to remain flat to be received at private facilities/landfills (Class III).
2. Investment Pool / Interest Earnings:
  - Investment Pool Earnings of \$2,816 are based on projected available cash and the interest rate projected by the Treasury Division.

**EXPENDITURES:**

1. Cash Carryover:
  - Funds are placed in reserve pending future Council appropriations for mitigation activities.

**SERVICE LEVEL CHANGES:**

There are no significant service level changes to the budget.

**EMPLOYEE CAP CHANGES:**

There are no employees associated with this subfund.

**RECOMMENDATION:**

None.

**COUNCIL AUDITOR'S OFFICE  
COMMENTS & RECOMMENDATIONS  
MAYOR'S PROPOSED 2018/19 BUDGET  
SOLID WASTE MITIGATION CAPITAL PROJECTS (44I)**

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**PROPOSED BUDGET BOOK – # 372 – 373**

**BACKGROUND:**

The Solid Waste Mitigation Capital Projects Subfund was established to record and account for capital projects attributed to Class I landfill mitigation as well as to provide a separate subfund to isolate Taye´ Brown Regional Parks share of Internal Host Fees collected at the Trail Ridge Landfill, and associated investment earnings, from general mitigation activities.

The subfund also serves as the Taye´ Brown Regional Park subfund, a permanent, on-going trust fund of the City of Jacksonville. The subfund is authorized to accept Council appropriations, gifts, fees, and other types of donations. This is an “all years” subfund, which means once dollars are appropriated, the appropriation stays in place from year to year rather than lapsing.

**REVENUES:**

1. Charges for Services:

- The \$345,508 is the amount of host fee revenue that consists of \$201,250 in the host revenues expected to be received in FY 2018/19 and of \$144,258 in the appropriation of available actual revenues received in the past (more was received than budgeted).

2. Investment Pool/Interest Earnings:

- The \$120,000 mostly represents the appropriation of available interest earnings received in the past (more was earned than budgeted).

**EXPENDITURES:**

1. Transfer to Other Funds:

- The \$465,508 is the City's cost to support the operating cost of the contract with Northeast Florida Equestrian Society to run the Equestrian Center. This represents the funding flowing from this fund to the Equestrian Center fund (S/F 4F5). Section 10.3 of the Budget Ordinance includes a waiver that allows such transfer.

**SERVICE LEVEL CHANGES:**

There are no significant service level changes to the budget.

**EMPLOYEE CAP CHANGES:**

There are no employees associated with this subfund.

**RECOMMENDATION:**

None.

**COUNCIL AUDITOR'S OFFICE  
COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED 2018/19 BUDGET  
VARIOUS DEPARTMENTS  
STORMWATER SERVICES (S/F 461)**

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**PROPOSED BUDGET BOOK – PAGE # 385 – 389**

**BACKGROUND:**

Stormwater Services subfund provides the Public Works Department with a dedicated funding source for stormwater services. Funding is primarily provided by a user fee. Pursuant to Section 754.110 of the Municipal Code, the City provides for the value of Stormwater User Fees waived for 501(c) 3 organizations and individuals or families who are economically disadvantaged.

**REVENUES:**

Non-Departmental/Fund Level Activities

1. General Fund Loan

- The \$478,900 loan from the General Fund – GSD (S/F 011) is needed to balance revenues and expenditures taking into account the payback of the FY 2017/18 loan of \$2,324,997 and the waiver of Section 754.112 discussed further below.

2. Transfer From Fund Balance

- This amount represents the FY 2017/18 portion of the contingency associated with the overall pension reform reserves.

Public Works

1. Charges for Services

- The net increase of \$572,484 in stormwater user fees is consistent with current growth.

**EXPENDITURES:**

Neighborhoods

The Environmental Quality Division (EQ) within the Neighborhoods Department manages a portion of the Stormwater Management System Program, which is a vital part of the River Accord and helps the City meet Federal Clean Water Act and State regulations. Responsibilities include inspections of illicit connections to drainage systems, inspections of high priority industries, and surface water quality monitoring.

Council enacted Ordinance 2016-347-E on June 14, 2016, approving an inter-local agreement with the Florida Department of Transportation (FDOT) and appropriating grant funding through May 31, 2021. The grant is funding the Federally mandated National Pollutant Discharge Elimination System (NPDES) monitoring plan for the Municipal Separate Storm Sewer System (MS4) permit in Jacksonville. The appropriation will carry over and expands the EQ's abilities to comply with Stormwater management regulations by funding personnel salaries and benefits, supplies, and services. As shown in schedule B1a Public Works and Neighborhoods are requesting \$380,034 and as a result of the FDOT grant, EQ is able to reduce its budget for these line items.

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COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED 2018/19 BUDGET  
VARIOUS DEPARTMENTS  
STORMWATER SERVICES (S/F 461)**

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**PROPOSED BUDGET BOOK – PAGE # 385 – 389**

1. Salaries
  - The increase of \$3,546 is primarily due to planned general wage increases included in approved collective bargaining agreements.
2. Pension Costs
  - The increase of \$45,393 is mainly the result of pension costs for partially grant (S/F 1F1– Miscellaneous Grant Projects) funded employees being entirely included in this subfund for FY 2018/19.
3. Employer Provided Benefits
  - The \$2,383 increase is mainly due to the elimination of the five contribution “holidays” included in the FY 2017/18 budget.
4. Internal Service Charges
  - The increase of \$4,252 is mainly due to an increase in computer system maintenance / security due to an increase in application services, primarily dealing with the Enterprise Financial / Resource Management System (ERP).
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.

Non-Departmental/Fund Level Activities

1. Contingencies
  - The proposed contingency amount of \$380,334 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.
2. Transfers to Other Funds
  - The \$6,000,000 represents a transfer to Stormwater Services - Capital Projects to be used as pay-go funds for various capital projects related to Drainage System Rehabilitation. The \$4,000,000 decrease is due to the proposed waiver of a portion of Section 754.112 of the Municipal Code, which requires a minimum \$4,000,000 (or 15% of total revenue, whichever is greater) to be appropriated for stormwater capital projects. Per the Administration, the additional funding is not needed, due to a backlog of previously approved projects that are not completed. There appears to be about \$24.9 million in backlog projects. The amount that would have been transferred to be compliant with the code in FY 2018/19 would have been \$4,523,476.

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COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED 2018/19 BUDGET  
VARIOUS DEPARTMENTS  
STORMWATER SERVICES (S/F 461)**

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**PROPOSED BUDGET BOOK – PAGE # 385 – 389**

3. Repayment of General Fund Loan

- This is a repayment of a FY 2017/18 loan from the General Fund - GSD (S/F 011) that was used to balance this Subfund.

4. Debt Management Fund

- This is debt repayments associated with stormwater projects that were authorized after the utility was established, but prior to October 1, 2015 when it was determined that the stormwater revenue stream would not be pledged for debt service of any new projects. At the same time, it was determined that any debt incurred prior to the creation of the utility could no longer be paid for with this revenue stream.

Parks, Recreation & Community Services

This Stormwater activity is within the Parks, Recreation & Community Services Department and managed through the Duval County Extension Office. In order to maintain compliance with the Stormwater Regulatory Permit, the Extension Office continues to administer the Florida Yards & Neighborhoods Program's mission, which is to reduce the use of water, fertilizers, and pesticides. This program also assists in educating homeowners to decrease the amounts of nutrients and toxic runoff into the St. Johns River basin.

The department uses two part time positions for the Watershed-Based Education and Evaluation Program for Duval County and provides a structure to educate youth in six Duval County schools about the Florida Yards and Neighborhoods Program. The specific objective of this program, through implementation of a youth educational program, is to address nutrient enrichment, bacterial contamination, and other pollution problems found in northeast Florida surface waters.

1. Salaries

- The \$48,317 represents funding of work hours for two (2) part-time employees. The part-time employees are tasked to expand the schools current youth educational programs.

