

OFFICE OF THE COUNCIL AUDITOR

FY 2013/2014 PROPOSED BUDGET

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Meeting #7
August 28, 2013

**COUNCIL AUDITOR'S OFFICE
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**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
PUBLIC LIBRARIES
GENERAL FUND (011)**

**PROPOSED BUDGET BOOK – Page #329-330
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BACKGROUND

The Jacksonville Public Library system consists of a main library and twenty regional, community and neighborhood branch libraries. The system services the needs of Duval County as well as neighboring areas, Baker, Clay, Nassau and St. Johns Counties.

REVENUE

1. Charges for Services

- The decrease of \$153,045 is primarily due to decreases of \$125,000 in public library fee revenues based on current year actuals (these fees are collected for overdue books and materials, and non-resident library cards), and \$24,845 in library fees for internet printing.

EXPENDITURES

1. Salaries

- The decrease of \$992,941 is primarily due to the decrease in permanent salaries of \$733,789, part time salaries of \$118,226, and over time salaries \$168,683, which are partially offset by an increase in pensionable special pay of \$21,818. The decreases are being driven by the elimination of 33 employees.

2. Employer Provided Benefits

- The increase of \$390,312 is mainly due to the increase of \$488,110 in pension contributions. The increase is offset by decreases in medicare tax of \$13,326, group hospitalization insurance of \$51,893, and workers' compensation of \$30,600.

3. Internal Service Charges

- The decrease of \$488,447 is primarily due to decreases of \$516,969 in ITD charges. It is partially offset by an increase in the copy center allocation of \$32,670.

4. Utilities and Building Maintenance Allocations

- The Administration is proposing to remove and replace two Public Works allocations with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
PUBLIC LIBRARIES
GENERAL FUND (011)**

**PROPOSED BUDGET BOOK – Page #329-330
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5. Other Operating Expenses

- The decrease of \$249,866 is primarily due to decreases of \$294,661 in janitorial, distribution, and various other contractual services, \$118,734 in security/guard service, \$25,510 in general insurance and \$18,942 in miscellaneous insurance. These decreases were somewhat offset by increases of \$113,592 in travel expense, \$78,237 in maintenance contracts on equipment and \$13,000 in other operating supplies. The \$113,592 was erroneously placed in travel expense because it represents the amount needed to hire movers to remove materials from the library branches that are closing. The department has requested that the funds be moved to professional services.

6. Library Materials

- This line item decreased by \$173,370 for FY 2013/14. The requested amount of \$2,934,849 will be spent as follows:

FY 2013/14 LIBRARY MATERIALS BUDGETED EXPENDITURES	
<u>MATERIALS</u>	<u>COST</u>
Books	\$46,470
Books, Internet	
Databases	364,299
Books, Audio Books	1,941,677
Internet Databases	342,676
Periodicals	21,091
Audio Books	600
Audio Books, DVDs	218,036
TOTAL:	<u><u>\$2,934,849</u></u>

7. Indirect Costs

- This is an allocation calculated by the City's independent consulting firm as part of the full cost allocation plan study. The decrease of \$4,041,145 is the result of this study.

8. Extraordinary Lapse

- The extraordinary lapse that was approved by the City Council Finance Committee in FY 2012/13 was removed for FY 2013/14.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
PUBLIC LIBRARIES
GENERAL FUND (011)**

**PROPOSED BUDGET BOOK – Page #329-330
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9. State Aid

- In addition to City Funding, the Public Library Department receives a State Grant. For FY2013/14, the estimated state budget is \$1,071,161. The library is expected to spend \$726,961 on library materials, \$322,000 on fixtures, and \$12,000 on memberships. \$10,000 is currently unassigned.

EMPLOYEE CAP CHANGES

Thirty-three (33) positions are proposed to be eliminated for FY2013/14.

SERVICE LEVEL CHANGES:

The proposed budget is predicated on closing six (6) public library branches.

1. Maxville
2. Brentwood
3. San Marco
4. University Park
5. Willowbranch
6. Beaches

They also propose reducing all remaining libraries to 40 hours per week, and closing all branches on Sunday. This will reduce operating hours from 868 per week to 600 per week; a reduction of 268 hours.

CONCERN:

The City of Neptune Beach adopted resolution No. 2013-03 on the 17th of June, 2013. It advises that if the Library Board closes the Beaches Library branch it will, in the opinion of the City of Neptune Beach, be a violation of the Interlocal Agreement between the City of Jacksonville and the City of Neptune beach.

RECOMMENDATION:

The department requests that \$113,592 in travel expense be moved to professional services to correct an error. There is no impact on the Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
MAYOR'S PROPOSED FY 2013/14 BUDGET
JACKSONVILLE PUBLIC LIBRARIES
PROPOSED HOURS OF OPERATION**

Hours Of Operation at Beginning of Fiscal Year 2012/13								
Branch	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total Hours
Argyle	Closed	Closed	1:00 - 9:00	10:00 - 6:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
Beaches	Closed	Closed	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	40
Bradham - Brooks	Closed	Closed	10:00 - 6:00	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
Brentwood	Closed	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	Closed	40
Brown Eastside	Closed	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	Closed	40
Graham	Closed	10:00 - 6:00	12:00 - 8:00	10:00 - 6:00	12:00 - 8:00	10:00 - 6:00	Closed	40
Highlands	1:00 - 5:00	Closed	1:00 - 9:00	10:00 - 6:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	44
Mandarin	Closed	Closed	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	40
Maxville	Closed	12:00 - 8:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	Closed	10:00 - 6:00	40
Murray Hill	Closed	Closed	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	40
Pablo Creek	1:00 - 5:00	Closed	10:00 - 6:00	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	44
Regency Square	Closed	Closed	10:00 - 6:00	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
San Marco	Closed	Closed	1:00 - 9:00	10:00 - 6:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
South Mandarin	Closed	Closed	10:00 - 6:00	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
Southeast	1:00 - 5:00	Closed	1:00 - 9:00	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	44
University Park	Closed	Closed	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	40
Webb Wesconnectt	1:00 - 5:00	Closed	10:00 - 6:00	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	44
West Regional	Closed	Closed	1:00 - 9:00	10:00 - 6:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
Westbrook	Closed	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	Closed	40
Willowbranch	Closed	Closed	10:00 - 6:00	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
Main	1:00 - 5:00	10:00 - 6:00	11:00 - 7:00	11:00 - 7:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	52
Total Weekly Service Hours								868

Mayor's Proposed Hours of Operation for 2013/14								
Branch	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total Hours
Argyle	Closed	Closed	1:00 - 9:00	10:00 - 6:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
Beaches	Closed	Closed	Closed	Closed	Closed	Closed	Closed	0
Bradham - Brooks	Closed	Closed	10:00 - 6:00	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
Brentwood	Closed	Closed	Closed	Closed	Closed	Closed	Closed	0
Brown Eastside	Closed	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	Closed	40
Graham	Closed	10:00 - 6:00	12:00 - 8:00	10:00 - 6:00	12:00 - 8:00	10:00 - 6:00	Closed	40
Highlands	Closed	Closed	1:00 - 9:00	10:00 - 6:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
Mandarin	Closed	Closed	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	40
Maxville	Closed	Closed	Closed	Closed	Closed	Closed	Closed	0
Murray Hill	Closed	Closed	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	40
Pablo Creek	Closed	Closed	10:00 - 6:00	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
Regency Square	Closed	Closed	10:00 - 6:00	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
San Marco	Closed	Closed	Closed	Closed	Closed	Closed	Closed	0
South Mandarin	Closed	Closed	10:00 - 6:00	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
Southeast	Closed	Closed	1:00 - 9:00	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
University Park	Closed	Closed	Closed	Closed	Closed	Closed	Closed	0
Webb Wesconnectt	Closed	Closed	10:00 - 6:00	1:00 - 9:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
West Regional	Closed	Closed	1:00 - 9:00	10:00 - 6:00	1:00 - 9:00	10:00 - 6:00	10:00 - 6:00	40
Westbrook	Closed	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	10:00 - 6:00	Closed	40
Willowbranch	Closed	Closed	Closed	Closed	Closed	Closed	Closed	0
Main	Closed	10:00 - 6:00	11:00 - 7:00	11:00 - 7:00	10:00 - 6:00	10:00 - 6:00	Closed	40
Total Weekly Service Hours								600

Branch	Hours FY13	Hours FY14	Change
Argyle	40	40	0
Beaches	40	0	(40)
Bradham - Brooks	40	40	0
Brentwood	40	0	(40)
Brown Eastside	40	40	0
Graham	40	40	0
Highlands	44	40	(4)
Mandarin	40	40	0
Maxville	40	0	(40)
Murray Hill	40	40	0
Pablo Creek	44	40	(4)
Regency Square	40	40	0
San Marco	40	0	(40)
South Mandarin	40	40	0
Southeast	44	40	(4)
University Park	40	0	(40)
Webb Wesconnectt	44	40	(4)
West Regional	40	40	0
Westbrook	40	40	0
Willowbranch	40	0	(40)
Main	52	40	(12)
	868	600	(268)

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
13.88% REDUCTION
PUBLIC LIBRARIES (011)**

Reductions in Controllable Costs from Mayor's Tentative Budget to Proposed Budget:

FY2013/14 - Controllable Costs Only			
Mayor's Tentative Budget	Mayor's Proposed Budget	Increase / (Decrease) in Controllable Costs	
		Dollar	%
17,138,746	15,532,120	(1,606,626)	-9.37%

Based on the table above, the Public Libraries did not meet the 13.88% cut.

13.88% Reductions as Represented by the Department/Budget Office:

Reductions*		
Dollar impact	Ranking	Description
\$ 335,684	10	Close Beaches Branch
345,721	9	Close University Park Branch
309,119	8	Close San Marco Branch
256,524	7	Close Willowbranch Branch
242,698	5	Eliminate All Sunday hours
449,641	4	Reduce Main Library hours by 8 hours to 40 Hours per week.
173,370	3	Reduce Library Materials Funding
163,908	2	Close Brentwood Branch
102,193	1	Close Maxville Branch
<u>\$ 2,378,858</u>		

*The reductions list was prepared by the Department and Budget Office. We received the listing from the Budget Office and summarized it for simplicity. The rankings are per the Department with one being the least impact to service levels.

The Board of Library Trustees wants to add 8 hours (Mondays) to Southeast, Pablo Creek, Charles Webb, and West Regional Libraries. They rated the request as a six in comparison to the above mentioned items. This would be an enhancement over the FY 2012/13 as these Regional Libraries have been closed on Mondays during the current fiscal year. The cost would be \$681,170.

Recommendations Related to Mayor's Reductions:

We recommend that the City Council review the above reductions to determine whether any or all of the above items should be funded in FY 2013/14.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/ 14 BUDGET
PUBLIC LIBRARIES
LIBRARY CONFERENCE FACILITY TRUST (15W)**

**PROPOSED BUDGET BOOK – Page #331-333
ON SCREEN-Page #345-347**

BACKGROUND

The Library Conference Facility Trust was established per Ordinance 2006-237-E. The Main Library charges a fee for the use of the conference facilities in order to cover the cost associated with operating and leasing conference facilities for business, recreational and social purposes. This is an all years fund and as such, during the budget process the amounts budgeted may include de-appropriating unused balances in both expense and revenue from the fiscal year just closed (FY2012/13). The clean-up of an all years fund, as part of the annual budget, may cause negative totals. The upcoming fiscal year budget needs are netted against the all years balances to determine the FY 14 proposed “change” to the all years appropriation.

REVENUE

Non-Departmental / Fund Level Activities

1. Miscellaneous Revenue

- The decrease of \$54,519 is attributable to a decrease in the appropriation for investment pool earnings.

2. Transfers from Fund Balance

- The decrease of \$150,000 represents a reversing entry for a previous transfer from fund balance. All years funds, by definition, do not have fund balance since the balances are not closed at the end of the fiscal year.

Public Libraries

3. Miscellaneous Revenue

- The increase of \$123,800 is attributable to an increase of \$57,472 in anticipated FY2013/14 rental of city facilities as well as the appropriation of prior year investment pool earnings of \$66,238.

EXPENDITURES

1. Salaries

- The decrease of \$40,001 mainly due to a decrease in part time salaries of \$27,391, and over time salaries of \$20,316. This is partially offset by an increase in permanent and probationary salaries of \$7,688, which is due to a position upgrade.

2. Salary & Benefit Lapse

- This amount represents the de-appropriation of a prior year balance to correct an accounting error.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/ 14 BUDGET
PUBLIC LIBRARIES
LIBRARY CONFERENCE FACILITY TRUST (15W)**

**PROPOSED BUDGET BOOK – Page #331-333
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3. Employer Provided Benefits

- The decrease of \$5,835 is mainly due to a decrease of \$2,676 in payroll taxes (FICA), \$1,217 in medicare tax, \$8,234 in group hospitalization insurance, and \$2,368 in workers' compensation insurance. This is partially offset by a \$8,715 increase in pension contributions.

4. Internal Service Charges

- This amount includes \$36 for FY 2013/14 copy center charges as well as a \$3,245 net de-appropriation of prior year expense balances.

5. Other Operating Expenses

- The decrease of \$69,686 is mainly due to a decrease of \$32,326 in contractual services, \$12,007 in repairs and maintenance, \$14,109 in Printing and binding commercial, \$1,429 in miscellaneous services and charges, \$1,993 in credit card fees, \$2,762 in office supplies – other, \$2,063 furniture and equipment under \$1,000, \$3,413 in repair and maintenance supplies, \$5,580 in other operating supplies, and \$1,975 in dues, subscriptions & memberships. This is partially offset by an increase of \$12,506 in security guard fees.

6. Capital Outlay

- The increase of \$38,300 is for purchases to replace classroom and event tables, to purchase chairs for Courtyard wedding events, to construct a dance floor, and to install heavy duty electrical cables.

AUTHORIZED POSITION CAP

There are no changes to the overall employee cap.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/ 14 BUDGET
PUBLIC LIBRARIES
LIBRARY CONFERENCE FACILITY TRUST (15W)**

**PROPOSED BUDGET BOOK – Page #331-333
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RECONCILIATION OF BUDGET TO CLEANUP AMOUNTS

	FY 2013/14			
	FY 2012/13 Adopted	Proposed Before Adjustments	Budget Office All Years Adjustment	FY 2013/14 Proposed
REVENUE				
NON-DEPARTMENTAL / FUND LEVEL ACTIVITIES				
Miscellaneous Revenue	61,068	6,549	-	6,549
Transfers from Fund Balance	-	-	(150,000)	(150,000)
PUBLIC LIBRARIES				
Charges for Services	\$ -	\$ -	\$ 75	\$ 75
Miscellaneous Revenue	160,000	160,000	123,800	283,800
TOTAL REVENUE	\$ 160,000	\$ 166,549	\$ (26,125)	\$ 140,424
EXPENDITURES				
PUBLIC LIBRARIES				
Salaries	124,291	130,531	(46,241)	84,290
Salary & Benefit Lapse	-	-	2,224	2,224
Employer Provided Benefits	43,958	40,040	(1,917)	38,123
Internal Service Charges	-	36	(3,245)	(3,209)
Other Operating Expenses	47,606	57,391	(79,471)	(22,080)
Library Materials	213	-	-	-
Capital Outlay	5,000	43,300	-	43,300
Cash Carryover	-	-	(2,224)	(2,224)
TOTAL EXPENDITURES	\$ 221,068	\$ 271,298	\$ (130,874)	\$ 140,424

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
MAYOR'S OFFICE
GENERAL FUND (S/F 011)**

**PROPOSED BUDGET BOOK- Page #175-176
ON SCREEN PDF- Page #189-190**

BACKGROUND:

This Department provides for the operating and salary expenditures of the Mayor's Office, the Education Commissioner's Office and the Public Affairs Office.

REVENUE:

Miscellaneous Revenue

- The increase of \$82,820 is attributable to the budgeting of funds to be received from Blue Cross/Blue Shield (Florida Blue) in the FY 2013/14 which were not budgeted in FY 2012/13. However, during our budget review it was noted that during the FY 2012/13, the Mayor's Office did receive \$75,000 for the Education Commissioner's Office from Florida Blue. As of August 20, 2013, \$65,243 has been spent on the salary and benefits of the Education Commissioner even though these funds have never been legally appropriated.

EXPENDITURES:

1. Salaries:

- The increase of \$454,379 is attributable to an increase of \$453,554 in permanent and probationary salaries and \$825 in special pay pensionable costs. These increases were a result of the transfer in of five (5) employees from the Administrative Services Division (ASD) and one (1) employee from the vacancy pool.

2. Employer Provided Benefits:

- The increase of \$211,528 is primarily due to addition of six new positions causing an increase of \$112,136 in GEPP pension contribution, \$59,896 in group hospitalization, \$31,496 in FRS pension contribution due to an increase in the rate from 10.23% to 33.03%, \$6,630 in payroll taxes (FICA), all of which was slightly offset by a decrease of \$7,114 in Workers' Compensation Insurance.

3. Internal Service Charges:

- The net increase of \$15,327 is attributable to increases of \$16,645 in Fleet due to the transfer in of budget capacity for an additional vehicle (a hybrid) and \$4,787 in OGC Legal charges. One vehicle was transferred to the Mayor's Office during the FY 12/13 even though there was not a budget for the fleet costs. These fleet costs have been absorbed by Fleet Management. With the addition of this hybrid vehicle, the Mayor's Office has a fleet of five City vehicles. With regards to the legal charges, it should be noted that the Mayor's Office total budget is only \$11,612, all of which is budgeted in the Public Affairs area. All of these increases were somewhat offset by a reduction of \$6,961 in ITD related charges.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
MAYOR'S OFFICE
GENERAL FUND (S/F 011)**

**PROPOSED BUDGET BOOK- Page #175-176
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4. Utilities & Building Maintenance Allocations:

- The Administration is proposing to remove and replace two Public Works allocations with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets.

