

OFFICE OF THE COUNCIL AUDITOR

FY 2023/2024 PROPOSED BUDGET

FINANCE COMMITTEE MEMBERS

Nick Howland– Chair
Randy White – Vice Chair
Raul Arias
Kevin Carrico
Reggie Gaffney, Jr.
Will Lahnen
Ju’Coby Pittman



Meeting #1
August 10, 2023

**COUNCIL AUDITOR’S OFFICE
TABLE OF CONTENTS
MEETING #1**

Summary of Budget Legislation	3
Budget Timeline Overview	5
Summary of Ad Valorem Tax Calculations.....	7
Sample Residential Ad Valorem Calculations.....	8
City & Independent Agencies Budget Summary	12
Summary of Budgets.....	13
Summary of Employee Caps by Fund	14
Overall Employee Cap Reconciliation	15
General Fund/GSD Employee Cap by Department	16
Personnel Expenses – General Fund-GSD.....	17
Salary and Benefits Lapse Schedule	18
General Fund/GSD Schedule of Revenues (and Footnotes).....	19
General Fund/GSD Schedule of Expenditures (and Footnotes)	25
Debt Overview	34
Public Service Grant Funding.....	35
Food and Beverages Expenditures.....	37
Review of Budget Ordinance Waivers.....	42
Review of Budget Ordinance Provisions	48
Review of Budget Ordinance Direct Contracts.....	49
Property Appraiser	99
Fire & Rescue – General Fund.....	102
Fire & Rescue – Opioid Settlement	111
Fire & Rescue – Building Inspection.....	113
Office of the Sheriff.....	116
911 Emergency User Fee	128
City Council.....	130
Tourist Development Council.....	133
General Counsel.....	137

2023/2024 BUDGET LEGISLATION

- 2023-274-E Property Appraiser’s 2023/23 Budget Recommendations**
Due to the timing of when the property appraiser’s budget is submitted and approved by the Florida Department of Revenue, this ordinance provides City Council input prior to submittal.
- 2023-500-E Rolled Back Rate Resolution**
Informs the Property Appraiser of the “rolled back” millage rates, the proposed millage rates for notices to be sent to all property owners, and the September 12, 2023, public hearing for City Council to consider the millage rates and the tentative budget.
- 2023-501 Millage Levy Ordinance**
Establishes the millage rate to be levied by the consolidated government for the General Services District, not including Urban Services Districts 2, 3, 4, or 5 (Jacksonville Beach, Atlantic Beach, Neptune Beach, and Baldwin).
- 2023-502 Millage Levy Ordinance**
Establishes the millage rate to be levied by the consolidated government for Urban Services Districts 2, 3, and 4 (Jacksonville Beach, Atlantic Beach, and Neptune Beach).
- 2023-503 Millage Levy Ordinance**
Establishes millage rate to be levied by the consolidated government for Urban Services District 5 (Baldwin).
- 2023-504 Budget Ordinance**
Approves the budgets for the City and its Independent Agencies.
- 2023-505 Five-Year Capital Improvement Plan (CIP)**
Adopts the five-year CIP (FY 2023/24 through FY 2027/28).
- 2023-506 Shands Agreement**
Authorizes the Mayor, or his designee, and Corporation Secretary to execute and deliver an agreement with Shands Jacksonville Medical Center, Inc. and the State of Florida Agency of Health Care Administration concerning payment to and distribution of the City’s indigent health care funds and to take action as may be necessary to effectuate the purpose of the ordinance.
- 2023-507 Five-Year IT System Development Program (“ITECH Projects”)**
Adopts the five-year (FY 2023/24 through FY 2027/28) IT System Development Program (“ITECH Projects”).
- 2023-508 Adopting the Sales Tax Growth Rate**
Adopts the annual growth rate as recommended by the administration for the future pension liability surtax proceeds.

2023/2024 BUDGET LEGISLATION

2023-509 Public Service Grants

Approves the appropriation of \$9,000,000 from a designated special council contingency to provide funding for the City of Jacksonville's contribution to the Public Service Grants Council.

2023-510 Not A Budget Bill

2023-511 Kids Hope Alliance

Approves the appropriation of program funding of \$46,968,032 from a designated special council contingency within the Kids Hope Alliance Fund.

2023-512 Jacksonville Sheriff's Office (JSO)

Approves the appropriation of \$19,405,657 from a designated special council contingency to JSO for the inmate health care contract.

2023-513 American Rescue Plan

Approves the appropriation of \$63,625,214.50 from a designated contingency within the American Rescue Plan fund to provide funding to Shands Jacksonville Medical Center for Indigent Care (\$15 million) and capital improvements (\$25 million), to pay for Health Care Claims of the City (\$10 million), and to a reserve account pending further legislation related to the Mayor's Task Force Contingency (\$13,625,214.50).

2023-514 James Weldon Johnson Park

Approves the appropriation of \$600,000 from a designated special council contingency to Parks, Recreation and Community Services for Park Maintenance and Programming at James Weldon Johnson Park.

2023/24 BUDGET TIMELINE OVERVIEW

2023

- January 1 This is the effective date of property valuation.
- If a home under construction is not complete on this date, it is not taxed.
 - Taxpayer must reside in home on this date to be eligible for homestead exemption.
- June 1 On or before June 1, the Property Appraiser submits their budget to the Department of Revenue (DOR) for the ensuing fiscal year beginning October 1.
- July 1 Property Appraiser certifies to taxing authorities the preliminary valuation totals, via the top portion of forms DR-420 Certification of Taxable Value, for computation of the proposed budget.
- July 15 On or before July 15, the DOR shall notify the Property Appraiser and the Board of County Commissioners of its tentative budget amendments and changes to the Property Appraiser's budget.
- July 17 Section 106.201 (a) of the Municipal Code requires the Mayor to submit the annual budget proposal to City Council prior to the first City Council Committee meeting in July.
- August 4 Within 35 days of the Property Appraiser certification, City completes and files form DR-420 (Certification of Taxable Value) with the following information:
- Proposed millage rate
 - Current year rolled-back rate pursuant to Florida Statute (F.S.) 200.065
 - Date, time and place of the tentative budget and millage hearing
- August 15 Prior to August 15, the Property Appraiser and the Board of County Commissioners may submit additional information to the DOR regarding the Property Appraiser Budget.
- On or before August 15, the DOR shall make its final budget amendments to the Property Appraiser budget and shall provide notice thereof to the Property Appraiser and the Board of County Commissioners.
- August 24 Within 55 days of the Property Appraiser certification, the Notice of Proposed Property Taxes (TRIM Notice) is mailed out pursuant to F.S. 200.065.
- September 12 Within 65 to 80 days of the Property Appraiser certification, usually the first Council meeting in September, hold a public hearing and adopt a tentative millage and budget.
- September 23 Within 15 days of the tentative budget hearing, advertise the intent to adopt a final millage and budget pursuant to F.S. 200.065.

2023/24 BUDGET TIMELINE OVERVIEW

- September 26 Within 2 to 5 days of the advertisement, usually the second Council meeting in September, hold a public hearing and adopt the final millage and budget.
- September 29 Within 3 days after the final hearing, the City sends the ordinance adopting the final millage to the Property Appraiser, the Tax Collector and the DOR.
- October 1 Fiscal year that is funded by this ad valorem tax cycle begins.
- October Property Appraiser informs taxing authority of final adjusted tax roll via top portion of forms DR-422 Certification of Final Taxable Value.
- October Within 30 days of passage, the City/Finance Department sends certified copies of the Millage Levy Ordinance and the Annual Budget Ordinance and other required documents and forms to the DOR, Tax Collector and the Property Appraiser.
- October Within 30 days of passage, the City sends TRIM compliance package to the DOR including form DR-487, Certification of Compliance. The following is included in the package:
- Certification of Taxable Value, Forms DR-420
 - Legislation adopting the millage and the budget
 - Entire newspaper pages for all advertisements
 - Proof of publication from the newspaper for all advertisements
 - Certification of Final Taxable Value, Forms DR-422
- November Tax bills are sent out. Pursuant to Statutes, discounts for early payment are:
- | | |
|----------------------|----------------------|
| 4 percent - November | 3 percent - December |
| 2 percent - January | 1 percent - February |
- December Council Auditor staff calculates the required tax increment contributions based on the final certification from the Property Appraiser. Contributions must be made by January 1.

2024

- March 31 Taxes are due without any discount or penalty.

CITY OF JACKSONVILLE
SUMMARY OF AD VALOREM TAX CALCULATIONS
MAYOR'S PROPOSED MILLAGE RATES
2023/24 BUDGET

	GF/GSD excluding USDs 2 thru 5, Beaches & Baldwin	GF/GSD within USDs 2-4, Jacksonville Beach, Atlantic Beach & Neptune Beach	GF/GSD within USD 5, Baldwin	Total
2022/23 Preliminary Taxable Values	\$ 81,514,207,650	\$ 8,313,873,404	\$ 60,122,722	\$ 89,888,203,776
Operating Millage Rates	11.3169	8.0262	9.5260	
Council Approved Total Estimated Revenues at . . .	95.5% \$ 880,976,170	\$ 63,726,014	\$ 546,956	\$ 945,249,141

FY 2023/24 BUDGET

2023/24 Preliminary Taxable Values	\$ 92,206,587,460	\$ 9,177,619,430	\$ 69,769,241	\$ 101,453,976,131
Less New Construction	(2,392,049,125)	(90,357,874)	(1,492,658)	(2,483,899,657)
Taxable Value of Property Existing Last Year	<u>\$ 89,814,538,335</u>	<u>\$ 9,087,261,556</u>	<u>\$ 68,276,583</u>	<u>\$ 98,970,076,474</u>
Operating Millage Rate	11.3169	8.0262	9.5260	
Estimated Revenues at . . .	95.5%			
BEFORE NEW CONSTRUCTION	<u>\$ 970,683,152</u>	<u>\$ 69,654,051</u>	<u>\$ 621,135</u>	<u>\$ 1,040,958,337</u>
Increased Revenue on Property Existing Last Year	<u>\$ 89,706,982</u>	<u>\$ 5,928,036</u>	<u>\$ 74,178</u>	<u>\$ 95,709,197</u>
Change in budgeted Ad Valorem Revenues, as a percent.				<u>10.13%</u>
Estimated Revenues at . . .	95.5%			
ON NEW CONSTRUCTION	<u>\$ 25,852,405</u>	<u>\$ 692,595</u>	<u>\$ 13,579</u>	<u>\$ 26,558,579</u>
Change in budgeted Ad Valorem Revenues from new construction, as a percent.				<u>2.81%</u>
Total Estimated Revenues Increase	<u>\$ 115,559,386</u>	<u>\$ 6,620,631</u>	<u>\$ 87,758</u>	<u>\$ 122,267,775</u>
Change in budgeted Ad Valorem Revenues, as a percent.				<u>12.93%</u>
Total Proposed Estimated Revenues at	95.5% \$ 996,535,557	\$ 70,346,646	\$ 634,714	\$ 1,067,516,916

Net to the General Fund GSD

Total Proposed Estimated Revenues at	95.5%	\$ 996,535,557	\$ 70,346,646	\$ 634,714	\$ 1,067,516,916
Less Tax Increment Amounts at	95.0%	\$ (26,954,668)	\$ (10,178,274)	\$ -	\$ (37,132,942)
Net to the General Fund GSD		<u>\$ 969,580,889</u>	<u>\$ 60,168,372</u>	<u>\$ 634,714</u>	<u>\$ 1,030,383,974</u>

2023/24 ROLLED BACK RATES	10.3455	7.3341	8.3882	
2023/24 RATES AS PRESENTED ABOVE	11.3169	8.0262	9.5260	
PERCENTAGE ABOVE (BELOW) ROLLED BACK	9.39%	9.44%	13.56%	
COUNCIL VOTE REQUIREMENT	Two-thirds	Two-thirds	Two-thirds	

The Mayor's proposed 2023/24 millage rates for the Beaches and Baldwin are in compliance with the Interlocal Agreements, which require the millage rate for the GF/GSD excluding USDs 2-5 (Beaches and Baldwin) to be 18.8% more than Baldwin and 3.2907 mills more than the Beaches.

**GENERAL SERVICES DISTRICT
SAMPLE RESIDENTIAL AD VALOREM TAX CALCULATION
COMPARING 2022 RATES TO THE MAYOR'S PROPOSED 2023 RATE**

2022 MEDIAN VALUE TO 2023 MEDIAN VALUE

TAXABLE VALUE CALCULATION	2022 Tax Rates	2023 Proposed Tax Rates	Change from 2022 to 2023	
(1) Median Assessed Value	\$ 157,755	\$ 169,929	\$ 12,174	7.72%
Less Original Homestead Exemption	(25,000)	(25,000)	-	0.00%
(2) Value Before Additional Homestead Exemption	<u>\$ 132,755</u>	<u>\$ 144,929</u>	<u>\$ 12,174</u>	9.17%
Additional Homestead Exemption	\$ (25,000)	\$ (25,000)	-	0.00%
(3) Taxable Value	<u><u>\$ 107,755</u></u>	<u><u>\$ 119,929</u></u>	<u><u>\$ 12,174</u></u>	<u>11.30%</u>

MILLAGE RATES

Local Government, GSD	11.3169	11.3169	0.0000	0.00%
Duval County School Board	5.4840	6.4310	0.9470	17.27%
St John's Water Mgmt. District	0.1974	0.1793	-0.0181	-9.17%
Florida Inland Navigation District	0.0320	0.0288	-0.0032	-10.00%
Total Millage	<u>17.0303</u>	<u>17.9560</u>	<u>0.9257</u>	<u>5.44%</u>

AD VALOREM TAXES

Local Government, GSD	\$ 1,219.45	\$ 1,357.22	\$ 137.77	11.30%
Duval County School Board	\$ 728.03	\$ 932.04	\$ 204.01	28.02%
St John's Water Mgmt. District	\$ 21.27	\$ 21.50	\$ 0.23	1.08%
Florida Inland Navigation District	\$ 3.45	\$ 3.45	\$ -	0.00%
Total Tax Bill	<u>\$ 1,972.20</u>	<u>\$ 2,314.21</u>	<u>\$ 342.01</u>	17.34%
Less Four Percent Discount for Payment in November	\$ (78.89)	\$ (92.57)	\$ (13.68)	17.34%
Net Tax Bill	<u>\$ 1,893.31</u>	<u>\$ 2,221.64</u>	<u>\$ 328.33</u>	<u>17.34%</u>

Footnotes:

- | |
|---|
| 1. The median assessed value of a single family homesteaded property is \$169,929 for the 2023 tax year. The median assessed value is the value whereby an equal number of homesteaded properties are valued higher and lower. |
| 2. This value is used to calculate the ad valorem taxes due to the Duval County School Board only. |
| 3. This value is used to calculate the ad valorem taxes due to the GSD, St. John's Water Management District, and the Florida Inland Navigation District. |

**GENERAL SERVICES DISTRICT
SAMPLE RESIDENTIAL AD VALOREM TAX CALCULATION
COMPARING 2022 RATES TO THE MAYOR'S PROPOSED 2023 RATE**

2022 ASSESSED VALUE OF \$100,000 - HOMESTEAD PROPERTY

TAXABLE VALUE CALCULATION	2022 Tax Rates	2023 Proposed Tax Rates	Change from 2022 to 2023	
(1) Assessed Value	\$ 100,000	\$ 103,000	\$ 3,000	3.00%
Less Original Homestead Exemption	(25,000)	(25,000)	-	0.00%
(2) Value Before Additional Homestead Exemption	<u>\$ 75,000</u>	<u>\$ 78,000</u>	<u>\$ 3,000</u>	4.00%
Additional Homestead Exemption	\$ (25,000)	\$ (25,000)	-	0.00%
(3) Taxable Value	<u><u>\$ 50,000</u></u>	<u><u>\$ 53,000</u></u>	<u><u>\$ 3,000</u></u>	<u>6.00%</u>

MILLAGE RATES

Local Government, GSD	11.3169	11.3169	0.0000	0.00%
Duval County School Board	5.4840	6.4310	0.9470	17.27%
St John's Water Mgmt. District	0.1974	0.1793	-0.0181	-9.17%
Florida Inland Navigation District	0.0320	0.0288	-0.0032	-10.00%
Total Millage	<u>17.0303</u>	<u>17.9560</u>	<u>0.9257</u>	<u>5.44%</u>

AD VALOREM TAXES

Local Government, GSD	\$ 565.85	\$ 599.80	\$ 33.95	6.00%
Duval County School Board	\$ 411.30	\$ 501.62	\$ 90.32	21.96%
St John's Water Mgmt. District	\$ 9.87	\$ 9.50	\$ (0.37)	-3.75%
Florida Inland Navigation District	\$ 1.60	\$ 1.53	\$ (0.07)	-4.38%
Total Tax Bill	<u>\$ 988.62</u>	<u>\$ 1,112.45</u>	<u>\$ 123.83</u>	12.53%
Less Four Percent Discount for Payment in November	\$ (39.54)	\$ (44.50)	\$ (4.96)	12.54%
Net Tax Bill	<u><u>\$ 949.08</u></u>	<u><u>\$ 1,067.95</u></u>	<u><u>\$ 118.87</u></u>	<u><u>12.52%</u></u>

Footnotes:

- | |
|---|
| 1. This is based on an assessed value of \$100,000 for tax year 2022 increased by the Homestead cap of 3% since CPI was more than 3%. |
| 2. This value is used to calculate the ad valorem taxes due to the Duval County School Board only. |
| 3. This value is used to calculate the ad valorem taxes due to the GSD, St. John's Water Management District, and the Florida Inland Navigation District. |

**GENERAL SERVICES DISTRICT
SAMPLE RESIDENTIAL AD VALOREM TAX CALCULATION
COMPARING 2022 RATES TO THE MAYOR'S PROPOSED 2023 RATE**

2022 ASSESSED VALUE OF \$150,000 - HOMESTEAD PROPERTY

TAXABLE VALUE CALCULATION	2022 Tax Rates	2023 Proposed Tax Rates	Change from 2022 to 2023	
(1) Assessed Value	\$ 150,000	\$ 154,500	\$ 4,500	3.00%
Less Original Homestead Exemption	(25,000)	(25,000)	-	0.00%
(2) Value Before Additional Homestead Exemption	<u>\$ 125,000</u>	<u>\$ 129,500</u>	<u>\$ 4,500</u>	3.60%
Additional Homestead Exemption	\$ (25,000)	\$ (25,000)	-	0.00%
(3) Taxable Value	<u><u>\$ 100,000</u></u>	<u><u>\$ 104,500</u></u>	<u><u>\$ 4,500</u></u>	<u><u>4.50%</u></u>

MILLAGE RATES

Local Government, GSD	11.3169	11.3169	0.0000	0.00%
Duval County School Board	5.4840	6.4310	0.9470	17.27%
St John's Water Mgmt. District	0.1974	0.1793	-0.0181	-9.17%
Florida Inland Navigation District	0.0320	0.0288	-0.0032	-10.00%
Total Millage	<u>17.0303</u>	<u>17.9560</u>	<u>0.9257</u>	<u>5.44%</u>

AD VALOREM TAXES

Local Government, GSD	\$ 1,131.69	\$ 1,182.62	\$ 50.93	4.50%
Duval County School Board	\$ 685.50	\$ 832.81	\$ 147.31	21.49%
St John's Water Mgmt. District	\$ 19.74	\$ 18.74	\$ (1.00)	-5.07%
Florida Inland Navigation District	\$ 3.20	\$ 3.01	\$ (0.19)	-5.94%
Total Tax Bill	<u>\$ 1,840.13</u>	<u>\$ 2,037.18</u>	<u>\$ 197.05</u>	10.71%
Less Four Percent Discount for Payment in November	\$ (73.61)	\$ (81.49)	\$ (7.88)	10.71%
Net Tax Bill	<u>\$ 1,766.52</u>	<u>\$ 1,955.69</u>	<u>\$ 189.17</u>	<u>10.71%</u>

Footnotes:

- | |
|---|
| 1. This is based on an assessed value of \$150,000 for tax year 2022 increased by the Homestead cap of 3% since CPI was more than 3%. |
| 2. This value is used to calculate the ad valorem taxes due to the Duval County School Board only. |
| 3. This value is used to calculate the ad valorem taxes due to the GSD, St. John's Water Management District, and the Florida Inland Navigation District. |

**GENERAL SERVICES DISTRICT
SAMPLE RESIDENTIAL AD VALOREM TAX CALCULATION
COMPARING 2022 RATES TO THE MAYOR'S PROPOSED 2023 RATE**

2022 ASSESSED VALUE OF \$200,000 - HOMESTEAD PROPERTY

TAXABLE VALUE CALCULATION	2022 Tax Rates	2023 Proposed Tax Rates	Change from 2022 to 2023	
(1) Assessed Value	\$ 200,000	\$ 206,000	\$ 6,000	3.00%
Less Original Homestead Exemption	(25,000)	(25,000)	-	0.00%
(2) Value Before Additional Homestead Exemption	<u>\$ 175,000</u>	<u>\$ 181,000</u>	<u>\$ 6,000</u>	3.43%
Additional Homestead Exemption	\$ (25,000)	\$ (25,000)	-	0.00%
(3) Taxable Value	<u><u>\$ 150,000</u></u>	<u><u>\$ 156,000</u></u>	<u><u>\$ 6,000</u></u>	<u>4.00%</u>

MILLAGE RATES

Local Government, GSD	11.3169	11.3169	0.0000	0.00%
Duval County School Board	5.4840	6.4310	0.9470	17.27%
St John's Water Mgmt. District	0.1974	0.1793	-0.0181	-9.17%
Florida Inland Navigation District	0.0320	0.0288	-0.0032	-10.00%
Total Millage	<u>17.0303</u>	<u>17.9560</u>	<u>0.9257</u>	<u>5.44%</u>

AD VALOREM TAXES

Local Government, GSD	\$ 1,697.54	\$ 1,765.44	\$ 67.90	4.00%
Duval County School Board	\$ 959.70	\$ 1,164.01	\$ 204.31	21.29%
St John's Water Mgmt. District	\$ 29.61	\$ 27.97	\$ (1.64)	-5.54%
Florida Inland Navigation District	\$ 4.80	\$ 4.49	\$ (0.31)	-6.46%
Total Tax Bill	<u>\$ 2,691.65</u>	<u>\$ 2,961.91</u>	<u>\$ 270.26</u>	10.04%
Less Four Percent Discount for Payment in November	\$ (107.67)	\$ (118.48)	\$ (10.81)	10.04%
Net Tax Bill	<u>\$ 2,583.98</u>	<u>\$ 2,843.43</u>	<u>\$ 259.45</u>	<u>10.04%</u>

Footnotes:

- | |
|---|
| 1. This is based on an assessed value of \$200,000 for tax year 2022 increased by the Homestead cap of 3% since CPI was more than 3%. |
| 2. This value is used to calculate the ad valorem taxes due to the Duval County School Board only. |
| 3. This value is used to calculate the ad valorem taxes due to the GSD, St. John's Water Management District, and the Florida Inland Navigation District. |

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

	2022/23		2023/24	
	ORIGINAL BUDGET		PROPOSED BUDGET	
	TOTAL AGENCY BUDGET (see footnote A)	CONTRIBUTION TO (FROM) CITY	TOTAL AGENCY BUDGET (see footnote A)	CONTRIBUTION TO (FROM) CITY
Jacksonville Aviation Authority				
Operations	127,867,544		209,541,948	
Capital	372,999,000		128,171,200	
Total Jacksonville Aviation Authority	<u>\$ 500,866,544</u>	<u>\$ -</u>	<u>\$ 337,713,148</u>	<u>\$ -</u>
Jacksonville Port Authority				
Excess Telecommunications and Other Contributions		-9,611,106		-13,556,438
Operations	68,862,975		75,085,035	
Capital	273,410,182		422,962,644	
Total Jacksonville Port Authority	<u>\$ 342,273,157</u>	<u>\$ -9,611,106</u>	<u>\$ 498,047,679</u>	<u>\$ -13,556,438</u>
Police and Fire Pension Fund	<u>\$ 14,336,155</u>	<u>\$ -</u>	<u>\$ 15,070,496</u>	<u>\$ -</u>
Business Improvement District	<u>\$ 2,710,413</u>	<u>\$ -657,284</u>	<u>\$ 2,855,474</u>	<u>\$ -732,337</u>
Jacksonville Housing Finance Authority	<u>\$ 518,000</u>	<u>\$ -</u>	<u>\$ 549,216</u>	<u>\$ -</u>
Jacksonville Transportation Authority				
General Fund for Community Trans Coordinator		-1,657,216		-1,752,950
Constitutional Gas Tax		-4,508,448		-4,500,101
Local Option Gas Tax per Interlocal Agreement		-39,932,251		-39,492,970
Discretionary Transportation Half Cent Sales Tax		-120,990,501		-138,009,541
Operations	173,423,778		180,430,976	
Capital	35,492,999		66,663,712	
Total Jacksonville Transportation Authority	<u>\$ 208,916,777</u>	<u>\$ -167,088,416</u>	<u>\$ 247,094,688</u>	<u>\$ -183,755,562</u>
J E A				
Electric Operations	1,515,782,272	95,491,107	1,328,857,676	95,209,531
Electric Capital	275,106,000		270,924,000	
Water & Sewer Operations	603,538,007	26,933,389	612,721,663	28,439,210
Water & Sewer Capital	400,000,000		514,473,000	
District Energy System Operations	12,851,763		12,561,440	
District Energy System Capital	6,936,000		16,783,000	
Total JEA	<u>\$ 2,814,214,042</u>		<u>\$ 2,756,320,779</u>	
Total Contribution to City General Fund		<u>\$ 122,424,496</u>		<u>\$ 123,648,741</u>
Total of City Independent Agencies	\$ 3,883,835,088	\$ -54,932,310	\$ 3,857,651,480	\$ -74,395,596
Contribution to Shands Jacksonville		-30,275,594		-25,000,000
Net General Government Contributions		<u>\$ -85,207,904</u>		<u>\$ -99,395,596</u>
Total of Jacksonville General Government Budget	<u>\$ 3,829,314,010</u>		<u>\$ 3,907,293,552</u>	
Total Budget, General Government and Independent Agencies	<u>\$ 7,713,149,098</u>		<u>\$ 7,764,945,032</u>	

A Transfers in and between agencies and funds have not been eliminated.

COUNCIL AUDITOR'S OFFICE
MAYOR'S PROPOSED 2023/24 BUDGET
SUMMARY OF BUDGET BY FUND

	FY 22-23 COUNCIL APPROVED	FY 23-24 MAYOR'S PROPOSED
General Fund		
00111 General Fund Operating	1,540,396,127	1,752,273,037
00112 Mosquito Control State 1	54,230	80,907
00113 Special Events - General Fund	10,981,698	11,320,606
00119 Emergency Reserve	93,680,708	103,463,496
00191 Property Appraiser	12,148,636	12,557,172
00192 Clerk Of The Court	7,585,899	7,369,185
00193 Tax Collector	23,473,971	24,946,545
TOTAL General Fund	<u>1,688,321,269</u>	<u>1,912,010,948</u>
Permanent Fund		
05100 Permanent Fund	29,254	0
TOTAL Permanent Fund	<u>29,254</u>	<u>0</u>
Special Revenue Fund		
10100 Planning, Economic Dev & Concur Mgmt	734,232	745,726
10200 Air Pollution Control & Monitoring	734,791	699,491
10300 Sports, Convention & Tourism Development	10,763,932	11,878,534
10400 Transportation	206,446,075	222,945,722
10700 Emergency 911	5,618,512	7,452,541
10800 Tax Increment District	65,356,098	41,460,846
10900 Kids Hope Alliance	45,219,173	55,006,520
11000 Better Jacksonville Trust Fund	101,657,123	112,755,670
11300 Maintenance, Parks & Recreation	8,256,043	9,061,831
11400 Other Federal, State & Local Grants	2,894,864	250,000
11500 General Government	3,678,670	2,829,223
15000 General Government	30,267,481	29,552,738
TOTAL Special Revenue Fund	<u>481,626,994</u>	<u>494,638,842</u>
Capital Project Fund		
32000 General Projects	458,712,614	322,673,787
TOTAL Capital Project Fund	<u>458,712,614</u>	<u>322,673,787</u>
Enterprise Fund		
41000 Public Parking System	4,373,971	4,845,607
42000 Motor Vehicle Inspections	377,771	399,450
43000 Solid Waste	125,424,724	151,064,595
44000 Stormwater Services	45,536,669	45,100,001
45000 Equestrian Center	571,909	543,518
46000 Sports Complex Capital	8,813,620	9,976,933
47000 City Venues	131,176,471	147,537,631
TOTAL Enterprise Fund	<u>316,275,135</u>	<u>359,467,735</u>
Internal Service Fund		
51000 Fleet Management	98,616,392	77,196,672
52000 Copy Center	2,769,847	2,801,435
53000 Information Technology	35,431,503	68,424,454
54000 Public Works - Public Buildings	55,811,819	59,173,691
55000 General Counsel's Office	12,896,319	13,948,846
56100 COJ Self Insurance	61,793,126	63,210,812
56200 COJ Group Health	94,109,981	92,556,833
56300 COJ Insured Programs	15,888,699	20,320,914
57000 Debt Management Funds	487,349,281	400,890,488
TOTAL Internal Service Fund	<u>864,666,967</u>	<u>798,524,145</u>
Trust and Agency Fund		
65100 Pension Trust Fund	19,681,777	19,978,095
TOTAL Trust and Agency Fund	<u>19,681,777</u>	<u>19,978,095</u>
TOTAL FOR ALL GENERAL GOVERNMENT FUNDS	<u>3,829,314,010</u>	<u>3,907,293,552</u>

Council Auditor's Office
Mayor's Proposed FY 2023/24 Budget
Summary of Employee Caps by Fund

		FY 22-23 COUNCIL APPROVED	FY 23-24 MAYOR'S PROPOSED	CHANGE FROM FY 22-23
General Funds				
00111	General Fund - GSD	6,533	6,768	235
00113	Special Events	13	13	0
00191	Property Appraiser	113	113	0
00192	Clerk of the Court	36	36	0
00193	Tax Collector	254	254	0
Total General Funds		6,949	7,184	235
Special Revenue Funds				
10101	Concurrency Management System	6	6	0
10201	Air Pollution Tag Fee	6	6	0
10301	Tourist Development Council	2	2	0
10701	9-1-1 Emergency User Fee	5	5	0
10901	Kids Hope Alliance Fund	42	42	0
11301	Huguenot Park	10	10	0
11302	Kathryn A. Hanna Park	17	17	0
11308	Cecil Field Commerce Center	6	6	0
11501	Animal Care & Protective Services Program	1	1	0
15104	Building Inspection	174	178	4
15107	Library Conference Facility Trust	3	3	0
15204	Duval County Teen Court Programs Trust	5	5	0
15213	Court Costs \$65 Fee FS: 939.185	9	9	0
15302	Hazardous Waste Program - SQG	5	5	0
15304	Tree Protection & Related Expenditures	1	1	0
Total Special Revenue Funds		292	296	4
Enterprise Funds				
41102	Public Parking	36	36	0
42101	Motor Vehicle Inspection	4	4	0
43101	Solid Waste Disposal	116	116	0
44101	Stormwater Service	53	53	0
Total Enterprise Funds		209	209	0
Internal Service Funds				
51101	Fleet Management - Operations	98	97	(1)
51102	Fleet Management - Vehicle Replacement	3	3	0
52101	Copy Center	5	5	0
53101	Information Technologies	119	118	(1)
53102	Radio Communication	10	10	0
54101	Public Building Allocations	61	61	0
55101	Office of General Counsel	76	79	3
56101	Self Insurance	24	25	1
56201	Group Health	9	9	0
56301	Insured Programs	8	9	1
Total Internal Service Funds		413	416	3
Trust And Agency Funds				
65101	General Employees Pension	5	5	0
Total Trust And Agency Funds		5	5	0
TOTAL EMPLOYEE CAP FOR ALL FUNDS		7,868	8,110	242

**Council Auditor's Office
Mayor's Proposed FY 2023/24 Budget
Overall Employee Cap Reconciliation**

FY 2022/2023 Council Approved Employee Cap (City-Wide)		7,868
Net Change in Positions during FY 2022/2023		12 *
Sub-total FY 2022/2023		7,880
Positions Added in Mayor's Proposed FY 2023/2024 Budget		230 **
Positions Eliminated in Mayor's Proposed FY 2023/2024 Budget		- ***
Proposed FY 2023/2024 Employee Cap (City-Wide)		8,110

Notes:

* The positions added (12) during FY 2022/23 were:

- 11 positions for the Fire and Rescue Department (9 positions for the Aircraft Rescue Firefighting (ARFF) Services contract per Ordinance 2022-906-E and 2 Opioid Abatement positions per 2022-840-E).
- 1 position (Chief of Grants and Contract Compliance) was created per Ordinance 2023-0033-E in the Grants and Contract Compliance Division of the Finance and Administration Department.

The following transfers took place during FY 2022/23 without impacting the employee cap:

- 1 position was moved from the Neighborhoods Department (General Fund/GSD) to the Finance and Administration Department (General Fund/GSD)
- 1 position was moved from the Public Works Department (General Fund/GSD) to the Fire and Rescue Department (General Fund/GSD)

** The positions added (230) in the proposed budget for FY 2023/24 are:

- 120 positions in Fire and Rescue Department (General Fund/GSD):
 - 60 positions moved from being funded by a SAFER grant to the General Fund/GSD
 - 45 proposed positions to add one position 24/7 for 15 stations
 - 15 proposed positions to staff marine station #68
- 99 positions in the Sheriff's Office (General Fund/GSD):
 - 40 police officer positions will be added to address violent crime and citizen ratio per the Sheriff's Office request
 - 40 police officer positions will be moved from the COPS grant funding to the General Fund/GSD
 - 18 civilian positions will be added per the Sheriff's Office request
 - 1 task force detective position will be added per the Sheriff's Office request
- 4 positions in the Building Inspection Department (Non-General Fund/GSD) to manage current workload.
- 1 position (Grant Writer) in the Finance and Administration Department (General Fund/GSD).
- 3 positions in the Office of General Counsel (Non-General Fund/GSD) to handle increased workloads associated with the independent agencies.
- 3 positions in the Planning and Development Department (General Fund/GSD) for the Office of Resiliency.

The following transfers will take place in the proposed budget without impacting the employee cap:

- 1 position will be moved from Fleet Management - Operations within the Finance and Administration Department (Non-General Fund/GSD) to Self Insurance within the Finance and Administration Department (Non-General Fund/GSD)
- 1 position will be moved from Information Technologies Division within the Finance and Administration Department (Non-General Fund/GSD) to Insured Programs within the Finance and Administration Department (Non-General Fund/GSD)

Additionally, 2 positions were moved from Public Works Department (General Fund/GSD) to Mayor's Office (General Fund/GSD) during FY 2022/23.

*** No positions are proposed to be eliminated for FY 2023/24.

**Council Auditor's Office
Mayor's Proposed FY 2023/24 Budget
Employee Cap By Department**

General Fund/GSD	FY 22-23 Council Approved	FY 23-24 Mayor's Proposed	Change From FY 22-23
FULL TIME EMPLOYEE POSITIONS			
Advisory Boards & Commissions	5	5	0
City Council	84	84	0
Courts	3	3	0
Downtown Investment Authority	12	12	0
Employee Services	42	42	0
Finance and Administration	111	114	3
Fire and Rescue	1,772	1,904	132
Human Rights Commission	7	7	0
Mayor's Office	21	23	2
Medical Examiner	35	35	0
Military Affairs and Veterans	14	14	0
Neighborhoods	210	209	(1)
Office of Economic Development	13	13	0
Office of Ethics, Compliance & Oversight	3	3	0
Office of General Counsel	1	1	0
Office of Inspector General	12	12	0
Office of The Sheriff	3,253	3,352	99
Parks, Recreation & Community Services	260	260	0
Planning and Development	34	37	3
Public Libraries	311	311	0
Public Works	298	295	(3)
Supervisor of Elections	32	32	0
TOTAL FULL TIME EMPLOYEE POSITIONS GENERAL FUND - GENERAL SERVICES DISTRICT	6,533	6,768	235

Overall Explanation:

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

Finance & Administration: One position (Safety and Crime Reduction Administrator) was moved from the Neighborhoods Department and one position was created (Chief of Grants and Contract Compliance) per Ordinance 2023-0033-E in the Grants and Contract Compliance Division during FY 2022/23. In the proposed budget, one position (Grants Writer) is being added to the Grants and Contract Compliance Division.

Fire and Rescue: 132 positions are proposed to be added by adding 60 new positions to the General Fund/GSD for SAFER grant (November 2023), 45 new firefighter positions to add one position 24/7 for 15 stations, 15 new positions to staff marine station #68 and by accounting for 9 positions added for the Aircraft Rescue Firefighting (ARFF) Services contract per Ordinance 2022-906-E and 2 positions for Opioid Abatement per 2022-840-E during FY 2022/23. Also, 1 position (Emergency Preparedness Staff Manager) was added through a transfer from Public Works during FY 2022/23.

Mayor's Office: Two positions were moved from the Public Works Department during FY 2022/23.

Neighborhoods: One position was moved into the Grants and Contract Compliance Division within the Finance and Administration Department during FY 2022/23.

Office of the Sheriff: 40 positions are proposed to be added to address violent crime and citizen ratio, 40 COPS grant positions are proposed to be moved into the General Fund/GSD, and 18 civilians positions and 1 Task Force Detective will be added per the Sheriff's Office request.

Planning and Development: Three positions are proposed to be added at the Office of Resiliency (Climate Data Manager, Resilience Project Coordinator, and Administrative Assistant position).

Public Works: Two positions were transferred to the Mayor's Office and one position was transferred to Fire and Rescue during FY 2022/23.

**COUNCIL AUDITOR'S OFFICE
GENERAL FUND - GSD PERSONNEL EXPENSES
PROPOSED FY 2023/24 BUDGET**

	2022/2023 Council Approved	2023/2024 Mayor's Proposed	\$ Change	% Change	
(A) SALARIES	\$ 553,287,376	\$ 591,413,672	\$ 38,126,296	6.89%	(A)
(B) EMPLOYER PROVIDED BENEFITS/PENSION COSTS	\$ 324,909,175	\$ 362,364,634	\$ 37,455,459	11.53%	(B)
SALARIES/ BENEFITS LAPSES	\$ (8,845,115)	\$ (10,500,071)	\$ (1,654,956)	18.71%	
TOTAL PERSONNEL	<u>\$ 869,351,436</u>	<u>\$ 943,278,235</u>	<u>\$ 73,926,799</u>	8.50%	

(A) Overall, salary expenses within the General Fund-GSD are increasing by \$38,126,296, or 6.89%. Regular salaries are increasing by \$35,211,337, overtime is increasing by \$5,290,332, and special pay - pensionable is increasing by \$1,005,059, while leave sellback is decreasing by \$3,261,344.

Regular salaries are increasing by \$35,211,337, primarily due to an increase of \$12,959,527 in the Office of Sheriff, \$16,240,630 in Fire and Rescue, and the remaining \$6,011,180 spread across the remaining departments in the General Fund/GSD. Overall, the increases are mainly attributable to the impact of collective bargaining increases on 10/1/2023, the new 223 positions added in the proposed budget in the General Fund/GSD, and the 12 positions added during FY 2022/23 via legislation. The collective bargaining increases are as follows:

- a) FOP Police – 4.25%
- b) FOP Corrections – 4.5%
- c) FOP Judicial Officers – 3.5%
- d) IAFF – 4.25%
- e) Other Unions and Appointed – 2.5%

Other regular salary increases were mainly the result of the addition of 132 positions in the Fire and Rescue Department which is mainly due to a proposed addition of 45 positions to add one position 24/7 for 15 stations, 60 positions moving from SAFER grant funding to the General Fund/GSD, and 15 positions to staff marine stations #68 in the proposed budget. Also, 11 positions were created in the Fire and Rescue Department during the current fiscal year via legislation. The increase was also due to the proposed addition of 99 positions in the Office of Sheriff in the proposed budget (40 positions are proposed to be added to address violent crime and citizen ratio, 40 positions are proposed to be moved from COPS grant funding to the General Fund/GSD, and 18 civilian and one detective positions will be added per Office of the Sheriff request).

The increase of \$5,290,322 in overtime is primarily attributable an increase of an increase of \$3,339,339 for the Office of the Sheriff and \$1,548,330 for the Fire and Rescue Department mainly due to the impact of the collective bargaining agreements and to align with recent actuals. The increase of \$3.3 million in JSO also accounts for an additional \$1 million being budgeted for the Violence Reduction Program to better align the budget with actual costs in FY 2022/23.

The increase of \$1,005,059 special pay - pensionable is primarily due to a \$1,037,593 increase in the Fire and Rescue Department to better align with recent actuals.

The decrease of \$3,261,344 in leave sellback is mainly attributable to a decrease of \$2,506,637 for the Fire and Rescue Department and a decrease of \$704,929 for the Office of the Sheriff. These decreases are based on actual current leave balances.

(B) Overall, employer provided benefits are increasing by \$37,455,459, or 11.53%. In total, defined benefit plans contributions are increasing by \$23,196,400, defined contribution plans contributions are increasing by \$9,172,380, and FOP/IAFF health and dental costs are increasing by \$4,533,596.

Defined benefit plans contributions are increasing by \$23,196,400 due based on the actuary reports.

Defined contribution plans contributions are increasing by a \$9,172,380 due to employee turnover resulting in more participants, increases in salaries due to collective bargaining agreement salary increases, and additions to employee caps.

FOP/IAFF health and dental costs are increasing by \$4,533,596 based on an increase in the cost as calculated by the actuary for the Jacksonville Police Officers and Fire Fighters Health Insurance Trust.