Public Works

The Stormwater Services subfund uses its dedicated funding source to complete various flood and drainage mitigation projects, clean canals and ditches, address stormwater treatment issues, maintain collection and pumping systems, as well as stormwater treatment facilities (ponds). Funding is provided by a user fee. Public Works allocates employee activity and the related expenses between General Fund/General Services District (S/F 011) Right-of-Way and Stormwater Maintenance activities and Stormwater Services (S/F 461).

1. Salaries

The salaries increase of \$357,752 is mainly the result of planned general wage increases included in approved collective bargaining agreements, and a special pay increase issued

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STORMWATER SERVICES (S/F 461)**

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**PROPOSED BUDGET BOOK – PAGE # 385 – 389**

to Heavy Equipment Operators and various management/supervisor positions within the Right-of-Way & Stormwater Maintenance and Mowing and Landscape Maintenance Divisions, effective May 12, 2018. These increases were partially offset by a higher portion of salaries being allocated to the General Fund/General Services District (S/F 011) activity.

2. Pension Cost

- The decrease of \$671,442 is mainly the result of a change in methodology for budgeting Defined Benefit pension contributions for employees who are split between the Public Works General Fund/General Services District (S/F 011) and Stormwater Services (S/F 461). The proposed budget includes the full pension cost in the Public Works General Fund-General Services District (S/F 011) for any employee budgeted within the General Fund-General Services District (S/F 011), regardless of the amount budgeted in Stormwater Services (S/F 461).

3. Employer Provided Benefits

- The increase of \$234,993 is primarily due to an increase of \$199,872 in group hospitalization insurance, mainly as a result of eliminating the five contribution “holidays” budgeted in FY 2017/18. Additionally, there is an increase of \$28,236 in workers compensation insurance.

4. Internal Service Charges

- The increase of \$398,523 is mainly due to an increase of \$253,775 in fleet vehicle replacement charges, which is attributable to the full year cost of FY 2017/18 replacements and the proposed replacement of eleven (11) vehicles. Additional increases include \$63,884 in fleet parts/oil/gas based on the projected increase in the cost of fuel, \$37,388 in fleet repairs maintenance based on recent actuals, and \$29,455 in OGC legal fees based on recent activity levels.

5. Professional and Contractual Services

- The increase of \$104,112 in contractual services is primarily due to projected increases in the right-of-way mowing contract that was recently put out for rebid. The prior contract in place ended on July 31, 2018. Per the Department, the operation was split into five subdivisions; South Area 1, South Area 2, Public Buildings and Parcels, Stormwater Ponds and North Area. Of the five, all but the North Area have been awarded to a contractor. As such, the prior contractor received a six month extension to service the North Area until a new contractor is put in place.

6. Other Operating Expenses

- The net decrease of \$13,644 is primarily due to a decrease in equipment rentals based on recent activity levels.

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COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED 2018/19 BUDGET  
VARIOUS DEPARTMENTS  
STORMWATER SERVICES (S/F 461)**

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**PROPOSED BUDGET BOOK – PAGE # 385 – 389**

7. 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:**

There are no significant service level changes to the budget.

**EMPLOYEE CAP CHANGES:**

There is a net increase of three (3) authorized positions within Stormwater Services (S/F 461). These positions were transferred from the General Fund-General Services District (S/F 011). This transfer is the result of changes in the personnel cost allocation between the General Fund-General Services District (S/F 011) and Stormwater Services (S/F 461).

**CONCERN:**

The loan amount shown above is to assist in paying back the FY 2017/18 loan from the General Fund/GSD (S/F 011). Stormwater Services (S/F 461) is not receiving a loan for FY 2018/19 activity due to the waiver of Section 754.112 of the Municipal Code, which avoided an additional \$4.5 million in expenditures and thus would have required a loan for FY 2018/19. As stated in the Solid Waste (S/F 441) handout, this is an enterprise subfund and the fees charged for service should cover the cost of providing the service. If the fee is not covering the cost, then efforts need to be made to reduce the cost of the service, reduce the level of services provided, or increase the fees.

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COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED 2018/19 BUDGET  
PUBLIC WORKS  
PUBLIC BUILDINGS ALLOCATIONS (S/F 5A1)**

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**PROPOSED BUDGET BOOK – Page # 390-392**

**BACKGROUND:**

This internal service fund accounts for the revenue and expenditures of Public Buildings related to building operation, maintenance, utilities, and security. The costs are billed to the building occupants based on occupied square footage.

**REVENUE:**

1. Charges for Services:
  - The \$46,561,276 reflects the total proposed charges for building maintenance, security, and utilities to be collected from all users and it is directly related to the budgeted expenditures in this fund.
2. Investment Pool / Interest Earnings:
  - The increase of \$45,544 in interest earnings is based on current year actuals.
3. Miscellaneous Revenue:
  - This amount represents the tenant revenue for non-City occupants of city buildings.
4. Transfers from Other Funds:
  - This amount represents a transfer from the General Fund / General Services District (S/F 011) to be used for the city-wide maintenance, upgrade, and replacement of cameras as determined by the special task force that will be established to oversee this project. See recommendation below.
5. Transfers from Fund Balance:
  - There are two parts of the transfer from fund balance:
    - \$292,339 is intended to re-establish the FY 2017/18 pension reform contingency.
    - \$250,000 is intended to be used to re-establish the “emergency fund” to address unanticipated repairs, requests, or emergency issues as they arise throughout the fiscal year. The use of these funds require approval from the Chief Financial Officer or the Chief Administrative Officer.

**EXPENDITURES:**

1. Salaries:
  - The increase of \$427,257 is due to anticipated general wage increases of 4.5% to be effective October 1<sup>st</sup> related to collective bargaining agreements, mid-year special pay increases that were granted for positions which the City has had difficulty retaining and recruiting, and the addition of two positions (one carpenter and one air conditioning & heating technician) in the proposed budget.

**COUNCIL AUDITOR'S OFFICE  
COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED 2018/19 BUDGET  
PUBLIC WORKS  
PUBLIC BUILDINGS ALLOCATIONS (S/F 5A1)**

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**PROPOSED BUDGET BOOK – Page # 390-392**

2. Salary & Benefit Lapse:
  - This reflects an estimated salary and benefit lapse based on the average turnover ratio and estimated number of vacancies in FY 2018/19.
3. Pension Costs:
  - The increase of \$110,690 is attributable to salary increases noted above and employee turnover.
4. Employer Provided Benefits:
  - The increase of \$96,499 is mainly due to an increase in health insurance in connection with the elimination of the five premium contribution “holidays” that occurred in FY2017/18.
5. Internal Service Charges:
  - The \$322,984 net increase is primarily due to the increases of:
    - \$112,111 in the utilities cost allocation related to a new performance management contract for utility consumption of the Ed Ball building.
    - \$106,014 in City-wide building maintenance cost.
    - \$37,845 in guard services/security system monitoring based on annual price adjustment projections.
    - \$36,869 in fleet vehicle replacement due to more vehicles being replaced in recent years.
    - \$33,425 in IT system development charges in connection with the development of the Enterprise Permit/Land Use Management System.
6. Insurance Costs and Premiums:
  - The increase of \$237,427 is due to an overall increase in general liability insurance based on the actuarial report and an increase in the property insurance premium.
7. Professional and Contractual Services:
  - The increase of \$757,992 is primarily due to an increase of \$439,250 in contractual services mainly attributable to the addition of a utility performance management contract for the Ed Ball building (\$370,000) and a cost increase of the new plumbing backflow repairs contract (\$100,000). There is also an increase of \$172,241 in cleaning/janitorial contractual services due the janitorial services contract being re-bid in FY 2018/19 and an increase of \$152,913 in security/guard service due to the addition of guard service for the Main Library garage and the re-establishment of guard service for the campgrounds at Huguenot Park which have been closed since Hurricane Irma in 2017.

