

OFFICE OF THE COUNCIL AUDITOR

FY 2020/2021 PROPOSED BUDGET

FINANCE COMMITTEE MEMBERS

Matt Carlucci – Chair
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Joyce Morgan
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Meeting #1
August 6, 2020

**COUNCIL AUDITOR'S OFFICE
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2020/21 BUDGET LEGISLATION

- 2020-228-E Property Appraiser’s 2020/21 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.
- 2020-500-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 8, 2020 public hearing for City Council to consider the millage rates and the tentative budget
- 2020-501 Millage Levy Ordinance**
Establishes the millage rates to be levied by the consolidated government for the General Services District, not including Urban Services Districts 2, 3, 4, or 5 (Jacksonville Beach, Atlantic Beach, Neptune Beach, and Baldwin).
- 2020-502 Millage Levy Ordinance**
Establishes the millage rates to be levied by the consolidated government for Urban Services Districts 2, 3, and 4 (Jacksonville Beach, Atlantic Beach, and Neptune Beach).
- 2020-503 Millage Levy Ordinance**
Establishes millage rates to be levied by the consolidated government for Urban Services District 5 (Baldwin).
- 2020-504 Budget Ordinance**
Approves the budgets for the City and its Independent Agencies.
- 2020-505 Five-Year Capital Improvement Plan (CIP)**
Adopts the five-year (2021-2025) CIP.
- 2020-506 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 Administration concerning payment to and distribution of the City’s indigent healthcare funds and to take action as may be necessary to effectuate the purpose of the ordinance.
- 2020-507 Five-Year IT System Development Program (“ITECH Projects”)**
Adopts the five-year (2021-2025) inclusive IT System Development Program (“ITECH Projects”).
- 2020-508 Adopting the Sales Tax Growth Rate**
Adopts the annual growth rate as recommended by the administration for the future pension liability surtax proceeds.

2020/21 BUDGET LEGISLATION

2020-509 Public Service Grants

Approves the appropriation of \$2,941,196 from a designated special council contingency to provide funding for the City of Jacksonville's contribution to the Public Service Grants Council.

2020-510 Jacksonville Chamber of Commerce Appropriation

Approves the appropriation of \$400,000 from a designated special council contingency to provide funding for the City of Jacksonville's contribution to the Jacksonville Chamber of Commerce.

2020-511 Kids Hope Alliance

Approves the appropriation of program funding of \$28,844,956 from a designated special council contingency within the Kids Hope Alliance.

2020/2021 BUDGET TIMELINE OVERVIEW

2020

- 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 millage and budget amendments and changes to the Property Appraiser's budget.
- Ordinance Code Section 106.201 requires the Mayor to submit the annual budget proposal no later than July 15.
- 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 8 Within 65 to 80 days of the Property Appraiser certification, usually the first Council meeting in September, hold a public hearing and adopt a tentative millage.
- September 19 Within 15 days of the tentative budget hearing, advertise the intent to adopt a final millage and budget pursuant to F.S. 200.065.

2020/2021 BUDGET TIMELINE OVERVIEW

- September 22 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 25 Within 3 days after the final hearing, the City sends the ordinance adopting the final millage to the Property Appraiser, the Tax Collector and the DOR.
- October 1 Fiscal year that is funded by this ad valorem tax cycle begins.
- October Property Appraiser informs taxing authority of final adjusted tax roll via top portion of forms DR-422 Certification of Final Taxable Value.
- October Within 30 days of passage, the City/Finance Department sends certified copies of the Millage Levy Ordinance and the Annual Budget Ordinance and other required documents and forms to the DOR, Tax Collector and the Property Appraiser.
- October Within 30 days of passage, the City sends TRIM compliance package to the DOR including form DR-487, Certification of Compliance. The following is included in the package:
- Certification of Taxable Value, Forms DR-420
 - Legislation adopting the millage and the budget
 - Entire newspaper pages for all advertisements
 - Proof of publication from the newspaper for all advertisements
 - Certification of Final Taxable Value, Forms DR-422
- November Tax bills are sent out. Pursuant to Statutes, discounts for early payment are:
- | | |
|----------------------|----------------------|
| 4 percent - November | 3 percent - December |
| 2 percent - January | 1 percent - February |
- December Council Auditor staff calculates the required tax increment contributions based on the Property Appraiser's final certification. Contributions must be made by January 1.

2021

- March 31 Taxes are due without any discount or penalty.
- August Errors and Insolvencies for the 2020 tax roll are certified, including the total discounts granted. The Tax Collector sends a recapitulation (form 502) to the DOR.

When Complete

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

CITY OF JACKSONVILLE
SUMMARY OF AD VALOREM TAX CALCULATIONS
MAYOR'S PROPOSED MILLAGE RATES
2020/21 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
2019/20 Preliminary Taxable Values			\$ 61,759,039,085	\$ 6,641,643,208	\$ 48,729,631	\$ 68,449,411,924
Operating Millage Rates			11.4419	8.1512	9.6312	
Council Approved Total Estimated Revenues at . . .	95.5%		\$ 674,841,918	\$ 51,701,181	\$ 448,205	\$ 726,991,304
FY 2020/21 BUDGET						
2020/21 Preliminary Taxable Values			\$ 66,451,674,344	\$ 7,056,266,293	\$ 48,954,779	\$ 73,556,895,416
Less New Construction			(1,679,452,437)	(80,962,479)	(445,489)	(1,760,860,405)
Taxable Value of Property Existing Last Year			\$ 64,772,221,907	\$ 6,975,303,814	\$ 48,509,290	\$ 71,796,035,011
Operating Millage Rate			11.4419	8.1512	9.6312	
Estimated Revenues at . . .	95.5%					
BEFORE NEW CONSTRUCTION			\$ 707,767,008	\$ 54,298,527	\$ 446,179	\$ 762,511,714
Increased Revenue on Property Existing Last Year			\$ 32,925,090	\$ 2,597,346	\$ (2,027)	\$ 35,520,410
Change in budgeted Ad Valorem Revenues, as a percent.						4.89%
Estimated Revenues at . . .	95.5%					
ON NEW CONSTRUCTION			\$ 18,351,401	\$ 630,244	\$ 4,098	\$ 18,985,743
Change in budgeted Ad Valorem Revenues from new construction, as a percent.						2.61%
Total Estimated Revenues Increase			\$ 51,276,492	\$ 3,227,590	\$ 2,071	\$ 54,506,153
Change in budgeted Ad Valorem Revenues, as a percent.						7.50%
Total Proposed Estimated Revenues at	95.5%		\$ 726,118,409	\$ 54,928,771	\$ 450,276	\$ 781,497,456
Net to the General Fund GSD						
Total Proposed Estimated Revenues at	95.5%		\$ 726,118,409	\$ 54,928,771	\$ 450,276	\$ 781,497,456
Less Tax Increment Amounts at	95.0%		\$ (32,207,568)	\$ (7,995,174)	\$ -	\$ (40,202,742)
Net to the General Fund GSD			\$ 693,910,841	\$ 46,933,597	\$ 450,276	\$ 741,294,714
2020/21 ROLLED BACK RATES			10.9619	7.7392	9.6475	
2020/21 RATES AS PRESENTED ABOVE			11.4419	8.1512	9.6312	
PERCENTAGE ABOVE (BELOW) ROLLED BACK			4.38%	5.32%	-0.17%	
DIFFERENCE FROM GSD MILLAGE RATE				(3.2907)	118.8%	
MINIMUM PER INTERLOCAL AGREEMENT				(3.2907)	118.8%	

GENERAL SERVICES DISTRICT
SAMPLE RESIDENTIAL AD VALOREM TAX CALCULATION
COMPARING 2019 RATES TO THE MAYOR'S PROPOSED 2020 RATE

TAXABLE VALUE CALCULATION	2019 Tax Rates	2020 Proposed Tax Rates	Change from 2019 to 2020	
(1) Median Assessed Value	\$ 135,161	\$ 138,962	\$ 3,801	2.81%
Less Original Homestead Exemption	(25,000)	(25,000)	-	0.00%
(2) Value Before Additional Homestead Exemption	\$ 110,161	\$ 113,962	\$ 3,801	3.45%
Value Not Subject to the Additional Homestead Exemption (A)	\$ (50,000)	\$ (50,000)	-	N/A
Value Subject to Additional Homestead Exemption	\$ 60,161	\$ 63,962	\$ 3,801	N/A
Additional Homestead Exemption	\$ (25,000)	\$ (25,000)	-	N/A
Remaining After Additional Exemption (B)	\$ 35,161	\$ 38,962	\$ 3,801	N/A
(3) (A) Plus (B) Equals Taxable Value	\$ 85,161	\$ 88,962	\$ 3,801	N/A

MILLAGE RATES

Local Government, GSD	11.4419	11.4419	0.0000	0.00%
Duval County School Board	6.1500	5.9050	(0.2450)	-3.98%
St John's Water Mgmt. District	0.2414	0.2287	(0.0127)	-5.26%
Florida Inland Navigation District	<u>0.0320</u>	<u>0.0320</u>	0.0000	0.00%
Total Millage	<u>17.8653</u>	<u>17.6076</u>	<u>(0.2577)</u>	<u>-1.44%</u>

AD VALOREM TAXES

Local Government, GSD	\$ 974.40	\$ 1,017.89	\$ 43.49	4.46%
Duval County School Board	\$ 677.49	\$ 672.95	\$ (4.54)	-0.67%
St John's Water Mgmt. District	\$ 20.56	\$ 20.35	\$ (0.21)	-1.02%
Florida Inland Navigation District	<u>\$ 2.73</u>	<u>\$ 2.85</u>	<u>\$ 0.12</u>	4.40%
Total Tax Bill	\$1,675.18	\$ 1,714.04	\$ 38.86	2.32%
Less Four Percent Discount for Payment in November	(67.01)	(68.56)	\$ (1.55)	2.31%
Net Tax Bill	<u>\$1,608.17</u>	<u>\$ 1,645.48</u>	<u>\$ 37.31</u>	<u>2.32%</u>

Footnotes:

1. The *median* assessed value of single family homesteaded property is \$138,962 for the 2020 tax year. The median assessed value is the value whereby an equal number of homesteaded properties are valued higher and lower.
2. This value is used to calculate the ad valorem taxes due to the Duval County School Board only.
3. This value is used to calculate the ad valorem taxes due to the GSD, St. John's Water Management District, and the Florida Inland Navigation District.

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

	2019/20		2020/21	
	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	116,287,402		80,791,278	
Capital	46,645,974		7,315,000	
Total Jacksonville Aviation Authority	<u>\$ 162,933,376</u>	<u>\$ -</u>	<u>\$ 88,106,278</u>	<u>\$ -</u>
Jacksonville Port Authority				
Excess Telecommunications Contribution		-1,637,561		-9,588,317
Operations	72,485,678		69,006,205	
Capital	125,731,545		207,926,226	
Total Jacksonville Port Authority	<u>\$ 198,217,223</u>	<u>\$ -1,637,561</u>	<u>\$ 276,932,431</u>	<u>\$ -9,588,317</u>
Police and Fire Pension Fund	<u>\$ 12,727,248</u>	<u>\$ -</u>	<u>\$ 12,248,407</u>	<u>\$ -</u>
Business Improvement District	<u>\$ 1,639,892</u>	<u>\$ -461,884</u>	<u>\$ 1,699,338</u>	<u>\$ -510,615</u>
Jacksonville Housing Finance Authority	<u>\$ 335,181</u>	<u>\$ -</u>	<u>\$ 331,750</u>	<u>\$ -</u>
Jacksonville Transportation Authority				
General Fund for Community Trans Coordinator		-1,462,795		-1,496,760
Local Option Gas Tax per Interlocal Agreement		-27,745,529		-25,861,828
Discretionary Transportation Half Cent Sales Tax		-100,391,264		-89,093,667
Operations	142,060,790		141,917,448	
Capital	50,226,938		53,595,782	
Total Jacksonville Transportation Authority	<u>\$ 192,287,728</u>	<u>\$ -129,599,588</u>	<u>\$ 195,513,230</u>	<u>\$ -116,452,255</u>
J E A				
Electric Operations	1,249,528,535	93,870,968	1,247,146,529	93,609,555
Electric Capital	261,000,000		217,542,000	
Water & Sewer Operations	494,451,331	24,953,042	512,286,660	26,402,695
Water & Sewer Capital	260,000,000		328,862,000	
District Energy System Operations	9,044,699		9,328,327	
District Energy System Capital	3,830,000		3,036,000	
Total JEA	<u>\$ 2,277,854,565</u>		<u>\$ 2,318,201,516</u>	
Total Contribution to City General Fund		<u>\$ 118,824,010</u>		<u>\$ 120,012,250</u>
Total of City Independent Agencies	\$ 2,845,995,213	\$ -12,875,023	\$ 2,893,032,950	\$ -6,538,937
Contribution to Shands Jacksonville		-26,275,594		-30,275,594
Net General Government Contributions		<u>\$ -39,150,617</u>		<u>\$ -36,814,531</u>
Total of Jacksonville General Government Budget	<u>\$ 2,741,393,215</u>		<u>\$ 2,967,690,718</u>	
Total Budget, General Government and Independent Agencies	<u>\$ 5,587,388,428</u>		<u>\$ 5,860,723,668</u>	

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

COUNCIL AUDITOR'S OFFICE
MAYOR'S PROPOSED 2020/21 BUDGET
SUMMARY OF BUDGET BY FUND

	FY 19-20 COUNCIL APPROVED	FY 20-21 MAYOR'S PROPOSED
General Fund		
00111 General Fund - GSD	1,267,982,097	1,342,405,571
00112 Mosquito Control State 1	53,122	54,230
00113 Special Events - General Fund	8,338,316	9,392,416
00116 DOWNTOWN ECONOMIC DEVELOPMENT FUND	500,000	0
00119 Emergency Reserve	63,570,520	64,920,611
00191 Property Appraiser	11,928,096	11,290,422
00192 Clerk of the Court	5,312,720	5,504,247
00193 Tax Collector	19,950,499	18,976,908
TOTAL General Fund	<u>1,377,635,370</u>	<u>1,452,544,405</u>
Permanent Fund		
05100 Permanent Fund	92,480	27,000
TOTAL Permanent Fund	<u>92,480</u>	<u>27,000</u>
Special Revenue Fund		
10100 Planning, Economic Dev & Concur Mgmt	5,109,407	1,741,773
10200 Air Pollution Control & Monitoring	739,712	748,002
10300 Sports, Convention & Tourism Development	9,947,583	5,081,700
10400 Transportation	149,063,153	134,330,173
10700 Emergency 911	5,558,487	5,314,113
10800 Tax Increment District	37,458,423	41,304,476
10900 Kids Hope Alliance	35,361,386	35,572,640
11000 Better Jacksonville Trust Fund	76,956,241	71,695,430
11300 Maintenance, Parks & Recreation	6,560,187	7,179,918
11400 Other Federal, State & Local Grants	500,000	500,000
11500 General Government	4,904,888	2,109,678
15000 General Government	31,741,354	28,671,814
TOTAL Special Revenue Fund	<u>363,900,821</u>	<u>334,249,717</u>
Capital Project Fund		
31000 Bond Projects	2,920,132	441,046
32000 General Projects	131,815,847	195,387,294
TOTAL Capital Project Fund	<u>134,735,979</u>	<u>195,828,340</u>
Enterprise Fund		
41000 Public Parking System	4,339,427	3,849,271
42000 Motor Vehicle Inspections	421,138	380,031
43000 Solid Waste	98,044,014	116,083,123
44000 Stormwater Services	45,037,120	42,509,819
45000 Equestrian Center	493,239	466,139
46000 Sports Complex Capital	8,221,507	5,383,633
47000 City Venues	92,603,430	91,511,506
TOTAL Enterprise Fund	<u>249,159,875</u>	<u>260,183,522</u>
Internal Service Fund		
51000 Fleet Management	96,243,701	89,431,478
52000 Copy Center - Printshop	2,882,189	2,731,460
53000 Information Technology	82,095,465	84,947,960
54000 Public Works	47,011,643	47,966,986
55000 General Counsel's Office	12,925,298	12,963,602
56100 COJ Self Insurance	44,695,321	49,698,954
56200 COJ Group Health	107,163,852	94,158,756
56300 COJ Insured Programs	9,334,141	11,820,007
57000 Debt Management Funds	196,896,552	314,493,018
TOTAL Internal Service Fund	<u>599,248,162</u>	<u>708,212,221</u>
Trust and Agency Fund		
65100 Pension Trust Fund	16,620,528	16,645,513
TOTAL Trust and Agency Fund	<u>16,620,528</u>	<u>16,645,513</u>
TOTAL FOR ALL GENERAL GOVERNMENT FUNDS	<u>2,741,393,215</u>	<u>2,967,690,718</u>

**Council Auditor's Office
Mayor's Proposed FY 2020/21 Budget
Summary of Employee Caps by Fund**

		FY 19-20 COUNCIL APPROVED	FY 20-21 MAYOR'S PROPOSED	CHANGE FROM FY20
General Funds				
00111	General Fund - Gsd	6,238	6,329	91
00113	Special Events	14	13	(1)
00191	Property Appraiser	114	114	0
00192	Clerk Of The Court	36	36	0
00193	Tax Collector	231	231	0
Total General Funds		6,633	6,723	90
Special Revenue Funds				
10101	Concurrency Management System	6	6	0
10201	Air Pollution Tag Fee	5	5	0
10301	Tourist Development Council	2	2	0
10701	9-1-1 Emergency User Fee	5	5	0
10901	Kids Hope Alliance Fund	41	41	0
11301	Huguenot Park	10	10	0
11302	Kathryn A. Hanna Park Improvement	17	17	0
11308	Cecil Field Commerce Center	6	6	0
11501	Spay & Neuter Rebate Trust Fund	1	1	0
15104	Building Inspection	163	162	(1)
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		279	278	(1)
Enterprise Funds				
41102	Public Parking	36	36	0
42101	Motor Vehicle Inspection	6	5	(1)
43101	Solid Waste Disposal	116	116	0
44101	Stormwater Service	53	53	0
Total Enterprise Funds		211	210	(1)
Internal Service Funds				
51101	Fleet Management - Operations	108	106	(2)
51102	Fleet Management - Vehicle Replacement	3	3	0
52101	Copy Center	5	5	0
53101	Information Technologies	121	121	0
53102	Radio Communication	10	10	0
54101	Public Building Allocations	62	62	0
55101	Office of General Counsel	73	73	0
56101	Self Insurance	23	23	0
56201	Group Health	9	9	0
56301	Insured Programs	7	8	1
Total Internal Service Funds		421	420	(1)
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		7,549	7,636	87

**Council Auditor's Office
 Mayor's Proposed FY 2020/21 Budget
 Overall Employee Cap Reconciliation**

FY 2019/2020 Council Approved Employee Cap (City-Wide)	7,549	
Net Change in Positions during FY 2019/2020	28 *	
Sub-total FY 2019/2020	7,577	
Positions Added in Mayor's Proposed FY 2020/2021 Budget	63 **	
Positions Eliminated in Mayor's Proposed FY 2020/2021 Budget	(4) ***	
Proposed FY 2020/2021 Employee Cap (City-Wide)	7,636	

Notes:

- * During FY 2019/20, Fire and Rescue added 28 positions for service in Jacksonville Beach.
- ** The positions being added in the proposed budget for FY 2020/21 are 62 Fire and Rescue positions that were previously funded by a SAFER grant and one position in the Neighborhoods Department for a Chief Resiliency Officer.
- *** The positions being eliminated in the proposed budget for FY 2020/21 are one position in Building Inspection (previously redlined), one vacant position in Motor Vehicle Inspection, and two vacant positions in Fleet Management - Operations.

**Council Auditor's Office
 Mayor's Proposed FY 2020/21 Budget
 Employee Cap By Department**

General Fund/GSD	FY 19-20 Council Approved	FY 20-21 Mayor's Proposed	Change From FY 19-20
FULL TIME EMPLOYEE POSITIONS			
ADVISORY BOARDS & COMMISSIONS	5	5	0
CITY COUNCIL	84	84	0
COURTS	3	3	0
DOWNTOWN INVESTMENT AUTHORITY	8	8	0
EMPLOYEE SERVICES	42	42	0
MAYOR'S OFFICE	27	27	0
FINANCE AND ADMINISTRATION	109	108	(1)
FIRE AND RESCUE	1,503	1,593	90
HUMAN RIGHTS COMMISSION	7	7	0
OFFICE OF THE SHERIFF	3,235	3,235	0
MEDICAL EXAMINER	31	32	1
MILITARY AFFAIRS AND VETERANS	14	14	0
NEIGHBORHOODS	210	211	1
OFFICE OF ECONOMIC DEVELOPMENT	13	13	0
OFFICE OF ETHICS, COMPLIANCE & OVERSIGHT	1	2	1
OFFICE OF GENERAL COUNSEL	1	1	0
OFFICE OF INSPECTOR GENERAL	9	12	3
PARKS, RECREATION & COMMUNITY SERVICES	263	263	0
PLANNING AND DEVELOPMENT	32	32	0
PUBLIC LIBRARIES	310	310	0
PUBLIC WORKS	300	296	(4)
SUPERVISOR OF ELECTIONS	31	31	0
TOTAL FULL TIME EMPLOYEE POSITIONS			
GENERAL FUND - GENERAL SERVICES DISTRICT	6,238	6,329	91

Overall Explanation:

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

Finance and Administration: One position was transferred to the Medical Examiner during FY 2019/20.

Fire and Rescue: During FY 2019/20, 28 positions were added for service in Jacksonville Beach. In addition, 62 positions are proposed to be transferred into the General Fund/GSD that were previously funded by a SAFER Grant.

Medical Examiner: One position was transferred from Finance and Administration during FY 2019/20.

Neighborhoods: The proposed budget includes adding a Chief Resiliency Officer position.

Office of Ethics, Compliance & Oversight: One position is proposed to be transferred from Public Works.

Office of Inspector General: Three positions were transferred from Public Works during FY 2019/20.

Public Works: One position is proposed to be transferred to the Office of Ethics, Compliance & Oversight. Also, three positions were transferred to the Office of Inspector General during FY 2019/20.

**COUNCIL AUDITOR'S OFFICE
GENERAL FUND - GSD PERSONNEL EXPENSES
PROPOSED FY 2020/21 BUDGET**

	2019/2020 Council Approved	2020/2021 Mayor's Proposed	\$ Change	% Change
(A) SALARIES	\$ 466,973,108	\$ 476,652,981	\$ 9,679,873	2.07%
(B) EMPLOYER PROVIDED BENEFITS	\$ 259,425,891	\$ 272,178,079	\$ 12,752,188	4.92%
(C) SALARIES/ BENEFITS LAPSES	\$ (8,223,367)	\$ (7,191,579)	\$ 1,031,788	-12.55%
TOTAL PERSONNEL	<u>\$ 718,175,632</u>	<u>\$ 741,639,481</u>	<u>\$ 23,463,849</u>	3.27%

(A) Overall, salary expenses within the General Fund-GSD is increasing by \$9,679,873, or 2.07%. Regular salaries is increasing by \$5,208,467, leave sellback is increasing by \$4,270,091, and special pay (pensionable) is increasing by \$1,042,055. These increases are slightly offset by a decrease in part time salaries of \$954,652.

Regular salaries are increasing by \$5,208,467, primarily due to an increase of \$3,751,451 in Fire and Rescue, \$430,870 in the Office of the Sheriff, \$218,080 in the Medical Examiner, and 187,990 in the Inspector General. The increase in Fire and Rescue is mainly due to the proposed addition of 62 positions that are being moved in from the SAFER Grant into the General Fund/GSD. The increase in the Office of the Sheriff is mainly due to employee turnover and step increases. The increase to the Medical Examiner is due to an added position and the increase to the Inspector General is due to the addition of three positions.

The increase of \$4,270,091 in leave sellback is primarily attributable to an increase of \$2,110,691 for the Office of the Sheriff and \$2,122,098 in Fire and Rescue. These increases are based on actual current leave balances that increased as a result of the COVID-19 pandemic.

The increase of \$1,042,055 in special pay (pensionable) is primarily attributable to an increase of \$604,271 for the Office of the Sheriff and \$421,592 in Fire and Rescue. The increase to the Office of the Sheriff is to better align with actuals.

The decrease of \$954,652 in part time salaries is mainly attributable to a decrease in Supervisor of Elections related to only having one election in FY 2020/21 compared to two elections in FY 2019/20.

(B) Overall, employer provided benefits are increasing by \$12,752,188, or 4.92%. In total, defined benefit plan contributions are increasing by \$12,877,707, while defined contribution plan contributions are increasing by \$3,513,140. Additionally, workers compensation is increasing by \$5,318,624. These increases are partially offset by a decrease in health insurance of \$9,176,546.

The increase in contributions to defined benefits plans is mainly due to the contribution to the Police & Fire Pension Plan increasing by \$11,363,453. The increase is mainly due to an increase in the required contribution per the actuarial report. The increase is also partly due to a decrease in the use of the City's reserve account within the Police and Fire Pension Fund. The amount used decreased from \$17,000,000 in FY 19/20 to \$13,800,000 in FY 20/21. Due to the closure of the defined benefit plans to new employees (effective October 1, 2017), the defined contribution plan contributions are increasing based on expected increased participation resulting from employee turnover and new positions.

Pension Plan	FY 2019/20		FY 2020/21	
	Rate	Amount	Rate	Amount
General Employees' Pension Plan - DB	n/a	\$ 17,530,631	n/a	\$ 19,042,978
Corrections Officers' Pension Plan - DB	n/a	\$ 15,042,623	n/a	\$ 15,044,530
Police & Fire Pension Plan - DB	n/a	\$ 123,072,443	n/a	\$ 134,435,896
General Employees' Pension Plan - DC	12.00%	\$ 6,168,309	12.00%	\$ 6,845,841
Public Safety Pension Plan - DC	25.00%	\$ 11,194,039	25.00%	\$ 14,029,647
Jacksonville Beach Contribution	n/a	\$ 1	n/a	\$ 133,840

Workers Compensation is increasing based on actuary projections mainly in Fire and Rescue and the Office of the Sheriff. The decrease in health insurance is primarily due to public safety employees leaving the City's health plan to enter a separate plan, and the City contributing less to the new plan. While this does reduce the City's contribution to the public safety employees, this does not reduce the overall costs to the City in the long term once Group Health reserves are no longer available to subsidize the City's contribution for other employees.

(C) The change in the salaries and benefits lapse is mainly due to an adjustment to the lapse in the Office of the Sheriff for FY 19/20 that increased the lapse by \$761,021.

**COUNCIL AUDITOR'S OFFICE
MAYOR'S PROPOSED FY 2020/21 BUDGET
SALARY AND BENEFITS LAPSE SCHEDULE**

Fund		FY 2019/20 Approved	FY 2020/21 Proposed	Amount Inc/(Dec)	% Inc/ (Dec)
GSD Salary and Benefits Lapse					
00111	Non-Departmental ¹	\$3,469,259	\$3,522,045	\$52,786	1.52%
00111	Office of the Sheriff ²	\$4,754,108	\$3,669,534	-\$1,084,574	-22.81%
Total General Fund/GSD		\$8,223,367	\$7,191,579	-\$1,031,788	-12.55%
Salary and Benefits Lapse by Non-GSD Fund					
00191	Property Appraiser	\$136,419	\$138,207	\$1,788	1.3%
00192	Clerk of the Court	\$33,576	\$31,334	-\$2,242	-6.7%
00193	Tax Collector	\$262,763	\$266,965	\$4,202	1.6%
00113	Special Events - General Fund	\$11,260	\$8,847	-\$2,413	-21.4%
10901	Kids Hope Alliance Fund	\$82,205	\$75,263	-\$6,942	-8.4%
11301	Huguenot Park	\$836	\$5,085	\$4,249	508.3%
11302	Kathryn A. Hanna Park	\$8,525	\$8,464	-\$61	-0.7%
11308	Cecil Field Commerce Center	\$4,165	\$3,071	-\$1,094	-26.3%
15104	Building Inspection	\$167,763	\$163,853	-\$3,910	-2.3%
15204	Duval County Teen Court Programs	\$4,426	\$4,514	\$88	2.0%
41102	Public Parking	\$31,846	\$24,049	-\$7,797	-24.5%
42101	Motor Vehicle Inspection	\$10,252	\$6,576	-\$3,676	-35.9%
43101	Solid Waste Disposal	\$133,122	\$139,741	\$6,619	5.0%
51101	Motor Pool	\$272,816	\$310,976	\$38,160	14.0%
53101	ITD Operations	\$210,384	\$243,684	\$33,300	15.8%
53102	Radio Communication	\$8,548	\$8,418	-\$130	-1.5%
54101	Public Building Allocations	\$56,671	\$56,237	-\$434	-0.8%
55101	Office of General Counsel	\$240,472	\$208,997	-\$31,475	-13.1%
56101	Self Insurance	\$21,711	\$25,582	\$3,871	17.8%
56201	Group Health	\$7,210	\$8,423	\$1,213	16.8%
56301	Insured Programs	\$3,106	\$3,450	\$344	11.1%
Total Lapse for Other Funds		\$1,708,076	\$1,741,736	\$33,660	2.0%
Total Budgeted Lapse		\$9,931,443	\$8,933,315	-\$998,128	-10.1%

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 since these are budgeted at the actuarial dollar amount. Lastly, the contributions to the new FOP and IAFF health plans have been excluded since they are a set amount going forward.

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. The decrease is mainly due to the FY 2019/20 lapse being increased as an offset of positions that were to be allocated to a grant (\$761,021). Without this adjustment, the lapse would have been \$3,993,087 for FY 2019/20.