5. Other Operating Expenses:

- The increase of \$45,844 is mainly due to the budgeting of travel at \$40,000, which was budgeted at \$1 in the FY 2012/13 and an increase of \$ 5,812 in general liability insurance costs.

6. Extraordinary Lapse:

- An extraordinary lapse of \$366,546 was placed in the Mayor's Office in order to meet the reduction target of 13.88% required by all executive departments.

SERVICE LEVEL CHANGES:

None

FY 2013/14 PROPOSED SYSTEM DEVELOPMENT PROJECT:

Project	User	Total Project Cost	FY 13/14 Funding	Current Year's Debt Cost	Current Year Operating Cost
Consolidation of Citywide Websites – COJ.net	Public Information	\$500,000	\$200,000	\$37,033	\$0

EMPLOYEE CAP CHANGES:

Six (6) positions were transferred during the year, five (5) positions from ASD and one (1) from the vacancy pool.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
MAYOR'S OFFICE
GENERAL FUND (S/F 011)**

**PROPOSED BUDGET BOOK- Page #175-176
ON SCREEN PDF- Page #189-190**

DIVISIONAL CHANGES:

	2012/13	2013/14	% Change	\$ Change	
FINANCE EXPENSES	<u>Original</u>	<u>Proposed</u>	from FY 13	from FY13	
Administration	\$ 1,923,827	\$ 2,375,295	23.5%	\$ 451,468	A
Education Officer	(170)	82,820	-48817.6%	82,990	B
Inspector General's Office	-	-	0.0%	-	
Public Affairs	1,301,154	1,321,984	1.6%	20,830	C
Department Total	<u>\$ 3,224,811</u>	<u>\$ 3,780,099</u>	<u>17.2%</u>	<u>\$ 555,288</u>	

- A.** The Administration Division's expenses are increasing by \$451,468 primarily due to the transfer in of six positions from the Intragovernmental Department/Administrative Services Division and one position from the Public Affairs Division of the Mayor's Office during the FY 2012/13, resulting in increases of \$460,559 in salaries and \$169,657 in employee provided benefits. Other increases include \$73,542 for the building maintenance and utilities allocation and \$45,525 in other operating expenses mainly for travel costs. These increases to expenses are proposed to be offset by a \$272,854 extraordinary lapse.
- B.** The Education Officer Division's expenses are increasing by \$82,990 primarily due to the funding of a previously unfunded position resulting in increases of \$53,900 in salaries and \$26,343 in employee provided benefits.
- C.** The Public Affairs Division's expenses are increasing by \$20,830 primarily due to increases of \$15,528 in employee provided benefits, \$37,974 in internal service charges, and \$27,522 in the building maintenance and utilities allocation. These increases are mostly offset by a reduction of \$60,080 in salaries due to the transfer of one (1) position to the Administration Division.

RECOMMENDATIONS:

- We recommend the removal of \$82,820 from Miscellaneous Contributions from Private Sources because the Mayor's Office does not have a signed agreement from Florida Blue indicating that they will fund this position. Corresponding expenses totaling \$82,820 for the Education Commissioner should be removed as well. This action would be budget neutral and have no impact on Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
13.88% REDUCTION
MAYOR'S OFFICE (011)**

Reductions in Controllable Costs from Mayor's Tentative Budget to Proposed Budget:

FY2013/14 - Controllable Costs Only			
Mayor's Tentative Budget	Mayor's Proposed Budget	Increase / (Decrease) in Controllable Costs	
		Dollar	%
2,712,867	2,386,318	(326,549)	-12.04%

Based on the table above, the Department did not meet the 13.88% cut.

13.88% Reductions as Represented by the Department/Budget Office:

No specific information was provided by the Department to detail how the Extraordinary Lapse would be met.

Recommendations Related to Mayor's Reductions:

We recommend that the City Council review the above reductions to determine whether any or all of the above items should be funded in FY 2013/14.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
ADVISORY BOARDS & COMMISSIONS
GENERAL FUND (S/F 011)**

**PROPOSED BUDGET BOOK- Page # 89-90
ON SCREEN- PDF # 103-104**

BACKGROUND:

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

REVENUE:

1. Charges for Services:
 - The decrease of \$201,000 is due to the seasonality of contractor certification and renewal revenue. The certificates issued by CTQB are renewed every two years. The estimate was adjusted for four new categories of licensure in Duval County, which includes Awning, Stucco, Windows and Doors and Marine Specialty Contractors, this decrease also includes a \$6,000 decrease in Examination Fees.
2. Fines and Forfeits:
 - Code violation fines have been moved to the Construction Trades Qualifying Board subfund.
3. Miscellaneous Revenue:
 - The increase of \$1,000 is due to an increase in the sale of letters, ordinances and licenses.

EXPENDITURES:

1. Salaries
 - The decrease of \$64,885 is due to the elimination of the Executive Director of Construction Trades accompanied by a \$3,713 decrease in overtime salaries. The elimination of the Executive Director of Construction Trades is a direct result of the 13.88% cut made by the budget office.
2. Employer Provided Benefits
 - The decrease of \$10,198 includes decreases of \$3,919 in group hospitalization insurance, \$2,939 in workers compensation insurance, and \$2,246 in pension contributions.
3. Internal Service Charges
 - The decrease of \$16,193 is mainly due to decreases of \$8,066 in mailroom and copy center allocation charges, as well as \$7,694 in OGC legal.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
ADVISORY BOARDS & COMMISSIONS
GENERAL FUND (S/F 011)**

**PROPOSED BUDGET BOOK- Page # 89-90
ON SCREEN- PDF # 103-104**

4. Utilities & Building Maintenance Allocations:

- The Administration is proposing to remove and replace two Public Works allocations with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets.

5. Other Operating Expenses:

- The decrease of \$7,482 is mainly due to decreases of \$2,877 in miscellaneous services and charges, \$2,000 in travel expense, \$1,120 in other operating supplies, \$792 in office supplies – other, \$655 in general liability insurance.

6. Extraordinary Lapse:

- The extraordinary lapse from FY 2012/13 has been removed.

SERVICE LEVEL CHANGES:

1. The Construction Trades Qualifying Board (CTQB) currently services approximately 9000 contractors and licensed tradesmen. It is the CTQB's reasonability to issue new licenses, renew established licenses, and mediate general and legal matters pertaining to those that they license. Given that one position was removed in the prior year by the FY 2012/13 budget, per the Construction Trades Executive Director, the elimination of his position will effectively render the CTQB incapable of performing its legal responsibilities.
2. The budget for the Hispanic Commission has been reduced to zero in response to the 13.88% department reduction. Additional outside funding will be required in order for the Commission to continue to provide services.

EMPLOYEE CAP CHANGES:

One position is proposed to be eliminated for FY2013/14.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
13.88% REDUCTION
MAYOR'S BOARDS AND COMMISSIONS (011)**

Reductions in Controllable Costs from Mayor's Tentative Budget to Proposed Budget:

FY2013/14 - Controllable Costs Only			
Mayor's Tentative Budget	Mayor's Proposed Budget	Increase / (Decrease) in Controllable Costs	
		Dollar	%
223,249	151,708	(71,541)	-32.05%

Based on the table above, the Department did meet the 13.88% cut.

13.88% Reductions as Represented by the Department/Budget Office:

Reductions*		
Dollar impact	Ranking	Description
Construction Trades Qualifying		
\$ 87,645	2	Elimination of Executive Director
150	1	Reduce Office Supplies
2,000	1	Reduction in Travel
1,300	1	Elimination of Overtime

\$ 91,095 Subtotal Construction Trades Qualifying

<i>Civil Service Board</i>			
\$ 2,000	1	Elimination of Overtime	

\$ 2,000 Subtotal Civil Service Board

<i>Mayor's Commission on the Status of Women</i>			
\$ 265	1	Elimination of Operating Supplies	
100	1	Elimination of Office Supplies	
700	1	Elimination of Miscellaneous Services and Charges	

\$ 1,065 Subtotal Mayor's Commission on the Status of Women

<i>Mayor's Hispanic Commission</i>			
\$ 1,777	1	Elimination of All Funding	

\$ 1,777 Subtotal of Mayor's Hispanic Commission

<i>Mayor's Asian Advisory Commission</i>			
\$ 452	1	Elimination of All Funding	

\$ 452 Subtotal Mayor's Asian Advisory Commission

\$ 96,389

*The reductions list was prepared by the Department and Budget Office. We received the listing from the Budget Office and summarized it for simplicity. The rankings are per the Department with one being the least impact to service levels.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
13.88% REDUCTION
MAYOR'S BOARDS AND COMMISSIONS (011)**

Recommendations Related to Mayor's Reductions:

We recommend that the City Council review the above reductions to determine whether any or all of the above items should be funded in FY 2013/14.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
EVERBANK FIELD – CITY (4A1)**

**PROPOSED BUDGET BOOK – PAGE #233-235
ONSCREEN – PDF PAGE #247-249**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016.

REVENUES:

Non-Departmental/Fund Level Activities:

Taxes:

- The taxes include the 2 Cent Tourist Development Tax budgeted at \$5,292,775 and the State Sales Tax Rebate budgeted at \$2,000,004. The increase is due to a projected increase in the 2 Cent Tourist Development Tax collections and is further addressed in recommendation #1 below.

Miscellaneous Revenue:

- The decrease of \$17,729 is due to a projected decrease in Investment Pool Earnings based on a lower assumed interest rate.

Transfers from Other Funds:

- The transfer of \$2,892,468 is from the General Fund and is a decrease of \$3,621,027 from this current year.

Office of Economic Development:

Charges for Services:

- The increase of \$100,000 is due to the following:
 - An increase in Parking Fees of \$20,000 which is more in line with current year collections.
 - An increase of \$80,000 for NFL Ticket Surcharge due to a projected increase in the average attendance at the Jaguar games.

Miscellaneous Revenue:

- The Jacksonville Jaguar supplemental rental payment per Amendment 8 of the Lease for fiscal year 2013/2014 is \$4,006,519, which is a reduction of \$40,681.

EXPENDITURES:

Non-Departmental/Fund Level Activities:

Debt Service:

- This is a transfer to the Debt Service sub-fund (4A6) for Everbank Field.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
EVERBANK FIELD – CITY (4A1)**

**PROPOSED BUDGET BOOK – PAGE #233-235
ONSCREEN – PDF PAGE #247-249**

Transfers to Other Funds:

- The transfer of \$2,594,593 consists of:
 - \$288,000 for payback of a \$5,000,000 loan from sub-fund 322.
 - \$100,000 for payback of a \$2,115,000 loan from sub-fund 322.
 - \$2,206,593 transfer to Everbank Field – SMG (4A2).

Office of Economic Development:

Utilities and Building Maintenance Allocations:

- The Administration is proposing to remove and replace two Public Works allocation with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets.

Other Operating Expenses:

- The decrease of \$209,824 is primarily due to a decrease of \$249,318 in Electricity which is based on current year usage.

Capital Outlay:

- The \$55,000 includes:
 - Audio/Visual Equipment \$5,000
 - Event Equipment \$10,000
 - Housekeeping Equipment \$10,000
 - Landscape and Turf Equipment \$5,000
 - Operations Equipment \$10,000
 - Parking Equipment \$5,000
 - Trades Equipment \$10,000

EMPLOYEE CAP CHANGES:

There are no City employees associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

CONCERNS:

We have an overall concern on the new Facilities Management Contract. SMG was selected as the Facilities Manager through the RFP process. Once SMG was selected the City entered into negotiations with SMG. The contract did not go through City Council for approval as it was not required. There are many inconsistencies and ambiguities throughout the contract which could potentially put the City at risk.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
EVERBANK FIELD – CITY (4A1)**

**PROPOSED BUDGET BOOK – PAGE #233-235
ONSCREEN – PDF PAGE #247-249**

RECOMMENDATIONS:

1. We recommend an increase in the 2 Cent Tourist Development Tax of \$41,640. This increase reflects the amount budgeted by the Tourist Development Council as revenue from the 2 Cent Tourist Development Tax which is \$5,334,415. This will reduce the General Fund contribution and will have a positive impact to Special Council Contingency.
2. Pursuant to Section 12.6 of the Facilities Management Contract between the City and SMG (Manager), “the Manager will provide to City a one-time cash contribution in the amount of One Million Dollars (\$1,000,000).” These funds will need to be amortized over a 10 year period (\$100,000/year). Currently, the budget does not include a revenue line in the amount of \$100,000 that represents a portion of the Manager Contribution that should be recognized for one year. We recommend that \$100,000 be appropriated and this will have a positive impact to Special Council Contingency.
3. We recommend that the Council Auditor's Office and the Administration get together to discuss the concerns mentioned above regarding the SMG contract.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
EVERBANK FIELD – SMG (4A2)**

**PROPOSED BUDGET BOOK – PAGE #237-238
ONSCREEN – PDF PAGE #251-252**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016.

REVENUE:

Non-Departmental/Fund Level Activities:

Miscellaneous Revenue:

- The decrease of \$31,850 is because Investment Pool Earnings are not budgeted for fiscal year 2013/2014. As of June 30, 2013 collections were \$334.

Transfers from Other Funds:

- The transfer of \$3,941,233 includes:
 - \$2,206,593 from Everbank Field – City (4A1)
 - \$1,656,551 from the Memorial Arena – SMG (4B2)
 - \$78,089 from Times Union Center for Performing Arts – SMG (4D2)

Office of Economic Development:

Charges for Services:

- The increase of \$17,076 is due to the following:
 - An increase of \$14,103 in Parking Fees.
 - An increase of \$20,000 in Other Ticket Surcharge – Incentive Fees based on current year collections.
 - An offsetting decrease of \$17,027 in Contractual Services Revenue due to a decrease of 6 events budgeted.

Miscellaneous Revenue:

- The increase of \$17,077 is primarily due to an increase of \$20,000 in Non Dwelling Rent due to an increase in Cell Site contracts.

EXPENDITURES:

Office of Economic Development:

Salaries:

- The decrease of \$22,359 in Salaries is due to a Maintenance Supervisor being allocated to all buildings.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
EVERBANK FIELD – SMG (4A2)**

**PROPOSED BUDGET BOOK – PAGE #237-238
ONSCREEN – PDF PAGE #251-252**

Employer Provided Benefits:

- The increase of \$21,442 in benefits is due to an increase in Health Insurance which includes an inflationary increase.

Other Operating Expenses:

- The decrease of \$326,607 is primarily due to:
 - A decrease of \$289,327 in Contractual Services – SMG based on the new contract with the City. The amount budgeted for the contractual payment is \$81,000 and it was brought to our attention that the budgeted amount should be \$81,600. See Recommendation #1.
 - A decrease of \$167,760 in Contractual Services due to the decrease in the number of events budgeted.
 - There is an increase of \$45,850 in SMG Insurance Expense due to higher limits mandated by the new contract with the City.
 - A decrease of \$25,000 in Repair and Maintenance due to some savings in supplies since the new cleaning contractor will be providing basic cleaning supplies.
 - Professional Services has increased by \$76,630 due to not being able to restructure the building security contracts.
- Game Day Expenses are included within the Contractual Services Expense of \$3,206,200. For fiscal year 2013/2014 the October 27th “home” game will be played in London. Below is a summary of Game Day Expenses:

	2012/2013 Approved	2013/2014 Proposed	Dollar Change	Percent Change
Game Day Budget per Game	\$ 200,083	\$ 206,250	\$ 6,167	3%
# of games budgeted	10	9	\$ (1)	-11%
	\$ 2,000,830	\$ 1,856,250	\$ (144,580)	-8%
24 hour turnaround		-	\$ -	N/A
Holiday Game Cost	-	-	\$ -	N/A
Total Game Day Expenses	<u>\$ 2,000,830</u>	<u>\$ 1,856,250</u>	<u>\$ (144,580)</u>	-8%

EMPLOYEE CAP CHANGES:

There are no City employees associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
EVERBANK FIELD – SMG (4A2)**

**PROPOSED BUDGET BOOK – PAGE #237-238
ONSCREEN – PDF PAGE #251-252**

RECOMMENDATIONS:

1. We recommend that Contractual Services – SMG be correctly budgeted at \$81,600 which is an increase of \$600. To offset the increase, Repairs and Maintenance expense will be reduced by \$600. This will have no impact to Special Council Contingency. SMG concurs.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
EVERBANK FIELD – DEBT SERVICE (4A6)**

**PROPOSED BUDGET BOOK – PAGE #37-38
ONSCREEN – PDF PAGE #48-49**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016. This sub-fund is for debt service specifically pertaining to Everbank Field.

REVENUES:

Non-Departmental/Fund Level Activities:

Miscellaneous Revenue:

- The decrease of \$26,009 is based on a lower assumed interest rate for fiscal year 2013/2014.

Transfer In to Pay Debt Service:

- The transfer of \$10,164,729 is from the Everbank Field – City sub-fund (4A1).

EXPENDITURES:

Non-Departmental/Fund Level Activities:

Fiscal and Other Debt Fees:

- The debt service payments include both principal and interest costs, which are based on a repayment schedule that was established at the time the bonds were issued. The fiscal agent fees are also included, which represent the cost of paying agent and registrar services for the bond issue.

Account Title	Principal	Interest	Fiscal Agent Fees	Total
2012 Capital Improvement Revenue Refunding Bonds	\$4,895,000	\$5,339,900	\$450	\$10,235,350

EMPLOYEE CAP CHANGES:

There are no City positions associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
MEMORIAL ARENA – CITY (4B1)**

**PROPOSED BUDGET BOOK – PAGE #239-240
ONSCREEN – PDF PAGE #253-254**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016.

REVENUE:

Non-Departmental/Fund Level Activities:

Miscellaneous Revenue:

- The increase of \$6,502 is for a projected increase in Investment Pool Earnings in fiscal year 2013/2014.

Transfers from Other Funds:

- The reduction of \$107,976 is due to not receiving a transfer from Memorial Arena – SMG (4B2) for fiscal year 2013/2014 which is offset by receiving \$1,359,315 from the General Fund.

