

City of Jacksonville
Tuesday, April 15,
2025
12:30 PM



117 W. Duval Street
Jacksonville, FL 32202
Council Chamber, 1st Floor, City Hall

Special Committee on Duval DOGE

May 6, 2025
12:30 PM
City Council Chamber
Meeting Minutes

Attendance: Committee Members Salem (Chair), J. Carlucci (Vice Chair), Arias, Gay and Miller; Council President White, Council Vice President Carrico, Council Member Boylan

Also: Heather Reber and Kim Taylor, Auditor's Office; Mary Staffopoulos, OGC; Colleen Hampsey, Council Research

Meeting convened: 12:31 pm

- I. Call to Order and Introductions. Chair Salem convened the meeting and called for introductions.
- II. Inspector General's Office – Procurement Card Policies and Usage

David Johnston, Inspector General's Office, spoke about the P-card process and usage. He said that the IG's Office conducted a review based on a 2023 complaint from the Supervisor of Elections Office about questionable charges and transactions without documentation. Mr. Johnston said that the review discovered \$139,000 in transactions without supporting documentation, some of which had sworn affidavits in place of receipts. Mr. Johnston spoke of a broader data analysis through an outside vendor to look at "red-flag" transactions, like ones that occur on weekends or 3rd party platforms. He said there are 111 City employees with P-cards and that 80% of the purchases are less than \$500. Mr. Johnston said the review did not uncover widespread fraud, but some unintentional purchases that were reimbursed. He said that there is a new policy for P-card purchases related to travel, now subject to approval by the Administration, that will be assessed next year. Council Member Salem said that the Administration is meeting next week to discuss a vendor that monitors P-card usage in real time.

- III. Discussion on Overtime Costs

Kim Taylor, Auditor's Office, spoke about overtime costs. She reviewed the handout that listed the overtime costs for various departments for the last 7 years. Council Member Salem asked about privatizing security at libraries to save money on JSO, or utilizing part-time employees. Council Member Joe Carlucci asked about the standard for overtime percentages, and how to budget for those without a benchmark. Ms. Taylor said overtime is estimated based on the previous year's actuals and some of the costs are absorbed by vacancies. Council Member Arias talked about privatizing library security and park staff. Daryl Joseph, Parks Department, talked about the way overtime is managed and the need for staff with specialized training especially for the City's pools. Mr. Joseph said they are looking to hire staff with weekend schedules to decrease the use of overtime pay. Council Member Miller said the committee should look at comp time as well. Council Member Gay asked which part of the Parks Department has the most overtime costs. Council Member Boylan asked about an offset for the Parks Department from revenue they receive from user fees.

IV. Discussion on Charges to Independent Agencies

Ms. Taylor talked about the handout that lists the internal service usage of independent agencies (JEA, JTA, JPA and JAA). These services are paid to the City on a reimbursement basis.

V. Discussion on Capital Improvement Plan (Follow-up on Discussion from Prior Meetings)

Ms. Taylor discussed the handouts about CIP projects with no expenditures since October 1, 2023 totaling \$1,339,267. Council Member Arias asked about a specific splashpad project in his district. Mr. Joseph explained that the splashpad was anticipated but the space in the park did not allow for it. As such the funds will be returned for use in District 11. Council Member Salem asked about a project on Monument Road.

VI. Public Comment: Nancy Frasier

VII. Questions and Answers

Council Member Salem asked about warranty inspections and how to estimate those costs. Council Member J. Carlucci asked about the process to re-purpose unused dollars and how this committee will address those funds. Any legislation to re-appropriate CIP funds will go to council for approval. Council Member Salem said that district council members should look at the project lists and provide feedback.

VIII. Adjourn

With no further business, Chair Salem adjourned the meeting. The next Special Committee on Duval DOGE meeting will be May 20, 2025.

Meeting adjourned: 1:32 pm

Minutes: Colleen Hampsey, Council Research

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Posted: 5.12.25 5:00 pm