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

	FY 19/20 COUNCIL APPROVED	FY 20/21 MAYOR'S PROPOSED	INCREASE/ (DECREASE)	% CHANGE	FOOT NOTE
NON-DEPARTMENTAL REVENUES*					
Ad Valorem Taxes	\$ 726,991,301	\$ 781,497,456	\$ 54,506,155	7.5%	1
Distributions To Tax Increment Districts	(36,356,689)	(40,202,742)	(3,846,053)	10.6%	
NET AD VALOREM TAXES	\$ 690,634,612	\$ 741,294,714	\$ 50,660,102	7.3%	
Local Communication Services Tax	28,942,751	28,403,027	(539,724)	(1.9%)	2
Contributions From Other Local Units	118,824,010	121,412,250	2,588,240	2.2%	3
Debt Proceeds	-	35,000,000	35,000,000	n/a	4
Disposition Of Fixed Assets	100,000	110,000	10,000	10.0%	
Federal Grants	185,092	77,197	(107,895)	(58.3%)	5
Federal Payments	22,500	22,500	-	0.0%	
Franchise Fees	40,853,239	41,628,954	775,715	1.9%	6
Interest and Other Earnings	4,831,434	5,247,169	415,735	8.6%	7
Judgement And Fines	872,568	704,196	(168,372)	(19.3%)	8
Local Business Taxes	7,442,594	6,895,917	(546,677)	(7.3%)	9
Local Fuel Tax - Ninth Cent (1 cent)	1,225,442	1,165,103	(60,339)	(4.9%)	10
Non-Operating Sources	8,496,148	-	(8,496,148)	n/a	11
Other Charges For Services	12,269,346	12,033,214	(236,132)	(1.9%)	12
Other Miscellaneous Revenue	2,679,855	3,085,868	406,013	15.2%	13
State Shared Revenues	181,808,809	167,400,671	(14,408,138)	(7.9%)	14
Transfer In	12,711,604	16,541,904	3,830,300	30.1%	15
Utility Service Taxes	92,370,886	93,356,891	986,005	1.1%	16
TOTAL NON-DEPARTMENTAL REVENUES	\$ 1,204,270,890	\$ 1,274,379,575	\$ 70,108,685	5.8%	
DEPARTMENTAL REVENUES**					
Advisory Boards And Commissions	\$ 121,100	\$ 251,100	\$ 130,000	107.3%	
City Council	417,505	378,891	(38,614)	(9.2%)	
Courts	433,333	433,333	-	0.0%	
Downtown Investment Authority	51,300	51,300	-	0.0%	
Employee Services	1,500	1,500	-	0.0%	
Finance and Administration	83,064	80,462	(2,602)	(3.1%)	
Fire and Rescue-Center	33,886,499	37,767,966	3,881,467	11.5%	
Jacksonville Human Rights Commission	39,100	39,100	-	0.0%	
Office of the Sheriff	16,255,075	16,522,200	267,125	1.6%	
Medical Examiner	1,920,080	2,011,836	91,756	4.8%	
Military Affairs and Veterans	50	-	(50)	n/a	
Neighborhoods	1,872,760	1,885,828	13,068	0.7%	
Office of Economic Development	120	120	-	0.0%	
Office of Ethics	22,000	22,000	-	0.0%	
Office of the Inspector General	115,000	115,000	-	0.0%	
Parks, Recreation & Community Services	881,175	883,975	2,800	0.3%	
Planning and Development	1,458,271	1,198,100	(260,171)	(17.8%)	
Public Library	301,500	232,750	(68,750)	(22.8%)	
Public Works	5,836,775	6,132,535	295,760	5.1%	
Supervisor of Elections	15,000	18,000	3,000	20.0%	
TOTAL DEPARTMENTAL REVENUES	\$ 63,711,207	\$ 68,025,996	\$ 4,314,789	6.8%	
	\$ 1,267,982,097	\$ 1,342,405,571	\$ 74,423,474	5.9%	

* 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 19/20 COUNCIL APPROVED	FY 20/21 MAYOR'S PROPOSED	INCREASE/ (DECREASE)	% CHANGE	FOOT NOTE
TRANSFER 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	-	0.0%	
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%	17
Transfer From Kathryn A. Hanna Park Improvement	82,037	-	(82,037)	n/a	18
Transfer From Solid Waste Disposal	8,788,421	13,155,864	4,367,443	49.7%	19
Transfer From Stormwater Service	478,900	-	(478,900)	n/a	20
Transfer From Public Building Allocations	3,221,342	3,245,136	23,794	0.7%	21
TOTAL TRANSFER IN	\$ 12,711,604	\$ 16,541,904	\$ 3,830,300	30.1%	
CONTRIBUTIONS FROM OTHER LOCAL UNITS					
Contributions From JEA, Electric	\$ 93,870,968	\$ 93,609,555	\$ (261,413)	(0.3%)	22
Contribution From JEA, Water & Sewer	\$ 24,953,042	\$ 26,402,695	1,449,653	5.8%	22
Contribution From Independent Agencies	-	1,400,000	1,400,000	n/a	23
TOTAL CONTRIBUTIONS FROM OTHER LOCAL UNITS	\$ 118,824,010	\$ 121,412,250	\$ 2,588,240	2.2%	
STATE SHARED REVENUE DETAIL					
Cigarette Tax - County	\$ 329,670	\$ 335,370	\$ 5,700	1.7%	
Fuel Tax - Constitutional (2 Cent)	4,815,393	4,969,997	154,604	3.2%	24
Fuel Tax - County Tax (1 Cent)	4,211,402	4,002,492	(208,910)	(5.0%)	25
Fuel Tax - Municipal (1 Cent)	7,844,498	7,738,000	(106,498)	(1.4%)	26
Fuel Tax - Special Fuel and Motor Fuel Use Tax	3,756	4,475	719	19.1%	
Fuel Tax - Refund - Motor Fuel Use Tax - County	12,000	10,000	(2,000)	(16.7%)	
Fuel Tax - Refund - Motor Fuel Use Tax - Municipal	-	114,000	114,000	n/a	
Licenses - Alcoholic Beverage	806,315	700,204	(106,111)	(13.2%)	
Licenses - Insurance Agents	200,161	242,614	42,453	21.2%	
Licenses - Mobile Home	222,280	234,115	11,835	5.3%	
Sales Tax - County Revenue Sharing Program - Population	5,942,121	6,053,461	111,340	1.9%	27
Sales Tax - County Revenue Sharing Program	26,416,152	24,919,849	(1,496,303)	(5.7%)	28
Sales Tax - Municipal Revenue Sharing Program	26,566,758	23,641,927	(2,924,831)	(11.0%)	29
Sales Tax - Local Government 1/2 Cent	104,438,303	94,434,167	(10,004,136)	(9.6%)	30
TOTAL STATE SHARED REVENUE	\$ 181,808,809	\$ 167,400,671	\$ (14,408,138)	(7.9%)	

**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 11.4419 mills for Jacksonville, 8.1512 for the Beaches, and 9.6312 for Baldwin, which are the same rates levied in the current fiscal year. These rates will generate an estimated \$781,497,456 in Ad Valorem Taxes (prior to distribution to the Tax Increment Districts) and are in accordance with the interlocal agreements.
- 2 - This represents the local portion of the Communication Service Tax imposed on each sale of communication services. The proposed amount is in line with recent trends. This revenue has been gradually dropping for the past several years and this is expected to continue.
- 3 - A breakdown of Contributions From Other Local Units can be seen on the Various Revenue Detail page.
- 4 - This represents the second borrowing of \$35 million related to the City's \$70 million potential obligation related to the JPA dredging project. This \$35 million is being transferred to JPA as shown in the non-departmental expenditures handout.
- 5 - This represents an interest rebate on Build America Bonds (BABs) from the American Recovery and Reinvestment Act received from the United States Treasury. The decrease is primarily due to a reduction in principal outstanding. **See Recommendation #1.**
- 6 - Franchise Fees include payments from JEA and other businesses for the sale of water/sewer, electric, and gas.
- 7 - The proposed budget includes approximately \$5.2 million of interest earnings based on the Treasury Division's projections. The increase aligns more with the current year.
- 8 - 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 and to budget for the possible negative impact of COVID-19.
- 9 - The Local Business Taxes are those fees paid by businesses that are located in Duval County. The decrease is to align with the actuals and to budget for the possible negative impact of COVID-19.
- 10 - This is "ninth-cent fuel tax" imposed by the county ("local option") on motor fuel (gasoline) and diesel fuel pursuant to F.S. 206.41. Duval County imposes this tax on diesel fuel and does not impose it on motor fuel (gasoline).
- 11 - There was a transfer from the fund balance to pay for several one-time enhancements in FY 2019/20, but none was proposed for FY 2020/21.
- 12 - Other 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.
- 13 - Other Miscellaneous Revenue consists primarily of fees received for the inmate pay-telephone system and payphones residing on City property, a payment in lieu of taxes by Florida Power and Light (FPL), the Hyatt (formerly Adam's Mark) hotel 1% surcharge, indirect costs recovered from grant subfunds, and miscellaneous services and charges. The increase is primarily due to a the second of three settlement payments of \$475,000 to be received in FY 2020/21 (the first one was received in the current year but was not budgeted for).
- 14 - A breakdown of State-Shared Revenues can be seen on the Various Revenue Detail Page.
- 15 - A breakdown of Transfer 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 - 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.
- 18 - In FY 2019/20, there was the remaining payback of a FY 2018/19 loan from the General Fund/General Services District to Hanna Park (Fund 11302).

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

- 19 - The \$13,155,864 represents the current operating loan as of 9/30/20 of \$12,760,064 plus the payback of \$395,800 on the \$9 million loan from the General Fund/GSD to the Solid Waste Division (Ordinance 2018-458-E). Since FY 2017/18, an operating loan has been made to 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 - \$4,162,443

FY 2020/21 - \$6,420,340

Ordinance 2018-458-E Loan - \$8,750,000

Total owed to General Fund/GSD from Solid Waste on 9/30/2021 - \$27,930,404

- 20 - The FY 2019/20 amount was a repayment of an operating loan outstanding related to a previous loan from the General Fund/General Services District to the Stormwater Services Fund. There was not a loan, but only a subsidy to the Stormwater Services Fund in FY 2019/20 (\$2,895,775), so no repayment is budgeted for FY 2020/21.
- 21 - This represents a transfer from Public Buildings (S/F 5A1) 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 revised calculation for the annual contribution to the City pursuant to Ordinance 2018-747-E, which is based on a percentage of JEA's sales with a guaranteed minimum. The amount included in the budget represents the minimum contribution.
- 23 - This represents a payment of annual interest from JPA on the \$40M line of credit related to the dredging project.
- 24 - 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 budgeted to be used by the City on Roadway Resurfacing in FY 2020/21. The State is projecting the City portion to be \$4,089,635. For the most recent month we received there was a drop of 25% from the prior year same month. **See Recommendation #2.**
- 25 - 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 state is projecting this revenue at \$3,598,266. **See Recommendation #3.**
- 26 - 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 77.36% of this distribution to Sales Tax - Municipal Revenue Sharing and 22.64% to this line item. 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 State is projecting this revenue to be \$6,227,330 in FY 2020/21. **See Recommendation #4.**
- 27 - 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.
- 28 - 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 State is calculating this amount at \$23,591,084 but reporting it at a 95% level (\$22,411,530) to be conservative. **See Recommendation #5.**
- 29 - This represents a distribution from the Municipal Revenue Sharing Fund for the net sales and use tax collections. See Note 26 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.

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

- 30 - 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 State projects us to receive \$88,370,226 in FY 2020/21. However, after conversations with the State, it is our understanding that the amount listed, is adjusted down by 5% due to uncertainty. Their projection before the 5% reduction would be \$93,021,291. **See Recommendation #6.**

RECOMMENDATIONS:

- 1 - We recommend that the Federal Grants revenue be increased by \$36,695 to \$113,892. This amount is based on amortization schedules provided by Treasury. **(This would have a positive impact of \$36,695 to Special Council Contingency.)**
- 2 - We recommend that the Constitutional Fuel Tax be reduced from \$4,969,997 to \$4,317,034. This would be above the State Projection but below the City projection. This represents a 10% drop from actual collections for FY 2018/19. **(This would have no impact on Special Council Contingency at this time, but will impact Roadway Resurfacing and JTA's budget. Those budgets will be discussed during Meeting #4 on August 14.)**
- 3 - We recommend that the County Fuel Tax be reduced from \$4,002,492 to \$3,791,834. This would be above the State Projection but below the City projection. This represents a 10% drop from actual collections for FY 2018/19. **(This would have a negative impact of \$210,658 on Special Council Contingency.)**
- 4 - We recommend that the Municipal Fuel Tax be reduced from \$7,738,000 to \$6,964,891. This would be above the State Projection but below the City projection. This represents a 10% drop from actual collections for FY 2018/19. **(This would have a negative impact of \$773,109 on Special Council Contingency.)**
- 5 - We recommend that the distribution from the Sales Tax County Revenue Sharing Program be reduced from the \$24,919,849 to \$23,591,084. This would be match the adjusted state projection but be below the City projection. This represents a 9.1% decline from actual collections for FY 2018/19. **(This would have a negative impact of \$1,328,765 on Special Council Contingency.)**
- 6 - We recommend that the Local Government Half-Cent Sales Tax be reduced from \$94,434,167 to \$93,021,291 to align the budget with the unadjusted State projection. This represents an 8.8% decline from actual collections for FY 2018/19. **(This would have a negative impact of \$1,412,876 on Special Council Contingency.)**

These recommendations have a net negative impact to Special Council Contingency of \$3,688,713.

(While not an impact to Special Council Contingency, Recommendation #2 has a negative impact of \$652,963 to the City's planned funding for roadway resurfacing as part of the City's 5-year Road Program as well as a negative impact to JTA. This will be further discussed during Meeting #4)

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

	FY 19-20 MAYOR'S APPROVED	FY 20-21 MAYOR'S PROPOSED	CHANGE FROM ORIGINAL BUDGET	CHANGE (%)
DEPARTMENTAL EXPENSES*				
ADVISORY BOARDS & COMMISSIONS	535,886	500,955	(34,931)	-6.52%
CITY COUNCIL	11,818,338	11,958,315	139,977	1.18%
COURTS	4,378,675	5,374,565	995,890	22.74%
DOWNTOWN INVESTMENT AUTHORITY	1,258,055	1,059,615	(198,440)	-15.77%
EMPLOYEE SERVICES	11,352,502	7,144,783	(4,207,719)	-37.06%
FINANCE AND ADMINISTRATION	13,652,843	20,689,753	7,036,910	51.54%
FIRE AND RESCUE	267,051,738	279,486,544	12,434,806	4.66%
HUMAN RIGHTS COMMISSION	787,303	787,271	(32)	0.00%
MAYOR'S OFFICE	4,329,700	4,655,260	325,560	7.52%
MEDICAL EXAMINER	5,387,461	5,748,133	360,672	6.69%
MILITARY AFFAIRS AND VETERANS	1,319,415	1,466,891	147,476	11.18%
NEIGHBORHOODS	22,309,743	23,205,323	895,580	4.01%
OFFICE OF ECONOMIC DEVELOPMENT	1,782,413	1,929,971	147,558	8.28%
OFFICE OF ETHICS, COMPLIANCE & OVERSIGHT	415,505	453,194	37,689	9.07%
OFFICE OF GENERAL COUNSEL	169,843	164,977	(4,866)	-2.86%
OFFICE OF INSPECTOR GENERAL	1,049,683	1,296,810	247,127	23.54%
OFFICE OF THE SHERIFF	481,594,597	484,601,110	3,006,513	0.62%
PARKS, RECREATION & COMMUNITY SVCS	48,945,827	49,078,632	132,805	0.27%
PLANNING AND DEVELOPMENT	4,037,047	4,247,509	210,462	5.21%
PUBLIC DEFENDER	2,420,643	2,462,189	41,546	1.72%
PUBLIC HEALTH	1,146,142	1,114,977	(31,165)	-2.72%
PUBLIC LIBRARIES	35,327,434	35,342,853	15,419	0.04%
PUBLIC WORKS	48,311,646	49,107,834	796,188	1.65%
STATE ATTORNEY	1,998,414	2,250,417	252,003	12.61%
SUPERVISOR OF ELECTIONS	8,454,002	6,936,478	(1,517,524)	-17.95%
TOTAL DEPARTMENTAL EXPENSES	979,834,855	1,001,064,359	21,229,504	2.17%
NON-DEPARTMENTAL EXPENSES**				
CITYWIDE ACTIVITIES	107,487,404	116,745,424	9,258,020	8.61%
CONTINGENCIES	9,449,414	8,094,660	(1,354,754)	-14.34%
DEBT FEES - BOND RELATED	59,175	0	(59,175)	NA
INTER-LOCAL AGREEMENTS	2,517,812	2,566,078	48,266	1.92%
SUBFUND LEVEL ACTIVITIES	2,263,519	48,421,154	46,157,635	2039.20%
DEBT SERVICE TRANSFERS - FISCAL AGENT	263,051	2,000	(261,051)	-99.24%
DEBT SERVICE TRANSFERS - INTEREST	18,452,079	18,167,029	(285,050)	-1.54%
DEBT SERVICE TRANSFERS - PRINCIPAL	29,291,334	21,557,170	(7,734,164)	-26.40%
TRANSFER OUT TO OTHER FUNDS	118,363,454	125,787,697	7,424,243	6.27%
TOTAL NON-DEPARTMENTAL EXPENSES	288,147,242	341,341,212	53,193,970	18.46%
TOTAL GENERAL FUND - GSD EXPENSES	1,267,982,097	1,342,405,571	74,423,474	5.87%

* - 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 19-20 MAYOR'S APPROVED	FY 20-21 MAYOR'S PROPOSED	CHANGE FROM ORIGINAL BUDGET	% CHANGE	FOOT NOTE
CITYWIDE ACTIVITIES					
* 415 LIMIT PENSION COST	42,055	37,605	(4,450)	-10.58%	1
AGAPE COMMUNITY HEALTH CENTER	150,000	156,150	6,150	4.10%	
ALCOHOL REHABILITATION PROGRAM	399,989	399,989	-	0.00%	
* ANNUAL INDEPENDENT AUDIT	337,500	322,250	(15,250)	-4.52%	
ART IN PUBLIC PLACES	7,977	9,551	1,574	19.73%	2
BUSINESS IMPROVEMENT DISTRICT-DOWNTOWN VISION	461,884	510,615	48,731	10.55%	3
CIP DEBT SERVICE REPAYMENT	34,518,492	36,297,989	1,779,497	5.16%	4
CONSTITUTIONAL GAS TAX TO FISCAL AGENT	4,815,393	4,969,997	154,604	3.21%	5
DEBT SERVICE - ED BALL BUILDING	1,457,524	1,470,470	12,946	0.89%	
DEBT SERVICE - HAVERTY BUILDING	1,763,818	1,774,666	10,848	0.62%	
* ECONOMIC GRANT PROGRAM	5,121,000	5,416,000	295,000	5.76%	6
* 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%	
FIRST COAST CRIME STOPPERS	-	150,000	150,000	NA	7
* FLORIDA / FLORIDA STATE BASEBALL	25,000	30,000	5,000	20.00%	8
FLORIDA RECOVERY SCHOOL	100,000	100,000	-	0.00%	
GOODWILL	189,083	225,000	35,917	19.00%	9
* GREATER AGRICULTURAL FAIR	80,000	-	(80,000)	-100.00%	10
GROUNDWORK JACKSONVILLE	50,000	50,000	-	0.00%	
* JACKSONVILLE LANDING	60,488	-	(60,488)	-100.00%	11
* JUVENILE JUSTICE	3,194,758	3,617,088	422,330	13.22%	12
* LICENSE AGREEMENTS AND FEES	20,802	21,196	394	1.89%	
* LOBBYIST FEES	150,000	150,000	-	0.00%	
* MANATEE PROTECTION PLAN STUDY	90,000	-	(90,000)	-100.00%	13
* MANATEE STUDY	90,000	90,000	-	0.00%	
MAYORS CURE VIOLENCE PROGRAM	-	1,800,000	1,800,000	NA	14
* MEDICAID PROGRAM F.S. 409.915	16,453,000	16,881,000	428,000	2.60%	15
* MUNICIPAL DUES & AFFILIATION	14,960	14,960	-	0.00%	16
* MUNICIPAL DUES/AFFILIATION SEC 10.109	172,318	172,019	(299)	-0.17%	16
* NORTH FLORIDA TPO (TRANSPORTATION PLANNING ORG.)	238,215	242,668	4,453	1.87%	
NEW TOWN SUCCESS ZONE	161,300	161,300	-	0.00%	
* NON DEPARTMENTAL INTERNAL SERVICE ALLOCATIONS	694,188	744,637	50,449	7.27%	
* NORTHEAST FL REGIONAL COUNCIL (NEFRC)	-	390,673	390,673	NA	17
OPERATION NEW HOPE	400,000	400,000	-	0.00%	
OPIOID EPIDEMIC PROGRAM	1,191,423	1,160,999	(30,424)	-2.55%	
PRISONERS OF CHRIST	400,000	400,000	-	0.00%	
PSG - CULTURAL COUNCIL	3,048,965	3,048,965	-	0.00%	
PUBLIC AWARENESS - RETENTION PONDS	113,067	-	(113,067)	-100.00%	18
* PUBLIC SAFETY DC PLAN ADMINISTRATION	1	1	-	0.00%	
* QUALIFIED TARGET INDUSTRIES GRANTS	628,975	524,003	(104,972)	-16.69%	19
* REFUND - TAXES OVERPAID/ERROR/CONTROVERSY	10,000	12,000	2,000	20.00%	
* SHANDS JAX MEDICAL CENTER CONTRIBUTION	26,275,594	30,275,594	4,000,000	15.22%	20
* SMG - TAXSLAYER BOWL AMENDMT#3	846,029	1,103,234	257,205	30.40%	21
STORMWATER 501C3/LOW INCOME SUBSIDY	1,578,312	1,590,448	12,136	0.77%	22
* SUBSIDIZED PENSION FUNDS	5,856	5,856	-	0.00%	23
SULZBACHER CENTER	270,000	270,000	-	0.00%	
* TAX DEED PURCHASES	300,000	250,000	(50,000)	-16.67%	24
UNITED WAY 211	150,000	150,000	-	0.00%	
* VACANCY POOL FTES - ADMINISTRATION	1	1	-	0.00%	25
VOLUNTEERS IN MEDICINE	60,937	-	(60,937)	-100.00%	26
* ZOO CONTRACT	1,282,500	1,282,500	-	0.00%	
TOTAL CITYWIDE ACTIVITIES	107,487,404	116,745,424	9,258,020	8.61%	

* - 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 19-20 MAYOR'S APPROVED	FY 20-21 MAYOR'S PROPOSED	CHANGE FROM ORIGINAL BUDGET	% CHANGE	FOOT NOTE
CONTINGENCIES					
CONTINUATION GRANT MATCH(B1-B)	3,857,545	1,603,464	(2,254,081)	-58.43%	27
* EXECUTIVE OP CONTINGENCY - COUNCIL	100,000	100,000	-	0.00%	
* EXECUTIVE OP CONTINGENCY - MAYOR	100,000	100,000	-	0.00%	
F.I.N.D GRANT MATCH	1,410,000	1,950,000	540,000	38.30%	28
FEDERAL MATCHING GRANT	250,000	1,000,000	750,000	300.00%	29
SPECIAL COUNCIL CONTINGENCY - BUDGET	390,673	-	(390,673)	-100.00%	30
SPECIAL COUNCIL CONTINGENCY - CLARA WHITE	100,000		(100,000)	-100.00%	31
* SPECIAL COUNCIL CONTINGENCY - JAX CHAMBER	400,000	400,000	-	0.00%	
SPECIAL COUNCIL CONTINGENCY - PSG	2,841,196	2,941,196	100,000	3.52%	32
TOTAL CONTINGENCIES	9,449,414	8,094,660	(1,354,754)	-14.34%	
DEBT FEES - BOND RELATED					
FISCAL AGENT FEES GF-GSD	59,175	-	(59,175)	-100.00%	33
TOTAL DEBT FEES - BOND RELATED	59,175	-	(59,175)	-100.00%	
INTER-LOCAL AGREEMENTS					
* ATLANTIC AND NEPTUNE BEACH FIRE SERVICE	304,917	314,065	9,148	3.00%	
* ATLANTIC BEACH - CAPITAL ONLY	9,000	9,000	-	0.00%	
* ATLANTIC BCH LIFEGUARD/BEACH CLEAN-UP	243,222	250,519	7,297	3.00%	
* BEACHES AND BALDWIN - SOLID WASTE DISPOSAL CHARGES	900,000	900,000	-	0.00%	
* JACKSONVILLE BEACH LIFEGUARD/BEACH CLEAN-UP	778,889	802,256	23,367	3.00%	
* NEPTUNE BEACH INTERLOCAL AGREEMENT	281,784	290,238	8,454	3.00%	
TOTAL INTER-LOCAL AGREEMENTS	2,517,812	2,566,078	48,266	1.92%	
SUBFUND LEVEL ACTIVITY					
* DEBT SERVICE - ASH SETTLEMENT	2,602,422	2,605,205	2,783	0.11%	34
JPA - CONTRIBUTIONS TO	1,637,561	47,811,234	46,173,673	2819.66%	35
JTA - CONTRIBUTIONS TO	1,462,795	1,496,760	33,965	2.32%	36
* PROPERTY LEASE W/ WJCT - JAZZ FESTIVAL	30,000	30,000	-	0.00%	37
SALARY & BENEFIT LAPSE	(3,469,259)	(3,522,045)	(52,786)	1.52%	38
TOTAL SUBFUND LEVEL ACTIVITY	2,263,519	48,421,154	46,157,635	2039.20%	
DEBT SERVICE TRANSFERS - FISCAL AGENT **					
TRF FR 00111 GF TO 21122 - FISCAL AGENT FEES	259,683	-	(259,683)	-100.00%	
TRF FR 00111 GF TO 21123 - FISCAL AGENT FEES	450	-	(450)	-100.00%	
TRF FR 00111 GF TO 21127 - FISCAL AGENT FEES	450	1,000	550	122.22%	
TRF FR 00111 GF TO 21128 - FISCAL AGENT FEES	450	1,000	550	122.22%	
TRF FR 00111 GF TO 21129 - FISCAL AGENT FEES	450	-	(450)	-100.00%	
TRF FR 00111 GF TO 45103 - FISCAL AGENT FEES	1,568	-	(1,568)	-100.00%	
TOTAL DEBT SERVICE TRANSFERS - FISCAL AGENT	263,051	2,000	(261,051)	-99.24%	39
DEBT SERVICE TRANSFERS - INTEREST **					
TRF FR 00111 GF TO 21122-08A&B CAPITAL PROJECT BONDS	2,799,243	3,668,436	869,193	31.05%	
TRF FR 00111 GF TO 21123-09 AB&C ETR	1,315,736	1,083,171	(232,565)	-17.68%	
TRF FR 00111 GF TO 21124-09C SPEC REV	138,987	66,939	(72,048)	-51.84%	
TRF FR 00111 GF TO 21125-COURTHOUSE DEBT	618,341	560,133	(58,208)	-9.41%	
TRF FR 00111 GF TO 21126-COURTHOUSE DEBT	1,767,025	1,722,245	(44,780)	-2.53%	
TRF FR 00111 GF TO 21127-2012C SPEC REV	5,346,347	4,931,591	(414,756)	-7.76%	
TRF FR 00111 GF TO 21128-2012D SPEC REV	225,796	171,905	(53,891)	-23.87%	
TRF FR 00111 GF TO 21129-2012E SPEC REV	146,767	-	(146,767)	-100.00%	

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** - Will be discussed during debt overview.

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

	FY 19-20 MAYOR'S APPROVED	FY 20-21 MAYOR'S PROPOSED	CHANGE FROM ORIGINAL BUDGET	% CHANGE	FOOT NOTE
TRF FR 00111 GF TO 21130 2013A SPEC (INT)	1,374,792	1,374,792	-	0.00%	
TRF FR 00111 TO GF TO 21131 2014 SPEC REV REF	2,403,156	2,354,501	(48,655)	-2.02%	
TRF FR 00111 TO GF TO 21132 2016A SPEC REV REF	2,217,605	2,132,787	(84,818)	-3.82%	
TRF FR 00111 GF TO 45103 EQUESTIRAN - OTHER REV DEBT SVC	98,284	100,529	2,245	2.28%	
TOTAL DEBT SERVICE TRANSFERS - INTEREST	18,452,079	18,167,029	(285,050)	-1.54%	
DEBT SERVICE TRANSFERS - PRINCIPAL **					
TRF FR 00111 GF TO 21122-08A&B CAPITAL PROJECT BONDS	4,483,281	3,772,500	(710,781)	-15.85%	
TRF FR 00111 GF TO 21123-09 AB&C ETR	1,345,000	1,120,000	(225,000)	-16.73%	
TRF FR 00111 GF TO 21124-09C SPEC REV	1,475,000	1,495,000	20,000	1.36%	
TRF FR 00111 GF TO 21125-COURTHOUSE DEBT	1,219,000	701,020	(517,980)	-42.49%	
TRF FR 00111 GF TO 21126-COURTHOUSE DEBT	893,300	938,600	45,300	5.07%	
TRF FR 00111 GF TO 21127-2012C SPEC REV	8,274,000	8,692,000	418,000	5.05%	
TRF FR 00111 GF TO 21128-2012D SPEC REV	1,075,000	1,130,000	55,000	5.12%	
TRF FR 00111 GF TO 21129-2012E SPEC REV	7,865,000	-	(7,865,000)	-100.00%	
TRF FR 00111 TO GF TO 21131 2014 SPEC REV FUND	882,000	1,815,000	933,000	105.78%	
TRF FR 00111 TO GF TO 21132 2016A SPEC REV FUND	1,692,033	1,777,550	85,517	5.05%	
TRF FR 00111 GF TO 45103 EQUESTIRAN - OTHER REV DEBT SVC	87,720	115,500	27,780	31.67%	
TOTAL DEBT SERVICE TRANSFERS - PRINCIPAL	29,291,334	21,557,170	(7,734,164)	-26.40%	
TRANSFER OUT TO OTHER FUNDS					
GEN FUND-GSD TRANSFER TO SOLID WASTE DISPOSAL	12,760,064	19,180,404	6,420,340	50.32%	
GEN FUND-GSD TRANSFER TO STORMWATER SERVICES	2,895,775	-	(2,895,775)	-100.00%	
GEN FUND-GSD TRANSFER TO PROPERTY APPRAISER	11,159,842	10,722,552	(437,290)	-3.92%	
GEN FUND-GSD TRANSFER TO TAX COLLECTOR	7,580,315	7,094,274	(486,041)	-6.41%	
GEN FUND-GSD TRANSFER TO SPECIAL EVENTS	7,802,981	8,857,081	1,054,100	13.51%	
GEN FUND-GSD TRANSFER TO COURTHOUSE TRUST	455,151	666,954	211,803	46.53%	
GEN FUND-GSD TRANSFER TO TEEN COURT	55,000	55,000	-	0.00%	
GEN FUND-GSD TRANSFER TO KHA OPERATIONS	34,658,863	34,887,528	228,665	0.66%	
GEN FUND-GSD TRANSFER TO HUGUENOT PARK	310,770	359,002	48,232	15.52%	
GEN FUND-GSD TRANSFER TO CECIL COMMERCE CENTER	1,267,467	1,261,932	(5,535)	-0.44%	
GEN FUND-GSD TRANSFER TO BEACH EROSION - LOCAL	500,000	500,000	-	0.00%	
GEN FUND-GSD TRANSFER TO DERELICT VESSEL REMOVAL	-	200,000	200,000	NA	
GEN FUND-GSD TRANSFER TO CIP FUND	20,000,000	18,000,000	(2,000,000)	-10.00%	
GEN FUND-GSD TRANSFER TO EQUESTRIAN CENTER	251,614	214,689	(36,925)	-14.68%	
GEN FUND-GSD TRANSFER TO SPORTS COMPLEX CAPITAL	-	667,633	667,633	NA	
GEN FUND-GSD TRANSFER TO CITY VENUES	16,419,973	19,893,623	3,473,650	21.16%	
GEN FUND-GSD TRANSFER TO DIRECT VEH. REPLACEMENT	1,640,813	-	(1,640,813)	-100.00%	
GEN FUND-GSD TRANSFER TO ART IN PUBLIC PLACES TRUST	104,826	227,025	122,199	116.57%	
GEN FUND-GSD TRANSFER TO DOWNTOWN ECON. DEVELOP.	500,000	-	(500,000)	-100.00%	
GEN FUND-GSD TRANSFER TO GROUP HEALTH	-	3,000,000	3,000,000	NA	
TOTAL TRANSFERS TO/FROM	118,363,454	125,787,697	7,424,243	6.27%	
TOTAL NON-DEPARTMENTAL EXPENDITURES	288,147,242	341,341,212	53,193,970	18.46%	

* - 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)
NON-DEPARTMENTAL EXPENDITURES FOOTNOTES AND RECOMENDATIONS**

- 1 - The City is required to pay to eligible payees of the Retirement System certain benefits that exceed, and otherwise would be reduced by, the limitations on benefits imposed by Section 415(b) of the Internal Revenue Code.
- 2 - This amount is for the insurance and repairs/maintenance related to the art in public places activity.
- 3 - Per Ordinance 2005-785-E, the City shares in the cost of the community enhancements provided by Downtown Vision, Inc. (DVI). The contributed amount is equivalent to 1.1 mills of the value of City-owned property in the district.
- 4 - The increase of \$1,779,497 in the CIP debt service repayment is due to an increase of \$2,246,768 in interest which was slightly offset by a decrease of \$467,271 in principal payments.
- 5 - This amount represents 50% of the Surplus Gas Tax Revenues that are transferred to the fiscal agent based on the interlocal agreement with JTA.
- 6 - The contractual payments for economic grant program incentives are listed below:

Company name	FY 2019/20 Approved Budget	FY 2020/21 Proposed Budget
Amazon 2	\$ 657,000	\$ 630,000
Anheuser Busch Co.	\$ 1,060,000	\$ 1,210,000
Bishopgate	\$ -	\$ 140,000
City Facilities Management	\$ 26,000	\$ 24,000
Deutsche Bank (2015)	\$ 81,000	\$ 75,000
Fanatics	\$ 24,000	\$ 61,000
General Electric	\$ 570,000	\$ 550,000
Goodrich Corp	\$ -	\$ 103,000
JA-RU	\$ 94,000	\$ 98,000
JinkoSolar	\$ 370,000	\$ 440,000
Johnson and Johnson (2013)	\$ 114,000	\$ 114,000
Johnson and Johnson (2015)	\$ 1,165,000	\$ 750,000
KLS Martin	\$ 25,000	\$ 27,000
McKesson Corporation	\$ -	\$ 149,000
Medtronic*	\$ 34,000	\$ -
Preferred Freezer	\$ -	\$ 220,000
Saft	\$ 296,000	\$ 300,000
Southeast Toyota	\$ 264,000	\$ 315,000
United States Gypsum Comp	\$ 341,000	\$ 210,000
Total	\$ 5,121,000	\$ 5,416,000

* - Project was paid off or terminated in FY 2019/20 and does not need any future funding.