Office of Economic Development:

Charges for Services:

- The decrease of \$15,000 is for Other Ticket Surcharge – Facility Fees which is more in line with current year collections due to lower attendance.

EXPENDITURES:

Office of Economic Development:

Internal Service Charges:

- The decrease of \$4,878 is primarily due to decreases of \$5,609 in ITD Network Group Charges and \$6,480 in ITD Data Center Service. The decreases are offset by an increase in ITD Computer System Maintenance/Security of \$7,054.

Utilities and Building Maintenance Allocations:

- The Administration is proposing to remove and replace two Public Works allocation with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
MEMORIAL ARENA – CITY (4B1)**

**PROPOSED BUDGET BOOK – PAGE #239-240
ONSCREEN – PDF PAGE #253-254**

Other Operating Expenses:

- The decrease of \$163,061 is primarily due to a decrease of \$172,073 in Electricity which is based on current year usage. Chilled water is included in the total Electricity budget amount of \$1,187,927 and should be a separate line item to correctly account for actual utility consumption. See Recommendation #1.

Capital Outlay:

- The \$50,000 consists of:
 - Event Equipment \$10,000
 - Housekeeping Equipment \$10,000
 - Operations Equipment \$25,000
 - Trades Equipment \$5,000

EMPLOYEE CAP CHANGES:

There are no City employees associated with this sub-fund

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

1. We recommend that Chilled Water be accounted for in a separate line item to correctly account for actual consumption of utilities. The estimated amount for Chilled Water for fiscal year 2013/2014 should be budgeted at \$768,345. This will have no impact to Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
MEMORIAL ARENA – SMG (4B2)**

**PROPOSED BUDGET BOOK – PAGE #241-242
ONSCREEN – PDF PAGE #255-256**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016.

REVENUES:

Office of Economic Development:

Charges for Services:

- The decrease of \$328,824 is primarily due to:
 - A decrease of \$125,000 in Other Ticket Surcharge – Club/Suites which is line with year actuals.
 - A decrease of \$50,000 in Other Ticket Surcharge – Incentive Fees due to a decrease in concerts. Even though there is a budgeted decrease, the revenue still appears to be over budgeted when looking at previous year and current year actuals. See Recommendation #1.
 - A reduction of \$153,271 in Contractual Services Revenue to reflect the overall budget more realistically.

Miscellaneous Revenue:

- The decrease of \$42,255 is due to the following:
 - There is a decrease of \$112,462 in Concession Sales which will reflect the reduction of 6 budgeted events for the Arena in fiscal year 2013/2014.
 - There is an increase of \$35,207 in Rental of City Facilities and this revenue appears to be over budgeted when looking at prior year and current year actual collections. See Recommendation #1.
 - There is an increase of \$55,000 in Miscellaneous Sales and Charges due to greater suite rentals and keeping in line with actual revenue collected.
 - A decrease of \$30,000 in Interest Income which is more in line with current year collections.

EXPENDITURES:

Non-Departmental/Fund Level Activities:

Transfers to Other Funds:

- The transfer of \$2,496,523 consists of the following:
 - \$1,656,551 to Everbank Field – SMG (4A2). See Recommendation #2 below. We believe that this transfer is misleading since the fund as a whole is receiving a

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
MEMORIAL ARENA – SMG (4B2)**

**PROPOSED BUDGET BOOK – PAGE #241-242
ONSCREEN – PDF PAGE #255-256**

General Fund contribution in the amount of \$1,359,315 as mentioned on the Memorial Arena – City (4B1) handout.

- \$327,375 to Baseball Stadium – SMG (4C2)
- \$354,824 to Convention Center – SMG (4E2)
- \$157,773 to Equestrian Center – SMG (4F2)

Office of Economic Development:

Other Operating Expenses:

- The decrease of \$149,523 is primarily due to a decrease of \$179,000 in Contractual Services – SMG based on the new contract with the City. There is also a decrease of \$43,808 in Contractual Services due to a decrease of 6 events budgeted.
- The decreases are offset by increases in Professional Services of \$22,985 based on current year spending and an increase in SMG Insurance Expense of \$45,300 due to higher limits mandated by the contract.

EMPLOYEE CAP CHANGES:

There are no City employees associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

1. We recommend that the over budgeted revenues be realistically budgeted as follows:
 - a. Other Ticket Surcharge – Incentive Fees be reduced to a budgeted amount of \$1,100,000 which is a reduction of \$100,000.
 - b. Rental of City Facilities be reduced to a budgeted amount of \$1,150,000 which is a reduction of \$222,059.

This will reduce the transfer to the Convention Center by \$322,059 and increase the General Fund subsidy for the Convention Center. This will have an overall negative impact to Special Council Contingency of \$322,059. SMG concurs.

2. We recommend that the transfer to Everbank Field – SMG (4A2) be reduced by \$1,359,315 which is the General Fund contribution amount in Memorial Arena – Arena (4B1) that will be eliminated. This will increase the General Fund contribution to Everbank Field – City (4A1) and show a more realistic subsidy amount. This will have no impact to Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
MEMORIAL ARENA – DEBT SERVICE (4B6)**

**PROPOSED BUDGET BOOK – PAGE #39-40
ONSCREEN – PDF PAGE #50-51**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016. This sub-fund is for debt service specifically pertaining to the Memorial Arena.

REVENUES:

Non-Departmental/Fund Level Activities:

Miscellaneous Revenue:

- The decrease of \$33,866 is due to reduced projected Investment Pool Earnings from \$65,122 to \$31,256 for fiscal year 2013/2014.

Transfer In to Pay Debt Service:

- The transfer of \$4,498,579 is from the Better Jacksonville Trust Fund (111) to pay Debt Service.

EXPENDITURES:

Non-Departmental/Fund Level Activities:

Fiscal and Other Debt Fees:

- The debt service payment only includes interest. Below are the payments for fiscal year 2013/2014.

Account Title	Principal	Interest
2012 Better Jacksonville Sales Tax Revenue Refunding Bonds	-	\$1,611,335
2012A Better Jacksonville Sales Tax Revenue Refunding Bonds	-	\$2,918,500
Total	-	\$4,529,835

EMPLOYEE CAP CHANGES:

There are no City positions associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
BASEBALL STADIUM – CITY (4C1)**

**PROPOSED BUDGET BOOK – PAGE #243-244
ONSCREEN – PDF PAGE #257-258**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016.

REVENUES:

Non-Departmental/Fund Level Activities:

Transfers from Other Funds:

- The transfer of \$281,316 is entirely from the General Fund.

Office of Economic Development:

Charges for Services:

- There is a decrease of \$20,000 in Other Ticket Surcharge – Facility Fees which is more in line with current year collections.

Miscellaneous Revenue:

- The Baseball Jax, Inc. rental payment budgeted for fiscal year 2013/2014 is \$110,000.

EXPENDITURES:

Office of Economic Development:

Utilities and Building Maintenance Allocations:

- The Administration is proposing to remove and replace two Public Works allocation with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets.

Other Operating Expenses:

- The decrease of \$38,047 is primarily due to a decrease of \$33,104 in Electricity due to current year usage. Chilled Water is included in the total Electricity budget of \$286,896 and should be a separate line item to correctly account for actual utility consumption. See Recommendation #1.

Capital Outlay:

- The \$45,000 consists of:
 - Audio/Visual Equipment \$5,000
 - Event Equipment \$5,000

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
BASEBALL STADIUM – CITY (4C1)**

**PROPOSED BUDGET BOOK – PAGE #243-244
ONSCREEN – PDF PAGE #257-258**

- Housekeeping Equipment \$25,000
- Landscape and Turf Equipment \$5,000
- Operations Equipment \$5,000

EMPLOYEE CAP CHANGES:

There are no City employees associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

CONCERNS:

Ordinance 2013-454 was introduced to City Council on July 23, 2013 which will transfer \$511,641 from fund balance as of the end of fiscal year 2011/2012 to the Times Union Performing Arts Center (S/F 4D1). As of the June 30, 2013 Quarterly Summary the Baseball Stadium Enterprise Fund has a negative fund equity balance of \$591,590 overall.

RECOMMENDATIONS:

1. We recommend that Chilled Water be accounted for in a separate line item to correctly account for actual consumption of utilities. The estimated amount for Chilled Water for fiscal year 2013/2014 should be budgeted at \$127,042. This will have no impact to Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
BASEBALL STADIUM – SMG (4C2)**

**PROPOSED BUDGET BOOK – PAGE #245-246
ONSCREEN – PDF PAGE #259-260**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016.

REVENUES:

Non-Departmental/Fund Level Activities:

Transfers from Other Funds:

- The transfer of \$327,375 is from the Memorial Arena – SMG (4B2).

Office of Economic Development:

Charges for Services:

- The decrease of \$6,870 is due to the following:
 - A decrease of \$5,411 in Parking Fees. Even though there is a decrease in Parking Fees, the revenue appears to be over budgeted based on current year collections. See Recommendation #1.
 - A decrease of \$6,459 in Contractual Services Revenue to be more in line with actuals.
 - There is an offsetting increase of \$5,000 in Other Ticket Surcharge – Club/Suites.

EXPENDITURES:

Office of Economic Development:

Employer Provided Benefits:

- The increase of \$6,586 in benefits is due to an increase in Health Insurance which includes an inflationary increase.

Other Operating Expenses:

- The decrease of \$19,420 is primarily due to a decrease of \$38,466 in Contractual Services – SMG based on the new contract and a decrease of \$9,752 in Contractual Services Expense to be more in line with actuals.
- There is an offsetting increase of \$16,000 in SMG Insurance Expense due to higher limits mandated by the contract.

EMPLOYEE CAP CHANGES:

There are no City employees associated with this sub-fund.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
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OFFICE OF ECONOMIC DEVELOPMENT
BASEBALL STADIUM – SMG (4C2)**

**PROPOSED BUDGET BOOK – PAGE #245-246
ONSCREEN – PDF PAGE #259-260**

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

1. We recommend that Parking Fees be reduced to a more realistic budgeted amount of \$200,000 which will be a reduction of \$41,909. This will have a negative impact of \$41,909 to Special Council Contingency. SMG concurs.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
BASEBALL STADIUM – DEBT SERVICE (4C6)**

**PROPOSED BUDGET BOOK – PAGE #41-42
ONSCREEN – PDF PAGE #52-53**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016. This sub-fund is for debt service specifically pertaining to the Baseball Stadium.

REVENUES:

Non-Departmental/Fund Level Activities:

Miscellaneous Revenue:

- The decrease of \$8,948 is due to lower expected investment returns for fiscal year 2013/2014.

Transfer In to Pay Debt Service:

- The transfer of \$1,188,482 is from the Better Jacksonville Trust Fund (111) to pay Debt Service.

EXPENDITURES:

Non-Departmental/Fund Level Activities:

Fiscal and Other Debt Fees:

- The debt service payment only includes interest. Below are the payments for fiscal year 2013/2014.

Account Title	Principal	Interest
2012 Better Jacksonville Sales Tax Revenue Refunding Bonds	-	\$425,490
2012A Better Jacksonville Sales Tax Revenue Refunding Bonds	-	\$771,250
Total	-	\$1,196,740

EMPLOYEE CAP CHANGES:

There are no City positions associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

None.

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COMMENTS AND RECOMMENDATIONS
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OFFICE OF ECONOMIC DEVELOPMENT
PERFORMING ARTS CENTER – CITY (4D1)**

**PROPOSED BUDGET BOOK – PAGE #247-248
ONSCREEN – PDF PAGE #261-262**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016.

REVENUES:

Non-Departmental/Fund Level Activities:

Transfers from Other Funds:

- The transfer amount of \$570,125 is entirely from the General Fund.

Office of Economic Development:

Charges for Services:

- The decrease of \$20,000 is due to a decrease in Other Ticket Surcharge – Facility Fees which is more in line with current year collections.

EXPENDITURES:

Non-Departmental/Fund Level Activities:

Debt Service:

- The \$44,392 reflects this venue's debt expense that will be transferred to Performing Arts Center – Debt Service (4D6) sub-fund.

Office of Economic Development:

Internal Services:

- The decrease of \$15,998 is primarily due to a decrease of \$13,588 in Fleet Parts/Oil/Gas.

Utilities and Building Maintenance Allocations:

- The Administration is proposing to remove and replace two Public Works allocation with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets.

Other Operating Expenses:

- The decrease of \$44,170 is primarily due to a decrease of \$35,001 for Electricity which is based on current year usage.

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COMMENTS AND RECOMMENDATIONS
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OFFICE OF ECONOMIC DEVELOPMENT
PERFORMING ARTS CENTER – CITY (4D1)**

**PROPOSED BUDGET BOOK – PAGE #247-248
ONSCREEN – PDF PAGE #261-262**

Capital Outlay:

- The \$30,000 consists of:
 - Event Equipment \$10,000
 - Housekeeping Equipment \$5,000
 - Operations Equipment \$10,000
 - Trades Equipment \$5,000

EMPLOYEE CAP CHANGES:

There are no City employees associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
PERFORMING ARTS CENTER – SMG (4D2)**

**PROPOSED BUDGET BOOK – PAGE #249-250
ONSCREEN – PDF PAGE #263-264**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016.

REVENUES:

Office of Economic Development:

Charges for Services:

- This revenue line includes Other Ticket Surcharge – Incentive Fees budgeted at \$310,000 and Contractual Services Revenue budgeted at \$1,553,686, which has a slight increase of \$8,191.
- When looking at current year actuals Other Ticket Surcharge – Incentive Fees appear to be over budgeted. Current collections as of July 31, 2013 are \$189,831. See Recommendation #1.

Miscellaneous Revenue:

- The decrease of \$49,333 is primarily due to a decrease in Concession Sales of \$62,379 which will be more in line with current year actuals.

EXPENDITURES:

Non-Departmental/Fund Level Activities:

Transfer to Other Funds:

- The transfer of \$78,089 is to Everbank Field – SMG (4A2).

Office of Economic Development:

Employer Provided Benefits:

- The increase of \$8,662 in benefits is due to an increase in Health Insurance which includes an inflationary increase.

Other Operating Expenses:

- The decrease of \$65,184 is due to the following:
 - There is an increase of \$42,894 in Professional Services based on current year spending.
 - A decrease of \$115,397 in Contractual Services – SMG based on the new contract with the City.
 - There is a decrease of \$21,381 in Contractual Services expense which is based on current year actuals.

**COUNCIL AUDITOR'S OFFICE
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OFFICE OF ECONOMIC DEVELOPMENT
PERFORMING ARTS CENTER – SMG (4D2)**

**PROPOSED BUDGET BOOK – PAGE #249-250
ONSCREEN – PDF PAGE #263-264**

- An increase of \$19,900 in SMG Insurance Expense due to higher limits mandated by the new contract with the City.

EMPLOYEE CAP CHANGES:

There are no City employees associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

1. We recommend that Other Ticket Surcharge – Incentive Fees be budgeted at a more realistic number of \$250,000. This will have a negative impact to Special Council Contingency of \$60,000. SMG concurs.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
PERFORMING ARTS CENTER – DEBT SERVICE (4D6)**

**PROPOSED BUDGET BOOK – PAGE #43-44
ONSCREEN – PDF PAGE #54-55**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016. This sub-fund is for debt service specifically pertaining to the Performing Arts Center.

REVENUES:

Transfer In to Pay Debt Service:

- The transfer of \$44,392 is from Performing Arts Center – City (4D1).

EXPENDITURES:

Non-Departmental/Fund Level Activities:

Fiscal and Other Debt Fees:

- The debt service payment only includes interest, which is based upon a repayment schedule that was established at the time the bonds were issued.

Account Title	Principal	Interest
2012C Special Revenue Refunding Bonds	-	\$44,700

EMPLOYEE CAP CHANGES:

There are no City positions associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
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OFFICE OF ECONOMIC DEVELOPMENT
CONVENTION CENTER – CITY (4E1)**

**PROPOSED BUDGET BOOK – PAGE #251-252
ONSCREEN – PDF PAGE #265-266**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016.

REVENUES:

Non-Departmental/Fund Level Activities:

Transfers from Other Funds:

- The transfer amount of \$623,093 is entirely from the General Fund.

EXPENDITURES:

Non-Departmental/Fund Level Activities:

Transfers to Other Funds

- There is not a budgeted transfer to other funds for fiscal year 2013/2014.

Office of Economic Development:

Internal Services:

- The decrease of \$12,084 is primarily due to decreases in Fleet Vehicle Rental of \$8,856 and ITD Tech Refresh of \$2,642.

Utilities and Building Maintenance Allocations:

- The Administration is proposing to remove and replace two Public Works allocation with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets.

Other Operating Expenses:

- The decrease of \$43,158 is primarily due to a decrease of \$45,174 in Electricity which is based on current year usage.

Capital Outlay:

- The \$50,000 consists of:
 - Audio/Visual Equipment \$5,000
 - Event Equipment \$5,000
 - Housekeeping Equipment \$10,000
 - Operations Equipment \$25,000
 - Trades Equipment \$5,000

**COUNCIL AUDITOR'S OFFICE
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OFFICE OF ECONOMIC DEVELOPMENT
CONVENTION CENTER – CITY (4E1)**

**PROPOSED BUDGET BOOK – PAGE #251-252
ONSCREEN – PDF PAGE #265-266**

EMPLOYEE CAP CHANGES:

There are no City employees associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
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OFFICE OF ECONOMIC DEVELOPMENT
CONVENTION CENTER – SMG (4E2)**

**PROPOSED BUDGET BOOK – PAGE #253-254
ONSCREEN – PDF PAGE #267-268**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016.

REVENUES:

Non-Departmental/Fund Level Activities:

Miscellaneous Revenue:

- The decrease of \$5,556 is due to no Investment Pool Earnings budgeted for fiscal year 2013/2014.

Transfers from Other Funds:

- The transfer of \$354,824 is from the Memorial Arena – SMG (4B2).