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**PROPOSED BUDGET BOOK – Page # 390-392**

8. Other Operating Expenses:

- The increase of \$2,462,844 is attributable to the addition of \$3,000,000 in repair / maintenance services to be used for the city-wide maintenance, upgrade, and replacement of cameras as determined by the special task force that will be established to oversee this project. This was somewhat offset by reductions of \$574,853 in utility costs based on prior year actuals.

9. Intra-Departmental Billing:

- The \$50,000 is for the billings from the Fire and Rescue Department to perform fire inspections at City buildings.

10. Capital Outlay:

- This funding is to continue to purchase Automated External Defibrillators (AED) for City facilities without AEDs per the request of JFRD and Risk Management.

11. 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.

12. Contingencies:

- The proposed contingency amount is part of the overall pension reform reserves being set aside to offset future salary increases agreed to in the collective bargaining agreements. The total includes \$292,339 from FY 2017/18 and \$82,246 for the FY 2018/19 pension reform contingency.

13. Transfers to Other Funds:

- This amount represents a transfer from this fund to the General Fund – General Services District (S/F 011) to pay for the Haverty building debt allocation and the Ed Ball building build-out allocation.

**EMPLOYEE CAP CHANGES:**

The authorized cap is proposed to increase by two positions to add a Carpenter position and an Air Conditioning & Heating Technician position.

**CAPITAL OUTLAY CARRYFORWARD:**

There is a capital outlay carryforward of \$45,857 which has been removed from the revised Schedule of Capital Outlay Carryforward since the funds have already been used.

**SERVICE LEVEL CHANGES:**

There are no significant service level changes to the budget.

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**PROPOSED BUDGET BOOK – Page # 390-392**

**RECOMMENDATION:**

We recommend that the \$3,000,000 in repairs and maintenance in the Camera Maintenance/Upgrade/Replace activity be moved to a contingency within the same activity until the task force in charge of evaluating security camera needs on a city-wide basis has been established and can bring forth its recommendations.

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**PROPOSED BUDGET BOOK – Page # 260-262**

**BACKGROUND:**

The Neighborhoods Department includes the Animal Care & Protective Services, Municipal Code Compliance, Housing & Community Development, Environmental Quality, Mosquito Control, and Office of the Director Divisions. Within the Office of the Director, activities include the Call Center (630-CITY), Fight Blight Awareness Campaign and the Office of Neighborhood Services.

**REVENUE:**

1. Charges for Services:

- The increase of \$153,109 is primarily due to increases of \$70,000 in siltation inspection fees and \$41,388 in application review fees in the Environmental Quality Division, and \$31,247 in animal licenses and permits within the Animal Care & Protective Services Division based on current year actuals.

2. Miscellaneous Revenue:

- The increase of \$16,444 is due to an increase in miscellaneous sales and charges related to inspection fees in the Municipal Code Compliance Division based on current year actuals.

**EXPENDITURES:**

1. Salaries:

- The net increase of \$637,410 is mainly due to anticipated pay increases to be effective October 1<sup>st</sup> related to collective bargaining agreements, salary increases during FY 2017/18, and the addition of one (1) Environmental Quality Technician position in the Environmental Quality Division.

2. Pension Costs:

- The net increase of \$132,181 in pension costs is attributable to salary raises noted above and employee turnover.

3. Employer Provided Benefits:

- The increase of \$358,685 is mainly due to an increase in health insurance in connection with the elimination of the five contribution “holidays” that occurred in FY 2017/18.

4. Internal Service Charges:

- The net increase of \$939,194 is primarily due to an overall departmental increase of \$737,491 in IT computer system maintenance/security allocation in connection with the CARE System Upgrade / Replacement project included in the IT Five-Year Plan. There is also an increase of \$168,693 in tech refresh & pay-go charges for the replacement of 173 computers and network equipment.

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**PROPOSED BUDGET BOOK – Page # 260-262**

5. Insurance Costs and Premiums:
  - The increase of \$34,642 is attributable to an increase of \$19,869 in aviation insurance costs due to the purchase of a helicopter in the Mosquito Control Division, and an increase of \$11,839 in general liability insurance.
  
6. Professional and Contractual Services:
  - The net increase of \$68,782 is mainly due to moving the costs of the license data entry contract from the Veterinary Services Fund (S/F 15G) to the Animal Care and Protective Services Division within the General Fund / General Services District (S/F 011). This contract is more appropriate within this funding source.
  
7. Other Operating Expenses:
  - The increase of \$80,590 is primarily due to an increase of \$45,586 in other operating supplies to purchase pet license tags, pet supplies and cleaning supplies based on current activity levels. Also, there is an increase of \$44,340 in chemical and drugs to purchase pharmaceuticals and veterinary supplies due to animals staying longer at the shelter and needing more medical care.
  
8. Grants, Aids and Contributions:
  - This amount represents funding to the Local Initiatives Support Corporation (LISC) for management and oversight of the CDC Organization Development Grants. This program is focused on reducing crime havens through real estate development, community building and community engagement efforts.

**DIVISION CHANGES:**

<b>Division</b>	<b>FY 2017/18 Adopted</b>	<b>FY 2018/19 Proposed</b>	<b>Change</b>	
Animal Care & Protective Services	\$ 3,823,996	\$ 4,367,294	\$ 543,298	(A)
Environmental Quality	3,002,607	3,254,381	251,774	(B)
Housing & Community Development	64,697	71,966	7,269	(C)
Mosquito Control	2,035,513	2,030,469	(5,044)	(D)
Municipal Code Compliance	6,076,603	6,445,796	369,193	(E)
Office Of Director	4,378,056	5,463,051	1,084,995	(F)
<b>Department Total</b>	<b>\$ 19,381,472</b>	<b>\$ 21,632,957</b>	<b>\$ 2,251,485</b>	

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**PROPOSED BUDGET BOOK – Page # 260-262**

- A. The increase of \$543,298 is mainly due to an increase of :
- \$191,088 in salaries due to anticipated pay increases related to the pension reform, and other mid-year salary increases.
  - \$85,875 in health insurance attributable to the elimination of the five contribution “holidays”.
  - \$61,608 in professional and contractual services related to the license data entry contract. This cost is being moved from the Veterinary Services Fund (S/F 15G) to the Animal Care and Protective Services Division within the General Fund / General Services District (S/F 011).
  - \$53,734 in computer system maintenance allocation related to the redesign of the Animal Care website, the cost of the CARE System replacement, and the Microsoft 365 upgrade.
  - \$45,586 in pet license tags, pet supplies, and cleaning supplies.
  - \$44,737 in building maintenance costs.
  - \$44,340 in pharmaceuticals and veterinary supplies.
- B. The increase of \$251,774 is mainly due to an increase of \$114,776 in salaries due to anticipated pay increases related to collective bargaining, and the addition of one Environmental Quality Technician position. This increase is also due to an increase of \$67,564 in health insurance attributable to the elimination of the five contribution “holidays”, an increase of \$50,756 in building maintenance cost of the Ed Ball building, and an increase of \$42,310 in IT refresh charges for the replacement of computers.
- C. The increase of \$7,269 is due to an overall increase in building maintenance cost of the Ed Ball building.
- D. The decrease of \$5,044 is mainly due to a reduction in IT system development charges related to the completion of the Mosquito Control Management System in FY 2017/18, which was offset by salary and health insurance increases as noted for other divisions.
- E. The increase of \$369,193 is mainly due to an increase of \$170,545 in salaries due to anticipated pay increases related to collective bargaining, and other mid-year salary increases. This is also due to an increase of \$93,683 in health insurance attributable to the elimination of the five contribution “holidays”, an increase of \$43,653 in building maintenance cost of the Ed Ball building, \$32,219 in legal service charges based on actuals, and \$30,038 in vehicle replacement charges mainly due to proposed FY 2018/19 replacements.
- F. The increase of \$1,084,995 is mainly due to an increase of \$860,461 in IT computer system maintenance/security allocation in connection with the CARE System Upgrade/Replacement project included in the IT Five-Year Plan. This is also attributable to an increase of \$107,364 in salaries due to anticipated pay increases related to collective bargaining, an increase of

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**PROPOSED BUDGET BOOK – Page # 260-262**

\$57,027 in IT refresh charges to replace computers, and \$44,939 in health insurance due to the elimination of the five contribution “holidays”.