General Fund/GSD - Summary of Change in Defined Benefit and Defined Contribution Pension Costs					
Pension Plan	FY 2022/23		FY 2023/24		Increase/ (Decrease)
	Rate	Amount	Rate	Amount	
General Employees' Pension Plan - DB	n/a	\$ 20,311,998	n/a	\$ 23,950,511	\$ 3,638,513
Corrections Officers' Pension Plan - DB	n/a	\$ 17,185,973	n/a	\$ 19,385,644	\$ 2,199,671
Police & Fire Pension Plan - DB	n/a	\$ 156,445,465	n/a	\$ 173,473,230	\$ 17,027,765
General Employees' Pension Plan - DC	12.00%	\$ 9,131,818	12.00%	\$ 10,690,369	\$ 1,558,551
Public Safety Pension Plan - DC	25.00%	\$ 22,663,529	25.00%	\$ 30,277,358	\$ 7,613,829
Jacksonville Beach Contribution - DB	n/a	\$ 289,465	n/a	\$ 389,373	\$ 99,908
FRS Pension Contribution	n/a	\$ 626,056	n/a	\$ 856,599	\$ 230,543
TOTAL	n/a	\$ 226,654,304	n/a	\$ 259,023,084	\$ 32,368,780

**COUNCIL AUDITOR'S OFFICE
MAYOR'S PROPOSED FY 2023/24 BUDGET
SALARY AND BENEFITS LAPSE SCHEDULE**

Fund	Department	FY 2022/23 Approved	FY 2023/24 Proposed	Amount Inc/(Dec)	% Inc/ (Dec)
00111	Non-Departmental ¹	\$3,886,479	\$4,440,423	\$553,944	14.3%
00111	Office of the Sheriff ²	\$4,958,636	\$6,059,648	\$1,101,012	22.2%
		\$8,845,115	\$10,500,071	\$1,654,956	18.7%
00113	Special Events	\$10,231	\$11,658	\$1,427	13.9%
00191	Property Appraiser	\$147,429	\$144,295	-\$3,134	-2.1%
00192	Clerk of The Court	\$37,332	\$43,037	\$5,705	15.3%
00193	Tax Collector	\$286,795	\$313,116	\$26,321	9.2%
10901	Kids Hope Alliance	\$67,576	\$69,326	\$1,750	2.6%
11301	Huguenot Park	\$4,770	\$6,012	\$1,242	26.0%
11302	Kathryn A Hanna Park Improvement	\$8,120	\$8,945	\$825	10.2%
11308	Cecil Field Commerce Center	\$3,035	\$5,483	\$2,448	80.7%
15104	Building Inspection	\$144,354	\$131,417	-\$12,937	-9.0%
15204	Duval County Teen Court Programs	\$3,119	\$1,823	-\$1,296	-41.6%
41102	Public Parking	\$38,025	\$34,199	-\$3,826	-10.1%
42101	Motor Vehicle Inspection	\$2,456	\$0	-\$2,456	-100.0%
43101	Solid Waste Disposal	\$199,645	\$213,111	\$13,466	6.7%
51101	Motor Pool	\$262,800	\$287,542	\$24,742	9.4%
53101	Information Technologies	\$290,980	\$319,266	\$28,286	9.7%
53102	Radio Communication	\$8,619	\$9,721	\$1,102	12.8%
54101	Public Building Allocations	\$80,587	\$98,663	\$18,076	22.4%
55101	Office of General Counsel	\$230,126	\$236,130	\$6,004	2.6%
56101	Self Insurance	\$31,113	\$32,207	\$1,094	3.5%
56201	Group Health	\$10,744	\$11,423	\$679	6.3%
56301	Insured Programs	\$6,206	\$9,457	\$3,251	52.4%
		\$1,874,062	\$1,986,831	\$112,769	6.0%
		\$10,719,177	\$12,486,902	\$1,767,725	16.5%

Overall Comment - While the amounts above are reflected as negative amounts in the Budget, we are showing them as positive for ease of explanation for the changes. Additionally, the lapse calculations do not include the defined benefit pension amounts or the FOP and IAFF health plans since these are budgeted at the actuarial dollar amount.

¹Non-Departmental GSD Lapse

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

²Office of the Sheriff Lapse

The Sheriff's Office has its own lapse due to the fact that its budget makes up such a large portion of the overall General Fund/GSD budget.

**CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)
SCHEDULE OF REVENUES**

	FY 22/23 COUNCIL APPROVED	FY 23/24 MAYOR'S PROPOSED	INCREASE/ (DECREASE)	% CHANGE	FOOT NOTE
NON-DEPARTMENTAL REVENUES*					
Ad Valorem Taxes	\$ 945,249,142	\$ 1,067,516,917	\$ 122,267,775	12.9%	1
Distributions To Tax Increment Districts	(50,288,238)	(37,132,941)	13,155,297	(26.2%)	
NET AD VALOREM TAXES	\$ 894,960,904	\$ 1,030,383,976	\$ 135,423,072	15.1%	
Charges for Services	13,184,338	13,094,427	(89,911)	(0.7%)	2
Contribution From Other Local Units (see next page)	122,424,496	123,648,741	1,224,245	1.0%	3
Debt Funding: Debt Management Fund	-	15,651,875	15,651,875	n/a	4
Fines and Forfeits	895,973	723,485	(172,488)	(19.3%)	5
Franchise Fees	43,719,279	48,203,461	4,484,182	10.3%	6
Intergovernmental Revenue	23,000	23,000	-	0.0%	7
Investment Pool / Interest Earnings	4,995,000	12,520,000	7,525,000	150.7%	8
Miscellaneous Revenue	3,179,942	2,464,154	(715,788)	(22.5%)	9
Local Business Taxes	6,859,136	6,771,506	(87,630)	(1.3%)	10
Local Communication Services Tax	28,819,442	30,783,890	1,964,448	6.8%	11
Local Fuel Tax - Ninth Cent (1 Cent)	1,250,010	1,325,699	75,689	6.1%	12
State Shared Revenue (see next page)	218,131,119	236,956,063	18,824,944	8.6%	13
Transfers From Fund Balance	-	12,229,560	12,229,560	n/a	14
Transfers In (see next page)	21,410,329	30,258,964	8,848,635	41.3%	15
Utility Service Tax	98,296,932	98,205,952	(90,980)	(0.1%)	16
TOTAL NON-DEPARTMENTAL REVENUES	\$ 1,458,149,900	\$ 1,663,244,753	\$ 205,094,853	14.1%	
DEPARTMENTAL REVENUES**					
Advisory Boards And Commissions	281,600	110,000	(171,600)	(60.9%)	
City Council	338,249	294,862	(43,387)	(12.8%)	
Downtown Investment Authority	9,500	9,500	-	0.0%	
Employee Services	1,500	1,000	(500)	(33.3%)	
Finance and Administration	80,112	78,726	(1,386)	(1.7%)	
Fire and Rescue	46,496,496	53,393,472	6,896,976	14.8%	
Jacksonville Human Rights Commission	39,200	39,200	-	0.0%	
Medical Examiner	2,299,504	2,250,359	(49,145)	(2.1%)	
Neighborhoods	1,980,612	2,035,715	55,103	2.8%	
Office of Economic Development	10	10	-	0.0%	
Office of Ethics	53,500	53,500	-	0.0%	
Office of the Inspector General	145,001	149,051	4,050	2.8%	
Office of the Sheriff	20,885,963	20,482,367	(403,596)	(1.9%)	
Parks, Recreation & Community Services	909,075	855,125	(53,950)	(5.9%)	
Planning and Development	1,655,800	1,565,000	(90,800)	(5.5%)	
Public Library	232,750	238,600	5,850	2.5%	
Public Works	6,792,355	7,329,549	537,194	7.9%	
Supervisor of Elections	45,000	142,248	97,248	216.1%	
TOTAL DEPARTMENTAL REVENUES	\$ 82,246,227	\$ 89,028,284	\$ 6,782,057	8.2%	
	\$ 1,540,396,127	\$ 1,752,273,037	\$ 211,876,910	13.8%	

* These items will not be discussed again.

** These items will be discussed in further detail during the individual departmental budgets.

CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)
VARIOUS REVENUE DETAIL

	FY 22/23 COUNCIL APPROVED	FY 23/24 MAYOR'S PROPOSED	INCREASE/ (DECREASE)	% CHANGE	FOOT NOTE
TRANSFERS IN					
Transfer From Downtown Northbank CRA Trust	2,500	2,500	-	0.0%	
Transfer From Downtown Southbank CRA Trust	2,500	2,500	-	0.0%	
Transfer From Jacksonville International Airport CRA Trust	2,500	-	(2,500)	(100.0%)	17
Transfer From King Soutel Crossing CRA Trust	2,500	2,500	-	0.0%	
Transfer From Arlington CRA Trust	2,500	2,500	-	0.0%	
Transfer From Community Development	128,404	128,404	-	0.0%	18
Transfer From Opioid Settlement Fund	-	305,645	305,645	n/a	19
Transfer From Solid Waste Disposal	18,945,867	27,668,961	8,723,094	46.0%	20
Transfer From Public Building Allocations	2,323,558	2,145,954	(177,604)	(7.6%)	21
TOTAL TRANSFER IN	\$ 21,410,329	\$ 30,258,964	\$ 8,848,635	41.3%	
CONTRIBUTIONS FROM OTHER LOCAL UNITS					
Contribution From JEA - Electric	95,491,107	95,209,531	\$ (281,576)	(0.3%)	22
Contribution From JEA - Water & Sewer	26,933,389	28,439,210	1,505,821	5.6%	22
TOTAL CONTRIBUTIONS FROM OTHER LOCAL UNITS	\$ 122,424,496	\$ 123,648,741	\$ 1,224,245	1.0%	
STATE SHARED REVENUE DETAIL					
Cigarette Tax - County	306,274	300,507	(5,767)	(1.9%)	
Fuel Tax - Constitutional (2 Cent)	4,508,448	4,500,101	(8,347)	(0.2%)	23
Fuel Tax - County Tax (1 Cent)	4,295,302	4,417,814	122,512	2.9%	24
Fuel Tax - Municipal (1 Cent)	8,319,847	8,949,037	629,190	7.6%	25
Fuel Tax - Special Fuel and Motor Fuel Use Tax	4,500	5,336	836	18.6%	
Fuel Tax - Refund - Motor Fuel Use Tax - County	5,000	8,000	3,000	60.0%	
Fuel Tax - Refund - Motor Fuel Use Tax - Municipal	50,000	35,000	(15,000)	(30.0%)	
Licenses - Alcoholic Beverage	838,381	819,052	(19,329)	(2.3%)	
Licenses - Insurance Agents	272,329	239,483	(32,846)	(12.1%)	
Licenses - Mobile Home	240,632	253,002	12,370	5.1%	
Sales Tax - County Revenue Sharing Program - Population	6,342,355	6,446,482	104,127	1.6%	26
Sales Tax - County Revenue Sharing Program	33,353,003	34,424,911	1,071,908	3.2%	27
Sales Tax - Municipal Revenue Sharing Program	31,116,268	35,617,245	4,500,977	14.5%	28
Sales Tax - Local Government 1/2 Cent	128,478,780	140,940,093	12,461,313	9.7%	29
TOTAL STATE SHARED REVENUE	\$ 218,131,119	\$ 236,956,063	\$ 18,824,944	8.6%	

**COUNCIL AUDITOR'S OFFICE
GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)
REVENUE FOOTNOTES AND RECOMMENDATIONS**

FOOTNOTES:

- 1 - The Mayor's proposed budget includes the proposed rates of 11.3169 mills for Jacksonville, 8.0262 for the Beaches, and 9.5260 for Baldwin which remain flat. These rates will generate an estimated \$1,067,516,917 in Ad Valorem Taxes (prior to distribution to the Tax Increment Districts).
- 2 - Charges for Services represents the indirect cost recovery which is an allocated charge to funds for administrative services and overhead costs housed in the General Fund/General Services District. The proposed budget is the same budget (except a few adjustments) as for the past two years due to the issues with implementation of the new ERP system.
- 3 - A breakdown of Contributions From Other Local Units can be seen on the Various Revenue Detail page.
- 4 - The Debt Funding consists of \$15,000,000 of a total planned \$50 million (\$20 million previously authorized) debt issuance for University of Florida Health and Financial Technology Graduate Center (2023-114-E) and \$651,875 for JPA Credit Line for the raising of the Fulton Cut Crossing Electric Transition Lines (2022-874-E). **See Recommendation 1.**
- 5 - The City receives 50.8% of Civil Traffic Citations, of which 70% go to the General Fund/General Services District and 30% go to the Police and Fire Pension Fund. The decrease is to align with the actuals.
- 6 - Franchise Fees include payments from JEA and other businesses for the sale of water/sewer, electric, and gas. The increase is to align JEA Electric franchise fees with the actuals as projected by the Budget Office.
- 7 - This represents a payment in lieu of taxes of from the Department of the Interior related to the land owned by the National Park Service and Army Corp of Engineers.
- 8 - The proposed budget includes approximately \$12.5 million of interest earnings as projected by the Budget Office. The increase is due to an expected interest rate increasing from 1.28% to 2.57% based on the Treasury Division's projections.
- 9 - Miscellaneous revenue consists primarily of fees received for the inmate pay-telephone system and payphones residing on City property, the Hyatt (formerly Adam's Mark) hotel 1% surcharge, indirect costs recovered from grant subfunds, and miscellaneous services and charges. The decrease is mostly due a decrease of \$638,347 in expected revenues from inmate pay-telephone system and payphones due to a FCC ruling that impacts the amount charged for inmate calls and a decrease of \$124,719 in expected indirect costs recovered from grant subfunds.
- 10 - The Local Business Taxes are those fees paid by businesses that are located in Duval County.
- 11 - This represents the local portion of the Communication Service Tax imposed on each sale of communication services. This revenue is being increased to be better aligned with current revenue.
- 12 - This is "ninth-cent fuel tax" imposed by the county ("local option") on diesel fuel pursuant to F.S. 206.41. Duval County began imposing this tax on motor fuel (gasoline) on January 1, 2022. However, that revenue is recorded in another fund (10405) and split 50/50 with JTA.
- 13 - A breakdown of State-Shared Revenues can be seen on the Various Revenue Detail Page.

**COUNCIL AUDITOR'S OFFICE
GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)
REVENUE FOOTNOTES AND RECOMMENDATIONS**

- 14 - A transfer from fund balance is proposed for FY 2023/24 as follows:
 - \$8,079,560 to bring emergency reserve to 6% of the Operating Budget pursuant to Ordinance 2005-807-E consistent with Section 106.106 of the Municipal Code
 - \$3,500,000 for JPA year 1 of a total of \$10 million grant to JPA for raising the Fulton Cut Crossing Electric Transition Lines (Ordinance 2022-874-E)
 - \$650,000 for a match portion of the JFRD Safe Room grant (Community Hurricane Shelter) that was appropriated in FY 2022/23 and that will not be used before the end of FY 2022/23.

- 15 - A breakdown of Transfers In can be seen on the Various Revenue Detail Page.

- 16 - This represents public service tax on purchase of electricity, gas, and water of 10% as allowed by Florida Statute 116.231. Vast majority of those taxes is derived from sale of electricity and water.

- 17 - JIA CRA Trust will sunset September 30, 2023.

- 18 - This represents a transfer of grant funding from the Community Development Block Grant (Fund 11101) to the General Fund/General Services District to partially offset the costs of the Independent Living Program, which is part of the Parks, Recreation and Community Services Department within the General Fund/General Services District.

- 19 - Ordinance 2022-840-E created a new Code Section 111.265 to establish the Opioid Settlement Special Revenue Fund to deposit all opioid settlement proceeds received in accordance with the Florida Memorandum of Understanding (MOU) authorized by Ordinance 2021-659-E. Settlement proceeds may be used for the approved purposes defined and outlined in the MOU. This is an "all-years" fund budget which will be discussed during the budget process. The transfer is to cover the Fire and Rescue Department opioid activity costs, which include salaries and benefits for two positions (\$298,604), internal service charges (\$5,340), general liability insurance (\$1,201), and office supplies (\$500).

- 20 - The \$27,668,961 represents the current operating loan as of 9/30/23 of \$25,745,486 plus the payback of \$1,923,475 on the \$9 million loan from the General Fund/GSD to the Solid Waste Division (Ordinance 2018-458-E). The \$9 million loan will be paid off in FY 2025/26.

Since FY 2017/18, an operating loan has been budgeted for the Solid Waste Fund from the General Fund/General Services District every year as shown below. The loan to Solid Waste from the General Fund/GSD includes the amount needed to repay the previous year plus any additional funding needed to balance the Solid Waste Fund that year.

FY 2017/18 - \$3,058,842
FY 2018/19 - \$5,538,779
FY 2019/20 - \$0 (\$4,162,443 was adjusted through FY 2019/20 recapture process)
FY 2020/21 - \$992,581 (\$5,427,759 was adjusted through FY 2020/21 recapture process)
FY 2021/22 - \$4,250,065 (\$3.5M was adjusted through FY 2021/22 recapture process)
FY 2022/23 - \$11,905,219
FY 2023/24 - \$31,504,940

Ordinance 2018-458-E Loan on 9/30/24 - \$5,000,000.

Total owed to General Fund/GSD from Solid Waste on 9/30/2024 - \$62,250,426.

COUNCIL AUDITOR'S OFFICE
GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)
REVENUE FOOTNOTES AND RECOMMENDATIONS

- 21 - This represents a transfer from Public Buildings (S/F 54101) to pay the debt service costs of the Ed Ball and the Jake Godbold buildings, which must be paid from the General Fund/General Services District since that is where the assets are recorded.
- 22 - The budgeted contribution from JEA Electric and Water & Sewer reflects the calculation for the annual contribution to the City pursuant to Section 21.07 of the Municipal Code, which is based on a percentage of JEA's sales with a guaranteed minimum increase of 1%. The amount included in the budget represents the minimum contribution.
- 23 - This is 50% of the "Constitutional Fuel Tax (2 Cents) per gallon authorized by F.S. 206.41(1)(a). The distribution is based on three components: 1/4 is based on county area of total state area, 1/4 is based on county population of state population, and 1/2 is based on collections within the county of state collections in the previous year. Currently, 50% of the proceeds is passed to JTA per the interlocal agreement. The other 50% is kept by the City.
- 24 - This is the "County Fuel Tax" and represents an additional tax of 1 cent per gallon authorized by F.S. 206.41(1)(b). This allocation method follows the same as the "Constitutional Fuel Tax". The increase is to align with expected revenues.
- 25 - This is the "Municipal Fuel Tax" and represents an additional tax of 1 cent per gallon authorized by F.S. 206.41(1)(c). This is distributed through the Municipal Revenue Sharing Program, which combines this 1 cent fuel tax and 1.3653 percent of net sales and use tax. The City splits the portion of the Municipal Revenue Sharing Program back out into the fuel and sales and use tax allocating 82.2% of this distribution to Sales Tax - Municipal Revenue Sharing and 17.8% to this line item as projected by the State. This split varies year to year. The City receives its overall distribution from the state based on factors including population, collections derived from the municipality, and the municipalities relative ability to raise taxes. The increase is to align with expected revenues as projected by the Budget Office. **See Recommendation 4.**
- 26 - This represents the \$6.24 per resident the City receives pursuant to F.S. 218.23(2) from the County Revenue Sharing Program. This revenue stream only goes to Duval County.
- 27 - This represents a distribution from the Sales Tax County Revenue Sharing Program based on the net sales and use tax collection. The Trust receives 2.0810 percent of net sales and use tax collections in the State. Funds are then distributed to counties based on the county population, unincorporated population, and sales tax collection factors. The increase is to align with expected revenues as projected by the Budget Office. **See Recommendation 2.**
- 28 - This represents a distribution from the Municipal Revenue Sharing Fund for the net sales and use tax collections. See Note 25 above for above where the Municipal Fuel Tax was described. This one is distributed in the same method but is funded by 1.3653 percent of net sales and use tax collections. The increase is to align with expected revenues as projected by the Budget Office. **See Recommendation 3.**
- 29 - This is the distribution from the Local Government Half-Cent Sales Tax Program. This is funded by 8.8744 percent of net sales and use tax. That means it is actually worth a little more than a half-cent. However, part of this revenue is distributed to the Beaches and Baldwin. The increase is to align with expected revenues in FY 2023/24.

**COUNCIL AUDITOR'S OFFICE
GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)
REVENUE FOOTNOTES AND RECOMMENDATIONS**

RECOMMENDATIONS:

- 1 - We recommend a decrease of \$651,875 in Debt Funding: Debt Management Fund. This connects the timing of when JPA will begin paying back the loan. This will be offset with a reduction in debt service payments within the General Fund/GSD and corresponding adjustments in the Debt Management Fund and Debt Management Fund Schedule (B4). This will not impact the Special Council Contingency.
- 2 - We recommend an increase of \$1,065,507 in Sales Tax - County Revenue Sharing Program revenues to align with the actual revenues received by the City starting July 2023. This revenue stream is paid in equal amounts each month through June 2024 when it will change in July 2024. This will have a positive impact to Special Council Contingency of \$1,065,507.
- 3 - We recommend an increase of \$2,856,220 in Sales Tax - Municipal Revenue Sharing Fund revenues to align with the actual revenues received by the City starting July 2023. This revenue stream is paid in equal amounts each month through June 2024 when it will change in July 2024. This will have a positive impact to Special Council Contingency of \$2,856,220.
- 4 - We recommend an decrease of \$617,800 in Fuel Tax - Municipal Revenue Sharing Fund revenues to align with the actual revenues received by the City starting July 2023. This revenue stream is paid in equal amounts each month through June 2024 when it will change in July 2024. This will have a negative impact to Special Council Contingency of \$617,800

The total impact of these three recommendations is a positive \$3,303,927 to Special Council Contingency.

**CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)
SCHEDULE OF EXPENDITURES**

	FY 22-23 MAYOR'S APPROVED	FY 23-24 MAYOR'S PROPOSED	CHANGE FROM ORIGINAL BUDGET	CHANGE (%)
DEPARTMENTAL EXPENSES*				
ADVISORY BOARDS & COMMISSIONS	\$ 550,822	\$ 538,904	\$ (11,918)	-2.16%
CITY COUNCIL	13,050,751	16,600,213	3,549,462	27.20%
COURTS	5,871,371	6,638,364	766,993	13.06%
DOWNTOWN INVESTMENT AUTHORITY	1,100,941	1,146,319	45,378	4.12%
EMPLOYEE SERVICES	7,905,097	8,600,034	694,937	8.79%
FINANCE AND ADMINISTRATION	24,072,910	25,839,060	1,766,150	7.34%
FIRE AND RESCUE	343,609,034	382,258,816	38,649,782	11.25%
HEALTH ADMINISTRATOR	1,731,984	1,612,073	(119,911)	-6.92%
JACKSONVILLE HUMAN RIGHTS COMMISSION	785,569	1,035,960	250,391	31.87%
MEDICAL EXAMINER	6,619,373	7,130,640	511,267	7.72%
MILITARY AFFAIRS AND VETERANS	1,464,158	1,511,807	47,649	3.25%
NEIGHBORHOODS	22,768,245	24,088,862	1,320,617	5.80%
OFFICE OF ECONOMIC DEVELOPMENT	1,806,622	1,948,086	141,464	7.83%
OFFICE OF ETHICS, COMPLIANCE & OVERSIGHT	630,401	753,973	123,572	19.60%
OFFICE OF GENERAL COUNSEL	157,569	2,164,790	2,007,221	1273.87%
OFFICE OF STATE ATTORNEY	2,924,776	2,820,999	(103,777)	-3.55%
OFFICE OF THE INSPECTOR GENERAL	1,535,678	1,541,177	5,499	0.36%
OFFICE OF THE MAYOR	4,143,601	5,284,210	1,140,609	27.53%
OFFICE OF THE SHERIFF	539,654,544	578,313,995	38,659,451	7.16%
PARKS, RECREATION & COMMUNITY SVCS	52,924,262	56,367,543	3,443,281	6.51%
PLANNING AND DEVELOPMENT	5,086,301	5,427,259	340,958	6.70%
PUBLIC DEFENDER	2,507,073	2,456,565	(50,508)	-2.01%
PUBLIC LIBRARIES	40,515,881	42,364,032	1,848,151	4.56%
PUBLIC WORKS	56,727,637	69,850,489	13,122,852	23.13%
SUPERVISOR OF ELECTIONS	11,947,006	11,141,544	(805,462)	-6.74%
TOTAL DEPARTMENTAL EXPENSES	\$ 1,150,091,606	\$ 1,257,435,714	\$ 107,344,108	9.33%
NON-DEPARTMENTAL EXPENSES**				
CITYWIDE ACTIVITIES	\$ 131,576,421	\$ 166,391,907	\$ 34,815,486	26.46%
CONTINGENCIES	30,365,073	52,330,798	21,965,725	72.34%
INTER-LOCAL AGREEMENTS	2,576,996	2,568,668	(8,328)	-0.32%
SUBFUND LEVEL ACTIVITIES	8,808,698	14,472,578	5,663,880	64.30%
DEBT SERVICE TRANSFERS - FISCAL AGENT	5,000	5,000	-	0.00%
DEBT SERVICE TRANSFERS - INTEREST	15,372,252	13,744,849	(1,627,403)	-10.59%
DEBT SERVICE TRANSFERS - PRINCIPAL	23,849,987	25,169,994	1,320,007	5.53%
TRANSFER OUT TO OTHER FUNDS	177,750,094	220,153,529	42,403,435	23.86%
TOTAL NON-DEPARTMENTAL EXPENSES	\$ 390,304,521	\$ 494,837,323	\$ 104,532,802	26.78%
TOTAL GENERAL FUND - GSD EXPENSES	\$ 1,540,396,127	\$ 1,752,273,037	\$ 211,876,910	13.75%

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

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

CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)
SCHEDULE OF NON-DEPARTMENTAL EXPENDITURES

	FY 22-23 MAYOR'S APPROVED	FY 23-24 MAYOR'S PROPOSED	CHANGE FROM ORIGINAL BUDGET	% CHANGE	FOOT NOTE
CITYWIDE ACTIVITIES					
* 415 LIMIT PENSION COST	\$ 36,000	\$ 36,000	\$ -	0.00%	
AGAPE COMMUNITY HEALTH CENTER	153,603	153,603	-	0.00%	
* ALCOHOL REHABILITATION PROGRAM	399,989	399,989	-	0.00%	1
* ANNUAL INDEPENDENT AUDIT	337,250	374,028	36,778	10.91%	
ART IN PUBLIC PLACES	11,606	5,679	(5,927)	-51.07%	2
* ASM - GATOR BOWL GAME	437,750	450,883	13,133	3.00%	3
BRIDGE THE GAP INC.	75,000	-	(75,000)	-100.00%	4
BUSINESS IMPROVEMENT DISTRICT-DOWNTOWN VISION	657,284	732,337	75,053	11.42%	5
** CIP DEBT SERVICE REPAYMENT	42,605,999	58,401,581	15,795,582	37.07%	6
CONSTITUTIONAL GAS TAX TO FISCAL AGENT	4,508,448	4,500,101	(8,347)	-0.19%	
** DEBT SERVICE - ATLANTIC BEACH LIFEGUARD STATION	56,250	56,250	-	0.00%	
** DEBT SERVICE - ED BALL BUILDING	656,146	478,921	(177,225)	-27.01%	7
** DEBT SERVICE - HAVERTY BUILDING	1,667,412	1,667,033	(379)	-0.02%	
** DEBT SERVICE - RACE TRACK ROAD ST. JOHNS COUNTY	124,000	124,000	-	0.00%	
* DUN AND BRADSTREET EMPLOYMENT CREATION INCENTIVE	112,500	228,000	115,500	102.67%	8
* DUN AND BRADSTREET HEADQUARTERS RETENTION GRANT	600,000	600,000	-	0.00%	9
* DUN AND BRADSTREET RELOCATION GRANT	2,000,000	1,600,000	(400,000)	-20.00%	10
* ECONOMIC GRANT PROGRAM	7,112,000	7,739,000	627,000	8.82%	11
FAMILIES OF SLAIN CHILDREN INC.	25,000	-	(25,000)	-100.00%	4
FEEDING NORTHEAST FLORIDA	500,000	-	(500,000)	-100.00%	4
* FILING FEE LOCAL ORD. - PUBLIC DEFENDER F.S. 27.54	14,000	14,000	-	0.00%	
* FILING FEE LOCAL ORD. - STATE ATTORNEY F.S. 27.34	52,000	52,000	-	0.00%	
FLORIDA BLACK EXPO	50,000	-	(50,000)	-100.00%	4
* FLORIDA / FLORIDA STATE BASEBALL	40,000	45,000	5,000	12.50%	12
FOBT PIPELINE INC.	165,000	-	(165,000)	-100.00%	4
GOODWILL	175,000	-	(175,000)	-100.00%	4
JACKSONVILLE HISTORIC NAVAL SHIP ASSOCIATION INC	50,000	-	(50,000)	-100.00%	4
JACKSONVILLE HISTORICAL SOCIETY	500,000	-	(500,000)	-100.00%	4
JACKSONVILLE UNIVERSITY - LAW SCHOOL	1,250,000	1,250,000	-	0.00%	13
* JAXPORT - RIVER GAUGES - WATER TRANSPORTATION SYSTEMS	164,140	167,422	3,282	2.00%	
JEAN RIBAUT HS BOOSTER CLUB	50,000	-	(50,000)	-100.00%	4
* JUVENILE JUSTICE	4,885,997	5,592,480	706,483	14.46%	14
* LICENSE AGREEMENTS AND FEES	48,000	40,000	(8,000)	-16.67%	15
* LOBBYIST FEES	120,000	120,000	-	0.00%	16
* MANATEE STUDY	90,000	90,000	-	0.00%	17
MAYOR'S CURE VIOLENCE PROGRAM	3,530,000	3,530,000	-	0.00%	
MAYPORT WATERFRONT PARTNERSHIP	140,000	-	(140,000)	-100.00%	4
* MEDICAID PROGRAM F.S. 409.915	15,187,000	16,103,772	916,772	6.04%	18
* MUNICIPAL DUES & AFFILIATION	14,960	764,960	750,000	5013.37%	19
* MUNICIPAL DUES/AFFILIATION SEC 10.109	213,532	219,608	6,076	2.85%	19
* NON DEPARTMENTAL INTERNAL SERVICE ALLOCATIONS	954,647	1,280,513	325,866	34.13%	20
NORTHEAST FLORIDA HEALTHY START COALITION	95,000	-	(95,000)	-100.00%	4
* NORTHEAST FLORIDA REGIONAL COUNCIL (NEFRC)	390,673	390,673	-	0.00%	
* NORTH FLORIDA TPO (TRANSPORTATION PLANNING ORG.)	254,202	258,383	4,181	1.64%	
OPIOID EPIDEMIC PROGRAM	1,000,000	1,000,000	-	0.00%	
* PAYSAFE EMPLOYMENT CREATION GRANT	-	300,000	300,000	NA	21
* PAYSAFE HEADQUARTERS RELOCATION GRANT	-	300,000	300,000	NA	22
PSG - CULTURAL COUNCIL	5,250,000	8,250,000	3,000,000	57.14%	23
* PUBLIC SAFETY DC PLAN ADMINISTRATION	1	1	-	0.00%	
* QUALIFIED TARGET INDUSTRIES GRANTS	500,363	510,458	10,095	2.02%	24
* REFUND - TAXES OVERPAID/ERROR/CONTROVERSY	5,000	5,000	-	0.00%	
* REVENUE GRANT 2004-274 RAMCO	-	940,000	940,000	NA	25
* REVENUE GRANT 2016-285 AMAZON	-	1,500,000	1,500,000	NA	25
* REVENUE GRANT 2016-791 UPTOWN RIVERCITY CROSSN	-	265,000	265,000	NA	25
SEPTIC TANK PHASE OUT OUTREACH PROGRAM	-	500,000	500,000	NA	26
* SHANDS JAX MEDICAL CENTER CONTRIBUTION	30,275,594	25,000,000	(5,275,594)	-17.43%	27
STORMWATER 501C3/LOW INCOME SUBSIDY	1,621,549	1,577,731	(43,818)	-2.70%	
SULZBACHER CENTER	270,000	270,000	-	0.00%	
* TARGETED INDUSTRY PROGRAM	138,750	75,000	(63,750)	-45.95%	28
* TAX DEED PURCHASES	200,000	200,000	-	0.00%	
* TRANSITIONAL GOVERNMENT - MAYORAL	75,000	-	(75,000)	-100.00%	29
UNITED WAY 211	150,000	150,000	-	0.00%	
UNIVERSITY OF FLORIDA HEALTH AND FINANCIAL TECHNOLOGY GRANT	-	16,600,000	16,600,000	NA	30
* VACANCY POOL FTES - ADMINISTRATION	1	1	-	0.00%	
VOLUNTEERS IN MEDICINE	200,000	200,000	-	0.00%	
WE CARE JACKSONVILLE INC. (JAX CARE CONNECT)	97,275	-	(97,275)	-100.00%	4
* ZOO CONTRACT	1,282,500	1,282,500	-	0.00%	
TOTAL CITYWIDE ACTIVITIES	\$ 131,576,421	\$ 166,391,907	\$ 34,815,486	26.46%	

* - Will not be discussed again during Budget Hearings.

** - Will be discussed during debt overview.

**CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)
SCHEDULE OF NON-DEPARTMENTAL EXPENDITURES**

	FY 22-23 MAYOR'S APPROVED	FY 23-24 MAYOR'S PROPOSED	CHANGE FROM ORIGINAL BUDGET	% CHANGE	FOOT NOTE
CONTINGENCIES					
ADDRESS CRITICAL QUALITY OF LIFE ISSUES	\$ 250,000	\$ -	\$ (250,000)	-100.00%	31
CONTINUATION GRANT MATCH(B1-B)	1,739,934	1,575,141	(164,793)	-9.47%	32
* EXECUTIVE OP CONTINGENCY - COUNCIL	100,000	100,000	-	0.00%	
* EXECUTIVE OP CONTINGENCY - MAYOR	100,000	100,000	-	0.00%	
F.I.N.D GRANT MATCH	2,070,000	2,400,000	330,000	15.94%	33
FEDERAL MATCHING GRANT	850,000	250,000	(600,000)	-70.59%	34
HEALTH SERVICES (JSO)	17,937,139	19,405,657	1,468,518	8.19%	35
* MAYOR'S TASK FORCE	-	12,000,000	12,000,000	NA	36
SAFETY AND CRIME REDUCTION COMMISSION	18,000	-	(18,000)	-100.00%	37
* SPECIAL COUNCIL RESERVE - ACTIVITY	550,000	7,500,000	6,950,000	1263.64%	38
* SPECIAL COUNCIL CONTINGENCY - JAX CHAMBER	750,000	-	(750,000)	-100.00%	39
SPECIAL COUNCIL CONTINGENCY - PSG	\$ 6,000,000	\$ 9,000,000	\$ 3,000,000	50.00%	40
TOTAL CONTINGENCIES	\$ 30,365,073	\$ 52,330,798	\$ 21,965,725	72.34%	
INTER-LOCAL AGREEMENTS					
* ATLANTIC BEACH - CAPITAL ONLY	\$ 9,000	\$ 9,000	\$ -	0.00%	
* ATLANTIC BCH LIFEGUARD/BEACH CLEAN-UP	265,776	273,749	7,973	3.00%	
* ATLANTIC AND NEPTUNE BEACH FIRE SERVICE	333,192	343,188	9,996	3.00%	
* BEACHES AND BALDWIN - SOLID WASTE DISPOSAL CHARGES	810,000	748,933	(61,067)	-7.54%	
* JACKSONVILLE BEACH LIFEGUARD/BEACH CLEAN-UP	851,114	876,647	25,533	3.00%	
* NEPTUNE BEACH INTERLOCAL AGREEMENT	307,914	317,151	9,237	3.00%	
TOTAL INTER-LOCAL AGREEMENTS	\$ 2,576,996	\$ 2,568,668	\$ (8,328)	-0.32%	
SUBFUND LEVEL ACTIVITY					
JPA - CONTRIBUTIONS TO	\$ 11,007,961	\$ 17,130,051	\$ 6,122,090	55.62%	41
JTA - CONTRIBUTIONS TO	1,657,216	1,752,950	95,734	5.78%	42
* PROPERTY LEASE W/ WJCT - JAZZ FESTIVAL	30,000	30,000	-	0.00%	
SALARY & BENEFIT LAPSE	(3,886,479)	(4,440,423)	(553,944)	14.25%	43
TOTAL SUBFUND LEVEL ACTIVITY	\$ 8,808,698	\$ 14,472,578	\$ 5,663,880	64.30%	
DEBT SERVICE TRANSFERS - FISCAL AGENT **					
TRF FR 00111 GF TO 21125 - FISCAL AGENT FEES	\$ 1,000	\$ 1,000	\$ -	0.00%	
TRF FR 00111 GF TO 21126 - FISCAL AGENT FEES	1,000	1,000	-	0.00%	
TRF FR 00111 GF TO 21127 - FISCAL AGENT FEES	2,000	2,000	-	0.00%	
TRF FR 00111 GF TO 21128 - FISCAL AGENT FEES	1,000	1,000	-	0.00%	
TOTAL DEBT SERVICE TRANSFERS - FISCAL AGENT	\$ 5,000	\$ 5,000	\$ -	0.00%	
DEBT SERVICE TRANSFERS - INTEREST **					
TRF FR 00111 GF TO 21122-08A&B CAPITAL PROJECT BONDS	\$ 3,280,822	\$ 3,072,281	\$ (208,541)	-6.36%	
TRF FR 00111 GF TO 21123-09 AB&C ETR	968,881	906,986	(61,895)	-6.39%	
TRF FR 00111 GF TO 21125-COURTHOUSE DEBT	528,675	528,675	-	0.00%	
TRF FR 00111 GF TO 21126-COURTHOUSE DEBT	627,921	619,283	(8,638)	-1.38%	
TRF FR 00111 GF TO 21127-2012C SPEC REV	4,442,893	3,207,652	(1,235,241)	-27.80%	
TRF FR 00111 GF TO 21128-2012D SPEC REV	55,869	-	(55,869)	-100.00%	
TRF FR 00111 GF TO 21130 2013A SPEC (INT)	1,374,792	1,374,792	-	0.00%	
TRF FR 00111 GF TO 21131 2014 SPEC REV	2,103,268	2,202,981	99,713	4.74%	
TRF FR 00111 GF TO 21132 2016A SPEC REV	1,900,546	1,750,037	(150,509)	-7.92%	
TRF FR 00111 GF TO 45103 EQUESTRIAN - OTHER REV DEBT SVC	88,585	82,162	(6,423)	-7.25%	
TOTAL DEBT SERVICE TRANSFERS - INTEREST	\$ 15,372,252	\$ 13,744,849	\$ (1,627,403)	-10.59%	
DEBT SERVICE TRANSFERS - PRINCIPAL **					
TRF FR 00111 GF TO 21122-08A&B CAPITAL PROJECT BONDS	\$ 4,160,700	\$ 4,365,800	\$ 205,100	4.93%	
TRF FR 00111 GF TO 21123-09 AB&C ETR	1,235,000	1,295,000	60,000	4.86%	
TRF FR 00111 GF TO 21126-COURTHOUSE DEBT	1,362,360	1,475,600	113,240	8.31%	
TRF FR 00111 GF TO 21127-2012C SPEC REV	9,577,000	9,246,558	(330,442)	-3.45%	
TRF FR 00111 GF TO 21128-2012D SPEC REV	1,245,000	-	(1,245,000)	-100.00%	
TRF FR 00111 GF TO 21131 2014 SPEC REV	3,234,000	4,648,000	1,414,000	43.72%	
TRF FR 00111 GF TO 21132 2016A SPEC REV	2,907,627	4,005,836	1,098,209	37.77%	
TRF FR 00111 GF TO 45103 EQUESTRIAN - OTHER REV DEBT SVC	128,300	133,200	4,900	3.82%	
TOTAL DEBT SERVICE TRANSFERS - PRINCIPAL	\$ 23,849,987	\$ 25,169,994	\$ 1,320,007	5.53%	

* - Will not be discussed again during Budget Hearings.

** - Will be discussed during debt overview.

**CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)
SCHEDULE OF NON-DEPARTMENTAL EXPENDITURES**

	FY 22-23 MAYOR'S APPROVED	FY 23-24 MAYOR'S PROPOSED	CHANGE FROM ORIGINAL BUDGET	%	FOOT NOTE
TRANSFER OUT TO OTHER FUNDS					
GEN FUND-GSD TRANSFER TO NEW AUTHORIZED CAPITAL PROJECTS	\$ 10,177,710	\$ 30,000,000	\$ 19,822,290	194.76%	
GEN FUND-GSD TRANSFER TO ANIMAL CARE AND PROTECTIVE SERVICES	221,378	229,345	7,967	3.60%	
GEN FUND-GSD TRANSFER TO ART IN PUBLIC PLACES TRUST	934,907	615,022	(319,885)	-34.22%	
GEN FUND-GSD TRANSFER TO BEACH EROSION - LOCAL	1,250,000	250,000	(1,000,000)	-80.00%	
GEN FUND-GSD TRANSFER TO CECIL COMMERCE CENTER	1,313,736	1,373,180	59,444	4.52%	
GEN FUND-GSD TRANSFER TO CITY VENUES	21,400,200	28,218,047	6,817,847	31.86%	
GEN FUND-GSD TRANSFER TO COURT COSTS \$65 FEE FS: 939 185	726,343	885,074	158,731	21.85%	
GEN FUND-GSD TRANSFER TO EMERGENCY RESERVE	26,800,758	8,079,560	(18,721,198)	-69.85%	
GEN FUND-GSD TRANSFER TO EQUESTRIAN CENTER	335,128	306,560	(28,568)	-8.52%	
GEN FUND-GSD TRANSFER TO GEDC SURVIVOR & DISABILITY PLAN	3,322,290	-	(3,322,290)	-100.00%	44
GEN FUND-GSD TRANSFER TO GENERAL TRUST & AGENCY 11526	499,000	-	(499,000)	-100.00%	45
GEN FUND-GSD TRANSFER TO GENERAL TRUST & AGENCY 11528	200,000	600,000	400,000	200.00%	
GEN FUND-GSD TRANSFER TO JACKSONVILLE UPWARD MOBILITY PROGRAM	-	350,850	350,850	NA	
GEN FUND-GSD TRANSFER TO HUGUENOT PARK	191,096	303,299	112,203	58.72%	
GEN FUND-GSD TRANSFER TO KHA OPERATIONS	44,601,284	53,933,099	9,331,815	20.92%	
GEN FUND-GSD TRANSFER TO LIBRARY CONFERENCE FACILITY TRUST	178,721	306,642	127,921	71.58%	
GEN FUND-GSD TRANSFER TO PROPERTY APPRAISER	11,663,253	12,044,594	381,341	3.27%	
GEN FUND-GSD TRANSFER TO PSDC SURVIVOR & DISABILITY PLAN	1,500,000	-	(1,500,000)	-100.00%	44
GEN FUND-GSD TRANSFER TO PUBLIC PARKING	400,000	438,540	38,540	9.64%	
GEN FUND-GSD TRANSFER TO SPECIAL EVENTS	10,200,911	10,594,618	393,707	3.86%	
GEN FUND-GSD TRANSFER TO SOLID WASTE DISPOSAL	29,245,486	57,250,426	28,004,940	95.76%	
GEN FUND-GSD TRANSFER TO TAX COLLECTOR	12,483,183	14,143,140	1,659,957	13.30%	
GEN FUND-GSD TRANSFER TO TEEN COURT	104,710	231,533	126,823	121.12%	
TOTAL TRANSFERS TO/FROM	\$ 177,750,094	\$ 220,153,529	\$ 42,403,435	23.86%	
TOTAL NON-DEPARTMENTAL EXPENDITURES	\$ 390,304,521	\$ 494,837,323	\$ 104,532,802	26.78%	

* - Will not be discussed again during Budget Hearings.