- 7 - This is for the grant agreement with First Coast Crime Stoppers Inc. to be used for advocating and promotional materials to support the Crime Stoppers' program through which informants provide information about crime to law enforcement, as more fully described in Exhibit 11 of the Budget Ordinance.
- 8 - This is the City's part of the team guarantee payments for the Florida vs. Florida State baseball game per the agreement between the City and Gator Bowl Sports.
- 9 - This is for the agreement with Goodwill Industries of North Florida Inc. to continue funding the "A- STEP" adult workforce preparation program, as more fully described in Exhibit 10 of the Budget Ordinance.
- 10 - This was to reimburse the fair for a scheduling conflict caused by the Florida-Georgia game. There is no anticipated conflict for FY 2020/21.
- 11 - This amount represented security costs for the Jacksonville Landing. These cost are no longer needed since the facility has been fully demolished.
- 12 - 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 Duval County's share of the total detention/service days in the State in the current year.
- 13 - This was to fund a manatee protection plan boater speed zone compliance study encouraged by the Florida Fish and Wildlife Conservation Commission. This study is to be updated every five to seven years.
- 14 - This is for contracts to provide services in support of the cure violence program, as more fully described in Exhibit 12 of the Budget Ordinance. This amount should align with the budget ordinance which totals \$1,795,000. See recommendation.

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

- 15 - This amount represents the county's share of costs for Medicaid recipients as estimated by the State of Florida. The increase is due to two factors: an increase in Duval County's share of the total costs in the State in the current year and an increase in the total costs estimated by the State.
- 16 Funding for membership in the Florida Association of Counties, 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. In total, the Municipal Dues and Affiliation budget includes dues and payments to the following organizations:

Organization	FY 2019/20 Approved Budget	FY 2020/21 Proposed Budget
Government Finance Officers Association	\$ 3,050	\$ 3,050
Jacksonville Black Chamber of Commerce	\$ 10,000	\$ 10,000
Sister Cities International	\$ 1,910	\$ 1,910
Subtotal	\$ 14,960	\$ 14,960
Organization / Municode Section 10.109	FY 2019/20 Approved Budget	FY 2020/21 Proposed Budget
Florida Association of Counties	\$ 127,003	\$ 127,003
National Association of Counties	\$ 17,285	\$ 17,285
National League of Cities	\$ 28,030	\$ 27,731
Subtotal	\$ 172,318	\$ 172,019
Total	\$ 187,278	\$ 186,979

- 17 This amount represents a contribution to Northeast Florida Regional Council. The City pays 41 cents per capita for the Duval County population. This was placed into a designated contingency during FY 2019/20 as part of the budget process. It was approved with Ordinance 2019-731-E.
- 18 - This was for a Public Information Campaign for retention ponds in FY 2019/20.
- 19 - The contractual payments for qualified target industries incentives are listed below:

Company name	FY 2019/20 Approved Budget	FY 2020/21 Proposed Budget
Adecco	\$ 55,500	\$ 10,500
Advent	\$ 29,213	\$ 29,213
Anheuser Busch	\$ 10,688	\$ 10,688
Bruss *	\$ 10,875	\$ -
Campers Inn	\$ 4,800	\$ 4,560
Centene*	\$ 18,750	\$ -
City Facilities Management	\$ 7,650	\$ 7,268
Deutsche Bank (2012)*	\$ 33,750	\$ -
Deutsche Bank (2013)	\$ 90,000	\$ 75,000
Deutsche Bank (2015)	\$ 105,000	\$ 105,000
Ernst and Young	\$ -	\$ 71,250
Everbank 2011	\$ 65,625	\$ 52,500
Goodrich Corp	\$ -	\$ 7,500
Macquarie	\$ 36,900	\$ 36,900
Macquarie 2	\$ 7,125	\$ 11,875
Medtronic Xomed*	\$ 27,000	\$ -
Rayonier Advanced Materials	\$ 16,800	\$ -
Resource Solutions	\$ 11,250	\$ 10,688
Selene Finance (2014)	\$ 17,500	\$ 17,500
Selene Finance (2018)	\$ 7,750	\$ 7,363
SS&C	\$ -	\$ 7,500
Sungard Avantgard/FIS (2013)	\$ 36,000	\$ 15,000
Sungard Avantgard/FIS (2015)	\$ 32,300	\$ 39,425
USA Quartz	\$ 4,500	\$ 4,275
Total	\$ 628,975	\$ 524,003

* - Project was paid off or terminated in FY 2019/20 and does not need any future funding.

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

- 20 - This is the annual contribution to Shands Medical Center for indigent care for Duval County citizens, which had been at \$26,275,594 since FY 2013/14. There is also \$20,000,000 for Shands Medical Center for capital maintenance and capital improvements in FY 2020/21, which is the third payment towards total capital funding of \$120 million.
- 21 - This funding is for the Tax Slayer Bowl and consists of \$444,234 in professional and contractual services to match the contractual maximum obligation, \$409,000 for bleachers, and \$250,000 contingency for an upcoming contract negotiation.
- 22 - This amount represents a stormwater fees subsidy to low income residents and 501(c)(3) organizations.
- 23 - This amount represents amount required to cover City's liability for old pension funds outside of the GEPP that still have "active" retirees.
- 24 - This is a payment for the title search fees on City-held tax certificates. Title search is a mandatory requirement during the tax deed application process.
- 25 - This includes 20,800 part-time hours that are unfunded, but available to be transferred based on need during the year.
- 26 - This was funding provided to Volunteers in Medicine by City Council in FY 2019/20.
- 27 - This amount is to provide the local match for State and Federal continuation grants listed on Schedule B1b.
- 28 - This amount represents City's match for the FIND grant (Resolution 2020-69-E). The projects funded by this grant can be found on Schedule B1c.
- 29 - This amount is to provide the local match for the provisional State and Federal grants. The \$750,000 increase is attributable to matching funds for the Community Oriented Policing Services (COPS) hiring program in the Office of the Sheriff.
- 30 - This amount was removed from the North East Florida Regional Council and placed in to this designated Contingency during the FY 2019/20 budget process. The funds were later added back with ordinance 2019-731-E.
- 31 - This amount was placed in to a designated contingency to provide a grant for HVAC repairs and improvements, and kitchen, food preparation and distribution equipment improvements for the Feeding Program in FY 2019/20.
- 32 - The Public Service Grant (PSG) Council makes an annual PSG funding recommendation to the Mayor for inclusion in the proposed budget. Pursuant to Ordinance 2016-56-E, final allocations for FY 2020/21 public service grants will be determined by the PSG Council on November 1.
- 33 - These funds were related to fiscal fees on Excise Tax bonds that were either paid off or refinanced.
- 34 - This is a payment on \$25,000,000 borrowed to pay the settlement approved by Ordinance 2005-998-E. This is the funding for the final payment.
- 35 - 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 \$5,688,473 for FY 2020/21, and
 - A quarter mill from JEA's electric contribution to the City totaling \$3,099,843 for FY 2020/21.
- In relation to the dredging and harbor deepening project, the City is providing JPA \$35 million in FY 2020/21. Additionally, the City is paying interest of \$1,822,917 and JPA is paying interest of \$1,400,000 for debt that the City has issued on behalf of JPA related to the project.
- 36 - This is a contribution to JTA for the Community Transportation Coordinator (CTC) program, pursuant to the interlocal agreement.
- 37 - This is an annual payment to WJCT per the contract approved by Resolution 2002-975-A.
- 38 - 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.
- 39 - Fiscal agent fees are banking fees incurred in the process of issuance and payment of bonds.

RECOMMENDATION: We recommend decreasing the funding of the Cure Violence line item by 5,000 to align with the amount stated in the budget ordinance of \$1,795,000. This will have a positive impact on Special council contingency of \$5,000.

**COUNCIL AUDITOR'S OFFICE
CITY OF JACKSONVILLE
ANALYSIS OF BUDGETED DEBT SERVICE REQUIREMENTS
FY 2020/21 MAYOR'S PROPOSED BUDGET**

Fund	Account Title	FY 2019/20 Council Approved Budget	FY 2020/21 Mayor's Proposed Budget	Change From FY 2019/20	Explanation
General Fund/GSD (Fund 00111):					
21122	2019A Spec Rev (ref 2008A/B Cap Proj)	7,282,524	7,440,936	158,412	The increase was caused by higher total principal and interest payments for 2019A SpecRev vs the refunded debt.
21123	2019A (ref 2009A ETR)	2,660,736	2,203,171	(457,565)	The decrease was caused by refunding bonds being sold above face value (premium) which reduced the amount of required borrowing.
21124	2009C-2 Spec Rev	1,613,987	1,561,939	(52,048)	The decrease was caused by a decrease in interest since the balance outstanding is lower.
21125	2010A Spec Rev - Courthouse Debt 2017A Spec Rev	1,837,341	1,261,153	(576,188)	The decrease was caused by a scheduled decrease in principal and interest payments on the final debt service on 2010A Spec Rev.
21126	2011A Spec Rev - Courthouse Debt	2,660,325	2,660,845	520	
21127	2012C Spec Rev(ref ETR-01B, ETR-02B, GUAR ENT-02, LGST 1996, LGST 2002)	13,620,347	13,623,591	3,244	
21128	2012D Spec Rev (ref ETR 2003A)	1,300,796	1,301,905	1,109	
21129	2012E Spec Rev (ref ETR 2003C)	8,011,767	-	(8,011,767)	FY 2019/20 was the last payment for 2012E Spec Rev.
21130	2013A Spec Rev (ref '09C / '10A MTN)	1,374,792	1,374,792	-	
21131	2014 Spec Rev (ref ETR 2005A and 2006A)	3,285,156	4,169,501	884,345	The increase was caused by a scheduled increase the principal payment.
21132	2016A Spec Rev (ref SRB 2009C, SRB 2010A, SRB 2012B)	3,909,638	3,910,337	699	
45103	2019A Spec Rev (ref 2008A/B Cap Proj) 2014 Spec Rev (ref ETR 2005A)	186,004	216,029	30,025	The increase was mainly caused by a scheduled increase in the principal payment for 2014 Spec Rev.
Total Non-Debt Management Fund - GSD Debt Service		\$ 47,743,413	\$ 39,724,199	\$ (8,019,214)	The decrease was caused by paying off 2012E Spec Rev in FY 2019/20.
Debt Management Fund - GSD Debt Service		41,824,478	46,646,159	4,821,681	The increase is mainly related to debt service related to recent CIP initiatives and since this is where new debt is budgeted.
Fiscal Charges - GSD Debt Service		322,226	2,000	(320,226)	The decrease is due to the expiration of the requirement for a letter of credit related to debt that was refunded in FY 2019/20.
Total Budgeted - GSD Debt Service		\$ 89,890,117	\$ 86,372,358	\$ (3,517,759)	
Budgeted Debt Service in All Other Sub-Funds (Principal, Interest and Fiscal Charge)		115,848,495	110,759,177	(5,089,318)	
Total Budgeted Debt Service		\$ 205,738,612	\$ 197,131,535	\$ (8,607,077)	

**SCHEDULE OF CAPITAL OUTLAY PROJECTS NOT LAPSED
FISCAL YEAR 2020-2021**

Reference Section 1.3(C)

Subfund	Description	Department	Account Description/ Number	Proposed Amount Not to Exceed	Recommended Amount (If Different)	Recommended Increase/ (Decrease)
GENERAL FUND						
00111	General Fund Operating 00111-121003-000000-00000000-00000-0000000	Fire and Rescue	Specialized Equipment 564290	506,823	395,357	(111,466)
00111	General Fund Operating 00111-123009-000000-00000000-00000-0000000	Fire and Rescue	Specialized Equipment 564290	11,832	9,427	(2,405)
00111	General Fund Operating 00111-124001-000000-00000000-00000-0000000	Fire and Rescue	Specialized Equipment 564290	3,537	4,571	1,034
00111	General Fund Operating 00111-125004-000000-00000000-00000-0000000	Fire and Rescue	Specialized Equipment 564290	20,118	20,118	-
00111	General Fund Operating 00111-552104-000000-00000000-00000-0000000	Police Services	Software Dev Over \$30K 564310	2,521,591	-	(2,521,591)
00192	Clerk of the Court 00192-311002-000000-00000000-00000-0000000	Clerk of the Court	Computer Equipment 564270	321,556	74,771	(246,785)
00192	Clerk of the Court 00192-311002-000000-00000000-00000-0000000	Clerk of the Court	Capital Professional Services 565220	26,634	26,634	-
00193	Tax Collector 00193-730001-000000-00000000-00000-0000000	Tax Collector	Office Equipment 564030	750,000	268,600	(481,400)
ENTERPRISE FUNDS						
41102	Off-Street Parking 41102-135301-564290-00000516-00000-0000000	Downtown Investment Authority	Specialized Equipment 564290	90,968	90,968	-
41102	Off-Street Parking 41102-135301-564290-00000519-00000-0000000	Downtown Investment Authority	Specialized Equipment 564290	123,725	123,725	-
INTERNAL SERVICE FUNDS						
51102	Motor Pool - Vehicle Replacement 51102-114001-000000-00000499-00000-0000000	Finance and Administration	Mobile Equipment 564010	45,976	45,976	-
51103	Motor Pool - Direct Replacement 51103-114001-000000-00000500-00000-0000000	Finance and Administration	Mobile Equipment 564010	2,933,807	2,595,693	(338,114)
53101	Information Technologies 53101-113402-000000-00000000-00000-0000000	Finance and Administration	Specialized Equipment 564290	516,057	531,956	15,899
53102	Radio Communication 53102-113501-000000-00000000-00000-0000000	Finance and Administration	Specialized Equipment 564290	103,518	103,518	-

We recommend Schedule AF be revised to:

- 1) Add Department name and Account Description to the schedule.
- 2) Adjust the carryforward amounts listed above to the amounts in the recommended column to account for expenditures, encumbrances, and other adjustments that have occurred since the budget was presented. This will have no impact to Special Council Contingency.
- 3) Correct the 1Cloud account string for the Off-Street Parking funds.
- 4) To be consistent with the proposed Budget Ordinance, change the title of Schedule AF to "Schedule of Capital Outlay Expenditures Not Lapsed."

**Council Auditor's Office
Mayor's Proposed Budget 2020/2021
Public Service Grant Funding**

	2019/2020 Council Approved Budget	2020/2021 Mayor's Proposed Budget	\$ Change 2019/2020 to 2020/2021	% Change 2019/2020 to 2020/2021	F/N
NOTE: This is the only review of Public Service Grant funding.					
GENERAL FUND/GSD					
PUBLIC SERVICE GRANTS GENERAL FUND/GSD					
Acute	\$ 994,419	\$ 1,029,419	\$ 35,000	3.52%	
Prevention and Diversion	1,136,478	1,176,478	40,000	3.52%	
Self-Sufficiency and Stability	710,299	735,299	25,000	3.52%	
TOTAL PUBLIC SERVICE GRANTS	\$ 2,841,196	\$ 2,941,196	\$ 100,000	3.52%	(A), (B)
CULTURAL COUNCIL GRANTS GENERAL FUND/GSD					
Cultural Council of Greater Jacksonville	\$ 2,993,580	\$ 2,993,580	\$ -	0.00%	(C)
Cultural Council of Greater Jacksonville - Art in Public Places	55,385	55,385	-	0.00%	(D)
TOTAL CULTURAL COUNCIL GRANTS	\$ 3,048,965	\$ 3,048,965	\$ -	0.00%	
TOTAL PSGS AND CULTURAL COUNCIL GRANTS GENERAL FUND/GSD	\$ 5,890,161	\$ 5,990,161	\$ 100,000	1.70%	
FOOTNOTES:					
(A) FY 20/21 categories of Most Vulnerable Persons and Needs as approved by Ordinance 2020-218-E are as follows:					
1. Acute (35%)					
2. Prevention (40%)					
3. Self-Sufficiency (25%)					
Pursuant to Ordinance 2016-56-E, final allocations for FY 20/21 public service grants will be determined by the PSG Council on November 1.					
(B) FY 20/21 public service grant funding of \$2,941,196 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 funding will be appropriated through separate legislation (bill 2020-509) in order to avoid a conflict of interest situation for a Council Member while voting on the budget ordinance.					
(C) This amount represents the lump sum funding for the City's Cultural Service Grant program. The Cultural Council retains 13.5% of the total funding for administration of the grant program. The remainder is allocated for grants to organizations through an application and scoring process administered by the Cultural Council.					
(D) 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 be updated to remove the information not tied to the Public Service Grant Council or the Cultural Council of Greater Jacksonville, Inc. See Revised Schedule A2 on the following page.					

**SCHEDULE OF PUBLIC SERVICE GRANTS
FISCAL YEAR 2020 - 2021**

FY21 Proposed

GENERAL FUND - GENERAL SERVICES DISTRICT

Public Service Grant Council

Funding moved to Ordinance 2020-509

Cultural Council of Greater Jacksonville, Inc.

Cultural Services Grants	\$2,993,580
Art In Public Places	<u>\$55,385</u>

TOTAL GENERAL FUND - GENERAL SERVICES DISTRICT \$3,048,965

Council Auditor's Office
2020/21 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.*

Council Auditor Recommendations:

Attachment A should be revised to:

1. Add department names for each line item.
2. Replace the description for 00111-640001 (Supervisor of Elections) with "Food and beverage for visits from foreign delegations" to mirror prior year language.
3. Add a public purpose explanation for 00111-640001 (Supervisor of Elections) that states, "To provide light refreshments during tours given for the purpose of informing foreign delegates of how elections are conducted in Duval County" to mirror prior year language.
4. Replace the description for 10901-181007 (Kids Hope Alliance) with, "Meals and snacks for participants in Mayor's Pathway Academy and lunches for Summer Jobs students."
5. Replace the public service explanation for 10901-181007 (Kids Hope Alliance) with, "Workshops and evening activities for youth in Pathways Academy and orientation for students in the Summer Jobs Program."
6. Remove the line item for 00192-311002 (Clerk of Courts). There is no budgeted amount for food expenditures.
7. Make minor grammatical corrections to the public purpose explanation for 55101-102103 (Office of General Counsel).

The above recommendations have no impact on Special Council Contingency. See Revised Attachment A on the next page.

FOOD AND BEVERAGE EXPENDITURES
Municode Section 106.203 (b) / Ordinance 2007-1109-E
ACCOUNT 552060
FISCAL YEAR 2020 - 2021

230,517

Department	Fund	1Cloud Account String [subfund-center-project-activity-interfund-future]	FY21 Proposed	Description of each Service/Event that requires the purchase of food/beverage	Explanation that the Service/Event serves a public purpose
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
Human Rights Commission	00111	00111-106002-000000-00000000-00000-0000000	1,400	Workshops and Community Events	Light refreshments for volunteers during events.
Fire and Rescue	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.
Fire and Rescue	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.
Downtown Investment Authority	00111	00111-135102-000000-00000000-00000-0000000	750	Downtown Investment Authority Public Meetings	Water, coffee, tea associated with holding Public Meetings.
Parks, Recreation, and Community Services	00111	00111-133104-000000-00000000-00000-0000000	8,910	To pay for food and non-alcoholic beverages at the COJ suite during Jaguar games.	The City's Jaguar Suite is used to showcase our stadium, our city and to entice business and other opportunities for our city.
Parks, Recreation, and Community Services	00111	00111-161110-000000-00000000-00000-0000000	3,000	This account funds supplies for the Family & Consumer Sciences program & partial Expanded Food & Nutrition program educational programming which will generate an annual projected average of 25,000 contacts reaching a range of groups including at-risk youth, seniors, limited income adults and general public.	All items are used in educational programming for teaching purposes only. These programs teach how to achieve a healthy lifestyle by using the dietary guidelines and food guide pyramid to establish eating patterns, manage resources and reduce the risk of certain chronic diseases.
Parks, Recreation, and Community Services	00111	00111-162106-000000-00000000-00000-0000000	6,000	More than 700 seniors throughout the community (Senior Centers, Senior residences, church groups, neighborhood associations etc) are invited to these meetings. Seniors have raised their families, owned businesses, worked hard over the years; this is a way to honor them and let them know their city cares about them.	More than 700 seniors throughout the community (Senior Centers, Senior residences, church groups, neighborhood associations etc) are invited to these meetings. Seniors have raised their families, owned businesses, worked hard over the years, this is a way to honor them and let them know their city cares about them.
Parks, Recreation, and Community Services	00111	00111-166101-000000-00000931-00000-0000000	2,500	SNL Nutrition program	Food for annual special events
Parks, Recreation, and Community Services	00111	00111-166101-000000-00000931-00000-0000000	9,600	SNL snacks	Snacks for SNL
Parks, Recreation, and Community Services	00111	00111-166105-000000-00000000-00000-0000000	500	Joseph Lee Day	Summer playday for approximately 500 kids
Parks, Recreation, and Community Services	00111	00111-166105-000000-00000000-00000-0000000	2,000	Annual special events	Food for annual special events
Parks, Recreation, and Community Services	00111	00111-166105-000000-00000000-00000-0000000	9,500	After school & summer program	Snacks for summer & after school programs
Military Affairs and Veterans	00111	00111-183101-000000-00000000-00000-0000000	325	Three (once every 4th month) Working Lunch Meetings with Base Commanding Officers.	Serves approximately 20 attendees each at the Quarterly Area Base Commanding Officers Luncheon
Military Affairs and Veterans	00111	00111-183101-000000-00000000-00000-0000000	325	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.

Department	Fund	1Cloud Account String [subfund-center-project-activity-interfund-future]	FY21 Proposed	Description of each Service/Event that requires the purchase of food/beverage	Explanation that the Service/Event serves a public purpose
City Council	00111	00111-221001-000000-00000000-00000-0000000	2,500	Agenda, Committee and Council meetings	Agenda, Committee, and Council meetings are open to public.
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
JSO: Police Services	00111	00111-552101-000000-00001608-00000-0000000	2,000	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.
JSO: Police Services	00111	00111-552101-000000-00001608-00000-0000000	2,000	Food/beverage for Assessors traveling in from other agencies for Accreditation and for Promotional Exams	Law enforcement personnel will be traveling from various agencies to assist JSO with both the promotional examination process and accreditation processes. These funds will provide meals/snacks to these individuals who are volunteering time to assist JSO.
JSO: Police Services	00111	00111-552101-000000-00001608-00000-0000000	20,000	Extended Emergencies	Food for Personnel during Hurricanes and other extended emergencies; required by FOP bargaining unit agreement.
Supervisor of Elections	00111	00111-610001-000000-00000000-00000-0000000	3,000	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.
Supervisor of Elections	00111	00111-640001-000000-00000000-00000-0000000	1,500	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
Parks, Recreation, and Community Services	00113	00113-133105-000000-00000000-00000-0000000	34,422	City events including: Florida-Georgia Game, Sea and Sky, World of Nations, Jazz Festival.	Signature city event - supports volunteers/hospitality
City Council	10303	10303-174120-000000-00000000-00000-0000000	143	Various Training	Workshop ranging 2-4 hours
City Council	10303	10303-174120-000000-00000000-00000-0000000	143	Home Owner Association Training	Workshop ranging 4 hours
City Council	10303	10303-174120-000000-00000000-00000-0000000	143	Condo Association Training	Workshop ranging 4 hours
City Council	10303	10303-174120-000000-00000000-00000-0000000	143	CPAC Chair and Vice Chair Training	Workshop ranging 4 hours
City Council	10303	10303-174120-000000-00000000-00000-0000000	143	Neighborhood Leadership Training	Workshop ranging 4 hours
City Council	10303	10303-174120-000000-00000000-00000-0000000	143	Community Engagement Training	Workshop ranging 4 hours
City Council	10303	10303-174120-000000-00000000-00000-0000000	143	Technology & Social Media Training for Neighborhood Organizations	Workshop ranging 4 hours
City Council	10303	10303-174120-000000-00000000-00000-0000000	143	Neighborhood Bus Tour featuring Community Projects	Bus Tour ranging 4-6 hours
City Council	10303	10303-174120-000000-00000000-00000-0000000	143	Public Speaking for Community Groups	Workshop ranging 4 hours
City Council	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
City Council	10303	10303-174120-000000-00000000-00000-0000000	143	Meeting with recent CommUniverCity Graduates - Update	Workshop ranging 4 hours
City Council	10303	10303-174120-000000-00000000-00000-0000000	143	Community Clean-Up Training Session	Workshop ranging 4 hours
City Council	10303	10303-174120-000000-00000000-00000-0000000	143	Hurricane Preparedness Workshop & other Neighborhood Services	Workshop ranging 4 hours
City Council	10303	10303-174120-000000-00000000-00000-0000000	141	CommUniverCity - 8 classes plus Graduation - including a catered luncheon and cake	Time Schedule TBD

Department	Fund	1Cloud Account String [subfund-center-project-activity-interfund-future]	FY21 Proposed	Description of each Service/Event that requires the purchase of food/beverage	Explanation that the Service/Event serves a public purpose
Kids Hope Alliance	10901	10901-181005-000000-00000000-00000-0000000	600	Water for Outdoor Events	Public events- to avoid liability from heat exhaustion
Kids Hope Alliance	10901	10901-181007-000000-00000000-00000-0000000	8,375	Meals and snacks for participants in Mayor's Pathway Academy and lunches for Summer Jobs students.	Workshops and evening activities for youth in Pathways Academy and orientation for students in the Summer Jobs Program.
Kids Hope Alliance	10902	10902-181305-001568-00000000-00000-0000000	150	Water for events and meetings	JaxKids Book Club Community Events
Kids Hope Alliance	10902	10902-181305-001568-00000000-00000-0000000	350	Snacks for events	JaxKids Book Club Community Events
Kids Hope Alliance	10902	10902-181305-008959-00000000-00000-0000000	12,000	Snacks for children at 2 afterschool programs, San Jose and Hyde Park run by KHA.	DCPS informed the Team that they will no longer provide snacks in the afterschool program and during the summer months.
Parks, Recreation, and Community Services	11308	11308-166104-000000-00000000-00000-0000000	125	Summer Enrichment Camp	End of the summer celebration/Joseph Lee Day
Parks, Recreation, and Community Services	11308	11308-166104-000000-00000000-00000-0000000	50	Homeschool Sports and Fitness Program	End of the year celebration - Recognize Accomplishments
Parks, Recreation, and Community Services	11308	11308-166104-000000-00000000-00000-0000000	100	Community Special Events	Quarterly family night out events in Aquatic Center / Community Center
Parks, Recreation, and Community Services	11308	11308-166104-000000-00000000-00000-0000000	200	Mommy and Me Toddler Program	Weekly time for parents and toddlers to participate in a structured program (tumbling, art, etc...)
Parks, Recreation, and Community Services	11308	11308-166104-000000-00000000-00000-0000000	125	Senior Time Out Program	Bi-weekly social time for neighborhood seniors
Parks, Recreation, and Community Services	11406	11406-162101-010092-00000000-00000-0000000	900	Recognition/training for Senior Companion Program	DOEA/ElderSource requires that volunteers are recognized for their services to the program. .
Parks, Recreation, and Community Services	11406	11406-162107-009140-00000000-00000-0000000	22,000	Senior Prom	Provides for socialization, physical activity and mental stimulation in addition to a nutritious meal.
Parks, Recreation, and Community Services	11406	11406-162107-009140-00000000-00000-0000000	31,000	Mayor's Holiday Festival for Seniors	Provides for socialization, physical activity and mental stimulation in addition to a nutritious meal.
Parks, Recreation, and Community Services	11406	11406-162109-010090-00000000-00000-0000000	3,000	Recognition/training for Foster Grandparent Program	The Corporation for National & Community Services, funder for the Adult Services Division's Foster Grandparent Program, requires senior volunteers be recognized for their service to the program.
Parks, Recreation, and Community Services	11406	11406-162110-010091-00000000-00000-0000000	1,410	Recognition/Training for RELIEF Program	The funder requires that volunteers are recognized for their services to the program. Volunteers are recognized for their hours of service to the program.
Parks, Recreation, and Community Services	11406	11406-162111-010089-00000000-00000-0000000	1,000	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.
Parks, Recreation, and Community Services	11406	11406-162111-010089-00000000-00000-0000000	1,450	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.