**EMPLOYEE CAP CHANGES:**

The authorized cap increased by one (1) position due to adding an Environmental Quality Technician to the Environmental Quality Division. Part-time hours were also increased by 8,000 hours within the Animal Care and Protective Services Division.

**CAPITAL OUTLAY CARRYFORWARD:**

There is a capital outlay carryforward of \$812,500 for the purchase of heavy equipment in the Mosquito Control Division. Note this amount was reduced during meeting one to match the current balance.

**SERVICE LEVEL CHANGES:**

No significant service level changes.

**RECOMMENDATIONS:**

None.

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NEIGHBORHOODS  
MOSQUITO CONTROL (S/F 012)**

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**PROPOSED BUDGET BOOK – Page # 263-264**

**BACKGROUND:**

Subfund 012 is mandated by Florida Statute 388.261 to administer mosquito control activities within the county. The proposed budget for the Mosquito Control Division in FY 2018/19 will continue to support efforts to control the population of mosquitoes and help reduce mosquito borne illnesses in Duval County.

**REVENUE:**

1. Intergovernmental Revenue:

- The increase of \$7,891 is due to an increase in funding being provided by the Florida Department of Agriculture and Consumer Services.

2. Investment Pool/Interest Earnings:

- The increase of \$599 is to bring the budgeted revenue in line with current year actuals.

**EXPENDITURES:**

1. Other Operating Expenses:

- The increase of \$8,490 is mostly due to increases of \$4,875 for travel expenses and \$3,222 for operating supplies. The increase in travel expenses is due to lodging expenses during training courses for new hires and the increase in operating supplies is based on anticipated needs.

**SERVICE LEVEL CHANGES:**

There are no significant service level changes.

**EMPLOYEE CAP CHANGES:**

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

**RECOMMENDATION:**

None.

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AIR POLLUTION TAG FEE (S/F 121)**

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**PROPOSED BUDGET BOOK – Page # 265-267**

**BACKGROUND:**

The Air Pollution Tag fee within the Environmental Quality Division helps support activities which ensure compliance with the National Ambient Air Quality Standards (NAAQS). Activities include but are not limited to permit compliance, inspection of air pollution sources, and citizen complaints.

**REVENUES:**

1. State Shared Revenue:
  - The increase of \$12,954 is due to an increase in anticipated revenue from auto license air pollution control fees based on actuals.
2. Investment Pool/Interest Earnings:
  - The increase of \$5,471 is based on an increase in anticipated interest earnings for FY 18/19.
3. Transfers From Fund Balance:
  - This amount represents a transfer from Fund Balance of \$114,001 of which \$86,929 is the amount of the prior year's pension reform contingency and \$27,072 is to balance the subfund.

**EXPENDITURES:**

1. Salaries:
  - The net decrease of \$5,462 in Salaries is due to the elimination of one (1) position being mostly offset by increases due to employee turnover, approved collective bargaining agreements, and end of probation increases.
2. Pension Costs:
  - The increase of \$10,660 in pension costs is mostly due to salary increases and employee turnover.
3. Employer Provided Benefits:
  - The increase of \$11,274 is mostly due to the elimination of the five contribution "holidays" that occurred in FY 2017/18.

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AIR POLLUTION TAG FEE (S/F 121)**

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**PROPOSED BUDGET BOOK – Page # 265-267**

4. Internal Service Charges:

- The increase of \$4,261 is predominately due to the addition of \$6,517 in IT Refresh costs for purchasing new computers and related equipment in the upcoming year. This is partially offset by a decrease of \$1,403 in fleet allocations based on actual expenses.

5. Other Operating Expenses:

- The decrease of \$39,494 is mainly due to a decrease in anticipated repairs and maintenance costs for various repairs of air monitoring sites throughout Jacksonville.

6. Capital Outlay:

- The increase of \$32,829 is solely due to the purchase of air monitoring data loggers anticipated in FY 2018/19.

7. Indirect Costs:

- This amount 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.

8. Contingencies:

- The proposed contingency amount of \$95,570 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.

**CAPITAL OUTLAY CARRYFORWARD:**

An amount of \$44,455 has been allocated as carryforward for the purchase of specialized equipment for air monitoring.

**EMPLOYEE CAP CHANGES:**

One position (1) Environmental Quality Technician is proposed to be eliminated.

**RECOMMENDATIONS:**

None.

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AIR POLLUTION EPA (S/F 127)**

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**PROPOSED BUDGET BOOK – Page 268-269**

**BACKGROUND:**

The Clean Air Act of 1970 allows for the Air Pollution EPA grant, within the Environmental Quality Division, to help support activities to ensure compliance with Federal and State Air Quality Standards. Activities include but are not limited to permit compliance, ambient air monitoring, and citizen complaints. This is an “all years” sub-fund.

**REVENUES:**

1. Intergovernmental Revenue:
  - This amount is the federal match for the Air Pollution Control EPA grant.
2. Investment Pool / Interest Earnings:
  - The increase of \$3,575 is based on anticipated interest earnings for FY 2018/19.
3. Transfers From Other Funds:
  - This amount represents a transfer from the General Fund, which is the City's required match for the AIR Pollution Control EPA grant.

**EXPENDITURES:**

1. Salaries:
  - The decrease of \$30,095 is primarily due to the elimination of one (1) position being partially offset by increases due to approved collective bargaining agreements.
2. Pension Costs:
  - The increase of \$11,478 is due to salary increases being offset by the elimination of one position.
3. Internal Service Charge:
  - The increase of \$21,851 is mainly comprised of \$10,563 in IT Refresh Costs due to plans of purchasing computers and computer-related equipment for the upcoming year and an increase of \$5,175 in fleet vehicle replacement allocation due to the replacement of 4 vehicles in FY 2018/19.
4. Capital Outlay:
  - There are no capital outlay expenses in the proposed budget.
5. Indirect Costs:
  - 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.

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AIR POLLUTION EPA (S/F 127)**

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**PROPOSED BUDGET BOOK – Page 268-269**

**SERVICE LEVEL CHANGES:**

None.

**EMPLOYEE CAP CHANGES:**

One (1) Environmental Quality Technician is proposed to be eliminated.

**RECOMMENDATIONS:**

None.

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NEIGHBORHOODS  
AMBIENT AIR MONITORING (S/F 128)**

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**PROPOSED BUDGET BOOK – Page 270-271**

**BACKGROUND:**

The Environmental Quality Division is mandated by the U.S. Department of Environmental Protection to monitor air quality in Duval County and observe progress whenever possible.

**REVENUES:**

1. Intergovernmental Revenue
  - The \$4,200 is solely comprised of a grant from the Florida State Department of Environmental Protection
  
2. Investment Pool / Interest Earnings:
  - The \$4,007 represents the anticipated interest earnings for FY 2018/19.

**EXPENDITURES:**

1. Other Operating Expenses:
  - The amount of \$8,207 is for travel and training expenses related to asbestos training, asbestos supervisor training, and asbestos project design.

**SERVICE LEVEL CHANGES:**

There are no significant service level changes.

**EMPLOYEE CAP CHANGES:**

There are no positions associated with this subfund.

**RECOMMENDATIONS:**

None.