** - Will be discussed during debt overview.

CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)
NON-DEPARTMENTAL EXPENDITURES FOOTNOTES AND RECOMMENDATIONS

- 1 This funding is provided to Gateway Community Services Inc. to support alcoholic rehabilitation programs.
- 2 This amount is for the insurance and repairs/maintenance related to the art in public places activity. The decrease is in miscellaneous insurance and is due to a decrease in the allocation percentage based on the value of the properties being insured.
- 3 This funding is for the Tax Slayer Bowl. The contract requires an increase in expenses annually of 3% and the funds are spent on game day expenses. The game was profitable again in FY 2022/23, so there was no need to replenish funding to the contingency for losses.
- 4 This was funding provided through direct contracts during wrap-up of the FY 2022/23 Budget Review by the City Council Finance Committee, and it is not included in the proposed budget.
- 5 Per Ordinance 2005-785-E, the City shares in the cost of the community enhancements provided by Downtown Vision, Inc. (DVI). The contributed amount should be equivalent to 1.1 mills of the value of City-owned property in the district.
- 6 The increase of \$15,795,582 in the CIP debt service repayment is due to an increase of \$9,117,054 in principal payments and an increase of \$6,678,528 in interest.
- 7 The decrease of \$177,225 in the debt service for the Ed Ball building is due to a decrease of \$184,172 in interest which was slightly offset by an increase of \$6,947 in principal payments.
- 8 Per Resolution 2021-346-A, the City will provide an employee creation grant to Dun and Bradstreet, Inc. in the maximum amount of \$3,000,000 and paid based on the number of new jobs created. The increase is related to an additional 77 jobs being created bringing the total created to 152 new jobs. The incentive of \$6,000 per job is paid out over a four year period for each new job.
- 9 Per Resolution 2021-346-A, the City will provide an employee retention grant to Dun and Bradstreet, Inc. in annual installments of \$600,000 over a twenty year period.
- 10 Per Resolution 2021-346-A, this is for a relocation grant to move the Dun and Bradstreet, Inc. headquarters to Jacksonville. The grant totals \$6,000,000 and is to be paid in three installments. This is the third and final installment.
- 11 The contractual payments for economic grant program incentives are listed below:

Company name	FY 2022/23 Approved Budget	FY 2023/24 Proposed Budget
Amazon 2	\$ 667,000	\$ 750,000
Anheuser Busch Co.	\$ 1,140,000	\$ 1,400,000
Bishopgate	\$ 230,000	\$ 190,000
City Facilities Management	\$ 20,000	\$ 21,000
CMC Steel	\$ 41,000	\$ 67,000
Fanatics	\$ 47,000	\$ 31,000
General Electric (Dresser)	\$ 540,000	\$ 580,000
Goodrich Corp	\$ 86,000	\$ 98,000
JinkoSolar	\$ 380,000	\$ 383,000
Johnson and Johnson (2013)	\$ 114,000	\$ 114,000
Johnson and Johnson (2015)	\$ 1,000,000	\$ 563,000
LaRose Industries	\$ 120,000	\$ 154,000
Malnove Holdings	\$ 37,000	\$ 70,000
McKesson Corporation	\$ 130,000	\$ 170,000
Millennia	\$ 340,000	\$ 351,000
Preferred Freezer	\$ 170,000	\$ 200,000
Sarnova	\$ 33,000	\$ 84,000
Ulta	\$ 240,000	\$ 275,000
United States Gypsum Comp	\$ 197,000	\$ 306,000
UPS (2020)	\$ 1,100,000	\$ 1,402,000
Wayfair	\$ 480,000	\$ 530,000
Total	\$ 7,112,000	\$ 7,739,000

**CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)
NON-DEPARTMENTAL EXPENDITURES FOOTNOTES AND RECOMMENDATIONS**

- 12** This is the City's part of the team guarantee payments for the Florida vs. Florida State baseball game per the memorandum of understanding (MOU) between the City and Gator Bowl Sports.
- 13** This funding is a forgivable loan provided to Jacksonville University to be used on operational expenses related to start up, planning, staff payroll, and overhead associated with the College of Law downtown campus, as more fully described in Exhibit 7 of the Budget Ordinance. This is the final payment of \$1.25 million given in addition to the \$2.5 million given with Ordinance 2022-317-E and \$1.25 million in FY 2022/23.
- 14** The City is required to contribute funding to the State of Florida for the operation of Department of Juvenile Justice detention centers. The costs are estimated by the State of Florida. The increase is due to an increase in the State's costs.
- 15** The decrease is mainly attributable to the costs of Zoom licenses used City-wide being less than what was budgeted in FY 2022/23.
- 16** Funding for lobbyist fees are budgeted annually.
- 17** This funding is for a new contract with Jacksonville University for the continuing of manatee protection studies. The contract has not yet been executed, but the costs are expected to stay the same.
- 18** This amount represents the County's share of costs for Medicaid recipients as estimated by the State of Florida. The increase is due to an increase in the shared costs.
- 19** Funding for membership in the Florida Association of Counties, Florida League of Cities, National Association of Counties, and National League of Cities is budgeted in a separate line from other municipal dues and affiliations. This is since 10% of that amount or \$20,000, whichever is greater, is also budgeted for travel in the City Council's budget based on Section 10.109 of the Municipal Code. The increase is mainly attributable to the Jacksonville Regional Chamber of Commerce dues that were previously budgeted in a contingency account. In total, the Municipal Dues and Affiliation budget includes the following organizations:

Organization	FY 2022/23 Approved Budget	FY 2023/24 Proposed Budget
Government Finance Officers Association	\$ 3,050	\$ 3,050
Jacksonville Black Chamber of Commerce	\$ 10,000	\$ 10,000
Jacksonville Regional Chamber of Commerce*	\$ -	\$ 750,000
Sister Cities International	\$ 1,910	\$ 1,910
Subtotal	\$ 14,960	\$ 764,960

*Budgeted in a contingency account at \$750,000 in FY 2022/23 due to a City Council member conflict.

Organization / Municode Section 10.109	FY 2022/23 Approved Budget	FY 2023/24 Proposed Budget
Florida Association of Counties	\$ 110,999	\$ 113,381
Florida League of Cities	\$ 56,796	\$ 59,636
National Association of Counties	\$ 17,285	\$ 17,285
National League of Cities	\$ 28,452	\$ 29,306
Subtotal	\$ 213,532	\$ 219,608
Total	\$ 228,492	\$ 984,568

- 20** This is an allocation mostly for the internal service charges for various items (utility consumption, building maintenance, security, etc.) that are not specifically linked to a specific occupant (common areas, unoccupied buildings, bridges, etc.). The increase is mainly attributable to \$184,000 in costs related to an equipment refresh for Fleet Management and an increase of \$126,562 in miscellaneous insurance based on an overall increase in the cost of the City's property insurance policy.

CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)
NON-DEPARTMENTAL EXPENDITURES FOOTNOTES AND RECOMMENDATIONS

- 21** Per Resolution 2022-863-A, the City will provide an employee creation grant to Paysafe Payment Processing Solutions, LLC in the maximum amount of \$3,600,000 and paid based on the number of new jobs created. The \$300,000 is based on 1/4 the cost of \$6,000 given for each of the 200 new jobs created since the incentive for each job is paid out over four years.
- 22** Per Resolution 2022-863-A, this is for a relocation grant to move the Paysafe Payment Processing Solutions, LLC headquarters to Jacksonville. The grant totals \$1,500,000 and is to be paid in five installments.
- 23** There is an additional \$3,000,000 being appropriated to the Cultural Council for the Cultural Service Grant (CSG) program in FY 2023/24 than in FY 2022/23. The CSG Committee makes recommendations for allocation of the lump sum appropriation to the CSG Board of Directors who make a final determination.
- 24** The contractual payments for qualified target industries incentives are listed below:

Company name	FY 2022/23 Approved Budget	FY 2023/24 Proposed Budget
Advent*	\$ 7,600	\$ -
Availity	\$ 52,725	\$ 71,250
Bonelli	\$ 8,788	\$ 15,913
Campers Inn	\$ 6,270	\$ 3,420
Cantor Fitzgerald Securities	\$ -	\$ 24,000
City Facilities Management*	\$ 3,705	\$ -
Deutsche Bank (2015)*	\$ 49,875	\$ -
Ernst and Young	\$ 106,875	\$ 106,875
FIS	\$ 30,000	\$ 45,000
Fincantieri Marine Systems	\$ 17,250	\$ 17,250
Forcura	\$ -	\$ 20,100
Goodrich Corp	\$ 27,000	\$ 27,000
LaRose Industries LLC	\$ 3,150	\$ 3,150
Macquarie 2	\$ 11,875	\$ 4,750
Resource Solutions	\$ 7,125	\$ 7,125
SoFi	\$ 75,000	\$ 75,000
SS&C	\$ 28,500	\$ 49,500
Suddath**	\$ 7,500	\$ -
Sungard Avantgard/FIS (2015)	\$ 36,575	\$ 27,075
Synergy Tech**	\$ 10,500	\$ -
UPS (2019)	\$ 10,050	\$ 13,050
Total	\$ 500,363	\$ 510,458

* - Project was paid off or completed in FY 2022/23 and does not need any future funding.

** - Project was terminated in FY 2022/23 and does not need any future funding.

- 25** These revenue grants were budgeted in the JIA CRA in FY 2022/23. Due to the sunset of the JIA CRA as of September 30, 2023, the funding is being covered in non-departmental expenditures. The funding budgeted in the JIA CRA in FY 2022/23 is provided below as well as the funding provided for FY 2023/24:

Company name	FY 2022/23 Approved Budget*	FY 2023/24 Proposed Budget
Amazon	\$ 1,400,000	\$ 1,500,000
Ramco	\$ 823,000	\$ 940,000
Uptown Signature Development	\$ -	\$ 265,000
Total	\$ 2,223,000	\$ 2,705,000

* - Budgeted in JIA CRA in FY 2022/23.

CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)
NON-DEPARTMENTAL EXPENDITURES FOOTNOTES AND RECOMMENDATIONS

- 26** This funding will be used for educational materials to provide background on the benefits of the program, and possibly also incentives to help connect residents with the Septic Tank Outreach Program.
- 27** This is the annual payment to Shands Medical Center for indigent care. Note there is an additional \$15,000,000 in 2023-513 (American Rescue Plan Funds) proposed to be sent to Shands as well. Effectively, the total contribution is \$40 million as it was in FY 2022/23.
- 28** Target Industry Program grants are 100% City funded. The proposed amounts are for grants to the following organizations:

Company name	FY 2022/23 Approved Budget	FY 2023/24 Proposed Budget
Allegis Group	\$ 37,500	\$ 75,000
Project End Game (Nymbus) ¹	\$ 101,250	-
Total	\$ 138,750	\$ 75,000

¹ - Project was terminated in FY 2022/23 and does not need any future funding.

- 29** This funding was to support costs associated with the transfer of authority from the prior mayor to the current mayor in FY 2022/23 as required by Municipal Code Section 20.110(g).
- 30** Per Ordinance 2023-114-E, this funding is a part of the planned \$50 million grant to The University of Florida to establish and operate a Health and Financial Technology Graduate Education Center. This represents the \$15 million of funding in FY 2023/24 and the \$1.6 million in debt services for the \$20 million already set aside. The final \$15,000,000 is planned to be provided in FY 2024/25.
- 31** This amount was placed in a designated contingency for the Critical Quality of Life Issues Special Committee by the City Council Finance Committee during the FY 2022/23 budget wrap-up.
- 32** This amount is to provide the local match for State and Federal continuation grants listed on Schedule B1b of the Budget Ordinance (2023-504).
- 33** This amount represents the City's match for the FIND grant (Ordinance 2023-046-E). The projects funded by this grant can be found on Schedule B1c of the Budget Ordinance (2023-504).
- 34** This amount is to provide the local match for the provisional State and Federal grants. The decrease of \$600,000 is attributable to a one time matching of funds for The Community Hurricane Shelter Grant in FY 2022/23. The \$250,000 is a contingency for other grants that may come up throughout the fiscal year.
- 35** This amount is in a designated contingency related to the appropriation of dollars for the JSO inmate health services contract that will be appropriated in Ordinance 2023-512. The increase is mainly related to contractual increases.
- 36** This funding is set aside in a contingency, subject to City Council approval, for various mayoral initiatives and priorities that come from the various task forces that have been set-up by the Mayor.
- 37** This amount was placed in a designated contingency for the Safety and Crime Reduction Commission during the FY 2022/23 budget process by the Finance Committee.
- 38** This amount is placed in a designated contingency and is intended to be spent on the City Council Strategic Plan adopted by Ordinance 2023-149-E and amended by Ordinance 2023-371-E. Specific action will need to be made during the Finance Committee budget hearings to move the funding out of the contingency to the strategic priorities.

CITY OF JACKSONVILLE, FLORIDA
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)
NON-DEPARTMENTAL EXPENDITURES FOOTNOTES AND RECOMMENDATIONS

- 39** This funding provided to the Jacksonville Chamber of Commerce to be used for advertising and marketing is now being budgeted in the municipal dues & affiliation line item since there is no longer a conflict. The funding remains at \$750,000.
- 40** There is an increase of \$3 million in funding for the Public Service Grants Council for Public Service Grants. Pursuant to Section 118.808 of the Municipal Code, final allocations for FY 2023/24 public service grants will be determined by the PSG Council on November 1.
- 41** Pursuant to an interlocal agreement, the City provides a contribution to JPA each year consisting of:
- \$800,000 capital contribution
 - A portion of telecommunications tax monies totaling \$6,165,305 for FY 2023/24, and
 - A quarter mill from JEA's electric contribution to the City totaling \$3,091,133 for FY 2023/24 based on 1/4 mill of net kWh.
- The remaining \$7,073,613 in FY 2023/24 is related to:
- \$3.5 million of a \$10 million grant to support the raising of the Fulton Cut crossing electric transmission lines (Ordinance 2022-874-E); and
 - \$3,573,613 for the debt service payment for Fulton Cut loans totaling \$17.5 million and the Dredging grant of \$39.2 million provided to JPA, which were funded with through the Debt Management Fund.
- 42** This is a contribution to JTA for the Community Transportation Coordinator (CTC) program, pursuant to the interlocal agreement.
- 43** The personnel lapse represents the savings in each department's budget resulting from turnover in personnel based on the average number of terminations, days positions are vacant, and average salary for all GSD departments except JSO, which has its lapse placed directly in its budget.
- 44** This funding was provided in FY 2022/23 to assist with the funding status of the City's two disability and survivorship plans for defined contribution employees
- 45** The FY 2022/23 funding was added during the budget process by the Finance Committee for a Myrtle/Moncrief Small Business Corridor Enhancement Plan.

RECOMMENDATION: None.

**COUNCIL AUDITOR'S OFFICE
CITY OF JACKSONVILLE
ANALYSIS OF BUDGETED DEBT SERVICE REQUIREMENTS
FY 2023/24
MAYOR'S PROPOSED BUDGET**

Fund	Account Title	FY 2022/23 Council Approved Budget	FY 2023/24 Mayor's Proposed Budget	Change From FY 2022/23	Explanation
General Fund/GSD (Fund 00111):					
21122	2019A Spec Rev (ref 2008A/B Cap Proj)	\$7,441,522	\$7,438,081	-\$3,441	
21123	2019A (ref 2009A ETR)	2,203,881	2,201,986	-1,895	
21125	2017A Spec Rev 2020A Spec Rev - Courthouse Debt (ref SRB 2010A)	528,675	528,675	0	
21126	2020C Spec Rev - Courthouse Debt (ref SRB 2011A)	1,990,281	2,094,883	104,602	
21127	2022A Spec Rev (partial ref of SRB 2012C) 2012C Spec Rev (ref ETR-01B, ETR- 02B, GUAR ENT-02, LGST 1996, LGST 2002)	14,019,893	12,454,210	-1,565,683	The decrease is due a restructuring of payments, due to refunding the 2012C Special Revenue bonds.
21128	2012D Spec Rev (ref ETR 2003A)	1,300,869	0	-1,300,869	FY 2022/23 was the last payment for 2012D Spec Rev.
21130	2013A Spec Rev (ref '09C / '10A MTN)	1,374,792	1,374,792	0	
21131	2014 Spec Rev (ref ETR 2005A and 2006A), RAMCO	5,337,268	6,850,981	1,513,713	The increase is due to the sunset of the JIA CRA on September 30, 2023, which requires that the General Fund/GSD assume any outstanding obligations of the JIA CRA. Due to this the RAMCO portion of this issuance is now being paid here.
21132	2016A Spec Rev (ref SRB 2009C, SRB 2010A, SRB 2012B)	4,808,173	5,755,873	947,700	The increase is due to a scheduled increase in principal payment.
45103	2019A Spec Rev (ref 2008A/B Cap Proj) 2014 Spec Rev (ref ETR 2005A)	216,885	215,362	-1,523	
Total Non-Debt Management Fund - GSD Debt Service		\$39,222,239	\$38,914,843	-\$307,396	
Debt Management Fund - GSD Debt Service		47,746,463	67,292,998	19,546,535	The increase is due to additional debt realated to increased CIPs in recent
Fiscal Charges - GSD Debt Service		5,000	5,000	0	
Total Budgeted - GSD Debt Service		\$86,973,702	\$106,212,841	\$19,239,139	
Budgeted Debt Service in All Other Sub-Funds (Principal, Interest and Fiscal Charge)		138,955,505	145,296,611	6,341,106	The increase is mainly due to scheduled increases in Better Jacksonville Plan (BJP) debt service.
Total Budgeted Debt Service		\$225,929,207	\$251,509,452	\$25,580,245	

**Council Auditor's Office
Mayor's Proposed Budget 2023/2024
Public Service Grant Funding**

	2022/2023 Council Approved Budget	2023/2024 Mayor's Proposed Budget	\$ Change 2022/2023 to 2023/2024	% Change 2022/2023 to 2023/2024	F/N
NOTE: This is the only review of Public Service Grant funding.					
GENERAL FUND/GSD					
PUBLIC SERVICE GRANT COUNCIL					
Acute	\$ 1,800,000	\$ 2,700,000	\$ 900,000	50.00%	
Prevention	2,400,000	3,600,000	1,200,000	50.00%	
Self-Sufficiency	1,800,000	2,700,000	900,000	50.00%	
TOTAL PUBLIC SERVICE GRANT COUNCIL	\$ 6,000,000	\$ 9,000,000	\$ 3,000,000	50.00%	(A), (B)
CULTURAL COUNCIL GRANTS					
Cultural Council of Greater Jacksonville - Regrants	\$ 4,493,342	\$ 7,088,342	\$ 2,595,000	57.75%	(C)
Cultural Council of Greater Jacksonville - Administration	701,273	1,106,273	405,000	57.75%	(D)
Cultural Council of Greater Jacksonville - Art in Public Places	55,385	55,385	-	0.00%	(E)
TOTAL CULTURAL COUNCIL GRANTS	\$ 5,250,000	\$ 8,250,000	\$ 3,000,000	57.14%	
TOTAL PUBLIC SERVICE GRANT COUNCIL AND CULTURAL COUNCIL GRANTS GENERAL FUND/GSD	\$ 11,250,000	\$ 17,250,000	\$ 6,000,000	53.33%	
FOOTNOTES:					
(A) FY 23/24 categories of Most Vulnerable Persons and Needs as approved by Ordinance 2023-237-E are as follows:					
1. Acute (30%)					
2. Prevention (40%)					
3. Self-Sufficiency (30%)					
4. Micro-Grant Pilot Program (0%)					
Pursuant to Section 118.808 of the Municipal Code, final allocations for FY 23/24 public service grants will be determined by the PSG Council on November 1.					
(B) FY 23/24 Public Service Grant Council funding of \$9,000,000 has been placed in a designated contingency account within the Mayor's Proposed Budget but is shown here for informational purposes. The Public Service Grant Council funding will be appropriated through separate legislation (Ordinance 2023-509) in order to avoid a conflict of interest situation for a Council Member while voting on the budget ordinance.					
(C) This amount represents the portion of the City's Cultural Service Grant program funding that is allocated for grants to organizations through an application and scoring process administered by the Cultural Council.					
(D) This amount represents the portion of the City's Cultural Service Grant program funding that is retained by the Cultural Council for administration of the grant program, which is capped at 13.5% of the total funding (excluding Art in Public Places).					
(E) This amount represents funding for the Art in Public Places program administrator position. Pursuant to Ordinance Code Section 126.909, the Cultural Council administers the Art In Public Places program on behalf of the City.					
RECOMMENDATION:					
We recommend that the Schedule of Public Service Grants (Schedule A2) be updated to remove Public Service Grant Council funding from the schedule since the funding is appropriated in Ordinance 2023-509.					
See Revised Schedule A2 on the following page.					

**SCHEDULE OF PUBLIC SERVICE GRANTS
FISCAL YEAR 2023 - 2024**

FY24 Proposed

GENERAL FUND - GENERAL SERVICES DISTRICT

Public Service Grant Council

Funding Appropriated in Ordinance 2023-509

Cultural Council of Greater Jacksonville, Inc.

Cultural Services Grants Re grants	\$ 7,088,342
13.5% Administrative Expense Cap (Sec 118.603)	\$ 1,106,273
Art In Public Places	55,385
	<hr/>
	\$8,250,000

TOTAL GENERAL FUND - GENERAL SERVICES DISTRICT \$8,250,000

Council Auditor's Office
2023/24 Mayor's Proposed Budget
Food and Beverage Expenditures

Municipal Code Section 106.203(b):

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

Municipal Code Section 106.1202:

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

- a) *All events and activities hosted, sponsored, produced or coordinated by the City's Special Events Office or approved by the Tourist Development Council ("TDC") as provided below; except that nothing contained in this subsection shall be construed to authorize expenditures for food and beverages at events and activities hosted, sponsored, produced or coordinated principally for the benefit of City employees. The TDC is authorized to approve food and beverages expenditures incurred by the City's "county destination marketing organization (DMO)" or other contract provider providing services under the Tourist Development Plan set forth in Chapter 666, Ordinance Code, consistent with F.S. § 125.0104(9), as amended, and the DMO's or contract provider's annual travel budget and annual plan approved by the TDC.*

- b) *All events and activities where the funding of food and beverages has already been approved by specific reference in the budget ordinance, an appropriation ordinance, or any other duly enacted ordinance.*

Recommendation:

None.

FOOD AND BEVERAGE EXPENDITURES
Municipal Code Section 106.203 (b) Ordinance 2007-1109-E
Account 552060
Fiscal Year 2023-2024
302,852

CC_	Department	Subfund	Subfund - Center - Project - Activity - Interfund - Future	FY24 Proposed	Description of each service / event that requires the purchase of food and/or beverages	Explanation that the service / event serves a public purpose
CC_101201	Advisory Boards And Commissions	00111	00111-101201-000000-00000000-00000-0000000	150	Refreshments for board members during meetings and hearings	Civil Service Board meetings and hearings.
CC_221001	City Council	00111	00111-221001-000000-00000000-00000-0000000	4,500	Food for City Council events and public meetings	Provide for continuity of work coverage due to lengthy public meetings or events.
CC_311002	Clerk of the Court-Center	00192	00192-311002-000000-00000000-00000-0000000	500	Food and water for staff/customers on passport fair days or during extended passport hours.	We plan to open throughout the year on Saturdays and several extended weeknight hours to offer passports outside normal business hours to make it more convenient for the public and manage increased demands for this service.
CC_413001	Courts	00111	00111-413001-000000-00000000-00000-0000000	1,500	Conferences and meetings hosted by the Chief Judge of the Fourth Circuit for distinguished guest of the Judiciary.	To enhance relationships and knowledge between circuit, Appeal and Supreme Courts.
CC_135102	Downtown Investment Authority	00111	00111-135102-000000-00000000-00000-0000000	1,000	Downtown Investment Authority Public Meetings	Water, coffee, tea associated with holding Public Meetings.
CC_121001	Fire and Rescue-Center	00111	00111-121001-000000-00000220-00000-0000000	1,000	Apprentice Program	Firefighter Apprentice program is a community program open to at risk kids in the City of Jacksonville.
CC_123004	Fire and Rescue-Center	00111	00111-123004-000000-00000000-00000-0000000	500	Food, water, ice at extended stay fires >4 hours in duration	Public safety provided to the Community.
CC_106002	Jacksonville Human Rights Commission	00111	00111-106002-000000-00000000-00000-0000000	1,100	Workshops and Community Events	Light refreshments for volunteers during events.
CC_181005	Kids Hope Alliance	10901	10901-181005-000000-00000000-00000-0000000	3,000	Family, youth and community events held by KHA to promote its programming and services.	These events promote the programming offered by KHA providers. These services provide a positive impact to the children in Jacksonville.
CC_183101	Military Affairs and Veterans	00111	00111-183101-000000-00000000-00000-0000000	200	Bottled Water-Memorial Day and Purple Heart events.	Serves approximately 3000 attendees at the Memorial Day Observance in May and at the Purple Heart Trail Walk in August.
CC_183101	Military Affairs and Veterans	00111	00111-183101-000000-00000000-00000-0000000	200	Working Lunch Meetings with Base Commanding Officers.	Serves approximately 20 attendees at the Area Base Commanding Officers Luncheon.
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	5,500	CommUniverCity: Neighborhood Award Program and other community leadership programs	The majority of the events are held on an annual basis to provide leadership training and recruit CPAC membership.
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	141	CommUniverCity - 8 classes plus Graduation - including a catered luncheon and cake	Time Schedule TBD
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	143	Community Clean-Up Training Session	Workshop ranging 4 hours
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	143	Community Engagement Training	Workshop ranging 4 hours
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	143	Condo Association Training	Workshop ranging 4 hours
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	143	CPAC Chair and Vice Chair Training	Workshop ranging 4 hours
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	143	Home Owner Association Training	Workshop ranging 4 hours
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	143	Hurricane Preparedness Workshop & other Neighborhood Services	Workshop ranging 4 hours
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	143	Joint CPAC Workshop - Meet your CPAC Leaders (6) meetings - 1 per district	Workshop ranging 4-6 hours
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	143	Meeting with recent CommUniverCity Graduates - Update	Workshop ranging 4 hours
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	143	Neighborhood Bus Tour featuring Community Projects	Bus Tour ranging 4-6 hours
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	143	Neighborhood Leadership Training	Workshop ranging 4 hours
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	143	Public Speaking for Community Groups	Workshop ranging 4 hours
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	143	Technology & Social Media Training for Neighborhood Organizations	Workshop ranging 4 hours
CC_174120	Neighborhoods	10303	10303-174120-000000-00000000-00000-0000000	143	Various Training	Workshop ranging 2-4 hours
CC_174103	Neighborhoods	11101	11101-174103-010704-00000000-00000-0000000	31,000	Special Events for seniors (SPOA) multiple events	Low to moderate seniors in the city of Jacksonville.
CC_173101	Neighborhoods	15301	15301-173101-000000-00000448-00000-0000000	5,000	Clean Air Day, Aquafest water festival and others	EPB education and outreach activities / events.
CC_173117	Neighborhoods	15303	15303-173117-XXXXXX-00000000-00000-0000000	500	Gas Storage Tank Inspection B1a: Enforcement Workshop hosted by EQD	EQD environmental workshop for members of the public, regulatory agencies and associations.
CC_174110	Neighborhoods	81101	81101-174110-000000-00000000-00000-0000000	1,750	Board of Directors monthly meetings	Board members are not employees of COJ. Volunteers from the public.
CC_105101	Office of Economic Development	00111	00111-105101-000000-00000000-00000-0000000	200	Coffee for meetings with prospects	To further redevelopment efforts in Jacksonville to promote job creation and private capital investment.

CC_	Department	Subfund	Subfund - Center - Project - Activity - Interfund - Future	FY24 Proposed	Description of each service / event that requires the purchase of food and/or beverages	Explanation that the service / event serves a public purpose
CC_102103	Office of General Counsel-Center	55101	55101-102103-000000-00000000-00000-00000000	2,500	Staff and visitor funding for Office of General Counsel mediations, settlement negotiations, and other meetings.	The OGC finds benefit to having settlement and arbitration meetings at City Hall, access to staff, documents and personnel. In order to facilitate these day long, week long meetings, it is customary to provide light refreshments in order to continue to work.
CC_133104	Parks, Recreation & Community Services	00111	00111-133104-000000-00000000-00000-00000000	12,000	To pay for food and non-alcoholic beverages at the COJ suite during events held at TIAA Bank Field.	The City's TIAA Bank Field Suite is used to showcase our stadium, our city and to entice business and other opportunities for our city.
CC_161110	Parks, Recreation & Community Services	00111	00111-161110-000000-00000000-00000-00000000	1,500	This account funds supplies for the Family & Consumer Sciences program & partial Expanded Food & Nutrition program educational programming which will generate an annual projected average of 25,000 contacts reaching a range of groups including at-risk youth	All Items are used in educational programming for teaching purposes. These programs teach how to achieve a healthy lifestyle by using the dietary guidelines and MyPlate to establish eating patterns, manage resources and reduce the risk of certain chronic diseases. Also, this will provide food for clients and stakeholders who attend public meetings or events related to educational programs.
CC_162104	Parks, Recreation & Community Services	00111	00111-162104-000000-00000000-00000-00000000	1,000	Food for Council on Elder Affairs Senior Volunteer Awards Program	Recognizes and rewards Seniors for their Volunteer Services and activities in the Community
CC_162106	Parks, Recreation & Community Services	00111	00111-162106-000000-00000000-00000-00000000	2,000	More than 700 seniors throughout the community (Senior Centers, Senior residences, church groups, neighborhood associations etc.) are invited to these meetings to receive updates from their elected officials.	More than 700 seniors throughout the community (Senior Centers, Senior residences, church groups, neighborhood associations etc.) are invited to these meetings.
CC_162114	Parks, Recreation & Community Services	00111	00111-162114-000000-00000000-00000-00000000	4,000	Council on Elder Affairs for events such as Senior of the Year Luncheon	Senior of The Year Ceremony provides food and recognition of seniors providing community service benefiting the senior population
CC_166101	Parks, Recreation & Community Services	00111	00111-166101-000000-00000931-00000-00000000	500	SNL Nutrition program	Food for annual special events
CC_166101	Parks, Recreation & Community Services	00111	00111-166101-000000-00000931-00000-00000000	7,600	SNL snacks	Snacks for SNL
CC_166105	Parks, Recreation & Community Services	00111	00111-166105-000000-00000000-00000-00000000	500	Annual special events	Food for annual special events
CC_166105	Parks, Recreation & Community Services	00111	00111-166105-000000-00000000-00000-00000000	500	Joseph Lee Day	Summer playday for approximately 500 kids
CC_166105	Parks, Recreation & Community Services	00111	00111-166105-000000-00000000-00000-00000000	7,000	After school & summer program	Snacks for summer & after school programs
CC_133105	Parks, Recreation & Community Services	00113	00113-133105-000000-00000000-00000-00000000	34,422	City events including: Florida-Georgia Game, Sea and Sky, World of Nations, Jazz Festival, July 4th, Veterans Day Parade, Light Boat Parade	Signature city event - supports volunteers/hospitality
CC_166104	Parks, Recreation & Community Services	11308	11308-166104-000000-00000000-00000-00000000	50	Homeschool Sports and Fitness Program	End of the year celebration - Recognize Accomplishments
CC_166104	Parks, Recreation & Community Services	11308	11308-166104-000000-00000000-00000-00000000	100	Community Special Events	Quarterly family night out events in Aquatic Center / Community Center
CC_166104	Parks, Recreation & Community Services	11308	11308-166104-000000-00000000-00000-00000000	125	Senior Time Out Program	Bi-weekly social time for neighborhood seniors (Example of Changed Text)
CC_166104	Parks, Recreation & Community Services	11308	11308-166104-000000-00000000-00000-00000000	125	Summer Enrichment Camp	End of the summer celebration/Joseph Lee Day
CC_166104	Parks, Recreation & Community Services	11308	11308-166104-000000-00000000-00000-00000000	200	Mommy and Me Toddler Program	Weekly time for parents and toddlers to participate in a structured program (tumbling, art, etc...)
CC_162101	Parks, Recreation & Community Services	11406	11406-162101-XXXXXX-00000000-00000-00000000	900	B1b Senior Companion Program: Recognition/training for Senior Companion Program	DOEA/ElderSource requires that volunteers are recognized for their services to the program.
CC_162107	Parks, Recreation & Community Services	11406	11406-162107-XXXXXX-00000000-00000-00000000	35,000	B1b Jacksonville Senior Service Program (JSSP): Senior Prom	Provides for socialization, physical activity and mental stimulation in addition to a nutritious meal.
CC_162107	Parks, Recreation & Community Services	11406	11406-162107-XXXXXX-00000000-00000-00000000	55,000	B1b Jacksonville Senior Service Program (JSSP): Mayor's Holiday Festival for Seniors	Provides for socialization, physical activity and mental stimulation in addition to a nutritious meal.
CC_162109	Parks, Recreation & Community Services	11406	11406-162109-XXXXXX-00000000-00000-00000000	3,000	B1b Foster Grandparent Program of Duval County: Recognition/training for Foster Grandparent Program	The Corporation for National & Community Services, funder for the Adult Services Division's Foster Grandparent Program, require senior volunteers be recognized for their service to the program.
CC_162110	Parks, Recreation & Community Services	11406	11406-162110-XXXXXX-00000000-00000-00000000	1,410	B1b RELIEF Project (Respite for Elders Living Everyday Families): Recognition/Training for RELIEF Program	The funder requires that volunteers are recognized for their services to the program. Volunteers are recognized for their hours of service to the program.
CC_162111	Parks, Recreation & Community Services	11406	11406-162111-XXXXXX-00000000-00000-00000000	1,000	B1b Retired and Senior Volunteer Program: RSVP Advisory Council Appreciation Luncheon for Advisory council Volunteers	RSVP Advisory Council Volunteers represent and support the program in the community and are responsible for raising funds for the Annual RSVP Volunteer Recognition Event.
CC_162111	Parks, Recreation & Community Services	11406	11406-162111-XXXXXX-00000000-00000-00000000	1,450	B1b Retired and Senior Volunteer Program: Lunch and drinks are provided for RSVP Tale teller volunteers who attend 3 day-long in-service sessions.	RSVP Tale Tellers receive on-going training further increase their effectiveness at reading classrooms to pre-k and kindergarten children from low income families.
CC_162111	Parks, Recreation & Community Services	11406	11406-162111-XXXXXX-00000000-00000-00000000	2,050	B1b Retired and Senior Volunteer Program: Food and water are provided at the Annual RSVP volunteer recognition event for volunteers and community representatives and smaller events throughout the year to recognize the special efforts of RSVP volunteers.	Food and water are provided at the Annual RSVP volunteer recognition event for volunteers and community representatives and smaller events throughout the year to recognize the special efforts of RSVP volunteers.

CC_	Department	Subfund	Subfund - Center - Project - Activity - Interfund - Future	FY24 Proposed	Description of each service / event that requires the purchase of food and/or beverages	Explanation that the service / event serves a public purpose
CC_164011	Parks, Recreation & Community Services	11406	11406-164011-XXXXX-00000000-00000-0000000	4,000	B1a Ryan White Part A: Ryan White Care Act grant	Provide food for clients and contracted agencies that attend public meetings or events related to the grant program.
CC_142001	Planning and Development	15104	15104-142001-000000-00000000-00000-0000000	300	Building Officials Association of FL (BOAF) training	Maintains job-related certifications for staff (Continued Education Credits or CEU'S are earned)
CC_552101	Police Services	00111	00111-552101-000000-00000000-00000-0000000	6,000	Safety Patrol and Teen Police Academy	Events offered to the community - community posse, teen driver challenge, crossing guards, safety patrols, girl power quarterly program and teen police academy
CC_552101	Police Services	00111	00111-552101-000000-00000000-00000-0000000	4,000	Food/beverage for Assessors traveling in from other agencies for Accreditation and for Promotional Exams	Law enforcement personnel will be traveling from various agencies to assist JSO with both the promotional examination process and accreditation processes. These funds will provide meals/snacks to these individuals who are volunteering time to assist JSO.
CC_552101	Police Services	00111	00111-552101-000000-00000000-00000-0000000	11,000	Community Meetings	Meetings with the public and/or community stakeholders to discuss Law Enforcement initiatives or concerns / Personnel during Hurricanes and other extended emergencies; required by FOP bargaining unit agreement.
CC_552101	Police Services	00111	00111-552101-000000-00000000-00000-0000000	20,000	Extended Emergencies	Food for Personnel during Hurricanes and other extended emergencies; required by FOP bargaining unit agreement.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	75	Library Programs @ Dallas Graham Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	75	Library Programs @ Eastside Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	75	Library Programs @ Westbrook Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	100	Library Programs @ Maxville Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	125	Library Programs @ Argyle Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	125	Library Programs @ West Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	150	Library Programs @ Regency Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	150	Library Programs @ University Park Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	175	Library Programs @ Brentwood Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	200	Graduation Ceremonies for Center for Adult Learning.	Celebrates the accomplishments of Center for Adult Learning students who have received their GED or High School Diploma through our services. Cake, water and tea are served at two ceremonies.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	200	Library Programs @ Murray Hill Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	200	Library Programs @ Willow branch Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	250	Library Programs @ Bradham & Brooks Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	250	Library Programs @ San Marco Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-0000000	300	Library Programs @ Mandarin Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.

CC_	Department	Subfund	Subfund - Center - Project - Activity - Interfund - Future	FY24 Proposed	Description of each service / event that requires the purchase of food and/or beverages	Explanation that the service / event serves a public purpose
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-00000000	300	Library Programs @ South Mandarin Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-00000000	300	Volunteer training	Quarterly JPL new volunteer training and annual volunteer conference further engage our volunteers in supporting JPL. Light snacks and beverages are provided to participants.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-00000000	400	Library Programs @ Beaches Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-00000000	500	Annual Board of Library Trustee planning day	Annual planning day allows the BOLT with Library staff, Friends representatives and other community participants to set directions and goals for the upcoming fiscal year. Lunch and snacks are provided to participants
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-00000000	500	Library Programs @ Highlands Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-00000000	500	Library Programs @ Pablo Creek Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-00000000	500	Library Programs @ Southeast Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-00000000	500	Library Programs @ Webb Wesconnett Branch (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-00000000	1,000	Staff Training	Food/Beverage- Training ensures staff have skills necessary to provide essential library services to citizens. Training includes bi-monthly new employee orientation, bi-monthly new supervisor training and management training.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-00000000	2,000	Library Programs (Adult and Youth)	Numerous system-wide programs and series of programs held throughout the year that promote reading and literacy. Incentives such as candy and snacks are used in youth programs. Adult programming, such as BookFest, occasionally have light refreshments.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-00000000	2,450	Library Programs @ Main Library (Adult and Youth)	Food/Beverage- Support of ongoing and one off programs for children, teens and adults that encourages reading, learning and community building.
CC_185101	Public Library	11521	11521-185101-549006-00000000-00000-00000000	6,000	Summer Learning Program: The summer learning program engages youth in an incentive program to encourage daily reading, to fight the summer slide.	Six-week summer learning programs engage youth who are out of school in learning activities and encourage the development of the big five academic skills, with a focus on literacy. Various six week programs have edible crafts imbedded into the program. Weekly incentives, like snacks and candy are also provided. The kick off and closing parties for summer engages our community in a celebration of reading.
CC_151001	Public Works	00111	00111-151001-000000-00000000-00000-00000000	120	Employee Recognition Program: Funding to support employee appreciation for the purpose of employee retention & recruitment	Employee Appreciation/Retention: One employee will be selected as Public Works Employee of the Year and will be rewarded by having lunch with the Director.
CC_610001	Supervisor of Elections	00111	00111-610001-000000-00000000-00000-00000000	6,000	Food for Election staff on election day, Canvassing Board deliberations and senior citizen voter education events.	Food for Election staff on election day, Canvassing Board deliberations and senior citizen voter education events.
CC_640001	Supervisor of Elections	00111	00111-640001-000000-00000000-00000-00000000	500	Food and beverage for visits from foreign delegations	To provide light refreshments during tours given for the purpose of informing foreign delegates of how elections are conducted in Duval County.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2023/24 BUDGET ORDINANCE 2023-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

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

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

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

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

(b) *Telephone.* No Council member shall receive any allowance for telephone expense for official calls originating from City Hall; the cost of such telephone calls shall be paid from the appropriations for telephone expenses generally for the Council. If a Council member is authorized to maintain an office at public expense outside City Hall, the Information Technology Division, at the request of the Council member, is authorized to have installed at such office one telephone set, which shall be an extension of the City's central telephone exchange and the installation and service charges for which shall be paid from the appropriations for telephone expenses generally for the City. Regardless of whether a Council member is authorized to maintain an office outside City Hall, he may have installed at public expense one telephone line either at his home or at his place of business, with the approval of the Council President. If the request is approved, the Information Technology Division is authorized to have installed at the designated place one telephone set, which shall be an extension of the City's central telephone exchange and the installation and service charges for which shall be paid from the appropriations for telephone expenses generally for the City. For each telephone installed outside City Hall pursuant to this subsection, the Council member on whose behalf it was installed may expend in long-distance telephone tolls no more than \$100 monthly, and he shall maintain a record of long-distance calls on the forms prescribed by the Information Technology Division for use by the Council Secretary. In reconciling telephone charges, long-distance tolls shall be paid from the appropriation for telephone charges by the Council. Only telephone calls in connection with his official business shall be made or authorized by the Council member on whose behalf a telephone line was installed and he shall be accountable for all unofficial telephone calls and charges and for all

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2023/24 BUDGET ORDINANCE 2023-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

charges in excess of the monthly allowance provided by this subsection; provided, that, if the monthly toll charges exceed the amount authorized, the Council member may direct that the excess amount be charged against his following month's telephone expense allowance. The monthly allowances herein authorized shall not be cumulative, but shall be available only for one month.

(c) Emergency, mobile or converged communication device. Effective July 1, 2005, and notwithstanding anything in Chapter 10 to the contrary, City cellular phones shall not be issued to any elected or appointed official or employee in the legislative branch except as provided herein. Based on an annual request for an emergency mobile communications allowance, City Council Members and appointed officials or employees of the legislative branch as authorized by their Director may receive a monthly allowance not to exceed \$100 for cellular phone service and converged data device service. The use shall be requested and verified. The Personnel Committee is authorized to promulgate the policy and rules for this subsection.