Department	Fund	1Cloud Account String [subfund-center-project-activity-interfund-future]	FY21 Proposed	Description of each Service/Event that requires the purchase of food/beverage	Explanation that the Service/Event serves a public purpose
Parks, Recreation, and Community Services	11406	11406-162111-010089-00000000-00000-0000000	2,050	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.
Parks, Recreation, and Community Services	11406	11406-164011-010003-00000000-00000-0000000	4,000	Ryan White Care Act grant	Provide food for clients and contracted agencies that attend public meetings or events related to the grant program.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	500	Art Receptions for DCPS students at the library.	These receptions engage students, teachers, school administrations, and families in a celebration of their work at the library. Fruit, snacks, and punch for children and their families.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.

Department	Fund	1Cloud Account String [subfund-center-project-activity-interfund-future]	FY21 Proposed	Description of each Service/Event that requires the purchase of food/beverage	Explanation that the Service/Event serves a public purpose
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	200	Library Programs @ Willowbranch 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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.

Department	Fund	1Cloud Account String [subfund-center-project-activity-interfund-future]	FY21 Proposed	Description of each Service/Event that requires the purchase of food/beverage	Explanation that the Service/Event serves a public purpose
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00000	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
Public Libraries	11521	11521-185101-549006-000000-00000000-00001	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00002	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00003	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00004	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.
Public Libraries	11521	11521-185101-549006-000000-00000000-00005	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.
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)
Neighborhoods	15301	15301-173101-000000-00000448-00000-0000000	5,000	Clean Air Day, Aquafest water festival and others	EPB education and outreach activities / events
Neighborhoods	15303	15303-173117-000000-00000000-00000-0000000	500	Enforcement Workshop hosted by EQD	EQD environmental workshop for members of the public, regulatory agencies and associations
Office of General Counsel	55101	55101-102103-000000-00000000-00000-0000000	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 and maintain the pace needed to resolve these matters

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2020/21 BUDGET ORDINANCE 2020-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

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

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

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

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

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

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

COUNCIL AUDITOR'S OFFICE
PROPOSED 2020/21 BUDGET ORDINANCE 2020-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME

for cellular phone service and converged data device service. The use shall be requested and verified. The Personnel Committee is authorized to promulgate the policy and rules for this subsection.

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

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

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

NOTES:

- The proposed budget includes \$50,000 for mailroom and copy center charges. This is the same total amount as FY 2019/20. Pursuant to Section 11.9 of the Budget Ordinance, \$1,000 is allotted to each District Council Member with the remaining distributed at the discretion of the Council President to all Council Members.
- Proposed communication allowances for cell phones for Council members total \$13,416.

No recommendation is offered.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2020/21 BUDGET ORDINANCE 2020-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

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

The provisions of 126.622, *Ordinance Code*, are hereby waived to allow for funding in an amount other than a minimum of \$500,000 or greater excluding staff to be funded in the FY 2020-2021 budget.

Sec. 126.622. - Annual Budget Appropriation.

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

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

NOTE - The proposed budget is \$200,000 which is the same as FY 2019/20.

No recommendation is offered.

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

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

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

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

(Ord. 2007-739-E, § 3)

No recommendation is offered.

**COUNCIL AUDITOR’S OFFICE
PROPOSED 2020/21 BUDGET ORDINANCE 2020-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

10.4 Chapter 126, Ordinance Code, Waiver in regard to the ASM Global Contract and providing for utilization by ASM Global of the ASM Global Procurement Policies.

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

Note – SMG combined with AEG Facilities to become ASM Global.

No recommendation is offered.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2020/21 BUDGET ORDINANCE 2020-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

Section 10.5 Waiver of Section 106.112 (Annual Review of Fees), Ordinance Code.

Section 106.112 (Annual Review of Fees), *Ordinance Code*, authorizes the Chief Financial Officer to increase the fees for each existing fee found to be less than 85 percent of the actual cost to the City of providing the service relating to said fee, by up to the annual percentage change in the Consumer Price Index. The provisions of Section 106.112, *Ordinance Code*, are hereby waived as to the 2019 fee review and therefore the fees shall be maintained at the 2018-2019 fiscal year level.

Sec. 106.112. - Annual review of fees.

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

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

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

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

(Ord. 2010-216-E, § 1)

Past Annual Fee Reviews have been received as follows:

- April 21, 2011. The 2011 Annual Fee Update and Analysis was received.
- May 8, 2012. Ordinance 2012-300 was introduced to waive the required annual fee analysis, but the City Council voted to withdraw the legislation. The Amended Fee Update and Analysis was received September 25, 2012.
- May 17, 2013. The 2013 Annual Fee Update and Analysis was received.
- June 2, 2014. The 2014 Annual Fee Update and Analysis was received.
- May 22, 2015. The 2015 Annual Fee Update and Analysis was received.
- December 18, 2015. A 2015 Corrected Annual Fee Update and Analysis was received.
- July 14, 2016. The 2016 Annual Fee Update and Analysis was received.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2020/21 BUDGET ORDINANCE 2020-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

Code Waiver and Time Extension Requests

- July 17, 2017. The Mayor's FY 2017-18 Proposed Budget Ordinance included a waiver of the annual fee analysis. The Finance Committee amended the Ordinance (2017-504-E) to add language that on or before January 3, 2018, the Administration would bring legislation forth including a fee policy review and the previous year fee review as required by Section 106.112, Ordinance Code. No fee review was provided.
- July 23, 2018. The Mayor's FY 2018-19 Proposed Budget included a waiver of the annual fee analysis. The Ordinance (2018-504-E) included the language added by the previous Finance Committee that on or before January 3, 2018, the Administration would bring legislation forth including a fee policy review and the previous year fee review as required by Section 106.112, Ordinance Code. The Finance Committee amended the Ordinance to state that on or before July 1, 2019 the Administration will bring legislation forth including a fee policy review and the previous year fee review as required by Section 106.112, *Ordinance Code*. A fee review has not been provided.
- July 15, 2019. The Mayors 2019-20 Proposed Budget included a waiver of the annual fee analysis and did not specify any date for one to be performed.
- July 15, 2020. The Mayors 2020-21 Proposed Budget includes a waiver of the annual fee analysis and does not specify any date for one to be performed.

Concern:

The requirement for an annual fee review was enacted after the City conducted a formal review of all fees charged for services and found that many fees had not been adjusted in years and were not recouping the cost of the service being provided. Some differences between the current fee and actual cost were so significant that a phased in approach was created. With a fee review having not been performed for the fourth year in a row, the City is unaware if it is recouping the cost of the services being provided and/or charging too much in some instances.

Recommendation:

We recommend that this waiver be removed from the Budget Ordinance and that an updated fee schedule be provided consistent with the requirements of the Municipal Code.

At a minimum, a fee review should be performed so that the City can properly assess whether fees amounts are appropriate (not too low or too high). Additionally, fees have not been updated since FY 2016/17, so the waiver should be changed to maintain fees at the FY 2016/17 from FY 2018/19 for clarity if the waiver remains in place.

**COUNCIL AUDITOR’S OFFICE
PROPOSED 2020/21 BUDGET ORDINANCE 2020-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS THAT REMAINED THE SAME**

Section 10.6 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 2020-2021 fiscal year shall be deposited into the Northeast Tax Increment District – USD1C, Subfund 10801.

Recommendation:

We recommend that the Budget Ordinance be amended to change the term “Subfund” to “Fund” in accordance with 1Cloud terminology.

**COUNCIL AUDITOR’S OFFICE
PROPOSED 2020/21 BUDGET ORDINANCE 2020-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS REMOVED**

Deleted - Section 10.6 from last year’s budget ordinance - Waiver of Section 754.112 (Annual Budget for Stormwater User Fees), Ordinance Code.

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

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

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

(Ord. 2015-426-E , § 4)

NOTE – This waiver was to allow less than the greater of \$4,000,000 or 15% of the total revenue to be appropriated for stormwater capital projects. The minimum total dollar amount required by Section 754.112 was met in the FY 2019/20 budget; however, the budget allocated a larger portion towards Drainage System Rehabilitation, thereby requiring the waiver.

Recommendation:

We recommend that this waiver be added back into the proposed budget ordinance since this same situation exists in FY 2020/21.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2020/21 BUDGET ORDINANCE 2020-504
REVIEW OF MUNICIPAL CODE WAIVER SECTIONS
WAIVERS REMOVED**

Deleted - Section 10.7 from last year's budget ordinance - Waiver of Section 129.103 (Salary of the Mayor), Ordinance Code, to maintain the Mayor's salary at the 2015-2016 fiscal year level.

Section 129.103 (Salary of the Mayor), *Ordinance Code*, establishing the Mayor's salary as an annual salary equal to the salaries of the Sheriff, Clerk of the Circuit Courts, the Supervisor of Elections, the Property Appraiser, and the Tax Collector, in a county with a population equal to that of Duval County, in accordance with the provisions of F.S. Chapter 145, plus an additional amount equal to 20% of that average, is hereby waived. Subject to any limitation set forth in this Part 10, but notwithstanding the provisions of Section 129.103 (Salary of the Mayor), *Ordinance Code*, or of any other ordinance, the base salary of the Mayor for fiscal year 2019-2020, shall be the base salary of the Mayor for fiscal year 2015-2016.

Sec. 129.103. - Salary of Mayor.

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

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

NOTE – This waiver was not included so the Mayor's salary could increase to the maximum amount allowed by law.

No recommendation is offered.

**COUNCIL AUDITOR'S OFFICE
PROPOSED 2020/21 BUDGET ORDINANCE 2020-504
ADDITIONAL PROVISIONS**

The Miscellaneous Provisions section in the proposed Budget Ordinance did not change, except for the Direct Contracts.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2020/21 BUDGET
 DIRECT CONTRACTS - GENERAL FUND NON-DEPARTMENTAL EXPENDITURES**

Organization/Program	FY 19/20 Council Approved	FY 20/21 Mayor's Proposed	Increase/ (Decrease)	FY 20/21 Budget Ordinance Exhibit
Gateway Community Services - Project Save Lives	\$ 1,191,423	\$ 1,160,999	\$ (30,424)	Exhibit 1
Prisoners of Christ - Ex-Offender Employment Program	\$ 400,000	\$ 400,000	\$ -	Exhibit 2
New Hope Education and Addiction Services d/b/a Florida Recovery School – Academic Program	\$ 100,000	\$ 100,000	\$ -	Exhibit 3
Operation New Hope – Ex-Offender Re-entry Services	\$ 400,000	\$ 400,000	\$ -	Exhibit 4
Edward Waters College – New Town Success Zone	\$ 161,300	\$ 161,300	\$ -	Exhibit 5
Groundwork Jacksonville – McCoy's Creek and Hogan's Creek Improvements	\$ 50,000	\$ 50,000	\$ -	Exhibit 6
United Way of Northeast Florida – 2-1-1	\$ 150,000	\$ 150,000	\$ -	Exhibit 7
AGAPE Community Health Center – Health Care Services	\$ 150,000	\$ 156,150	\$ 6,150	Exhibit 8
I.M. Sulzbacher Center for the Homeless - Homelessness Continuum of Care	\$ 270,000	\$ 270,000	\$ -	Exhibit 9
Goodwill Industries of North Florida – Academic Support Through the Employment Process ("A-STEP") Program	\$ 189,083	\$ 225,000	\$ 35,917	Exhibit 10
First Coast Crime Stoppers – Advertising	\$ -	\$ 150,000	\$ 150,000	Exhibit 11
Cure Violence Program (f/n 1)	\$ -	\$ 1,795,000	\$ 1,795,000	Exhibit 12
Clara White Mission (f/n 2)	\$ 100,000	\$ -	\$ (100,000)	N/A
Volunteers in Medicine	\$ 60,937	\$ -	\$ (60,937)	N/A
	3,222,743	5,018,449	1,795,706	

Footnotes:

1. Funding for Cure Violence was appropriated through Ordinances 2019-173-E and 2019-621-E.

2. FY 19/20 funding of \$100,000 was placed in a designated contingency account within the Council Approved Budget and was later appropriated through Ordinance 2019-512-E. This funding was for capital improvements related to the Feeding Program.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2020/21 BUDGET
DIRECT CONTRACTS - GENERAL FUND NON-DEPARTMENTAL EXPENDITURES**

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

1. Gateway Community Services - Project Save Lives (\$1,160,999)

Budget Ordinance Section 11.10

- Include legal names of Emergency Departments

Budget Ordinance Exhibit 1

- No recommendations

2. Prisoners of Christ - Ex-Offender Employment Program (\$400,000)

Budget Ordinance Section 11.11

- Correct scrivener's error

Budget Ordinance Exhibit 2

- No recommendations

3. New Hope Education and Addiction Services d/b/a Florida Recovery School – Academic Program (\$100,000)

Budget Ordinance Section 11.12

- Correct scrivener's error

Budget Ordinance Exhibit 3

- No recommendations

4. Operation New Hope – Ex-Offender Re-entry Services (\$400,000)

Budget Ordinance Section 11.13

- Correct scrivener's error

Budget Ordinance Exhibit 4

- No recommendations

5. Edward Waters College – New Town Success Zone (\$161,300)

Budget Ordinance Section 11.14

- Correct scrivener's error

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2020/21 BUDGET
DIRECT CONTRACTS - GENERAL FUND NON-DEPARTMENTAL EXPENDITURES**

Budget Ordinance Exhibit 5

- No recommendations

6. Groundwork Jacksonville – McCoy's Creek and Hogan's Creek Improvements (\$50,000)

Budget Ordinance Section 11.15

- Clarify purpose of funding is to pay for a portion of the CEO's salary

Budget Ordinance Exhibit 6

- No recommendations

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

Budget Ordinance Section 11.16

- Correct scrivener's errors

Budget Ordinance Exhibit 7

- No recommendations

8. AGAPE Community Health Center – Health Care Services (\$156,150)

Budget Ordinance Section 11.17

- Correct scrivener's errors

Budget Ordinance Exhibit 8

- No recommendations

9. I.M. Sulzbacher Center for the Homeless - Homelessness Continuum of Care (\$270,000)

Budget Ordinance Section 11.18

- Correct scrivener's error

Budget Ordinance Exhibit 9

- No recommendations

**COUNCIL AUDITOR’S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR’S PROPOSED FY 2020/21 BUDGET
DIRECT CONTRACTS - GENERAL FUND NON-DEPARTMENTAL EXPENDITURES**

10. Goodwill Industries of North Florida – Academic Support Through the Employment Process (“A-STEP”) Program (\$225,000)

Budget Ordinance Section 11.21

- Revise use of funds in subsection 1 to candidate assistance, a full time navigator position, Chief Mission Officer position, financial coaching, GED classes and workshops, and supplies.
- Correct scrivener’s error

Budget Ordinance Exhibit 10

- Attach revised Exhibit 10 to correct budget narrative on page 2 to agree with line item budget included on page 3 of exhibit

11. First Coast Crime Stoppers – Advertising (\$150,000)

Budget Ordinance Section 11.22

- Correct scrivener’s error

Budget Ordinance Exhibit 11

- No recommendations

12. Cure Violence Program (\$1,795,000)

Budget Ordinance Section 11.23

- Correct scrivener’s error

Budget Ordinance Exhibit 12

- Attach revised Exhibit 12 to include line item budgets for Reintegration Solutions (d.b.a. Noah’s Ark Project) and Bridges to the Cure

These changes will have no impact to Special Council Contingency.

Note: There are two direct contracts funded in FY 19/20 that were not included in the FY 20/21 proposed budget:

1. Clara White Mission
2. Volunteers in Medicine

Project Save Lives
2020-2021 Scope of Services

Any substantive change will require Council approval.

Goal: To reduce opioid-related (OUD) overdoses, other substance use disorders (SUD) or Co-Occurring Disorders (CSUD) and mental health disorders (MHD), recidivism and deaths in the City of Jacksonville

Project:

Gateway Community Services (“GCS”) will work with up to 7 designated hospital emergency room departments (each an “ED”), and other community partners, including the Florida Department of Health, Jacksonville Fire and Rescue (“JFRD”) and the Medical Examiner’s Office to create a seamless, innovative, collaborative, stabilization and treatment solution for patients suffering from OUD, SUD, MHD and/or CSUD (the “Program”) and GCS will be paid on a reimbursement basis for Program services rendered to include the following:

Initial Evaluation and Referral to the Program

- Upon admission, ED will triage and stabilize OUD, SUD and MHD patients and obtain a urine drug screen in accordance with the ED’s policies and procedures, if indicated, and will cooperate with GCS to allow patients to receive the Program’s services
- GCS will provide a Recovery Peer Specialist (“RPS”) to provide support and education to family members and identified significant others
- The RPS will talk with patient about the Program after stabilization
- The RPS may use the Screening, Brief Intervention and Referral to Treatment evidence-based practice tool (“SBIRT”) or other indicated assessment tools and processes to assess and refer patients to participate in the Program (“Participants”)
- Participants that agree to participate and sign a consent, will be referred to either detox/stabilization services, inpatient services or outpatient services based upon the results of the comprehensive assessment
- The RPS will transport and accompany OUD and other SUD Participants to GCS detox/stabilization, GCS inpatient services or first outpatient GCS appointment
- The RPS for MHD participants will make a referral to appropriate hospital psychiatric services or community-based treatment providers
- Participant and identified significant other, if any, having been assessed for outpatient services, will be referred for obtaining a Narcan Kit before leaving ED
- 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 in order to reduce the risk of Neonatal Abstinence Syndrome
- RPS will provide education to family and identified significant others on discharge from ED, including Marchman Act and Baker Act and other resources or processes if patient refused treatment. RPS will also educate and refer for obtaining Narcan Kit.

Residential Services

- GCS will provide 4 residential treatment beds (2 rooms) dedicated to residential services for the Program. City agrees to pay GCS \$180.00 per day per reserved bed regardless of occupancy in consideration for providing Program participants immediate access to residential treatment services. The charge for bed reservations may be temporarily reduced from four to three per month based on current activity levels. 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 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 transitional rooms for men and three transitional rooms for women on buprenorphine for MAT for Opioid Use Disorder. City agrees to pay GCS \$500.00 per month per transitional room regardless of occupancy in consideration for providing Program participants immediate access to transitional beds. GCS will provide information on daily occupancy in quarterly reports and monthly invoices to the City. GCS will provide one counselor to assist individuals in the transitional beds with medication dosage and provide relapse prevention groups and/or treatment groups as needed

Outpatient Services

- 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

Public Awareness, Outreach and Training

- GCS will create and distribute PSAs and flyers, hold public outreach presentations and meetings to inform and update community on status of opioid crisis.
- GCS will implement an Addiction Training portal to educate and train additional recovery peer specialists

Administrative

- An onsite Lead Peer Specialist will supervise the ED scope of the Program from identification of ED Participant to discharge from the ED, including data collection
- GCS will provide a full-time Lead Care Coordinator for the Program who will provide overall management and direction of interagency seamless service delivery
- GCS will provide a full-time Office and Data Manager
- GCS will provide a full-time Peer Specialist Manager
- JFRD and the Chief Financial Officer of the City of Jacksonville will administer and monitor the contracts to be entered into by the City in connection with the Program
- GCS will submit monthly invoices to JFRD for services at the rates shown in the attached budget for the Program

Data Collection and Evaluation

- The Lead Care Coordinator from October 1, 2019 through September 30, 2020 will remain the Liaison between Gateway, all Emergency Departments and JFRD for October 1, 2020 through September 30, 2021
- GCS will collect, maintain, and evaluate data from all Participants and all other individuals identified as potential Participants.
- GCS will purchase a software program to create and implement a mechanism to track community residential treatment beds; GCS will collect and analyze data captured from software
- GCS will submit program data to JFRD no less than monthly
- GCS and Ascension Health System St. Vincent's Hospitals (Riverside and Southside), Memorial Hospital, Orange Park Medical Center (Park West), Baptist North, Shands Jacksonville Medical Center and any other Emergency Departments that are added during this funding period, 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

Collaboration

- GCS will identify potential community partners providing complementary services and funding, including the Florida Department of Health, the Florida Department of Children and Families and community non-profits and make appropriate referrals as may be in the best interest of Participants
- GCS, the City, and each ED will enter into MOUs necessary to carry out the program as well as all Business Associates Agreements as may be necessary to protect the privacy of patients in compliance with HIPAA and other applicable laws
- GCS and the ED will have all Program Participants complete and sign a Release of Information Form that complies with 42 CFR which allows exchange of Participant clinical and demographic information between GCS and the ED.

**GATEWAY COMMUNITY SERVICES, INC.
COJ - PROJECT SAVE LIVES
YEAR 4 at 7 EMERGENCY DEPARTMENTS
OCTOBER 1, 2020 - SEPTEMBER 30, 2021 (12 months)**

Any substantial change will require Council approval.

Residential bed days	Up to 4 bed days @ \$180 for 365 days (10/01/20 - 9/30/2021) May be reduced by 1 bed day during decreased activity	\$ 262,800
Housing Units for patients in recovery	6 housing units @\$500 per month for 12 months	36,000
Physician	12 months salary + 24% fringe (\$250k base) @ .33 FTE	102,300
Physician Assistant	12 months salary + 24% fringe (\$93k base) @ .33 FTE	38,056
Nurse	12 months salary + 24% fringe (\$52k base) @ .33 FTE	21,278
Customer Service Representative	12 months salary + 24% fringe (\$12.50/hr base) @ .33 FTE	10,639
Data and Office Coordinator	12 months salary + 24% fringe benefits (\$52k base) @ .95FTE	61,256
Lead Care Coordinator	12 months salary + 24% fringe benefits (\$52k base) @ .95FTE	61,256
Assistant Lead Care Coordinator	12 months salary + 24% fringe benefits (\$44k base)	54,560
Counselor	12 months salary + 24% fringe benefits (\$40k base)	49,600
2 Peer Specialists St. V's Riverside ED #1	12 months salary + 24% fringe (\$13/hr base)	67,059 *
2 Peer Specialists St. V's Southside ED #2	Funded by State grant	- *
2 Peer Specialists Memorial ED #3	12 months salary +24% fringe (\$13/hr base)	67,059 *
2 Peer Specialists Park West ED #4	12 months salary +24% fringe (\$13/hr base)	67,059 *
2 Peer Specialists Baptist North ED #5	12 months salary +24% fringe (\$13/hr base)	67,059 *
2 Peer Specialists UF / Shands ED #6	12 months salary +24% fringe (\$13/hr base)	67,059 *
2 Peer Specialists ED #7	12 months salary +24% fringe (\$13/hr base)	67,059 *
2 Laptops for EDs #6-7	2 Laptop @ \$1,800 each EDs #6-7	3,600
3 Tablets / I-pads for EDs #6-7	3 Tablets / I-Pads @ \$500 each	1,500
7 Cell Phones - one for each ED	One cell phone for each ED for 12 months	6,300
LYFT/UBER Vouchers	175 Roundtrips per year x 7 EDs x \$20 each	24,500
Education	PSA's and public outreach meetings	5,000
Software	For citywide treatment service availability; data collection	<u>20,000</u>
TOTAL 12 MONTH BUDGET		<u>\$ 1,160,999</u>

*** Additional Funding to Project Save Lives contractors:**

- ED #1 will have 1 State Funded Lead Peer Specialist
- ED #2 will have 3 State funded positions consisting of 1 Lead Peer Specialist and 2 Peer Specialists
- EDs #3 - 7 will self-fund 1 Lead Peer Specialist each @ \$14/hr + 24% benefits = annual rate of \$36,108.80
- Gateway Campus Detox will have 1 State Funded Peer Specialists
- EDs #1 - 7 will each have 1 Peer Hospital Navigator funded by a DOH CDC restricted grant of \$234,710

The City's Grant Manager may approve budget transfers totaling no more than 15 percent of the total budget.

Prisoners of Christ Program
City Grant Proposal Term Sheet

Grant Recipient: Prisoners of Christ, Inc., a Florida not for profit corporation (“Recipient”)

Program Name: Prisoners of Christ (“Program”)

City Funding Request: \$400,000 (“City Funds”)

Fiscal Year: Fiscal Year 2020-2021

City Contract Term: October 1, 2020 – September 30, 2021

Any substantial change will require Council approval.

Program Background:

- In the last 4 years, ending December 2019, we have obtained employment for 393 men and women. 260 were violent offenders of which 36 were sex offenders. 132 were non-violent offenders. 30 were employed at minimum wage (\$8.05), 233 were employed at above minimum wage (\$8.05-\$10.71, Average \$10.25), and 130 were employed at a livable wage (\$10.71+, Average \$12.00). This translates to over 8.5 million dollars (\$ 8,714,680.00) returned to Jacksonville’s economy.
- From January 2020-May2020, *much of which was during the Covid 19 dilemma*. We altered our program, utilizing technology and increased services. During this period, we assisted 26 people in securing employment (this number does not include pro-bono and sexual offender assistance, only COJ qualifying clients). 6 were employed at minimum wage (\$8.05), 7 were employed at above minimum wage (\$8.05-\$10.71, Average \$10.25), and 13 were employed at a livable wage (\$10.71+, Average \$12.00). This translates to over ½ million dollars (\$574,184.00) returned to Jacksonville’s economy during a global pandemic.

This totals over 9 million dollars (\$9,288,864.00) in the last 4 years and 4 months returned to the local economy through employment revenue.

Formula = average, X total, X 40 hours, X 52 weeks for each category, added together

- Most importantly, this saves tax payers the cost of trials, incarceration, and personal suffering, and makes the streets of Jacksonville a safer place.

Program Services and Activities:

The Program will provide the following services and activities:

- Residential clients are picked up at the bus station, taken to their residence
- Felony and probation registration, Fl. ID, followed by orientation
- Substance Abuse programming, Thinking for A Change (cognitive behavioral change programming)
- Individual counseling to identify goals and needs.
- A plan is developed to assist each client in attaining these goals
- Mentoring—each client is matched with a man in our community who volunteers his time
- Monitoring of each client through drug testing, financial oversight, and bi-monthly meetings.
- Our residential clients usually stay with us for 6 - 12 months depending on their progress.
- Our comprehensive job program includes an initial appointment which takes about two hours
- Job Specialist assesses client's skills, education, and suitable environment based on type of crime committed.
- A resume is created, job search done, resumes are submitted
- Interview training to help each client answer the hard questions about their past with confidence.
- Interviews are scheduled and transportation provided
- Follow-up with each client at 30, 60, and 90 days.

Payment Terms:

City payments will be on the basis of charges for services resulting in employment.

- Basic Offender employment \$3,100.00
- Violent Offender employment \$3,300.00
- Sexual Offender employment \$3,750.00

City payments will also include Daily Housing Costs of \$33.07 up to \$2,000 per client.

Additional Grant Requirements and Restrictions: City Funds for the Program shall be subject to Parts 1, 2, 4 and 5 of Chapter 118, Jacksonville Municipal Code. Recipient shall use the City funds for the Program in accordance with this City Council approved City Grant Proposal Term Sheet ("Term Sheet") and the City Council approved Program budget. The 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 further Council approval.

**Florida Recovery Schools
City Grant Proposal Term Sheet**

Grant Recipient: New Hope Education and Addiction Services Inc., a Florida Nonprofit Corporation (“Recipient”)

Program Name: Florida Recovery Schools (“Program”)

City Funding Request: \$100,000 (“City Funds”)

Fiscal Year: Fiscal Year 2020 - 2021

City Contract Term: October 1, 2020 - September 30, 2021

Any substantial change will require Council approval.

Program Background:

Addiction is the most pervasive, most debilitating, and fastest growing health problem faced by high school students. Even more disturbing, adolescents who suffer from substance use disorders and do not receive treatment and recovery support are at major risk of experiencing long-term addiction as adults. For those who make a commitment to pursuing a path of sobriety, the most convenient option, returning to the school where drugs and or alcohol were available, is not the best option.

Using an evidence-based substance use recovery support protocol, Florida Recovery Schools (FRS) currently serves up to 50 students per year, over 50% of who will achieve long term sobriety. Comparing FRS average per student cost for a course of care (\$6,907) to SAMHSA’s estimated annual cost of addiction (25,000 per year per teen with a substance use disorder) makes it clear that FRS offers a cost effective chance at a lifetime of sobriety for teens.

According to the 2017 CDC's Youth Risk Behavior Survey (YRBS), there are more than 31,000 Duval County Public School (DCPS) high school students likely to have been offered sold or given an illegal drug by someone on school property (27.4%) than other students in the State of Florida (17%) with certain local CDC defined health zones ranked higher.

Florida Recovery Schools, the only recovery high school in the southeast, is currently receiving 62% of their referrals from the Florida Department of Juvenile Justice (DJJ) and an additional 31% from DCPS. Many of the students have not received SUD treatment, yet the unique private public partnership between FRS and DCPS is a proven prototype that aligns development of a drug free lifestyle with academic advancement and effective social interactions. It works. Nearly 4 years since its launch in the CDC's highest substance use health zone, FRS has proven results.

Payment Terms:

We ask that you continue your critical support of our program with a grant of \$100,000 for the 2020-2021 budget year. These funds will be used to assist in the compensation requirements for our executive director, who works directly with our students.

Additional Grant Requirements and Restrictions: City funds for the Program shall be subject to Parts 1 through 5 of Chapter 118, Jacksonville Municipal Code. Recipient shall use the City funds for the Program in accordance with this City Council approved City Grant Proposal Term Sheet (“term sheet”) and the City Council approved Program budget. The 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 further Council approval.



OPERATION NEW HOPE RE-ENTRY SERVICES
CITY GRANT PROPOSAL TERM SHEET



Grant Recipient: Operation New Hope, Inc. a Florida not for profit corporation ("recipient")
Program Name: Re-entry services ("Program")
City Funding Request: \$400,000 ("City Funds")
Fiscal Year: Fiscal Year 2020-2021
City Contract term: October 1, 2020 – September 30, 2021

Any substantial change will require Council approval.

Operation New Hope is a recognized leader in empowering people returning from the criminal justice system to realize that Second Chances Matter™. Our Ready4Work® program has provided services to over 5,500 Jacksonville citizens since 2003. By providing case management, career development, mental health support, vocational training, and a dedicated job coach, approximately 70% of graduates move into gainful employment.