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HAZARDOUS WASTE PROGRAM (S/F 154)**

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**PROPOSED BUDGET BOOK – Page # 272 - 273**

**BACKGROUND:**

Duval County is mandated by Florida Statute 403.7225 to perform hazardous waste assessments within the county. Employees perform hazardous waste verification inspections that include pollution prevention, outreach, and education and compliance assistance activities. They inspect types, amounts, and sources of hazardous waste generated.

**REVENUE:**

1. Charges for Services:
  - There are no changes to hazardous waste fees expected for FY 2018/19.
2. Investment Pool/Interest Earnings:
  - Investment Pool Earnings is increasing \$2,162 based on projected available cash and the interest rate projected by the Treasury Division.
3. Transfers from Fund Balance:
  - This represents the amount of funds needed to cover proposed expenditures over projected revenue for FY 2018/19.

**EXPENDITURES:**

1. Salaries:
  - The increase of \$13,406 is mostly due to the scheduled increase in salaries consistent with the approved collective bargaining agreements, as well as the promotion of one (1) employee.
2. Pension Costs:
  - The increase of \$4,323 is the result of the salary increases.
3. Employer Provided Benefits:
  - The increase of \$7,511 for health insurance is mainly the result of the end of the five contribution “holidays” given to the City and participants in the plan during FY 2017/18.
4. Internal Service Charges:
  - The increase of \$5,619 is mostly due to an increase of \$4,779 in the allocation of computer systems maintenance and security for the costs of the ERP system implementation and an increase of \$2,954 for the replacement of 3 computers. This is partially offset by a decrease of \$3,044 for fleet vehicle replacement allocation based on actuals.

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HAZARDOUS WASTE PROGRAM (S/F 154)**

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**PROPOSED BUDGET BOOK – Page # 272 - 273**

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. Contingencies:

- The proposed contingency amount of \$24,247 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 recently approved collective bargaining agreements.

**SERVICE LEVEL CHANGES:**

There are no significant service level changes.

**EMPLOYEE CAP CHANGES:**

There are no changes to the employee cap.

**RECOMMENDATION:**

We recommend that the Fleet Vehicle Replacement Allocation be increased by \$5,751 within the Hazardous Waste Program activity to include the repayment for a vehicle purchased in FY 2015/16 that has not been fully repaid to Fleet Management. This will be offset with an increase in the Transfer from Fund Balance. Also, revenue needs to be increased by \$5,751 within the Vehicle Replacement subfund (S/F 512) to account for the additional revenue, which will be offset by a decrease in Transfer From Retained Earnings. This will have no impact on Special Council Contingency.

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NEIGHBORHOODS  
ANIMAL CARE AND PROTECTIVE SERVICES TRUST FUND (S/F 15D)**

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**PROPOSED BUDGET BOOK – Page #274-275**

**BACKGROUND:**

Ordinance 2010-527-E grants the Animal Care and Protective Services Division authority to oversee the Animal Care and Protective Services Training and Cruelty Prevention Trust Fund. Revenues are derived from a \$5 surcharge on civil penalties related to animal cruelty ordinances. The revenue generated by this surcharge is used to supplement travel and training related to animal care for employees within the Neighborhoods Department. This is an “all years” subfund, which means once dollars are appropriated, the appropriation stays in place from year to year rather than lapsing.

**REVENUES:**

1. Licenses and Permits:
  - The amount of \$342 is a cleanup of prior years’ budget necessary to true up actual with budget in “all years” subfund.
2. Fines and Forfeits:
  - The amount of (\$7,145) is a cleanup of prior years’ budget necessary to true up actual with budget in “all years” subfund.
3. Miscellaneous Revenue:
  - The amount of \$20,874 is a cleanup of prior years’ budget necessary to true up actual with budget in “all years” subfund.

**EXPENDITURES:**

1. Other Operating Expenses:
  - The amount of \$19,048 in travel expenses and employee training is for recertification and licensing updates, updates on employee practices, and training for proper use of new equipment.
2. Cash Carryover:
  - This is an “all years” adjustment to take cash carryover capacity to use for operations. This is the equivalent of a transfer from fund balance on normal subfunds.

**SERVICE LEVEL CHANGES:**

There are no service level changes.

**EMPLOYEE CAP CHANGES:**

There are no employees.

**RECOMMENDATION:**

None.

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VETERINARY SERVICES (S/F 15G)**

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**PROPOSED BUDGET BOOK – Page #276-277**

**BACKGROUND**

Ordinance 2010-527-E grants the Animal Care and Protective Services Division authority to oversee the Veterinary Services Trust Fund. Revenues are derived from a portion of animal licenses and permits to support impounded and distressed animals. This is an “all years” subfund which means once dollars are appropriated, the appropriation stays in place from year to year rather than lapsing.

**REVENUES:**

1. Charges for Services:
  - The increase of \$52,006 is mainly due to the movement of animal control medical fees from the Animal Care and Protective Services Division (S/F 011) and also from the Spay and Neuter Rebate Trust Fund (S/F 1H2) to this subfund.

**EXPENDITURES:**

1. Professional and Contractual Services:
  - The net decrease of \$68,801 is mainly due to moving the costs of the license data entry contract from the Veterinary Services Fund (S/F 15G) to the Animal Care and Protective Services Division (S/F 011).
2. Other Operating Expenses:
  - The increase of \$119,202 is mostly due to increases of \$71,585 in trust fund authorized expenditures due to a prior year adjustment, \$34,723 in Chemicals and Drugs purchases due to the movement of these expenses from the Spay and Neuter Trust fund (S/F 1H2), and an \$8,335 increase in travel expenses for employee training.

**SERVICE LEVEL CHANGES:**

There are no significant service level changes.

**EMPLOYEE CAP CHANGES:**

There are no positions for this subfund.

**RECOMMENDATIONS:**

None.

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NEIGHBORHOODS  
SPAY AND NEUTER TRUST FUND (S/F 1H2)**

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**PROPOSED BUDGET BOOK – Page #280 - 281**

**BACKGROUND:**

Ordinance 2010-527-E grants the Animal Care and Protective Services Division (ACPS) authority to oversee the Spay and Neuter Trust Fund. Revenues are derived from a portion of licensing fees and revenues generated by the adoption of animals for the purpose of promoting and performing sterilization procedures. This is an “all years” sub-fund, which means once dollars are appropriated, the appropriation stays in place from year to year rather than lapsing.

**REVENUE:**

1. Charges For Services:
  - The decrease of \$18,209 is mainly due to animal control medical fees being moved to Veterinary Services (S/F 15G). This amount is offset by increases of \$3,502 in animal licenses and permits and \$9,289 in animal adoption fees due to planned adoption events.
2. Fines and Forfeits:
  - The amount of \$3,000 represents deposits forfeited by individuals who do not spay or neuter their pets.
3. Miscellaneous Revenue:
  - The increase of \$8,500 is mainly due to donations from a partnership with PetSmart Charities.

**EXPENDITURES:**

1. Salaries:
  - The increase of \$5,655 is primarily due to a prior year budget reduction based on available all-years appropriations.
2. Internal Service Charges:
  - The increase of \$7,688 is solely due to an increase in IT charges for the implementation of the enterprise financial/resource management solution, the CARE System, and for internet service charges.
3. Professional and Contractual Services:
  - The increase of \$76,605 relates to more funding for the Jacksonville Humane Society and First Coast No More Homeless Pets.
4. Other Operating Expenses:
  - There are no other operating expenses budgeted within the FY 2018/19 operating budget. This is mainly due to putting additional funding in contractual services.

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SPAY AND NEUTER TRUST FUND (S/F 1H2)**

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**PROPOSED BUDGET BOOK – Page #280 - 281**

5. Contingencies:

- This amount represents the FY 2018/19 portion of the pension reform contingency. Since this is an “all years” subfund, the FY 2017/18 portion is still in the contingency.

**SERVICE LEVEL CHANGES:**

There are no service level changes.

**EMPLOYEE CAP CHANGES:**

None.

**RECOMMENDATION:**

None.