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

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

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

NOTES:

- The proposed budget includes \$50,000 for mailroom and copy center charges. This is the same amount as in FY 2022/23. Pursuant to Section 11.9 of the Budget Ordinance, \$1,000 is allotted to each District Council Member with the remaining \$36,000 distributed at the discretion of the Council President to all Council Members.
- Proposed communication allowances for cell phones for Council members total \$7,962.

No recommendation is offered.

**COUNCIL AUDITOR’S OFFICE
PROPOSED 2023/24 BUDGET ORDINANCE 2023-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

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

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

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

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

(Ord. 2007-739-E, § 3)

No recommendation is offered.

Section 10.3 Waiver of Ordinance 2000-1079-E, as amended by Ordinance 2001-795-E.

Pursuant to the provisions made in Ordinance 2000-1079-E, as amended by Ordinance 2001-795-E, and related exhibits, funds received for certain loan repayments of VCP-Lynch, Ltd. shall be deposited within the Downtown Economic Development Fund to be utilized for future downtown projects. Those provisions are waived herein to the extent that loan repayments for the 2023-2024 fiscal year shall be deposited into the Northeast Tax Increment District – USD1C, Fund 10801.

No recommendation is offered.

Section 10.4 Waiver of Section 715.208 (Annual Adoption Procedures), Ordinance Code.

Section 715.208 (Annual Adoption Procedures), Ordinance Code, requiring a Preliminary Rate Ordinance for the non-ad valorem assessment for Stormwater Management Service confirmed in Section 9.5 and for the non-ad valorem assessment for Solid Waste Services confirmed in Section 9.7 is hereby waived due to no increase in the originally established rates.

COUNCIL AUDITOR'S OFFICE
PROPOSED 2023/24 BUDGET ORDINANCE 2023-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME

Sec. 715.208. - Annual Adoption Procedures.

(a) Annually, during the budget adoption process, the City Council shall determine whether to reimpose a Service Assessment Ordinance for each Fiscal or Calendar Year following the initial Fiscal or Calendar Year. If the City Council elects to reimpose a Service Assessment, the procedures in this Section 715.208 shall be followed.

(b) The initial proceedings for the reimposition of an annual Service Assessment shall be the adoption of a Preliminary Rate Ordinance by the City Council:

(1) Containing a brief and general description of the services, facilities, or programs to be provided;

(2) Determining the Service Cost to be assessed for the upcoming Fiscal or Calendar Year;

(3) Establishing the estimated assessment rate for the upcoming Fiscal or Calendar Year;

(4) Establishing or increasing a Maximum Assessment Rate, if desired by the City Council;

(5) Authorizing the date, time, and place of a public hearing to receive and consider comments from the public and consider the adoption of the Annual Rate Ordinance for the upcoming Fiscal or Calendar Year; and

(6) Directing the Mayor to:

(i) Update the Assessment Roll,

(ii) Provide notice by publication and first class mail to affected Owners in the event circumstances described in subsection (f) of this Section so require, and

(iii) Directing and authorizing any supplemental or additional notice deemed proper, necessary or convenient by the City.

(c) At the public hearing established in the Preliminary Rate Ordinance or to which an adjournment or continuance may be taken by the City Council, the City Council shall receive any oral or written objections of interested persons and may then, or at any subsequent meeting of the City Council, adopt the Annual Rate Ordinance, which shall:

(1) Establish the rate of assessment to be imposed in the upcoming Fiscal or Calendar Year, and

(2) Approve the Assessment Roll for the upcoming Fiscal or Calendar Year with such adjustments as the City Council deems just and right. The Assessment Roll shall be prepared in accordance with the method of apportionment set forth in the Initial Assessment Ordinance, or any subsequent Preliminary Rate Ordinance, together with modifications, if any, that are provided and confirmed in the Final Assessment Ordinance or any subsequent Annual Rate Ordinance.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2023/24 BUDGET ORDINANCE 2023-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

(d) Nothing herein shall preclude the Mayor or City Council from providing annual notification to all Owners of Assessed Property in the manner provided in Sections 715.204 and 715.205 hereof or any other method as provided by law.

(e) The City Council may establish or increase a Maximum Assessment Rate in an Initial Assessment Ordinance or Preliminary Rate Ordinance and confirm such Maximum Assessment Rate in the Annual Rate Ordinance in the event notice of such Maximum Rate Assessment has been included in the notices required by Sections 715.204 and 715.205 hereof.

(f) In the event (1) the proposed Assessment for any Fiscal or Calendar Year exceeds the rates of assessment adopted by the City Council, including a Maximum Assessment Rate, if any, that were listed in the notices previously provided to the Owners of Assessed Property pursuant to Sections 715.204 and 715.205 hereof, (2) the purpose for which the Assessment is imposed or the use of the revenue from the Assessment is substantially changed from that represented by notice previously provided to the Owners of Assessed Property pursuant to Sections 715.204 and 715.205 hereof, (3) Assessed Property is reclassified or the method of apportionment is revised or altered resulting in an increased Assessment from that represented by notice previously provided to the Owners of Assessed Property pursuant to Sections 715.204 and 715.205 hereof, or (4) an Assessment Roll contains Assessed Property that was not included on the Assessment Roll approved for the prior Fiscal or Calendar Year, notice shall be provided by publication and first class mail to the Owners of such Assessed Property as provided by law. Such notice shall substantially conform with the notice requirements set forth in Sections 715.204 and 715.205 hereof and inform the Owner of the date, time, and place for the adoption of the Annual Rate Ordinance. The failure of the Owner to receive such notice due to mistake or inadvertence, shall not affect the validity of the Assessment Roll nor release or discharge any obligation for payment of a Service Assessment imposed by the City Council pursuant to this Chapter.

(g) As to any Assessed Property not included on an Assessment Roll approved by the adoption of the Final Assessment Ordinance or a prior year's Annual Rate Ordinance, the adoption of the succeeding Annual Rate Ordinance shall be the final adjudication of the issues presented as to such Assessed Property (including, but not limited to, the determination of special benefit and fair apportionment to the Assessed Property, the method of apportionment and assessment, the rate of assessment, the establishment or increase of a Maximum Assessment Rate, the Assessment Roll, and the levy and lien of the Assessments), unless proper steps shall be initiated in a court of competent jurisdiction to secure relief within 20 days from the date of the City Council action on the Annual Rate Ordinance. Nothing contained herein shall be construed or interpreted to affect the finality of any Assessment not challenged within the required 20 day period for those Assessments previously imposed against Assessed Property by the inclusion of the Assessed Property on an Assessment Roll approved in the Final Assessment Ordinance or any subsequent Annual Rate Ordinance.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2023/24 BUDGET ORDINANCE 2023-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

(h) The Assessment Roll, as approved by the Annual Rate Ordinance, shall be delivered to the Property Appraiser or Tax Collector as required by the Uniform Assessment Collection Act, or if the alternative method described in Section 715.302 hereof is used to collect the Service Assessments, such other official as the City Council by Ordinance shall designate. If the Service Assessment against any property shall be sustained, reduced, or abated by the court, an adjustment shall be made on the Assessment Roll.

(Ord. No. 2010-444-E, §1)

Note – This waives the requirement for a preliminary rate ordinance since the rates are proposed at the same rates as the prior year for Solid Waste and Stormwater Fees.

No recommendation is offered.

**COUNCIL AUDITOR’S OFFICE
PROPOSED 2023/24 BUDGET ORDINANCE 2023-504
ADDITIONAL PROVISIONS
DELETIONS**

Deleted - Section 11.12. Confederate Monument Removal, Relocation, Remaining, or Renaming Determined by the Council.

Following the period of community engagement, the Council shall approve through separate legislation the final determination of the CIP project entitled “Confederate Monument Removal, Relocation, Remaining, or Renaming determined by Council,” approved by Council in Ordinance 2022-505-E.

Comments:

Per the Administration, this was removed because there is not any additional proposed funding as part of the FY 2023/24. The removal of this provision was not intended to change the process of how the funds previously appropriated would be utilized.

Per discussion with the Office of General Counsel, the use of the funds in the **“Confederate Monument Removal, Relocation, Remaining, or Renaming Determined by the Council”** project would require future legislation.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
DIRECT CONTRACTS - GENERAL FUND NON-DEPARTMENTAL EXPENDITURES**

Organization/Program	FY 22/23 Council Approved	FY 23/24 Mayor's Proposed	Increase/ (Decrease)	FY 23/24 Budget Ordinance Exhibit
Bill 2023-504				
AGAPE Community Health Center - Intergovernmental transfer to State of Florida	\$ 153,603	\$ 153,603	\$ -	Exhibit 3
Cure Violence Program	\$ 3,530,000	\$ 3,530,000	\$ -	Exhibit 5
Gateway Community Services - Project Save Lives	\$ 1,000,000	\$ 1,000,000	\$ -	Exhibit 1
I.M. Sulzbacher Center for the Homeless - Homelessness Continuum of Care/Urban Rest Stop	\$ 270,000	\$ 270,000	\$ -	Exhibit 4
United Way of Northeast Florida - 2-1-1	\$ 150,000	\$ 150,000	\$ -	Exhibit 2
Volunteers in Medicine - Expansion of hours for West Jax Clinic	\$ 200,000	\$ 200,000	\$ -	Exhibit 6
Bridge the Gap - Community Health Wholistic (f/n 1)	\$ 75,000	\$ -	\$ (75,000)	
Families of Slain Children of Jacksonville - Expansion of Services (f/n 1)	\$ 25,000	\$ -	\$ (25,000)	
FOBT Pipeline - Durkeeville Affordable Housing (f/n 1)	\$ 165,000	\$ -	\$ (165,000)	
Jacksonville Historic Naval Ship Association - Pier 1 Utility Connections (f/n 1)	\$ 50,000	\$ -	\$ (50,000)	
Jacksonville Historical Society - Florida Casket Company Building Renovations (f/n 1)	\$ 500,000	\$ -	\$ (500,000)	
Jean Ribault High School Booster Club - Chandra Cheeseborough Track Invitational (f/n 1)	\$ 50,000	\$ -	\$ (50,000)	
Mayport Waterfront Partnership - Economic Development Implementation Plan (f/n 1)	\$ 140,000	\$ -	\$ (140,000)	
Northeast Florida Healthy Start - Hey Mama Mobile Pantry Minibus (f/n 1)	\$ 95,000	\$ -	\$ (95,000)	
Goodwill Industries of North Florida - Academic Support Through the Employment Process ("A-STEP") Program (f/n 1)	\$ 175,000	\$ -	\$ (175,000)	
Regional Food Bank of Northeast Florida d/b/a Feeding Northeast Florida - Supplementary Food Pantry Program (f/n 1)	\$ 500,000	\$ -	\$ (500,000)	
The Pollock Group - Florida Black Expo (f/n 1)	\$ 50,000	\$ -	\$ (50,000)	
We Care Jacksonville - JaxCareConnect (f/n 1)	\$ 97,275	\$ -	\$ (97,275)	
Subtotal	\$ 7,225,878	\$ 5,303,603	\$ (1,922,275)	
Separate Budget Legislation Direct Contracts				
Northeast Florida Fire Watch Council	\$ 150,000	\$ -	\$ (150,000)	
Subtotal	\$ 150,000	\$ -	\$ (150,000)	
Continued Payments per Previously Approved City Council Direct Contracts				
Jacksonville University College of Law	\$ 1,250,000	\$ 1,250,000	\$ -	Exhibit 7
University of Florida - Health and Financial Technology Graduate Education Center (f/n 2)	\$ -	\$ 15,000,000	\$ 15,000,000	
Subtotal	\$ 1,250,000	\$ 16,250,000	\$ 15,000,000	
Public Service Grants Council	\$ 6,000,000	\$ 9,000,000	\$ 3,000,000	
Cultural Council Grants	\$ 5,250,000	\$ 8,250,000	\$ 3,000,000	
Subtotal	\$ 11,250,000	\$ 17,250,000	\$ 6,000,000	
Grant Total	\$ 19,875,878	\$ 38,803,603	\$ 18,927,725	
Footnotes:				
1	These items were added as part of wrap-up during the budget process by the Finance Committee in FY 2022/23.			
2	In FY 2022/23, \$20 million in debt funding was authorized for the University of Florida, which was appropriated through Ordinance 2023-114-E. The proposed FY 2023/24 funding of \$15 million will also be funded by debt. Additionally, there is \$1.6 million in the budget in FY 2023/24 for the City's debt service payment related to the \$20 million previously authorized.			

**COUNCIL AUDITOR’S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR’S PROPOSED FY 2023/24 BUDGET
DIRECT CONTRACTS - GENERAL FUND NON-DEPARTMENTAL EXPENDITURES**

Overall Recommendation

We recommend that a provision be added to limit administrative budget changes to +/- 10% within any line item. This would remove questions on what is considered a significant change that can be approved administratively without City Council Approval.

Below are our recommended changes for each direct contract listed in the Budget Ordinance.

1. Gateway Community Services - Project Save Lives (\$1,000,000)

Budget Ordinance Section 12.1

- No recommendations

Budget Ordinance Exhibit 1

- Attach revised Exhibit 1 (Term Sheet) to update budget schedules based on revised request sent by grantee and to include budget schedule

2. United Way of Northeast Florida – 2-1-1 (\$150,000)

Budget Ordinance Section 12.2

- No recommendations

Budget Ordinance Exhibit 2

- Attach revised Exhibit 2 (Term Sheet) to correct budget schedules

3. AGAPE Community Health Center – Health Care Services (\$153,603)

Budget Ordinance Section 12.3

- Correct appropriation amount to \$153,603

Budget Ordinance Exhibit 3

- Attach revised Exhibit 3 (Term Sheet) to correct appropriation amount and to include budget schedule

4. I.M. Sulzbacher Center for the Homeless - Homelessness Continuum of Care/Urban Rest Stop (\$270,000)

Budget Ordinance Section 12.4

- No recommendations

Budget Ordinance Exhibit 4

- Attach revised Exhibit 4 (Term Sheet) to correct budget schedules

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
DIRECT CONTRACTS - GENERAL FUND NON-DEPARTMENTAL EXPENDITURES**

5. Cure Violence Program (\$3,530,000)

Budget Ordinance Section 12.7

- Reflect that agreements must comply with Chapter 118, Parts 1-5, except for Section 118.301(3)(iv) which prohibits expenditure of grant funds on costs of amusements, social activities and incidental costs relating thereto, such as meals, beverages, lodgings, rentals, transportation and gratuities, except for such activities and expenditures relating to the Sister Cities Association Program or the Bob Hayes Invitational Track Meet, Inc and Section 118.301(3)(x) which prohibits expenditure of grant funds on costs of any audit required under Chapter 118
- Correct Scrivener's

Budget Ordinance Exhibit 5

- Attach revised Exhibit 5 (Term Sheet) to reflect adherence with Chapter 118, Parts 1-5, excluding Section 118.301(3)(iv) and Section 118.301(3)(x), update schedules based on revised budgets provided by grantees and to include budget schedules for all grantees

6. Volunteers in Medicine – (\$200,000)

Budget Ordinance Section 12.8

- No recommendations

Budget Ordinance Exhibit 6

- Attach revised Exhibit 6 (Term Sheet) to include budget schedule

7. Jacksonville University – (\$1,250,000)

Budget Ordinance Section 12.9

- No recommendations

Budget Ordinance Exhibit 7

- No recommendations

These changes will have no impact to Special Council Contingency.

GATEWAY COMMUNITY SERVICES
Project Save Lives
FY 2023-2024 City Grant Proposal Term Sheet

Grant Recipient: Gateway Community Services, Inc. (“GCS”)

Program Name: Project Save Lives (the “Program”)

City Funding Request: \$1,000,000.00

Contract/Grant Term: October 1, 2023 - September 30, 2024

Any substantial change to this FY 2023-2024 City Grant Proposal Term Sheet (the “Term Sheet”) or the attached Program budget will require City Council approval.

PROGRAM OVERVIEW:

The Program goal is to reduce overdoses, recidivism and deaths in the City of Jacksonville that are related to opioid-related use disorder (OUD) overdoses, other substance use disorders (SUD) or co-occurring substance use disorders (CSUD) and Mental Health Disorders (MHD). The Program works with six designated hospital emergency room departments (each an “ED”), and other community partners. All City Program funds will be used operationally.

PROGRAM SCOPE OF WORK AND DELIVERABLES:

GCS will provide a Peer Support Specialist (“PSS”) who will talk with the patient in the ED about the Program after stabilization then provide support and education to family members and identified significant others. Patients that agree to participate in the Program and sign a consent (“Participants”) will be referred to either detox/stabilization services, inpatient services or outpatient services based upon the results of a comprehensive assessment by GCS professionals and assessment tools in the ED. The PSS will transport and accompany OUD and other SUD/CSUD Participants to GCS detox/stabilization, GCS inpatient services, or the first outpatient GCS appointment. The PSS will make a referral for MHD participants to appropriate hospital psychiatric services or community-based treatment providers. GCS or the ED will notify Florida Department of Health of any Participants who are women of childbearing age and at risk of pregnancy or currently pregnant and refer for linkage to care to reduce the risk of Neonatal Abstinence Syndrome. PSS will provide education to family and identified significant others on discharge from ED, including Marchman Act and Baker Act and other resources process if patient refused treatment. PSS will also educate and refer for obtaining a Narcan Kit.

GCS will provide an average of three (2) residential treatment beds (1 room) for residential services for the Program and its Participants. Actual usage will be billed on monthly invoices. GCS will provide information on daily occupancy in quarterly reports and monthly invoices to the City.

Standardized residential treatment services will consist of comprehensive, innovative, and cost-effective substance use treatment services and may include Medication Assisted Treatment (MAT) that includes Vivitrol, Buprenorphine or Suboxone, and/or other appropriate medications as indicated at discharge from residential services. GCS will transition Participants to outpatient services.

GCS will provide and/or partner with community supportive housing vendors to provide three (3) transitional rooms for individuals on buprenorphine for MAT for Opioid Use Disorder. GCS will

provide information on daily occupancy in quarterly reports and monthly invoices to the City. GCS will provide one (1) counselor to assist individuals in the transitional beds with medication dosage and provide relapse prevention groups and/or treatment groups as needed.

GCS will provide individual and group outpatient services in accordance with an individualized treatment plan for each Participant. Outpatient services will include regular urine screening. GCS will provide medication management treatment services through our MAT clinic using Buprenorphine, Suboxone and Vivitrol. GCS will transition Participants to continuing care services at the conclusion of outpatient services.

PROGRAM COSTS / PAYMENT TERMS:

GCS will be paid on a reimbursement basis for Program services rendered in accordance with the terms outlined herein, including the Program budget attached hereto, and any contract between GCS and the City of Jacksonville.

PROGRAM IMPACT & REPORTING:

GCS will collect, maintain, and evaluate data from all Participants and all other individuals identified as potential Program participants. GCS maintains a software program to create and implement a mechanism for Gateway Electronic Health Record (“EHR”) with Care Coordination of community residential treatment beds. GCS will collect and analyze data captured from our EHR, with no Patient Health Information (PHI) disclosed.

GCS will submit monthly Program data elements to the City (JFRD) to include number of individuals offered Program services, number of individuals who consented to SUD services, peer services, including reporting on those services administered with and without outpatient or residential, and number of current, active Participants. These data elements will be aggregated and redacted by JFRD for recidivism data information.

GCS and Ascension Health Systems St. Vincent’s Hospitals (Riverside & Southside), Memorial Hospital, Southern Baptist Hospitals (North and Main), and UF Health Downtown Emergency Departments will obtain data from the Florida Department of Health, the Florida Department of Children and Families, and any other community partners who participate in the Program and include such data in its evaluation and reporting.

ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:

GCS expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered between the City and GCS. GCS shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City’s Grant Administrator may amend this Term Sheet and the approved Program budget consistent with the Program needs, provided that any substantial change to this Term Sheet or the approved Program budget will require City Council approval.

**Budget Narrative for Selected Items of Cost
 FY 2023 PSG/ City Grant Application
 Program Budget Narrative (Max. 2 Pages)
 Proposed Funding Period: FY 2023-2024
 COJ Funding Only**

Agency: Gateway Community Services, INC

Program Name: Project Save Lives

EXPENSES: Please provide narrative description for all categories listed below for which you are seeking City Funding Only.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

I. Employee Compensation ™ (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

Salary & Wages

Physician	\$82,500	Provides both medical clinical support to physicians and nurses and gives direction to clinical staff. Part-time no benefits @ .33 FTE
Physician Assistant	\$36,300	Provides direct patient care; examines and coordinates practice care to ensure medical compliance; addresses all labs and imaging results. Full-time with benefits @ .33 FTE
Nurse	\$18,546	Provides direct services and clinical support to physicians and other medical staff; supports medical examines, labs and testing results. Full-time with benefits @ .33 FTE
Data and Office Coordinator	\$50,220	The Data and Office Coordinator oversees administrative functions and data analysis for Gateway's Medical Services Clinic. Full-time with benefits @ .81 FTE
Counselor	\$50,000	Provide counsel and support to patients suffering from drug or alcohol dependency to help in the recovery process, by working with those participating in Sulzbacher outpatient SUD program. Full-time with benefits @ 1 FTE
10 Peer Support Specialists	\$395,200	Peer engage patients in the ED setting; provides peer support upto 90 days to enrolled patients. Full-time with benefits @ 10 FTE

Payroll Taxes & Benefits

FICA	\$42,095.35	7.65%
Health Insurance	\$68,563.14	12.46%
Life Insurance	\$1,980.96	0.36%
Dental Insurance	\$1,925.93	0.35%
Disability Insurance	\$3,961.92	0.72%
Workmans Comp	\$13,811.68	2.51%

II. Operating Expenses

Occupancy Expenses

Office Expenses

Travel Expenses - not related to entertainment expenses

Equipment Expenses

6 cell phone	\$4,093.03	One for each hospital ED participating in program
--------------	------------	---

Direct Client Expenses

2 Treatment Beds	\$204,400.00	Billing for actual occupancy at an average of 2 bed days at \$280 per bed for 365 days (10/01/23 - 9/30/2024)
3 Transitional Bed	\$18,002.00	Average of 3 beds per day @ \$16.44 per day
Patient Transportation Service	\$8,400.00	35 Roundtrips per year x 6 EDs x \$40 each

III. Operating Capital Outlay:

Total	\$1,000,000.00	
-------	----------------	--

**United Way of Northeast Florida, Inc. - United Way 2-1-1 Program
FY 2023-2024 City Grant Proposal Term Sheet**

Grant Recipient: United Way of Northeast Florida, Inc. (“Recipient”)

Program Name: United Way 2-1-1 (the “Program”)

City Funding Request: \$150,000.00

Contract/Grant Term: October 1, 2023– September 30, 2024

Any substantial change to this FY 2023-2024 City Grant Proposal Term Sheet (the “Term Sheet”) or the attached Program budget will require City Council approval.

PROGRAM OVERVIEW:

United Way 2-1-1 is a confidential information and referral helpline that includes a crisis and suicide prevention hotline. United Way 2-1-1 connects people of all ages and from all communities to the essential health and human services they need, 24 hours a day, seven days a week. Community resource specialists identify and connect people in need to available resources while demonstrating respect and compassion. Specialists also de-escalate stressful situations and serve as the first point of contact for crisis calls including callers demonstrating suicidal ideology. Specialists conduct follow up communications, intake for specialized programs or services, outbound calls, basic database maintenance and community outreach. The funding will be applied toward call center programmatic expenses during FY 2023 – 2024 as outlined below.

PROGRAM SCOPE OF WORK AND DELIVERABLES:

Last year, United Way 2-1-1 handled a total of 85,158 calls, including 6,279 mental health crisis and suicide calls. Residents experiencing hardship or a difficult or dangerous situation were connected to regional community resources resulting in 85,623 referrals to avoid further deterioration of their health, safety, or welfare. In addition, United Way 2-1-1 also schedules appointments for the United Way RealSense Tax program, resulting in 11,112 calls from Duval county residents seeking assistance with their tax filings, mostly from Duval County.

The bulk of our activities center on information and referral however additional services provided include **veteran care coordination, crisis and suicide intervention, and disaster recovery and preparation.** Florida Statute 408.918 requires accreditation from the Alliance of Information and Referral Services (AIRS) in order to operate as a recognized 2-1-1. The United Way of Northeast Florida 2-1-1 obtained full reaccreditation by AIRS in June of 2021 for a period of five years. The information and referral services are **offered at no cost** to residents of Duval County as well as eight additional northeast Florida counties. However, the vast majority (86%) of calls, emails and texts requesting assistance from United Way 2-1-1 are from Duval county residents.

Veteran care coordination is available to all area veterans and their families at no cost through United Way 2-1-1. Approximately 90% of care coordination cases are from Duval County residents and they are connected to federal, state, and local organizations. Care coordination includes identifying resources, advocacy, follow-up, and peer counseling to ensure veterans avail themselves to all benefits during times of need. The wide array of veteran service offerings can be confusing and dedicated veteran care coordinators provide the vital link to those services.

**United Way of Northeast Florida: United Way 2-1-1 Program
FY 2022-2023 City Grant Proposal Term Sheet**

As an **accredited American Association of Suicidology (AAS)** and associate agency of the National Lifeline (988), United Way 2-1-1 specialists provide crisis and suicide intervention services to all residents. Suicide and crisis calls are prioritized ahead of all information and referral inquiries. A dedicated and highly trained group of crisis specialists provide immediate assessment of suicidal and homicidal risk, attempt de-escalation and provide referrals to appropriate area mental health resources. United Way 2-1-1 serves as 1 of 13 regional National Suicide Prevention Lifeline (988) contact centers in the state of Florida. We are working closely with regional mental health providers, law enforcement (911) and health institutions to use the recent roll-out of 9-8-8 as an opportunity to build out the ideal system of response to crisis in our region. This 9-8-8 roll-out is not just about handling more crisis calls, but developing a process to ensure these calls are routed properly to community agencies for either follow-up support services or law enforcement intervention when necessary.

United Way 2-1-1 plays a pivotal role during manmade and natural disasters in association and partnership with the Jacksonville Fire and Rescue Department, the City's Emergency Operations Center (EOC) and as member of the Duval Community Organizations Active during Disasters (COAD). The 2-1-1 contact center provides connection to disaster agencies, information to the EOC and COAD, and serves as the community database for **disaster recovery services and preparation information** for the community. The First Coast Relief Fund (FCRF) played a critical role in providing immediate response and support to victims of Hurricane's Matthew and Irma, and most recently during the COVID pandemic. United Way 2-1-1 served as the gateway for many Duval residents to access resources and support that were established through the FCRF.

In 2021, United Way of Northeast Florida was selected by the City of Jacksonville to administer the \$27M from the Department of Treasury to administer the Emergency Rental Assistance Program (ERAP) for Duval County. United Way 2-1-1 played a critical role in the roll out of that program by handling over 8,000 calls pertaining to: scheduling in-person application appointments, providing application assistance via phone and SMS text support, and answering general ERAP process questions. United Way 2-1-1 has close and consistent communication with 630-CITY (Neighborhoods Dept.) for ERAP and other critical services to ensure that both contact centers are using coordinating messaging to consistently communicate key information and appropriately direct calls to each contact center.

PROGRAM COSTS/PAYMENT TERMS: *United Way will be reimbursed on expenses for up to 4 Call Center Specialists and partial funding for the Head of Basic Needs. Additionally, reimbursement for other operating expenses to include telephone expenses, and the cost for the software needed to run the 2-1-1 program as provided in the attached Program budget.*

PROGRAM IMPACT & REPORTING:

Since the pandemic started in March 2020, United Way 2-1-1 has seen unprecedented increases in call volume, as well as increased needs from our callers and the community. Total call volume in 2020 was 117,700, which represented an increase of 113% from 2019. The monthly average calls handled jumped from 4,856 in 2019 to 9,764 in 2020. The top three needs presented by callers did not change year over year (rent & mortgage assistance, utility assistance and food assistance) but we did experience increases in calls of 69.2%, 29.6% and 56.9% respectively for each, despite significant federal support and eviction moratoriums. The top 16 zip codes where calls were placed from all originated from Duval County. Without United Way 2-1-1, these calls and callers would likely have relied upon 630-CITY for support and resources.

**United Way of Northeast Florida: United Way 2-1-1 Program
FY 2022-2023 City Grant Proposal Term Sheet**

United Way 2-1-1 meets or exceeds all accreditation requirements to include quality assurance, training and supervision of staff and is confident in its ability to continue its process and program improvements. Improvements in the past year have included the launch of customer feedback survey technology which is offered to all callers not identified as suicidal. From May 2021 to May 2022, a total of 1,848 callers completed the survey and rated 2-1-1 Overall with an average score of 4.4 out of 5.0 scale. They also rated the listening ability and courtesy of our Specialists as 4.6 and 4.5 respectively out of a 5.0 scale. Additionally, technological improvements include a fully integrated SMS texting platform that allows for two-way communication, push notifications, and the sharing of information based on keywords.

In response to the significant increase in call volume, as well as our recent pivot back to handling all 2-1-1 and 988 calls 24/7, United Way 2-1-1 needs to hire additional staff in order to maintain adequate and expected response and wait times for callers. For the past several years, we have outsourced our calls received after hours (7:00 p.m. to 8:00 a.m.) on weekdays, weekends and holidays to our sister 2-1-1 in Miami. As a result of the pandemic and the effective establishment of remote operations, we are now capable of handling all calls, since our overnight and weekend staff are 100% remote. While we are excited to handle 100% of our calls made in the region, we need to increase our capacity and provide additional support to help account for the expanded hours of operation and the narrow margins we are currently operating under. We expect and plan to expand the number of I&R Specialists from 11 to 13 to accommodate these deficits.

Through our Ride United initiative supported through the 2-1-1 call center, we have been able to provide free transportation for Duval County households that were without direct access to health, food and employment services through our national partnerships with Lyft. During the last year, 2-1-1 provided just under 4,000 rides to local residents to access medical appointments, job interviews, start new employment or to pick up food from local pantries or groceries.

Additional Grant Requirements and Restrictions: Recipient's expenditure of City Funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 through 5 of the *Jacksonville Municipal Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grants Administrator may amend this Term Sheet and the approved Program budget consistent with the Program needs, provided that any substantial change to this Term Sheet or the approved Program budget will require City Council approval.

FY 2023-24 City Grant - Program Budget Detail

Lead Agency:
 United Way of Northeast Florida
 Program Name:
 United Way 2-1-1/Information & Referral & Suicide Intervention

Agency Fiscal Year:
 July 1, 2023 to June 30, 2024

BUDGET

Categories and Line Items	Prior Year Prg Funding FY 2021-2022	Current Year Prg Budget FY 2022-2023	Total Est. Cost of Program FY 2023-2024	Funding Partners				
				Agency Provided Funding	All Other Program Revenues	City of Jacksonville (City Grant)	Federal State & Other Funding	Private Foundation Funding
I. Employee Compensation								
Personnel - 01201 (list Job Title or Positions)								
1. Call Center Specialists (13)	\$312,000.00	\$375,080.00	\$458,731.00	\$300,000.00	\$0.00	\$100,000.00	\$58,731.00	\$0.00
2. Mission United Director	\$80,000.00	\$80,000.00	\$86,500.00	\$86,500.00	\$0.00	\$0.00	\$0.00	\$0.00
3. Call Center Specialists (Temp. Coverag	\$40,000.00	\$0.00	\$40,000.00	\$15,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00
4. 2-1-1 Overtime Expenses	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
5. 2-1-1 MFV Care Coordinator (2)	\$90,000.00	\$91,000.00	\$91,000.00	\$0.00	\$91,000.00	\$0.00	\$0.00	\$0.00
6. HMG Administrative Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7. Follow-up counselor/Lead (2)	\$74,880.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8. Head of Basic Needs	\$13,000.00	\$13,000.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00
9. 2-1-1 Database Resource Manager	\$50,000.00	\$55,000.00	\$57,000.00	\$0.00	\$57,000.00	\$0.00	\$0.00	\$0.00
10. Operations Supervisor	\$60,000.00	\$66,000.00	\$66,000.00	\$60,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00
11. Database specialist	\$33,280.00	\$38,000.00	\$40,000.00	\$0.00	\$16,000.00	\$0.00	\$24,000.00	\$0.00
12 Outreach Specialist	\$0.00	\$40,102.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13 Crisis Intervention Specilaists (6)	\$0.00	\$449,224.00	\$356,000.00	\$0.00	\$0.00	\$0.00	\$356,000.00	\$0.00
14 Team Leads (2)	\$0.00	\$82,056.00	\$106,080.00	\$0.00	\$0.00	\$0.00	\$106,080.00	\$0.00
15 Crisis Director/Manager	\$0.00	\$0.00	\$88,000.00	\$0.00	\$0.00	\$0.00	\$88,000.00	\$0.00
Subtotal Employee Compensation	\$758,160.00	\$1,294,462.00	\$1,419,311.00	\$466,500.00	\$170,000.00	\$125,000.00	\$657,811.00	\$0.00
Fringe Benefits								
Payroll Taxes - FICA & Med Tax - 02101	\$54,272.16	\$53,236.22	\$58,369.67	\$37,033.00	\$8,761.67	\$0.00	\$12,575.00	\$0.00
Health Insurance - 02304	\$100,000.00	\$98,091.22	\$93,121.04	\$58,773.00	\$16,143.95	\$0.00	\$18,204.08	\$0.00
Retirement - 02201	\$21,283.20	\$20,876.95	\$22,810.36	\$15,500.00	\$3,435.95	\$0.00	\$3,874.41	\$0.00
Dental - 02301	\$7,500.00	\$7,356.84	\$9,376.10	\$6,800.00	\$1,210.80	\$0.00	\$1,365.31	\$0.00
Life Insurance - 02303	\$10,000.00	\$9,809.12	\$9,809.12	\$6,374.32	\$1,614.40	\$0.00	\$1,820.41	\$0.00
Workers Compensation - 02401	\$5,675.52	\$5,567.19	\$5,567.19	\$3,617.76	\$916.25	\$0.00	\$1,033.18	\$0.00
Unemployment Taxes - 02501	\$5,680.00	\$5,571.58	\$5,571.58	\$3,620.61	\$916.98	\$0.00	\$1,033.99	\$0.00
Other Benefits - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$204,410.88	\$200,509.13	\$204,625.07	\$131,718.69	\$33,000.00	\$0.00	\$39,906.38	\$0.00
Total Employee Compensation	\$962,570.88	\$1,494,971.13	\$1,623,936.07	\$598,218.69	\$203,000.00	\$125,000.00	\$697,717.38	\$0.00
II. Operating Expenses								
Occupancy Expenses								
Rent - Occupancy -04408	\$48,000.00	\$153,700.00	\$140,000.00	\$80,000.00	\$39,000.00	\$0.00	\$21,000.00	\$0.00
Telephone - 04181	\$225,000.00	\$223,000.00	\$230,400.00	\$158,000.00	\$0.00	\$15,000.00	\$57,400.00	\$0.00
Utilities - 04301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance and Repairs - 04603	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Property & General Liability - 04	\$9,600.00	\$9,600.00	\$9,600.00	\$9,600.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (UNoF Annual Dues)	\$40,500.00	\$41,000.00	\$41,000.00	\$41,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Expenses								
Office and Other Supplies - 05101	\$1,500.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Postage - 04101	\$750.00	\$750.00	\$750.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$50,000.00	\$50,000.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Publications - 05216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training - 05401	\$35,000.00	\$35,000.00	\$42,000.00	\$17,500.00	\$3,000.00	\$0.00	\$21,500.00	\$0.00
Directors & Officers - Insurance - 04501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Professional Fees & Services (not audit)	\$10,000.00	\$10,000.00	\$94,000.00	\$25,000.00	\$69,000.00	\$0.00	\$0.00	\$0.00
Background Screening - 04938	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel Expenses								
Local Mileage - 04021	\$1,500.00	\$3,000.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Parking & Tools - 04028	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Expenses								
Rental & Leases - Equipment - 04402	\$37,694.00	\$38,000.00	\$38,000.00	\$38,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Fuel and Maintenance - 04216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Insurance -04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Service Point Database & CRM)	\$24,000.00	\$24,000.00	\$24,000.00	\$14,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Direct Client Expenses - 08301								
Client Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Food	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Medical	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Educational	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Personal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Operating Expenses	\$485,044.00	\$590,050.00	\$628,250.00	\$392,350.00	\$111,000.00	\$25,000.00	\$99,900.00	\$0.00
III. Operating Capital Outlay (OVER \$1,000)								
Machinery & Equipment - 06402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Computers & Software - 06427	\$7,500.00	\$27,000.00	\$20,000.00	\$12,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Outlay	\$7,500.00	\$27,000.00	\$20,000.00	\$12,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00
Direct Expenses Total	\$1,455,114.88	\$2,112,021.13	\$2,272,186.07	\$1,002,568.69	\$314,000.00	\$150,000.00	\$805,617.38	\$0.00
Percent of Budget	-	-	100.0%	44.1%	13.8%	6.6%	35.5%	0.0%

Last Modified: 02/11/2020

All PSG items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost
 FY 2024 PSG/ City Grant Application
 Program Budget Narrative (Max. 2 Pages)
 Proposed Funding Period: FY 2023-2024
 COJ Funding Only**

Agency: United Way of Northeast Florida

Program Name: United Way 2-1-1

EXPENSES: Please provide narrative description for all categories listed below for which you are seeking City Funding Only.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

I. Employee Compensation - (not related to costs of the office of the governor of a state or the chief executive of a political subdivision)

Salary & Wages

Information & Referral Specialists	\$100,000.00	27.2% of I&R Specialists Salary Only (13)
Head of Basic Needs	\$25,000.00	21% of Salary Only

Office Expenses

Telephony System	\$15,000.00
Client & Community Database	\$10,000.00

Total \$150,000.00

BUDGET NARRATIVE

\$25,000 – Head of Basic Needs - Jeff Winkler, a long-standing member of the non-profit community and a 16-year veteran with UW, serves as Head of Basic Needs with UW. In this role, he provides oversight of the development and implementation of 2-1-1's and 988's strategic plan and vision. Jeff will spend approximately 40% of his time related to 2-1-1 and 988 activities.

\$100,000 –Information & Referral Specialists (3) – Answer calls and provide information & referral services and crisis intervention and suicide prevention support. COJ funding would account for approximately 100% of salary only for three and one half (3.5) out of our eleven (13) I&R Specialist positions, equal to 27.2% of total salaries for these positions.

\$10,000 – ServicePoint - 2-1-1 uses ServicePoint from WellSky Corporation to track all calls and referrals. ServicePoint uses nationally approved Taxonomy of Human Services (accreditation requirement) to describe and classify consumer needs and provider services, resulting in a streamlined and community-specific index of services and search results that accurately address consumers' needs on the first try. COJ funding would account for approximately 26% of the total annual cost for ServicePoint.

\$15,000 – NICE inContact – 2-1-1 uses the InContact telephony system to create the IVR architecture to control and record call routing. The system uses a cloud-based application allowing 2-1-1 to be mobile and relocate to new sites during crises, such as the COVID-19 pandemic and hurricanes. The platforms within inContact have been upgraded to include telephone calls, SMS texting application, a customer feedback survey, and an integrated analytics software package providing real-time data to track and respond to customer needs and highlighting trending issues.

TOTAL: \$150,000

AGAPE Family Health

FY 2023-2024 City Grant Proposal Term Sheet

Grant Recipient: Agape Community Health Center, Inc., a Florida not for profit corporation (“Recipient”)

Program Name: Integrated and Accessible Primary & Behavioral Health Care Services (“the Program”)

City Funding Requests: \$153,603

Contract/Grant Term: October 1, 2023– September 30, 2024

Any substantial change to this FY 2023-2024 City Grant Proposal Term Sheet (the “Term Sheet”) or the attached Program budget will require City Council approval.

PROGRAM OVERVIEW: Agape’s integrated and accessible primary and behavioral health care services program, (hereafter, the Program), serves Duval County residents. The Program is offered in six zip codes (32204, 32208, 32216, 32218, 32244, & 32277), where the patient population is demographically diverse and has undiagnosed and uncontrolled hypertension and diabetes. The Program’s goals and objectives are health promotion and prevention of strokes and heart attacks. This work is a priority because a higher percentage of Duval County residents (11.9%) compared to Florida residents (9.1%) have been told they are pre-diabetic.¹ Moreover, of Florida’s 67 counties, Duval ranks #46 in health outcomes.² Therefore, the Program will assist county residents by (1) providing services to income eligible patients without regard to the ability to pay, (2) providing universal screening, standardized assessments, case management, brief psychotherapy, social services linkages, joint care planning, frequent healthcare team plan of care consultations, patient health outcomes monitoring, and point of service/care health education, (3) providing coordinated, co-located, and integrated behavioral health and primary care services using a single, electronic health record plan of care. In FY 2023-2024, the City’s direct appropriation funding will be paid to the State.

PROGRAM SCOPE OF WORK AND DELIVERABLES: Adults refer to the Program’s growing census. In FY 23/24 the objectives will be to *increase the proportion of adults (IPOA)* who achieve hypertension control or blood glucose control, and of adults who are overweight/obese, provide a diagnosis of pre-diabetes, if indicated. The Program’s activities will include scheduling/rescheduling appointments, organizing patient flows, completing comprehensive assessments, (biomedical, social, emotional, and behavioral health histories), using team-based care, developing tailored treatment plans, documenting care in an electronic health record, engaging patients in treatment involvement, and doing post-treatment follow-ups. Deliverables include reduce waiting time after check-in, identification of disease risk and protective factors, creating measurable and quantifiable care plans objectives, and development and display of key Program performance indicators. The timeline for these deliverables will be from the point of service encounter to six months after receipt of funding.

PROGRAM COSTS/PAYMENT TERMS: The cost to operate the Program for the Low-Income Pool (LIP) appears in Table 1 below. The City’s intergovernmental transfer will go to the State. All other funding sources and additional City of Jacksonville funding appear below.

¹ [County Health Profile \(flhealthcharts.com\)](https://flhealthcharts.com)

² [Florida | County Health Rankings & Roadmaps](#)

Table 1: Other Funding Sources Applied for or Contributed to Agape’s Primary Care Services Program

FUNDING TYPE	COJ MATCH	MATCH DESCRIPTION	ACHA STATE	TOTAL FUNDING
LIP	\$153,603	Initial Local Intergovernmental Transfer	\$265,517.75	\$442,161.20
CITY		City Contribution	\$0	\$0
		Sub-Total Impact		
HRSA	\$0	Local services partnership	\$2,600,000.00	\$2,600,000.00
TOTAL	\$153,603			\$3,042,161.20

- \$153,603 will be used as our Intergovernmental Transfer (IGT) for Federally Qualified Health Center (FQHC) Low-Income Pool (LIP) funding from AHCAS and we will receive an additional \$265,517.75. The amount is only an estimate and could increase or decrease depending on final budget from the State. The FQHC LIP offsets the cost of uncompensated charity care. These combined funds will be used for Emergency Room Diversion and Preventative Care.