Program Services and Activities:

The following Program services and activities will be provided to support clients exiting the jail and prison system. The Program will include:

- 4 weeks of career development including things like: resume writing, mock interviewing, conflict resolution, customer service, and other soft skills.
During the 4 weeks, the client will be assigned the following resources (which will be available for up to a year):
a case manager that will create an individualized plan of care
a mental health coordinator
a job-coach
If the client is a good candidate for Vocational Training, that will be offered as well.
Once the client is ready to find a job, the job coach will work directly with local employers to find a job opening that is a match for the client.



-
- Supportive services, such as:
 - Monetary assistance with transitional housing
 - Monetary assistance for bus passes
 - Clothes for job interviews
 - Assistance with obtaining vital documentation (birth certificate, driver's license)
 - Monetary assistance with equipment that is needed for their job assignment

Qualifications for a citizen to participate in our program are as follows:

- Previously incarcerated
- 18+ years old
- Resident of Duval County
- No sexual offense
- No habitual violent offenses
- Drug Free

City payments will be made on the basis of charges for services

- The final payment may be prorated based upon workforce readiness or stabilization if the individual does not become employed and is no longer participating in the program. There will be three tiers for payment based on the client's ultimate achievements and involvement at Operation New Hope.
 - **One payment will be made per client based upon the highest tier achieved.**
 - **Tier III, Employment:** \$7,000 payment is made when a client has successfully gained 4 weeks of consecutive employment with the same employer and supporting documentation is provided.



-
- Tier II, Workforce Readiness: \$5,750 payment will be made for client that completes Career Development Class, received a Wonderlic Assessment, mock interview class, received a Bio-Psychosocial from a licensed Mental Health Therapist, and created an Individualized Plan of Care.
 - Tier I, Stabilization: \$1,800 payment will be made for client that completes initial intake, Individualized Plan of Care, Mental Health screening, Forecast Report, and overall assessment.
- Operation New Hope may also be reimbursed for housing at \$30.76 day (maximum \$2,000 per person).

Additional Grant Requirements and Restrictions: City Funds for the Program shall be subject to Parts 1, 2, 4 and 5 of Chapter 118 Jacksonville Municipal Code. Recipient shall use the City funds for the Program in accordance with this City Council approved City Grant Proposal Term Sheet (“Term Sheet”) and the City Council approved Program budget. The Grants Administrator may amend this Term Sheet and the approved Program budget consistent with the Program need provided that any substantial change to this Term Sheet or the approved Program budget will require further Council approval.



CITY OF JACKSONVILLE SCOPE OF SERVICES FY 2020-2021

New Town Success Zone City Grant Proposal Term Sheet

Grant Recipient: Edward Waters College, Inc., a Florida not for profit corporation (“Recipient”)

Program Name: New Town Success Zone (“Program”)

City Funding Request: \$161,300 (“City Funds”)

Fiscal Year: Fiscal Year 2020-2021

City Contract Term: October 1, 2020 – September 30, 2021

Any substantial change will require Council approval.

Our vision at New Town Success Zone (NTSZ) is to serve as the catalyst for New Town residents to connect to programs and services that offer opportunities to help all individuals and families grow and develop into the best leaders by achieving success in academics, economic development, health and social well-being. The following provides New Town Success Zone's Scope of Services and Schedule towards achieving its program's goals and objectives during FY 2020-2021 (October 1, 2020 – September 30, 2021):

Education – To improve the continuation of services from birth through high school graduation, post secondary education or career/vocational training of youth that reside in NTSZ.

- New Town Youth Advisory and Leadership Council- 60 middle school aged youth and 5 EWC students will engage in tutoring, mentoring, leadership and advocacy development. This program will occur during the 2020-2021 school year 1 Saturday and 3 days per week.
- Family University – Family University promotes maternal health, academic achievement, health and well-being for families with children 0 – 17 years old. Through collaborative partnerships, Family University initiatives will emphasize parent and community engagement offering learning experiences focused on the core areas for healthy child development:
 - Social & Emotional
 - Language Communication
 - Early Learning & Literacy
 - Physical
 - Maternal Health & Well-Being
 - Positive Parenting Partnerships'

This program will occur on the 2nd Thursday of each month.'

Community Capacity & Sustainability – To empower NTSZ residents to sustain and support NTSZ goals initiatives and activities.



CITY OF JACKSONVILLE SCOPE OF SERVICES FY 2020-2021

- Vision Keepers Meeting – NTSZ's highly engaged community group dedicated to developing leadership and advocacy skills to successfully achieve the goals and initiatives of New Town Success Zone. This program will occur on the 1st and 3rd Thursday of each month.
- Economic Growth & Development – New Town community residents engaged in entrepreneurship learn about business development best practices, as well as, financial and support resources available throughout the Northeast Florida community. This program will occur on the 2nd Monday of each month.

Social Well Being – To improve the social well-being of children and youth in NTSZ by ensuring access to health care, food security, quality affordable housing and safety.

Health & Food Security:

- Wellness Rx - NTSZ residents learn from professional health and medical providers on how to live healthy lives and receive new information about medication safety, cardiovascular health, smoking cessation, diabetes, mental health, financial literacy, and more in these health and wellness workshops. NTSZ residents receive free, healthy foods provided by Feeding Northeast Florida after the workshop that is held on the 4th Saturday of the month. Wellness Rx programs will occur on the 1st Tuesday and 4th Saturday of each month.
- New Town Fields Urban Farm – The New Town community, including EWC students and staff, will work collectively to create an opportunity to address food insecurity in the urban core by addressing healthy food options, and local employment via urban agriculture. Through a contractual relationship with Foodery Farms, New Town Fields will grow healthy foods and teach health promoting behaviors through activities and workshops available to NTSZ community residents. This program will occur on the 1st Saturday of each month.
- New Town Grief, Loss and Trauma Project- NTSZ, in collaboration with Community Hospice and Palliative Care, will provide monthly mental wellness support groups to aid community residents in addressing losses of all types. This program will occur the 2nd Tuesday of each month.

Employment: Increase access to job readiness programming and employment opportunities for NTSZ residents as indicated by hosting 4 programs with local agencies.

- Financial Opportunity Center (FOC): The career and personal finance service center is designed to help low- to moderate-income families develop smart money habits and career pathways. The program will occur daily Monday - Friday.

Budget Schedule regarding the use of the City Funds:

See Budget Schedule for detail regarding line item expenditures.

Additional Grant Requirements and Restrictions: City Funds for the Program shall be subject to Parts 1 through 5 of Chapter 118, Jacksonville Municipal Code. Recipient shall use the City funds for the Program in accordance with this City Council approved City Grant Proposal Term Sheet (“Term Sheet”) and the City Council approved Program budget. The 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 further Council approval.

FY 2021 PSG/ City Grant - Program Budget Detail				
Edward Waters College New Town Success Zone				
Lead Agency:				
NTSZ Fiscal Agent (TBD)				
Program Name:				
New Town Success Zone				
Any substantial change will require Council approval.				
This request shall be subject to Parts 1 through 5 of Chapter 118 Jacksonville Municipal Code.				
Categories and Line Items	Total Cost of Program FY 2020-2021	Agency Provided Funding	All Other Program Revenues	City of Jacksonville (City Grant)
I. Employee Compensation				
Personnel - 01201 (list Job Title or Positions)				
1 Executive Director	\$65,000.00	\$0.00	\$0.00	\$65,000.00
2 Admin Program Coord	\$32,000.00	\$0.00	\$0.00	\$32,000.00
3 Associate Provost	\$10,000.00	\$0.00	\$0.00	\$10,000.00
Subtotal Employee Compensation	\$107,000.00	\$0.00	\$0.00	\$107,000.00
Fringe Benefits				
Payroll Taxes - FICA Med Tax - 02101	\$9,715.00	\$0.00	\$0.00	\$9,715.00
Health Insurance - 02304	\$21,501.00	\$0.00	\$0.00	\$21,501.00
Retirement - 02201	\$0.00	\$0.00	\$0.00	\$0.00
Dental - 02301	\$0.00	\$0.00	\$0.00	\$0.00
Life Insurance - 02303	\$0.00	\$0.00	\$0.00	\$0.00
Workers Compensation - 02401	\$0.00	\$0.00	\$0.00	\$0.00
Unemployment Taxes - 02501	\$0.00	\$0.00	\$0.00	\$0.00
Other Benefits - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$31,216.00	\$0.00	\$0.00	\$31,216.00
Total Employee Compensation	\$138,216.00	\$0.00	\$0.00	\$138,216.00
II. Operating Expenses				
Occupancy Expenses				
Rent - Occupancy -04408	\$12,000.00	\$0.00	\$0.00	\$12,000.00
Telephone - 04181	\$2,000.00	\$0.00	\$0.00	\$2,000.00
Utilities - 04301	\$5,000.00	\$0.00	\$0.00	\$5,000.00
Maintenance and Repairs - 04603	\$1,000.00	\$0.00	\$0.00	\$1,000.00
Insurance Property General Liability - 04502	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00
Office Expenses				
Office and Other Supplies - 05101	\$1,000.00	\$0.00	\$0.00	\$1,000.00
Postage - 04101	\$0.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$300.00	\$0.00	\$0.00	\$300.00
Publications - 05216	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training - 05401	\$0.00	\$0.00	\$0.00	\$0.00
Directors Officers - Insurance - 04501	\$0.00	\$0.00	\$0.00	\$0.00
Professional Fees Services (not audit) - 03410	\$0.00	\$0.00	\$0.00	\$0.00
Background Screening - 04938	\$0.00	\$0.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00
Travel Expenses				
Local Mileage - 04021	\$0.00	\$0.00	\$0.00	\$0.00
Parking Tools - 04028	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Expenses				
Rental Leases - Equipment - 04402	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Fuel and Maintenance - 04216	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Insurance -04502	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00
Direct Client Expenses - 08301				
Client Rent	\$0.00	\$0.00	\$0.00	\$0.00
Client Utilities	\$0.00	\$0.00	\$0.00	\$0.00
Client Food	\$0.00	\$0.00	\$0.00	\$0.00
Client Medical	\$0.00	\$0.00	\$0.00	\$0.00
Client Educational	\$784.00	\$0.00	\$0.00	\$784.00
Client Personal	\$0.00	\$0.00	\$0.00	\$0.00
Client Other - Outreach to Families	\$1,000.00	\$0.00	\$0.00	\$1,000.00
Client Other (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00
Total Operating Expenses	\$23,084.00	\$0.00	\$0.00	\$23,084.00
III. Operating Capital Outlay (OVER \$1,000)				
Machinery Equipment - 06402	\$0.00	\$0.00	\$0.00	\$0.00
Computers Software - 06427	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Direct Expenses Total	\$161,300.00	\$0.00	\$0.00	\$161,300.00
Percent of Budget	100.0%	0.0%	0.0%	100.0%

Groundwork Jacksonville, Inc. (McCoys Creek/Emerald Trail)

City Grant Proposal Term Sheet

Grant Recipient: Groundwork Jacksonville, Inc., a Florida not for profit corporation (“Recipient”)

Program Name: Services related to McCoys Creek and Emerald Trail Project (“Program”)

City Funding Request: \$50,000 (“City Funds”)

Fiscal Year: Fiscal Year 2020-2021

City Contract Term: October 1, 2020 – September 30, 2021

Any substantial change will require Council approval.

Program Background:

Groundwork Jacksonville, Inc. (GWJax) is the City’s primary non-profit organization specifically created to restore urban creeks, connect urban neighborhoods and convert neglected and contaminated land into parks, playgrounds, trails, and other public greenspace. Founded locally in 2014 as one of only 21 Groundwork Trusts across the country, Groundwork Jacksonville, Inc. is a partnership between the City of Jacksonville, the US National Park Service, the US Environmental Protection Agency, and Groundwork USA. Its goal is to build and connect Jacksonville’s Emerald Necklace, an idea championed by famed architect Henry Klutho in the early 20th Century.

Program Services and Activities:

During the City’s upcoming 2020/2021 fiscal year, GWJax will work closely with the City’s Public Works and Parks, Recreation and Community Services Departments on the following projects:

1. McCoys Creek Branches
 - GWJax will apply for grants to construct the branches (headwaters) portion of the McCoys Creek Restoration project. The construction costs are \$17 Million.
2. McCoys Creek Phase 2
 - GWJax will apply for a construction grant from NOAA (National Oceanic and Atmospheric Administration) for \$3 Million towards the costs to construct Phase 2.
3. GWJax will provide ongoing community engagement for the McCoys Creek Restoration and Emerald Trail projects.
4. Emerald Trail – Hogan Street Segment and S-Line Connector Segment
 - GWJax will oversee design of these two trail segments and contribute **\$777,251** (50%) of the project design costs.

Budget Schedule regarding the use of the City Funds:

See Budget Schedule for line item expenditures.

Payment Terms:

The City's \$50,000 contribution will fund a portion of the CEO's salary, which supports the staff's ability to focus on raising project funds. GWJax's fiscal year is July 1 through June 30. The City funds will provide reimbursement during the quarters ending December 2020, March 2021, and June 2021.

Additional Grant Requirements and Restrictions: City Funds for the Program shall be subject to Parts 1 through 5 of Chapter 118, Jacksonville Municipal Code. Recipient shall use the City funds for the Program in accordance with this City Council approved City Grant Proposal Term Sheet ("Term Sheet") and the City Council approved Program budget. The 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 further Council approval. The City's Department of Public Works will administer these City Funds.

Operating Budget
Groundwork Jacksonville, Inc.
Fiscal Year July 1, 2020 to June 31, 2021

	Carry Over	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	Total
Revenues														
Unrestricted Revenue	100,000	6,737	16,737	6,737	21,737	11,737	11,737	56,737	16,737	6,737	6,737	16,737	6,737	285,844
Restricted Contributions														
COJ Grant		16,666						16,667		16,667				50,000
Trail Building	322,967	50,000			340,000			125,000					327,750	1,165,717
McCoy's Creek Recreation Design						125,000	175,000		100,000		75,000		100,000	350,000
Hogans Creek 30% Design														400,000
*NOAA Grant (as requested)/McCoy's														
S-Line Bio Corridor TD/EPB	39,985													39,985
Florida Sea Grant		1,510			14,076									15,586
LISC-Trail		3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	45,000
Green Team														
Private Donations						10,000				11,000				21,000
Kids Hope Alliance		41,316	36,312											77,628
GWUSA			4,125											4,125
NPCA													1,500	1,500
Total Green Team Revenue														104,253
Total Project/Program Revenue														2,170,541
Total Revenues	462,952	119,979	60,924	10,487	379,563	150,487	190,487	202,154	120,487	21,487	102,154	20,487	614,737	2,456,385
Expenses														
Program Expense		25,065	11,602	13,449	7,437	7,337	7,605	7,540	7,425	11,227	9,477	14,071	31,889	154,124
Projects														
McCoy's Creek Recreational Design							43,750	43,750	43,750	43,750	43,750	43,750	43,750	306,250
* NOAA Grant - McCoy's Creek design														
Hogans Creek									67,000	67,000	67,000	67,000	67,000	335,000
Trail Building		81,000	81,000	81,000	130,300	130,200	130,200	49,200	49,200	49,200	5,167	5,167	5,167	781,300
S-Line Biodiversity Coordinator			200		5,884				18,400					39,985
Engagement Activities		1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417	1,417	17,004
Misc Projects		216			533			516	125		230			1,620
Total Project Expense														1,481,159
Operations														
General & Administrative:														
Executive Director		7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	84,000
Comm Engagement Specialist		3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	3,750	45,000
Member/Donor Coor		3,833	3,833	3,833	3,833	3,833	3,833	3,984	3,984	3,984	3,984	3,984	3,984	46,902
AmeriCorp			1,400				4,200					4,200		14,000
Development Consultant		2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	20,000
Trail Project Migr, Consultant		4,170	4,170	4,170	4,170	4,170	4,170	4,170	4,170	4,170	4,170	4,170	4,170	50,040
Other Operating Expenses		14,462	10,241	15,668	19,508	12,683	9,705	9,245	11,835	9,666	11,904	12,504	9,371	146,792
Operations Expense														406,733
Total Expenses		142,913	126,613	132,287	185,832	177,390	217,630	132,572	220,056	203,164	159,849	167,013	181,698	2,042,016

*\$357,280 NOAA grant awarded - still awaiting budget breakdown by month from consultant

2-1-1 Program City Grant Proposal Term Sheet

Grant Recipient: United Way of Northeast Florida, Inc., a Florida not for profit corporation (“UW”)

Program Name: 2-1-1 (“2-1-1” or “Program”)

City Funding Request: \$150,000 (“City Funds”)

Fiscal Year: Fiscal Year 2020-21

City Contract Term: October 1, 2020 – September 30, 2021

Any substantive change will require Council approval.

Program Background: United Way (UW) is requesting \$150,000 in funding for 2-1-1, Jacksonville’s only 24-hour information / referral service and help center and a key resource for residents seeking support as a result of COVID-19.

Program Background: United Way 2-1-1 is Jacksonville’s only 24-hour information / referral service and help center. 2-1-1 provides critical information and referral services for low-income and homeless persons and families as defined in United States Code 11302 (Title 42). United Ways in Florida commissioned the ALICE (Asset Limited, Income Constrained and Employed) report in part to help identify who are struggling to make ends meet financially (the working poor). The most recent report (released May 2020) showed that (pre-COVID) 27% of households are considered ALICE with an additional 13% in poverty in Duval County. This means 146,895 of all 367,238 Duval households – more than one in three – struggle to make ends meet. The ALICE report shows the cost of survival in Florida is \$24,600 for a single adult, \$27,348 for a senior citizen, and \$69,516 for a family of four. Putting this in perspective, the median salary in Florida for the most common occupation, retail sales, is \$22,040, less than all of these survival budgets.

Program Services and Activities:

Annual data (June 2019 – May 2020) shows that 2-1-1 answered 71,000+ total calls (87% from Duval County residents) and provided 72,346 referrals for emergency financial assistance (utility payment assistance, rent payment assistance, rental deposit assistance, homeless shelter referrals, utility deposit assistance, permanent supportive housing, furniture and clothing assistance and more). Additionally, since there is often a connection between mental illness and homelessness, it is also important to note that 2-1-1 is Jacksonville’s suicide prevention and intervention helpline. 2-1-1 staff responded to 883 suicide and crisis intervention/prevention calls from people in emotional distress and possibly suicidal.

This year, as a result of COVID-19, call volume in March and April increased 98.5% and 84.9% respectively compared to same time last year. The majority (85.3%) of COVID-19 calls have been directly related to a caller’s loss of income or employment. Zip codes receiving the most emergency financial assistance referrals are 32209, 32210, 32208, 32218, 32244 and 32211. As a

result of the pandemic, United Way activated the Florida First Coast Relief Fund (FFCRF). Since March, \$5.4 million has been raised, of which \$3.2 million has been allocated to 83 nonprofit agencies involved in the response to COVID-19. United Way 2-1-1 has served the primary role of connecting callers to the agencies providing relief and assistance through the FFCRF. United Way 2-1-1 also regularly convenes all emergency financial assistance providers, including the City's Social Service Division, to ensure effective coordination and collaboration in service delivery and resource distribution. 630-CITY has also been an active participant and partner in this group.

United Way 2-1-1 is also proud to partner with the Jacksonville Fire and Rescue Department and the City's Emergency Operations Center (EOC) when Duval County is impacted by a hurricane. (Immediately after Hurricane Irma, 2-1-1 worked closely with the City's EOC, Federal Emergency Management Agency (FEMA) and the Library system to establish FEMA Registration Sites that helped secure 110,000+ registrations for Duval County.) United Way is also establishing MISSION UNITED to help ensure a coordinated system of care that helps veterans and their families achieve successful outcomes and avoid slipping through the cracks as they transition from active military service. The decision to move forward with MISSION UNITED was made after extensive community and key stakeholder engagement to ensure that there would be value added and not duplicate existing activities. This includes the first-ever virtual Veteran Experience Action Center (VEAC) to connect local veterans who have filed claims with the VA, but have not yet been approved, with VA staff from around the Southeast. United Way 2-1-1 will have a pivotal role in registering and scheduling veterans for the VEAC. An estimated 400 veterans will participate with a goal of helping them receive millions in federal support.

United Way has significantly strengthened its 2-1-1 operations over the last year. This includes adding two new key managers – Donald Earl and Liza Cepada – to oversee day-to-day operations, prepare the team for the accreditation process, and strengthen quality assurance activities. Additionally, 2-1-1 has improved its call line functionality by adding interactive voice response (IVR) technology for callers in need of emergency financial assistance. This allows those callers to be handled in a separate queue, allowing other calls, including crisis calls, to be handled quickly. We are also improving the telephony system with the addition of SMS texting, permitting us to reach more residents; an analytics program which allows 2-1-1 to identify immediate call trends and needs, such as disaster and pandemic terms; and a customer survey which will allow 2-1-1 carry out our continuous customer improvement process. These vital program modernization improvements will incur expenses of over \$60,000 annually. Also, interpretation service costs increased by 400% in calendar year 2020 because of the increase in call volume.

Budget Narrative regarding the use of the City Funds:

\$13,000 – Head of Basic Needs - Jeff Winkler, a long-standing member of the non-profit community and a 13-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 strategic plan and vision. Jeff will spend approximately 35% of his time related to 2-1-1 activities.

\$27,000 – 2-1-1 Director - The 2-1-1 Director is responsible for daily management and oversight of UW 2-1-1 staff and volunteers, including scheduling, training, adherence to accreditation requirements and ongoing continuing education training. COJ funding would account for less than 50% of salary for this position.

\$90,000 – Call Center Specialists (6-7) – Answer calls and provide information & referral services and crisis intervention and suicide prevention support. COJ funding would account for approximately 67% of 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.

\$10,000 – 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.

Additional Grant Requirements and Restrictions: City Funds for the Program shall be subject to Parts 1 through 5 of Chapter 118, Jacksonville Municipal Code. Recipient shall use the City funds for the Program in accordance with the City Council approved City Grant Proposal Term Sheet (“Term Sheet”) and the City Council approved Program budget. The 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 further Council approval.

FY 20/21 City of Jacksonville Grant Proposal - Program Budget Detail

Lead Agency:
United Way of Northeast Florida, Inc.
Program Name:
United Way 2-1-1/Information Referral

City of Jacksonville Fiscal Year: October 1, 2020 to September 30, 2021

Any substantial change will require Council approval.

Categories and Line Items	BUDGET				
	Total Cost of Program FY 2020-2021	Agency Provided Funding	All Other Program Revenues	Funding Partners	
				City of Jacksonville (General Fund)	Private Foundation Funding
I. Employee Compensation					
Personnel - 01201 (list Title Name of Employee)					
1. Call Center Specialists (7)	\$192,000.00	\$85,000.00	\$17,000.00	\$90,000.00	\$0.00
2. Director	\$80,000.00	\$38,000.00	\$15,000.00	\$27,000.00	\$0.00
3. Call Center Specialists (Temp. Coverage)	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$0.00
4. 2-1-1 Overtime Expenses	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00
5. 2-1-1 MFV Care Coordinator	\$42,000.00	\$0.00	\$42,000.00	\$0.00	\$0.00
6. HMG Administrative Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7. Departmental Support	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8. Head of Basic Needs	\$54,650.00	\$37,000.00	\$4,650.00	\$13,000.00	\$0.00
9. 2-1-1 MFV Resource Specialist	\$35,000.00	\$0.00	\$35,000.00	\$0.00	\$0.00
10. Information Texting Platform Manager	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Employee Compensation	\$428,650.00	\$185,000.00	\$113,650.00	\$130,000.00	\$0.00
Fringe Benefits					
Payroll Taxes - FICA Med Tax - 02101	\$32,248.00	\$25,426.00	\$6,822.00	\$0.00	\$0.00
Health Insurance - 02304	\$99,255.00	\$78,000.00	\$21,255.00	\$0.00	\$0.00
Retirement - 02201	\$40,000.00	\$40,000.00	\$0.00	\$0.00	\$0.00
Dental - 02301	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00
Life Insurance - 02303	\$4,600.00	\$4,600.00	\$0.00	\$0.00	\$0.00
Workers Compensation - 02401	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Unemployment Taxes - 02501	\$400.00	\$400.00	\$0.00	\$0.00	\$0.00
Other Benefits - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$178,503.00	\$150,426.00	\$28,077.00	\$0.00	\$0.00
Total Employee Compensation	\$607,153.00	\$335,426.00	\$141,727.00	\$130,000.00	\$0.00
II. Operating Expenses					
Occupancy Expenses					
Rent - Occupancy -04408	\$48,000.00	\$48,000.00	\$0.00	\$0.00	\$0.00
Telephone - 04181	\$68,884.00	\$57,684.00	\$1,200.00	\$10,000.00	\$0.00
Utilities - 04301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance and Repairs - 04603	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Property General Liability - 04502	\$11,146.00	\$9,600.00	\$1,546.00	\$0.00	\$0.00
Other - (UWW UWof Annual Dues)	\$40,500.00	\$40,500.00	\$0.00	\$0.00	\$0.00
Office Expenses					
Office and Other Supplies - 05101	\$880.00	\$400.00	\$480.00	\$0.00	\$0.00
Postage - 04101	\$150.00	\$150.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$2,220.00	\$1,500.00	\$720.00	\$0.00	\$0.00
Publications - 05216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Staff Training Conferences - 05401	\$20,300.00	\$17,800.00	\$2,500.00	\$0.00	\$0.00
Directors Officers - Insurance - 04501	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Professional Fees Services (not audit) - 03410	\$50,000.00	\$40,000.00	\$0.00	\$0.00	\$10,000.00
Background Screening - 04938	\$700.00	\$700.00	\$0.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel Expenses					
Local Mileage - 04021	\$1,052.00	\$500.00	\$552.00	\$0.00	\$0.00
Parking Tools - 04028	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment Expenses					
Rental Leases - Equipment - 04402	\$37,694.00	\$37,694.00	\$0.00	\$0.00	\$0.00
Vehicle Fuel and Maintenance - 04216	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Vehicle Insurance -04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (Service Point Database CRM)	\$39,000.00	\$29,000.00	\$0.00	\$10,000.00	\$0.00
Direct Client Expenses - 08301					
Client Rent	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Food	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Medical	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Educational	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Personal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Other (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Operating Expenses	\$320,526.00	\$283,528.00	\$6,998.00	\$20,000.00	\$10,000.00
III. Operating Capital Outlay (OVER \$1,000)					
Machinery Equipment - 06402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Computers Software - 06427	\$2,200.00	\$0.00	\$2,200.00	\$0.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Outlay	\$2,200.00	\$0.00	\$2,200.00	\$0.00	\$0.00
Direct Expenses Total	\$929,879.00	\$618,954.00	\$150,925.00	\$150,000.00	\$10,000.00
Percent of Budget	100.0%	66.6%	16.2%	16.1%	1.1%

Agape Community Health Center, Inc.

City Grant Proposal Term Sheet

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

Program Name: Health Care Services (“Program”)

City Funding Request: \$156,150 (“City Funds”)

Fiscal Year: Fiscal Year 2020-2021

City Contract Term: October 1, 2020 – September 30, 2021

Any substantial change will require Council approval.

Program Background and Information regarding Funding Request:

AGAPE Community Health Center, Inc., a Federally Qualified Health Center (FQHC), is requesting a City of Jacksonville local match of **\$156,150**. AGAPE has been a key partner with the City for providing health care services to children, individuals and families since 2004.

In 2016 AGAPE independently won the three (3) year award from HRSA to provide primary care services in Jacksonville. In 2019 AGAPE once again, independently won the three (3) year award from HRSA to provide primary care services. The amount of this request is based on the required local match for AGAPE’s portion of the \$75M Low Income Pool (LIP) funding provided to FQHCs through the Florida Agency for Health Care Administration and the continued need to provide Charity Care. This request also includes the added benefit of a match for additional LIP funds that may become available because some municipalities will not be able to meet their required contribution.

TYPE	COJ MATCH	MATCH DESCRIPTION	ACHA STATE	TOTAL
LIP	\$ 156,150	Initial Local Intergovernmental Transfer	\$169,246	\$325,396
CITY	\$0	City Contribution	\$0	\$0
		Sub-Total Impact		\$325,396
HRSA	\$0	Local services partnership	\$0	\$2,100,000
TOTAL	\$156,150		\$169,246	\$2,425,396

For a City investment of **\$156,150** the citizens of Jacksonville will have return of investment of \$325,396 for additional services to be provided for some of the city’s neediest individuals and families, diverting them from our Emergency Rooms to a Primary Care Medical Home.

Serving the largest city in Florida, AGAPE operates five locations across the Jacksonville area. The Florida Association of Community Health Centers (FACHC) has determined the overall impact of AGAPE for 2019 was \$7.2 million, with an additional return on investment of 189% for each \$1.00 invested in Agape.'

LOCATIONS	
1	AGAPE West Jax: 120 King St, Jacksonville, FL 32204
2	AGAPE South Jax: 3900 University Blvd, Suite 2, Jacksonville, FL 32216
3	AGAPE Blanding: 5460 Blanding Blvd, Jacksonville, FL 32244
4	AGAPE Magnolia: 6024 Merrill Road, Jacksonville, FL 32277
5	AGAPE North Jax: 1680-35 Dunn Avenue, Jacksonville, FL 32218

Program Services and Activities:

The Programs provides health care services to children, individuals and families.

Budget Narrative regarding the use of the City Funds:

AGAPE Community Health Center, Inc. will expend the allocated funds as follows:

- \$156,150 will be used as our Intergovernmental Transfer (IGT) for FQHC LIP Funding from ACHA, and we will receive an additional \$169,246. These combined funds will be used for Emergency Room Diversion and Preventative Care.
- \$0 will be used for Labs and Diagnostic Testing

Additional Grant Requirements and Restrictions: City Funds for the Program shall be subject to Parts 1 through 5 of Chapter 118, Jacksonville Municipal Code. Recipient shall use the City funds for the Program in accordance with this City Council approved City Grant Proposal Term Sheet (“Term Sheet”) and the City Council approved Program budget. The 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 further Council approval.

2020-2021 Direct City Grant

Grant Recipient: I.M. Sulzbacher Center for the Homeless, Inc. (dba-Sulzbacher), a Florida not for profit corporation

Program Name: Homelessness Continuum of Care (“Program”)

Funding Amount: \$270,000

Receipt of this Direct City Grant will not disqualify the Recipient from eligibility to apply for funding under other City grant programs. These funds will be used under Chapter 118 part 1-5 and not PSG. Any substantial changes to this scope will need City Council approval

City Contract Term: October 1, 2020 – September 30, 2021

Any substantial change will require Council approval.