Office of Economic Development:

Charges for Services:

- The increase of \$43,996 is primarily due to an increase of \$36,768 for Contractual Services Revenue which is based on pending contracts that should generate revenue. There is also an increase of 11 events budgeted going from 215 to 226.

Miscellaneous Revenue:

- The decrease of \$141,890 is primarily due to a decrease of \$139,492 in Concession Sales which is more in line with current year collections.

EXPENDITURES:

Office of Economic Development:

Employer Provided Benefits:

- The increase of \$17,486 is primarily due to an increase in Health Insurance which includes an inflationary increase.

Other Operating Expenses:

- The decrease of \$23,417 is primarily due to the following:
 - There is an increase in Professional Services of \$42,894.
 - There is a decrease of \$111,397 in Contractual Services – SMG which is the payment to SMG for managing the facility and is based on the new contract with the City.

**COUNCIL AUDITOR'S OFFICE
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CONVENTION CENTER – SMG (4E2)**

**PROPOSED BUDGET BOOK – PAGE #253-254
ONSCREEN – PDF PAGE #267-268**

- There is an increase in Contractual Services Expense of \$18,286 due to the increase of 11 events budgeted.
- SMG Insurance Expense increased by \$17,500 due to higher limits mandated by the new contract.

EMPLOYEE CAP CHANGES:

There are no city employees associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
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OFFICE OF ECONOMIC DEVELOPMENT
EQUESTRIAN CENTER – CITY (4F1)**

**PROPOSED BUDGET BOOK – PAGE #255-256
ONSCREEN – PDF PAGE #269-270**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016.

REVENUES:

Non-Departmental/Fund Level Activities:

Transfers from Other Funds:

- The transfer amount of \$320,041 is entirely from the General Fund.

EXPENDITURES:

Non-Departmental/Fund Level Activities:

Debt Service:

- This is a transfer of \$121,376 to Equestrian Center – Debt Service (4F6).

Office of Economic Development:

Internal Services:

- The decrease of \$10,304 is primarily due to decreases in Fleet Vehicle Rental of \$4,428 and Fleet Repairs and Maintenance of \$3,350.

Other Operating Expenses:

- The decrease of \$10,907 is primarily due to a decrease of \$11,242 for Electricity which is based on current year usage.

EMPLOYEE CAP CHANGES:

There are no City employees associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
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OFFICE OF ECONOMIC DEVELOPMENT
EQUESTRIAN CENTER – SMG (4F2)**

**PROPOSED BUDGET BOOK – PAGE #257-258
ONSCREEN – PDF PAGE #271-272**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016.

REVENUES:

Non-Departmental/Fund Level Activities:

Transfers from Other Funds:

- The transfer of \$157,773 is from the Memorial Arena – SMG (4B2)

Office of Economic Development:

Charges for Services:

- The decrease of \$20,762 is primarily due to a decrease of \$18,815 in Contractual Services Revenue based on current year actuals.

Miscellaneous Revenue:

- The increase is primarily due to an increase of \$3,569 in Rental of Facilities. The Building Director is working on booking a couple small concerts next fiscal year.

EXPENDITURES:

Office of Economic Development:

Salaries:

- The increase of \$46,316 in Salaries is due to a reallocation of labor between the Cecil Recreational Facilities and the Equestrian Center.

Other Operating Expenses:

- The decrease of \$127,956 is primarily due to a decrease of \$119,164 in Contractual Services – SMG in which there is not a budgeted amount for the new contract. Also, Section 2.12 of the contract states, “*the City may elect to exclude the Equestrian Center and Cecil Recreational Facilities from all services at any time with reasonable notice to Manager.*”

EMPLOYEE CAP CHANGES:

There are no City employees associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

**COUNCIL AUDITOR'S OFFICE
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EQUESTRIAN CENTER – SMG (4F2)**

**PROPOSED BUDGET BOOK – PAGE #257-258
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RECOMMENDATIONS:

None.

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EQUESTRIAN CENTER – DEBT SERVICE (4F6)**

**PROPOSED BUDGET BOOK – PAGE #45-46
ONSCREEN – PDF PAGE #56-57**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016. This sub-fund is for debt service specifically pertaining to the Equestrian Center.

REVENUES:

Transfer In to Pay Debt Service:

- The transfer of \$121,376 is from the Equestrian Center – City (4F1).

EXPENDITURES:

Non-Departmental/Fund Level Activities:

Fiscal and Other Debt Fees:

- The debt service payments include both the principal and interest, which is based upon a repayment schedule that was established at the time the bonds were issued.

Account Title	Principal	Interest	Fiscal Agent Fees	Total
2005A Excise Tax Revenue Bonds	-	\$95,516	-	\$95,516
2008A Capital Projects Revenue Bonds	\$6,298	\$6,299	\$1,766	\$14,363
2008B Capital Projects Revenue Bonds	\$6,298	\$6,017	\$11	\$12,326
Total	\$12,596	\$107,832	\$1,777	\$122,205

EMPLOYEE CAP CHANGES:

There are no City positions associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
SPORTS COMPLEX CAPITAL MAINTENANCE (4G1)**

**PROPOSED BUDGET BOOK – PAGE #27-29
ONSCREEN – PDF PAGE #37-39**

BACKGROUND:

Ordinance 2009-817-E mandates that the Convention Development Tax collected pursuant to Municipal Code Chapter 764, be allocated to the Sports Complex Capital Maintenance Enterprise Fund. The 4G1 subfund was established for this purpose. These funds are to be used exclusively to construct, extend, enlarge, remodel, repair, improve or maintain the Sports Complex which includes Everbank Field, Veterans Memorial Arena, and the Jacksonville Baseball Stadium. This is an all-year's fund.

REVENUES:

Taxes:

- The increase of \$119,459 is due to higher revenues projected for the Convention Development Tax collections. Based on the Tourist Development Council budget approved August 15, 2013 this number is under budgeted. See Recommendation #1.

Miscellaneous Revenues:

- The \$142,698 represents a portion of the Investment Pool Earnings that have accumulated since this fund has been established. Since this is an all-years fund the excess revenue can be appropriated.

EXPENDITURES:

Capital Outlay:

- The Capital Funding for each of the venues is listed in detail below.

Description		Amount
<u>Everbank Field</u>		
Audio Visual	Digital Signage, Broadcast Equipment	\$ 480,000
Building Systems	HVAC, Electrical, Elevators	\$ 450,000
Exterior Finishes	Fence, Structural Steel Painting	\$ 350,000
Furniture, Fixtures and Equipment	Garbage Cans, Facility Signage, Fans, Tensabarrier, Merch Booth	\$ 350,000
Food Service	Equipment Replacements	\$ 170,000
Interior Finishes	Suite/Club Finishes, South Coaches LR	\$ 1,600,000
Waterproofing	Seating Bowl	\$ 126,870
Total		\$ 3,526,870
<u>Baseball Stadium</u>		
Audio Visual	Sound System, Video Boards	\$ 225,000

**COUNCIL AUDITOR'S OFFICE
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SPORTS COMPLEX CAPITAL MAINTENANCE (4G1)**

**PROPOSED BUDGET BOOK – PAGE #27-29
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Description		Amount
Building Systems	HVAC, Electrical, Lighting	\$ 50,000
Exterior Finishes	Structural Steel Painting, Gutters Batters Eye Wall, Awning	\$ 100,000
Interior Finishes	Suite, Miscellaneous Finishes	\$ 50,000
Network/Computer Systems	Wireless	\$ 50,000
Security	Cameras, Access Control	\$ 25,000
Total		\$ 500,000
<u>Memorial Arena</u>		
Audio Visual	Fascia Video Boards, Digital Signage, Control Room Equipment	\$ 400,000
Building Systems	HVAC, Electrical, Lighting, Club Seat Cushions, Ice Pit Cover	\$ 251,515
Furniture, Fixtures and Equipment	Basketball Court, Portable Stands, Signage, Chairs	\$ 150,000
Food Service	Equipment Replacements	\$ 30,000
Interior Finishes	Suite, Miscellaneous Finishes	\$ 100,000
Network/Computer Systems	Servers, Wireless	\$ 40,000
Waterproofing	Building, Windows	\$ 40,000
Total		\$ 1,011,515
Total Requested Projects		\$ 5,038,385

EMPLOYEE CAP CHANGES:

There are no City employees associated with this subfund.

SERVICE LEVEL CHANGES:

There are no significant service level changes in the budget.

RECOMMENDATIONS:

1. We recommend that the Convention Development Tax be increased by \$38,516 to properly align with the August 15, 2013 approved budget of the Tourist Development Council. We will place the funds into Cash Carryover and this will have no impact to Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
RITZ THEATRE (4H0)**

**PROPOSED BUDGET BOOK – PAGE #259-262
ONSCREEN – PDF PAGE #273-276**

BACKGROUND:

SMG has been retained by the City to manage seven (7) public facilities which include Everbank Field, the Memorial Arena, Jacksonville Baseball Stadium, Times Union Center for Performing Arts, Prime Osborn Convention Center, the Equestrian Center and the Ritz Theatre and Museum. The Office of Economic Development serves as the liaison for SMG. The term of the current contract between SMG and the City is January 1, 2013 through February 29, 2016.

NOTE:

The Ritz Theatre is accounted for in a City sub-fund (4H1) and an SMG sub-fund (4H2), which is similar to all the other venues. We prepared our handout at the fund level, which combines 4H1 and 4H2 to provide an easier comparison with the fiscal year 2012/2013 approved budget. The fiscal year 2012/2013 approved budget for the Ritz Theatre was included in the General Fund within Parks and Recreation.

	RPOD011RT FY 2012/2013 ADOPTED	4H0 at Fund Level FY 2013/2014 PROPOSED	DOLLAR CHANGE
REVENUE			
Transfer from Other Funds	\$677,603	\$808,947	\$131,344
	\$677,603	\$808,947	\$131,344
Charges for Services	131,000	195,523	64,523
Miscellaneous Revenue	39,500	93,500	54,000
	170,500	289,023	118,523
TOTAL REVENUE	\$848,103	\$1,097,970	\$249,867
EXPENDITURES			
Salaries	\$251,107	\$334,322	\$83,215
Employer Provided Benefits	85,007	90,267	5,260
Internal Service Charges	55,853	52,818	(3,035)
Utilities and Building Maintenance Allocations	-	77,250	77,250
Other Operating Expenses	456,133	543,312	87,179
Capital Outlay	3	1	(2)
TOTAL EXPENDITURES	\$848,103	\$1,097,970	\$249,867

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
RITZ THEATRE (4H0)**

**PROPOSED BUDGET BOOK – PAGE #259-262
ONSCREEN – PDF PAGE #273-276**

REVENUES:

Transfers from Other Funds:

- The transfer amount of \$808,947 is entirely from the General Fund. There is also a transfer of \$608,887 from Ritz Theatre – City (4H1) to Ritz Theatre – SMG (4H2) to help supplement SMG operations.

Charges for Services:

- This revenue line includes Museum Entrance Fees (\$20,279), Organized Event Charges (\$2,000) and Ticket Sales (\$173,244). The increase of \$64,253 is due to increases in Entrance Fees and Tickets Sales. The number of events budgeted by SMG is 116 compared to 50 in the current year when managed by Parks and Recreation.

Miscellaneous Revenue:

- Rental of City Facilities is double budgeted and will need to be removed. See Recommendation #1.

EXPENDITURES:

Salaries:

- The Salaries amount includes five positions. Four of the five positions are filled. Two City employees were absorbed by SMG. There are also positions allocated to the venue from SMG Finance, Marketing and HR.

Internal Services:

- Internal Service charges are decreasing due to not having any charges from OGC – Legal and slight decreases in Telecommunications and Mailroom Charges. There is an increase in the Copy Center Allocations.

Utilities and Building Maintenance Allocations:

- The Administration is proposing to remove and replace two Public Works allocation with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets.
- It appears as though this fund has an allocation of Electricity and Water in the amount of \$61,730 and Building Maintenance of \$15,400 that is not needed. This venue will be billed directly for electricity and water and SMG will handle the building maintenance. See Recommendation #2.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
OFFICE OF ECONOMIC DEVELOPMENT
RITZ THEATRE (4H0)**

**PROPOSED BUDGET BOOK – PAGE #259-262
ONSCREEN – PDF PAGE #273-276**

Other Operating Expenses:

- Other operating expenses include Contractual Services Expense, Professional Services, Electricity, SMG Insurance Expense and Repairs and Maintenance.
- The increase of \$87,179 is primarily due to
 - Electricity of \$44,096 being directly paid out of this fund.
 - An increase of \$44,421 for Repairs and Maintenance.
 - There is an offsetting decrease of \$21,000 in Advertising and Promotion.

EMPLOYEE CAP CHANGES:

There are no City employees associated with this sub-fund.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

RECOMMENDATIONS:

1. We recommend that Rental of City Facilities – SMG revenue in the amount of \$20,000 be removed since it is double budgeted. This will have a negative impact to Special Council Contingency. SMG concurs.
2. We recommend that the Utilities Allocation of \$61,730 and Building Maintenance Allocation of \$15,400 be removed. This will decrease the transfer from the General Fund in the amount of \$77,130. The Building Maintenance Allocation amount of \$15,400 will need to be moved to a non-departmental line item in the General Fund. The utilities allocation amount of \$61,730 will require a corresponding adjustment in Public Building Allocations sub-fund 5A1. This will have a positive impact of \$61,730 to Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
JACKSONVILLE JOURNEY (S/F 019)**

**PROPOSED BUDGET BOOK – Page # 81-83
ON SCREEN-Page # 94-96**

BACKGROUND:

This subfund was established as part of the FY 2008/09 budget ordinance (Ord. No. 2008-555-E) to account for the non-enforcement activities of the “Jacksonville Journey”. The *Journey* provides funding for expanded early literacy programs, supervised after-school guidance and recreational programs, and expanded activities during the summer. It also dedicates funding to expand existing juvenile crime prevention and intervention programs, and ex-offender programs helping individuals make the transition to becoming productive citizens.

REVENUES:

Transfers from Other Funds:

- This is the amount of transfer from the General Fund necessary to fund the Jacksonville Journey Oversight Committee approved programs for FY 2013/14.

EXPENDITURES:

Following our handout is the Budget Ordinance Schedule that delineates the funding in FY 2012/13 and FY 2013/14 for each of the Jacksonville Journey's programs.

Employee Services:

Program Description	FY 2012/13 Adopted	FY 2013/14 Proposed	Reduction	
Summer Job Program	\$ 209,220	\$ 179,929	\$ (29,291)	(14%)

This activity houses all of the 30,000 part-time hours.

Jacksonville Children's Commission:

Program Description	FY 2012/13 Adopted	FY 2013/14 Proposed	Reduction	
Early Literacy	\$ 1,700,000	\$ 1,462,000	\$ (238,000)	(14%)
Juvenile Crime Prevention & Intervention	\$ 321,600	\$ 276,576	\$ (45,024)	(14%)
Summer Camps	\$ 1,021,400	\$ 878,404	\$ (142,996)	(14%)
Out of School Suspension Centers	\$ 961,423	\$ 826,824	\$ (134,599)	(14%)
Team Up Program	\$ 2,077,164	\$ 1,786,361	\$ (290,803)	(14%)
<i>Subtotal</i>	<i>\$ 6,081,587</i>	<i>\$ 5,230,165</i>	<i>\$ (851,422)</i>	<i>(14%)</i>

Neighborhoods:

Program Description	FY 2012/13 Adopted	FY 2013/14 Proposed	Reduction	
Local Initiatives Support Corporation (LISC)	\$ 463,980	\$ 399,023	\$ (64,957)	(14%)

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
JACKSONVILLE JOURNEY (S/F 019)**

**PROPOSED BUDGET BOOK – Page # 81-83
ON SCREEN-Page # 94-96**

Office of the Sheriff:

Program Description	FY 2012/13 Adopted	FY 2013/14 Proposed	Reduction	
Juvenile Assessment Centers	\$ 289,236	\$ 248,743	\$ (40,493)	(14%)
Ex-Offender Re-Entry Portal*	\$ 558,053	\$ 479,926	\$ (78,127)	(14%)
<i>Subtotal</i>	\$ 847,289	\$ 728,669	\$ (118,620)	(14%)

* This activity houses all of the 10 authorized full-time employees.

Special Services:

Program Description	FY 2012/13 Adopted	FY 2013/14 Proposed	Reduction	
Ex-Offender Employment Program	\$ 410,039	\$ 352,633	\$ (57,406)	(14%)
Ex-Offender Training / Re-Entry	\$ 308,800	\$ 265,568	\$ (43,232)	(14%)
<i>Subtotal</i>	\$ 718,839	\$ 618,201	\$ (100,638)	(14%)

SERVICE LEVEL CHANGES:

The 14% decrease in revenues for this subfund will result in less funding for Jacksonville Journey programs.

CAPITAL OUTLAY CARRYFORWARDS:

None

EMPLOYEE CAP CHANGES:

There are no changes to the employee cap.

RECOMMENDATIONS:

Schedule AG is the summary of appropriations which constitute the FY 2013/14 funding of the Jacksonville Journey. This schedule is not attached to the budget ordinance as filed. In addition, the Jacksonville Journey Oversight Committee has requested a change to the Mayor's FY2013/14 budget detailed on the following page. We recommend that Schedule AG be attached to Budget Ordinance 2013-464 to reflect all actions of the City Council Finance Committee. This has no effect on the total budget of the Jacksonville Journey. There is no impact to Special Council Contingency.