PROGRAM IMPACT & REPORTING: The Program’s targets, goals, and objectives (TGOs) are hypertension control (HC), blood glucose control, and a diagnosis of pre-diabetes, if indicated, for persons overweight or obese. To impact population health outcomes, Agape will do the following: 1) outreach, 2) use health informatics, 3) coordinate, co-locate, and integrate medical and behavioral health services, 4) monitor program metrics, and 5) evaluate Program implementation. Quantitative data will measure the objectives. For example, “[Hypertension] control (HC) is Systolic Blood Pressure less than 140 mmHg and Diastolic Blood Pressure less than 90 mmHg because of treatment, lifestyle modification, and pharmacologic therapy.³ Agape will track the percentage of pre-treatment hypertensives who achieved HC. The approach described here consists of defining metrics, using a pretreatment baseline or reference point, taking at least two empirical post treatment measurements, and computing improvement, (temporal change). The Program’s achievements during the year immediately preceding this funding request were reduction in Emergency Room visits for inappropriate or non-emergent care and timely and appropriate use of health care services to ameliorate disease, and to improve or maintain function. The anticipated number of Duval County residents the Program will service is 800. The projected Program impact on those residents will be:

- Fewer sick days,
- More time for quality family interactions, productivity, and leisure,
- Less time and fewer dollars for unmanaged chronic disease states, and
- Proactive control of poor health habits that culminate in advanced and debilitating disease processes.

Additional Grant Requirements and Restrictions: Recipient’s expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City’s Grant Administrator may amend this Term Sheet and the approved Program budget consistent with the Program’s needs, provided that any substantial change to this Term Sheet or the approved Program budget will require City Council approval.

³ doi [10.1161/CIRCOUTCOMES.111.963439](https://doi.org/10.1161/CIRCOUTCOMES.111.963439)

FY 2024 PSG/ City Grant - Complete Program Budget Detail

Lead Agency: AGAPE Community Health Centre

Program Name: Low-Income Pool

Agency Fiscal Year:

BUDGET

Categories and Line Items	Prior Year Prg Funding FY 2021-2022	Current Year Prg Budget FY 2022-2023	Total Est. Cost of Program FY 2023-2024	Funding Partners				
				Agency Provided Funding	All Other Program Revenues	City of Jacksonville (City Grant)	Federal/ State & Other Funding	Private Foundation Funding
I. Employee Compensation								
Personnel - 01201 (list Job Title or Positions no names)								
1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Employee Compensator	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fringe Benefits								
Payroll Taxes - FICA & Med Tax - 02101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Health Insurance - 02304	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Retirement - 02201	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dental - 02301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Life Insurance - 02303	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Workers Compensation - 02401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Unemployment Taxes - 02501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Benefits - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Employee Compensator	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
II. Operating Expenses								
Occupancy Expenses								
Rent - Occupancy -04408	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Telephone - 04181	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities - 04301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance and Repairs - 04602	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Property & General Liability - 04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Expenses								
Office and Other Supplies - 05101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Postage - 04101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Publications - 05216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training - 05401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Directors & Officers - Insurance - 04501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Professional Fees & Services (not audit) - 03410	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Background Screening - 04932	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel Expenses								
Local Mileage - 04021	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Parking & Tools - 04028	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Expenses								
Rental & Leases - Equipment - 04402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Fuel and Maintenance - 04211	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Insurance -04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Client Expenses - 08301								
Client Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Food	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Medical	\$333,418.89	\$384,488.00	\$384,488.00	\$0.00	\$0.00	\$153,603.00	\$0.00	\$230,885.00
Client Educationa	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Persona	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Operating Expenses	\$333,418.89	\$384,488.00	\$384,488.00	\$0.00	\$0.00	\$153,603.00	\$0.00	\$230,885.00
III. Operating Capital Outlay (OVER \$1,000)								
Machinery & Equipment - 06402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Computers & Software - 06427	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Expenses Total	\$333,418.89	\$384,488.00	\$384,488.00	\$0.00	\$0.00	\$153,603.00	\$0.00	\$230,885.00
Percent of Budget	-	-	100.0%	0.0%	0.0%	40.0%	0.0%	60.0%

Last Modified: 03/16/2023

All PSG items listed must be included in the narrative section of the budget.

**I.M. Sulzbacher Center for the Homeless, Inc. – Homeless Continuum of Care (Urban Rest Stop)
FY 2023-2024 City Grant Proposal Term Sheet**

Grant Recipient: I.M. Sulzbacher Center for the Homeless, Inc. Homeless
Program Name: Continuum of Care (Urban Rest Stop)

City Funding Request: \$270,000.00

Contract/Grant Term: October 1, 2023– September 30, 2024

Any substantial change to this FY 2023-2024 City Grant Proposal Term Sheet (the “Term Sheet”) or the attached Program budget will require City Council approval.

PROGRAM OVERVIEW:

The Urban Rest Stop is a collaboration between the City of Jacksonville, Sulzbacher, the Mental Health Resource Center (MHRC) and the Link and Quest program. This 6,000 square feet space located on the Sulzbacher main campus includes a large 15 stall shower and 10 stall toilet as well as laundry facilities, an outdoor deck, a multi-purpose lounge and an area for Link/Quest staff. This co-location has enabled unsheltered homeless clients, who are not currently staying at a shelter and /or do not have access to resources during the day, to have access to necessary sanitary facilities as well as meals, medical attention, personal storage facilities and a place to simply rest all at a single location thus overcoming the barrier of transportation. As the city’s homeless coordinated intake location, the Urban Rest Stop also acts as a portal to shelter throughout the city and to the multitude of services available from all homeless service providers.

This funding request is for programmatic expenses for FY 2023-2024.

PROGRAM SCOPE OF WORK AND DELIVERABLES:

The Urban Rest Stop is managed by the Mental Health Resource Center and is located on the Sulzbacher downtown campus. The Urban Rest Stop provides a range of services that includes case management, employment referrals, housing referrals, substance abuse referrals, and entitlement application assistance to individuals who are homeless or at risk of becoming homeless, as well as the range of health care services available at the Sulzbacher medical clinic.

The Urban Rest Stop serves as the single point of entry into the Homeless Continuum of Care programs (all homeless providers) in Jacksonville. As such, it conducts intakes and assessments on clients, evaluates their needs, and then provides referrals to the provider agency best able to address those needs. This co-location has enabled street homeless clients who are not currently staying at a shelter and /or do not have access to resources during the day an ability not only to be entered into the entire provider system but to be immediately linked to the largest provider of shelter and services in Jacksonville. This gives them access to showers, bathrooms, laundry, a place to receive mail and a safe space to sit/read and wait for appointments-which is not currently available to them during the day (other than the public library). This also eliminates transportation as a barrier to care for clients and facilitates the delivery of services. Clients are assessed, referred to, and linked to services and are also able to get meals and medical care at a single location.

This innovative collaboration directly addresses not only the goal of the Mayor’s Task Force on Homelessness “to increase entry points into services using existing capacity” but also the new goal in the Jacksonville City Council’s 3-year plan “to increase services during the day for the local street homeless population” by co-locating the agency that intakes all clients into the homeless service system with the largest and most comprehensive provider of services for this population.

PROGRAM COSTS/PAYMENT TERMS: See the attached FY 2023-2024 Budget Form.

The Homeless Continuum of Care Project, the Urban Rest Stop (URS) toward which these funds are to be used includes:

- **Weekend Part Time Staff** - 2 staff persons x 16 hours week = COJ \$26,624.
- **Maintenance Staff** – Agency \$8,028
- **Storage Advocate** – Oversight and management of storage facility = COJ \$36,000.
- **Urban Rest Stop Advocate** – Front line client contact = COJ \$36,000.
- **Taxes & Benefits** – COJ \$9,834.

**I.M. Sulzbacher Center for the Homeless, Inc. – Homeless Continuum of Care (Urban Rest Stop)
FY 2023-2024 City Grant Proposal Term Sheet**

- **Utilities Costs** – Agency \$1,200.
- **Travel** – Local travel, Agency \$600, client transportation = Agency \$9,600
- **Maintenance and Repairs** – Agency \$1,200.
- **Equipment Expenses** – Rental of washers/dryers = COJ \$3,300. Vehicle fuel, maintenance, insurance = Agency \$21,300.
- **Direct Client Expenses** – Personal hygiene = COJ \$7,000, Agency \$18,146.
- **Security** – JSO officer on site during daylight operating hours = COJ \$151,242, Agency \$16,090.
- **Security** – JSO officer on site during weekend hours. Agency \$33,072

The City is authorized to reimburse the Recipient on receipt of evidence that, by way of example and not exclusion, a JSO security officer was paid for services at facility during daytime hours, utilities, maintenance, persons received emergency shelter, were rehoused, education and training were provided, health care was provided. In addition, a narrative report will be submitted with each reimbursement request concerning the numbers of homeless persons assisted and outcomes during the period for which reimbursement is sought demonstrating success of the program in meeting its objectives.

PROGRAM IMPACT & REPORTING:

Program goals are to provide the services outlined above to unsheltered, homeless individuals who find their way to the Sulzbacher campus either by foot or by the Sulzbacher shuttle, which circulates throughout the city daily. According to the Jacksonville Sheriff's Office, misdemeanor lifestyle crimes in the downtown area have been reduced by 50% since the URS opened. Additionally, this past year 140 individuals were referred to housing by URS staff. According to a 2017 study by the National Alliance to End Homelessness, on average it costs the community \$35,578 for a person to be unsheltered on the street (arrests, social services, emergency rooms) and \$30,767 for supportive housing, a \$4,811 net annual savings. The 140 individuals housed by URS this past year could save the community as much as \$673,540 per year. Well worth the \$270,000 investment.

The program's success will be measured by the number of persons served and the services they received.

This past year, 1,732 persons were screened with the VI-SPDAT tool, 140 referred to housing, 427 mental health screenings were performed, 11,835 showers were provided, and 1,182 client laundry loads were done. The number of meals served to the community (non Sulzbacher residents) has risen from an average of 20,000 meals per month at the beginning of 2020 to 27,000 meals per month following the opening of the URS.

While there is no way to project the number of individuals who will seek out the services of the URS, the extreme shortage of affordable housing nearly guarantees a significant increase in homelessness in the immediate future.

ADDITIONAL GRANT REQUIREMENTS AND CONDITIONS:

Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 – 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet or the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or the approved Program budget will require City Council approval.

FY 2023-24 PSG/ City Grant - Program Budget Detail

Lead Agency:
 I.M. Sulzbacher Center for the Homeless, Inc.
 Program Name:
 Urban Rest Stop

Agency Fiscal Year:
 July 1 - June 30

BUDGET

Categories and Line Items	Prior Year Prg Funding FY 2021-2022	Current Year Prg Budget FY 2022-2023	Total Est. Cost of Program FY 2023-2024	Funding Partners				
				Agency Provided Funding	All Other Program Revenues	City of Jacksonville (City Grant)	Federal/ State & Other Funding	Private Foundation Funding
I. Employee Compensation								
Personnel - 01201 (list Job Title or Positions)								
1 Weekend Staff (2 staffpersons)	\$67,392.00	\$23,296.00	\$26,624.00	\$0.00	\$0.00	\$26,624.00	\$0.00	\$0.00
2 Maintenance Staff	\$8,030.00	\$8,030.00	\$8,028.00	\$8,028.00	\$0.00	\$0.00	\$0.00	\$0.00
3 Urban Rest Stop Program Director	\$65,000.00	\$67,626.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4 Additional hours for weekend staff and JSO	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5 Storage Advocate	\$0.00	\$0.00	\$36,000.00	\$0.00	\$0.00	\$36,000.00	\$0.00	\$0.00
6 Urban Rest Stop Advocate	\$0.00	\$0.00	\$36,000.00	\$0.00	\$0.00	\$36,000.00	\$0.00	\$0.00
7	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Employee Compensation	\$190,422.00	\$98,952.00	\$106,652.00	\$8,028.00	\$0.00	\$98,624.00	\$0.00	\$0.00
Fringe Benefits								
Payroll Taxes - FICA & Med Tax - 02101	\$10,122.00	\$6,955.00	\$6,342.00	\$0.00	\$0.00	\$6,342.00	\$0.00	\$0.00
Health Insurance - 02304	\$18,210.00	\$12,505.00	\$3,492.00	\$0.00	\$0.00	\$3,492.00	\$0.00	\$0.00
Retirement - 02201	\$2,383.00	\$1,636.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dental - 02301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Life Insurance - 02303	\$3,376.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Workers Compensation - 02401	\$1,655.00	\$2,318.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Unemployment Taxes - 02501	\$1,324.00	\$1,236.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Benefits - (Disability)	\$0.00	\$899.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$37,070.00	\$25,549.00	\$9,834.00	\$0.00	\$0.00	\$9,834.00	\$0.00	\$0.00
Total Employee Compensation	\$227,492.00	\$124,501.00	\$116,486.00	\$8,028.00	\$0.00	\$108,458.00	\$0.00	\$0.00
II. Operating Expenses								
Occupancy Expenses								
Rent - Occupancy -04408	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Telephone - 04181	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities - 04301	\$18,346.00	\$18,346.00	\$1,200.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance and Repairs - 04602	\$0.00	\$0.00	\$1,200.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Property & General Liability - 04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - Janitorial Supplies	\$250.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Expenses								
Office and Other Supplies - 05101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Postage - 04101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Publications - 05216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training - 05401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Directors & Officers - Insurance - 04501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Professional Fees & Services (not audit) - 03410	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel Expenses								
Local Mileage - 04021	\$0.00	\$0.00	\$600.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Transportation	\$45,000.00	\$45,000.00	\$9,600.00	\$9,600.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Expenses								
Rental & Leases - Equipment - 04402 Rental of Washers/Dryer	\$19,140.00	\$19,140.00	\$3,300.00	\$0.00	\$0.00	\$3,300.00	\$0.00	\$0.00
Vehicle Fuel and Maintenance - 0421f	\$0.00	\$0.00	\$10,800.00	\$10,800.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Insurance -04502	\$0.00	\$0.00	\$10,500.00	\$10,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Client Expenses - 08301								
Client Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Food - Breakfasts	\$31,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Food - Lunches	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Educationa	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Persona	\$0.00	\$0.00	\$18,146.00	\$18,146.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other Temporary Supportive Housing	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other-Detergent, soap, shampoo, towels, paper products	\$25,000.00	\$25,000.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$0.00
Other Expenses								
Other - Security - JSO Officer Weekdays (7 day)	\$99,450.00	\$109,260.00	\$0.00	\$16,090.00	\$0.00	\$151,242.00	\$0.00	\$0.00
Other - Security - JSO Officer Weekends	\$56,160.00	\$56,160.00	\$33,072.00	\$33,072.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - Security - Storage facility for client's possessions	\$65,000.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Operating Expenses	\$409,546.00	\$313,156.00	\$262,750.00	\$101,208.00	\$0.00	\$161,542.00	\$0.00	\$0.00
III. Operating Capital Outlay (OVER \$1,000)								
Machinery & Equipment - 06402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Computers & Software - 06427	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Expenses Total	\$637,038.00	\$437,657.00	\$379,236.00	\$109,236.00	\$0.00	\$270,000.00	\$0.00	\$0.00
Percent of Budget	100%	-	100.0%	28.8%	0.0%	71.2%	0.0%	0.0%

Last Modified: 02/11/2020

All PSG items listed must be included in the narrative section of the budget.

**Budget Narrative for Selected Items of Cost
 FY 2024 PSG/ City Grant Application
 Program Budget Narrative (Max. 2 Pages)
 Proposed Funding Period: FY 2023-2024
 COJ Funding Only**

Agency: I.M. Sulzbacher Center for the Ho Program Name: Urban Rest Stop

EXPENSES: Please provide narrative description for all categories listed below for which you are seeking City Funding Only.

We have included those required elements in the spaces below. See instructions when listing personnel expenses.

Please feel free to add additional lines as necessary to provide explanations using the line insert feature.

<u>I. Employee Compensation -</u>	COJ
<small>(not related to costs of the office of the governor of a state or the chief executive of a political subdivision)</small>	
Salary & Wages	
Weekend Part Time Staff - 2 staff persons 16 hours each/week	\$26,624
Storage Advocate - manages storage facility	\$36,000
Urban Rest Stop Advocate. Front line staff contact with URS clients.	\$36,000
Payroll Taxes & Benefits	
Figured at 28% of salary	\$9,834
Equipment	
Washer/dryer rentals	\$3,300
Direct Client Expenses	
Program Supplies - Total cost of detergent, soap, shampoo, towels, cleaning supplies and paper products.	\$7,000
Other - Security	
JSO Officer (weekdays) - JSO officer on site rotation during daytime operating hours.	\$151,242
Total Expenses	\$270,000

III. Operating Capital Outlay:

CURE VIOLENCE GLOBAL, INC. – CURE VIOLENCE

FY 2023-2024 City Grant Proposal Term Sheet

Grant Recipient: Cure Violence Global, Inc. (“Recipient”)

Program Name: Training and Technical Assistance (“the Program”)

City Funding Requests: \$85,000

Contract/Grant Term: October 1, 2023– September 30, 2024

Any substantial change to this FY 2023-2024 City Grant Proposal Term Sheet (the “Term Sheet”) or the attached Program budget will require City Council approval.

TRAINING AND TECHNICAL ASSISTANCE

Cure Violence Global™ (CVG) has provided an array of training and technical assistance (TTA) to over 100 communities in over 15 countries. The services are adapted to each community based on the needs and capacity of the local partners. CVG’s ultimate goal is to provide quality TTA services for community, city, state, and federal partners to assist in ending the violence epidemic.

Even within a single locality, the crisis of violence is constantly evolving, with new groups involved, new technologies and different methods used, and “hot spot” locations changing regularly. Additionally, the scientific understanding of effective methods for identifying and treating people at highest risk for involvement in violence is rapidly advancing. Interventions that remain static lose their effectiveness. Programming must continually explore new, more effective methods. Few jurisdictions can do this without help from expert advisors. TTA providers, like CVG, who are continually learning and evaluating the effectiveness of their services, can provide access to advancements in violence prevention and intervention work and respond to a diverse set of issues.

To assist the City of Jacksonville (the “City”) in continuing to reduce violence in communities disproportionately affected, the following is a proposed 12-month Scope of Services. This project will provide TTA to the City in the overall oversight of program implementation and training to local community-based partner(s) in the implementation of the public health approach to violence prevention. Services will include Continuous Technical Assistance, Refresher Training, and Site Visits to ensure that the approach is implemented with sufficient fidelity to achieve maximal results.

CONTINUOUS TECHNICAL ASSISTANCE

Continuous assistance will be provided to the City and program sites throughout the contract period to help guide program implementation, provide team support, and address management and administrative aspects of violence prevention work. This assistance includes participation in City Council and other meetings, as requested; participation in hiring interview and pre-termination review panels, as needed; regular technical assistance and program monitoring calls; database subscription, access, and technical assistance or troubleshooting; and 24/7 emergency response.

Meeting Participation

Representatives from the City have requested that CVG participate in and present at the upcoming Cure Violence Jacksonville Lunch and Learn City Council meeting. CVG will present a Summation of Cure Violence Jacksonville's Progress to Date and Data and Trend Analysis.

Hiring and Pre-termination Panels

The CVG model uses hiring panels to hire all violence interrupters, outreach workers, and hospital responders, which include representatives from the implementing agency, community-based partner organizations, local faith leaders, community residents, and law enforcement to ensure that the best candidates are selected for each target area. While the Jacksonville site is currently staffed, staff departures and promotions can occur over the contract term, which necessitate a new round of hiring panels. The following are tools which are used to ensure the best candidates are recruited and selected: (1) The prescreening checklist to ensure that sufficient background work has been done with the potential candidate to determine that they are suitable to serve as a staff member and have a reliable personal support system; (2) The panel briefing form to assist in educating all members of the panel on the goals and objectives of the hiring panel and their participation to ensure that the strongest candidates are selected (with the least likelihood of relapse); (3) The implementation of uniform interview questions and scorecards for each staff position to ensure that the selection of a worker is predicated on their possessing the necessary skillset to implement the model successfully; and (4) The use of the panel tracking form designed to ensure the appropriate individuals and institutions are included in the hiring panels.

Pre-termination panels are intended to ensure that all potential cause-for-termination issues are thoroughly examined prior to termination, that corrective plans are put in place whenever possible, and that, when necessary, a termination and staff and participant communication plan is developed to mitigate potential negative consequences.

CVG TTA staff will provide guidance on and participate in all hiring panels for new site staff and pre-termination panels as necessary.

Training and Technical Assistance Calls

Ongoing support will be provided through regularly scheduled conference calls with the community-based partner and representatives of the City. These calls are intended to monitor program implementation, provide team support, and address management and administrative aspects of the work. TTA calls will include analysis and review of the monthly data reports. CVG staff will also be available to provide immediate crisis response assistance, as needed.

Database Subscription, Access, and Support

All site staff will have access to and utilize CVG's program database with ongoing technical assistance and troubleshooting available to ensure timely and accurate data entry and analysis to inform implementation and ensure model fidelity.

ALL-STAFF REFRESHER TRAINING

CVG will conduct an all-staff 4 to 5-day series of refresher trainings focused on Violence Interruption and Reduction Training (VIRT), Program Management, and Database Use and Documentation.

The VIRT refresher will reinforce core components of violence interruption and outreach work, including: (1) Violence Interrupter and Outreach Worker roles and responsibilities with an emphasis on boundaries and professional conduct; (2) Identifying, engaging, and building relationships with participants and prospective participants, and assisting participants to change their thinking and behavior as it relates to reducing risk for injury/re-injury and/or involvement in violence; (3) Preventing the initiation of violence or retaliatory acts when violence occurs through mediation and conflict resolution; and (4) Working with key members of the community, including residents, faith leaders, and service providers, through public education, responses to violence, and community building activities.

The Program Management refresher will reinforce critical knowledge, skills, strategies, and insights specific to managing a health intervention, frontline staff (Violence Interrupters & Outreach Workers), strategic recruitment and deployment of staff, building a strong team, creating a positive work environment, enforcing accountability, mobilizing the community and shifting community norms that perpetuate violence, and developing effective partner relationships and a robust referral network to ensure participants have access to a full range of community resources and supports.

The Database and Documentation refresher will further strengthen frontline, management, and oversight agency staffs' ability to enter, extract, and analyze program data to assess implementation fidelity and program impact, and to use data for continuous quality assurance and improvement.

BOOSTER TRAINING/SITE VISITS

In addition to continuous technical assistance and the All-Staff Refresher Training, CVG will provide booster trainings; core training sessions for staff who have joined the site or been promoted to other positions after initial core training has occurred; and site visits, as needed. Three boosters/site visits are budgeted in this scope of work.

Booster/Refresher Trainings

CVG has developed a menu of Booster and Refresher Trainings designed to build on and enhance the knowledge and skills imparted through the core training curricula. These trainings are available to all site staff. The length of booster trainings ranges, but most are 2-3 days, 4 hours per day. Booster trainings typically initiate in the second quarter of implementation. Typically, depending on the project budget, one to four trainings are provided in the first implementation year. Participant cohorts range from 5 – 20. Booster trainings are available on a wide range of topics, including addressing trauma, using data to leverage program implementation, using data to evaluate success or opportunities, leading with equity, and many others. Current booster training offerings are attached to this scope of work.

Core Training for New Staff

While CVG training is designed to select and retain the right staff for the work, staff departures, position changes, and promotions can occur. When this happens new staff must be recruited and trained or existing staff must be trained for their new roles (e.g., a Violence Interrupter who is promoted to Site Supervisor). In these instances, to reduce the cost to the implementation partner and ensure that staff are trained as quickly as possible, CVG will add these staff to a scheduled VIRT, Program Manager, and/or Database Training being conducted for another implementation partner, or if there is sufficient need across multiple sites, schedule a joint session for multiple implementation partners.

Site Visits

Site Visits are conducted as needed to ensure implementation fidelity, respond to crisis situations, and assist each site as it works toward Cure Violence certification. Site visits typically include observation of daily operations and opportunities to provide onsite feedback and additional training. A site visit report with recommendations is then submitted to the City and community-based partner.

The specifics regarding booster/refresher trainings (e.g., content, timing), core training for new staff, and site visits will be determined collaboratively between CVG and the City.

SCHEDULE OF ACTIVITIES

The schedule and exact dates of the proposed activities will be collaboratively set with the City, program sites, and CVG.

BUDGET, TERM, AND PAYMENT

Unit	Unit Cost	Total number of units	Total
Technical Assistance: Includes participation in City Council meeting; regular virtual meetings; database subscription, access, technical assistance, and reports; training and technical assistance calls; hiring panels, pre-termination panel reviews (as needed); and emergency response (12 months)	\$42,500	1	\$42,500
All-Staff Refresher Training	\$20,000	1	\$20,000
Site Visit	\$7,500	3	\$22,500
Total			\$85,000

Additional Grant Requirements and Restrictions: Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1, 2, 4, and 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet and the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or the approved Program budget will require City Council approval.

FY 2024 PSG/ City Grant - Complete Program Budget Detail

Lead Agency: Cure Violence Global

Program Name: Cure Violence Jacksonville

Agency Fiscal Year:

BUDGET

Categories and Line Items	Prior Year Prg Funding FY 2021-2022	Current Year Prg Budget FY 2022-2023	Total Est. Cost of Program FY 2023-2024	Funding Partners					
				Agency Provided Funding	All Other Program Revenues	City of Jacksonville (City Grant)	Federal/ State & Other Funding	Private Foundation Funding	
I. Employee Compensation									
Personnel - 01201 (list Job Title or Positions no names)									
1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Employee Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fringe Benefits									
Payroll Taxes - FICA & Med Tax - 02101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Health Insurance - 02304	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Retirement - 02201	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dental - 02301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Life Insurance - 02303	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Workers Compensation - 02401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Unemployment Taxes - 02501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Benefits - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Employee Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
II. Operating Expenses									
Occupancy Expenses									
Rent - Occupancy-04408	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Telephone - 04181	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities - 04301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance and Repairs - 04603	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Property & General Liability - 04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Expenses									
Office and Other Supplies - 05101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Postage - 04101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Publications - 05216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training - 05401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Directors & Officers - Insurance - 04501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Professional Fees & Services (not audit) - 03410	\$85,000.00	\$85,000.00	\$85,000.00	\$0.00	\$0.00	\$85,000.00	\$0.00	\$0.00	\$0.00
Background Screening - 04938	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel Expenses									
Local Mileage - 04021	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Parking & Tools - 04028	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Expenses									
Rental & Leases - Equipment - 04402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Fuel and Maintenance - 04216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Insurance -04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Client Expenses - 08301									
Client Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Food	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Medical	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Educational	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Personal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Operating Expenses	\$85,000.00	\$85,000.00	\$85,000.00	\$0.00	\$0.00	\$85,000.00	\$0.00	\$0.00	
III. Operating Capital Outlay (OVER \$1,000)									
Machinery & Equipment - 06402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Computers & Software - 06427	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Direct Expenses Total	\$85,000.00	\$85,000.00	\$85,000.00	\$0.00	\$0.00	\$85,000.00	\$0.00	\$0.00	
Percent of Budget	-	-	100.0%	0.0%	0.0%	100.0%	0.0%	0.0%	

Last Modified: 03/16/2023

All PSG items listed must be included in the narrative section of the budget.

Reintegration Solutions Inc. of Jacksonville - Cure Violence

FY 2023-2024 City Grant Proposal Term Sheet

Grant Recipient: Reintegration Solutions Inc. of Jacksonville

Program Name: Noah's Ark - Cure Violence

City Funding Requests: \$938,300

Contract/Grant Term: October 1, 2023– September 30, 2024

Any substantial change to this FY 2023-2024 City Grant Proposal Term Sheet (the “Term Sheet”) or the attached Program budget will require City Council approval.

PROGRAM OVERVIEW: Provide a description of the Program and the Program goals and objectives, including a description of how the Program will assist Duval County residents and the particular need that will be met. Indicate whether this funding request is intended to cover programmatic expenses, capital expenses, or both in FY 2023-2024.

Cure Violence (C.V.) work can be compared to the work that antibiotics and vaccinations do in preventing a disease from damaging its host and spreading to others. C.V. takes a public health approach to violence prevention and reduction. We aim to stop the spread of violence in our targeted area by using the methods and strategies associated with epidemic disease control. Detecting and Interrupting conflicts, identifying, and treating the highest risk individuals and changing social norms. Our goal is to continue to reduce gun violence in the assigned targeted area by continuing to follow the national model of Cure Violence.

PROGRAM SCOPE OF WORK AND DELIVERABLES: Provide a list of all activities the Program will offer and provide and a brief description of each activity.

Interrupt and Detect – Potentially Violent Situations

We hire credible messengers known as Violent Interrupters (V.I.) from the targeted areas, who have grown up or lived in the areas for a period of time. They once had a violent history that has been changed by choice and now desire to assist and encourage others so that they can genuinely, themselves, make a positive change in their lives. This relationship allows them to organically gather information to obtain a natural path of approaching potential clients, detect whether there is a potential for violence and gives us the opportunity to interrupt a situation before it happens.

Prevent Retaliation whenever a shooting happens, trained workers immediately work in the community and at the hospital to cool down emotions and prevent retaliations - working with the victims, friends and family of the victim and anyone else who relates to the event.

Mediate Ongoing Conflicts – workers identify ongoing conflicts by talking to key people in the community about ongoing disputes, recent arrests, recent prison releases, other situations and use mediation techniques to resolve them peacefully.

Keep Conflicts “Cool” - workers follow up with conflicts for as long as needed, sometimes for months, to ensure that the conflict does not become violent.

Change Behaviors – Change Group Norms that support and perpetuate the use of violence!
Outreach Workers (O.W.) meet those at highest risk where they are at, talking to them about the costs of using violence, helping them to obtain the social services they need – such as job training and drug treatment.

Access Highest Risk – workers utilize their trust with high-risk individuals to establish contact, develop relationships, begin to work with the people most likely to be involved in violence.

Change Behaviors - workers engage with high-risk individuals to convince them to reject the use of violence by discussing the cost and consequences of violence and teaching alternative responses to situations.

Case Management - workers develop a caseload of clients who they work with intensively – seeing clients several times a week and assisting with their needs such as drug treatment, employment and leaving gangs.

Change Norms – Personal and Community

Working with gang members/highest risk individuals who typically restrict themselves to certain territory, Outreach Workers will invite them to events outside of their territory in order to expand their horizons. By organizing community activities and distributing educational material that build a culture of non-violence and including them it helps promote the community stand against gun violence.

Respond to Every Shooting in the Catchment – whenever a shooting within the Cure Violence catchment area, workers organize a response where community members can join in and voice their objection to the shooting.

Organize Community – workers coordinate with new existing and established block clubs, tenant, and neighborhood associations within the catchment area to assist in preventing violence.

Spread Positive Norms – Program distributes materials and host events within the catchment area to convey the message that violence is not acceptable.

This program will provide for both programmatic expenses as well as capital expenses for FY 2023 – 2024.

PROGRAM COSTS/PAYMENT TERMS: Provide information regarding the cost to operate the Program, with a list of all other funding sources, including any additional City of Jacksonville funding, and the distribution of the City funding. Please complete the attached Excel FY 2023-2024 Budget Form for submittal with this Term Sheet.

PROGRAM IMPACT & REPORTING: Provide a description of: (i) how the Program goals and objectives described above will be attained and how they will be measured; (ii) the Program’s achievements during the year immediately preceding this funding request, if applicable; (iii) the anticipated number of residents to be served by the Program and the projected Program impact on those residents.

Cure Violence has a Model that was presented to the entire C.V. staff. Within that model it explains the complete method that we are to use when administrating the program. I have been utilizing this model for three years and it has proven to work when it is followed. The data source given through the model has proven results as well as our Sheriff’s department that the violence has decreased, and Cure Violence Eastside has had a part in that decrease according to the data.

Additional Grant Requirements and Restrictions: Recipient’s expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1, 2, 4, and 5 of the Jacksonville Ordinance Code, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City’s Grant Administrator may amend this Term Sheet and the approved Program budget consistent with the Program’s needs, provided that any substantial change to this Term Sheet or the approved Program budget will require City Council approval.

BUDGET/ FEE SCHEDULE

Reintegration Solutions, Inc. of Jacksonville

Noah’s Ark CV Team

Categories and Line Items	FY2023-2024
Subtotal Employee Compensation	\$632,500
Subtotal Taxes and Benefits	\$131,300
Total Employee Compensation	\$763,800
Operating Expense	
Occupancy Expense	\$64,200
Office Expenses	\$55,400
Equipment	\$14,000
Travel Expenses	\$400
Direct Client Expenses	\$30,500
Total Operating Expenses	\$164,500
Capital Outlay	\$10,000.00
TOTAL	\$938,300.00

FY 2024 PSG/ City Grant - Complete Program Budget Detail

Reintegration Solutions Inc. of Jacksonville

Noah's Ark Cure Violence

October 1, 2023 - September 30, 2024

BUDGET

Categories and Line Items	Prior Year Prg Funding FY 2021-2022	Current Year Prg Budget FY 2022-2023	Total Est. Cost of Program FY 2023-2024	Funding Partners				
				Agency Provided Funding	All Other Program Revenues	City of Jacksonville (City Grant)	Federal/ State & Other Funding	Private Foundation Funding
I. Employee Compensation								
Personnel - 01201 (list Job Title or Positions no names)								
Director Jacqueline Collier	\$65,000.00	\$75,250.00	\$76,000.00	\$0.00	\$0.00	\$76,000.00	\$0.00	\$0.00
Program Mgr. Monique Buchanan	\$50,000.00	\$52,250.00	\$54,000.00	\$0.00	\$0.00	\$54,000.00	\$0.00	\$0.00
O.W. Supervisor Thomas Jordan	\$42,000.00	\$44,000.00	\$45,000.00	\$0.00	\$0.00	\$45,000.00	\$0.00	\$0.00
V.I. Supervisor Lamarco Wilcox	\$42,000.00	\$44,000.00	\$45,000.00	\$0.00	\$0.00	\$45,000.00	\$0.00	\$0.00
O.W. Kimberly Dear	\$40,000.00	\$37,500.00	\$41,000.00	\$0.00	\$0.00	\$41,000.00	\$0.00	\$0.00
O.W. Bernadia Samuels	\$40,000.00	\$42,000.00	\$43,000.00	\$0.00	\$0.00	\$43,000.00	\$0.00	\$0.00
O.W. Baholelwa Samuels	\$40,000.00	\$42,000.00	\$43,000.00	\$0.00	\$0.00	\$43,000.00	\$0.00	\$0.00
V.I. Dorian Traverso	\$40,000.00	\$42,000.00	\$43,000.00	\$0.00	\$0.00	\$43,000.00	\$0.00	\$0.00
V.I. Toddrien Cousar	\$40,000.00	\$42,000.00	\$43,000.00	\$0.00	\$0.00	\$43,000.00	\$0.00	\$0.00
V.I. Franklin Marshall	\$40,000.00	\$37,500.00	\$41,000.00	\$0.00	\$0.00	\$41,000.00	\$0.00	\$0.00
V.I. Eugene Strickland	\$40,000.00	\$37,500.00	\$41,000.00	\$0.00	\$0.00	\$41,000.00	\$0.00	\$0.00
Administrative Marie Peterson	\$37,000.00	\$37,000.00	\$37,500.00	\$0.00	\$0.00	\$37,500.00	\$0.00	\$0.00
Part-time V.I. (4)	\$0.00	\$32,000.00	\$80,000.00	\$0.00	\$0.00	\$80,000.00	\$0.00	\$0.00
14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Employee Compensation	\$516,000.00	\$565,000.00	\$632,500.00	\$0.00	\$0.00	\$632,500.00	\$0.00	\$0.00
Fringe Benefits								
Payroll Taxes - FICA & Med Tax - 02101	\$47,000.00	\$45,000.00	\$48,000.00	\$0.00	\$0.00	\$48,000.00	\$0.00	\$0.00
Health Insurance - 02304	\$51,000.00	\$58,000.00	\$65,000.00	\$0.00	\$0.00	\$65,000.00	\$0.00	\$0.00
Retirement - 02201	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dental - 02301	\$5,000.00	\$4,000.00	\$4,250.00	\$0.00	\$0.00	\$4,250.00	\$0.00	\$0.00
Life Insurance - 02303	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Workers Compensation - 02401	\$9,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Unemployment Taxes - 02501	\$5,000.00	\$3,000.00	\$4,050.00	\$0.00	\$0.00	\$4,050.00	\$0.00	\$0.00
Other Benefits - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$117,000.00	\$120,000.00	\$131,300.00	\$0.00	\$0.00	\$131,300.00	\$0.00	\$0.00
Total Employee Compensation	\$633,000.00	\$685,000.00	\$763,800.00	\$0.00	\$0.00	\$763,800.00	\$0.00	\$0.00
II. Operating Expenses								
Occupancy Expenses								
Rent - Occupancy -04408	\$25,000.00	\$26,400.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00
Telephone - 04181	\$8,555.00	\$9,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Utilities - 04301	6500	\$8,400.00	\$8,400.00	\$0.00	\$0.00	\$8,400.00	\$0.00	\$0.00
Maintenance and Repairs - 04603	\$5,100.00	\$5,000.00	\$14,000.00	\$0.00	\$0.00	\$14,000.00	\$0.00	\$0.00
Insurance Property & General Liability - 04502	\$0.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$0.00
Other - (Please describe)	\$6,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Expenses								
Office and Other Supplies - 05101	\$8,645.00	\$6,500.00	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$0.00
Postage - 04101	\$0.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$0.00
Professional fees & Services	\$7,000.00	\$0.00	\$16,500.00	\$0.00	\$0.00	\$16,500.00	\$0.00	\$0.00
Publications - 05216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training - 05401	\$7,000.00	\$7,000.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$0.00
Directors & Officers - Insurance - 04501	\$5,390.00	\$0.00	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$0.00
Professional Fees & Services (not audit) - 03410	\$0.00	\$24,500.00	\$10,500.00	\$0.00	\$0.00	\$10,500.00	\$0.00	\$0.00
Background Screening - 04938	\$1,500.00	\$0.00	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$13,700.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Other - (Audit)	\$7,500.00	\$6,500.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$0.00
Travel Expenses								
Local Mileage - 04021	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Parking & Tools - 04028	\$400.00	\$400.00	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$0.00
Equipment Expenses								
Rental & Leases - Equipment - 04402	\$8,500.00	\$5,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00
Vehicle Fuel and Maintenance - 04216	\$0.00	\$3,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Vehicle Insurance -04502	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00
Out of Town Expenses	\$11,610.00	\$33,500.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00
Direct Client Expenses - 08301								
Client Rent	\$5,000.00	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00
Client Utilities	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00
Client Food	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00
Client Medical	\$7,100.00	\$4,800.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00
Client Educational	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00
Client Personal	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Client Other (Please describe)	\$18,000.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Client Other (Please describe)	\$11,000.00	\$8,000.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00	\$0.00	\$0.00
Total Operating Expenses	\$167,000.00	\$170,000.00	\$164,500.00	\$0.00	\$0.00	\$164,500.00	\$0.00	\$0.00
III. Operating Capital Outlay (OVER \$1,000)								
Machinery & Equipment - 06402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Computers & Software - 06427	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Outlay	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Direct Expenses Total	\$800,000.00	\$865,000.00	\$938,300.00	\$0.00	\$0.00	\$938,300.00	\$0.00	\$0.00
Percent of Budget	-	-	100.0%	0.0%	0.0%	100.0%	0.0%	0.0%

Last Modified: 03/16/2023

All PSG items listed must be included in the narrative section of the budget.

FY 2023-2024 City Grant Proposal Term Sheet

Grant Recipient: TPHCDEC – NORTHSIDE

Program Name : Cure Violence

City Funding Requests : \$910,000.00

Contract/Grant Term : October 1, 2023 – September 30, 2024

Any substantial change to this FY 2023-2024 City Grant Proposal Term Sheet (the “Term Sheet”) or the attached Program budget will require City Council approval.

PROGRAM OVERVIEW, IMPACT & REPORTING:

- The Site is responsible for implementing the Cure Violence Public Health Violence Reduction Model and providing the Cure Violence Services described herein with a high degree of fidelity and in accordance with the terms of this Contract.
- The Site shall fully implement and monitor a Violence Reduction Strategy for the target area(s), AND THE Services shall only be performed in and for the benefit of residents of Duval County, Florida within the designated target catchment map. This strategy shall be approved by the City’s Grants Administrator and should be updated on no less than on a quarterly basis to respond to any new data, information, or better understanding of the target area. The Violence Reduction Strategy shall address how the site will:
 - Detect and interrupt violent crime (murders and shootings),
 - Change the behaviors of high-risk individuals, and
 - Change the norm of violence in the communities within the target area.
- Submit a monthly programmatic report with an invoice that describes how the Site complied with its Violence Reduction Strategy. The Site should maintain records of violence detection and interruption of violent crimes (murders and shootings), changed behaviors of high-risk individuals, norm changes of violence, assistance with staffs personal and professional development, and how social media was utilized as par to the site’s activities.
- Coordinate with other sites, supporters, volunteers, and other groups on a regular basis to further the mission of the Services.
- The Site shall cooperate with the City to provide information to the City and be accessible for City inspection of as necessary with 24 hours; notice; to allow the City to complete a Site Review Chart, but no more frequently than once a month. The Site Review Chart utilizes a point system to monitor the site’s progress toward outcome measures. Measures are weighted relative to importance towards accomplishing the goals of the Services.

PROGRAM SCOPE OF WORK AND DELIVERABLES:

- The Site shall deploy outreach workers and interrupters during the hours when shootings are most likely to occur. Typically, these hours are during the nighttime and early evening hours on Tuesday, Wednesday, and Thursday from 2:00 PM to 10:00 PM, and on Friday and Saturday from 6:00 PM to 2:00 AM. Specific workdays and hours may be adjusted based upon review of data to better align when shootings historically take place in the site's target area.
 - Outreach staff are expected to build a caseload of fifteen (15) to twenty (20) clients by the employee's fourth month on the job and maintain a minimum of fifteen (15) high-risk clients thereafter. Individuals who are currently enrolled in another program of another site and do not meet the Model eligibility criteria are not eligible to be considered part of this high-risk caseload. Eligibility of site participants and contact with them shall be documented in the Site's files. Outreach staff are expected to complete at least four (4) face-to-face contacts per month and document services provided with a minimum of eighty (80) hours per month spent with clients.
 - Supervisors and direct service staff must be visible in the site for a minimum of twenty-four (24) hours per month (an average of six (6) hours per week), taking the pulse of the community, creating opportunities for informal contact with those at risk of involvement in shootings and killings, and becoming familiar with community members.
- Supervisors, Managers and the Site director must:
 - Maintain appropriate supervision of the site and staff associated therewith to ensure management protocols are implemented, including:
 - Daily briefings and debriefings.
 - Weekly Staff meetings.
 - Regular individual staff supervision to discuss progress towards outcome and address any site identified issues/need.
 - Ensure all necessary and required data is entered into the appropriate database.