To be paid in arrears or in advance? In arrears
If in advance a waiver of 118.201(f)(7) is required

Other than any waivers, Parts 1 through 5, Ch. 118, apply

Goal:

To continue and build on Phase I of the very successful Urban Rest Stop program which has increased access to many services for our downtown street homeless population and has had a proven track record of substantially decreasing violent crime in Zone 1 according to JSO data. On one campus we have been able to provide the continuum of care services in partnership with the Mental Health Resource Center’s (MHRC) Link and Quest Program. This year we would like to expand into Phase II of the program with the addition of a Director of Programming for the URS who will be laser focused on bringing in new services and partners to further improve the outcomes around housing, jobs and healthcare for this population. Active structured programming creates an incentive for the participant to come to the URS and gain access to the services required to end their homelessness. This will further engage the participants and ensure that they will leverage the resources and that the URS will not become just a passive location.

Scope of Project (for what services or an item is the administration allowed to reimburse?):

The continuum of care toward which these funds are to be used includes:

- **Additional weekend hours** - Total cost of 3 staff persons x \$18/hr. x 24 hours each/week x 52 weeks = \$67,392. Of this, COJ to fund 2 staff persons x \$18/hr. x 16 hours each/week x 52 weeks = \$29,952.
- **Maintenance staff** - 2 hours/day x \$11.00/hour x 365 day = \$8,030.
- **Urban Rest Stop Program Director, to provide oversight and direction to the program, figured at annual salary of \$65,000.**
- **Benefits** for weekend staff and Urban Rest Stop Program Director, figured at 28% of salary = \$37,070. Of this, COJ to fund \$26,586.
- **Utility Costs** - 8,000 SF x \$.1911/month/SF x 12 months, to include all pavilion, booth, and library space, = \$18,346.
- **Maintenance/Janitorial Supplies**, figured at \$250/year.

- **Program Supplies** - Total cost of detergent, soap, shampoo, towels, cleaning supplies and paper products, figured at \$25,000/year. Of this, COJ to fund \$18,146.
- **JSO Officer (weekdays)** - Total cost of \$99,450 for a JSO officer on site rotation during the day (\$45/hour x 40 hours/week x 52 weeks, plus scheduler fee of \$225 every two weeks).Of this, COJ to fund \$75,214.
- **JSO Officer (weekends)** -Total cost of \$56,160 for a JSO officer on site rotation during the day (\$45/hour x 24 hours/week x 52 weeks). Of this, COJ to fund \$28,476.

We will continue access to services including: emergency shelter, rapid rehousing, permanent supportive housing, case management, meals, life skills, employment assistance and referrals, career education, primary health and dental care, mental health care, substance abuse counseling, showers, laundry and mail access. With the addition of a person dedicated to programming the Urban Rest Stop, we will move into a more outcome-based service model (Phase II). Partnering with other agencies to rotate through the URS and providing classes and other activities throughout the day will result in increased participation and engagement by the clients. We will also be adding a storage component and an expanded transportation component through our additional Weaver Challenge funding that will enable clients to reach us more easily throughout the day and have a place to store their belongings so that they can go on job interviews and other necessary appointments. This funding is 3 year funding which is a match to this COJ funding-see Mayor's letter attached. Having partner agencies rotate through the URS has been a long time goal and one the new Director will be able to facilitate. This is great timing as it builds on the strong momentum of the Mayor's COVID Shelter Task Force that was established at the beginning of the pandemic and has accomplished a community wide homeless response which all shelters follow and establishing a pop-up Urban Rest Stop, a quarantine hotel, shelter wide COVID testing and more. This increased collaboration will continue to greatly enable street homeless clients to access even more resources during the day and get linked immediately into the homeless services system without the barrier of transportation to other service facilities.

Deliverables (What is required of Recipient to demonstrate successful completion of the project scope and entitlement to a reimbursement?):

The co-location of MHRC's Link and Quest Program at Sulzbacher has increased services using existing capacity which was a main goal of the Mayor's Task Force. The capacity that became available with the opening of the Sulzbacher Village and subsequent moving of the women and families left 6,000 square feet of usable space at the 611 E. Adams Street location including a large 15 stall shower, 10 stall bathroom, laundry facilities, outdoor deck, multi-purpose room, and office space to house MHRC's Link and Quest Program staff. The City administration 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, food detailed above were purchased and this resulted in a person received emergency shelter, a person was rehoused, meals were provided, education and training were provided, health care was provided.

In addition-this year as we establish Phase II of the program with the addition of a Director and formalized monthly outcome goals will be set around jobs, housing and healthcare in addition to the output goals above. These goals will be shared with the Mayor's Task Force and reported to that body at each meeting for accountability purposes

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.

Budget Schedule regarding the use of the City funds:

See Budget Schedule for line item expenditures.

Payment Terms:

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, food detailed above were purchased and this resulted in a person received emergency shelter, a person was rehoused, meals were provided, 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.

Additional Grant Requirements and Restrictions:

City Funds for the Program shall be subject to Parts 1-5 of Chapter 118, Jacksonville Municipal Code. These funds will be used under Chapter 118 part 1-5 and not PSG. Specifically, the provisions of 118.805 to the contrary are waived. Recipient shall use the City funds for the Program in accordance with this City Council approved City Grant Proposal Term Sheet ("Term Sheet") and the City Council approved Program Budget. The Grants Administrator may amend this Term Sheet and the approved Program Budget consistent with the Program needs provided that any substantial change to the Term Sheet or the approved Program budget will require further Council approval.

FY 2020/21 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

Categories and Line Items	Current Year Budget FY 2019-2020	Total Cost of Program FY 2020-2021	Agency Provided Funding	All Other Program Revenues	Funding Partners		
					City of Jacksonville (City Grant)	Federal/ State & Other Funding	Weaver Match Funding
I. Employee Compensation							
Personnel - 01201 (list Job Title or Positions)							
1 Weekend Staff (3 staffpersons)	\$67,392.00	\$67,392.00	\$37,440.00	\$0.00	\$29,952.00	\$0.00	\$0.00
2 Maintenance Staff	\$8,030.00	\$8,030.00	\$0.00	\$0.00	\$8,030.00	\$0.00	\$0.00
3 Urban Rest Stop Program Director	\$0.00	\$65,000.00	\$0.00	\$0.00	\$65,000.00	\$0.00	\$0.00
4 Additional hours for weekend staff and JSO	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00
5	\$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
7	\$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
9	\$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
11	\$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
13	\$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
15	\$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
17	\$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
19	\$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
Subtotal Employee Compensation	\$75,422.00	\$190,422.00	\$37,440.00	\$0.00	\$102,982.00	\$0.00	\$50,000.00
Fringe Benefits							
Payroll Taxes - FICA & Med Tax - 02101	\$5,155.00	\$10,122.00	\$2,860.00	\$0.00	\$7,262.00	\$0.00	\$0.00
Health Insurance - 02304	\$9,266.00	\$18,210.00	\$5,152.00	\$0.00	\$13,058.00	\$0.00	\$0.00
Retirement - 02201	\$1,213.00	\$2,383.00	\$674.00	\$0.00	\$1,709.00	\$0.00	\$0.00
Dental - 02301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Life Insurance - 02303	\$1,719.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Workers Compensation - 02401	\$843.00	\$3,376.00	\$955.00	\$0.00	\$2,421.00	\$0.00	\$0.00
Unemployment Taxes - 02501	\$674.00	\$1,655.00	\$468.00	\$0.00	\$1,187.00	\$0.00	\$0.00
Other Benefits - (Please describe) Disability	\$0.00	\$1,324.00	\$375.00	\$0.00	\$949.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$18,870.00	\$37,070.00	\$10,484.00	\$0.00	\$26,586.00	\$0.00	\$0.00
Total Employee Compensation	\$94,292.00	\$227,492.00	\$47,924.00	\$0.00	\$129,568.00	\$0.00	\$50,000.00
II. Operating Expenses							
Occupancy Expenses							
Rent - Occupancy - 04408	\$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
Utilities - 04301	\$18,346.00	\$18,346.00	\$0.00	\$0.00	\$18,346.00	\$0.00	\$0.00
Maintenance and Repairs - 04603	\$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
Other - Janitorial Supplies	\$250.00	\$250.00	\$0.00	\$0.00	\$250.00	\$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
Postage - 04101	\$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
Publications - 05216	\$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
Directors & Officers - Insurance - 04501	\$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
Background Screening - 04938	\$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
Other - (Please describe)	\$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
Client transportation	\$0.00	\$45,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$45,000.00
Equipment Expenses							
Rental & Leases - Equipment - 04402 Rental of washers/dryers	\$19,140.00	\$19,140.00	\$19,140.00	\$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
Vehicle Insurance - 04502	\$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
Direct Client Expenses - 08301							
Client Rent	\$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
Client Food - Breakfasts	\$31,200.00	\$31,200.00	\$31,200.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Food - Lunches	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00
Client Educational	\$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
Client Other - Temporary Supportive Housing	\$50,000.00	\$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	\$6,854.00	\$0.00	\$18,146.00	\$0.00	\$0.00
Other Expenses							
Other - Security - JSO Officer Weekdays	\$99,450.00	\$99,450.00	\$24,236.00	\$0.00	\$75,214.00	\$0.00	\$0.00
Other - Security - JSO Officer Weekends	\$56,160.00	\$56,160.00	\$27,684.00	\$0.00	\$28,476.00	\$0.00	\$0.00
Other - Security - Storage facility for client's possessions	\$0.00	\$65,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$65,000.00
Total Operating Expenses	\$299,546.00	\$409,546.00	\$109,114.00	\$0.00	\$140,432.00	\$0.00	\$160,000.00
III. Operating Capital Outlay (OVER \$1,000)							
Machinery & Equipment - 06402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Computers & Software - 06427	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - Renovations to space	\$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
Direct Expenses Total	\$393,838.00	\$637,038.00	\$157,038.00	\$0.00	\$270,000.00	\$0.00	\$210,000.00
Percent of Budget	-	100.0%	24.7%	0.0%	42.4%	0.0%	33.0%

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

Goodwill Industries of North Florida Inc. A-STEP program

City Grant Proposal Term Sheet

Grant Recipient: Goodwill Industries of North Florida Inc. (Goodwill)

Program Name: A-STEP (Academic Support Through the Employment Process)

City Funding Requests:

\$225,000 in Fiscal Year 2020-2021

City Contract Terms:

October 1, 2020– September 30, 2021

Any substantial change will require Council approval.

Program Services and Activities:

“Access without Support is not opportunity” –Dr. Vincent Tinto. This is the core philosophy of the A-STEP program. A-STEP is a highly effective and cost-efficient workforce preparation program that takes the most disadvantaged adults past entry-level employment to a sustainable career. Unique to workforce development programs, A-STEP is an evolution of lessons learned through Goodwill’s 80 year history in workforce development and experience operating 4 Job Junctions free walk-in full service career centers. The program represents Goodwill’s commitment to assist people to not just get jobs, but to get better jobs. A-STEP’s demographics target adults 18 years and up. (The typical programming cut off is 24 years of age). The majority of candidates are the working poor including single mothers living below national poverty guidelines, as well as returning citizens looking to rebuild their lives

A-STEP offers in-depth evaluation of skills, interest and resources needed for enrollment in postsecondary education. Once enrolled candidates are provided intensive case management and support through the completion of a first certificate or degree related to realistic opportunities for employment. This is accomplished through a pragmatic design ensuring the integration of important resources. These services and resources include:

- Find immediate employment if needed
- Enrollment in GED classes if needed
- Career assessment & readiness skills, computer skills, resume soft skills and interview techniques
- NW A-STEP Candidates will receive one-on-one financial counseling through new designation as a Financial Opportunity Center (FOC) through HUD
- College program enrollment
- Secure wrap-around services if needed for candidate success (Including external dollars from scholarship programs or donor support)
- Gap funding (\$2,000 for needs not typically supported: childcare, transportation, tuition or books)
- Placement in employment and tracking success for 3 years

Program Results to Date:

The approval for 2019-2020 funding began on October 1st-2019. The A-STEP College Navigator was hired and trained through October and first weeks of November with the full implementation of the program in late November. The positive results quickly followed with a slight slowdown due to the interruption of COVID 19:

- Student support has been invested in 24 candidates on an average of \$1050/candidate
- 87% of A-STEP candidates enrolled have either graduated or are still persisting
- 67% of A-STEP candidates enrolled in and completed a program have been successful
 - 2 graduates are employed in their field of study with a 44% increase in earnings
 - 5 graduates are waiting to take their state exam:-testing closed due to COVID 19

- 3 graduates are currently re-enrolled to earn a second certification
- Current statistics: 6 successful graduates, 14 currently enrolled (11 will graduate by July 30, 2020 with 2 completing by December 31, 2020) 5 are working towards enrollment
- FOC implemented with 3 candidates currently enrolled
- Steady stream of potential candidates are showing interest in the program daily

What are we proposing?

Goodwill is asking for \$225,000 in budget year 2020-2021 to continue dedicated services in the North West Jacksonville (zip codes 32205, 32208, 32209, 32218, 32219 & 32354). An A-STEP College Navigator has been embedded in the Emmett Reed Center, 1093 W Sixth Street. Funds allow A-STEP to transform lives of candidates living in the region. This includes \$77,400 for salary, taxes and benefits of the College Navigator and a portion of the Chief Mission Officer, \$100,000 in “gap funding” (up to \$2,000 per candidate), Gap funding includes GED classes if required as well as vocational workshops if needed, \$1,000 for supplies and \$46,000 for financial coaching in the FOC partnership with the Family Foundations.

Additional Grant Requirements and Restrictions

City Funds for the Program shall be subject to Parts 1 through 5 of Chapter 118, Jacksonville Municipal Code. Recipient shall use the City funds for the Program in accordance with this City Council approved City Grant Proposal Term Sheet (“Term Sheet”) and the City Council approved Program budget. The 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 further Council approval.

FY 2021 PSG/ City Grant - Program Budget Detail

Lead Agency:
 Goodwill Industries of North Florida, Inc.
 Program Name:
 A-STEP

Agency Fiscal Year: October 1, 2020 - September 30, 2021

BUDGET

Categories and Line Items	Current Year Prg Budget FY 2019-2020	Total Cost of Program FY 2020-2021	Funding Partners				
			Agency Provided Funding	All Other Program Revenues	City of Jacksonville (City Grant) 2020 - 2021	Federal/ State & Other Funding	Private Foundation Funding
I. Employee Compensation							
Personnel - 01201 (list Job Title or Positions)							
Chief Mission Officer	\$23,178.00	\$125,000.00	\$100,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00
Mission Development Director		\$5,048.00	\$5,048.00	\$0.00	\$0.00	\$0.00	\$0.00
ASTEP Program Manager	\$58,000.00						
College Navigator	\$45,000.00	\$42,720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,720.00
College Navigator	\$45,000.00	\$42,720.00	\$42,720.00	\$0.00	\$0.00	\$0.00	\$0.00
College Navigator	\$45,000.00	\$42,720.00	\$0.00	\$0.00	\$42,720.00	\$0.00	\$0.00
Subtotal Employee Compensation	\$216,178.00	\$258,208.00	\$147,768.00	\$0.00	\$67,720.00	\$0.00	\$42,720.00
Fringe Benefits							
Payroll Taxes - FICA & Med Tax - 02101	\$16,188.00	\$16,226.00	\$9,988.00	\$0.00	\$3,119.00	\$0.00	\$3,119.00
Health Insurance - 02304	\$14,472.00	\$14,400.00	\$4,560.00	\$0.00	\$4,920.00	\$0.00	\$4,920.00
Retirement - 02201	\$2,250.00	\$2,250.00	\$2,250.00	\$0.00	\$0.00	\$0.00	\$0.00
Dental - 02301	\$50.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Life Insurance - 02303	\$1,650.00	\$1,650.00	\$1,650.00	\$0.00	\$0.00	\$0.00	\$0.00
Workers Compensation - 02401	\$6,348.00	\$6,998.00	\$4,178.00	\$0.00	\$1,410.00	\$0.00	\$1,410.00
Unemployment Taxes - 02501	\$850.00	\$668.00	\$206.00	\$0.00	\$231.00	\$0.00	\$231.00
Other Benefits - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$41,808.00	\$42,192.00	\$22,832.00	\$0.00	\$9,680.00	\$0.00	\$9,680.00
Total Employee Compensation	\$257,986.00	\$300,400.00	\$170,600.00	\$0.00	\$77,400.00	\$0.00	\$52,400.00
II. Operating Expenses							
Occupancy Expenses							
Rent - Occupancy -04408	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Telephone - 04181	\$5,900.00	\$4,500.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities - 04301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance and Repairs - 04603	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Property & General Liability - 04502	\$350.00	\$500.00	\$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
Office Expenses							
Office and Other Supplies - 05101	\$8,000.00	\$2,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
Postage - 04101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing and Advertising - 04801	\$8,000.00	\$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
Staff Training - 05401	\$10,000.00	\$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
Professional Fees & Services (not audit) - 03410	\$0.00	\$1,200.00	\$1,200.00	\$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
Other - Equipment under \$1,000 - 06403	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - (membership dues)	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel Expenses							
Local Mileage - 04021	\$6,000.00	\$2,000.00	\$2,000.00	\$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
Equipment Expenses							
Rental & Leases - Equipment - 04402	\$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
Vehicle Insurance -04502	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - Out of Town Travel	\$0.00	\$2,500.00	\$2,500.00	\$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
Client Utilities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Food	\$6,000.00	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Medical	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Client Educational	\$400,000.00	\$220,000.00	\$107,400.00	\$0.00	\$100,000.00	\$0.00	\$12,600.00
Client Personal - Financial Coaching	\$30,000.00	\$52,000.00	\$5,400.00	\$0.00	\$46,600.00	\$0.00	\$0.00
Client Other GED Classes & Workshops	\$10,000.00	\$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
Total Operating Expenses	\$484,250.00	\$298,700.00	\$138,500.00	\$0.00	\$147,600.00	\$0.00	\$12,600.00
III. Operating Capital Outlay (OVER \$1,000)							
Machinery & Equipment - 06402	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Computers & Software - 06427	\$0.00	\$6,000.00	\$6,000.00	\$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
Total Capital Outlay	\$0.00	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Expenses Total	\$742,236.00	\$605,100.00	\$315,100.00	\$0.00	\$225,000.00	\$0.00	\$65,000.00
Percent of Budget	100.0%	100.0%	52.1%	0.0%	37.2%	0.0%	10.7%

First Coast Crime Stoppers
City Grant Proposal Term Sheet

Grant Recipient: First Coast Crime Stoppers, Inc.

Program Name: First Coast Crime Stoppers (“Program”)

Funding Amount: \$150,000

City Contract Term: October 1, 2020 – September 30, 2021

Any substantial change will require Council approval.

Program Background:

The Program has been primarily funded through additional fines imposed by the courts, but this funding no longer meets all our needs for operating effectively and paying rewards. The heart of our Program is providing individuals the ability to provide information about crime and criminals to law enforcement, while remaining totally anonymous. We offer rewards of up to \$3,000 for information that leads to an arrest.

Our funding has decreased over the past few years, as fines imposed by the courts have not been collected. With the pandemic this year, collections have decreased significantly, and fundraisers have not been held. Therefore, our funds are not sufficient to cover the costs of operating the Program on an annual basis.

We utilize many methods to advertise the Program, such as bus shelters and JTA bus wraps. We have cut back on advertising and promotional materials distributed at public events.

Program Services and Activities:

Criminal informants are offered rewards up to \$3,000 for information that leads to an arrest.

Promotional materials are provided at public events and Program marketing is placed through public transportation, Tax Collector offices and news media.

Payment Terms:

The Office of Grants and Compliance of the Department of Finance and Administration shall oversee the project described herein and the Program for advertising. Reimbursable expenditures include rolling billboards, bus wraps, bus stops and news media. In addition, a narrative report will be submitted with each reimbursement request providing an overview of the Program activities and outcomes during the period for which reimbursement is sought.

Additional Grant Requirements and Restrictions

City Funds for the Program shall be subject to Parts 1 through 5 of Chapter 118, Jacksonville Municipal Code. Recipient shall use the City funds for the Program in accordance with this City Council approved City Grant Proposal Term Sheet (“Term Sheet”) and the City Council approved Program budget. The 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 further Council approval.

FY 2021 PSG/ City Grant - Program Budget Detail

Lead Agency:
 First Coast Crime Stoppers, Inc.
 Program Name:
 First Coast Crime Stoppers

Agency Fiscal Year:
 July 1, 2020 - June 30, 2021

BUDGET

Categories and Line Items	Current Year Prg Budget FY 2019-2020	Total Cost of Program FY 2020-2021	All Other Program Revenues	Funding Partners		
				City of Jacksonville (City Grant)	Federal/ State & Other Funding	Private Foundation Funding
I. Employee Compensation						
Personnel - 01201 (list Job Title or Positions)						
1 Executive Director	\$101,197.68	\$58,150.92	\$0.00	\$0.00	\$58,150.92	\$0.00
Office Manager	\$27,263.40	\$11,440.00	\$0.00	\$0.00	\$11,440.00	\$0.00
Bookkeeper	\$28,348.32	\$11,440.00	\$0.00	\$0.00	\$11,440.00	\$0.00
4	\$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
Subtotal Employee Compensation	\$156,809.40	\$81,030.92	\$0.00	\$0.00	\$81,030.92	\$0.00
Fringe Benefits						
Payroll Taxes - FICA & Med Tax - 02101	\$11,995.92	\$6,198.87	\$0.00	\$0.00	\$6,198.87	\$0.00
Health Insurance - 02304	\$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
Dental - 02301	\$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
Workers Compensation - 02401	\$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
Other Benefits - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Taxes and Benefits	\$11,995.92	\$6,198.87	\$0.00	\$0.00	\$6,198.87	\$0.00
Total Employee Compensation	\$168,805.32	\$87,229.79	\$0.00	\$0.00	\$87,229.79	\$0.00
II. Operating Expenses						
Occupancy Expenses						
Rent - Occupancy -04408	\$14,587.08	\$14,587.08	\$0.00	\$0.00	\$14,587.08	\$0.00
Telephone - 04181	\$19,500.00	\$19,500.00	\$0.00	\$0.00	\$19,500.00	\$0.00
Utilities - 04301	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance and Repairs - 04603	\$200.00	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00
Insurance Property & General Liability - 04502	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00
Other - (Please describe)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Expenses						
Office and Other Supplies - 05101	\$3,900.00	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00
Postage - 04101	\$310.00	\$310.00	\$0.00	\$0.00	\$310.00	\$0.00
Printing and Advertising - 04801	\$170,204.00	\$260,104.00	\$0.00	\$150,000.00	\$110,104.00	\$0.00
Publications - 05216	\$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
Directors & Officers - Insurance - 04501	\$2,200.00	\$2,200.00	\$0.00	\$0.00	\$2,200.00	\$0.00
Professional Fees & Services (not audit) - 03410	\$11,629.50	\$11,138.57	\$0.00	\$0.00	\$11,138.57	\$0.00
Background Screening - 04938	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other - Equipment under \$1,000 - 06403	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00
Other - Travel - Conferences & Tallahassee	\$6,400.00	\$3,900.00	\$0.00	\$0.00	\$3,900.00	\$0.00
Other - Awards & Memorials	\$36,800.00	\$36,000.00	\$0.00	\$0.00	\$36,000.00	\$0.00
Travel Expenses						
Local Mileage - 04021	\$2,990.00	\$2,990.00	\$0.00	\$0.00	\$2,990.00	\$0.00
Parking & Tools - 04028	\$4,000.00	\$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
Vehicle Fuel and Maintenance - 04216	\$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
Other - (Please describe)	\$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
Client Utilities	\$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
Client Medical	\$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
Client Personal	\$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
Total Operating Expenses	\$274,220.58	\$353,629.65	\$0.00	\$150,000.00	\$203,629.65	\$0.00
III. Operating Capital Outlay (OVER \$1,000)						
Machinery & Equipment - 06402	\$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
Other - (Please describe)	\$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
Direct Expenses Total	\$443,025.90	\$440,859.44	\$0.00	\$150,000.00	\$290,859.44	\$0.00
Percent of Budget	-	100.0%	0.0%	34.0%	66.0%	0.0%

Last Modified: 02/11/2020

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



**VIOLENCE IS CONTAGIOUS; WE CAN
TREAT AND, ULTIMATELY, CURE VIOLENCE
USING A HEALTH APPROACH**

cureviolence.org | #cureviolence

Cure Violence Training and Technical Assistance Scope of Services: Jacksonville

Cure Violence has provided an array of Training and Technical Assistance (TTA) to over 100 communities in over 10 countries. The services are adapted to each unique community based on the needs and capacity of the local partners. The following is a proposed TTA plan to implement two (2) new replication sites in coordination with Jacksonville Mayor's Office. Cure Violence's ultimate goal is to provide quality TTA services to assist in ending the violence epidemic.

Full Replication

Cure Violence will provide comprehensive and intensive training, support and guidance throughout the pre-implementation, implementation, and evaluation stages. This includes pre-implementation assistance (staffing patterns, staff recruitment planning and hiring guidance), onsite trainings, e-learning, peer learning, database management, conference participation, communications assistance, policy development and advocacy and overall project management. Cure Violence will provide its core training modules, as stipulated in the Schedule of Activities, which includes:

Training

- Violence Interruption and Reduction Training (VIRT)
- Management Training: Interruption & Outreach
- Database and Documentation
- Conflict Mediation Techniques
- Recruitment of "Highest Risk"
- Engaging and Building Rapport (Highest Risk)
- Risk Reduction Planning
- Using Data to Leverage Program Implementation
- Using Data to Evaluate Success or Opportunities

Technical Assistance

- Embedded Cure Violence Staff TTA
- Site Visits
- On-going Support (weekly calls, etc.)

Advanced Training

- Leading with Equity
- Spokesperson Training
- Addressing Trauma
- Building a Health System to Prevent Violence

Suggested Schedule of Activities

- Weekly calls
- Weekly data reports
- Management Training
- VIRT
- Database Training
- Embedded TTA
- Site Certification Visit

Cost

This TTA package is valued at \$150,000. Travel, lodging and administrative services are included in this cost.

Term

October 2020-September 2021

Scope of Services

Cure Violence Public Health Model Implementation

This Scope of Work Statement outlining services to be provided by both Reintegration Solutions (d.b.a. Noah's Ark Project) and Bridges to the Cure (BTTC) to stop or, if that is not possible, reduce the shootings and killings occurring in the northwest Jacksonville neighborhoods immediately adjacent to downtown.

Bridges to the Cure and Noah's Ark Project assert that the elimination of violence is part or all of its written mission statement and to that end agrees to implement the Cure Violence public health model and all its components with fidelity. The three components to the model are as follows:

- Interruption of violent conflicts
- Changing behaviors of high risk individuals
- Changing community norms

The provider deliverables within the components of the Bridges to a Cure model include:

1. Interruption of Violent Conflicts

Trained staff from the community know as violence interrupters prevent shootings and killings by detecting and interrupting potentially lethal conflicts in the community and mediating them to a peaceful end.

- Prevent retaliations
- Mediate ongoing conflicts
- Follow up to maintain peace

2. Changing Behaviors of High-risk Individuals

Outreach workers identify people at the highest risk for violence and work side by side with them to reach and maintain a non-violent path to conflict resolution.

- Challenge thinking on use of violence
- Provide support at critical times
- Connect with job opportunities and social services

3. Changing Community Norms

Violence Interrupters and outreach workers engage community leaders, residents, business owners, faith leaders, social service providers, and those at highest risk to reject the idea of violence as an acceptable behavior to resolve conflict in their neighborhood.

- Respond to every shooting
- Organize community activities
- Spread positive norms

Ongoing Program Implementation

- Weekly calls
- Weekly data reports

- Ongoing Site Certification Visits
- Ongoing Technical Assistance and Training

Food

Backup documentation will be provided for all food expenditures. Expenditures for food will not exceed 5% of the total amount.

Term: October 1, 2020 thru September 30, 2021

Cost:

Bridges to the Cure - \$800,000

Noah's Ark Project - \$725,000

Bridges to the Cure FY2021 Budget	
I. Employee Compensation [13]	
Personnel - 01201	Annual
Subtotal Employee Compensation [14]	\$ 560,000.00
Subtotal Taxes and Benefits [15]	\$ 130,000.00
Total Employee Compensation [16]	\$ 690,000.00
II. Operating Expenses	
Occupancy Expenses	\$ 48,500.00
Office Expenses	\$ 33,000.00
Travel Expenses	\$ 7,500.00
Direct Client Expenses - 08301	\$ 21,000.00
Total Operating Expenses [17]	\$ 110,000.00
Total Capital Outlay [18]	\$ -
Expenses Total [19]	\$ 800,000.00

Noah Ark Project FT 2021 Budget

Categories and Line Items	FY2021
I. Employee Compensation	
Subtotal Employee Compensation	\$ 442,500
Subtotal Taxes and Benefits	\$ 158,500
Total Employee Compensation	\$ 601,000
II. Operating Expenses	
Occupancy Expenses	\$ 55,750
Office Expenses	\$ 29,350
Travel Expenses	\$ 8,400
Equipment Expenses	\$ 10,500
Direct Client Expenses - 08301	\$ 12,500
Total Operating Expenses	\$ 116,500
III. Operating Capital Outlay (OVER \$1,000)	
Total Capital Outlay	\$ 7,500
Expenses Total	\$ 725,000

**Cure Violence
Program Scope of
Services
Family Foundations**

DESCRIPTION OF GOODS/SERVICES: To provide mental health and financial wellness services for the Cure Violence program.

Family Foundations of Northeast Florida, Inc. ("Family Foundations") has demonstrated and proven experience working with individuals from "high-risk" backgrounds and environments. Prior to our work on the Cure Violence assessment, Family Foundations gained considerable experience in providing trauma-informed care to high-risk individuals through our work in the United Way of Northeast Florida's Full-Service Schools initiative ("FSS") and the Partnership for Child Health's Criminal Justice Reinvestment Grant ("CJRG").

Family Foundations has conducted group crisis intervention, post crisis debriefing and grief/loss sessions for individuals with first-hand exposure to violence - i.e. experienced a shooting, witnessed a shooting, or was a shooting survivor. These group crisis intervention sessions were designed to reduce the re-traumatizing of individuals exiting a violent street event. We have also worked directly with individuals who are openly grieving the murder of a child, the murder of a parent and the murder of a friend and/or relative. Some of these individuals have experienced all four within a short time span. We found in our work that traumatic experiences complicate an individual's capacity to make sense of their lives and make meaningful consistent relationships with their families and in their work in the community. Our group crisis intervention, grief loss sessions and trauma-informed group sessions include a focus on the three "**E's**" of trauma: the **Events**, the **Experience**, and the **Effect**. The outcome is that trauma-informed group crisis intervention forms a potential pathway to recovery.