Jacksonville Journey Oversight Committee
Jacksonville Journey
FY 2013-2014 Budget

Program Description	FY 12-13 Approved by Council		FY 13-14 Mayor's Proposed		FY 13-14 Journey Request		
	General Fund Contribution	Grant Funding	General Fund Contribution	Grant Funding	General Fund Contribution	Grant Funding	Proposed vs. Request
DART - Code compliance	\$ 324,091	-	\$ 278,718	-	\$ -	-	\$ (278,718)
Local Initiatives Support Corporation	\$ 463,980	-	\$ 399,023	-	\$ 422,820	-	\$ 23,797
Early Literacy	\$ 1,700,000	-	\$ 1,462,000	-	\$ 1,549,082	-	\$ 87,082
Summer Camps	\$ 1,021,400	-	\$ 878,404	-	\$ 930,759	-	\$ 52,355
Out of School Suspension	\$ 961,423	-	\$ 826,824	-	\$ 876,090	-	\$ 49,266
Team-Up Programs	\$ 2,077,164	-	\$ 1,786,361	-	\$ 1,892,453	-	\$ 106,092
Summer Jobs Program	\$ 209,220	-	\$ 179,929	-	\$ 190,656	-	\$ 10,727
Ex-Offender Employment Program	\$ 410,039	-	\$ 352,633	-	\$ 316,219	-	\$ (36,414)
Juvenile Crime Prevention & Intervention	\$ 321,600	-	\$ 276,576	-	\$ 293,083	-	\$ 16,507
Ex-Offender Training/Re-entry	\$ 308,800	-	\$ 265,568	-	\$ 191,394	-	\$ (74,174)
Juvenile Assessment Center	\$ 289,236	-	\$ 248,743	-	\$ 263,610	-	\$ 14,867
Ex-Offender Re-entry Portal (JREC)	\$ 558,053	-	\$ 479,926	-	\$ 508,539	-	\$ 28,613
Total for Subfund 019	\$ 8,645,006	\$ -	\$ 7,434,705	\$ -	\$ 7,434,705	\$ -	\$ -

FY13 Approved Funding (all sources): \$ 8,645,006

FY14 Approved Funding (all sources): \$ 7,434,705

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
JACKSONVILLE CHILDREN'S COMMISSION (S/F 191)**

**PROPOSED BUDGET BOOK – Page # 167-169
ON SCREEN-Page # 181-183**

BACKGROUND:

The Jacksonville Children's Commission oversees several programs that promote positive infant, child and youth development. This includes oversight to the Mayor's Early Literacy Initiative and the Family Initiative Program.

REVENUES:

JACKSONVILLE CHILDREN'S COMMISSION

1. Miscellaneous Revenue:

- There is a net increase of \$4,000 due to new revenue from rental of city facilities of \$12,000. Slightly offsetting this new revenue source is a decrease of \$8,000 in other miscellaneous earnings.

NON-DEPARTMENTAL / FUND LEVEL ACTIVITIES

2. Miscellaneous Revenue:

- There is a decrease of \$72,654 due to a lower assumption of investment pool earnings.

3. Transfers from Other Funds:

- The decrease in the transfer from the General Fund of \$1,264,178 is due to a decrease in expenditures.

4. Transfers from Fund Balance:

- The decrease of \$1,500,000 is also due to a decrease in expenditures.

EXPENDITURES:

JACKSONVILLE CHILDREN'S COMMISSION

1. Salaries:

- The net decrease of \$7,741 is mainly due to a reduction of 620 part-time hours totaling \$7,800. In addition, a decrease of \$3,085 in permanent and probationary salaries was offset by an increase of \$3,144 in special pay – pensionable.

2. Employer Provided Benefits:

The net increase of \$90,402 is mainly due to an increase in pension contributions of \$98,040 and FICA taxes of \$7,049. These increases were slightly offset by a decrease in workers compensation insurance of \$13,737.

3. Internal Service Charges:

- The net decrease of \$10,625 is mainly due to decreases in ITD charges of \$14,533, copier consolidation of \$6,861, legal charges of \$2,284, and mailroom charges of \$959. These decreases were somewhat offset by an increase in copy center of \$13,966.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
JACKSONVILLE CHILDREN'S COMMISSION (S/F 191)**

**PROPOSED BUDGET BOOK – Page # 167-169
ON SCREEN-Page # 181-183**

4. Utilities and Building Maintenance Allocations:
 - The Administration is proposing to remove and replace two Public Works allocations with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets.
5. Other Operating Expenses:
 - The net decrease of \$578,193 is mainly due to the reduction of other rent of \$559,210. In previous years, this amount was charged for the debt service of the JCC building complex which includes the Don Brewer Center. During FY 2012/13, the bonds in which the proceeds were used to pay for the complex were refunded. The new bond payment is \$354,954 and is reflected under the debt service account for better transparency.
6. Grants, Aides and Contributions:
 - The decrease of \$311,082 is primarily due to a reduction in subsidies and contributions to private organizations. These reductions include a decrease in funding of \$175,775 to the Episcopal Children's Services to more closely match the funding of JCC Teams providing the same services. There is a decrease of \$53,974 to PACE Centers for Girls due to the acquiring of additional funding from outside sources. There is a decrease of \$10,179 to New Heights of Northeast FL. Inc. due to a reduced level of service. Finally, a decrease of \$73,000 to Childcare for Special Needs has occurred due to the Jacksonville Journey taking responsibility for funding the program.
7. Extraordinary Lapse:
 - The lapse of \$2,596,139 was calculated by the Budget Office based on a reduction of 13.88% in the controllable costs of the Jacksonville Children's Commission.

NON-DEPARTMENTAL / FUND LEVEL ACTIVITIES

8. Salary and Benefits Lapse:
 - The lapse of \$98,001 is calculated by the Budget Office based on employee turnover history with the JCC.
9. Debt Service:
 - The net increase of \$354,954 represents payment of debt service for the JCC building complex located at 1095 A. Phillip Randolph Blvd. This is not an increase in debt. For better transparency, this debt was reallocated from other rent to debt service.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
JACKSONVILLE CHILDREN'S COMMISSION (S/F 191)**

**PROPOSED BUDGET BOOK – Page # 167-169
ON SCREEN-Page # 181-183**

JACKSONVILLE JOURNEY & JCC FUNDING:

In addition to Grants & Aids provided through JCC's expenditure line, JCC oversees additional funding that is part of the Jacksonville Journey program, as detailed below.

Program Description	JCC Proposed Funding (Lapse Restored)	JCC Funding (If Lapse Stays)	Journey Proposed Funding	Grand Total
Early Literacy	\$ 2,561,024	\$ 1,585,249	\$1,462,000	\$ 3,047,249
Summer Camps	\$ 895,050	\$ 809,752	\$ 878,404	\$1,688,156
Out of School Suspension	\$ -	\$ -	\$ 826,824	\$ 826,824
Team-Up Programs	\$ 5,261,670	\$ 4,778,234	\$1,786,361	\$6,564,595
Juvenile Crime Prevention	\$ -	\$ -	\$ 276,576	\$ 276,576
Total	\$ 8,717,744	\$ 7,173,235	\$5,230,165	\$12,403,400

SERVICE LEVEL CHANGES:

The 14.7% decrease in revenues for this subfund will result in less funding for JCC programs.

EMPLOYEE CAP CHANGES:

There are no employee cap changes; however, the part-time hours have been reduced by 620 hours from 1,020 to 400.

CONCERN:

The Mayor's proposed budget includes an extraordinary lapse of \$2,596,138 within JCC's Office of Director as a placeholder prior to the JCC Board determining the impact of the lapse on program funding. The Office of Director's budget is a negative (\$1,094,277) due to the lapse. A list of the JCC Board proposed funding for programs is attached.

RECOMMENDATIONS:

1. We recommend the Subsidies and Contributions to Private Organizations expense line item be reduced within the Office of Director by \$73,000 and within Early Literacy by \$175,775. We also recommend the Subsidies and Contributions expense line item be increased within Research and Grant Development by \$248,775. This recommendation is budget neutral. There is no impact to Special Council Contingency.
2. JCC requests that Schedule M be revised to reflect recent changes to program allocations. A revised Schedule M is attached.
3. Amend Section 10.1 of the Budget Ordinance to update the total budget amount of JCC from \$24,969,041 to \$25,225,994, in order to reflect recommendation #2.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
13.88% REDUCTION
JACKSONVILLE CHILDREN'S COMMISSION (191)**

Reductions in Controllable Costs from Mayor's Tentative Budget to Proposed Budget:

FY2013/14 - Controllable Costs Only			
Mayor's Tentative Budget	Mayor's Proposed Budget	Increase / (Decrease) in Controllable Costs	
		Dollar	%
2,813,465	(359,076)	(3,172,541)	-112.76%

Based on the table above, the Department did meet the 13.88% cut. Please note there is a \$2,596,139 extraordinary lapse placed on this budget which creates the negative controllable cost amount since Subsidies and Contributions to Private Organizations (\$15,219,374) is not designated as a controllable cost.

13.88% Reductions as Represented by the Department/Budget Office:

Reductions*		
Dollar impact	Ranking	Description
\$ 53,974	5	Reduce Support for Alternative Schools (PACE)
175,775	4	Reduce Funding for Early Learning Contract with ECS
10,179	2	Reduce Funding for Special Needs Children
1,300	1	Reduce Postage Budget to Match Current Year Spending
2,114	1	Reduce Advertising and Promotion Budget to Match Current Year Spending
750	1	Remove Funding for Furniture and Equipment
8,000	1	Remove Funding for New Dues and Subscriptions
3,000	1	Reduce Office Supplies Budget to Match Current Year Spending
73,000	1	Reduce Funding for Childcare Services which will be picked up by Jax Journey Program
<u>\$ 328,092</u>		

*The reductions list was prepared by the Department and Budget Office. We received the listing from the Budget Office and summarized it for simplicity. The rankings are per the Department with one being the least impact to service levels.

Recommendations Related to Mayor's Reductions:

We recommend that the City Council review the above reductions to determine whether any or all of the above items should be funded in FY 2013/14.

**Jacksonville Children's Commission
Impact of Extraordinary Lapse**

	2012 - 2013 Approved City Funding	2013-2014 Mayor's Proposed City Funding			
		With Extraordinary Lapse	With Restored Lapse	Difference	
Estimated Agency Funding JCOD191 (08201)					
Big Brothers, Big Sisters - BIGS in Schools	\$ 284,598	\$ 257,476	\$ 284,598	\$ 27,122	9.53%
Boys and Girls Club of Northeast Florida (incl New Town Afterschool Prog.)	1,341,395	658,493	727,858	69,365	9.53%
Bridge of North East Florida	1,888,586	1,252,849	1,374,725	121,876	8.87%
Child Guidance Center	921,606	949,579	1,049,606	100,027	9.53%
Child Guidance Center - Full Service Schools Beaches Resource Center	128,000	-	-	-	
City Department of Recreation - Mary Lena Gibbs	128,755	-	-	-	
Communities In Schools of Jacksonville, Inc.	3,005,892	2,726,863	3,005,892	279,029	9.28%
Community Connections	1,524,718	930,192	1,028,177	97,985	9.53%
Daniel	624,985	565,424	624,985	59,561	9.53%
DLC Nurse and Learn	304,588	275,561	304,588	29,027	9.53%
Edward Waters College - New Town Promise Neighbor	90,000	81,423	90,000	8,577	9.53%
Florida State College at Jacksonville (Take Stock Program)	138,184	110,547	138,184	27,637	20.00%
Hope Haven	294,554	266,482	294,554	28,072	9.53%
MaliVai Washington Foundation - TnT	130,030	-	-	-	
Mental Health Resources	222,708	201,484	222,708	21,224	9.53%
New Heights of Northeast FL, Inc. formerly Cerebral Palsy	120,099	99,445	109,920	10,475	9.53%
Northwest Behavioral Health	142,493	128,913	142,493	13,580	9.53%
PACE Center for Girls - Drop Out Prevention and Support Services	203,974	150,000	150,000	-	0.00%
Police Athletic League of Jacksonville, Inc.	342,368	44,304	48,971	4,667	9.53%
Sulzbacher Center for Homeless	44,360	40,132	44,360	4,228	9.53%
Wayman Community Development Corporation	381,480	345,125	381,480	36,355	9.53%
Youth Crisis Center - Intervention Program	90,500	81,875	90,500	8,625	9.53%
Total Agency Funding - JCOD191	\$ 12,353,873	9,166,167	\$ 10,113,599	\$ 947,432	9.37%
<u>Agency Matching Funds & Statewide Coalitions:</u>					
Children's Services Council	20,000	21,846	21,846	-	0.00%
Florida Afterschool Network	15,000	15,000	15,000	-	0.00%
FL Healthy Kids Corporation (Kidcare Healthy Insurance Matching Funds)	2,000	2,000	2,000	-	0.00%
Healthy Start (Kidcare Outreach Grant Match)	35,000	-	35,000	35,000	100.00%
SAMHSA Grant	146,000	\$ 146,000	146,000	-	0.00%
Total Matching Funds - JCOD191	\$ 218,000	184,846	\$ 219,846	\$ 35,000	15.92%
<u>Other Initiatives:</u>					
Transfer to TEAM-UP Grant for JCC Administration	15,041	15,041	15,041	-	0.00%
Nutrition Program Funding	20,000	18,094	20,000	1,906	9.53%
Community Based After-School Programs (Procurement Award)	-	1,968,737	2,176,121	207,384	9.53%
Summer Camp Program	895,050	809,752	895,050	85,298	9.53%
Incubator Program (RFP)	300,000	-	300,000	300,000	100.00%
Childcare for Special Needs Population	73,000	-	-	-	
Total Other Initiatives	\$ 1,303,091	\$ 2,811,624	\$ 3,406,212	\$ 594,588	17.46%
Total Agency Funding JCOD191	\$ 13,874,964	\$ 12,162,637	\$ 13,739,657	\$ 1,577,020	11.48%
Estimated Literacy Funding JCEL191 (08201)					
<u>Early Learning Programs:</u>					
Episcopal Children's Services	1,361,192	785,417	1,185,417	400,000	33.74%
Total Agency Funding JCEL191	\$ 1,361,192	\$ 785,417	\$ 1,185,417	400,000	33.74%
Total Agency Funding - JCOD & JCEL	\$ 15,236,156	\$ 12,948,054	\$ 14,925,074	\$ 1,977,020	13.25%
				Reduction from programs	1,977,020
				Elimination of six (6) filled positions +	400,000
				Unfunding of three (3) vacant positions including the Director of Programs +	219,118
				Extraordinary Lapse	\$ 2,596,138

Jacksonville Children's Commission
Budget - Fiscal Year 2013 - 2014
Schedule of Funding to Agencies for Children's Programs and Other (08201) Funding

	COJ Funding	Other Revenue	Grant Funding	Contract Amount
Estimated Agency Funding:				
Big Brothers, Big Sisters - BIGS in Schools	284,598			284,598
Boys and Girls Club of Northeast Florida	727,858	17,582		745,440
Bridge of Northeast Florida	1,374,725	147,150	467,375	1,989,250
Child Guidance Center	1,049,606			1,049,606
City Department of Parks, Recreation and Entertainment - Mary Lena Gibbs	0			0
Communities In Schools of Jacksonville, Inc.	3,005,892	129,568	198,500	3,333,960
Community Connections	1,028,177		335,262	1,363,439
daniel	624,985			624,985
DLC Nurse and Learn	304,588			304,588
Edward Waters College	90,000			90,000
Florida State College at Jacksonville	138,184			138,184
Hope Haven	294,554			294,554
MaliVai Washington Foundation - TnT	0			0
Mental Health Resources	222,708			222,708
New Heights of Northeast FL, Inc. formerly Cerebral Palsy	109,920			109,920
Northwest Behavioral Health	142,493			142,493
PACE Center for Girls - Drop Out Prevention and Support Services	150,000			150,000
Police Athletic League of Jacksonville, Inc.	48,971			48,971
Sulzbacher Center for Homeless	44,360			44,360
Wayman Community Development Corporation	381,480			381,480
Youth Crisis Center - Intervention Program	90,500			90,500
TBD - New 21st CCLC Grant	0		694,380	694,380
Total Agency Funding	\$ 10,113,599	\$ 294,300	\$ 1,695,517	\$ 12,103,416
Agency Matching Funds & Statewide Coalitions:				
Children's Services Council	21,846			21,846
Florida Afterschool Network	15,000			15,000
FL Healthy Kids Corporation (Kidcare Healthy Insurance)	2,000			2,000
Healthy Start - Kidcare Outreach	35,000			35,000
SAMSHA Grant	146,000			146,000
Total Matching Funds	\$ 219,846	\$ -	\$ -	\$ 219,846
Other Initiatives:				
Transfer to TEAM-UP Grant for JCC Administration	15,041			15,041
Nutrition Program Funding	20,000			20,000
Community Based After-School Programs (RFP)	2,176,121			2,176,121
Summer Camp Program (RFP)	895,050			895,050
Incubator Program (RFP)	300,000			300,000
Early Learning Coalition (CEP for Special Needs Populations)	0			0
Jacksonville Housing Authority - New Town Case Management	0			0
Total Other Initiatives	\$ 3,406,212	\$ -	\$ -	\$ 3,406,212
Total Agency Funding JCOD191	\$ 13,739,657	\$ 294,300	\$ 1,695,517	\$ 15,729,474
Estimated Literacy Funding JCEL191				
Early Learning Programs:				
Episcopal Children's Services	1,185,417			1,185,417
Total Agency Funding JCEL191	\$ 1,185,417	\$ -	\$ -	\$ 1,185,417
Total Agency Funding - JCOD & JCEL	\$ 14,925,074	\$ 294,300	\$ 1,695,517	\$ 16,914,891
Total Appropriated in Subobject 08201:		Index Split		
City Funding for Agency Contracts	\$ 10,113,599	JCOD191	\$ 239,846	
Matching Grants	\$ 219,846	JCOD191RG	\$ 13,794,111	
Other Initiatives	\$ 3,406,212	JCEL191A	\$ 1,185,417	
Literacy Contracts	\$ 1,185,417			
	\$ 14,925,074			\$ 15,219,374
DCPS Revenue for Agency Contracts	\$ 294,300			
	\$ 15,219,374			