PROGRAM COSTS/PAYMENT TERMS: (SEE ATTACHED)

BUDGET/ FEE SCHEDULE

Potter's House Community Development Empowering Center, Inc. FY23-24 Budget
Northside MVP Team

Categories and Line Items		FY 2023-2024
Subtotal Employee Compensation		\$612,000.00
Subtotal Taxes and Benefits		\$135,000.00
Total Employee Compensation		\$747,000.00
Operating Expense		
Occupancy Expense		\$0.00
Office Expenses		\$68,500.00
Equipment		\$19,500.00
Travel Expenses		\$15,000.00
Direct Client Expenses		\$25,000.00
Total Operating Expenses		\$128,000.00
Capital Outlay		\$35,000.00
TOTAL		\$910,000.00

FY 2024 PSG/ City Grant - Complete Program Budget Detail

Lead Agency: TPHCDEC

Program Name: NORTHSIDE MVP TEAM

Agency Fiscal Year: 2023-2024

BUDGET

Categories and Line Items	Prior Year Prg Funding FY 2021-2022	Current Year Prg Budget FY 2022-2023	Total Est. Cost of Program FY 2023-2024	Funding Partners				
				Agency Provided Funding	All Other Program Revenues	City of Jacksonville (City Grant)	Federal/ State & Other Funding	Private Foundation Funding
I. Employee Compensation								
Personnel - 01201 (list Job Title or Positions no names)		March 1 - Sept						
1 Director	\$0.00	\$40,810.00	\$65,000.00	\$0.00	\$0.00	\$65,000.00	\$0.00	\$0.00
2 Program Manager	\$0.00	\$29,150.00	\$55,000.00	\$0.00	\$0.00	\$55,000.00	\$0.00	\$0.00
3 Supervisors (2)	\$0.00	\$52,480.00	\$100,000.00	\$0.00	\$0.00	\$100,000.00	\$0.00	\$0.00
4 Outreach Workers (4)	\$0.00	\$93,280.00	\$180,000.00	\$0.00	\$0.00	\$180,000.00	\$0.00	\$0.00
5 Violence Interrupters (4)	\$0.00	\$93,280.00	\$180,000.00	\$0.00	\$0.00	\$180,000.00	\$0.00	\$0.00
6 Administrative	\$0.00	\$25,240.00	\$32,000.00	\$0.00	\$0.00	\$32,000.00	\$0.00	\$0.00
7	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Employee Compensation	\$0.00	\$334,240.00	\$612,000.00	\$0.00	\$0.00	\$612,000.00	\$0.00	\$0.00
Fringe Benefits								
Payroll Taxes - FICA & Med Tax - 02101	\$0.00	\$26,240.00	\$55,000.00	\$0.00	\$0.00	\$55,000.00	\$0.00	\$0.00
Health Insurance - 02304	\$0.00	\$20,640.00	\$60,000.00	\$0.00	\$0.00	\$60,000.00	\$0.00	\$0.00
Retirement - 02201	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dental - 02301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Life Insurance - 02303	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Workers Compensation - 02401	\$0.00	\$5,250.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Unemployment Taxes - 02501	\$0.00	\$4,670.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Other Benefits - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$0.00	\$56,800.00	\$135,000.00	\$0.00	\$0.00	\$135,000.00	\$0.00	\$0.00
Total Employee Compensation	\$0.00	\$391,040.00	\$747,000.00	\$0.00	\$0.00	\$747,000.00	\$0.00	\$0.00
II. Operating Expenses								
Occupancy Expenses								
Rent - Occupancy -04408	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Telephone - 04181	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities - 04301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance and Repairs - 04603	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Property & General Liability - 04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Expenses								
Office and Other Supplies - 05101	\$0.00	\$5,500.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00
Postage - 04101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$0.00	\$7,050.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00
Publications - 05216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training - 05401	\$0.00	\$2,920.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Directors & Officers - Insurance - 04501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Professional Fees & Services (not audit) - 03410	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Background Screening - 04938	\$0.00	\$583.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$0.00	\$1,340.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$20,163.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00
Travel Expenses								
Local Mileage - 04021	\$0.00	\$16,750.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00
Parking & Tools - 04028	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Expenses								
Rental & Leases - Equipment - 04402	\$0.00	\$0.00	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$0.00
Vehicle Fuel and Maintenance - 04216	\$0.00	\$2,920.00	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$0.00
Vehicle Insurance -04502	\$0.00	\$33,500.00	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$11,417.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Client Expenses - 08301								
Client Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Food	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Medical	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Educational	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Personal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other (Direct Client Expenses, etc)	\$0.00	\$9,700.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Client Other (Please describe)	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00
Total Operating Expenses	\$0.00	\$111,843.00	\$128,000.00	\$0.00	\$0.00	\$128,000.00	\$0.00	\$0.00
III. Operating Capital Outlay (OVER \$1,000)								
Machinery & Equipment - 06402	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00
Computers & Software - 06427	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Outlay	\$0.00	\$31,700.00	\$35,000.00	\$0.00	\$0.00	\$35,000.00	\$0.00	\$0.00
Direct Expenses Total	\$0.00	\$534,583.00	\$910,000.00	\$0.00	\$0.00	\$910,000.00	\$0.00	\$0.00
Percent of Budget	-	-	100.0%	0.0%	0.0%	100.0%	0.0%	0.0%

Last Modified: 03/16/2023

All PSG items listed must be included in the narrative section of the budget.

FY 2023-2024 City Grant Proposal Term Sheet

Grant Recipient: TPHCDEC – WESTSIDE

Program Name : Cure Violence

City Funding Requests : \$927,500.00

Contract/Grant Term : October 1, 2023 – September 30, 2024

PROGRAM OVERVIEW, IMPACT & REPORTING:

- The Site is responsible for implementing the Cure Violence Public Health Violence Reduction Model and providing the Cure Violence Services described herein with a high degree of fidelity and in accordance with the terms of this Contract.
- The Site shall fully implement and monitor a Violence Reduction Strategy for the target area(s), AND THE Services shall only be performed in and for the benefit of residents of Duval County, Florida within the designated target catchment map. This strategy shall be approved by the City’s Grants Administrator and should be updated on no less than on a quarterly basis to respond to any new data, information, or better understanding of the target area. The Violence Reduction Strategy shall address how the site will:
 - Detect and interrupt violent crime (murders and shootings),
 - Change the behaviors of high-risk individuals, and
 - Change the norm of violence in the communities within the target area.
- Submit a monthly programmatic report with an invoice that describes how the Site complied with its Violence Reduction Strategy. The Site should maintain records of violence detection and interruption of violent crimes (murders and shootings), changed behaviors of high-risk individuals, norm changes of violence, assistance with staffs personal and professional development, and how social media was utilized as par to the site’s activities.
- Coordinate with other sites, supporters, volunteers, and other groups on a regular basis to further the mission of the Services.
- The Site shall cooperate with the City to provide information to the City and be accessible for City inspection of as necessary with 24 hours; notice; to allow the City to complete a Site Review Chart, but no more frequently than once a month. The Site Review Chart utilizes a point system to monitor the site’s progress toward outcome measures. Measures are weighted relative to importance towards accomplishing the goals of the Services.

PROGRAM SCOPE OF WORK AND DELIVERABLES:

- The Site shall deploy outreach workers and interrupters during the hours when shootings are most likely to occur. Typically, these hours are during the nighttime and early evening hours on Tuesday, Wednesday, and Thursday from 2:00 PM to 10:00 PM, and on Friday and Saturday from 6:00 PM to 2:00 AM. Specific workdays and hours may be adjusted based upon review of data to better align when shootings historically take place in the site's target area.
 - Outreach staff are expected to build a caseload of fifteen (15) to twenty (20) clients by the employee's fourth month on the job and maintain a minimum of fifteen (15) high-risk clients thereafter. Individuals who are currently enrolled in another program of another site and do not meet the Model eligibility criteria are not eligible to be considered part of this high-risk caseload. Eligibility of site participants and contact with them shall be documented in the Site's files. Outreach staff are expected to complete at least four (4) face-to-face contacts per month and document services provided with a minimum of eighty (80) hours per month spent with clients.
 - Supervisors and direct service staff must be visible in the site for a minimum of twenty-four (24) hours per month (an average of six (6) hours per week), taking the pulse of the community, creating opportunities for informal contact with those at risk of involvement in shootings and killings, and becoming familiar with community members.
- Supervisors, Managers and the Site director must:
 - Maintain appropriate supervision of the site and staff associated therewith to ensure management protocols are implemented, including:
 - Daily briefings and debriefings.
 - Weekly Staff meetings.
 - Regular individual staff supervision to discuss progress towards outcome and address any site identified issues/need.
 - Ensure all necessary and required data is entered into the appropriate database.

PROGRAM COSTS/PAYMENT TERMS: (SEE ATTACHED)

BUDGET/ FEE SCHEDULE

Potter's House Community Development Empowering Center, Inc. FY23-24 Budget
Westside MVP Team

Categories and Line Items		FY 2023-2024
Subtotal Employee Compensation		\$627,000.00
Subtotal Taxes and Benefits		\$135,000.00
Total Employee Compensation		\$762,000.00
Operating Expense		
Occupancy Expense		\$48,500.00
Office Expenses		\$42,500.00
Equipment		\$19,500.00
Travel Expenses		\$15,000.00
Direct Client Expenses		\$25,000.00
Total Operating Expenses		\$150,500.00
Capital Outlay		\$15,000.00
TOTAL		\$927,500.00

FY 2024 PSG/ City Grant - Complete Program Budget Detail

Lead Agency: TPHCDEC

Program Name: WESTSIDE MVP TEAM

Agency Fiscal Year: 2023-2024

BUDGET

Categories and Line Items	Prior Year Prg Funding FY 2021-2022	Current Year Prg Budget FY 2022-2023	Total Est. Cost of Program FY 2023-2024	Funding Partners				
				Agency Provided Funding	All Other Program Revenues	City of Jacksonville (City Grant)	Federal/ State & Other Funding	Private Foundation Funding
I. Employee Compensation								
Personnel - 01201 (list Job Title or Positions no names)								
1 Director (SOP)	\$60,000.00	\$80,000.00	\$80,000.00	\$0.00	\$0.00	\$80,000.00	\$0.00	\$0.00
2 Program Manager	\$45,000.00	\$50,000.00	\$55,000.00	\$0.00	\$0.00	\$55,000.00	\$0.00	\$0.00
3 Supervisors (2)	\$80,000.00	\$90,000.00	\$100,000.00	\$0.00	\$0.00	\$100,000.00	\$0.00	\$0.00
4 Outreach Workers	\$150,000.00	\$140,000.00	\$180,000.00	\$0.00	\$0.00	\$180,000.00	\$0.00	\$0.00
5 Violence Interrupters (4)	\$150,000.00	\$200,000.00	\$180,000.00	\$0.00	\$0.00	\$180,000.00	\$0.00	\$0.00
6 Administrative	\$1,500.00	\$34,000.00	\$32,000.00	\$0.00	\$0.00	\$32,000.00	\$0.00	\$0.00
7	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Employee Compensation	\$486,500.00	\$594,000.00	\$627,000.00	\$0.00	\$0.00	\$627,000.00	\$0.00	\$0.00
Fringe Benefits								
Payroll Taxes - FICA & Med Tax - 02101	\$40,400.00	\$45,000.00	\$55,000.00	\$0.00	\$0.00	\$55,000.00	\$0.00	\$0.00
Health Insurance - 02304	\$54,600.00	\$50,000.00	\$60,000.00	\$0.00	\$0.00	\$60,000.00	\$0.00	\$0.00
Retirement - 02201	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dental - 02301	\$7,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Life Insurance - 02303	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Workers Compensation - 02401	\$7,800.00	\$8,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Unemployment Taxes - 02501	\$7,800.00	\$7,700.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Other Benefits - (Please describe)	\$7,200.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$125,000.00	\$111,200.00	\$135,000.00	\$0.00	\$0.00	\$135,000.00	\$0.00	\$0.00
Total Employee Compensation	\$611,500.00	\$705,200.00	\$762,000.00	\$0.00	\$0.00	\$762,000.00	\$0.00	\$0.00
II. Operating Expenses								
Occupancy Expenses								
Rent - Occupancy -04408	\$37,959.76	\$38,000.00	\$40,000.00	\$0.00	\$0.00	\$40,000.00	\$0.00	\$0.00
Telephone - 04181	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities - 04301	\$6,398.52	\$6,300.00	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$0.00
Maintenance and Repairs - 04603	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Property & General Liability - 04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$1,641.72	\$1,700.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00
Office Expenses								
Office and Other Supplies - 05101	\$12,000.00	\$8,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Postage - 04101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$10,500.00	\$8,300.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Publications - 05216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training - 05401	\$5,500.00	\$4,000.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Directors & Officers - Insurance - 04501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Professional Fees & Services (not audit) - 03410	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Background Screening - 04938	\$2,000.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$4,000.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00
Other - (Please describe)	\$20,000.00	\$13,600.00	\$14,000.00	\$0.00	\$0.00	\$14,000.00	\$0.00	\$0.00
Travel Expenses								
Local Mileage - 04021	\$17,000.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00
Parking & Tools - 04028	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Expenses								
Rental & Leases - Equipment - 04402	\$0.00	\$0.00	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$0.00
Vehicle Fuel and Maintenance - 04216	\$4,200.00	\$6,500.00	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$0.00
Vehicle Insurance -04502	\$3,300.00	\$6,500.00	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$0.00
Other - (Please describe)	\$20,000.00	\$6,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Client Expenses - 08301								
Client Rent	\$3,333.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Utilities	\$3,333.34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Food	\$3,333.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Medical	\$7,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Educational	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Personal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other (Direct Client Expenses, etc.)	\$1,800.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Client Other (Job, Personal, etc.)	\$4,000.00	\$6,900.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00
Total Operating Expenses	\$179,500.00	\$124,800.00	\$150,500.00	\$0.00	\$0.00	\$150,500.00	\$0.00	\$0.00
III. Operating Capital Outlay (OVER \$1,000)								
Machinery & Equipment - 06402	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00
Computers & Software - 06427	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$9,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Outlay	\$9,000.00	\$35,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00
Direct Expenses Total	\$800,000.00	\$865,000.00	\$927,500.00	\$0.00	\$0.00	\$927,500.00	\$0.00	\$0.00
Percent of Budget	-	-	100.0%	0.0%	0.0%	100.0%	0.0%	0.0%

Last Modified: 03/16/2023

All PSG items listed must be included in the narrative section of the budget.

NLP Logix, LLC – Cure Violence

FY 2023-2024 City Grant Proposal Term Sheet

Grant Recipient: NLP Logix, LLC (“Recipient”)

Program Name: Cure Violence (“the Program”)

City Funding Requests: \$150,000

Contract/Grant Term: October 1, 2023– September 30, 2024

Any substantial change to this FY 2023-2024 City Grant Proposal Term Sheet (the “Term Sheet”) or the Program budget will require City Council approval.

PROGRAM OVERVIEW:

- Collaborate with the Jacksonville Sheriff’s Office Crime Analyst Team and other data sharing partners to clean, format and analyze law enforcement data across the city and within the target area, located within the target zones to establish the context for Cure Violence site efforts and canvassing.
- Collect, compile and analyze key data for the target area, including census data and other data for the target area.
- Develop survey sampling frame and provide guidance for door-to-door surveying in the target area.
- Extract, transform and load data into dashboard for ease of use and tracking of key performance indicators to facilitate communication with the community, City of Jacksonville Administration, and law enforcement.
- Integrate, analyze, and summarize data from all sources to prepare a draft report with recommendations to the Cure Violence site, City Administration, law enforcement, and residents.

PROGRAM SCOPE OF WORK AND DELIVERABLES:

Attend meetings, establish points of contact, obtain data, and review starting documents. Provide consultation on the proper types of analysis and metrics to be used in the evaluation.	Proposed analysis and metrics presentation
Work with the sites, Office of Grants and Contract Compliance and the Administration to develop progression and analysis reports for Cure Violence Jacksonville Plan	Reports
Collaborate with the Jacksonville Sheriff’s Office Crime Analyst Team and other data sharing partners to clean, format and analyze law enforcement data across the city and within the target area to establish the context for the site.	Data Presentations
Work with the sites and MVRC team to coordinate and conduct interviews and focus groups regarding CURE Violence Jacksonville efforts	Interview/ Focus Group & SSO Planning
Conduct Systematic Social Observations (SSO) of the target neighborhoods	Systematic Social Observation Presentations
Integrate, analyze and summarize data from all sources to prepare draft report with recommendation.	Draft and Final Summary Reports

Incorporate edits and updates based on feedback from project coordination	Provide Cumulative Annual Report
---	----------------------------------

PROGRAM COSTS/PAYMENT TERMS:

This package is valued at **\$150,000**.

Additional Grant Requirements and Restrictions: Recipient's expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1, 2, 4 and 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City's Grant Administrator may amend this Term Sheet and the approved Program budget consistent with the Program's needs, provided that any substantial change to this Term Sheet or the approved Program budget will require City Council approval.

FY 2024 PSG/ City Grant - Complete Program Budget Detail

Lead Agency: NLP Logix, Inc.

Program Name: Cure Violence

Agency Fiscal Year:

BUDGET

Categories and Line Items	Prior Year Prg Funding FY 2021-2022	Current Year Prg Budget FY 2022-2023	Total Est. Cost of Program FY 2023-2024	Funding Partners				
				Agency Provided Funding	All Other Program Revenues	City of Jacksonville (City Grant)	Federal/ State & Other Funding	Private Foundation Funding
I. Employee Compensation								
Personnel - 01201 (list Job Title or Positions no names)								
1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Employee Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fringe Benefits								
Payroll Taxes - FICA & Med Tax - 02101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Health Insurance - 02304	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Retirement - 02201	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dental - 02301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Life Insurance - 02303	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Workers Compensation - 02401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Unemployment Taxes - 02501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Benefits - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Employee Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
II. Operating Expenses								
Occupancy Expenses								
Rent - Occupancy-04408	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Telephone - 04181	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities - 04301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance and Repairs - 04603	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Property & General Liability - 04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Expenses								
Office and Other Supplies - 05101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Postage - 04101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Publications - 05216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training - 05401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Directors & Officers - Insurance - 04501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Professional Fees & Services (not audit) - 03410	\$0.00	\$0.00	\$150,000.00	\$0.00	\$0.00	\$150,000.00	\$0.00	\$0.00
Background Screening - 04938	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel Expenses								
Local Mileage - 04021	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Parking & Tools - 04028	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Expenses								
Rental & Leases - Equipment - 04402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Fuel and Maintenance - 04216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Insurance -04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Client Expenses - 08301								
Client Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Food	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Medical	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Educational	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Personal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Operating Expenses	\$0.00	\$0.00	\$150,000.00	\$0.00	\$0.00	\$150,000.00	\$0.00	\$0.00
III. Operating Capital Outlay (OVER \$1,000)								
Machinery & Equipment - 06402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Computers & Software - 06427	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Expenses Total	\$0.00	\$0.00	\$150,000.00	\$0.00	\$0.00	\$150,000.00	\$0.00	\$0.00
Percent of Budget	-	-	100.0%	0.0%	0.0%	100.0%	0.0%	0.0%

Last Modified: 03/16/2023

All PSG items listed must be included in the narrative section of the budget.

Family Foundations of Northeast Florida
FY 2023-2024 City Grant Proposal Term Sheet

Grant Recipient: Family Foundations of Northeast Florida, Inc. (“Recipient”)

Program Name: Cure Violence (the “Program”)

City Funding Requests: \$519,200

Contract/Grant Term: October 1, 2023– September 30, 2024

Any substantial change to this FY 2023-2024 City Grant Proposal Term Sheet (the “Term Sheet”) or the attached Program budget will require City Council approval.

PROGRAM OVERVIEW: Provide a description of the Program and the Program goals and objectives, including a description of how the Program will assist Duval County residents and the particular need that will be met. Indicate whether this funding request is intended to cover programmatic expenses, capital expenses, or both in FY 2023-2024.

During the current fiscal year, Family Foundations of Northeast Florida, Inc. worked with Cure Violence members who often presented with a lack of emotional, spiritual and family support; who lacked sufficient financial resources; and who lacked job training and education. These individuals appeared to have more difficulty adjusting to life on the streets, had need for substance use education, and had personal experiences with traumatic events; they also experienced post-traumatic stress reactions from their prison experiences. Addressing trauma within the Cure Violence cohorts will require a multi-pronged, organizational approach inclusive of education, awareness, prevention, early identification, gender and culture-informed, and trauma-specific assessment and treatment.

Family Foundations proposes to provide mental health and financial wellness services to Cure Violence team members at the three proposed sites: Noah’s Ark and the Potter’s House Sites. Our services are intended to assist team members with becoming emotionally and financially stable which will allow them to effectively perform their jobs. Through a combination of weekly team meetings, psycho-educational and financial education group sessions, individual counseling, and case management services, Family Foundations will provide team members with tools and skills to address barriers that have impacted their personal and professional relationships and also prevented them from achieving financial goals.

Funding from the City of Jacksonville will be used to cover programmatic expenses for FY 2023-2024.

PROGRAM SCOPE OF WORK AND DELIVERABLES: Provide a list of all activities the Program will offer and provide and a brief description of each activity.

1. Group Sessions:

Cure Violence Site Staff - Group counseling sessions will be conducted at each **Cure Violence** site for all staff. Utilizing approaches such as trauma informed care and cognitive behavioral therapy (CBT), Family Foundations proposes to conduct sessions that transforms clinical practice into life applicable daily use – helping staff understand how their past traumas impact their current actions, behaviors and responses impact and what steps they can take to manage it a positive and productive manner. Additionally, sessions will be used to train site staff on techniques and language they can utilize in their work with participants. The goal is to provide them with tools, based on trauma informed care and CBT approaches, that they can utilize in their interactions with Participants to mitigate the possibility of inflicting additional trauma or harm in tense and difficult situations. Finally, Family Foundations proposes that group sessions will be available following a violent situation in the communities served by CV. This will allow staff an opportunity to debrief/process the situation and their feelings, thoughts and emotions.

Cure Violence Participants – Family Foundations will also conduct group sessions with CV Participants. These individuals will be referred by the CV Site staff, court systems, probation/parole, etc. Utilizing the same approaches as with the CV Site staff, the goal will be to address the trauma participants have and/or are experiencing.

2. Individual Sessions:

Cure Violence Staff – Individual counseling sessions will be available to all CV Staff. Participation in individual counseling is voluntary and is made at the request of the staff member. Family Foundations proposes that all staff participate in at least one session; however, this is not a requirement.

Cure Violence Participants – For CV Participants, individual sessions will also be voluntary; however, participation could be a requirement as a condition of their work plan, court ordered, or a condition of their probation/parole.

Each individual who participates in individual counseling will receive the following: Intake Process Counseling Assessment, Treatment Plan/Plan Updates, and Counseling Interventions are a regular part of the process.

3. Educational Workshops: Family Foundations will conduct a series of educational workshops designed to help CV staff member develop skills and techniques that enhance their work in the communities they serve. Building on the work in the group counseling sessions, CV Staff will gain a better understanding of how to proactively engage participants and community members to identify issues and develop solutions. Family Foundations will work with CV Sites to identify topics/issues and will facilitate the delivery of these session using Family Foundations and/or Consultants to deliver presentations. Topics will adhere to Cure Violence’s national program model but will be tailored to local needs/perspectives. Workshop topics will also be customized for each CV site based on their needs/desires. Below is a partial list of sessions/topics that may be included.

i.**Race/ Culture:** Identifies and focuses on cultural biases that impact the target communities where Cure Violence work is being performed. This session gives participants the ability to leverage the core values instilled in the Cure Violence model.

ii.**Boundary Issues:** Focuses on why and how setting health boundaries in the workplace/community is important. Includes discussions of physical, mental and emotional boundaries in relationships

iii.**Conflict Resolution:** Team Members have learned conflict resolution techniques that they can use in their interactions with each other, management and participants in their assigned zip codes. These techniques and methods are designed to ensure that the stress and anxiety that they face can be channeled towards a positive resolution of daily incidents. Virtual sessions have allowed Team Members to explore how to manage home and work scenarios in the community during COVID-19 restrictions. The shift in environment where Team Members spend a majority of their time with family members has raised additional tension that adds to the stress and conflict that they face on the streets.

iv.**Trauma-Informed Counseling:** Family Foundations offers trauma-informed counseling that focuses on the psychological distress Team Members may face following exposure to a traumatic or stressful event. This counseling is centered on a fear-based reaction and helps Team Members externalize angry and aggressive symptoms. Both sites have learned how to recognize chronic trauma symptoms. Counseling sessions focus on the type of exposure to trauma they may face and how they occur across gender, race, ethnic communities and socio-economic groups. Counseling also provides insight into the basics of how social impact of trauma manifests itself on communities and individuals.

v.**Mental Health First Aid USA Training:** This course is designed to help Team Members recognize and respond to a person experiencing a mental health crisis. The first aid taught in this course allows Team Members to provide appropriate treatment and support until First Responders arrive. Team Members learn how to assess the risk, listen non-judgmentally, give reassurance and encourage self-help and other support strategies. Participants receive a certificate from MHFA USA at the conclusion of the course and also gains access to the MHFA website and resources.

4. Case Management Services: Family Foundations will assist CV Staff and Participants with accessing community resources to address personal/family needs. This may include accessing food, housing, employment, and/or other

benefits. Services will be offered in conjunction with offering financial assistance made available through Family Foundations' contract.

5. **Financial Education:** Family Foundations proposes to offer group education to CV Staff and Participants.
Cure Violence Staff - Based on our experience over the past 3 years, some members of the CV Staff are more financially literate than originally perceived when this work was initially proposed. As a result, Family Foundations will be conducting an assessment to determine the educational needs of the CV staff. A custom program will be developed to address the needs and desires of the sites.
Cure Violence Participants – Family Foundations proposes to deliver a series of workshops ranging from the basics of budgeting/savings to homeownership to entrepreneurship. The goal is to help participants change their behaviors and attitudes as it relates to money.
6. **Financial Coaching/Counseling:** CV Staff and Participants will have access to individual coaching/counseling to assist them in reaching specific financial goals. All individuals that participate in individual counseling will receive a minimum of 4 counseling sessions. Participants will develop a budget and savings plan; counselors will also help individuals create a customized work plan to assist them in reaching their goals.
7. **Court Advocacy and Diversion:** Family Foundations proposes to participate in court proceedings for CV Participants to advocate on their behalf and offer participation in the Cure Violence program as a jail diversion option. As part of this process, Family Foundations will conduct assessments/evaluations, submit recommendations, and make referrals to the CV sites. Counseling, case management, and peer support services will be provided in conjunction with the court advocacy work.
8. **Peer Support Services:** Family Foundations proposes to hire a peer support specialist who will engage with participants to offer a “lived experience” support system. Research shows that peer support services offered in conjunction with case management and counseling improves outcomes for individuals. We believe the peer support specialist will be able to more effectively knock down barriers to communication and help facilitate the delivery of services.
9. **Outreach:** Family Foundations proposes to work in conjunction with CV Site Staff and the City Cure Violence team conduct community outreach, identify partners and collaborate with stakeholders to ensure the CV Initiative is successful and has access to the resources necessary for the CV sites and participants.

PROGRAM COSTS/PAYMENT TERMS: Provide information regarding the cost to operate the Program, with a list of all other funding sources, including any additional City of Jacksonville funding, and the distribution of the City funding. Please complete the attached Excel FY 2023-2024 Budget Form for submittal with this Term Sheet.

- 1 - Full-time Program Manager - The Program Manager will lead Family Foundations' team. The manager will be responsible for conducting outreach, developing partnerships/collaborations for resources, participating in court proceedings and conducting assessments/evaluations. The Program Manager will also work with CV Site Directors and Staff to coordinate the delivery of services to the CV sites and participants. The Program Manager will also be responsible for all data collection and reporting, in collaboration with the Finance & Administration Manager.
- 2 – Case Managers (Change Engineers) – Case Managers work with participants through the process of intake, assessment, referral, education, and vocational placement. Case Managers will also work with the Program Manager to support participants diverted from jail and referred to CV for services.
- 1 – Peer Support Specialist - will support CV participants and serve as a mentor, sounding board, and bridge to the Family Foundations' team members.
- 1 - Full-time Mental Health (MH) Counselor - The MH counselor will be responsible for conducting group educational sessions, crisis intervention/de-briefing sessions, and individual counseling services for CV Staff and Participants.
- 1 - Full-time Financial (FW) Counselor – The FW counselor will conduct group educational sessions and conduct individual sessions for CV Staff and Participants.
- Finance & Administration Manager – An allocation of the fiscal manager's time will be included to support grant administration, billing, and reporting.
- President/CEO – An allocation of management's time to include general oversight of the entire Cure Violence initiative working with the City and issues to reduce crime and violence in impacted areas.

PROGRAM IMPACT & REPORTING: Provide a description of: (i) how the Program goals and objectives described above will be attained and how they will be measured; (ii) the Program’s achievements during the year immediately preceding this funding request, if applicable; (iii) the anticipated number of residents to be served by the Program and the projected Program impact on those residents.

Cure Violence Programming

- Conduct Community Outreach – Present to a minimum of 3 community groups/month
- Track and report data related to court advocacy/diversion initiative (i.e. # of court interventions, # diverted to CV)
- Track and report on the number of actual services received by program participants
- Manager, track and report on utilization of Direct Client Assistance funds
- Track and report on referral sources and agencies
- Provide monthly Performance Reports to the City of Jacksonville Office of Grants and Contract Compliance attesting to the progress towards deliverables and to validate the required minimum acceptable level of service.

Mental Health and Life Skills

- Conduct monthly educational workshops for CV Staff and Participants
- 75% of workshop attendees will indicate increased skills
- 40% of participants will complete individual counseling sessions
- 100% of individual counseling participants will receive a comprehensive assessment and evaluation
- Conduct Mental Health First Aid Training for all CV Staff

Financial Wellness and Education

- Conduct monthly financial education workshops for CV Staff and Participants
- 100% of participants who begin individual counseling will receive the following:
 - credit report w/credit score
 - assistance with developing a budget
 - individual work plan that addresses goals and specific steps to achieve them
- 30% of participants who begin individual counseling will request assistance with housing counseling/education or debt management

Additional Grant Requirements and Restrictions: Recipient’s expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1, 2, 4, and 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City’s Grant Administrator may amend this Term Sheet and the approved Program budget consistent with the Program’s needs, provided that any substantial change to this Term Sheet or the approved Program budget will require City Council approval.

*Please keep application to a maximum of three pages not including the required budget forms

Budget / Fee Schedule Form

Family Foundation, Inc.

Cure Violence Model

Categories and Line Items		FY 2023-2024
Subtotal Employee Compensation		\$202,500
Subtotal Taxes and Benefits		\$57,970
Total Employee Compensation		\$260,470
Occupancy Expense		\$65,070
Office Expenses		\$82,625
Equipment		\$5,730
Travel Expenses		\$5,304
Direct Client Expenses		\$100,000
Total Operating Expenses		\$258,729
capital Outlay		\$1
TOTAL		\$519,200

FY 2024 PSG/ City Grant - Complete Program Budget Data

Lead Agency:
 Family Foundations of Northeast Florida, Inc.
 Program Name:
 Cure Violence

Agency Fiscal Year: June 30

Categories and Line Items	BUDGET				Funding Partners			
	Prior Year Prgr Funding FY 2021-2022	Current Year Prgr Funding FY 2023-2024	Total Est. Cost of Program FY 2023-2024	Agency Provided Funding	All Other Program Revenues	City of Jacksonville (City Grant)	Federal/ State & Other Funding	Private Foundation Funding
I. Employee Compensation								
Personnel - 01201 (list Job Title or Positions)								
1 President/CEO	\$0.00	\$36,670.00	\$20,567.06	\$12,400.00	\$0.00	\$8,167.06	\$0.00	\$0.00
2 Program Manager	\$0.00	\$60,000.00	\$37,841.50	\$0.00	\$0.00	\$37,841.50	\$0.00	\$0.00
3 Peer Support Specialist (formerly Outreach Worker)	\$0.00	\$45,000.00	\$26,345.36	\$0.00	\$0.00	\$26,345.36	\$0.00	\$0.00
4 Case Manager (Change Engineer)	\$0.00	\$40,000.00	\$27,333.31	\$0.00	\$0.00	\$27,333.31	\$0.00	\$0.00
5 Case Manager (Change Engineer)	\$0.00	\$40,000.00	\$28,321.26	\$0.00	\$0.00	\$28,321.26	\$0.00	\$0.00
6 Mental Health Counselor	\$0.00	\$45,000.00	\$29,638.53	\$0.00	\$0.00	\$29,638.53	\$0.00	\$0.00
7 Financial Counselor	\$0.00	\$45,000.00	\$29,638.53	\$0.00	\$0.00	\$29,638.53	\$0.00	\$0.00
8 Finance & Administration Manager	\$0.00	\$40,750.00	\$22,914.45	\$7,700.00	\$0.00	\$15,214.45	\$0.00	\$0.00
Subtotal Employee Compensation	\$0.00	\$352,420.00	\$222,600.00	\$20,100.00	\$0.00	\$202,500.00	\$0.00	\$0.00
Fringe Benefits								
Payroll Taxes	\$0.00	\$27,222.13	\$22,125.05	\$1,618.05	\$0.00	\$20,507.00	\$0.00	\$0.00
Medical Insurance (Health, Dental/Vision, Life)	\$0.00	\$22,056.50	\$9,904.00	\$804.00	\$0.00	\$9,100.00	\$0.00	\$0.00
Payroll Service Fee	\$0.00	\$30,814.60	\$27,825.50	\$2,512.50	\$0.00	\$25,313.00	\$0.00	\$0.00
Workers Compensation	\$0.00	\$2,115.00	\$4,452.00	\$402.00	\$0.00	\$4,050.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$0.00	\$82,208.23	\$63,306.55	\$5,336.55	\$0.00	\$57,970.00	\$0.00	\$0.00
Total Employee Compensation	\$0.00	\$434,628.23	\$285,906.54	\$25,436.55	\$0.00	\$260,470	\$0.00	\$0.00
II. Operating Expenses								
Occupancy Expenses								
Rent - Occupancy - 04408	\$0.00	\$2,940.00	\$50,625.00	\$5,625.00	\$0.00	\$45,000.00	\$0.00	\$0.00
Telephone - 04181	\$0.00	\$1.00	\$4,320.00	\$0.00	\$0.00	\$4,320.00	\$0.00	\$0.00
Utilities - 04301	\$0.00	\$1.00	\$5,375.00	\$0.00	\$0.00	\$5,375.00	\$0.00	\$0.00
Maintenance and Repairs - 04603	\$0.00	\$1.00	\$5,375.00	\$0.00	\$0.00	\$5,375.00	\$0.00	\$0.00
Insurance Property & General Liability - 04502	\$0.00	\$6,500.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Office Expenses								
Office and Other Supplies - 05101	\$0.00	\$7,500.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Postage - 04101	\$0.00	\$1,050.00	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$0.00	\$2,650.00	\$5,350.00	\$350.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Publications - 05216	\$0.00	\$900.00	\$1,100.00	\$100.00	\$0.00	\$1,000.00	\$0.00	\$0.00
Staff Training - 05401	\$0.00	\$8,500.00	\$6,500.00	\$1,600.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Directors & Officers - Insurance - 04501	\$0.00	\$5,000.00	\$1,250.00	\$0.00	\$0.00	\$1,250.00	\$0.00	\$0.00
Professional Fees & Services (not audit) - 03410	\$0.00	\$68,500.00	\$81,125.00	\$0.00	\$0.00	\$81,125.00	\$0.00	\$0.00
Background Screening - 04938	\$0.00	\$3,850.00	\$3,500.00	\$1,750.00	\$0.00	\$1,750.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$0.00	\$2,000.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00
Travel Expenses								
Local Mileage - 04021	\$0.00	\$4,600.00	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
Parking & Tolls - 04028	\$0.00	\$1,000.00	\$304.00	\$0.00	\$0.00	\$304.00	\$0.00	\$0.00
Equipment Expenses								
Rental & Leases - Equipment - 04402	\$0.00	\$5,000.00	\$5,730.00	\$0.00	\$0.00	\$5,730.00	\$0.00	\$0.00
Vehicle Fuel and Maintenance - 04216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Insurance - 04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Client Expenses - 08301								
Client Rent	\$0.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00
Client Utilities	\$0.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00
Client Food	\$0.00	\$20,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Client Medical	\$0.00	\$20,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Client Educational/Vocational/Training	\$0.00	\$15,000.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00
Client Personal	\$0.00	\$20,000.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
Total Operating Expenses	\$0.00	\$232,993.00	\$268,154.00	\$9,425.00	\$0.00	\$258,729.00	\$0.00	\$0.00
III. Operating Capital Outlay (OVER \$1,000)								
Machinery & Equipment - 06402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Computers & Software - 06427	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Physical Enhancements)	\$0.00	\$100,000.00	\$1.01	\$0.00	\$0.00	\$1.01	\$0.00	\$0.00
Total Capital Outlay	\$0.00	\$100,000.00	\$1.01	\$0.00	\$0.00	\$1.01	\$0.00	\$0.00
Direct Expenses Total	\$0.00	\$767,621.23	\$554,061.55	\$34,861.55	\$0.00	\$519,200.00	\$0.00	\$0.00
Percent of Budget	0%	100%	100%	6%	0%	94%	0%	0%

Last Modified: 02/12/18

VOLUNTEERS IN MEDICINE - WEST JACKSONVILLE

FY 2023-2024 City Grant Proposal Term Sheet

Grant Recipient: Volunteers in Medicine, Jacksonville (“Recipient”)

Program Name: West Jacksonville (the “Program”)

City Funding Requests: \$200,000

Contract/Grant Term: October 1, 2023– September 30, 2024

Any substantial change to this FY 2023-2024 City Grant Proposal Term Sheet (the “Term Sheet”) or the attached Program budget will require City Council approval.

PROGRAM OVERVIEW: *Volunteers in Medicine (VIM) is a full-service clinic that has provided free primary and specialty services to low-income and uninsured individuals since 2003. Our mission is to advance the physical, mental, and emotional well-being of the working uninsured to improve quality of life for all.*

The WestJax Clinic opened in June 2020 in the middle of the pandemic. It provides primary care and has been a life saver to the uninsured in the community. It is located in the 32210-zip code area, which was recently listed as a priority area by Blue Zones, a global movement that has improved health and well-being for communities.

Knowing that we are better working together, our WestJax Clinic is a collaboration with Inspire to Rise (ITR). Inspire to Rise has a mission to inspire and empower children, families and individuals to rise, overcome, and shine through their most challenging moments in life to become their best self.

Our funding request will cover programmatic expenses such as the salary of our Medical Director and Medical Assistant, monthly rent, cleaning of the facility, medical supplies, and lifesaving medications.

PROGRAM SCOPE OF WORK AND DELIVERABLES: *100 women will receive follow-up gynecological services, based on screening/test results.*

- *90% of patients will have body mass index and blood pressure monitored.*
- *50% of patients will have medication prescribed and dispensed to them.*
- *75 diabetic patients will have at least two A1C tests ordered and reviewed with a VIM medical professional.*
- *100% of patients diagnosed with diabetes and/or hypertension will be counseled in chronic disease management as well as offered nutritional counseling and weight management classes.*
- *100% of patients will be evaluated with a PHQ-2 assessment tool to determine if they require mental health services (those who do will be referred to on-site provider).*

PROGRAM COSTS/PAYMENT TERMS:

Salary and Wages

1 Medical Asst. (provides clinical support to physicians and nurses; maintains medical supply inventory and gives direction to volunteer administrative staff) \$55,000.00

2 Medical Dir. (Provides direct patient care; examines and coordinates all practice activities to ensure medical compliance; addresses all labs and imaging results) \$50,000.00

3 Dir. of Volunteers (Recruits, retains and stewards all volunteer doctors, nurses and lay persons who provide direct services to the patients) \$15,000.00

4 Office Manager (manages computer functionality, wifi, power, supply orders, mail, troubleshooting, new staff onboarding) \$17,200.00

Payroll Taxes & Benefits

Payroll Taxes \$9,000.00

Health Insurance \$7,200.00

Occupancy Expenses

Rent \$30,000.00

Office Expenses

Office and Other Supplies \$2,000.00

Printing and advertising \$1,000.00

Other-Cleaning \$3,600.00

Direct Client Expenses

Client Medical \$4,500.00

Client other medicine \$5,500.00

Total \$200,000.00

PROGRAM IMPACT & REPORTING: *Our outcome measures, listed above, reflect generally accepted recommendations for clinical practice. We know that access to basic preventative healthcare services can be the difference between life and death. Proper management of chronic conditions, rooted in support and accountability, prevents numerous negative consequences.*

There are many people in the vicinity of the WestJax Clinic that we will impact through expanding its operation. Among the employed, 17.2% are uninsured. One out of every 20 workers 16 years or older residing in the area does not have a vehicle available to them, severely limiting their flexibility. Of the households surrounding the West Jacksonville Clinic, 30.7% have an income of less than \$20,000 a year, and 25.9% live below the poverty line. Of households with children 18 or under, more than half rely on a single mother.

If we are to ensure that the people in the 32210-zip code area can be healthy, fully participating citizens, they must have a clinic available to them, operating at times when they are able to use it.

Additional Grant Requirements and Restrictions: Recipient’s expenditure of City funds for the Program and the provision of services shall be subject to Chapter 118, Parts 1 through 5 of the *Jacksonville Ordinance Code*, and the terms and conditions of any contract entered into between the City and Recipient. Recipient shall use the City funds for the Program in accordance with the City Council approved Term Sheet and Program budget. The City’s Grant Administrator may amend this Term Sheet and the approved Program budget consistent with the Program’s needs, provided that any substantial change to this Term Sheet or the approved Program budget will require City Council approval.