Family Foundations has provided group educational counseling to individuals who have a history of violence through a gradual and phased in approach in weekly sessions. We used educational group sessions to discuss variables in their violent past that they would like to change and how they feel their past behaviors were impacting the new path they chose. Counseling sessions were open entry/exist because of the addition/deletion of staff. This allowed for continuity of weekly sessions. The crisis work done by these individuals was stressful and unpredictable. By using a gradual approach, we encouraged individuals to specifically focus on their violent past by identifying unwanted behaviors and showing them ways to alter the patterns they had learned and practiced. The educational group sessions also allowed them to develop new skills, recognizing triggers to past violent behavior. The sessions guided them through the process of how and when to apply learned coping techniques on the behaviors they wanted to change. The outcome was to assist them with eliminating unwanted behaviors associated with their past, practice new behaviors as replacements and work towards the path they selected. We introduced positive affirmations and encouraged positive reinforcement.

To ensure the educational concept worked we introduced 6 key principles of a trauma-informed approach to reducing violent behavior. The group learned the principle of (1). Safety for each member of the community, (2). How the principle of trustworthiness and transparency reduces suspicion, distrust and doubt, (3). How peer support and team building result in shared ideals and goals, (4). How collaboration distributes the weight equally among the team, (5). How empowerment, voice and choice eliminate the distraction of competing groups, and (6). How the principle of understanding cultural norms

educates the team about it's past, redirecting attention from the individual's past to the team. It was critical in sessions that we promoted the link to recovery and resilience to changed behavior that would positively impact their children and families, who also experienced their violence and subsequent trauma.

Trauma-Informed Care is the basis for all of the work and counseling we provide. We fully understand that our clients suffer from various types of trauma: violence, drug addiction, foster care, incarceration, and poverty. It is incumbent upon us to recognize and provide appropriate responses to the trauma and help clients effectively deal with the impact by using trauma-specific interventions and providing a physical, psychological, and emotionally safe environment. Family Foundations incorporates the Four Rs of trauma-informed care in all of its mental health:

- **Realize** - the widespread impact of trauma and understand paths for recovery
- **Recognize** - the signs and symptoms of trauma in clients, families, staff, and others involved with the system
- **Respond** - by fully integrating knowledge about trauma into policies, procedures, and practices; and
- **Resist**- re-traumatization of individual.

Moreover, all mental health staff receive training on trauma-informed care and regularly participate in continuing education to learn new strategies, techniques, and interventions to assist clients who have an/or are currently experiencing trauma.

Over the past four-months, Family Foundations has engaged with Interrupters in each of the two Jacksonville locations to get a sense of the types of crisis and violence responses they encounter. We looked at how trauma-informed counseling could reduce the initial distress caused by exposure to these traumatic events. We determined that using short and long-term adaptive functioning and coping skills could be helpful techniques that Interrupter could use to manage the impact of violence intervention. Family Foundations also found that use of case management services would help to wrap around provide support services to their network.

It is clear that the work of an Interrupter is stressful work and that an appropriate level of counseling, crisis interventions, de-briefings, strategies and case management can help to minimize stress, improve coping skills and reduce turnover and burnout. Our method has been to use techniques and interventions consistent with research evidence on risk and resilience following exposure to crisis/trauma events. Our approach has been to convene 11 group sessions (6 on the eastside and 5 on the north-side) in applicable and practical field settings appropriate to engage dialogue and listen carefully to what they have to say about violence and trauma. An equally important early objective has been to build rapport and trust between the counselor and Interrupters in each cohort.

After conducting our early sessions, and meeting with both site Directors and Supervisors, we have identified three areas of trauma-care that will shape our counseling approach. All three are interconnected and integral, we believe, to the success of the program.

- **Self-Care:** Spiritual, mental, resilience, physical and healing
- **Family Care:** Social structure, education, economic, safety, cultural and health
- **Community Care:** Norms, violence, history, geography and language

It is our view that the Cure Violence model does a good job training Interrupters to deal with Community Care issues, but that Self-Care and Family Care are critical components to the work that they do which we feel is missing.

Finally, when dealing with the unique needs of this population, the counselor(s) need to have a perspective and understanding of the criminal justice system and be able to bond with individuals under care to establish critical rapport and trust.

Family Foundations' clinical counselor who was engaged to conduct the assessment and who led weekly group session is extremely familiar with the dynamics of the target population. He holds a Master's degree in Mental Health counseling and has several years of clinical experience dealing with high-risk populations. He also has extensive knowledge of the criminal justice system. He currently serves as Chair of the Duval Regional Juvenile Detention Center; he is a member of the 4th Circuit Juvenile Justice Board; and he previously volunteered as the Healing Officer/ Mediator for the 4th Judicial Circuit for Youth and Adults. He is also a former Chaplain at the UF Health Trauma Center where he has been called upon to counsel families in times of extreme stress, including the aftermath of violent crime.

In the mid-1970s, Family Foundations began providing budgeting and life skills training to individuals and families. These services were expanded to include a comprehensive array of Financial Wellness services when the organization acquired Consumer Credit Counseling Services of Jacksonville and became a member of the National Foundation for Credit Counseling ("NFCC").

As a member of NFCC, Family Foundations financial counseling staff achieve certification through a comprehensive program which empowers counselors to deliver high quality counseling and educational services. Additionally, the organization is required to maintain accreditation by the Council on Accreditation ("COA"), which is an independent third-party that conducts a *"rigorous assessment and determines that an organization meets all the most important standards...that they follow best practice and provide quality services"*. In addition to COA accreditation and NFCC certification, Family Foundations is a HUD-approved housing counseling agency and also approved by the Executive Office of U.S. Trustees to provide bankruptcy counseling and education. Finally, we are adopters of National Industry Standards for Homeownership Counseling and Education. This demonstrates Family Foundations' commitment to providing quality services that meet industry standards for excellence and best practices.

Through our Financial Wellness program, Family Foundations provides a vast array of counseling and education services to individuals and families to help them become financially stronger. These services include: financial counseling and education; debt management; credit counseling; pre-purchase housing counseling and education; foreclosure intervention; and bankruptcy counseling. Through our initial interactions with the Cure Violence cohorts, it is apparent that the cohort members would benefit from lessons regarding basic financial literacy, credit, and debt. In addition, we understand that there may be a need to move beyond basic financial education and empower them to examine their thoughts, feelings, attitudes, and beliefs about money that determine financial behavior: how one earns, spends, saves, shares and borrows.

Family Foundations proposes to allocate 75% of a Master's level or licensed Mental Health Counselor 's time to the Cure Violence initiative. The counselor will be responsible for

conducting group educational sessions, crisis intervention/de-briefing sessions, and case management services. Additionally, a certified Financial Counselor will conduct group educational sessions to provide basic tools on money management. Individual mental health and financial counseling services will also be available for individuals who choose to pursue more intense and personalized services. The mental health and financial counselors will be supported by the Clinical Manager who will oversee implementation of the Cure Violence initiative and the Finance and Administration Manager who will oversee grant compliance and billing.

Term: October 1, 2020 - September 30, 2021

Cost: \$120,000, billed at \$70/hr.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2020/21 BUDGET
 PROPERTY APPRAISER (FUND 00191)**

PROPOSED BUDGET BOOK - PAGE #315-317

	FY 19/20 Council Approved	FY 20/21 City Council Adopted for DOR	FY 20/21 Mayor's Proposed	Increase/ (Decrease) from FY 19/20 Approved to FY 20/21 Proposed
REVENUE				
Charges for Services	\$ 394,226	\$ 414,944	\$ 414,944	\$ 20,718
Miscellaneous Revenue	\$ 2,500	\$ 2,000	\$ 2,000	\$ (500)
Transfer from Stormwater Services	\$ 200,000	\$ -	\$ -	\$ (200,000)
General Fund - GSD	\$ 11,159,842	\$ 11,020,150	\$ 10,722,552	\$ (437,290)
Transfers from Fund Balance	\$ 171,528	\$ 150,926	\$ 150,926	\$ (20,602)
TOTAL REVENUE	\$ 11,928,096	\$ 11,588,020	\$ 11,290,422	\$ (637,674)
EXPENDITURES				
Salaries	\$ 6,338,095	\$ 6,210,492	\$ 6,197,294	\$ (140,801)
Salary & Benefit Lapse	\$ (136,419)	\$ (138,207)	\$ (138,207)	\$ (1,788)
Pension Costs	\$ 1,487,592	\$ 1,541,811	\$ 1,641,646	
Employer Provided Benefits	\$ 1,151,997	\$ 1,194,859	\$ 1,195,379	\$ 43,382
Internal Service Charges	\$ 1,530,085	\$ 1,530,085	\$ 1,146,767	\$ (383,318)
Insurance Costs and Premiums	\$ 30,633	\$ 30,633	\$ 29,196	\$ (1,437)
Professional and Contractual Services	\$ 648,190	\$ 474,238	\$ 474,238	\$ (173,952)
Other Operating Expenses	\$ 726,996	\$ 744,108	\$ 744,108	\$ 17,112
Capital Outlay	\$ 1	\$ 1	\$ 1	\$ -
Contingencies	\$ 150,926	\$ -	\$ -	\$ (150,926)
TOTAL EXPENDITURES	\$ 11,928,096	\$ 11,588,020	\$ 11,290,422	\$ (637,674)

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2020/21 BUDGET
PROPERTY APPRAISER (FUND 00191)**

PROPOSED BUDGET BOOK - PAGE #315-317

Account	Title	FY 19/20 Council Approved	FY 20/21 City Council Adopted for DOR	FY 20/21 Mayor's Proposed	Increase/ (Decrease) from FY 19/20 Approved to FY 20/21 Proposed	
512010	Permanent and Probationary Salaries	6,109,640	5,996,562	5,996,562	(113,078)	A
513060	Salaries Part Time	73,924	76,397	76,397	2,473	
513070	Salary and Benefit Lapse	(136,419)	(138,207)	(138,207)	(1,788)	
515010	Special Pay	61,900	55,500	55,500	(6,400)	
515030	Leave Sellback*	24,373	24,373	11,175	(13,198)	B
515110	Special Pay - Pensionable	68,258	57,660	57,660	(10,598)	
521010	Payroll Taxes FICA	18,419	18,374	18,374	(45)	
521020	Medicare Tax	87,562	88,841	88,841	1,279	
522010	Pension Contribution	212,975	212,975	216,663	3,688	C
522011	GEPP DB Unfunded Liability	952,003	952,003	1,047,549	95,546	C
522040	FRS Pension ER Contribution	79,936	81,579	82,180	2,244	
522070	Disability Trust Fund-ER	17,561	17,173	17,173	(388)	
522130	GEPP Defined Contribution DC-ER	225,117	278,081	278,081	52,964	D
523010	Group Dental Plan	-	16,850	16,850	16,850	E
523030	Group Life Insurance	21,384	20,712	20,712	(672)	
523040	Group Hospitalization Insurance	909,905	935,355	935,355	25,450	
524001	City Employees Worker's Compensation*	114,727	114,727	115,247	520	
Personnel Expenses		\$ 8,841,265	\$ 8,808,955	\$ 8,896,112	\$ 54,847	
531090	Other Professional Services	568,190	381,784	381,784	(186,406)	F
531180	Software Hosting Services	80,000	92,454	92,454	12,454	G
540010	Auto Allowance	6,000	6,000	6,000	0	
540020	Travel Expense	29,840	29,230	29,230	(610)	
542001	Postage	237,125	237,125	237,125	-	
545020	General Liability Insurance*	30,633	30,633	29,196	(1,437)	
546030	Repairs and Maintenance	780	780	780	-	
546620	Hardware-Software Maintenance & Licenses	291,252	309,218	309,218	17,966	H
547210	Printing and Binding Commercial	76,625	76,625	76,625	-	
548010	Advertising and Promotion	1,200	1,200	1,200	-	
549040	Miscellaneous Services & Charges	19,250	18,650	18,650	(600)	
549505	ISA-Building Cost Allocation - Yates	274,346	274,346	269,281	(5,065)	
549510	ISA-Computer Sys Maint & Security*	753,559	753,559	466,888	(286,671)	I
549511	ISA-Copier Consolidation*	31,941	31,941	28,606	(3,335)	
549512	ISA-Copy Center*	6,053	6,053	8,612	2,559	
549516	ISA-Ergonomic Assessment & Equipment*	901	901	1,468	567	
549518	ISA-Fleet Parts, Oil & Gas*	55,534	55,534	47,213	(8,321)	
549519	ISA-Fleet Repairs, Sublet and Rentals*	56,763	56,763	59,180	2,417	
549521	ISA-Fleet Vehicle Replacement*	66,002	66,002	105,526	39,524	J
549527	ISA-ITD Replacements*	136,154	136,154	-	(136,154)	K
549529	ISA-Mailroom Charge*	1,009	1,009	1,009	-	
549532	ISA-OGC Legal*	147,823	147,823	158,984	11,161	
551010	Office Supplies - Other	11,000	10,000	10,000	(1,000)	
552160	Other Operating Supplies	9,924	10,824	10,824	900	
554001	Dues and Subscriptions	21,270	21,726	21,726	456	
555001	Employee Training Expenses	22,730	22,730	22,730	0	
Operating Expenses		\$2,935,904	\$2,779,064	\$2,394,309	(\$541,595)	
564030	Office Equipment	1	1	1	-	
Capital Outlay		\$ 1	\$ 1	\$ 1	\$ -	
599100	Contingency	150,926	-	-	(150,926)	L
Reserves		\$ 150,926	\$ -	\$ -	\$ (150,926)	
Total		\$ 11,928,096	\$ 11,588,020	\$ 11,290,422	\$ (637,674)	
Employee Cap		114	114	114	-	
Part time Hours		5,408	5,408	5,408	-	

* The final allocations for these subobjects were not calculated at the time Ordinance 2020-228-E was enacted by Council. The FY 2020/21 Mayor's proposed budget reflects the updated amounts for these subobjects.

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A	The decrease of \$113,078 from the prior year is the result of employee turnover.
B	This amount reflects the leave sellback estimate for FY 2020/21 provided by Employee Services.
C	The FY 2020/21 amount reflects the Property Appraiser's portion of the contribution to the defined benefit plan based on its portion of the overall plan.
D	The increase of \$52,964 is the result of employee turnover since all new hires become members of the Defined Contribution Plan.
E	There is now a cost in the budget for employer contribution for dental since the City now contributes up to \$15 per month for dental for appointed and elected officials. This started January 2020.
F	The decrease of \$186,406 is due to FY 19/20 having an additional of \$200,000 for the aerial photographs to be obliques in year 2 of the contract so that Stormwater Services could use the photographs. That is why there was a \$200,000 transfer-in from Stormwater Services in FY 19/20. The contract already provided for oblique pictures in year 3 of the contract so this additional amount is not needed. The \$200,000 decrease was slightly offset by increases in other contracts.
G	The increase of \$12,454 is due to an increase in price from the vendor for the workflow software hosting for land records.
H	This increase of \$17,966 is mainly due to the addition of five licenses for the GIS maintenance agreement.
I	The \$286,671 decrease in computer system maintenance & security is mainly due to the elimination of application service charges related to the implementation of the Cisco VOIP System and infrastructure service charges related to the Avaya Phone system.
J	The \$39,524 increase in fleet vehicle replacement is mainly due to an increase in the number of vehicles being replaced and having to pay a full year of costs for the FY 2019/20 replacement vehicles instead of half a year.
K	The \$136,154 decrease in ITD replacements is due to there not being any scheduled computer replacements in FY 2020/21.
L	The \$150,926 in FY 19/20 represented the remaining portion of the pension reform contingency. This amount is being transferred from fund balance and utilized to reduce the General Fund/GSD contribution in FY 20/21.

Recommendation:

None

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FIRE AND RESCUE
GENERAL FUND / GENERAL SERVICES DISTRICT (FUND 00111)**

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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).

REVENUES:

1. Charges for Services
 - The net decrease of \$40,661 is due to an increase in the contra-revenue account for estimated bad debt allowance.
2. Revenue From City Agencies
 - The net increase of \$18,061 is due to an increase of \$30,781 in interfund service revenues 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 \$4,351,362 is driven by the addition of \$3,623,970 in indigent transport revenue due to the City's participation in a new program, the Public Emergency Medical Transportation Managed Care Options program (PEMT/MCO), that began in the current year and provides for additional reimbursements from the State related to the cost of transporting Medicaid patients to hospitals. The proposed amount is an estimate provided by a contractor related to transports that will occur. Note that part of this revenue represents recovery of the City's payment of \$1,403,924 to participate in PEMT/MCO as described in grants, aids & contributions section below. Additionally, the City is budgeting \$772,152 of revenue to be received from the Public Emergency Medical Transportation Certified Expenditures Program (PEMT/CPE). The City has been receiving this funding but had not yet been budgeted due to uncertainty at the time.
4. Fines and Forfeits
 - The increase of \$20,582 is due to an increase in anticipated revenues for fire code violations based on the current year's actual revenues.

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5. Miscellaneous Revenue

- The net increase of \$8,037 is primarily due to an increase in revenue related to the Candidate Physical Abilities Test.

6. Contribution From Local Units

- The decrease of \$475,914 is due to a decrease of \$618,352 resulting from the suspension of rescue services that the Department previously provided to the Jacksonville Aviation Authority (JAA) at the Jacksonville International Airport (JIA). The JAA invoked the suspension in response to overall service impacts experienced at JIA in the current year related to COVID-19. The decrease was offset by an increase of \$142,438 in the cost of fire services provided to JAA (\$54,203), Jacksonville Beach (\$50,875), and Baldwin and Atlantic Beach (\$37,360) in accordance with the respective interlocal agreements.

EXPENDITURES:

1. Salaries

- The net increase of \$7,130,083 is being driven mainly by the following increases:
 - \$2,210,177 due to the addition of 62 positions that are being moved in to continue services provided by the Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program after the grant ends in January 2021.
 - \$2,122,098 in leave sellback due to larger leave balances.
 - \$1,820,293 in permanent and probationary salaries mainly due to increases of:
 - approximately \$1.3 million due to the net effect of turnover and step raises.
 - approximately \$515,000 due to adding the full year cost for positions that were partially funded in FY 2019/20.

2. Pension Costs

- The net increase of \$8,009,840 is mostly due to an increase in the required contribution and the addition of personnel noted above.

3. Employer Provided Benefits

- The net decrease of \$354,917 is being driven by a decrease of \$2,658,748 in overall health and dental plan costs due to FOP and IAFF transitioning to the new health and dental insurance plans that resulted from collective bargaining. The decrease is somewhat offset by an increase of \$2,175,450 in workers compensation costs that were mostly due to recent claims experience for regular workers' compensation and workers' compensation - heart hypertension.

4. Internal Service Charges

- The net decrease of \$2,890,099 is mostly due to the following decreases:
 - \$1,093,729 in fleet vehicle replacement costs mainly due to more vehicles being recently paid off than acquired.

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- \$667,981 in fleet parts and repair costs based on historical actuals and lower projected fuel costs.
- \$648,350 in radio allocation cost due to a decrease in the number of portable and mobile radios purchased.
- \$461,501 in computer system maintenance and security primarily due to a reduction in application costs associated with various projects such as the implementation of ERP-RMS system requirements, JFRD JaxReady website & mobile application maintenance, the Enterprise Permit/Land Use Management System, and the Computer Aided Dispatch (CAD) System upgrade.

Here is a summary of JFRD vehicles proposed to be replaced in FY 2020/21.

2020/21 Fire Vehicle Replacement Summary						
Unit Description	Number of Units to be Purchased	Average Price	Total Expected Cost	Average Monthly Use in FY 2020/21	Fleet Replacement Allocation in FY 2020/21 (Partial Year)	Fleet Replacement Allocation (Full Year)
Brush Truck	3	\$ 75,000	\$ 225,000	6	\$ 24,862	\$ 49,725
Ladder Truck	1	\$ 1,400,000	\$ 1,400,000	0	-	\$ 309,398
Passenger Van	2	\$ 33,000	\$ 66,000	6	\$ 7,293	\$ 14,586
Pickup	8	\$ 45,000	\$ 360,000	6	\$ 39,780	\$ 79,559
Pumper	8	\$ 566,500	\$ 4,532,000	0	-	\$ 1,001,564
Rescue	6	\$ 192,198	\$ 1,153,188	2	\$ 42,475	\$ 254,853
Rescue Heavy	2	\$ 850,000	\$ 1,700,000	0	-	\$ 375,697
SUV	5	\$ 42,000	\$ 210,000	6	\$ 23,205	\$ 46,410
Tanker	3	\$ 371,315	\$ 1,113,945	0	-	\$ 246,180
Total	38		\$ 10,760,133		\$ 137,615	\$ 2,377,970

5. Insurance Costs and Premiums

- The increase of \$161,755 is driven by increases of \$91,313 in general liability insurance due to recent claims experience and \$67,177 in miscellaneous insurance mostly due to an overall increase in the cost of the property insurance premium.

6. Other Operating Expenses

- The net increase of \$112,517 is being driven by an increase of \$389,277 in net medical and other operating supplies mostly due to adding the medical supply costs for five new rescue units (R61, R63, R73, R60, and R65) and four new advanced life support (ALS) engine units (E61, E63, E73 and E65) that were added in the current year and additional costs for personal protection equipment related to COVID-19 (\$206,000) and one-time other operating costs for various fire equipment needed for Fire Station #65 and Fire Station #74 (\$164,000). The partial offset is driven by a net decrease of \$288,000 in fire hose and

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bunker gear mostly due to removal of one-time costs related to the positions that were added in the current year.

7. Capital Outlay

- The \$179,526 for specialized equipment includes \$160,000 to equip rescue units 65 and 74 and \$19,525 associated with the Candidate Physical Abilities Test such as force entry and ceiling branch simulators, stair master, weighted vests, and helmets.

8. Debt Management Fund Repayments

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

Description	Amount
Mobile Data Terminal (MDT) Refresh	\$ 58,591
Self Contained Breathing Apparatus	\$ 561,882
Safer Neighborhoods Investment Plan - JFRD Equipment	\$ 338,850
Total:	\$ 959,323

9. Grants, Aids & Contributions

- The \$1,403,924 represents the City's payment due to the Florida Agency for Health Care Administration on October 31, 2020 and is necessary in order for the City to participate in the Public Emergency Medical Transportation Program (PEMT) for FY 2020/21. Program participation ensures that Managed Care Options (MCO) subsequently provide a full reimbursement (State and Federal portions) for the City's cost of transporting Medicaid managed care patients to hospitals. In other words, this payment will be refunded back to the City as a portion of the overall Indigent net transport revenue.

DIVISIONAL CHANGES:

- The net decrease in Emergency Preparedness of \$416,226 is mostly due to decreases of:
 - \$263,991 in computer system maintenance allocations mostly due to a reduction in application system charges associated with the implementation of the new phone system.
 - \$99,943 in building maintenance costs due to a decrease in the allocation percentage based on prior year actuals.
 - \$81,982 in copy center expense due to removal of the one-time costs that were added for the current year for the distribution of emergency preparedness materials.
 - \$79,302 in information technology replacements due to fewer computers being replaced in FY 2020/21.

The decrease is partially offset by an increase of \$138,289 in employee costs mostly due to increases of \$68,135 in police and fire defined benefit plan costs due to the required contribution increase, \$25,863 in leave sellback due to larger leave balances, and \$25,678 in net special pay to better align with actual costs.

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- The net increase in Fire Operations of \$8,585,733 is driven by an increase of \$10,538,737 in employee costs mostly related to a net 81 additional positions. The primary offset is a decrease of \$1,579,589 in overall fleet costs mostly due to more vehicles being recently paid off than acquired (\$1,174,166) and lower projected fuel costs (\$405,423). There was also a decrease of \$593,468 in overall radio equipment costs due to an overall reduction in JEA Radio Contract Buyout costs allocated, in mobile radio equipment for new apparatus, and repayment of the Fire Station Paging Project.

- The net increase in Fire Prevention of \$183,782 is driven by an increase of \$279,582 in overall employee costs mostly due the following increases:
 - \$122,651 mostly due to one additional position that was moved in from Fire Operations during the current year in order to help with a backlog of inspections;
 - \$59,942 in salaries overtime due to align with current actuals;
 - \$52,465 in terminal leave based on anticipated retirements; and
 - \$37,124 in leave sellback due to larger leave balances.The increases are partially offset by a decrease of \$97,320 in internal service charges mostly due to decreases in computer system maintenance (\$41,882) and technology replacement (\$38,625) based on actual usage, and fleet usage costs due to lower projected fuel costs and a lower share of the overall cost (\$13,866).

- The net decrease in Fire Training of \$58,513 is primarily due to a decrease of \$168,754 in overall employee costs resulting from two positions that were moved out during the current year. The decrease is partially offset by increases of \$74,799 in computer system maintenance allocations and \$37,500 in other professional services to provide COVID-19 testing and vaccines to the Department's first responders when they become available.

- The net decrease in Fire Administration (Office of Director) of \$1,341,941 is driven by decreases of \$999,999 due to removal of the one-time capital costs approved for FY 2019/20 and \$437,936 in computer system maintenance due to a reduction in application maintenance services, a reduction in service charges related to the implementation of the Cisco VOIP System, and the removal of infrastructure charges related to the Avaya Phone System. The decreases were slightly offset by an increase of \$110,099 in pension costs mostly due to required increases in pension contribution.

- The increase in Fire Rescue of \$5,481,971 is mostly due to increases of:
 - \$3,795,671 in employee costs mostly due to increases in the required contribution to the defined benefit plan, workers compensation, and salaries due to moving in ten positions from Fire Operations to staff rescue unit 60 assigned to Jacksonville Beach and rescue unit 65 assigned to Fire Station #30.
 - \$1,403,924 in grants, aids & contributions to ensure the Department's participation in the Public Emergency Medical Transportation program (PEMT) described above.

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SERVICE LEVEL CHANGES:

The JFRD Apprentice Program will be expanded to cover all Council Districts instead of the current limited participation of 10 zip codes.

FOOD AND BEVERAGES EXPENDITURES:

FY21 Proposed	Description of each Service/Event that requires	Explanation that the Service/Event serves a public
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.

EMPLOYEE CAP CHANGES:

The overall authorized position cap is proposed to increase by 90 positions:

- 28 firefighter and engineer positions were added during the current year in order to staff one rescue unit, one engine unit, and one ladder unit assigned to Jacksonville Beach Fire Stations #60 and #71 per Ordinance 2019-474-E.
- 62 firefighter positions are proposed to be moved in related to the SAFER (Staffing for Adequate Fire and Emergency Response) grant in order to continue providing the service after the grant ends in January 2021.

Part-time hours are decreasing by 2,500 hours due to the elimination of all part-time hours related to the JFRD Apprentice Program.

CAPITAL OUTLAY CARRYFORWARDS:

Per Schedule AF, the proposed capital carryforward request total is an amount not to exceed \$542,310 and includes the following estimates for equipment which might not be purchased by the end of the year:

- \$506,823 associated with replacing various fire and rescue equipment
- \$20,118 to equip rescue units 11, 12 and 41 which were added during FY 2018/19
- \$11,832 associated with the Jacksonville Beach Fire Stations.
- \$3,537 associated with the Wellness Fitness Initiative (WFI).

RECOMMENDATION:

None

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FIRE & RESCUE
BUILDING INSPECTION (FUND 15104)**

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BACKGROUND:

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

REVENUE:

1. Charges for Services
 - The decrease of \$675 is to better align plan review fee revenue with the actual revenues.
2. Fines and Forfeits
 - The increase of \$2,430 is to better align reactivation/reinstatement fee revenue with the actual revenues.

EXPENDITURES:

1. Salaries
 - The net increase of \$46,723 is primarily due to increases of \$26,478 in permanent and probationary salaries mostly due to filling two (2) vacancies at a higher rate and \$11,899 in leave sellback due to larger leave balances.
2. Salary & Benefit Lapse
 - The proposed salaries and benefits lapse of \$14,000 is based on the average turnover ratio and estimated number of vacancies in FY 2020/21.
3. Pension Costs
 - The net increase of \$31,094 is mostly due to the increase in the required contributions to the pension plan.
4. Employer Provided Benefits
 - The net increase of \$804 is driven by increases of \$4,840 in workers compensation costs and \$1,735 in Medicare tax based on actuals and filling the vacancies. The increases were partially offset by a decrease of \$6,304 in health insurance due to employees transitioning to the new plan for FOP and IAFF that was established as a result of collective bargaining negotiations.
5. Internal Service Charges
 - The net decrease of \$98,279 is driven by a decrease of \$110,000 in ITD system development charges due to a decrease in implementation cost of the Enterprise Permit / Land Use Management System (EPLU).

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6. Indirect Cost

- This is an allocation of costs to operate central services of the City (e.g., Finance and Administration, Employee Services and City Council) as calculated by the City's independent consulting firm.

SERVICE LEVEL CHANGES:

None

EMPLOYEE CAP CHANGES:

The employee cap is remaining flat at ten positions.

RECOMMENDATION:

None

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 OFFICE OF THE SHERIFF
 GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

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	FY 19-20 ADOPTED	FY 20-21 PROPOSED	%	DOLLARS
REVENUE				
Charges for Services	4,848,499	4,710,541	(2.8%)	(137,958)
Revenue From City Agencies	4,825,212	5,266,218	9.1%	441,006
Fines and Forfeits	1,658,300	1,531,100	(7.7%)	(127,200)
Miscellaneous Revenue	4,923,064	5,014,341	1.9%	91,277
TOTAL REVENUE	16,255,075	16,522,200	1.6%	267,125
EXPENDITURES				
Salaries	251,573,689	254,252,935	1.1%	2,679,246
Salary & Benefit Lapse	(4,754,108)	(3,669,534)	(22.8%)	1,084,574
Pension Costs	93,079,089	100,081,823	7.5%	7,002,734
Employer Provided Benefits	46,241,930	42,721,655	(7.6%)	(3,520,275)
Internal Service Charges	40,314,886	37,636,386	(6.6%)	(2,678,500)
Insurance Costs and Premiums	3,596,150	4,409,969	22.6%	813,819
Professional and Contractual Services	25,531,784	26,253,263	2.8%	721,479
Other Operating Expenses	22,540,905	22,655,230	0.5%	114,325
Capital Outlay	3,208,320	8	(100.0%)	(3,208,312)
Debt Management Fund Repayments	261,952	259,375	(1.0%)	(2,577)
TOTAL EXPENDITURES	481,594,597	484,601,110	0.6%	3,006,513
AUTHORIZED POSITION CAP				
	FY 18-19 ADOPTED	FY 19-20 PROPOSED	CHANGE	
Authorized Positions	3,235	3,235	0	
Part-Time Hours	669,004	675,708	6,704	
DIVISION SUMMARY				
	FY 19-20 ADOPTED	FY 20-21 PROPOSED	%	DOLLARS
Corrections	122,562,382	122,596,402	0.0%	34,020
Investigation & Homeland Security	72,643,831	75,453,461	3.9%	2,809,630
Patrol and Enforcement	203,121,525	206,600,607	1.7%	3,479,082
Personnel & Professional Standards	23,757,144	24,155,980	1.7%	398,836
Police Services	53,207,895	49,817,340	(6.4%)	(3,390,555)
Executive Office	6,301,820	5,977,320	(5.1%)	(324,500)
DEPARTMENT TOTAL	481,594,597	484,601,110	0.6%	3,006,513

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 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2020/21 BUDGET
 OFFICE OF THE SHERIFF
 GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK - Page # 240-256

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 3,235 Sheriff's Office employees in the General Fund/General Services District:
 - 1,785 sworn police officers;
 - 789 correction officers; and
 - 661 civilians.