Jacksonville Children's Commission

Comprehensive Budget

Fiscal Year 2013 - 2014

	Grant Period	Positions & PT Hours	Federal	State	City	Other Sources	Total
ESTIMATED REVENUE:							
FL Dept. of Health - After School Food Program	10/01/13 09/30/14	4 FT Staff / 1,040 PT Hrs	\$ 3,427,598		\$ 20,000		\$ 3,447,598
FL Dept. of Agriculture. - Summer Lunch 2013 Program	05/01/14 09/30/14	4 FT Staff / 21,000 PT Hrs	\$ 1,400,000				\$ 1,400,000
Healthy Families - Ounce of Prevention FL	07/01/14 06/30/15	4 FT Staff / 1,040 PT Hrs	\$ 332,532	\$ 498,798	\$ 1,125,028	\$ -	\$ 1,956,358
FL Dept. of Ed. - 21st Century Team-Up Grant (2 Sites)	08/01/14 08/31/15	.25 FT Staff		\$ 462,551	\$ 188,885		\$ 651,436
FL Dept. of Ed. - 21st Century Team-Up Grant (3 Sites)	10/01/13 09/30/14	1 FT Staff		\$ 694,380	\$ -		\$ 694,380
Department of Health & Human Services (SAMHSA)	09/29/13 09/28/14	1 FT Staff	\$ 2,000,000		\$ 146,000		\$ 2,146,000
Healthy Start Coalition Training Grant	10/01/13 09/30/14	1,040 PT Hrs.				\$ 24,000	\$ 24,000
Contribution from Duval County School Board						\$ 294,300	\$ 294,300
Earnings - Other Miscellaneous						\$ 4,000	\$ 4,000
Rental of City Facilities					\$ 12,000		\$ 12,000
City Contribution for Other Programs					\$ 14,060,294		\$ 14,060,294
Interest Earnings (JXSF191JC)					\$ 35,628		\$ 35,628
Transfer from Fund Balance					\$ 500,000		\$ 500,000
Extraordinary Lapse							\$ -
Trsf. - Child Services Trust Fund (JCPS646CS)							\$ -
Summer Camp Trust Fund (JCPS64H)							\$ -
Trsf. - Youth Travel Trust Fund (JCYT64M)							\$ -
Jacksonville Journey Programs							\$ -
TOTAL ESTIMATED REVENUE			\$ 7,160,130	\$ 1,655,729	\$ 16,087,835	\$ 322,300	\$ 25,225,994
ESTIMATED EXPENDITURES:							
After-School Food Program			\$ 3,427,598		\$ 20,000		\$ 3,447,598
Summer Lunch Food Program (Summer 2013)			\$ 1,400,000				\$ 1,400,000
Healthy Families			\$ 332,532	\$ 498,798	\$ 1,125,028		\$ 1,956,358
SAMHSA Grant Program			\$ 2,000,000		\$ 146,000		\$ 2,146,000
Healthy Start Youth Development Grant						\$ 24,000	\$ 24,000
TEAM UP Programs (21 Century Grant - 2 Sites)				\$ 462,551	\$ 188,885		\$ 651,436
TEAM UP Programs (21 Century Grant - 3 Sites)				\$ 694,380	\$ -		\$ 694,380
TEAM UP Programs					\$ 5,072,785	\$ 294,300	\$ 5,367,085
Community Based Afterschool Programs					\$ 2,176,121		\$ 2,176,121
Children with Special Needs Programs					\$ 534,508		\$ 534,508
Mental Health Counseling Programs					\$ 1,979,792		\$ 1,979,792
Mentoring Programs					\$ 404,598		\$ 404,598
Support for Alternative Schools					\$ 150,000		\$ 150,000
Summer Camp Program					\$ 895,050		\$ 895,050
Early Learning Coalition (CCEP)					\$ -		\$ -
Case Management					\$ 250,000		\$ 250,000
Homeless Program Funding					\$ 194,860		\$ 194,860
Take Stock in Kids Scholarship & Staff Support					\$ 138,184		\$ 138,184
Healthy Kids and Kidcare					\$ 37,000		\$ 37,000
Statewide CSC Participation					\$ 36,846		\$ 36,846
New Town Promise Neighborhood - EWC					\$ 90,000		\$ 90,000
Early Literacy Initiative - Teams					\$ 2,385,249		\$ 2,385,249
Early Literacy - Don Brewer Early Learning Center					\$ -		\$ -
Training, Workforce Development & Mentoring					\$ 357,179	\$ 4,000	\$ 361,179
JCC Admin., Grants Admin. & Community Outreach					\$ 1,944,936		\$ 1,944,936
JCC Incubator Program Initiative					\$ 300,000		\$ 300,000
Salaries/Benefits Lapse (JXSF191)					\$ (98,001)		\$ (98,001)
Debt Svc Transfer Out - Interest (TRDI191TO25F)					\$ 275,954		\$ 275,954
Debt Svc Transfer Out - Principal (TRDP191TO25F)					\$ 79,000		\$ 79,000
Child Services Trust Fund (JCPS646CS)							\$ -
JCC Summer Camp Trust Fund (JCPS64H)							\$ -
							\$ -
Youth Travel Trust Fund (JCYT64M)							\$ -
Jacksonville Journey Programs					\$ -		\$ -
Extraordinary Lapse					\$ (2,596,139)		\$ (2,596,139)
TOTAL ESTIMATED EXPENDITURES			\$ 7,160,130	\$ 1,655,729	\$ 16,087,835	\$ 322,300	\$ 25,225,994

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/14 BUDGET
PUBLIC WORKS – GENERAL FUND (S/F 011)**

**PROPOSED BUDGET BOOK – PAGE # 335 – 337
ONLINE PAGE - # 349 – 351**

BACKGROUND:

The Public Works Department consists of the Office of the Director and five Divisions: Engineering and Construction Management, Public Buildings, Real Estate, Right-of-Way Grounds Maintenance, and Solid Waste Sanitation Service.

The Engineering and Construction Management Division's primary responsibility is to plan and design public works projects. The Public Buildings Division provides security, custodial, maintenance, and repair services for all public buildings. The Real Estate Division manages the financial aspects of the City's real estate holdings in terms of acquisition, appraisals, disposals, inventories, and usage assessments. The Right-of-Way Grounds Maintenance Division plans, builds and maintains streets, highways and drainage facilities and their landscapes. The Division also provides and maintains street lighting, traffic signals, traffic control devices, including railroad crossings, and landscaping at public buildings, streets, and other public sites. The general fund operations of the Solid Waste Division monitor and collect litter and illegal dumping along streets and public rights-of-way.

REVENUES:

1. Intergovernmental Revenue:

- The \$127,943 budget amount reflects a \$208,869 reduction in the State of Florida Department of Transportation (FDOT) funding for mowing, litter removal, and tree-trimming on public right-of-ways on State Roads. FDOT has committed to perform more of this work directly, rather than providing funds to the City for this work.

2. Charges for Service:

- The net increase of \$32,039,858 is attributable to increases of \$31,267,984 in intra-fund service charges and \$795,418 in inter-fund service charges. As discussed and approved in Meeting #1, these have been moved to an Internal Service Charge Fund.
- During our review, the Budget Office identified \$55,000 of Interfund Service Charges within the Engineering Division that should have been cut when the corresponding Engineering Service was cut from OED.

See recommendation # 1 below.

3. Miscellaneous Revenue:

- The net decrease of \$138,363 is primarily due to reductions of \$150,000 in overtime reimbursement revenue due to the movement of Public Works positions to Parks & Recreation in FY 2013. Decreases also occurred in miscellaneous sales and charges of \$79,715, sale of recyclable products of \$48,000, and tenant revenue of \$11,050 based on actuals. These are somewhat offset by an increase of \$146,951 in reimbursement from the FDOT for street light maintenance revenue on State roads.

EXPENDITURES:

1. Salaries:

- The department increase of \$1,669,101 is mainly due to the \$1,458,245 needed for the proposed movement of 180 employees from the Stormwater Services activity of R-O-W & Grounds Maintenance to Public Works R-O-W & Grounds Maintenance. The proposal

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/14 BUDGET
PUBLIC WORKS – GENERAL FUND (S/F 011)**

uses these specific employees, based on a department allocation of time to be able to perform R-O-W Grounds Maintenance General fund operations. The remainder of the allocation of these specific employees is budgeted in Stormwater Services. This increase is slightly offset by a decrease of \$99,750 in part time salaries.

2. Employer provided Benefits:

- The net increase of \$1,161,002 is primarily due to increases of \$1,022,004 in GEPP pension contribution, \$510,835 in group hospitalization and \$27,489 in Medicare tax costs. These were somewhat offset by a decrease of \$423,086 in workers compensation costs.

3. Internal Service Charges:

- The net decrease of \$994,304 is mainly due to decreases of \$916,398 in fleet due to the movement of vehicles from Public Works to Parks & Recreation in the current year, \$132,300 in OGC legal allocation, \$53,235 in mailroom and \$11,429 in copier consolidation charges. These were slightly offset by an increase of \$118,274 in ITD charges.

4. Utilities & Building Maintenance Allocations:

- The Administration is proposing to remove and replace two Public Works allocations with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets. As has been mentioned, this was approved in Meeting #1.
- The allocation of \$6,339,874 consists of \$5,762,424 in utility allocation, \$333,827 in Ed Ball building allocation, and \$243,623 in building maintenance costs.

5. Other Operating Expenses:

- The increase of \$4,004,785 is mainly attributable to increases of \$2,600,958 in contractual service due to an increased level of service for mowing and additional tree maintenance, \$652,386 in miscellaneous insurance, \$478,006 in civil defense guard and ADT monitoring service, \$207,084 for non-city agency security guard service at the landing, \$37,528 in fuel oil and gas and \$28,698 in landfill charges.
- During our review, we found that Public Works Large Volume Container – Sanitation is over budgeted.

See recommendation # 2 below.

6. Capital Outlay:

- The funding from FY 2012/13 has not been used and has been added to Capital Outlay Projects Not Lapsed schedule AF within the proposed budget so no additional funding is needed. This amount covers damaged or destroyed traffic control devices.

7. Supervision Allocation:

- This amount represents administrative costs allocated to multiple divisions and activities within the Public Works department. The proposed amounts for Sanitation Service – Litter Pick-up and Illegal Dumping were overstated.

See Recommendation # 3 below:

8. Banking Fund Debt Repayment:

- The \$1,210,321 is the interest and principal related to the Ed Ball building that was moved from the City-wide CIP repayment schedule into the Department's budget.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/14 BUDGET
PUBLIC WORKS – GENERAL FUND (S/F 011)**

SERVICE LEVEL CHANGES:

Right-of-Way (ROW) and Grounds Maintenance Division will, as result of the additional funding in the FY14 budget, mow the rural rights-of-way four (4) times per year; suburban rights-of-way eight (8) times per year; and the urban rights-of-way twelve (12) times per year. The Division will mow the La Villa vacant lots eight (8) times per year and the landscaped medians and area around City owned buildings twenty (20) times per year. The Division will edge all rights-of-ways one (1) time per year and edge the landscaped medians around City owned buildings nine (9) times per year and add blowing the grass clippings off the road and sidewalks whenever mowing at the above right-of-way mowing frequencies.

Service Level Note:

The level of Janitorial contractual services in the proposed FY 2013/14 budget remains relatively the same as that in the current year budget. However, the current year level of service was reduced from previous years by reducing the frequency of service in City buildings. For example the St. James Building is serviced four days per week instead of the prior years' level of five days per week. According to Public Works, it would cost \$401,419 to restore Janitorial service to FY 2011/12 levels.

EMPLOYEE CAP CHANGES:

The current fiscal year, 2012/13, was approved to be reduced by a net of two hundred sixty two (262) positions moved out of Public Works – primarily, 150 to Parks and Recreation and 119 eliminated positions. A net change of one hundred fifty nine (159) positions are proposed to be moved back into Public Works in the proposed FY 2013/14 Budget. The majority of this movement is due to the movement of one hundred eighty (180) employees from Stormwater Services sub-fund to R-O-W Grounds Maintenance on an allocation basis to be shared with Stormwater Services. The chart below shows the net movement in each of the Public Works General Fund Divisions.

	<u>2012/13</u> <u>Original</u>	<u>Net</u> <u>Change</u>	<u>2013/14</u> <u>Proposed</u>
Engineering	23	-3	20
Office of the Director	15	0	15
Public Buildings	71	-13	58
Real Estate	6	-1	5
Grounds Maintenance	75	179	254
Solid Waste Sanitation	10	-3	7
	<u>200</u>	<u>159</u>	<u>359</u>

Public Works plans to allocate employees to accurately charge their time to either the Public Works Grounds Maintenance or the Stormwater Services activity depending on the task. Accounting will then enter the costs of the activity between the two.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/14 BUDGET
PUBLIC WORKS – GENERAL FUND (S/F 011)**

PROPOSED DIVISIONAL HIGHLIGHTS:

PUBLIC WORKS EXPENSES	2012/13 <u>Original</u>	2013/14 <u>Proposed</u>	% Change from FY 13	\$ Change from FY13	
Engineering	2,051,301	1,965,900	-4.2%	(85,401)	A
Office of the Director	1,504,386	2,011,630	33.7%	507,244	B
Public Buildings	29,233,166	38,556,445	31.9%	9,323,279	C
Real Estate	542,501	661,949	22.0%	119,448	D
Grounds Maintenance	22,996,801	26,764,138	16.4%	3,767,337	E
Solid Waste Sanitation	971,570	929,471	-4.3%	(42,099)	F
Department Total	<u>57,299,725</u>	<u>70,889,533</u>	<u>23.7%</u>	<u>13,589,808</u>	

- A** Engineering has decreased primarily due to a net reduction of \$250,090 in the salary & benefit lines, reduced internal services of \$72,822, and reduced other operating expenses of \$56,669. Offset by Utilities and building maintenance of \$146,125 and \$148,058 in supervision allocation.
- B** Office of the Director has increased primarily due to the movement of personnel within the department showing a net increase to salary & benefits of \$367,298 and \$128,149 for the building cost allocation portion of the Ed Ball Building.
- C** Public Buildings is increasing primarily due to the proposed Utilities & Building Maintenance Allocations to remove and replace two Public Works allocations with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets. As a result of the approved action by the Committee in Meeting #1 the proposed Public Works budget for Public Buildings Expenses will be adjusted as shown below.

PUBLIC WORKS EXPENSES	2012/13 <u>Original</u>	2013/14 <u>PROPOSED</u>	Meeting #1 <u>Adjustment</u>	2013/14 <u>REVISED</u>	\$ Change from FY13
Public Buildings	\$29,233,166	\$38,556,445	(\$35,834,138)	\$2,722,307	(26,510,859)

- D** Real Estate is increasing \$65,996 due to the new Utilities & Building Maintenance Allocations and \$58,772 in additional supervision allocation charged to the division.
- E** Grounds Maintenance is increasing \$2,533,207 primarily due to the transfer of positions and the related salary & benefit expenses from Stormwater Services, the new Utilities & Building Maintenance Allocations of \$222,095, and \$1,585,524 of increased contractual services for mowing and tree maintenance. These are offset by \$857,679 of internal service charges primarily in fleet cost reductions of \$819,809 and mailroom charges of \$34,796.
- F** Solid Waste Sanitation is primarily decreasing due to the elimination of three vacant positions.

The proposed budget for Solid Waste Sanitation Service for Litter Pick-Up is \$975,335. Section 741.104 of the Municipal Code states that funding for the Zero-Tolerance Litter program is at the discretion of Council. The Mayor shall include in the annual budget request a statement of the amount of funds which would be required to fully implement the program

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/14 BUDGET
PUBLIC WORKS – GENERAL FUND (S/F 011)**

in the ensuing fiscal year and the annual ad valorem tax millage which would produce such amount for that year. The Mayor shall also identify in the budget request the level of funding being requested for such program and the revenue source or sources of funds being appropriated in the budget request for such program.

A statement of the amount of funds and the Ad Valorem tax millage needed to fully implement the Zero Tolerance Litter Program is not included in the proposed budget.

RECOMMENDATIONS:

1. Due to the over budgeted Interfund Service Charges in Public Works Engineering:
 - Reduce \$55,000 in Charges for Service - Interfund Service Charges
 - This will have a negative impact of \$55,000 on Special Council Contingency
2. Public Works Large Volume Container – Sanitation was found to be over budgeted:
 - Reduce \$91,795 from Large Volume Container – Sanitation
 - This will have a positive impact of \$91,795 on Special Council Contingency
3. Supervision Allocation is incorrectly budgeted:
 - Reduce \$64,658 from Public Works Supervision Allocation
 - This will have a positive impact of \$64,658 on Special Council Contingency

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
13.88% REDUCTION
PUBLIC WORKS (011)**

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PUBLIC WORKS WILL PROVIDE

A

SCHEDULE FOR DISCUSSION

**Public Works
General Fund-GSD**

Departmental Revenues and Expenditures	FY 2013/14 Proposed	FY 2013/14 Adjustment*	FY 2013/14 Adjusted*
Revenue			
Intergovernmental Revenue	127,943	-	127,943
Charges for Services	35,426,019	(35,574,588)	132,800
Miscellaneous Revenue	3,245,518	(259,550)	2,985,968
Total Revenue	38,799,480	(35,834,138)	3,246,711
Expenditures			
Salaries	10,066,694	(1,900,273)	8,166,421
Employer Provided Benefits	5,055,823	(946,905)	4,108,918
Internal Service Charges	4,232,937	(97,072)	4,135,865
Utilities & Building Maint Allocations	6,339,874	(5,686,760)	653,114
Other Operating Expenses	44,298,305	(25,992,807)	18,305,498
Capital Outlay	1	-	1
Supervisory Allocation	(314,422)	-	(314,422)
Extraordinary Lapse	-	-	-
Banking Fund Debt Repayment	1,210,321	(1,210,321)	-
Total Expenditures	70,889,533	(35,834,138)	35,055,395
<hr/>			
Authorized Employee Cap	FY 2013/14 Proposed	FY 2013/14 Adjustment*	FY 2013/14 Adjusted*
Authorized Positions	313	(46)	267
Part-Time Hours	3,746	-	3,746
<hr/>			
Division Summary	FY 2013/14 Proposed	FY 2013/14 Adjustment*	FY 2013/14 Adjusted*
Engineering & Construction Management	1,965,900	-	1,965,900
Office of the Director	2,011,630	-	2,011,630
Public Buildings	38,556,445	(35,834,138)	2,722,307
Real Estate	661,949	-	661,949
R-O-W & Grounds Maintenance	26,764,138	-	26,764,138
Solid Waste	929,471	-	929,471
Total Expenditures	70,889,533	(35,834,138)	35,055,395

*Items adjusted were Public Building activities excluding the Supervision Activity.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/14 BUDGET
PUBLIC BUILDINGS ALLOCATIONS (S/F 5A1)**

BACKGROUND:

In the past, Public Works Public Buildings only charged departments Plant Renewal, Building Rental, and Security costs.