*Please keep application to a maximum of three pages not including the required budget forms

FY 2024 PSG/ City Grant - Complete Program Budget Detail

Lead Agency: Volunteers in Medicine, Jacksonville

Program Name: West Jax Clinic

Agency Fiscal Year: October 1, 2023-September 30, 2024

BUDGET

Categories and Line Items	Prior Year Prg Funding FY 2021-2022	Current Year Prg Budget FY 2022-2023	Total Est. Cost of Program FY 2023-2024	Funding Partners				
				Agency Provided Funding	All Other Program Revenues	City of Jacksonville (City Grant)	Federal/ State & Other Funding	Private Foundation Funding
I. Employee Compensation								
Personnel - 01201 (list Job Title or Positions no names)								
Medical Assistant	\$0.00	\$55,000.00	\$55,000.00	\$0.00	\$0.00	\$55,000.00	\$0.00	\$0.00
Medical Director	\$0.00	\$80,000.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	\$0.00	\$0.00
Director of Volunteers	\$0.00	\$0.00	\$51,000.00	\$0.00	\$0.00	\$15,000.00	\$36,000.00	\$0.00
Office Manager	\$0.00	\$0.00	\$58,965.18	\$0.00	\$0.00	\$17,200.00	\$41,765.18	\$0.00
5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
9	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Employee Compensation	\$0.00	\$135,000.00	\$214,965.18	\$0.00	\$0.00	\$137,200.00	\$77,765.18	\$0.00
Fringe Benefits								
Payroll Taxes - FICA & Med Tax - 02101	\$0.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00	\$0.00	\$0.00
Health Insurance - 02304	\$0.00	\$18,279.00	\$7,200.00	\$0.00	\$0.00	\$7,200.00	\$0.00	\$0.00
Retirement - 02201	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dental - 02301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Life Insurance - 02303	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Workers Compensation - 02401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Unemployment Taxes - 02501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Benefits - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$0.00	\$18,279.00	\$16,200.00	\$0.00	\$0.00	\$16,200.00	\$0.00	\$0.00
Total Employee Compensation	\$0.00	\$153,279.00	\$231,165.18	\$0.00	\$0.00	\$153,400.00	\$77,765.18	\$0.00
II. Operating Expenses								
Occupancy Expenses								
Rent - Occupancy - 04408	\$0.00	\$24,000.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00
Telephone - 04181	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities - 04301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance and Repairs - 04603	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Property & General Liability - 04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Expenses								
Office and Other Supplies - 05101	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$0.00
Postage - 04101	\$0.00	\$3,666.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$0.00	\$2,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00
Publications - 05216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training - 05401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Directors & Officers - Insurance - 04501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Professional Fees & Services (not audit) - 03410	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Background Screening - 04938	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - Cleaning	\$0.00	\$3,600.00	\$3,600.00	\$0.00	\$0.00	\$3,600.00	\$0.00	\$0.00
Travel Expenses								
Local Mileage - 04021	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Parking & Tools - 04028	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Expenses								
Rental & Leases - Equipment - 04402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Fuel and Maintenance - 04216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Insurance - 04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Client Expenses - 08301								
Client Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Food	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Medical	\$0.00	\$5,000.00	\$4,500.00	\$0.00	\$0.00	\$4,500.00	\$0.00	\$0.00
Client Education	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Persona	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other Medicine	\$0.00	\$9,455.00	\$5,500.00	\$0.00	\$0.00	\$5,500.00	\$0.00	\$0.00
Client Other (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Operating Expenses	\$0.00	\$46,721.00	\$46,600.00	\$0.00	\$0.00	\$46,600.00	\$0.00	\$0.00
III. Operating Capital Outlay (OVER \$1,000)								
Machinery & Equipment - 06402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Computers & Software - 06427	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Expenses Total	\$0.00	\$200,000.00	\$277,765.18	\$0.00	\$0.00	\$200,000.00	\$77,765.18	\$0.00
Percent of Budget			100.0%	0.0%	0.0%	72.0%	28.0%	0.0%

Last Modified: 03/16/2023

All PSG items listed must be included in the narrative section of the budget.

Terms for First Amendment to Jacksonville University (JU) City Funding Agreement
(FY24 City Appropriated Funding of \$1.25 million Forgivable Loan for JU College of Law)

Any substantial change will require Council approval

- 1) City appropriated funding to JU for a forgivable loan in the amount of \$1,250,000 in Fiscal Year 2022-2023 pursuant to Ordinance 2022-504-E (the “First Forgivable Loan”). City will provide a second forgivable loan to Jacksonville University (JU) in the amount of \$1,250,000 for Fiscal Year 2023-2024 (the “Second Forgivable Loan”). The First Forgivable Loan and Second Forgivable Loan shall be referred to herein collectively as the “Forgivable Loans”.
- 2) The Second Forgivable Loan, to be funded in Fiscal Year 2023-2024, shall have the following loan terms:
 - Principal Amount: \$1,250,000
 - Note Interest: Zero percent (0%) interest until September 30, 2027
 - Note Term: 4 years (from October 1, 2023)
 - Note Maturity Date: September 30, 2027
 - Forgiveness Terms: Proof/evidence provide by JU that the Forgiveness Conditions (defined below) have been met
 - Loan Disbursement(s): To be made by City in accordance with the executed standard City loan documents
 - Loan Closing Expenses: Any title examination, insurance, recording fees, document stamps, etc. will be paid by JU
 - Use of Funds: City loan funding must be specifically expended for operational expenses incurred by JU for the JU College of Law and shall only be utilized for services associated with start-up, planning, staff payroll and overhead associated with the JU College of Law downtown campus.
- 3) Conditions to be met on or before the Measurement Date for forgiveness of the Forgivable Loans (collectively, the “Forgiveness Conditions”):
 - JU must provide City with proof of the establishment of JU College of Law downtown campus as evidenced by providing City with copies of executed purchase/deeds, lease or finance facilities documents or an executed agreement(s) to develop or construct such facilities and pursuant to the ABA Standards and Rules of Procedure for Approval of Law Schools.
 - JU must provide City with proof that the JU College of Law downtown campus is operational by the Measurement Date. For purposes of this condition the term “operational” means having an average enrollment of 175 students for each academic year for the two (2) consecutive years prior to the Measurement Date and an FTE count of at least thirty (30) on the Measurement Date.
 - JU must use its best efforts to achieve all necessary accreditations in a timely manner to be at least provisionally accredited under the ABA Standards and Rules of Procedure for Approval of Law Schools and provide City with proof of the same. JU must also have

made substantial progress, as determined by City, toward full accreditation by the Measurement Date.

- 4) If the JU College of Law campus is not established, accredited, and operational in accordance with the Forgiveness Conditions on or before the Measurement Date, payment in full of the Forgivable Loans with interest, if any, and any fees, shall become immediately due and JU shall pay City such unpaid amounts (principal, interest, fees) on or before December 31, 2027. Interest owed on December 31, 2027, shall include accrued interest at 4% for the loan term.

- 4) City and JU will execute appropriate standard City loan documents in a form provided and approved by City, which may include without limitation, a forgivable promissory note, loan agreement, and mortgage and security document.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 PROPERTY APPRAISER (FUND 00191)**

PROPOSED BUDGET BOOK - PAGE # 275 - 277

	FY 22/23 Council Approved	FY 23/24 City Council Adopted for DOR	FY 23/24 Mayor's Proposed	Increase/ (Decrease) from FY 22/23 Approved to FY 23/24 Proposed
REVENUE				
Charges for Services	\$ 482,843	\$ 488,954	\$ 488,954	\$ 6,111
Miscellaneous Revenue	\$ 500	\$ -	\$ -	\$ (500)
Investment Pool / Interest Earnings	\$ 2,040	\$ 23,624	\$ 23,624	\$ 21,584
General Fund - GSD	\$ 11,663,253	\$ 12,059,941	\$ 12,044,594	\$ 381,341
TOTAL REVENUE	\$ 12,148,636	\$ 12,572,519	\$ 12,557,172	\$ 408,536
EXPENDITURES				
Salaries	\$ 6,477,603	\$ 6,690,189	\$ 6,678,181	\$ 200,578
Salary & Benefit Lapse	\$ (147,429)	\$ (143,326)	\$ (144,295)	\$ 3,134
Pension Costs	\$ 1,917,916	\$ 2,143,838	\$ 2,147,308	\$ 229,392
Employer Provided Benefits	\$ 1,190,355	\$ 1,150,269	\$ 1,135,256	\$ (55,099)
Internal Service Charges	\$ 1,351,735	\$ 1,322,932	\$ 1,317,640	\$ (34,095)
Insurance Costs and Premiums	\$ 32,709	\$ 32,709	\$ 37,067	\$ 4,358
Professional and Contractual Services	\$ 522,085	\$ 468,334	\$ 468,334	\$ (53,751)
Other Operating Expenses	\$ 803,661	\$ 907,573	\$ 917,680	\$ 114,019
Capital Outlay	\$ 1	\$ 1	\$ 1	\$ -
TOTAL EXPENDITURES	\$ 12,148,636	\$ 12,572,519	\$ 12,557,172	\$ 408,536

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
PROPERTY APPRAISER (FUND 00191)**

PROPOSED BUDGET BOOK - PAGE # 275 - 277

Account	Title	FY 22/23 Council Approved	FY 23/24 City Council Adopted for DOR	FY 23/24 Mayor's Proposed	Increase/ (Decrease) from FY 22/23 Approved to FY 23/24 Proposed	
					Dollars	Percent
512010	Permanent and Probationary Salaries	\$ 6,260,820	\$ 6,367,129	\$ 6,359,271	\$ 98,451	1.6%
513060	Salaries Part Time	79,835	200,782	200,782	\$ 120,947	151.5%
513070	Salary and Benefit Lapse	(147,429)	(143,326)	(144,295)	\$ 3,134	(2.1%)
515010	Special Pay	59,000	59,500	56,900	\$ (2,100)	(3.6%)
515030	Leave Sellback	13,173	1,234	1,234	\$ (11,939)	(90.6%)
515110	Special Pay - Pensionable	64,775	61,544	59,994	\$ (4,781)	(7.4%)
521010	Payroll Taxes FICA	14,329	15,472	15,472	\$ 1,143	8.0%
521020	Medicare Tax	92,763	94,086	93,825	\$ 1,062	1.1%
522010	Pension Contribution	243,138	260,286	260,286	\$ 17,148	7.1%
522011	GEPP DB Unfunded Liability	1,209,957	1,373,712	1,373,712	\$ 163,755	13.5%
522040	FRS Pension ER Contribution	100,977	107,274	110,435	\$ 9,458	9.4%
522070	Disability Trust Fund-ER	8,052	8,864	8,992	\$ 940	11.7%
522130	GEPP Defined Contribution DC-ER	355,792	393,702	393,883	\$ 38,091	10.7%
523010	Group Dental Plan	15,843	15,593	15,053	\$ (790)	(5.0%)
523030	Group Life Insurance	22,264	22,760	22,726	\$ 462	2.1%
523040	Group Hospitalization Insurance	945,586	902,788	890,367	\$ (55,219)	(5.8%)
524001	City Employees Worker's Compensation*	99,570	99,570	97,813	\$ (1,757)	(1.8%)
Personnel Expenses		\$ 9,438,445	\$ 9,840,970	\$ 9,816,450	\$ 378,005	4.0%
531090	Other Professional Services	407,956	350,782	350,782	\$ (57,174)	(14.0%)
531180	Software Hosting Services	114,129	117,552	117,552	\$ 3,423	3.0%
540010	Auto Allowance	6,000	6,000	0	\$ (6,000)	(100.0%)
540020	Travel Expense	24,390	24,390	39,497	\$ 15,107	61.9%
542001	Postage	237,125	332,563	332,563	\$ 95,438	40.2%
545020	General Liability Insurance*	32,709	32,709	37,067	\$ 4,358	13.3%
546030	Repairs and Maintenance	900	0	0	\$ (900)	(100.0%)
546620	Hardware-Software Maintenance & Licenses	333,346	344,448	344,448	\$ 11,102	3.3%
547210	Printing and Binding Commercial	97,250	113,100	113,100	\$ 15,850	16.3%
548010	Advertising and Promotion	1,000	1,000	1,000	\$ -	0.0%
549040	Miscellaneous Services & Charges	19,365	20,340	20,340	\$ 975	5.0%
549044	Parking Costs- Non-travel	0	0	1,000	\$ 1,000	N/A
549505	ISA-Building Cost Allocation - Yates*	400,066	400,066	427,175	\$ 27,109	6.8%
549510	ISA-Computer Sys Maint & Security*	563,515	563,515	586,317	\$ 22,802	4.0%
549511	ISA-Copier Consolidation*	28,249	28,249	28,586	\$ 337	1.2%
549512	ISA-Copy Center*	11,518	11,518	14,110	\$ 2,592	22.5%
549516	ISA-Ergonomic Assessment & Equipment*	5,563	5,563	4,691	\$ (872)	(15.7%)
549518	ISA-Fleet Parts, Oil & Gas*	51,258	51,258	40,736	\$ (10,522)	(20.5%)
549519	ISA-Fleet Repairs, Sublet and Rentals*	40,176	40,176	42,417	\$ 2,241	5.6%
549521	ISA-Fleet Vehicle Replacement	124,594	95,791	95,791	\$ (28,803)	(23.1%)
549529	ISA-Mailroom Charge*	1,939	1,939	2,263	\$ 324	16.7%
549532	ISA-OGC Legal*	124,857	124,857	75,554	\$ (49,303)	(39.5%)
551010	Office Supplies - Other	10,000	10,000	10,000	\$ -	0.0%
552080	Furniture & Equipment Under \$1,000	18,900	-	0	\$ (18,900)	(100.0%)
552160	Other Operating Supplies	10,774	12,949	12,949	\$ 2,175	20.2%
554001	Dues and Subscriptions	21,885	20,057	20,057	\$ (1,828)	(8.4%)
555001	Employee Training Expenses	22,726	22,726	22,726	\$ -	0.0%
Operating Expenses		\$ 2,710,190	\$ 2,731,548	\$ 2,740,721	\$ 30,531	1.1%
564030	Office Equipment	1	1	1	\$ -	0.0%
Capital Outlay		\$ 1	\$ 1	\$ 1	\$ -	0.0%
Total		\$ 12,148,636	\$ 12,572,519	\$ 12,557,172	\$ 408,536	3.4%
Employee Cap		113	113	113	-	
Part time Hours		6,656	5,408	5,408	(1,248)	

* The final allocations for these subobjects were not calculated at the time Ordinance 2023-274-E was enacted by Council. The FY 2023/24 Mayor's proposed budget reflects the updated amounts for these accounts.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 PROPERTY APPRAISER (FUND 00191)**

PROPOSED BUDGET BOOK - PAGE # 275 - 277

A	The increase of \$98,451 is mainly due to collective bargaining increases.
B	The increase of \$120,947 is for the funding of a part time position that is covering the vacant Commercial Appraisal Division Chief position until it can be filled by the Property Appraiser.
C	The increase is mainly due to an overall increase in the required contribution to the General Employees Defined Benefit Plan.
D	The increase of \$38,091 is due to employee turnover and the fact that all new employees are members of the defined contribution plan.
E	The decrease of \$55,219 is due to changes to employee health care plan elections.
F	This is the line item that includes funding for aerial photography. The decrease of \$57,174 is mainly due to an expected decrease in the aerial contract cost due to less features being required because the photos are not being submitted to the State Department of Revenue in FY 2023/24.
G	The increase of 95,438 is mainly due to increased USPS postage rates and an expected increase in the number of mailings.
H	The increase of \$15,850 is to better align with current actual costs for printing and binding.
I	The increase of \$27,109 is mainly due to the cost of planned building upgrades that will be made to the Property Appraiser's Office in FY 2023/24
J	The increase of \$22,802 is mainly due to an increase in IT costs related to enterprise security and application maintenance costs of the Property Appraiser's website.
K	The decrease of \$28,803 is primarily due to no vehicles being replaced in FY 2023/24 and prior year replacement vehicles starting to get paid off.
L	The decrease of \$49,303 is to better align with recent actual costs.
M	The FY 2022/23 amount of \$18,900 was a one-time cost to replace the office's desktop scanners.

Recommendation:

None

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
FIRE AND RESCUE
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 138 - 141

BACKGROUND:

The Jacksonville Fire and Rescue Department (JFRD) is comprised of the Office of the Director and five other divisions. The other divisions are Emergency Preparedness, Fire Operations, Fire Prevention, Fire Training, and Fire Rescue. The primary mission of JFRD is to preserve and protect the lives, property, and environment of our community. JFRD processes calls for emergency assistance quickly and effectively to reduce response times to citizens, administers a community-wide emergency management plan, performs fire and life safety building inspections, reviews new construction plans for fire code compliance, conducts public safety education programs, delivers the highest quality of pre-hospital care, and promotes state of the art training, education and certification to all personnel necessary to ensure that JFRD remains competent and efficient in providing citizens and visitors of Duval County the absolute best delivery of emergency services. The Fire Plan Review Section is funded through the Building Inspections fund (Fund 15104).

OVERALL COMMENTS:

The increase in Fire and Rescue's operating budget is mainly driven by:

- collective bargaining pay increases and the addition of 132 positions described below
 - 60 firefighter positions for SAFER grant positions that are coming off grant funding in November 2023
 - 45 firefighter positions to staff 15 stations across the City to improve safety and accountability at fire scenes
 - 15 positions to staff the new Fire Station #68 set to open in October 2023
 - 9 positions to staff Fire Station #56 for the Aircraft Rescue Firefighting (ARFF) services contract per ordinance 2022-906-E
 - two positions and 1,320 part-time hours to staff the Opioid Settlement Project.
 - one position moved from Public Works to Emergency Preparedness
- the full year cost of 92 positions partially funded in FY 2022/23
- pension cost increases based on the above salary increases and new positions added as well as required increases in contributions to the defined benefit plans
- health care cost increases based on the new positions added
- fleet repair cost increases driven by a one-time capital repair for the refurbishment of three fire trucks and one fire boat
- Funding for Phase 1 of replacing the bailout kits that are at end of life and for additional bullet proof vests.

REVENUES:

1. Charges for Services

- The increase of \$19,700 is primarily due to an increase in State education reimbursements for the fire fighter education incentive program.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
FIRE AND RESCUE
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 138 - 141

2. Revenue From City Agencies

- The increase of \$464,921 is driven by an increase of \$273,378 in SMG overtime reimbursement due to a combination of more events and the impact of collective bargaining increases, as well as an increase of \$191,543 in interfund service revenue from the 911 User Fee Subfund (Fund 10701) which pays a portion of the salaries for the Department's emergency call takers.

3. Net Transport Revenue

- The net increase of \$4,334,267 is driven by the following increases:
 - \$3,472,995 in indigent transport revenue related to the City's participation the Public Emergency Medical Transportation Managed Care Options program (PEMT/MCO) and the Public Emergency Medical Transportation Certified Expenditures Program (PEMT/CPE)
 - \$861,272 in net ambulance service billing revenue mostly due to a slight increase in transports (based on actuals).

4. Miscellaneous Revenue

- The net increase of \$1,314,992 is driven by an increase in miscellaneous sales and charges related to an increase in the price of the service contract with Boeing for Aircraft Rescue Firefighting (AARF) (\$637,936), to begin budgeting revenues related to mutual aid agreements in line with actuals (\$440,587), and an increase in special events overtime (\$236,594).

5. Contribution From Local Units

- The increase of \$768,096 results from the following increases:
 - \$514,593 in the reimbursement from the Jacksonville Aviation Authority (JAA) for Aircraft Rescue and Firefighting (ARFF) services at the Jacksonville International Airport (JIA) based on a scheduled increase in the cost of services per the agreement
 - \$253,503 in reimbursements from the City of Jacksonville Beach (\$202,541), the City of Atlantic Beach (\$40,533), and the Town of Baldwin (\$10,429) from scheduled increases in the cost of fire services per the respective interlocal agreements.

EXPENDITURES:

1. Salaries

- The net increase of \$16,138,574 is due to the following changes:
 - \$5,566,293 due to 132 additional positions, including:
 - \$2,669,206 for 60 positions after the Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program ends November 30, 2023 to continue services previously funded by the grant
 - \$1,099,045 for 45 firefighter positions funded for six months to improve safety and accountability at fire scenes

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
FIRE AND RESCUE
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 138 - 141

- \$889,872 for 15 positions at the new Fire Station #68
- \$637,008 for 9 positions to staff Fire Station #56 for the Aircraft Rescue Firefighting (ARFF) services contract with Boeing which were added during FY 2022/23 via ordinance 2022-906-E
- \$189,266 for 2 positions for the Opioid Settlement Project which were added during FY 2022/23 via ordinance 2022-840-E
- \$81,896 for 1 vacant position moved from Public Works to establish an Emergency Preparedness Staff Manager during FY 2022/23.
- \$5.4 million due to the 4.25% collective bargaining increase
- \$2.9 million due to incremental increase to fund the full year cost of 92 positions that were partially funded in FY 2022/23
- \$2.4 million more being due to step raises, various reclassifications and promotions that were partly related to helping ensure rescue units were always in service which were partially offset by employee turnover
- \$1,548,330 in overtime pay mostly from the impact of salary increases noted above and to align with recent actuals
- \$1,037,593 in special pay – pensionable to align the budget with recent actuals

These were slightly offset by a decrease of \$2,506,637 in leave sellback due to reduced leave balances after the office is getting through the special compensatory time accrued during COVID-19.

2. Pension Costs

- The increase of \$14,699,442 is mostly the increase in the required contributions to the pension plans as well as the additional personnel.

3. Employer Provided Benefits

- The net increase of \$3,175,186 is mainly attributable to an increase of \$2,616,187 in FOP/IAFF health and dental costs due to employee election changes, the 132 additional positions noted above, and a general increase in costs. Additionally, there is an increase in workers compensation (including heart and hypertension) of \$229,348.

4. Internal Service Charges

- The net increase of \$3,068,386 is mostly due to increases of:
 - \$2,778,510 in fleet repairs mostly due to the one-time refurbishment of three fire trucks and one fire boat
 - \$289,003 in information technology security and maintenance due to an increase in enterprise security charges and an increase in application maintenance charges related to the JFRD portal and employee time management system
 - \$218,682 in building maintenance due to increased actual cost
 - \$218,348 in information technology replacements to refresh mobile data terminals
 - \$201,108 in utilities based on recent actuals

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 FIRE AND RESCUE
 GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 138 - 141

- \$200,000 in system development to procure a vendor to build the system requirements to implement a cloud-based Electronic Patient Care Reporting System (ePCR). The system is expected to require an additional \$500,000 in future years to complete.

The increases are offset by decreases of \$397,267 in fleet vehicle replacement due to fewer vehicles being replaced and \$396,901 in fleet parts and fuel due to lower projected fuel cost per gallon compared to FY 2022/23.

Here is a summary of JFRD vehicles proposed to be replaced in FY 2023/24.

2023/24 Fire Vehicle Replacement Summary						
Unit Description	Number of Units to be Purchased	Average Price	Total Expected Cost	Average Monthly Use in FY 2023/24	Fleet Replacement Allocation in FY 2023/24 (Partial Year)	Fleet Replacement Allocation (Full Year)
JFRD - Pumper	5	\$ 1,014,707	\$ 5,073,535	0	\$ -	\$ 737,699
JFRD - Rescue Unit	9	\$ 377,260	\$ 3,395,340	0	\$ -	\$ 687,733
JFRD - Boat	1	\$ 900,000	\$ 900,000	0	\$ -	\$ 130,861
JFRD - SUV	3	\$ 70,867	\$ 212,600	0	\$ -	\$ 43,063
Pickup Truck	3	\$ 68,800	\$ 206,400	0	\$ -	\$ 41,807
JFRD - Special Truck	1	\$ 120,000	\$ 120,000	0	\$ -	\$ 24,306
Sedan	3	\$ 25,677	\$ 77,031	0	\$ -	\$ 15,603
Total	25		\$ 9,984,906		\$ -	\$ 1,681,072

5. Insurance Costs and Premiums – Allocations

- The increase of \$231,027 is driven by an increase in general liability insurance due to an overall increase in recent claims experience, as well as an increase in miscellaneous insurance due to an increase in the overall property insurance cost.

6. Other Operating Expenses

- The net increase of \$868,514 is driven by the following increases:
 - \$305,037 in clothing, uniforms, and safety equipment for the purchase of bullet proof vests (\$200,000) and additional gear (\$105,037) related to the personnel additions noted above
 - \$277,679 in fire hose and bunker gear related to the new Fire Station #68 and the personnel additions noted earlier
 - \$107,070 in other operating supplies due to an enhancement of \$500,000 to begin the first phase of replacing the JFRD's existing firefighter bailout kits, offset by a one-time

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 FIRE AND RESCUE
 GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 138 - 141

enhancement in FY 2022/23 related to air pack standards and expiring ballistic vests. An additional \$500,000 is expected to be needed to completely replace JFRD's bailout kits.

7. Capital Outlay

- The \$900,000 in capital outlay is for a one-time enhancement of \$325,000 in specialized equipment for the purchase of bunker gear dryers for stations without one and \$575,000 for the annual refresh for fire and EMS equipment.

8. Debt Management Fund Repayments

- The debt management fund debt repayments are for existing projects:

Description	Amount
Self Contained Breathing Apparatus	\$ 535,712
Safer Neighborhoods Investment Plan - JFRD	\$ 346,000
Total:	\$ 881,712

9. Grants, Aids & Contributions

- The \$4,375,073 represents the City's payment due to the Florida Agency for Health Care Administration necessary to participate in the Public Emergency Medical Transportation Program (PEMT). Program participation ensures that Managed Care Options (MCO) subsequently provide a full reimbursement (State and Federal portions) to the City for the cost of transporting Medicaid managed care patients to hospitals.

DIVISION CHANGES:

Division	FY 2022/23 Adopted	FY 2023/24 Proposed	% Change from FY23	\$ Change from FY23	
Emergency Preparedness	\$ 4,346,130	\$ 4,703,049	8.2%	\$ 356,919	(A)
Fire Operations	215,821,332	244,030,639	13.1%	28,209,307	(B)
Fire Prevention	5,681,326	6,201,204	9.2%	519,878	(C)
Fire Training	5,459,704	5,646,129	3.4%	186,425	(D)
Office of the Director	8,744,978	9,824,306	12.3%	1,079,328	(E)
Rescue and Communications	103,555,564	111,853,489	8.0%	8,297,925	(F)
Department Total	\$ 343,609,034	\$ 382,258,816	11.2%	\$ 38,649,782	

A. The increase of \$356,919 in the Emergency Preparedness Division is mainly due to increases of \$222,561 in employee costs mostly driven by the impact of collective bargaining and one net position, and \$93,873 in building maintenance allocation due to increased actual cost.

B. The increase of \$28,209,307 in the Fire Operations Division is mainly due to the following net increases:

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
FIRE AND RESCUE
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 138 - 141

- \$24,880,712 in employee costs mostly due to the impact of collective bargaining, promotions/reclassifications, step raises, and 127 net positions, which includes 60 positions from a grant scheduled to end in November, 45 positions to staff 15 fire stations across the City, 15 to staff the new Fire Station #68 set to open in October 2023, and 9 positions to staff Fire Station #56 for the Aircraft Rescue Firefighting (ARFF) services contract implemented in FY 2022/23, offset by two positions transferred out of the division.
- \$2,952,945 resulting from increases in various internal service allocations including:
 - \$2,692,849 in fleet repairs mostly due to the one-time refurbishment of three fire trucks and one fire boat
 - \$476,283 in computer system maintenance mostly due to an increase in enterprise security charges and an increase in application maintenance charges related to the JFRD portal and RMS system
 - \$191,860 in information technology replacements to refresh mobile data terminals
 - \$183,123 in utilities allocation based on recent actuals
 - \$124,813 in building maintenance allocation due to increased actual cost
 - \$109,503 in miscellaneous insurance due to an increase in the overall property insurance cost.

The above increases are partially offset by the following decreases:

- \$294,994 in fleet parts and fuel due to projected lower fuel costs per gallon compared to FY 2022/23
- \$246,013 in fleet vehicle replacement due to fewer vehicles being replaced
- \$182,449 in radio mostly due to the one-time purchase of portable radios for staff at the newly opened Fire Station #76 in FY 2022/23.
- \$726,992 in other operating expenses mostly due to the personnel additions noted above for clothing, uniforms, and safety equipment, fire hose and bunker gear, and other operating supplies.

The above increases are offset by a net decrease of \$403,009 in capital outlay due to a one-time appropriation in FY 2022/23 of \$853,009 in computer equipment for a Firefighter Accountability Software System that tracks the locations of firefighters. This is offset partially by a one-time enhancement of \$325,000 in specialized equipment for the purchase of bunker gear dryers for stations without one and an increase in the cost of the annual refresh for fire and EMS equipment.

- C. The increase of \$519,878 in the Fire Prevention Division is mainly due to an increase of \$491,515 in employee costs mostly driven by the impact of collective bargaining and one net position.
- D. The increase of \$186,425 in the Fire Training Division is mainly due to increases of \$118,564 in employee costs and \$43,501 in other operating supplies mostly driven by the impact of collective bargaining, the addition of one net position within the division, and the training of new personnel additions noted earlier.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
FIRE AND RESCUE
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 138 - 141

- E. The increase of \$1,079,328 in the Office of the Director is mainly due to an increase of \$1,149,622 in employee costs mostly driven by the impact of collective bargaining, as well as an increase of \$280,242 in general liability insurance costs driven by an increase in recent claims experience. This increase is partially offset by a decrease of \$326,463 in computer system maintenance due to a reduction in application project costs for the JFRD RMS system.
- F. The increase of \$8,297,925 in the Rescue and Communications Division is mainly due to the following net increases:
- \$7,150,228 in employee costs mostly due to the impact of collective bargaining, promotions and two new positions to staff the Opioid Settlement Project enacted by ordinance 2022-840-E
 - \$875,015 in subsidies and contributions to other governments due to an increase in the payment required by the State to ensure the Department's participation in the Public Emergency Medical Transportation (PEMT) program described above
 - \$200,000 in information technology system development to procure a vendor to build the system requirements to implement a cloud-based Electronic Patient Care Reporting System (ePCR). The system is expected to require an additional \$500,000 in future years to complete
 - \$163,978 in new radio purchases related to the personnel additions noted earlier.

The above increases are partially offset by a decrease of \$126,100 in general liability insurance due to a decrease in recent claims experience and a decrease of \$108,103 in vehicle replacements due to fewer vehicles being replaced.

(Continued on Next Page)

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 FIRE AND RESCUE
 GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 138 - 141

SCHEDULE B1 GRANTS:

B1a – Schedule of Continuation Grants/Programs with No City Match

			\$2,480,263	\$0	\$450,000	5	0
			2023-504-E Schedule of Continuation Grants				
Grantor	Grant Name	Grant Description	Estimated Grant Award	Total Match Requested	In Kind Contribution	FTE Positions	Part Time Hours
Department of Health & Human Services	EMS County Award	Funding to enhance and improve pre-hospital emergency medical services to the citizens of Duval County.	\$105,000	\$0	\$0	0	0
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.	\$225,000	\$0	\$225,000	0	0
Department of Homeland Security	State Homeland Security Grant Program (SHSGP): Sustainment HazMat	Funds to improve the ability of Duval County first responders/receivers to prevent and respond to chemical, biological, radiological, or nuclear incidents.	\$25,000	\$0	\$0	0	0
Department of Homeland Security	State Homeland Security Grant Program (SHSGP): USAR Sustainment Task Force	Funds to improve the ability of Duval County first responders/receivers to prevent and respond to chemical, biological, radiological, or nuclear incidents.	\$220,000	\$0	\$0	0	0
Executive Office of the Governor	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.	\$225,000	\$0	\$225,000	3	0
FEMA	Regional Catastrophic Preparedness Grant	To build state and local capacity to manage catastrophic incidents by improving and expanding regional collaboration for catastrophic incident preparedness. Funding 2020-179-E. Positions are listed here for transparency. Grant extensions approved authorizing positions through 3/30/24.	\$0	\$0	\$0	2	0
Division of Emergency Management	Urban Search and Rescue Grant	Urban Search and Rescue Grant - State of Florida, Division of Emergency Management award for equipment and supplies for the Florida Task Force 5 team.	\$1,100,000	\$0	\$0	0	0
Florida Department of Health	Florida's Coordinated Opioid Responsive Initiative (CORE)	Coordinated Opioid Response (CORE) Initiative - Implement CORE activities to prepare individuals enrolled in the program medication assisted therapy services using specialized EMS protocols for overdose and acute withdrawal to minimize precipitating symptoms.	\$580,263	\$0	\$0	0	0

B1b – Schedule of Continuation Grants/Programs with a City Match

			\$16,000	\$16,000	\$23,450	\$39,450	\$0	1	0
			2023-504-E Schedule of Continuation Grants						
Grantor	Grant / Program Name	Grant / Program Description	Estimated Grant Award	Match Requested	Overmatch Requested	Total Match Requested	In Kind Contribution	FTE Positions	Part Time Hours
Executive Office of the Governor	Hazard Analysis Agreement	Funding to identify and conduct on-site evaluation of facilities in Duval County that house hazardous materials.	\$16,000	\$16,000	\$23,450	\$39,450	\$0	1	0

FOOD AND BEVERAGES EXPENDITURES:

\$ 1,500

FY24 Proposed	Description of each service / event that requires the purchase of food and/or beverages	Explanation that the service / event serves a public purpose
\$ 1,000	Apprentice Program	Firefighter Apprentice program is a community program open to at risk kids in the City of Jacksonville.
\$ 500	Food, water, ice at extended stay fires >4 hours in duration	Public safety provided to the Community.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
FIRE AND RESCUE
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 138 - 141

SERVICE LEVEL CHANGES:

The Department expects Fire Station #68 to open in October 2023 and to hire 45 new firefighter positions to increase staffing for 15 stations across the City to assist in increasing safety and accountability at fire scenes.

EMPLOYEE CAP CHANGES:

The budget proposes to increase the overall authorized position cap by 132 positions. A breakdown of the net increase of 132 positions follows.

- 60 positions added to continue services after a SAFER (Staffing for Adequate Fire and Emergency Response) grant ends in November 2023
- 45 firefighter positions to be distributed evenly between 15 stations across the City to assist in increasing safety and accountability at fire scenes
- 15 positions to staff the new Fire Station #68 set to open in October 2023
- 9 positions added to staff Fire Station #56 during FY 2022/23 (Ordinance 2022-906-E) for the Aircraft Rescue Firefighting (ARFF) services
- 2 positions added during FY 2022/23 for the Opioid Settlement Project as authorized by ordinance 2022-840-E
- 1 vacant position moved from Public Works to establish an Emergency Preparedness Staff Manager during FY 2022/23.

Part-time hours are increasing by 1,320 hours in Rescue and Communications for the Opioid Settlement Project.

CAPITAL OUTLAY CARRYFORWARDS:

There is a total capital outlay carryforward request of \$953,009 on Schedule AF in the Budget Ordinance associated with the Firefighter Accountability System purchase being under review by the Safety Committee (\$853,009) and further purchasing of drones pending until the State legislature authorizes additional vendors (\$100,000).

RECOMMENDATION:

We recommend the B1b Schedule of Continuation Grants with a City Match be amended to add in the JFRD – Emergency Preparedness FEMA grant for the Hazard Mitigation Grant – Safe Room. The estimated award is \$6,500,000 with a City match of \$650,000, which is already programmed into the budget. The initial portion of this grant was approved in Ordinance 2023-370-E by City Council on July 25, 2023. This will have no impact on Special Council Contingency.

**COUNCIL AUDITOR’S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR’S PROPOSED FY 2023/24 BUDGET
OPIOID SETTLEMENT SPECIAL REVENUE FUND (FUND 15111)**

PROPOSED BUDGET BOOK - Page # 146 - 147

BACKGROUND:

Ordinance 2022-840-E created a new Code Section 111.265 to establish the Opioid Settlement Special Revenue Fund to deposit all opioid settlement proceeds received in accordance with the Florida Memorandum of Understanding (MOU) authorized by Ordinance 2021-659-E. The City of Jacksonville is estimated to received \$80 million over the course of approximately 18 years. Settlement proceeds may be used for the approved purposes defined and outlined in the MOU. This is an “all-years” fund which requires appropriation by City Council, with the exception of the funds disbursed to the cities of Jacksonville Beach, Atlantic Beach, Neptune Beach, and the Town of Baldwin in accordance with the Interlocal Agreement authorized by Ordinance 2022-840-E. Pursuant to the Interlocal Agreement, the settlement funds received from the State’s Opioid Settlement Regional Fund are to be allocated between the City, the Beaches, and Baldwin based on the Adjusted Population Estimates for Florida Counties and Municipalities used for State Revenue-Sharing Calculations as provided in the Local Government Financial Information Handbook.

Ordinance 2023-350-E created a new Code Chapter 84 (Opioid Settlement Proceeds Grants) and established the process for budgeting, awarding, and administering Opioid Settlement Proceeds Grants. This legislation directed the City to make an initial appropriation for grants in an amount equal to 40% of the total Opioid Settlement Proceeds deposited in the Opioid Settlement Special Revenue Fund as of July 1, 2023. Based on this calculation, a total of \$4,133,922 will be budgeted through separate legislation for Opioid Settlement Proceeds Grants. This legislation also established the allocation of grants for FY 23/24 as follows: Prevention (34%), Treatment (33%), and Recovery Support (33%).

REVENUES:

1. Miscellaneous Revenue

- This represents appropriation of the settlement revenue necessary to cover the Fire and Rescue Department opioid activity costs for FY 2023/24.

EXPENDITURES:

1. Transfers to Other Funds

- The FY 2023/24 transfer to other funds of \$305,645 represents a transfer to the General Fund to cover the Fire and Rescue Department opioid activity costs, which include salaries and benefits for two positions: the Manager of Opioid Abatement and Program Coordinator- Opioid Abatement (\$298,604), internal service charges (\$5,340), general liability insurance (\$1,201), and office supplies (\$500). **See recommendation below.**

SERVICE LEVEL CHANGES:

This is the first year that grant dollars will be appropriated from the opioid settlement funds.

EMPLOYEE CAP CHANGES:

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

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
OPIOID SETTLEMENT SPECIAL REVENUE FUND (FUND 15111)**

PROPOSED BUDGET BOOK - Page # 146 - 147

RECOMMENDATIONS:

We recommend moving the 2 positions, 1,320 part-time hours, and related personnel and operating costs (\$305,645) from the General Fund/GSD to the Opioid Settlement Special Revenue Fund. Due to the restrictions on the use of the opioid settlement funds, this will prevent the need to perform an annual reconciliation and help prevent settlement funds from being used improperly.

This recommendation will have no impact on Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 FIRE & RESCUE
 BUILDING INSPECTION (FUND 15104)**

PROPOSED BUDGET BOOK - Page # 142 - 145

	FY 22-23 ADOPTED	FY 23-24 PROPOSED	%	DOLLARS
REVENUE				
Fire and Rescue-Center				
Charges for Services	\$1,005,000	\$1,102,893	9.7%	\$97,893
Fines and Forfeits	5,500	6,000	9.1%	500
	<u>\$1,010,500</u>	<u>\$1,108,893</u>	9.7%	<u>\$98,393</u>
Jax Citywide Activities				
Investment Pool / Interest Earnings	\$161,434	\$445,088	175.7%	\$283,654
Transfers from Fund Balance	0	544,733		544,733
	<u>\$161,434</u>	<u>\$989,821</u>	513.1%	<u>\$828,387</u>
Planning and Development				
Permits and Fees	\$2,414,000	\$2,437,500	1.0%	\$23,500
Inspection Fees	16,143,365	15,761,000	-2.4%	-382,365
Charges for Services	1,067,258	993,550	-6.9%	-73,708
Fines and Forfeits	383,120	386,000	0.8%	2,880
Miscellaneous Revenue	55,500	50,500	-9.0%	-5,000
	<u>\$20,063,243</u>	<u>\$19,628,550</u>	-2.2%	<u>-\$434,693</u>
TOTAL REVENUE	<u>\$21,235,177</u>	<u>\$21,727,264</u>	2.3%	<u>\$492,087</u>

EXPENDITURES				
Fire and Rescue-Center				
Salaries	\$1,052,913	\$1,228,982	16.7%	\$176,069
Salaries & Benefit Lapse	-11,269	-1,971	-82.5%	9,298
Pension Costs	483,956	567,517	17.3%	83,561
Employer Provided Benefits	181,736	209,813	15.4%	28,077
Internal Service Charges	122,427	147,477	20.5%	25,050
Insurance Costs and Premiums - Allocations	3,825	4,243	10.9%	418
Professional and Contractual Services	1	1	0.0%	0
Other Operating Expenses	14,937	15,287	2.3%	350
Capital Outlay	1	1	0.0%	0
Indirect Cost	85,431	85,431	0.0%	0
	<u>\$1,933,958</u>	<u>\$2,256,781</u>	16.7%	<u>\$322,823</u>
Jax Citywide Activities				
Transfers to Other Funds	\$750,000	\$0	-100.0%	-\$750,000
Cash Carryover	256,490	0	-100.0%	-256,490
	<u>\$1,006,490</u>	<u>\$0</u>	<u>-100.0%</u>	<u>-\$1,006,490</u>
Planning and Development				
Salaries	\$9,816,331	\$10,285,601	4.8%	\$469,270
Salaries & Benefit Lapse	-133,085	-129,446	-2.7%	3,639
Pension Costs	2,483,809	2,757,717	11.0%	273,908
Employer Provided Benefits	1,729,919	1,837,487	6.2%	107,568
Internal Service Charges	2,722,474	2,842,137	4.4%	119,663
Insurance Costs and Premiums	435	518	19.1%	83
Insurance Costs and Premiums - Allocations	69,632	107,578	54.5%	37,946
Professional and Contractual Services	125,000	213,000	70.4%	88,000
Other Operating Expenses	519,130	591,139	13.9%	72,009
Capital Outlay	12,001	1	-100.0%	-12,000
Supervision Allocation	4,783	20,451	327.6%	15,668
Indirect Cost	944,300	944,300	0.0%	0
	<u>\$18,294,729</u>	<u>\$19,470,483</u>	6.4%	<u>\$1,175,754</u>
TOTAL EXPENDITURES	<u>\$21,235,177</u>	<u>\$21,727,264</u>	2.3%	<u>\$492,087</u>

AUTHORIZED POSITION CAP	FY 22-23 ADOPTED	FY 23-24 PROPOSED	CHANGE
Authorized Positions	174	178	4
Part-Time Hours	6,500	6,500	0

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
FIRE & RESCUE
BUILDING INSPECTION (FUND 15104)**

PROPOSED BUDGET BOOK - Page # 142 - 145

BACKGROUND:

The fire plans review function of the Fire & Rescue Department is funded within the Building Inspection fund. The Planning and Development and Jax Citywide activities items will be discussed at a later meeting on the Planning and Development Department.