**COUNCIL AUDITOR'S OFFICE  
COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED FY 2018/19 BUDGET  
NEIGHBORHOODS  
COMMUNITY DEVELOPMENT (S/F 1A1)**

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**PROPOSED BUDGET BOOK – Page # 278 - 279**

**BACKGROUND:**

In accordance with a recommendation from the Affordable Housing Task Force in 2006, federal and state housing and community development grants are not included in the Mayor's annual budget and are handled through separate legislation. Subfund 1A1 receives a Federal grant which is subsequently transferred to the General Fund to subsidize the City's Independent Living program. In addition, Subfund 1A1 receives a transfer from the Downtown Northbank East Tax Increment District USD1C (Subfund 181) which must be deposited in the CDBG subfund pursuant to Ordinance 1999-1206-E.

**REVENUE:**

1. Intergovernmental Revenue:
  - The revenue from federal funding to the Independent Living Program is budgeted at \$120,000 for FY 2018/19.
2. Transfers from Other Funds
  - This represents a transfer from the Downtown Northbank East Tax Increment District USD1C (Subfund 181) as an annual repayment for the \$1.5 million grant to the Museum of Contemporary Art for the acquisition of the building at Duval and Laura Streets. The Tax Increment District is repaying the grant over 20 years without interest. This is the nineteenth annual payment.

**EXPENDITURES:**

1. Grants, Aids and Contributions
  - The \$75,000 in Other Grants and Aids is being used to supplement part of the employee costs for City staff who work with the Clara White Mission and Catholic Charities Bureau.
2. Transfer to Other Funds
  - This is the transfer of federal funding to the Independent Living Program within the General Fund/GSD to pay for staff and other professional services.

**SERVICE LEVEL CHANGES:**

None.

**EMPLOYEE CAP CHANGES:**

There are no authorized positions in this subfund.

**RECOMMENDATIONS:**

None.

**COUNCIL AUDITOR'S OFFICE  
COMMENTS AND RECOMMENDATIONS  
MAYOR'S PROPOSED FY 2018/19 BUDGET  
STATE AND FEDERAL GRANT PROGRAM  
SCHEDULES B1-A, B1-B & B1-C**

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**BACKGROUND:**

The State and Federal Grant Program is a list of grants attached to the budget ordinance as Schedules B1-A, B1-B and B1-C. Below is a brief explanation of each of the schedules.

- **Schedule B1-A:** Represents continuing multi-year grants or recurring grants in which the City applies for annually and for which the City anticipates securing. These grants require no City match. Any additional grant funding that becomes available during the term of the grant or during any extension of the grant can be appropriated. These grants are not appropriated until a grant award has been received and MBRC approval of the Budget Revision is obtained. The Director of Finance is authorized to make the necessary accounting adjustments to reflect the actual grant revenues received without further Council approval.
- **Schedule B1-B:** Represents continuation grants that require a City match. Whichever is greater, an additional 10% appropriation or up to \$20,000 of grant match funds is also approved for these grants if the additional funding becomes available during the term of the grant or during any extension of the grant. These grants are not appropriated until a grant award has been received and MBRC approval of the Budget Revision is obtained. The Director of Finance is authorized to make the necessary accounting adjustments to reflect the actual grant revenues received without further Council approval.
- **Schedule B1-C:** Represents Florida Inland Navigation District (FIND) grants. These grants are not appropriated until a grant award contract has been received and MBRC approval of the Budget Revision is obtained.

**RECOMMENDATIONS:**

1. We recommend that the language in the bill concerning the B1-C schedule be revised to strike “and authorizes” on page 15, line 16 as seen in the excerpt below.

*FIND Grants. The City's budget shall include participation in FIND grants as identified in Schedule B1-C attached hereto, and the match for the FIND grants shall be established in a designated FIND contingency. The Council hereby approves the list of FIND Grants in Schedule B1-C and approves the appropriation ~~and authorizes~~ upon receiving the grant award contract and upon subsequent MBRC approval of the Budget Revision form for each grant. The Administration shall submit a report to the Finance Committee within two weeks of receipt of the FIND grant awards. The Mayor and Corporation Secretary are authorized to execute the necessary agreements.*

2. We recommend that a Revised Schedule B1-C be attached to the Budget Ordinance to properly reflect the correct project list that was approved by Council in Resolution 2018-56-A. The change to the project list is to remove Chowder Ted's Restaurant and replace that project with Reed Island Dock and Development. This change will reduce the FIND Grant match by \$224,000, from \$1,960,000 to \$1,736,000, which will have a positive impact to Special Council Contingency.

Schedule of Continuation Grants With No City Match

Additional Appropriation Language:

There is also appropriated from and to such accounts, for the purposes stated herein, any additional grant funds, to the extent the same becomes available during the term of the grant, and during any permissible extension of the grant term.

**\$12,512,216                      \$0                      \$472,037                      54                      12,532**

2018-504-E Schedule of Continuation Grants

City Department/ Division	Grantor	Grant Name	Grant Description	Estimated Grant Award	Total Match Requested	In Kind Contribution	FTE Positions	Part Time Hours
Constitutional Officers - Court Administration	Dept of Health & Human Services - SAMHSA	Clay County Drug Court Enhancement	Program to provide effective treatment strategies to break the cycle of criminal behavior, substance abuse, and recidivism. Year three of the three year grant.	\$322,280	\$0	\$0	0	0
Finance and Administration - Grants Compliance	US Department of Justice, Bureau of Justice Assistance	Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation	Programs designed and intended to reduce crime and improve public safety in Duval County.	\$500,000	\$0	\$0	6	5,200
Jacksonville Sheriff's Office	Department of Homeland Security	State Homeland Security Grant Program	To purchase prevention and response equipment, maintenance, and training that will help mitigate identified gaps in domestic security and enhance capability levels as assessed in the State Preparedness Report	\$210,000	\$0	\$0	0	0
Jacksonville Sheriff's Office	Department of Justice	Bulletproof Vest Partnership Program	A reimbursement for up to 50% of the cost of body armor vests purchased for law enforcement officers.	\$30,000	\$0	\$30,000	0	0
Jacksonville Sheriff's Office	Department of Justice	State Criminal Alien Assistance Program (SCAAP)	Provides federal payments to localities that incurred correctional officer salary costs for incarcerating a specific population of individuals.	\$55,000	\$0	\$0	0	0
Jacksonville Sheriff's Office	Walmart	Local Grant Program	To purchase supplies and equipment to enhance Homeland Security efforts.	\$31,000	\$0	\$0	0	0
Jacksonville Sheriff's Office	Florida Department of Law Enforcement	COPS Matching Grant	Provide funding towards the federal COPS Hiring Project, which will help offset the total cost off the 15 officers	\$250,000	\$0	\$0	0	0
Jacksonville Sheriff's Office	Florida Department of Law Enforcement	Criminal Justice Training	Funding exclusively for advanced and specialized training for law enforcement and correctional officers and for administrative costs as approved by the FDLE Criminal Justice Standards and Training Commission (CJSTC), in accordance with Chapter 943.25 Florida Statutes	\$230,000	\$0	\$0	0	0
Jacksonville Sheriff's Office	Florida Department of Law Enforcement	JAG - Public Safety Analyst Project	Funding for training, travel, equipment, and one crime analyst position. Maintaining this project will assist JSO with information sharing on cross-jurisdictional criminal activity and intelligence to all jurisdictions located within Duval County.	\$110,000	\$0	\$0	1	0
Jacksonville Sheriff's Office	Florida Department of Transportation	High Visibility Enforcement Bicycle & Pedestrian Safety Campaign	Fund overtime for officers to conduct bicycle and pedestrian safety deployments in targeted hot-spots to educate and enforce safe pedestrian, bicyclist and driver behaviors.	\$47,000	\$0	\$0	0	0