- Plant Renewal was utilized to cover major non-capital repair. The charge was \$.32 per square foot charge to all users of City owned buildings; however, the revenue received by Public Works did not tie to any specific expenses associated with the using Departments.
- Building Rental was charged to non-General Fund occupants of City owned buildings. This was a square foot charged based on Public Works estimate of fair market rental value for the building used by the entity.
- Security was allocated to certain users for their associated security needs for ADT and Guard Service.
- The Public Buildings Division has never billed out all of its costs of services to the using departments.

During Meeting #1, the City Council Finance Committee approved to establish a new internal service fund that accounts for the revenues and expenditures located within Public Works Public Buildings for building maintenance, security, and utilities.

REVENUES:

1. Charges for Service:

- The \$35,834,138 the total proposed charge for building maintenance, security, and utilities from all users.

2. Miscellaneous Revenue:

- The \$259,550 is received from non-city tenant revenue based on existing leases in the Ed Ball building and the new Courthouse.

EXPENDITURES:

1. Salaries:

- The \$1,900,273 will cover the activities of forty-six (46) positions that are to be moved from Public Works Public Buildings. The positions include one Maintenance Supervisor, four Maintenance workers, three Carpenters, six Electricians, four Painters, four Plumbers, fifteen HVAC Technicians, seven HVAC Operators, a Building Engineer, and a Custodial Inspector.

2. Employer provided Benefits:

- The \$946,905 in benefits covers the positions being moved into this new sub-fund.

3. Internal Service Charges:

- The \$97,072 is primarily due to the \$89,500 in IT network group charges allocated to Public Buildings.

4. Utilities & Building Maintenance Allocations:

- The allocation of \$5,686,760 reflects the Utilities & Building Maintenance cost charged to the Ed Ball building for \$936,802, the New Courthouse for 2,253,360, the State Attorneys' office for \$578,784, the Pre-Trial Detention facility for \$1,001,940, City Hall St. James building for \$679,525, and the Yates building for \$236,349.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/14 BUDGET
PUBLIC BUILDINGS ALLOCATIONS (S/F 5A1)**

5. Other Operating Expenses:

- The \$25,992,807 reflects the expenses for providing the service to all departments.

Description	Amount
Electricity (Utility Bills)	\$ 12,131,658
Water (Utility & Treatment)	3,544,001
Chilled Water (A/C System)	2,426,104
Contractual Services	2,130,470
Security/Guard Service	2,047,738
Repairs And Maintenance	947,848
Civil Defense - Guard Service and ADT Total	778,324
Miscellaneous Insurance	755,798
Alarm Service	283,936
Repair And Maintenance Supplies	273,965
Professional Services	161,316
Large Volume Container-Sanitation	149,331
Carpet Cleaning	136,091
Miscellaneous Services & Charges	103,680
Fuel Oil And Gas - Heat/Power	43,028
Fire/Rescue Inspections - City Property	38,585
Other Operating Supplies	21,279
General Liability Insurance	14,482
Clothing, Uniforms, & Safety Equipment	3,798
Clothing, Clean, Shoe/Transfer Allowance	1,375
	<u>\$ 25,992,807</u>

6. Banking Fund Debt Repayment:

- The \$1,210,321 is the interest and principal related to the build out of the Ed Ball building that was moved from the City-wide CIP repayment schedule into the Department's budget.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
STREETS & HIGHWAYS 5-YEAR ROAD PROGRAM (S/F 141)**

**PROPOSED BUDGET BOOK – Page # 339-340
ON SCREEN-Page # 353-354**

BACKGROUND

Funding budgeted in the Streets & Highways 5-Year Road Program is used for road and drainage projects and debt service in accordance with the Better Jacksonville Plan and the interlocal agreement, as amended, between the City and the Jacksonville Transportation Authority (JTA).

REVENUE

1. State Shared Revenue
 - The budgeted amount of \$6,551,376 represents 80% of the 5th and 6th Cent Gas Tax revenues. These revenues are impacted by the consumption of gasoline, which is directly affected by the state of the economy, projections in tourism, and the infusion of more gasoline-efficient vehicles and hybrids. There is a decrease of \$49,572 due to a lower assumption on gasoline consumption.
2. Miscellaneous Revenue
 - Investment earnings are expected to decrease by \$142,500 to match the proposed earnings with the actual earnings in the current fiscal year.

EXPENDITURES

1. Grants, Aids & Contributions
 - The 80% of the 5th and 6th Cent Gas tax revenues is budgeted in accordance with the Better Jacksonville Plan and the Interlocal agreement between the City and JTA. The funds are transferred to a fiscal agent for the payment of debt service. The reduction of \$49,572 is to match expenditures with available revenues.
2. Capital Outlay
 - The reduction of \$142,500 is to match expenditures with estimated investment pool earnings. It will result in \$81,225 reduction in roadway signs and signals, a \$37,050 reduction in traffic signal and street lighting maintenance, and a reduction of \$24,225 for railroad crossings rehabilitation.

Project Title	FY 2013/14 Proposed
Roadway Sign, Stripe and Signal	\$ 122,145
Traffic Signal and Street Lighting Maintenance	\$ 55,715
Railroad Crossings	\$ 36,429
TOTAL	\$ 214,289

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
STREETS & HIGHWAYS 5-YEAR ROAD PROGRAM (S/F 141)**

**PROPOSED BUDGET BOOK – Page # 339-340
ON SCREEN-Page # 353-354**

SERVICE LEVEL CHANGES:

Capital projects within this subfund reflect County-wide needs and those of an on-going nature. Variations will not significantly impact service levels and are consistent with the 5-year County Road Program Capital Plan.

EMPLOYEE CAP CHANGES

There are no authorized positions in this subfund.

RECOMMENDATIONS

We recommend increasing State shared revenue by \$40,196 to align 80% of the 5th and 6th Cent Gas Tax revenues with 20% the 5th and 6th Cent Gas Tax revenues budgeted in the General Fund. This will have no impact on the Special Council Contingency.

5 YEAR ROAD PROGRAM PROJECTS - FY 2013-2014
SUBFUND - 141
COUNTY ROAD PROGRAM (80% OF FIFTH AND SIXTH CENTS)

PROJECTED GAS TAX RECEIPTS (TRANSFER DIRECTLY TO JTA)	\$0
TRANSFER FROM FUND BALANCE	\$0
EARNINGS ON INVESTMENT	<u>\$214,289</u>
TOTAL FOR PROGRAMMING	<u><u>\$214,289</u></u>

ROADWAY AND DRAINAGE PROGRAMS

PROJECT(S)	FISCAL YEAR
	2013-2014

COUNTY ROAD PROGRAM - FIFTH & SIXTH CENTS (80%)

<u>Acct #</u>	<u>Project #</u>	<u>Project</u>	<u>#06504</u>
PWGM141FYRP	PW0057-01	Roadway sign, stripe and signal	\$122,145
PWGM141FYTL	PW0161-01	Traffic Signal and Street Lighting Maintenance	\$55,715
PWGM141FYRC	PW0096-01	Railroad Crossings	<u>\$36,429</u>
Total 5th & 6th CENT (80%)			<u><u>\$214,289</u></u>

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
PUBLIC WORKS
LOCAL OPTION ½ CENT TRANSPORTATION (S/F 142)**

**PROPOSED BUDGET BOOK – Page # 341-342
ON SCREEN-Page # 355-356**

BACKGROUND

The local option half-cent sales tax for transportation was approved by referendum in 1988. The sales tax is first used to make all debt service payments due on Transportation Sales Tax Revenue bonds and then is distributed pursuant to the terms and conditions of the interlocal agreement, as amended, between the City and the Jacksonville Transportation Authority (JTA). The funding provides for the construction and maintenance of the City's roads and bridges as well as the operation and maintenance of the City's mass transit system.

REVENUE

Taxes

- The budgeted amount represents the revenues estimated to be generated from the local option half-cent sales tax. The revenue is expected to increase by 6% for FY 2013/14.

EXPENDITURES

Grants Aids & Contributions

- The local option half-cent sales tax for transportation is a pass-through to the JTA. The funding will be used to make debt service payments and support mass transit operations.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

EMPLOYEE CAP CHANGES:

There are no positions in this subfund.

RECOMMENDATION:

None

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
PUBLIC WORKS
LOCAL OPTION GAS TAX (S/F 143)**

**PROPOSED BUDGET BOOK – Page # 343-344
ON SCREEN-Page # 357-358**

BACKGROUND

The Local Option Gas Tax is the City's share of the Six-Cent Local Option Gas Tax collected from gasoline sales in Duval County. In accordance with the Better Jacksonville Plan, and the Interlocal Agreement between the City and the Jacksonville Transportation Authority (JTA), as amended, the gas tax revenue recorded in this subfund will be transferred to JTA as a mass-transit subsidy.

REVENUE

Taxes

- The budgeted amount represents the revenues estimated to be generated from the local option gas tax. The revenue is expected to increase by 2.1% for FY 2013/14.

EXPENDITURES

Grants Aids & Contributions

- These funds are strictly a pass-through to the JTA pursuant to the Interlocal agreement. Eligible uses of funding are: public transportation operations and maintenance, pedestrian safety improvements, drainage projects, street lighting, traffic signs and signals, bridge maintenance and operation, and debt service for transportation capital projects.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

EMPLOYEE CAP CHANGES:

There are no positions in this subfund.

RECOMMENDATION:

None

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/14 BUDGET
PUBLIC WORKS – TREE PROTECTION FUND (15F)**

**PROPOSED BUDGET BOOK – PAGE # 345-346
ONLINE PAGE - # 359-360**

BACKGROUND:

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

REVENUES:

Non-Departmental/Fund Level Activities:

Miscellaneous Revenue:

The statement that this revenue will increase \$155,083 due to a higher assumption on investment pool earnings is in error. This is an All-Years sub-fund and the \$216,750 budgeted for FY 2013/2014 is from accumulated investment earnings and will provide the source of funding for tree mitigation activities in FY 2013/2014.

EXPENDITURES:

Public Works

Other Operating Expenses:

The budgeted amount, \$216,750 represents twenty five percent of \$867,000 budgeted within Public Works for tree trimming and maintenance. The increase will augment the City's efforts in addressing city-wide tree trimming maintenance.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

EMPLOYEE CAP CHANGES:

There are no employees associated with this subfund.

RECOMMENDATION:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
BEACH EROSION – LOCAL (S/F 1F4)**

**PROPOSED BUDGET BOOK – Page # 347-348
ON SCREEN-Page # 361-362**

BACKGROUND:

The Beach Erosion - Local Subfund is primarily governed by the Local Cooperation Agreement (established in 1978) between the Federal Government (Army Corps of Engineers) and the City of Jacksonville. The agreement provides for periodic renourishment of the County's beaches and to maintain the design profile for a total of 50 years (through the year 2028). The State is not a party to the aforementioned agreement but has participated in previous years in each phase of beach renourishment by contributing a percentage of the "local share". State funding is not guaranteed and is subject to State legislative approval. Total project costs are shared between federal and non-federal (County and State) funding at the level of 61.6% and 38.4%, respectively. The State of Florida and City of Jacksonville share of the non-federal funding is approximately 47.21% and 52.79%, respectively.

The Local Cooperation Agreement, and a related Beach Renourishment Financing Plan, account for County beach renourishment projects every five (5) years. The next county beach renourishment project is scheduled for the summer 2016. The cost to the City is expected to be in the range of \$2.3 to \$2.7M. Contributions from the general fund, along with investment pool earnings, serve to satisfy the local-share obligations.

REVENUES:

Transfers from Other Funds

- Revenues are derived from a \$200,000 interfund transfer from the general fund as outlined in the Beach Renourishment Financing Plan.

EXPENDITURES:

Cash Carryover

- Expenses are concurrent with the \$200,000 interfund transfer from the general fund. These funds are placed in reserve pending future appropriations for the various phases of beach renourishment including, but not limited to, design, surveys, permitting, construction, monitoring, and annual beach tilling for three (3) years following the renourishment project.

EMPLOYEE CAP CHANGES:

There are no employees associated with this subfund.

RECOMMENDATIONS:

None

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
SOLID WASTE DISPOSAL (S/F 441)**

**PROPOSED BUDGET BOOK PAGE - # 349 – 351
ONLINE PAGE – PAGE # 363 – 365**

BACKGROUND:

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

Note: This is an Enterprise Fund and does not receive a General Fund Contribution.

REVENUES:

Non-Departmental/Fund Level Activities:

1. Miscellaneous Revenue:

- No investment earnings are projected for FY2014 based on current trends.

Public Works:

1. Charges for Services:

- The net increase of \$247,153 is due to projected revenue increases from commercial tipping fees at the landfill of \$288,676, Solid Waste Franchise Fees of \$65,312, and a \$395,782 increase in solid waste user fees as a result of a slight increase in the collection percentage, offset by a decrease of \$375,737 in residential tipping fees due to lower tonnage projected, which will lower internal and external host fees in the amounts of \$26,210 and \$16,774, and City Departmental disposal fees are projected to decrease by \$71,466 due to lower projected tons.

2. Miscellaneous Revenue:

- The increase of \$550,424 is primarily due to a projected \$549,394 increase in revenue from Sale of Recyclables which, by contract, pays the Solid Waste Disposal subfund for receipt of residential recycling materials. The increase is anticipated as a result of adding larger carts in the south-east service area (Mandarin) which is anticipated to increase tons collected.
- After the proposed Budget was submitted, the Division determined that Sale of Gas from Closed Landfills should be reduced because an operations agreement between the City and JEA is no longer cost effective to operate. We have included a recommendation to this effect.

EXPENDITURES:

Non-Departmental/Fund Level Activities:

1. Salary & Benefit Lapse:

- The \$257,238 lapse reflects anticipated average turnover and estimated vacancies within the division.

2. Debt Service:

- This reflects the necessary principal and interest on outstanding Solid Waste debt.

3. Cash Carryover:

- The \$552,395 is due to excess funds being appropriated.

See recommendation below.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
SOLID WASTE DISPOSAL (S/F 441)**

Public Works:

1. Salaries:

- The net increase of \$110,223 is primarily due to the net increase of two (2) employee positions in the Office of the Chief, which are partially offset with a decrease of \$15,324 in leave sellback.

2. Employer Provided Benefits:

- The net increase of \$111,071 is primarily due to increases of \$232,170 in GEPP pension contributions, \$9,255 in GEPP defined contribution pension costs, and \$52,799 in group hospitalization. The increases are offset by a decrease of \$187,207 in workers compensation insurance costs.

3. Internal Service Charges:

- The net decrease of \$234,526 is primarily due to reductions of \$141,802 in OGC legal services and \$85,165 in net fleet charges.

4. Utilities & Building Maintenance Allocations:

- The Administration is proposing to remove and replace two Public Works allocations with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets.

5. Other Operating Expense:

- The net increase of \$391,977 is primarily due to an overall projected increase in contractual agreements as a result of:
 - The Budget Office proposed base rate adjustments totaling \$924,992 to the three (3) residential hauler contracts offset by lower projected cost of \$175,748 for contract provided fuel to the haulers.
 - Higher projected cost of \$232,142 for operating costs of the Trail Ridge Landfill disposal operations contract with Waste Management primarily due to a projected CPI increase in operating costs.
 - These projected contractual costs within Other Operating Expenses are offset by reduced landfill charges due to projected lower tonnage by \$387,553, reduced general liability insurance by \$30,403, and reduced miscellaneous services and charges by \$140,765.

Note: The City, represented by the Rate Review Team (see Ordinance Code Section 382.309), is still in negotiations with each of the Contract Garbage Haulers and has not reached the final negotiated rates to finalize the exact amount to be budgeted for the upcoming fiscal year. Legislation will be introduced to adjust the budgeted amounts.

6. Supervision Allocation:

- This represents the cost of Office of the Chief and Collection Administration which is allocated to each activity within Solid Waste.

In our review of the budget, we noted that the proposed 2013/2014 budget for Solid Waste Disposal has incorrectly allocated the administrative cost.

See Recommendation #2 below.

7. Indirect Costs:

- This is an allocation calculated by the City's independent consulting firm as part of the full cost allocation plan study.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
SOLID WASTE DISPOSAL (S/F 441)**

SERVICE LEVEL CHANGES:

In February 2013 Council approved the Solid Waste Division amended and restated Collection and Transportation contract with Waste Pro of Florida. Waste Pro is in the process of distributing larger carts and will be automating the south-east service area (Mandarin) by October 1, 2013. Also, Waste Pro will convert its fleet to Compressed Natural Gas (CNG) fueled trucks. The division is also proposing a two year capital project at our closed City owned landfills converting the methane to CNG fuel. Included in the project they are considering automated recycling service for the core city service area and the purchase of CNG fueled collection trucks.

EMPLOYEE CAP CHANGES:

There is an increase of two (2) positions for FY2013/2014.

COUNCIL AUDITOR'S CONCERN:

1. **The Interlocal Agreement issue of Landfill Usage** by Atlantic Beach and Neptune Beach has not been resolved.