Note - The below information is based on the summary page provided in the handout.

REVENUE:

1. Charges for Services
 - The \$1,102,893 represents customer payments for plan review and inspection services for new construction. The increase of \$97,893 is based on an increase in actuals.
2. Fines and Forfeits
 - The \$6,000 represents customer payments for reactivation/reinstatement fees.

EXPENDITURES:

1. Salaries
 - The net increase of \$176,069 is mostly the impact of collective bargaining increases and the addition of one position.
2. Pension Costs
 - The net increase of \$83,561 is mostly due to the increase in the required contribution and the impact of salary increases noted above.
3. Employer Provided Benefits
 - The net increase of \$28,077 is driven by the increase in FOP/IAFF health and dental costs due to the actuarial estimates.
4. Internal Service Charges
 - The net increase of \$25,050 is mainly driven by an increase in vehicle replacement costs due to the purchase of a new pickup truck related to the addition of one position.
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.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
FIRE & RESCUE
BUILDING INSPECTION (FUND 15104)**

PROPOSED BUDGET BOOK - Page # 142 - 145

SERVICE LEVEL CHANGES:

One position is being added to reduce the turnaround time of review on permits required for the issuance of building permits.

EMPLOYEE CAP CHANGES:

The employee cap is increasing by 1 position to 12 positions.

RECOMMENDATION:

None.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 OFFICE OF THE SHERIFF
 GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 209 - 225

	FY 22-23 ADOPTED	FY 23-24 PROPOSED	%	DOLLARS
REVENUE				
Charges for Services	\$ 7,663,287	\$ 6,011,946	(21.5%)	\$ (1,651,341)
Revenue from City Agencies	5,699,423	6,698,310	17.5%	\$ 998,887
Fines and Forfeits	263,000	275,000	4.6%	\$ 12,000
Miscellaneous Revenue	7,260,253	7,497,111	3.3%	\$ 236,858
TOTAL REVENUE	\$ 20,885,963	\$ 20,482,367	(1.9%)	\$ (403,596)

EXPENDITURES				
Salaries	\$285,607,734	\$ 301,327,547	5.5%	\$ 15,719,813
Salary & Benefit Lapse	(4,958,636)	(6,059,648)	22.2%	\$ (1,101,012)
Pension Costs	118,926,569	132,781,958	11.7%	\$ 13,855,389
Employer Provided Benefits	52,783,482	54,580,367	3.4%	\$ 1,796,885
Internal Service Charges	39,751,273	43,838,428	10.3%	\$ 4,087,155
Insurance Costs and Premiums	5,429,963	5,855,848	7.8%	\$ 425,885
Professional and Contractual Services	14,264,602	17,006,006	19.2%	\$ 2,741,404
Other Operating Expenses	27,586,791	28,767,483	4.3%	\$ 1,180,692
Capital Outlay	16	100,506	628,063%	\$ 100,490
Debt Management Fund Repayments	262,750	115,500	(56.0%)	\$ (147,250)
SUBTOTAL EXPENDITURES	\$539,654,544	\$ 578,313,995	7.2%	\$ 38,659,451

Contingency for Health Services Contract	\$ 17,937,139	\$ 19,405,657	8.2%	\$ 1,468,518
TOTAL EXPENDITURES	\$557,591,683	\$ 597,719,652	7.2%	\$ 40,127,969

AUTHORIZED POSITION CAP	FY 22-23 ADOPTED	FY 23-24 PROPOSED	CHANGE
Authorized Positions	3,253	3,352	99
Part-Time Hours	678,084	644,822	(33,262)

DEPARTMENT SUMMARY	FY 22-23 ADOPTED	FY 23-24 PROPOSED	%	DOLLARS
Corrections	\$150,005,248	\$ 157,975,061	5.3%	\$ 7,969,813*
Executive Office	7,245,965	9,112,630	25.8%	\$ 1,866,665
Investigations & Homeland Security	92,404,277	102,969,804	11.4%	\$ 10,565,527
Patrol and Enforcement	227,344,164	238,396,240	4.9%	\$ 11,052,076
Personnel & Professional Standards	31,102,307	34,178,225	9.9%	\$ 3,075,918
Police Services	49,489,722	55,087,692	11.3%	\$ 5,597,970
DEPARTMENT TOTAL	\$557,591,683	\$ 597,719,652	7.2%	\$ 40,127,969

*This includes the contingency for the Health Services Contract

**COUNCIL AUDITOR’S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR’S PROPOSED FY 2023/24 BUDGET
 OFFICE OF THE SHERIFF
 GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 209 - 225

BACKGROUND:

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

- In the proposed budget, there are 3,352 Sheriff’s Office employees in the General Fund/General Services District:
 - 1,868 sworn police officers;
 - 790 correction officers; and
 - 694 civilians.
- As of July 18, 2023, the total number of vehicles in the Sheriff’s fleet was 2,247:
 - 1,327 patrol cars;
 - 608 unmarked vehicles;
 - 27 motorcycles;
 - 280 other vehicles; and
 - 5 horse patrols.
- The average inmate population for the correctional facilities was 3,694 in July 2023, which was down from 3,935 in July 2022.
- As of July 13, 2023, the Sheriff’s Office vacancy count was 278:
 - 66 police officers;
 - 125 corrections officers; and
 - 87 civilians.
- The Sheriff’s proposed budget compared to the General Fund/ General Services District expenditure budget and employee cap is as follows:

Description	FY 21/22 Approved	FY 22/23 Approved	FY 23/24 Proposed:
Expenditures	36.50%	36.20%	34.11%
Employee Cap	50.38%	49.79%	49.53%

TRANSFER POWERS:

As of July 1, 2022, transfer powers for the Office of the Sheriff changed to be as follows pursuant to Florida Statutes 30.49 (12):

Notwithstanding any other law, and in order to effectuate, fulfill, and preserve the independence of sheriffs as specified in s. 30.53, a sheriff may transfer funds between the fund and functional categories and object and subobject code levels after his or her budget has been approved by the board of county commissioners or budget commission.

This gives the Office of the Sheriff the ability to transfer appropriated dollars within their budget at any dollar amount.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
OFFICE OF THE SHERIFF
GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 209 - 225

OVERALL COMMENTS:

The increase in JSO's budget is mainly driven by:

- salaries and pension costs based on collective bargaining agreement increases and 99 positions being added to the employee cap,
- contracts in general increasing due to inflationary factors and contractual increases,
- vehicle replacement costs due to funding the full cost of 26 new pooled vehicles,
- health care cost increases based on the actuarial estimate of costs, and
- ITD replacement costs due to the replacement of network and computer equipment.

Note - The below information is based on the summary page provided in the handout.

REVENUES:

1. Charges for Services:

- The net decrease of \$1,651,341 is primarily due to the following decreases of:
 - \$1,743,948 in home detention fees due to the revenue stream being moved to the miscellaneous sales and charges account.
 - \$191,351 in off duty reimbursement based on current and prior year actuals.
 - \$98,300 in sheriffs fines and estreatures based on current and prior year actuals.

Those decreases was partially offset by an increase of \$219,202 in property room revenue from the disposition of abandoned property based on current and prior year actuals and \$165,550 in civil income individual fines for writs, child support, garnishments summons, and subpoenas based on current and prior year actuals.

2. Revenue from City Agencies:

- The increase of \$998,887 is mainly due an increase of \$936,311 in overtime reimbursement for events put on at City venues by ASM based on the projected event schedule for FY 2023/24.

3. Miscellaneous Revenue:

- The net increase of \$236,858 is mainly due to an increase of \$412,341 in miscellaneous sales and charges mainly due to revenue funds from the Home Detention Program being moved into this account. The budget for the home detention fee revenue for FY 2023/24 is decreasing by about \$1.3 million compared to FY 2022/23 due to the initial estimates being too high as they took over part of the program. (Note - the revenue budget for GPS and alcohol devices is \$2,972,000 while the expenditures for rental of the devices is \$498,022).

This increase was somewhat offset by a decrease of \$90,023 in overtime reimbursement charges mainly due to JSO not needing to use the total hours used by schools and a decrease of \$70,160 in contributions from private sources due to the Sheriff's Special Law

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
OFFICE OF THE SHERIFF
GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 209 - 225

Enforcement Trust Fund no longer being able to reimburse costs associated with forfeiture filings due to a decrease in the revenue.

EXPENDITURES:

1. Salaries:

- The net increase of \$15,719,813 in salaries is primarily due to the following increases of:
 - \$12,959,527 in permanent and probationary salaries mainly due to the impact of collective bargaining increases and the addition of 99 new positions including:
 - 40 police officer positions moving in from the COPS grant in the Patrol and Enforcement Division (funded for about six months),
 - 40 police officer positions to be funded for one month in FY 2023/24 in the Patrol and Enforcement Department,
 - 18 civilian positions in various departments, and
 - 1 police officer position for an inter-agency child exploitation and person trafficking task force in the Investigations and Homeland Security Department.
 - \$3,339,339 in salaries overtime based on collective bargaining increases and an additional \$1 million being budgeted for the Violence Reduction Program to more accurately align with actual program spending of approximately \$2 million annually.

Those increases were partially offset by a decrease of \$704,929 in leave sellback based on current leave balances.

2. Salary and Benefit Lapse:

- The FY 2023/24 lapse amount of \$6,059,648 is based on the lapse model.

3. Pension Costs:

- The net increase of \$13,855,389 is mostly due to an increase in the required contribution to the Police and Fire Pension Fund for the defined benefit plan and new employees entering the Public Safety defined contribution plan.

4. Employer Provided Benefits:

- The net increase of \$1,796,885 is mostly due to an increase of \$1,917,409 in FOP/IAFF health and dental costs based on the actuarial estimated cost of the plans.

5. Internal Service Charges:

- The net increase of \$4,087,155 is mostly due to the following increases of:
 - \$2,047,437 in fleet vehicle replacement mainly due to the 26 new pooled vehicles being completely funded in the proposed budget with the remaining amount of the change due to the increase in the cost of replacements. See the table below for further details on JSO's fleet replacement allocation.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 OFFICE OF THE SHERIFF
 GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 209 - 225

- \$1,329,808 in ITD replacements for the replacement of network and computer equipment requested by JSO.
- \$886,607 in fleet repairs/sublet/rentals due to an overall increase in repairs and maintenance costs.
- \$556,901 in building utility cost due to an overall increase in property insurance, maintenance costs, and utilities.
- \$355,495 in radio related expenses due to the purchase of radios for 41 new positions and an increase in the cost of portable radio smart features.

Those increases are partially offset by a decrease of \$954,688 in fleet part/oil/gas due to an overall decrease in the fuel rate compared to the FY 2022/23 budget.

The proposed budget includes fleet vehicle replacement allocation of \$11,863,617. A total of 282 vehicles will be replaced as shown in the table below:

Unit Description	Number of Units to be Purchased	Average Price	Total Expected Cost	Average Monthly Use in FY 2023/24	Fleet Replacement Allocation in FY 2023/24 (Partial Year)	Fleet Replacement Allocation (Full Year)
Dump Truck	2	\$140,000	\$ 280,000	2	\$ 9,452	\$ 56,715
Golf Cart / ATV	1	\$ 27,500	\$ 27,500	2	\$ 928	\$ 5,570
JSO - Sgt/Lt SUV or Sedan	19	\$ 63,353	\$ 1,203,716	2	\$ 50,668	\$ 304,011
JSO - Chief SUV/Crossover	4	\$ 36,871	\$ 147,484	2	\$ 4,979	\$ 29,873
JSO - Harley Motorcycle	7	\$ 30,865	\$ 216,057	3	\$ 27,148	\$ 108,592
JSO - K9 SUV	5	\$ 71,032	\$ 355,160	2	\$ 14,950	\$ 89,699
JSO - Patrol SUV	177	\$ 67,404	\$ 11,930,578	2	\$ 502,198	\$ 3,013,186
JSO - New Pool Vehicle Charged Full Year	26	\$ 67,424	\$ 1,753,024	12	\$ 1,753,024	N/A
Pickup Truck	5	\$ 62,028	\$ 310,141	2	\$ 10,470	\$ 62,820
Sedan	25	\$ 26,149	\$ 653,725	2	\$ 22,069	\$ 132,414
Sedan - Full Size	1	\$ 35,000	\$ 35,000	2	\$ 1,182	\$ 7,089
Sedan - Mid Size	2	\$ 62,696	\$ 125,392	2	\$ 4,233	\$ 25,398
SUV	1	\$ 67,424	\$ 67,424	2	\$ 2,276	\$ 13,657
Van - Passenger / Prisoner	1	\$ 56,948	\$ 56,948	2	\$ 1,922	\$ 11,535
Van / Box Truck	6	\$ 51,292	\$ 307,752	2	\$ 10,389	\$ 62,336
Total	282		\$17,469,901		\$ 2,415,889	\$ 3,922,896

* These costs show up in the Fleet Vehicle Replacement Budget

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
OFFICE OF THE SHERIFF
GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 209 - 225

6. Insurance Costs and Premiums:

- The increase of \$425,885 is mainly due to an increase of \$208,836 in miscellaneous insurance due to an overall increase in the cost of property insurance and an increase of \$194,433 in general liability insurance due to recent negative claims experience.

7. Professional and Contractual Services:

- The net increase of \$2,741,404 is mainly due to an increase of \$2,543,390 in security guard services for the courthouse, Shands when inmates are housed at Shands, and the Juvenile Assessment Center due to an expected increase in costs for the new security guard contract.

8. Other Operating Expenses:

- The net increase of \$1,180,692 is mainly due to the following increases of:
 - \$607,353 in clothing, uniforms, and safety equipment mainly due to an increase in uniform costs and an expected increase in uniform/armor purchases based on the FY 2023/24 hiring schedule.
 - \$528,537 in hardware-software maintenance and licenses mainly due to an increase in cost of approximately \$278,000 for Nutanix ISM software, \$263,000 for an increase in maintenance costs for Cellebrite, a digital intelligence service, and \$120,000 for the purchase of flock cameras. These are offset by other miscellaneous decreases.
 - \$261,412 in repairs and maintenance primarily due to the projected cost of the repairs and maintenance of cameras at various JSO facilities and for other various increases.
 - \$211,179 in other operating supplies based on actuals and an increase in costs for drone unit expenses.

Those increases are partially offset by a decrease of \$619,215 in equipment rentals mainly due to a projected reduction in the number of daily ankle monitor rentals for FY 2023/24.

9. Capital Outlay:

- Capital Outlay in the amount of \$100,506 includes funding for additional license plate reader cameras.

10. Contingency for Health Services Contract:

- This amount is based on the inmate health care contract that is in a designated special council contingency to be appropriated through Ordinance 2023-512 due to a Council Member conflict. The increase of \$1,468,518 is due to contractual increases.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 OFFICE OF THE SHERIFF
 GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 209 - 225

DEPARTMENTAL CHANGES:

DEPARTMENT	FY 2022/23 APPROVED	FY 2023/24 PROPOSED	CHANGE		
Corrections	\$ 150,005,248	\$ 157,975,061	5.3%	\$ 7,969,813	A
Executive Office	7,245,965	9,112,630	25.8%	\$ 1,866,665	B
Investigations & Homeland Security	92,404,277	102,969,804	11.4%	\$ 10,565,527	C
Patrol and Enforcement	227,344,164	238,396,240	4.9%	\$ 11,052,076	D
Personnel & Professional Standards	31,102,307	34,178,225	11.3%	\$ 3,075,918	E
Police Services	49,489,722	55,087,692	6.1%	\$ 5,597,970	F
TOTAL	\$ 557,591,683	\$ 597,719,652	7.2%	\$ 40,127,969	

- A. The increase of \$7,969,813 in Corrections is mainly due to the following increases of:
- \$2,630,818 in pension costs mainly due to an increase in the required contribution to the Correction Officer Pension Fund for the defined benefit plan and new employees entering the Public Safety defined contribution plan.
 - \$2,543,390 in security guard services due to an expected increase in costs for the new security guard contract.
 - \$1,528,813 in salaries mainly due to the impact of collective bargaining increases and 3 positions proposed to be added, which is partially offset by 15 positions being transferred out.
 - \$1,468,518 in the inmate health care contract due to increases noted above.
 - \$607,637 in salaries overtime based on current and prior year actuals and anticipated salary increases.

Those increases are partially offset by a decrease of \$625,815 in Equipment Rentals mainly due to a projected reduction in daily ankle monitor rentals for FY 2023/24.

- B. The increase of \$1,866,665 in the Executive Office is mainly due to the following increases of:
- \$1,372,585 in salaries mainly due to the impact of collective bargaining increases and nineteen positions being transferred in from other JSO departments.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
OFFICE OF THE SHERIFF
GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 209 - 225

- \$506,539 in pension costs mainly due to an increase in the required contribution to the different defined benefit plans, new employees entering the Public Safety defined contribution plan, and the transfer in of 19 positions.
- C. The increase of \$10,565,527 in Investigations & Homeland Security is mainly due to the following increases of:
- \$4,436,455 in pension costs mainly due to an increase in the required contribution to the Police and Fire Pension Fund for the defined benefit plan and new employees entering the Public Safety defined contribution plan.
 - \$3,560,767 in salaries mainly due to the impact of collective bargaining increases, twenty-three positions being transferred in from other JSO departments, and two positions being added to the employee cap.
 - \$2,171,526 in salaries overtime mainly based on overtime charges related to the Violence Reduction Program being transferred from the Patrol and Enforcement Department to this department, which was increased from \$1 million to \$2 million.
 - \$663,097 in FOP/IAFF health and dental costs based on the actuarial estimated cost of the plans.
- D. The increase of \$11,052,076 in Patrol and Enforcement is mainly due to the increases of:
- \$4,175,056 in pension costs mainly due to an increase in the required contribution to the Police and Fire Pension Fund for the defined benefit plan and new employees entering the Public Safety defined contribution plan.
 - \$3,769,433 in salaries mainly due to the impact of collective bargaining increases and eighty police officer positions being added to the employee cap. This increase is partially offset by forty-five positions being transferred to other JSO departments.
 - \$2,539,906 in fleet vehicle replacement allocation mainly due to the 26 new pooled vehicles being completely funded in the proposed budget with the remaining amount due to the increase cost of replacements in recent years.
 - \$1,106,726 in FOP/IAFF health and dental costs based on the actuarial estimated cost of the plans.
- E. The increase of \$3,075,918 in Personnel & Professional Standards is mostly due to the following increases of:
- \$1,366,597 in pension costs mainly due to an increase in the required contribution to the Police and Fire Pension Fund for the defined benefit plan and new employees entering the Public Safety defined contribution plan.
 - \$1,307,282 in salaries mainly due to the impact of collective bargaining increases, eleven positions being transferred in from other JSO departments, and ten positions being added to the employee cap.
 - \$307,935 in computer system maintenance and security mainly due to an increase in IT maintenance costs of the Employee Information System.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 OFFICE OF THE SHERIFF
 GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 209 - 225

- F. The increase of \$5,597,970 in Police Services is mostly due to the following increases of:
- \$1,420,647 in salaries mainly due to the impact of collective bargaining increases, seven positions being transferred in from other JSO departments, and four positions being added to the employee cap.
 - \$1,329,808 in ITD replacements for the replacement of network and computer equipment requested by JSO.
 - \$739,924 in pension costs mainly due to an increase in the required contribution to the General Employees Pension Fund for the defined benefit plan and new employees entering the Public Safety and General Employee defined contribution plans.
 - \$513,537 in hardware-software maintenance and licenses mainly due to an increase in cost for the Nutanix ISM software, the purchase of flock cameras, and an increase in maintenance costs for Cellebrite, a digital intelligence service.
 - \$463,778 in clothing, uniforms, and safety equipment mainly due to an increase in uniform costs and an expected increase in uniform/armor purchases based on the FY 2023/24 hiring schedule.
 - \$442,451 in miscellaneous insurance due to an overall increase in the cost of property insurance and expenses from other departments being transferred into this department.
 - \$221,535 in radio related expenses due to the purchase of new radios and an increase in the cost of portable radio smart features.

FOOD AND BEVERAGES EXPENDITURE:

FY 2023/24 Proposed	Description	Explanation
\$6,000	Safety Patrol and Teen Police Academy	Events offered to the community - community posse, teen driver challenge, crossing guards, safety patrols, girl power quarterly program and teen police academy.
\$4,000	Food/beverage for Assessors traveling in from other agencies for Accreditation and for Promotional Exams	Law enforcement personnel will be traveling from various agencies to assist JSO with both the promotional examination process and accreditation processes. These funds will provide meals/snacks to these individuals who are volunteering time to assist JSO.
\$11,000	Community Meetings	Meetings with the public and/or community stakeholders to discuss Law Enforcement initiatives or concerns / Personnel during Hurricanes and other extended emergencies; required by FOP bargaining unit agreement.
\$20,000	Extended Emergencies	Food for Personnel during Hurricanes and other extended emergencies; required by FOP bargaining unit agreement.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 OFFICE OF THE SHERIFF
 GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 209 - 225

SCHEDULE B1 GRANTS:

B1a – Schedule of Continuation Grants/Programs with No City Match

\$2,797,500 \$200,000 10 0

Grantor	Grant Name	Grant Description	Estimated Grant Award	In Kind Contribution	FTE Positions	Part Time Hours
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	\$200,000	\$0	1	0
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.	\$200,000	\$200,000	0	0
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. Grant period through 9/30/24	\$50,000	\$0	0	0
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.	\$50,000	\$0	0	0
Federal Railroad Administration	Railroad Trespassing Enforcement	Funds overtime for officers to conduct deployments along rail rights-of-way in an effort to reduce injuries and fatalities.	\$100,000	\$0	0	0
Florida Department of Education	Coach Aaron Feis Guardian Program	Program will provide funding to background screen and train School Guardians (School Safety Assistants) for Duval County Public Schools and Duval County Charter Schools.	\$150,000	\$0	0	0
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	\$242,000	\$0	0	0
Florida Department of Law Enforcement	DUI Enforcement Project	Covers the cost of overtime for officers to conduct additional DUI Enforcement activities, and the supplies/equipment to support these activities.	\$155,000	\$0	0	0
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.	\$150,000	\$0	1	0
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.	\$150,000	\$0	1	0
Florida Department of Law Enforcement	Prison Rape Elimination Act	Program provides funding for training, supplies, and equipment necessary to comply with the Prison Rape Elimination Act.	\$70,000	\$0	0	0

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 OFFICE OF THE SHERIFF
 GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 209 - 225

B1a – Schedule of Continuation Grants/Programs with No City Match (continued from prior page)

Grantor	Grant Name	Grant Description	Estimated Grant Award	In Kind Contribution	FTE Positions	Part Time Hours
Florida Department of Law Enforcement	SMART Motorcycle Program	Provides funds for overtime, supplies, and equipment to reduce motorcycle-related crashes and fatalities by providing training on safe motorcycle operation.	\$45,000	\$0	0	0
Florida Department of Law Enforcement	Speed and Aggressive Driving Enforcement	Covers the cost of overtime for officers to conduct additional enforcement activities to deter speed and aggressive driving, as well as the supplies/equipment needed to support these activities.	\$420,000	\$0	0	0
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.	\$150,000	\$0	0	0
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.	\$264,000	\$0	4	0
SAO - Fourth Judicial Circuit of Florida	Sexual Assault Kit Initiative VIII	Funds one full-time public safety analyst. Original appropriation funding grant period 10/1/21 - 9/30/24. Position authorized through 9/30/24 and listed here for transparency.	\$0	\$0	2	0
Walmart	Local Grant Program	To purchase supplies and equipment to enhance Homeland Security efforts.	\$1,500	\$0	0	0
Department of Justice	JAX Victim Services	Funding for crime victims who are disabled, Deaf, hard of hearing, limited English proficient, blind and/or visually impaired, to remove barriers in reporting crimes and accessing supportive services when harmed.	\$400,000	\$0	1	0

B1b – Schedule of Continuation Grants/Programs with a City Match

Grantor	Grant / Program Name	Grant / Program Description	Estimated Grant Award	Match Requested	Overmatch Requested	Total Match Requested	In Kind Contribution	FTE Positions	Part Time Hours
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.	\$450,000	\$150,000	\$0	\$150,000	\$0	0	0

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
OFFICE OF THE SHERIFF
GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 209 - 225

SERVICE LEVEL CHANGES:

The 40 additional police officers increase the police officer to citizen ratio that is more in-line with Jacksonville's size and population.

EMPLOYEE CAP CHANGES:

The General Fund/GSD employee cap is increasing by 99 positions due to 40 police officer positions transferring to the General Fund/GSD with the grant funding ending in FY 2023/24 as well as the addition of 40 police officers, 18 civilian positions to provide support services, and 1 police officer position for an Inter-Agency Child Exploitation and Person Trafficking Task Force.

RECOMMENDATION:

We recommend that the Grantor name be corrected to Florida Department of Transportation for both the Speed and Aggressive Driving Enforcement grant and the DUI Enforcement Project grant on Schedule B1a. This recommendation has no impact on Special Council Contingency.

**COUNCIL AUDITOR’S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR’S PROPOSED FY 2023/24 BUDGET
OFFICE OF THE SHERIFF
911 EMERGENCY USER FEE (FUND 10701)**

PROPOSED BUDGET BOOK – Page # 226 - 228

BACKGROUND:

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

REVENUES:

1. Charges for Services:
 - Charges for services include a monthly wireless and prepaid cellphone fee of \$0.40 with a budgeted amount of \$4,634,731 and a monthly landline fee of \$0.44 with a budgeted amount of \$847,772.
 - The increase of \$417,771 is based on:
 - An increase of \$567,709 for the wireless and prepaid cellphone fees to better align with recent actuals.
 - A decrease of \$149,938 in landline fees to better align with recent actuals.
2. Transfers from Fund Balance:
 - There is a transfer of \$1,804,919 from fund balance to balance revenues and expenditures.

EXPENDITURES:

1. Pension Costs
 - The net increase of \$29,811 is mainly due to an overall increase in the required contribution to the General Employees Defined Benefit Plan.
2. Inter-Departmental Billing:
 - This expense is a revenue item within the Sheriff’s Office and the Fire and Rescue Department for the reimbursement of call takers’ salaries. The Sheriff’s Office will receive \$1,708,764 and the Fire and Rescue Department will receive \$587,604.
3. Other Operating Expenses:
 - There is an increase of \$679,200 mainly due to the following increases:
 - \$233,500 in telephone and telegraph expenses mainly due to all database, routing, and text services now being provided by Indigital.
 - \$193,469 in hardware-software maintenance & licenses mainly due to the cost of a new 911 mapping software.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
OFFICE OF THE SHERIFF
911 EMERGENCY USER FEE (FUND 10701)**

PROPOSED BUDGET BOOK – Page # 226 - 228

- \$159,700 in repairs and maintenance mainly due to console updates and cleanings, chair repairs, and headset repairs.
- \$45,270 in employee training expenses primarily due to funding for certifications being transferred to this account from miscellaneous services and charges and the addition of new certifications and training for JFRD call takers.
- \$30,000 in furniture & equipment for the purchase of new chairs in 911 call centers.

4. Capital Outlay:

- Capital Outlay in the amount of \$1,397,235 includes:
 - \$789,735 in computer equipment to replace aging equipment including a generator, uninterruptable power supply equipment, computers, and servers.
 - \$600,000 in specialized equipment for the purchase of additional recording equipment.

SERVICE LEVEL CHANGES:

None.

EMPLOYEE CAP CHANGES:

None.

RECOMMENDATION:

At JSO's request, we recommend adding additional funding for text to 911 statistical software that was inadvertently left out of the proposed budget. This results in an increase of \$170,815 in the hardware-software maintenance and licenses expense account which could be offset with an increase of \$170,815 in the transfer from fund balance.

There is no impact to Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
CITY COUNCIL
GENERAL FUND/GENERAL SERVICES DISTRICT (00111)**

PROPOSED BUDGET BOOK – Page #69-71

BACKGROUND:

This budget provides for the operation and salary expenditures for City Council Members, Council Staff Services, Value Adjustment Board, and the Office of the Council Auditor.

REVENUE:

1. Charges for Services

- This amount represents the anticipated Value Adjustment Board protest fee revenue of \$45,000. The decrease of \$5,000 is based on recent actuals.

2. Miscellaneous Revenue

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

EXPENDITURES:

1. Salaries

- The net increase of \$402,757 is mainly due to the impact of collective bargaining increases in addition to other salary increases provided during FY 2022/23.

2. Pension Costs

- The increase of \$311,161 is mainly due to the increase in the required contributions to the pension plans and the salary increases noted above.

3. Internal Service Charges

- The net decrease of \$52,118 is mainly due to a decrease of \$234,912 in OGC legal allocation due to recent usage. This was offset with an increase of \$109,286 in building cost allocation of the St. James Building mainly due to the replacement of carpet in Council Chambers and Green Room and an increase of \$77,384 in computer system maintenance and security charges mainly due to the purchase of tablets for Council Chambers and enterprise security costs. **See Recommendation**

4. Professional and Contractual Services

- The decrease of \$64,296 for the Special Magistrates for the Value Adjustment Board is based on recent actuals.

5. Other Operating Expenses

- The net decrease of \$42,795 is mainly due to a decrease of \$29,562 in hardware-software maintenance and licenses due to a lower renewal contract price for the Granicus System for FY 2023/24 and moving the OnBase annual maintenance renewals to ITD's budget.

**COUNCIL AUDITOR’S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR’S PROPOSED FY 2023/24 BUDGET
 CITY COUNCIL
 GENERAL FUND/GENERAL SERVICES DISTRICT (00111)**

PROPOSED BUDGET BOOK – Page #69-71

6. Capital Outlay

- The capital outlay is mainly for the replacement of outdated office equipment.

7. Contingencies

- The \$3,000,000 represents funding placed into a contingency designated for the Council President.

FOOD AND BEVERAGE EXPENDITURES:

FY 2023/24 Proposed	Description of each Service/Event that requires the purchase of food and/or beverages	Explanation that the Service/Event serves a public purpose
\$ 4,500	Food for City Council events and public meetings	Provide for continuity of work coverage due to lengthy public meetings or events.

SERVICE LEVEL CHANGES:

None.

EMPLOYEE CAP CHANGES:

None.

HIGHLIGHTS:

	2022/23 Adopted	2023/24 Proposed	\$ Change from FY 23	% Change from FY 23	
Council Auditor	\$ 2,845,881	\$ 3,118,097	\$ 272,216	9.57%	A
Council President Expense Account	\$ 10,000	\$ 3,010,000	\$ 3,000,000	30000.00%	B
Council Staff Services	\$ 7,584,604	\$ 7,833,988	\$ 249,384	3.29%	C
Direct Expenditures	\$ 1,867,644	\$ 1,996,473	\$ 128,829	6.90%	D
<u>Value Adjustment Board</u>	<u>\$ 742,622</u>	<u>\$ 641,655</u>	<u>\$ -100,967</u>	<u>-13.60%</u>	E
Departmental Total	\$ 13,050,751	\$ 16,600,213	\$ 3,549,462	27.20%	

A The increase of \$272,216 in the Council Auditor’s Office is primarily due to:

- An increase of \$153,973 in salaries mainly due to the impact of collective bargaining increases, merit increases, promotions, and increasing the starting pay during FY 2022/23.
- An increase of \$96,243 in pension costs mainly due to increases in the required contributions to the pension plans and the salary increases noted above.
- An increase of \$10,000 in miscellaneous service and charges for a peer review as required by Government Auditing Standards.

B The increase is due to the \$3,000,000 funding placed into a contingency for the Council President.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
CITY COUNCIL
GENERAL FUND/GENERAL SERVICES DISTRICT (00111)**

PROPOSED BUDGET BOOK – Page #69-71

- C** The increase of \$249,384 in Council Staff Services is primarily due to the following:
- An increase of \$195,656 in salaries mainly due to the impact of collective bargaining, merit increases, and promotions during FY 2022/23, and to reclassify a vacant position from the Value Adjustment Board to City Council Staff Services.
 - An increase of \$152,219 in pension costs is mainly due to increases in the required contributions to the pension plans and the salary increases noted above.
 - An increase of \$105,895 in Building Cost Allocation – St James mainly due to a direct bill charge for new carpeting in the Council Chambers and Green Room.
 - An increase of \$64,811 in computer system maintenance and security mainly due to funding to purchase tablets for the Council Chambers. **See Recommendation**
- These were partially offset by the following:
- A decrease of \$234,912 in OGC legal allocation due to recent usage.
 - A decrease of \$22,854 in hardware-software maintenance and license mainly due to a lower renewal contract price for the Granicus System for FY 2023/24.
 - A decrease of \$14,153 in miscellaneous services and charges mainly due to the installation and orientation of the new City Council that was not needed in FY 2023/24.
- D** The increase of \$128,829 in Council Direct Expenditures is primarily due to an increase in salaries of \$95,437 based on the salary elections by City Council Members and the anticipated increase in the allowable salary pursuant to law, and an increase in pension costs of \$59,920 primarily due to the salary increases noted above.
- E** The decrease of \$100,967 in the Value Adjustment Board is primarily due to a decrease of \$64,296 in professional and contractual services based on recent usage of the outside VAB attorney and a decrease of \$44,816 in salaries mainly due to reclassifying a vacant position from the Value Adjustment Board to City Council Staff Services. This is partially offset by an increase of \$18,465 in computer system maintenance and security costs for application maintenance charges related to the VAB system.

RECOMMENDATION:

We recommend reducing computer system maintenance and security for Council Staff Services by \$40,320, due to the computer tablets for Council Chambers being purchased in FY 2022/23. This will result in corresponding adjustments in the Information Technologies Fund (53101). This will have a positive impact of \$40,320 on Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
CITY COUNCIL
TOURIST DEVELOPMENT COUNCIL (FUND 10301)**

PROPOSED BUDGET BOOK - Page #72 - 74

BACKGROUND:

This fund accounts for the first two-cents (of the total six-cents) tax levy on lodging within Duval County. The Tax Collector collects the Tourist Development Tax and remits it to the City for appropriation by the City Council. The Duval County Tourist Development Council (TDC) is the appointed body charged with implementing and administering the Tourist Development Plan adopted by City Council. The six Tourist Development Plan components as authorized under Ordinance Code Chapter 666 (Duval County Tourist Development Plan) include 1) Tourism Marketing, Sales, Experiences and Promotion, 2) Planning and Research, 3) Event Grants, 4) Development, 5) Contingency for any uses authorized under 125.0104(5)(a), Florida Statutes, and 6) Promotion of the Jacksonville Equestrian Center.

REVENUE:

1. Bed / Tourist Development Tax
 - This represents the anticipated two cent tax levy on lodging for FY 2023/24 based on year to date actual revenue.
2. Investment Pool / Interest Earnings
 - This is the anticipated interest earnings for FY 2023/24.
3. Transfers from Fund Balance
 - The proposed budget does not include a fund balance transfer since the projected tax revenue for FY 2023/24 is sufficient to fund the Tourist Development Plan components.

EXPENDITURES:

1. Salaries
 - The net increase of \$11,848 is due to salary increases as approved by the TDC and related to collective bargaining, which are both effective October 1, 2023, partially reduced by a decrease of \$2,499 in part time salaries.
2. Other Operating Expenses
 - The net increase of \$1,171,265 is directly related to higher estimated tax revenue resulting in more dollars being available for Tourist Plan components. The net increase to Other Operating Expenses is detailed on the table on the following page.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 CITY COUNCIL
 TOURIST DEVELOPMENT COUNCIL (FUND 10301)**

PROPOSED BUDGET BOOK - Page #72 - 74

Plan Component	FY 22/23 Council Approved	FY 23/24 Mayor's Proposed	Increase/ (Decrease)
Tourism Marketing, Sales, Experiences and Promotion			
Destination Experience	\$ 1,184,220	\$ 1,249,694	\$ 65,474
Marketing Services	4,212,800	4,543,525	330,725
Convention and Group Sales	1,640,000	1,664,747	24,747
Planning and Research	100,000	150,000	50,000
Event Grants	1,390,625	1,441,250	50,625
Remaining to spend in accordance with any Tourist Development Plan Component	403,376	1,053,820	650,444
Administration	19,680	18,930	(750)
Total Other Operating Expenses	\$ 8,950,701	\$ 10,121,966	\$ 1,171,265

3. 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.

4. Transfers to Other Funds

- The FY 2023/24 transfer to other funds of \$683,940 represents a transfer to the TDC Special Revenue Fund to fund the Tourist Development Plan components that are budgeted within that fund (Development, Contingency, Convention Grants, Sponsorships, and Promotions, and Promotion of the Jacksonville Equestrian Center).

SERVICE LEVEL CHANGES:

The anticipated increase in the tourist development tax has resulted in more funding available for the various Plan Components.

EMPLOYEE CAP CHANGES:

There are no changes to the employee cap.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR’S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR’S PROPOSED FY 2023/24 BUDGET
CITY COUNCIL
TOURIST DEVELOPMENT SPECIAL REVENUE (FUND 10304)**

PROPOSED BUDGET BOOK - Page # 75 - 76

BACKGROUND:

The Tourist Development Special Revenue fund is an “all years” fund that was created pursuant to Section 666.108 of the Ordinance Code and the Tourist Development Plan. This fund contains the Contingency, Development, Equestrian Center Grants, and Convention Grants, Sponsorships and Promotions accounts of the Plan. The Contingency account is to be used to fund unforeseen opportunities of major significance to tourism in the City and does not require further City Council approval. The Development account is to be used for the purpose of acquiring, constructing, extending, enlarging, remodeling, or improving publicly owned convention centers, coliseums (e.g., arena), or auditoriums (e.g., performing arts center) and aquariums or museums that are publicly owned and operated or owned and operated by a not for profit organization and open to the public and requires further City Council approval for appropriation. The Equestrian Center Grants account is to be used for equestrian center grant awards and does not require further City Council approval. The Convention Grants, Sponsorships and Promotions account is to be used for convention grants, sponsorships and promotions and does not require further City Council approval.

REVENUE:

1. Investment Pool / Interest Earnings
 - This is the anticipated interest earnings for FY 2023/24.
2. Transfers From Other Funds
 - The proposed budget of \$683,940 represents a transfer from the Tourist Development Council Fund 10301 to fund the expenditures described below.

EXPENDITURES:

1. Other Operating Expenses
 - The proposed budget of \$290,001 includes \$290,000 for Convention Grants, Sponsorships and Promotions and \$1 for Equestrian Center Grants as approved by TDC.
2. Contingencies
 - The proposed budget of \$500,000 includes \$250,000 for the Development plan component and \$250,000 for the Contingency plan component as approved by TDC.

SERVICE LEVEL CHANGES:

None.

EMPLOYEE CAP CHANGES:

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

RECOMMENDATION:

We recommend that Budget Ordinance Schedule W be revised to correct the Interest Earnings amount from \$148,458 to \$254,519 and expenditures for the Remaining to be spent in accordance with any

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
CITY COUNCIL
TOURIST DEVELOPMENT SPECIAL REVENUE (FUND 10304)**

PROPOSED BUDGET BOOK - Page # 75 - 76

Tourist Development Plan Component from \$947,759 to \$1,053,820. This will align the schedule with the amounts in the budget and has no impact on Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
OFFICE OF GENERAL COUNSEL
GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK – Page # 200 - 201

BACKGROUND:

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

In the proposed budget, there is also \$2 million for special outside legal counsel associated with the upcoming stadium negotiations.

EXPENDITURES:

1. Salaries:
 - The decrease of \$3,075 is a result of staffing changes in FY 2021/22.
2. Professional and Contractual Services:
 - The increase of \$2,000,000 is for special outside legal counsel associated with the upcoming stadium negotiations with the Jacksonville Jaguars.
3. Other Operating Expenditures:
 - This amount is mainly made up of the \$100,000 for small judgements and settlements under \$50,000.
4. Supervision Allocation:
 - This represents the personnel costs of the Delegation Coordinator that are allocated to the Office of General Counsel internal service fund (Fund 55101). The decrease is due to a change in the allocation of time.

SERVICE LEVEL CHANGES:

There is an increase in funding for special outside legal counsel to assist with upcoming stadium negotiations with the Jacksonville Jaguars.

EMPLOYEE CAP CHANGES:

None.

RECOMMENDATION:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2023/24 BUDGET
OFFICE OF GENERAL COUNSEL (FUND 55101)**

PROPOSED BUDGET BOOK - Page # 202 - 204

BACKGROUND:

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

REVENUE:

1. Internal Service Revenue:
 - The increase of \$1,052,527 is driven by increased costs noted below.
2. Miscellaneous Revenue:
 - The \$15,000 represents charges for copies in litigation cases and for various public records requests.

EXPENDITURES:

1. Salaries:
 - The net increase of \$617,472 is driven by the proposed addition of three attorney positions (\$218,660), an increase from collective bargaining increases (\$202,195), and the remaining balance of \$196,617 is due to a combination of special pay increases, promotions, and employee turnover.
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 2023/24.
3. Pension Costs:
 - The net increase of \$401,534 is primarily due to an increase in the required contribution to the pension plan as well as the salary increases noted above.
4. Employer Provided Benefits:
 - The increase of \$23,965 is primarily due to an increase in group hospitalization insurance due to the proposed addition of three positions.
5. Other Operating Expenses:
 - The increase of \$25,451 is primarily due to an increase of \$21,851 in dues and subscriptions driven by actual usage of Westlaw legal research.
6. Supervision Allocation:
 - This \$18,334 represents the personnel costs of the General Fund/General Services District portion of the Office of General Counsel that will be allocated to the Office of General Counsel internal service fund (Fund 55101) because of the Duval Delegation Coordinator doing work for the Office of General Counsel internal service fund. The decrease is due to a change in allocation of time.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2023/24 BUDGET
 OFFICE OF GENERAL COUNSEL (FUND 55101)**

PROPOSED BUDGET BOOK - Page # 202 - 204

SERVICE LEVEL CHANGES:

None.

EMPLOYEE CAP CHANGES:

The authorized position cap is going up by 3 positions from 76 to 79 authorized positions. The three new Attorney positions will be dedicated to JEA.

FOOD AND BEVERAGES EXPENDITURES:

FY23/24 Proposed	Description of each service / event that requires the purchase of food and/or beverages	Explanation that the service / event serves a public purpose
\$2,500	Staff and visitor funding for Office of General Counsel mediations, settlement negotiations, and other meetings.	The OGC finds benefit to having settlement and arbitration meetings at City Hall, access to staff, documents and personnel. In order to facilitate these day long, week long meetings, it is customary to provide light refreshments in order to continue to work.

RECOMMENDATION:

None.