				2018-504-E Schedule of Continuation Grants				
City Department/ Division	Grantor	Grant Name	Grant Description	Estimated Grant Award	Total Match Requested	In Kind Contribution	FTE Positions	Part Time Hours
Jacksonville Sheriff's Office	Florida Office of Attorney General	Victims of Crime Act (VOCA)	Fund victim advocate positions, supplies, training, travel, and equipment to provide services to victims following an act of crime.	\$265,607	\$0	\$73,561	4	0
JFRD - Emergency Preparedness	Department of Health & Human Services	EMS County Award	Funding to enhance and improve pre-hospital emergency medical services to the citizens of Duval County.	\$150,000	\$0	\$0	0	0
JFRD - Emergency Preparedness	Department of Homeland Security	Emergency Management Performance Grant (EMPG)	Federal funds awarded through the State's Emergency Management Division to local jurisdictions to prepare for catastrophic events.	\$225,176	\$0	\$225,176	0	0
JFRD - Emergency Preparedness	Department of Homeland Security	State Homeland Security Grant Program (SHSGP) Emergency Management	Funds to improve the ability of Duval County first responders/receivers to prevent and respond to terrorist attacks using chemical, biological, radiological, nuclear or explosive weapons (WMDs) and other hazards.	\$79,000	\$0	\$0	0	0
JFRD - Emergency Preparedness	Department of Homeland Security	State Homeland Security Grant Program (SHSGP) USAR	Funds to improve the ability of Duval County first responders/receivers to prevent and respond to chemical, biological, radiological, or nuclear incidents.	\$151,000	\$0	\$0	0	0
JFRD - Emergency Preparedness	Department of Homeland Security	State Homeland Security Grant Program (SHSGP) HazMat	Funds to improve the ability of Duval County first responders/receivers to prevent and respond to chemical, biological, radiological, or nuclear incidents.	\$45,000	\$0	\$0	0	0
JFRD - Emergency Preparedness	Florida Department of Community Affairs	Emergency Management and Preparedness & Assistance (EMPA)	Funds created by the Florida Legislature in 1993 to implement necessary improvements in the emergency management programs statewide. These funds benefit preparation for catastrophic events throughout Duval County. Grant matched with FREP011 general fund, no set aside match required.	\$128,000	\$0	\$128,000	3	0
Medical Examiner's Office	Florida Department of Law Enforcement	FDLE Coverdell Forensic Grant	Forensic Science Improvement Grant Program	\$3,501	\$0	\$0	0	0
Military Affairs and Veterans	Department of Economic Opportunity	Defense Infrastructure Grant	Funding is utilized along with DOD funding to purchase development easement rights for properties around Duval County Navy bases and airfields. The development rights easements are acquired from willing sellers and secure Duval County Navy bases and airfields from encroachment.	\$500,000	\$0	\$0	0	0
Military Affairs and Veterans	Enterprise Florida Inc.	Defense Reinvestment Grant Program	Military Base and Mission Advocacy - Provide federal advocacy for the growth of the military investment in Duval County. The grant secures a federal advocacy firm that lobbies Congress and the Pentagon for increased investment in Duval County military bases and missions.	\$120,000	\$0	\$0	0	0
Military Affairs and Veterans	Jacksonville Jaguar Foundation	Jacksonville Foundation Veterans Resource and Reintegration Center	Funding for a one-stop Veterans resource and reintegration center. The center is managed by MAV Department and enhances the ability to provide social services, housing assistance, career related services and financial assistance to Veterans and transitioning military.	\$200,000	\$0	\$0	3	0

				2018-504-E Schedule of Continuation Grants				
City Department/ Division	Grantor	Grant Name	Grant Description	Estimated Grant Award	Total Match Requested	In Kind Contribution	FTE Positions	Part Time Hours
Military Affairs and Veterans	United States Department of Labor Veterans Education and Training Service	Homeless Veterans Stand Down	Fund a two day resource and career fair that provides services and nutrition for homeless and at-risk Veterans. The event provides, clothing, medical care, dental, mental health, food, haircuts and VA assistance.	\$10,000	\$0	\$0	0	0
Neighborhoods - Environmental Quality	Dept of Homeland Security	Monitoring Demonstration Study (Air)	Funding for two staff members assigned to this account to perform various air pollution monitoring within Duval County in accordance with requirements outlined by the Department of Homeland Security.	\$297,879	\$0	\$0	2	0
Neighborhoods - Environmental Quality	FL Dept of Environmental Protection	Gas Storage Tank Cleanup	Funding for program management of the cleanup of petroleum contaminated sites within Duval County and surrounding counties. This grant aids in protecting the drinking water sources from petroleum contamination. This program addresses leaking storage tanks and the sites affect every Council district and socioeconomic area. EQD administers contractor cleanup of over 400 contaminated sites.	\$1,507,347	\$0	\$0	22	5,200
Neighborhoods - Environmental Quality	FL Dept of Environmental Protection	Gas Storage Tank Inspection	Funding to perform inspections of covered facilities to ensure compliance with State regulation regarding leak detection, upgrades, tank and distribution replacements and financial responsibility (insurance). Faced with over 25,000 leaking underground storage tanks in the late 1980s, Florida established an Inland Protection Trust Fund to clean up historical spills. The State established this program to ensure that facilities take measures to avoid leaks now and into the future.	\$408,493	\$0	\$0	8	0
Neighborhoods - Environmental Quality	U.S. Environmental Protection Agency	Particulate Matter 103 Grant	Funding to operate an ambient air quality monitoring network for particulate matter 2.5 microns or less. Staff in this activity operates standard and continuous monitoring for this pollutant. All data collected at these sites must comply with EPA's Quality Assurance Plan.	\$85,621	\$0	\$0	1	0
Neighborhoods - Mosquito Control	Florida Department of Transportation	Clean It Up - Green It Up	Promotion of Great American Cleanup/Drive It Home-Keep Our Paradise Litter Free Trash Off. Provides funding for cleanup supplies and materials for community and countywide cleanups.	\$15,000	\$0	\$15,000	0	0
Neighborhoods - Mosquito Control	Florida Inland Navigation District	Water Way Cleanup Program	Neighborhood Cleanup Support - Organized volunteer groups cleaning public rights-of-ways or other public areas are eligible for planning assistance and free support materials, such as bags and gloves. Annual Community Cleanups; Adopt-A-Road. Groups make a long-term commitment to perform monthly cleanups on city roadways and Litter Free Events.	\$5,000	\$0	\$300	0	0

				2018-504-E Schedule of Continuation Grants				
City Department/ Division	Grantor	Grant Name	Grant Description	Estimated Grant Award	Total Match Requested	In Kind Contribution	FTE Positions	Part Time Hours
Parks, Rec and Community Services	State Department of Elder Affairs/Elder Source	EHEAP	Funding to provide crisis assistance to eligible low-income households with at least one individual aged 60 or older experiencing a heating or cooling emergency. The program allows for payments to utility companies, the purchase of blankets, portable heaters and fans, repairs of existing heating or cooling equipment, and the payment of reconnection fees.	\$148,278	\$0	\$0	0	1,300
Parks, Rec and Community Svcs - Senior Services	State Department of Elder Affairs	Senior Companion Program	Funding for center-based group respite, educational activities and events for elders with first-stage memory loss along with their caregivers as well as stipends to low-income volunteers. Stipends are paid by the State.	\$2,000	\$0	\$0	0	0
Parks, Rec and Community Svcs: Social Services	Department of HHS	Ryan White Part A	Health Resources and Services Administration - HIV/AIDS Programs	\$6,000,000	\$0	\$0	4	832
Public Works - Construction Mgmt AND Neighborhoods - Environmental Quality	Florida Department of Transportation	National Pollutant Discharge Elimination System / MS4 Permit Grant	Grant will provide for Phase 1 Permit Cycle 3 requirements, which includes a Monitoring Plan. The National Pollutant Discharge Elimination system permit requires that FDOT, through the City, to perform stormwater discharge compliance and water quality assessments, total maximum daily load monitoring for nutrient levels in the Lower St. Johns basin, illicit discharge and improper disposal proactive inspections, and other means of monitoring the impairment of waterways.	\$380,034	\$0	\$0	0	0

Schedule of Continuation Grants With A City Match

FY19 Request for Reserve for Federal Grant Match / Overmatch: \$4,957,141

Additional Appropriation Language:

There is also appropriated from and to such accounts, for the purposes stated herein, an additional ten percent (10%) or \$20,000, whichever is greater, of the grant match funds, to the extent the same becomes available during the term of the grant, and during any permissible extension of the grant term.