- As of July 15, 2020, the total number of vehicles in the Sheriff's fleet was 2,332:
 - 1,348 patrol cars;
 - 41 motorcycles;
 - 293 other vehicles;
 - 5 horse patrols; and
 - 645 unmarked vehicles.

- The average inmate population for the correctional facilities was 3,013 in July 2020, which was down from 3,183 in July 2019.

- As of July 13, 2020, the Sheriff's Office vacancy count was 159:
 - 16 police officers;
 - 98 corrections officers; and
 - 45 civilians.

- The Sheriff's proposed budget compared to the General Fund/ General Services District expenditure budget and employee cap is as follows:

Description	FY 18/19 Approved	FY 19/20 Approved	FY 20/21 Proposed:
Expenditures	36.26%	37.98%	36.10%
Employee Cap	52.44%	51.86%	51.11%

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

REVENUES:

1. Charges for Services:
 - The net decrease of \$137,958 is primarily due to a decrease of \$113,249 in off duty reimbursements to align with actuals and other minor changes.

2. Revenue from City Agencies:
 - The increase of \$441,006 is mainly due to the following increases of:
 - \$211,320 in event overtime reimbursement based on the expected scheduled events for FY 2020/21.
 - \$229,686 in interfund service revenues due to the following increases:
 - \$195,354 in the reimbursement of call-taker salaries from the E911 Emergency User Fee Fund (Fund 10701) due to decreased expenses in that fund.
 - \$34,332 in the reimbursement for the Mayor's security based on expected cost.

3. Fines and Forfeits:
 - The decrease of \$127,200 is mainly due to the following decreases of:
 - \$69,300 for traffic infractions to align with the current year projections.
 - \$39,100 for alarm citations to align with the current year projections.

EXPENDITURES:

1. Salaries:
 - The net increase of \$2,679,246 in salaries is primarily due to the following increases of:
 - \$2,110,691 in leave sell back based on current level balances and expected usage.
 - \$604,271 in special pay to align with the current year projections.
 - \$430,870 in permanent and probationary salaries related to step increases, which are offset by employee turnover.

Those increases were offset by a decrease of \$624,318 in terminal leave due to a decrease of 26 in the number of DROP participants scheduled to retire for next fiscal year to 58 from 84 in the current year.

2. Salary and Benefit Lapse:
 - The FY 2020/21 lapse amount of \$3,669,534 is based on the lapse model. The FY 2019/20 had an adjustment for grant positions.

3. Pension Costs:
 - The net increase of \$7,002,734 is mostly due to the following increases of:

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- \$4,479,371 for the defined benefit contribution to the Police and Fire Pension Fund based on the required contribution increased and the City using less reserves to support the contributions.
- \$1,934,662 for the defined contribution public safety plan due to new employees hired after October 1, 2017, being members of this plan instead of the defined benefit plan. This item will continue to increase each year.

4. Employer Provided Benefits:

- The net decrease of \$3,520,275 is mostly due to a decrease of \$6,676,780 in health and dental insurance costs as a result of new health and dental insurance plans established in FY 2019/20 for public safety employees pursuant to collective bargaining agreements with Fraternal Order of Police and International Association of Fire Fighters.

This decrease of offset by an increase of \$1,494,669 in worker's compensation costs and an increase of \$1,451,424 in worker's compensation – heart and hypertension based on recent claims experience and the actuarial report.

5. Internal Service Charges:

- The net decrease of \$2,678,500 is mostly due to the following decreases of:
 - \$1,165,613 in fleet parts/oil/gas allocation due to lower projected gas prices.
 - \$626,061 in internal services allocation for radio related to repayment of obligation to JEA for the First Coast Radio System pursuant to Ordinance 2011-756.
 - \$618,096 in building allocation for pretrial detention due to an overall decrease in maintenance and utility cost associated with the John E. Goode Pretrial Detention Facility.
 - \$440,830 in vehicles lease allocation due to FY 2019/20 being the last year of the covert vehicles leased.

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The proposed budget also includes fleet vehicle replacement allocation of \$11,276,451 which remains relatively flat. A total of 218 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 2020/21	Fleet Replacement Allocation in FY 2020/21 (Partial Year)	Fleet Replacement Allocation (Full Year)
ATV	1	\$ 20,500	\$ 20,500	6	\$ 2,265	\$ 4,530
Boat	1	\$ 150,000	\$ 150,000	2	\$ 5,525	\$ 33,150
Covert	2	\$ 36,000	\$ 72,000	6	\$ 7,956	\$ 15,912
Horse Trailer	1	\$ 25,000	\$ 25,000	6	\$ 2,762	\$ 5,525
Jet Ski	2	\$ 21,365	\$ 42,730	6	\$ 4,722	\$ 9,443
JSO Covert	18	\$ 35,000	\$ 630,000	6	\$ 69,615	\$ 139,229
JSO Non Patrol SUV	27	\$ 42,667	\$1,152,000	6	\$ 127,295	\$ 254,589
JSO Patrol SUV	132	\$ 43,000	\$5,676,000	6	\$ 768,953	\$ 1,537,906
Message Board	3	\$ 20,000	\$ 60,000	6	\$ 6,630	\$ 13,260
Motorcycle	4	\$ 27,000	\$ 108,000	6	\$ 28,139	\$ 56,279
Pickup	2	\$ 36,000	\$ 72,000	6	\$ 7,956	\$ 15,912
Pickup - Specialized	1	\$ 42,000	\$ 42,000	6	\$ 4,641	\$ 9,282
Prisoner Van	1	\$ 52,000	\$ 52,000	6	\$ 5,746	\$ 11,492
Sedan	14	\$ 21,000	\$ 294,000	6	\$ 32,487	\$ 64,974
SUV K9	7	\$ 45,000	\$ 315,000	6	\$ 34,807	\$ 69,614
Trash / Dump Truck	1	\$ 133,000	\$ 133,000	2	\$ 4,899	\$ 29,393
Van	1	\$ 31,000	\$ 31,000	6	\$ 3,425	\$ 6,851
Total	218		\$8,875,230		\$1,117,823	\$ 2,277,340

6. Insurance Costs and Premiums:

- The increase of \$813,819 is due to the following increases of:
 - \$703,662 in general liability insurance due to a recent negative claims experience.
 - \$105,230 in miscellaneous insurance costs due to an increase in the property insurance premium costs.

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7. Professional and Contractual Services:

- The net increase of \$721,479 is due to:
 - \$356,047 in security guard service based on an increase in contracted hours mainly for armed security at UF Health and due to the projected CPI increase in the contract
 - \$287,620 in contractual services due to an increase of \$191,914 related to the required increase in the contract costs for the health services at the jail and an increase of \$74,998 attributable to an increase in the rate per mile for inmate transportation services.

DEPARTMENTAL CHANGES:

DEPARTMENT	FY 2019/20 APPROVED	FY 2020/21 PROPOSED	CHANGE %	CHANGE \$	
Corrections	\$ 122,562,382	\$ 122,596,402	0.0%	\$ 34,020	a
Investigation & Homeland Security	\$ 72,643,831	\$ 75,453,461	3.9%	\$ 2,809,630	b
Patrol and Enforcement	\$ 203,121,525	\$ 206,600,607	1.7%	\$ 3,479,082	c
Personnel & Professional Standards	\$ 23,757,144	\$ 24,155,980	1.7%	\$ 398,836	d
Police Services	\$ 53,207,895	\$ 49,817,340	-6.4%	\$ -3,390,555	e
Executive Office	\$ 6,301,820	\$ 5,977,320	-5.1%	\$ -324,500	f
TOTAL	\$ 481,594,597	\$ 484,601,110	0.6%	\$ 3,006,513	

a. The increase of \$34,020 in Corrections is a result of various changes that offset each other.

The following were the main increases:

- \$556,446 in leave sellback based on anticipated usage
- \$418,050 in workers compensation costs based on actuary projections
- \$416,994 in workers compensation – heart and hypertension based on actuary projections
- \$362,994 in the contributions to the defined contribution public safety plan
- \$356,047 in security guard services based on an increase in contracted hours mainly for armed security at UF Health and due to a projected CPI increase

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- \$287,620 in contractual services related to the required increase in the contract costs for the health services and an increase in the rate per mile for inmate transportation services
 - \$196,334 in the required contributions to the Correctional Officers defined benefit retirement plan
 - \$176,419 in terminal leave based on expected usage
 - a decrease of \$2,290,839 in health and dental insurance costs as a result of new health and dental insurance plans established in FY 2019/20 for public safety employees pursuant to collective bargaining agreements with Fraternal Order of Police and International Association of Fire Fighters
 - a decrease of \$618,096 in internal services allocation for the building costs allocation – pretrial detention due to an overall decrease in maintenance and utility costs associated with the John E. Goode Pretrial Detention Facility
- b. The increase of \$2,809,630 in Investigation and Homeland Security is mostly due to an increase of \$2,608,009 in the required contribution to the Police and Fire Pension Fund for the defined benefit plan.
- c. The increase of \$3,479,082 in Patrol and Enforcement is due to the increases of:
- \$1,620,375 in the contributions to the defined contribution public safety plan
 - \$1,370,360 in the required contributions to the Police and Fire Pension Fund for the defined benefit plan
 - \$865,128 in leave sellback based on anticipated usage
- d. The increase of \$398,836 in Personnel and Professional Standards is due to an increase of \$680,773 in pension costs due to an increase in the required contribution to the Police and Fire Pension Fund for the defined benefit plan. This was offset by a decrease in clothing, uniform and safety equipment of \$202,300 due to a reduction in weapon purchases and training ammunition and a decrease of \$215,214 in employee training expenses based on a reduced FY 2020/21 hiring schedule.
- e. The decrease of \$3,390,555 in Police Services is mostly due to a decrease of \$3,208,316 in capital outlay that was budgeted for in FY 2019/20 for a new record management system and replacement of hardware that was past end of life.
- f. The decrease of \$324,500 in Executive Office is due to the following decreases of:
- \$143,399 in terminal leave
 - \$136,610 in internal services allocation for legal services based on actuals
 - \$63,344 in dental and health insurance

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FOOD AND BEVERAGES EXPENDITURE:

FY 2020/21 Proposed	Description	Explanation
\$2,000	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.
\$2,000	Food/beverage for Assessors traveling in from other agencies for Accreditation and for Promotional Exams	Law enforcement personnel will be traveling from various agencies to assist JSO with both the promotional examination process and accreditation processes. These funds will provide meals/snacks to these individuals who are volunteering time to assist JSO.
\$20,000	Extended Emergencies	Food for Personnel during Hurricanes and other extended emergencies; required by FOP bargaining unit agreement.

SERVICE LEVEL CHANGES:

None.

EMPLOYEE CAP CHANGES:

No changes to the employee cap.

RECOMMENDATION:

None.

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OFFICE OF THE SHERIFF
E911 EMERGENCY WIRELESS USER FEES (FUND 10703)**

PROPOSED BUDGET BOOK – Page # 260-261

BACKGROUND:

This fund has remained after the landline and wireless fees were combined into one fund in FY 2008/09. The funds remaining are now used for capital purchases. This is an “all years” fund.

REVENUES:

1. Investment Pool/Interest Earnings:

- This is an appropriation of investment pool earnings in the amount of \$350,000. Note this is recommended to be reduced by \$300,000 due to less balance being available.

EXPENDITURES:

1. Capital Outlay:

- The appropriation of \$350,000 in revenues will be used to purchase new computer services for the new Exacom recording equipment (\$300,000) and for the replacement of other existing serves that are end of life (\$50,000). Note this is recommended to be reduced by \$300,000 in this fund due to less balance being available and instead being funded from 911 Emergency User Fee Fund.

EMPLOYEE CAP CHANGES:

There are no authorized positions for this subfund.

RECOMMENDATION:

None. (Issue will be addressed on 911 Emergency User Fee handout).

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911 EMERGENCY USER FEE (FUND 10701)**

PROPOSED BUDGET BOOK – Page # 257-259

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, and the second is based on the total number of nonwireless service identifiers in each county. Pursuant to section 365.172(9), 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 subsections (8) and (9).”

REVENUES:

1. Charges for Services:
 - Charges for services include the landline fee of \$0.44 paid each month with a budgeted amount of \$955,563 and a monthly wireless fee and a prepaid cellphone fee of \$0.40 with a budgeted amount of \$3,897,374.
 - The increase of \$231,019 is based on current year collections and due to:
 - a decrease of \$166,296 in landline fees
 - an increase of \$397,315 for the wireless and prepaid cellphone fees.
2. Investment Pool/Interest Earnings:
 - There is a decrease of \$20,008 based on current year actuals.
3. Transfers from Fund Balance:
 - There is a transfer of \$39,197 from fund balance to balance revenues and expenditures. We have a recommendation to increase this transfer from the fund balance by \$300,000 to account for an issue in the E911 Emergency Wireless User Fees Fund (10703).

EXPENDITURES:

1. Salaries:
 - There is a decrease of \$18,931 for salaries due to a new employee hired at a lower rate.
2. Pension Costs:
 - There is an increase of \$21,526 in pension costs due to an increase in the required pension contribution into the defined benefit pension plan.
3. Employer Provided Benefits:
 - The decrease of \$5,598 is due to changes in health insurance plan elections by employees.

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911 EMERGENCY USER FEE (FUND 10701)**

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4. Internal Service Charges:
 - The decrease of \$17,983 is a decrease in internal service allocation for the computer maintenance and security due to changes in the City's phone system.
5. Intra-Departmental Billing:
 - This expense is a revenue item within the Sheriff's Office and the Fire and Rescue Department for reimbursement of call takers' salaries. The Sheriff's Office will receive \$1,634,328 and the Fire and Rescue Department will receive \$317,657.
6. Other Operating Expenses:
 - There is a decrease of \$110,856 mainly due to a decrease of \$89,381 hardware-software maintenance and licenses related to the telephone system and a reduction of \$40,000 in furniture and equipment under \$1,000.
7. Indirect Costs:
 - This is an allocation of costs to operate central services of the City (e.g. Finance and Administration, Employee Services and City Council) as calculated by the City's independent consulting firm. This was not charged to this fund in the past as it should have been.
8. Contingencies:
 - \$39,197 is the pension reform contingency.

SERVICE LEVEL CHANGES:

None.

EMPLOYEE CAP CHANGES:

None.

RECOMMENDATIONS:

To address the issue with the E911 Emergency Wireless User Fees Fund (10703), within this fund (10701) we recommend the transfer from fund balance be increased by \$300,000 and specialized equipment would be increased by the same amount. Additionally, the proposed budget for investment pool earnings and specialized equipment accounts need to be reduced within the E911 Emergency Wireless User Fees Fund (10703) by the corresponding amounts. This has no impact on Special Council Contingency, and the Sheriff's Office agrees with this recommendation.

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PROPOSED BUDGET BOOK – Page #87 – 88

BACKGROUND:

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

REVENUE:

1. Charges for Services

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

2. Miscellaneous Revenue

- This category is mainly made up of a reimbursement from the Duval County School Board for 2/5 of the cost of the Value Adjustment Board as directed by Florida Statute, which is mainly decreasing due to one-time capital costs included in FY 2019/20.

EXPENDITURES:

1. Salaries

- The net increase of \$56,778 is due to the addition of part time salaries in Council Staff Services in order to fully fund three part-time employees and JSO security, which were partially funded in FY 2019/20 from savings in other areas of the department.

2. Pension Costs

- The net increase of \$82,385 is primarily due to an increase in the required contribution to the General Employees' Pension Plan and employee turnover resulting in more defined contribution costs.

3. Employer Provided Benefits

- The net decrease of \$21,823 is primarily due to decreases in group health as a result of employee turnover and employee elections.

4. Internal Service Charges

- The net increase of \$155,936 is mainly due to the following:
 - An increase of \$107,601 in computer system maintenance and security due to the addition of voice and fax service charges, security costs for IT security upgrades, and application service charges associated with the VOIP system implementation.
 - An increase of \$54,596 in OGC Legal based on usage.
 - An increase of \$13,196 in ITD replacements for the refreshing/replacing of computers and laptops.
 - A decrease of \$32,000 in ITD system development due to a reduction in billing for the City Council Chamber upgrade project.

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5. Professional and Contractual Services

- The increase of \$10,000 is due to the need for court reporters and interpreters for the Redistricting meetings to be held in FY 2020/21.

6. Other Operating Expenses

- The net increase of \$19,009 is mainly due to an increase of \$14,051 in hardware/software maintenance and licenses for the annual maintenance and service for the closed captioning encoder equipment in City Council Chambers and the Lynwood Roberts room and an increase of \$5,000 in Miscellaneous Services and Charges for the Council Auditor’s Office quality assurance review in the spring of 2021, which is required every three years.

7. Capital Outlay

- The decrease of \$164,450 is due to the purchase of a new VAB records storage program in FY 2019/20 that will not occur in FY 2020/21.

FOOD AND BEVERAGE EXPENDITURES

FY 2020/21 Proposed	Description of each Service/Event that requires the purchase of food/beverage	Explanation that the Service/Event serves a public purpose
\$ 2,500	Agenda, Committee and Council meetings	Agenda, Committee, and Council meetings are open to Public

SERVICE LEVEL CHANGES:

None.

EMPLOYEE CAP CHANGES:

Part-time hours are increasing by 1,664 hours from 7,160 hours to 8,824 hours for hours to maintain current part-time staffing. Excess funding from other accounts was utilized in the current fiscal year.

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HIGHLIGHTS:

	2019/20 Adopted	2020/21 Proposed	\$ CHANGE from FY 20	% Change from FY 20	
Council Auditor	\$ 2,504,180	\$ 2,555,053	\$ 50,873	2.03%	A
Council President Expense Account	\$ 10,000	\$ 10,000	\$ -	0.00%	
Council Staff Services	\$ 6,587,040	\$ 6,798,835	\$ 211,795	3.22%	B
Direct Expenditures	\$ 1,786,656	\$ 1,760,499	\$ -26,157	-1.46%	C
<u>Value Adjustment Board</u>	<u>\$ 930,462</u>	<u>\$ 833,928</u>	<u>\$ -96,534</u>	<u>-10.37%</u>	D
Departmental Total	\$ 11,818,338	\$ 11,958,315	\$ 139,977	1.18%	

A The increase of \$50,873 in the Council Auditor's Office is primarily due to an increase of \$67,617 in pension costs mainly due to an increase in the required contribution to the General Employees' Pension Plan based on the most recent actuarial study and a net increase of \$5,000 in other operating expenses mainly due to the quality assurance review, which is required every three years. This is partially offset by a decrease in computer refresh/replace of \$26,963 that was completed in FY 2019/20.

B The increase of \$211,795 in Council Staff Services is primarily due to the following:

- A net increase of \$54,596 in OGC legal allocation due to usage.
- A net increase of \$46,759 in ITD computer system maintenance/security for new voice and fax service charges as well as security costs for security upgrades.
- A net increase of \$41,435 in salaries mainly due to an increase in part-time salaries.
- A net increase of \$40,159 for the refresh/replacement of computers in FY 2020/21.
- A net increase of \$24,170 in pension costs due to an increase in the required contribution.
- These were partially offset by a net decrease of \$32,000 due to a reduction in billing for the City Council Chambers upgrade project.

C The decrease of \$26,157 in Council Direct Expenditures is primarily due to a net decrease of \$15,412 in pension costs mainly due to no General Employees' Pension Plan contributions budgeted and a net decrease of \$18,714 in group health due to employee elections. These were partially offset by an increase of \$6,960 in salaries to account for an anticipated 1.5% increase in Council Member salaries based on the calculation pursuant to the Municipal Code.

D The decrease of \$96,534 in the Value Adjustment Board is primarily due to a decrease of \$164,450 in capital outlay for a new VAB records storage program in FY 2019/20 that will not occur in FY 2020/21. This was partially offset by a net increase of \$53,520 in computer system and maintenance due to application project costs associated with the VAB online program and a net increase of \$6,906 in salaries for end of probation increases and succession planning.

RECOMMENDATION:

None.

Duval County Tourist Development Council

REVENUE	FY 19/20 Original Budget	FY 20/21 Proposed Budget	Difference	% Change
Tourist Development Taxes	\$ 8,568,533	\$ 5,000,000	\$ (3,568,533)	-42%
Interest Earnings	39,050	6,700	(32,350)	-83%
Total Revenue	<u>\$ 8,607,583</u>	<u>\$ 5,006,700</u>	<u>\$ (3,600,883)</u>	-42%
EXPENDITURES				
Plan Components				
(1) Tourist Bureau*	\$ 500,000	\$ 294,100	\$ (205,900)	-41%
(2) Marketing	3,100,000	1,764,971	(1,335,029)	-43%
(3) Convention				
Convention Sales	2,110,000	1,557,306	(552,694)	-26%
Convention Grants	140,000	75,000	(65,000)	-46%
Total Convention	<u>2,250,000</u>	<u>1,632,306</u>	<u>(617,694)</u>	-27%
(4) Development and Planning	50,000	1	(49,999)	-100%
(5) Special Event Grants	800,000	250,001	(549,999)	-69%
(6) Development Account**	600,000	-	(600,000)	-100%
(7) Contingency Account**	600,000	-	(600,000)	-100%
(8) Promotion of the Equestrian Center	20,000	-	(20,000)	-100%
Remaining to be spent in accordance with any Tourist Development Plan Component (i.e., 1-8 listed above)	<u>275,413</u>	<u>829,558</u>	<u>554,145</u>	201%
Total Plan Components	<u>\$ 8,195,413</u>	<u>\$ 4,770,937</u>	<u>\$ (3,424,476)</u>	-42%
Administration	412,170	235,763	(176,407)	-43%
Total Expenditures	<u>\$ 8,607,583</u>	<u>\$ 5,006,700</u>	<u>\$ (3,600,883)</u>	-42%

*Bill 2020-356 has been introduced to make several changes to the Ordinance Code regarding the Tourist Development Plan. If approved, the Plan Component currently titled "Tourist Bureau" will be renamed "Destination Services".

**Use of funds for Development Account (i.e., acquisition and improvements, etc.) and Contingency Account purposes currently require further Council action pursuant to Chapter 666 of the Code. If approved, bill 2020-356 will allow expenditures from the Contingency Account without further Council approval.

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TOURIST DEVELOPMENT COUNCIL (FUND 10301)**

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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.

REVENUE:

1. Bed / Tourist Development Tax
 - This represents the anticipated two cent tax levy on lodging for FY 2020/21. The projected decrease is due to the impact of COVID-19.
2. Investment Pool / Interest Earnings
 - This is the anticipated interest earnings for FY 2020/21. The decrease is due to the impact of COVID-19 on both FY 2019/20 actual and FY 2020/21 projected revenue.

EXPENDITURES:

1. Salaries
 - The net decrease of \$88,638 is due to the un-funding of the vacant Tourist Development Council Administrator position and part-time salaries. Both reductions were requested by the TDC based on anticipated needs in FY 2020/21.
2. Pension Costs
 - The decrease of \$8,151 is being driven by the un-funding of the vacant position mentioned above.
3. Employer Provided Benefits
 - The net decrease of \$8,896 is being driven by the un-funding of the vacant position.
4. Internal Service Charges
 - The net decrease of \$4,765 is being driven by a decrease in the OGC allocation.
5. Other Operating Expenses
 - The decrease of \$2,166,087 is directly related to lower estimated tax revenue resulting in fewer dollars being available for Tourist Plan components. See the attached handout for additional detail.
6. 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

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TOURIST DEVELOPMENT COUNCIL (FUND 10301)**

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independent consulting firm. The decrease of \$58,851 is mainly related to costs included in the allocation in the prior year related to an audit of Visit Jacksonville.

7. Transfers to Other Funds

- This is a transfer, approved by the TDC, to the tourist development special revenue fund (Fund 10304) for the Convention Grant account. The decrease is due to the decrease in anticipated revenue.

SERVICE LEVEL CHANGES:

The anticipated decrease in the tourist development tax will result in less funding available for the various Plan Components.

CAPITAL OUTLAY CARRYFORWARD:

None.

EMPLOYEE CAP CHANGES:

There are no changes to the employee cap. However, the vacant Tourist Development Council Administrator position is not being funded in the FY 2020/21 proposed budget.

RECOMMENDATIONS:

1. We recommend that the Convention Sales plan component be decreased by \$72,379 to \$1,484,927 and the Unallocated plan component be increased by \$72,379 to \$901,937 in order to reflect the TDC requested amount for the Convention Sales. This has no impact on the Special Council Contingency.
2. We recommend that Schedule W of the Budget Ordinance be revised to show to changes above and to reflect any changes approved by bill 2020-356.

**Duval County Tourist Development Council
FY 20/21 Budget**

REVENUE

Tourist Development Taxes	\$ 5,000,000
Interest Earnings	6,700
Total Revenue	\$ 5,006,700

EXPENDITURES

Plan Components

(1) Tourist Bureau	\$ 294,100
(2) Marketing	1,764,971
(3) Convention	
Convention Sales	1,484,927
Convention Grants	75,000
Total Convention	1,559,927
(4) Development and Planning	1
(5) Special Event Grants	250,001
(6) Development Account	-
(7) Contingency Account	-
(8) Promotion of the Equestrian Center	-
Remaining to be spent in accordance with any Tourist Development Plan Component (i.e., 1-8 listed above)	901,937
Total Plan Components	\$ 4,770,937
Administration	235,763
Total Expenditures	\$ 5,006,700

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TOURIST DEVELOPMENT SPECIAL REVENUE (FUND 10304)**

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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 Development, Contingency, Equestrian Grant, and Convention Grants accounts of the Plan. The Development account is to be used to acquire, construct, extend, enlarge, remodel or improve publicly owned convention centers, coliseums (e.g., arena) or auditoriums (e.g., performing arts center), or aquariums or museums that are publicly owned and operated or owned and operated by a not for profit organization. The Contingency account is to be used to fund unforeseen opportunities of major significance to tourism in the City. Currently, the Development and Contingency accounts each require further City Council approval for appropriation and are each to be funded at a minimum of \$500,000 annually; however, bill 2020-356 has been introduced to change this. The Convention Grant account is to be used for convention grant awards and does not require further City Council approval.

REVENUE:

1. Transfers From Other Funds
 - This represents the TDC approved transfer from the Tourist Development Council’s annual operating fund (Fund 10301) for Convention (CVB) grants.

EXPENDITURES:

1. Other Operating Expenses
 - This category includes \$75,000 for Convention (CVB) grants as well as \$950,000 to fund an infrastructure grant for UNF.
2. Contingencies
 - \$950,000 is being transferred from the available balance in the TDC Development Contingency account to Other Operating Expenses to fund the UNF infrastructure grant as mentioned above.

SERVICE LEVEL CHANGES:

None.

CAPITAL OUTLAY CARRYFORWARD:

None.

EMPLOYEE CAP CHANGES:

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

RECOMMENDATION:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2020/21 BUDGET
OFFICE OF GENERAL COUNSEL
GENERAL FUND/GENERAL SERVICES DISTRICT (FUND 00111)**

PROPOSED BUDGET BOOK – Page # 230-231

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.

EXPENDITURES:

1. Salaries:

- The decrease of \$4,799 is a result of the removal of funding for part-time salaries that were needed in FY 2019/20.

2. Other Operating Expenditures:

- This amount is mainly made up of the \$100,000 for small judgements and settlements under \$50,000.

SERVICE LEVEL CHANGES:

There are no significant service level changes.

EMPLOYEE CAP CHANGES:

None.

RECOMMENDATION:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2020/21 BUDGET
OFFICE OF GENERAL COUNSEL (FUND 55101)**

PROPOSED BUDGET BOOK - Page # 232-234

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 \$53,094 is the result of an overall increase in operating expenses.
2. Miscellaneous Revenue:
 - The increase of \$7,000 is consistent with current year actuals. This revenue relates to charges for copies in litigation cases and for various public records requests.
3. Investment Pool/Interest Earnings:
 - The \$13,790 in investment pool earnings is consistent with current year actuals.
4. Transfers from Fund Balance:
 - This amount represents a transfer from Fund Balance of \$939,029, which is the amount of the prior year's pension reform contingency.

EXPENDITURES:

1. Salaries:
 - The decrease of \$96,534 is mainly due to employee turnover within the department.
2. Salary & Benefit Lapse:
 - The proposed salaries and benefit lapse of \$208,997 is based on the average turnover ratio and estimated number of vacancies in FY 2020/21.
3. Pension Costs:
 - The net increase of \$130,390 is mainly due to an increase of \$78,094 in the defined benefit pension plan based on the required contribution and an increase of \$53,780 in the defined contribution pension plan due to employee turnover.
4. Employer Provided Benefits:
 - The decrease of \$31,657 is mainly due to a decrease in group hospitalization insurance due to employee turnover and changes in employee elections.

**COUNCIL AUDITOR'S OFFICE
 COMMENTS AND RECOMMENDATIONS
 MAYOR'S PROPOSED FY 2020/21 BUDGET
 OFFICE OF GENERAL COUNSEL (FUND 55101)**

PROPOSED BUDGET BOOK - Page # 232-234

5. Internal Service Charges:

- Although there is only a slight increase of \$5,745, there are significant changes in two accounts that offset each other. There is an increase of \$92,382 in computer system maintenance and security due to an increase in enterprise security debt service charges related to IT security upgrades such as firewalls and other security appliances. This increase is offset by a decrease of \$94,780 in ITD replacements due to there being a large refresh in FY 2019/20, but no computer refresh in FY 2020/21.

6. Professional and Contractual Services:

- The increase of \$249,999 is mainly due to additional funding for ancillary legal fees due to an increased need for experts in certain upcoming cases and trials.

7. Contingencies:

- The proposed contingency amount of \$689,029 is part of the overall pension reform reserves. The decrease of \$250,000 is being used to offset the cost increase in professional and contractual services mentioned above.

SERVICE LEVEL CHANGES:

None.

EMPLOYEE CAP CHANGES:

None.

FOOD AND BEVERAGES EXPENDITURES:

FY 2020/21 Proposed	Description of each Service/Event that requires the purchase of food/beverage	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 and maintain the pace needed to resolve these matters

RECOMMENDATION:

None.