Nutrition Services Incentive Program Match / Overmatch: \$3,012,000 RPAH011JSSP 08231  
 COPS Hiring Grant Match / Overmatch: \$49,500 SHPO011PTCA  
 JSO Port Security Grant Match / Overmatch: \$125,000 Subfund 64E  
 Reserve for Federal Matching Grants (B1b) Net: \$1,770,641 JXRS011CCFMG 09910

**\$7,278,237 \$1,801,808 \$3,155,333 \$4,957,141 \$22,884 152 10,040**

2018-504-E Schedule of Continuation Grants

City Department/ Division	Grantor	Grant Name	Grant Description	Estimated Grant Award	Match Requested	Overmatch Requested	Total Match Requested	In Kind Contribution	FTE Positions	Part Time Hours
Constitutional Officers - Supervisor of Elections	State of Florida/ Department of State	Help America Vote Act (HAVA)	Funding for federal election administration activities: voter education, poll worker training, standardizing election results reporting or other approved activities. This may include mailing or publishing sample ballots, voter info cards, demonstrations, voter guides, etc.	\$137,000	\$21,000	\$0	\$21,000	\$0	0	0
Jacksonville Public Library	State of Florida / Division of Library and Information Services	Library Services and Technology Act Grant	Opportunity Works @ JPL project - aimed at adult and adult digital literacy career development and soft skills.	\$71,951	\$25,042	\$0	\$25,042	\$0	1	1,200
Jacksonville Sheriff's Office	Department of Justice	COPS Hiring Grant	Funding for 15 sworn law enforcement officers until the first quarter of FY19 when the FTE's and cost move into the General Fund - GSD.	\$60,500	\$49,500	\$0	\$49,500	\$0	15	0
Jacksonville Sheriff's Office	Department of Homeland Security	Port Security Grant Program	To purchase equipment that will improve port-wide maritime security risk management, enhance maritime domain awareness, support maritime security training and exercises, and maintain maritime security mitigation protocols that support port recovery and resiliency capabilities.	\$375,000	\$125,000	\$0	\$125,000	\$0	0	0
JFRD - Emergency Preparedness	Federal Emergency Management Agency	Assistance to Firefighters Grant (AFG)	Funding to enhance the safety of the public and firefighters with respect to fire-related hazards by providing funds to equip and train emergency personnel to recognized standards, enhance operations efficiencies, foster interoperability, and support community resilience.	\$900,000	\$100,000	\$0	\$100,000	\$0	0	0
JFRD - Fire Operations	FEMA	SAFER Grant	To provide funding directly to fire departments to help them maintain the number of trained, "front line" firefighters available and enhance their ability to comply with NFPA 1710/1720.	\$3,358,008	\$1,119,386	\$0	\$1,119,386	\$0	62	0
JFRD - Emergency Preparedness	Florida DCA Division of Emergency Management	Hazard Analysis Agreement	Funding to identify and conduct on-site evaluation of facilities in Duval County that house hazardous materials.	\$25,000	\$25,000	\$30,900	\$55,900	\$0	1	0

				2018-504-E Schedule of Continuation Grants						
City Department/ Division	Grantor	Grant Name	Grant Description	Estimated Grant Award	Match Requested	Overmatch Requested	Total Match Requested	In Kind Contribution	FTE Positions	Part Time Hours
Military Affairs and Veterans	United States Department of Labor Veterans Education and Training Service	Homeless Veterans Reintegration Program	Funding to provide case management, job training, transitional housing assistance and social supports to homeless Veterans. Additionally, the grant provides funding for job training through the Clara White Mission and life skills training and homeless shelter case management through Sulzbacher Center and funds the Annual Homeless Veterans Stand-down and Resource fair that provides clothing, medical care, dental, mental health, food, haircuts and VA assistance as well as a career fair.	\$243,000	\$30,000	\$0	\$30,000	\$0	3	1,040
Parks, Rec and Community Services	Corporation for National and Community Services	Retired and Senior Volunteer Program	Funding to encourage and provide opportunities for seniors (age 55+) to be volunteers within the program are trained to read weekly to Duval County Public School pre-k and kindergarten whose families are economically disadvantaged.	\$69,049	\$20,715	\$174,285	\$195,000	\$0	3	1,300
Parks, Rec and Community Svcs: Senior Services	State Department of Elder Affairs /Elder Source	Jacksonville Senior Service Program (JSSP)	Funding to provide activities and programs that promote healthy living for citizens of Duval County 60 years of age and over. Grantor requires match funds. Additional funds needed as local match to support the 56 program staff for 19 Centers; 26 transportation buses for services, and other operating cost within the program.	\$1,255,519	\$108,852	\$2,903,148	\$3,012,000	\$0	56	5,200
Parks, Rec and Community Svcs: Senior Services	State Department of Elder Affairs/Elder Source	RELIEF Project (Respite for Elders Living Everyday Families)	Funding for continued services and expand in-home and group respite services and educational/services seniors, stipends to senior / low-income volunteers, services through faith-based organizations, evening in-home respite services for caregiver/families.	\$108,508	\$10,500	\$7,000	\$17,500	\$0	1	0
Parks, Rec and Community Svcs: Social Services	DOJ / Office of the Florida Attorney General	Victims of Crime Act (VOCA)	Information and Referrals for Crime Victims.	\$301,852	\$75,463	\$0	\$75,463	\$0	7	0
Parks, Rec and Community Svcs: Senior Services	Corporation of National Community Services	Foster Grandparent Program of Duval County	Volunteer program for seniors 55 and older to tutor and mentor at risk and special needs children.	\$372,850	\$91,350	\$40,000	\$131,350	\$22,884	3	1,300

## Schedule of F.I.N.D Grants And Required City Match

Council Approved Project List On: 2018-056-A

Contingency for F.I.N.D Grant Match (B1c) Net: \$1,736,000

JXRS011FIND 09910 \$1,736,000

Other Funding: \$0

\$1,400,000    \$1,736,000    \$3,136,000

Project	Phase	FIND	City *	Project Total
Tillie Fowler Kayak Launch	Construction	\$140,000	\$173,600	\$313,600
Palms Fish Camp Docks	Construction	\$350,000	\$434,000	\$784,000
Jacksonville Zoo Dock	Design	\$125,000	\$155,000	\$280,000
Liberty Street Basin	Design	\$150,000	\$186,000	\$336,000
Sisters Creek Kayak & Fishing Access	Design	\$70,000	\$86,800	\$156,800
Alimacani Improvements	Design	\$60,000	\$74,400	\$134,400
Bert Maxwell Dredge	Design	\$75,000	\$93,000	\$168,000
Goodby's Creek Dredge	Design	\$90,000	\$111,600	\$201,600
Castaway Island Dredge	Design	\$75,000	\$93,000	\$168,000
Riverview Park Boat Ramp	Design	\$75,000	\$93,000	\$168,000
Ribault River Preserve Fishing Structure	Design	\$30,000	\$37,200	\$67,200
Exchange Club Island Park Development	Design	\$60,000	\$74,400	\$134,400
Reed Island Dock & Development	Design	\$100,000	\$124,000	\$224,000

\* COJ costs includes 12% for PW internal management fees - FIND will not match these costs.