RECOMMENDATION:

1. Sale of Gas from Closed Landfills should be reduced:
 - Reduce Charges For Services – Sale of Gas from Closed Landfills by \$120,000.
 - Reduce Cash Carryover by \$120,000.
2. Supervision Allocation is understated:
 - Increase Supervision Allocation by \$64,658
 - Decrease Cash Carryover by \$64,658

These recommendations will have no impact on the Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
SOLID WASTE CONTAMINATION ASSESSMENT/SF 442**

**PROPOSED BUDGET BOOK- PAGE # 353-354
ONLINE PAGE - # 367-368**

BACKGROUND:

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

REVENUES:

Non-Departmental/Fund Level Activities:

1. Miscellaneous Revenue:

- Investment earnings are expected to decrease by \$18,371 based on current trends.

2. Transfers from Fund Balance:

- The Transfer from Fund Balance is the amount necessary to balance the budget.

Public Works

1. Charges for Services:

- Internal and external host fees decreased by \$2,324 based upon projected decreases in tonnage. Specifically, Internal Host Fees decreased by \$1,417 and External Host Fees decreased by \$907.

EXPENDITURES:

Public Works

1. Internal Service Charges:

- OGC legal costs, based on actuals, account for the \$14,359 increase in this category.

2. Other Operating Expenses:

- The decrease of \$8,985 is primarily due to decreased actuals of \$2,500 for equipment rentals, \$4,000 in repairs and maintenance and \$4,000 in miscellaneous service charges cost, offset by an increase in professional services of \$2,965.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

EMPLOYEE CAP CHANGES:

There are no employees associated with this sub fund.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
LANDFILL CLOSURE (S/F 443)**

**PROPOSED BUDGET BOOK – PAGE # 355 – 356
ONLINE PAGE - # 369 – 370**

BACKGROUND:

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

REVENUES:

Non-Departmental/Fund Level Activities

1. Miscellaneous Revenue:

- The investment earnings are expected to decrease by \$51,691 based on current trends.

2. Transfer from Fund Balance:

- The Transfer from Fund Balance is the amount necessary to balance the budget.

Public Works

1. Charges for Services:

- Internal and external host fees decreased by \$19,168 based upon projected decreases in tonnage. Specifically, Internal Host Fees decreased by \$11,688 and External Host Fees decreased by \$7,480.

EXPENDITURES:

Public Works

1. Salaries:

- The \$4,761 increase is due to a slight change in the allocation of those Solid Waste Operation employees that perform landfill post-closure duties at the East and North Landfills.

2. Employer Provided Benefits:

- The \$22,971 increase is primarily due to \$16,340 increase in GEPP pension contributions.

3. Utilities & Building Maintenance Allocations:

- The Administration is proposing to remove and replace two Public Works allocations with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets.

4. Other Operating Expenses:

- The proposed \$5,628,507 is primarily due to estimated incremental closure costs of \$3,397,625 for 11.5 acres of at Trail Ridge Landfill. Additionally \$717,854 is for post-closure expenses associated with the City's closed East and North Landfills. The remainder is due to permit, engineering, design, and construction expenses at the City owned Borrow Pit of \$1,513,028.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
LANDFILL CLOSURE (S/F 443)**

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

EMPLOYEE CAP CHANGES:

There are no employees associated with this sub fund. The personnel are an allocation of salaries and benefits of eight (8) positions from Solid Waste Disposal Operations that perform duties related to landfill closure.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
SOLID WASTE FACILITIES MITIGATION(S/F 445)**

**PROPOSED BUDGET BOOK – Page # 357 – 358
ONLINE PAGE – # 371 – 372**

BACKGROUND:

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

REVENUES:

Non-Departmental/Fund Level Activities

1. Miscellaneous Revenue:

- Investment Earnings is decreasing \$14,617 based on current trends.

Public Works

1. Charges for Services:

- The \$174,950 represents a Host Fee of \$0.25 times the projected tonnage for FY 2013/2014 of 699,800 at the landfill. The decrease by \$1,476 is directly related to the reduction in budgeted tons estimated to be received at Trail Ridge Landfill.

EXPENDITURES:

Non-Departmental/Fund Level Activities

1. Cash Carryover:

- The \$16,093 decrease reflects the decrease in revenues noted above. Funds in this category are placed in reserve pending future council approved appropriations for mitigation activities.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

EMPLOYEE CAP CHANGES:

There are no employees associated with this subfund.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
SOLID WASTE FACILITIES MITIGATION CLASS III (S/F 446)**

**PROPOSED BUDGET BOOK – PAGE # 359 – 360
ONLINE PAGE – # 373 – 374**

BACKGROUND:

This subfund was established to mitigate concerns in areas surrounding Class III Disposal Sites (private Construction and Demolition Debris Landfills). External Host Fees (formerly, resource recovery) are generated by a \$0.50 surcharge per Class III ton processed at the private landfills. Mitigation projects are determined pursuant to the City of Jacksonville's municipal code, chapter 380, part 4.

REVENUES:

Non-Departmental/Fund Level Activities

1. Miscellaneous Revenue:

- Investment earnings are expected to decrease by \$5,859 based on current trends.

Public Works

1. Charges for Services:

- External host fees are expected to decrease by \$1,889 which is directly related to the reduction in budgeted tons estimated to be received at Construction & Demolition Debris (Class III) landfills.

EXPENDITURES:

Non-Departmental/Fund Level Activities

1. Cash Carryover:

- The \$7,748 decrease reflects a projected \$5,859 reduction in investment earnings and a projected \$1,889 decrease in external host fees. Funds in this category are placed in reserve pending future council approved appropriations for mitigation activities.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

EMPLOYEE CAP CHANGES:

There are no employees associated with this subfund.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS & RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
SOLID WASTE MITIGATION CAPITAL PROJECTS (44I)**

**PROPOSED BUDGET BOOK – # 23-24 (FIRST SET)
ONLINE PAGE - # 31-32**

BACKGROUND:

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

The subfund also serves as the Taye´ Brown Regional Park Improvement Trust Fund, a permanent, on-going trust fund of the City of Jacksonville. The subfund is authorized to accept Council appropriations, gifts, fees, and other types of donations.

REVENUES:

Charges for Services:

- The \$174,950 for fiscal year 2014 is calculated based on the \$0.25 per ton Internal Host Fees collected at the Trail Ridge Landfill for Taye´ Brown Regional Park Improvement District.

Miscellaneous Revenue:

- This fund has a positive fund balance and should receive investment pool earnings. The decrease of \$6,966 is due to a contraction in investment pool earnings.

EXPENDITURES:

Cash Carryover – To Fund Balance:

- Funds in this category are placed in reserve pending future appropriations for mitigation activities

EMPLOYEE CAP CHANGES:

There are no employees associated with this subfund.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
STORMWATER SERVICES/SF 461**

**PROPOSED BUDGET BOOK – PAGE # 361 – 364
ONLINE PAGE – # 375 – 378**

STORMWATER SERVICES BACKGROUND:

Stormwater Services subfund provides the Public Works Department with a dedicated funding source. Funding is primarily provided by a user fee.

REVENUES:

Non-Departmental/Fund Level Activities

1. Miscellaneous Revenue:

- No investment earnings are projected for FY 2014 based on FY 2013 actuals.

2. Transfers from Other Funds:

- Pursuant to Section 754.110 of the Municipal Code, the General Fund provides for the value of Stormwater User Fees waived for 501(c) 3 organizations and individuals or families who are economically disadvantaged.

Public Works

1. Charges for Services:

- The overall increase of \$494,047 in stormwater user fees is primarily based on actual collections and a 0.41% increase in parcels to be billed.

EXPENDITURES:

NEIGHBORHOODS

BACKGROUND:

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

On May 28, 2013, Council enacted Ordinance 2013-212-E, approving an inter-local agreement with the Florida Department of Transportation (FDOT) and appropriating grant funding. The grant will fund the Federal mandated National Pollutant Discharge Elimination System (NPDES) permit monitoring plan for the Municipal Separate Stormwater System in Jacksonville. The appropriations will carry over through May of 2016 and expands the EQs abilities to comply with Stormwater management regulations by funding personnel salaries and benefits, supplies, and services. As a result of the FDOT grant, EQ is able to reduce its budget for these line items.

1. Salaries

- The decrease of \$71,327 is primarily due to reductions of \$70,031 in permanent and probationary salaries as a result of the above mentioned grant.

2. Employer Provided Benefits:

- The decrease of \$12,233 is mainly due to reductions of \$11,789 in group hospitalization insurance and \$522 in workers compensation insurance costs as a result of the above mentioned grant.

3. Internal Service Charges:

- The increase of \$783 is primarily due to increases of \$581 in ITD and \$191 in mailroom charges.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
STORMWATER SERVICES/SF 461**

4. Other Operating Expenses:
 - The decrease of \$48,774 is mainly due to reductions of \$17,956 in professional service, \$1,907 in travel expense, \$7,496 in repairs and maintenance, and \$19,759 in miscellaneous services and charges as a result of the above mentioned grant.
5. Capital Outlay:
 - The increase of \$10,203 is attributable to an increase in specialized equipment costs to replace existing outdated equipment being used.

NON-DEPARTMENTAL / FUND LEVEL ACTIVITIES

1. Debt Service:
 - This reflects the necessary principal and interest on outstanding Stormwater Service related debt.
2. Transfers to Other Funds:
 - The increase of \$1,750,669 is due to an increased transfer to the Stormwater Capital Projects sub-fund 462. This amount represents the excess revenue over expenditures in this fund that is transferred to Stormwater Services - Capital Projects to be used as pay-go funds for various capital projects.
3. Banking Fund Debt Repayment:
 - This reflects the necessary principal and interest on outstanding Stormwater Service Banking Fund debt.

PARKS & RECREATION

BACKGROUND:

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

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

1. Salaries:
 - The allocation of \$37,272 represents two (2) part-time employees (1,300 hours each) within the Stormwater Services enterprise fund.
2. Employer Provided Benefits:
 - The allocation of \$540 accounts for the benefits (Medicare Tax) of the part-time employees.
3. Other Operating Expenses:
 - The allocation of \$11,246 provides for various supplies and a local mileage reimbursement for travel within the county.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
STORMWATER SERVICES/SF 461**

PUBLIC WORKS

BACKGROUND:

The Stormwater Services subfund uses its dedicated funding source to complete various flood and drainage mitigation projects, clean canals and ditches, address stormwater treatment issues, maintain collection and pumping systems, as well as stormwater treatment facilities (ponds). Funding is provided by a user fee. As discussed during the Public Works budget, General Fund Grounds Maintenance is now housing the majority of the Stormwater employees. The proposed budget will use 180 transferred employees on an allocation method to perform Stormwater duties.

1. Salaries:

- The decrease of \$1,944,729 is primarily due to the transfer of (180) employees out of Stormwater Service into the R-O-W Grounds Maintenance General Fund (011) operations. The transfers resulted in reductions of \$1,836,271 in permanent and probationary salaries, \$87,000 in salaries overtime and \$23,808 in special pay pensionable costs.

2. Employer Provided Benefits

- The decrease of \$869,538 is primarily due to reductions of \$28,427 in Medicare tax costs, \$60,459 in GEPP pension contribution, \$438,660 in group hospitalization insurance, and \$320,578 in workers compensation insurance due to the transfer of (180) employees out of Stormwater Service.

3. Internal Service Charges:

- The net decrease of \$165,968 is mainly due to reductions of \$99,499 in fleet charges as a result of FY 2013 movement of equipment to Parks & Recreation and \$73,679 in ITD charges. These were slightly offset by an increase of \$9,337 in mailroom charges.

4. Utilities & Building Maintenance Allocations:

- The Administration is proposing to remove and replace two Public Works allocations with internal service charges for Building Maintenance and Utilities. These proposed internal service charges are intended to reflect the costs for utility consumption, applicable debt service, and building maintenance in the individual City Departments' budgets.

5. Other Operating Expenses:

- The net increase of \$2,304,018 is mainly due to an increase of \$2,325,000 in contractual services costs in an effort to aggressively reduce a City wide back-log of ditch cleaning and to repair storm drain cave-ins, increase mowing, and provide tree maintenance at Stormwater treatment facilities. Additionally, General Liability Insurance is increasing by \$30,913 and Guard Service by \$48,840 due to increased guard hours at the Moncrief Rd. equipment yard. These are slightly offset by decreases of \$79,000 in postage due to reduced need for ad-valorem second notices mailed, \$10,000 in landfill charges, and \$7,338 in other operating supply costs.

6. Indirect Cost:

- This is an allocation calculated by the City's independent consulting firm as part of the full cost allocation plan study.

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
STORMWATER SERVICES/SF 461**

EMPLOYEE CAP CHANGES:

As discussed, (180) authorized positions are proposed to be moved out of the Stormwater Services Grounds Maintenance activity in this sub-fund to the Public Works activity in the General Fund – GSD (SF 011).

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
STORMWATER SERVICES – CAPITAL PROJECTS (SF462)**

**PROPOSED BUDGET BOOK – PAGE # 25 – 26
ONLINE PAGE - # 35 – 36**

BACKGROUND:

The Stormwater Services – Capital Projects subfund is an all years fund and accounts for capital projects financed by the Stormwater User Fees, Investment Earnings, Retained Earnings and Debt proceeds. Revenues and expenditures reflect the sixth year of financing stormwater capital projects within this subfund.

REVENUES:

Non-Departmental/Fund Level Activities:

1. Miscellaneous Revenue
 - The budget proposes no investment earnings for this fiscal year based on FY 2013 actuals.
2. Transfers from Other Funds:
 - The \$7,588,348 transfer is from the Stormwater Services operating budget. The \$1,750,669 increase is the result of lower expenses in Stormwater Services sub-fund 461 which frees up additional funds for capital projects.

Public Works:

1. Other Sources:
 - The Banking Fund will provide \$3,591,000 or approximately 32 percent of the funding needed for the stormwater capital projects planned for FY 2013/2014 as seen within Budget Ordinance Schedule B4b.

EXPENDITURES:

1. Capital Outlay:
 - The Capital Outlay line accounts for Stormwater-related CIP to be undertaken in FY 14. Funding provides for the following Stormwater capital projects, also seen within Budget Ordinance Schedule A – 1.

PWCP462SD - PW0072 - 01 - Drainage System Rehabilitation	5,588,348 *
PWCP462SD - PW0758 - 01 - Bulls Bay Highway Drainage Improvement	150,000
PWCP462SD - PW0759 - 01 - Osceola St. Storm Drain Replacement	375,000
PWCP462SD - PW0092 - 02 - Park St. Drainage Improvements	190,000
PWCP462SD - PW0655 - 02 - Duval Station Road Drainage Improvements	150,000
PWCP462SD - PW0294 - 02 - Hamilton/Jersey Outfall to Roosevelt	500,000
PWCP462SD - PW0706 - 01 - Noroad/Lambing Drainage	226,000
PWCP462SD - PW0707 - 01 - Old Plank Road Outfall	2,000,000
PWCP462SD - PW0717 - 01 - Septic Tank Phase Out	2,000,000 *
TOTAL	<u>\$ 11,179,348</u>

* Indicates Pay-Go Capital Projects for FY 2013/2014

SERVICE LEVEL CHANGES:

There are no significant service level changes to the budget.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED 2013/2014 BUDGET
STORMWATER SERVICES – CAPITAL PROJECTS (SF462)**

EMPLOYEE CAP CHANGES:

There are no employees associated with this subfund.

RECOMMENDATIONS:

None.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
MAYPORT FERRY S/F 451**

**PROPOSED BUDGET BOOK – Page #85-86
ON SCREEN – Page 98-99**

BACKGROUND

Ordinances 2012-0235-E and 2012-0522-E established the St. Johns River Ferry Commission and the operating procedures for running the Mayport Ferry when the Jacksonville Port Authority returned the Ferry and the tangible property related to Ferry Operations, to the City of Jacksonville in 2012.

REVENUE

1. Miscellaneous Revenue

- The reduction of \$409 is due to the lower interest rate assumption used by City Treasury.

2. Other Sources

- The reduction of \$200,000 is due to the one-time operating subsidy from the Jacksonville Port Authority for FY 2012/13.

3. Transfers from Fund Balance

- The decrease of \$200,000 is due to the elimination of the transfer from retained earnings for FY 2013/14.

4. Charges for Services

- The reduction of \$254,878 is due to lower estimated transportation fare revenues. The lower revenues are based on Fiscal Year 2012/13 actuals, but also includes one month of lost revenue due to the planned maintenance overhaul which requires the Ferry vessel to be dry docked for the month of December 2013.

EXPENDITURES

5. Internal Service Charges

- The decrease of \$6,325 is due to a reduction in fleet oil and gas charges.

6. Other Operating Expenses

- The increase of \$68,617 is due to increases of \$53,410 in miscellaneous insurance and \$15,207 in contractual service costs. The St. John's River Ferry Commission has a contract with HMS Ferries and is currently in the last year of their contract which ends September 30, 2013. The St. John's Ferry Commission put out an RFP and HMS Ferries was the only respondent.

7. Extraordinary Lapse

- The lapse is the amount that estimated expenditures exceed estimated revenues and was put in place to balance the budget. The lapse equates to 39.56% of the Ferry's proposed expenditures. Ferry expenditures consist of diesel fuel, oil, and the contract for the company that operates the ferry. This is an instance where either the City has the Ferry or

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/14 BUDGET
MAYPORT FERRY S/F 451**

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ON SCREEN – Page 98-99**

it doesn't. There are really no expenditures that could be cut in order to meet the extraordinary lapse.

AUTHORIZED POSITION CAP

There are no authorized positions in this subfund.

RECOMMENDATIONS:

1. If the City Council wishes to continue Ferry operations after September 30, 2013, then the extraordinary lapse of \$717,579 must be restored. This will have a negative impact of \$717,579 to the Special Council Contingency.
2. In order to accept a Contribution from Jacksonville Port Authority for Ferry Capital Projects, we recommend budgeting a \$1,000,000 Contribution from JPA within Subfund 452 (Mayport Ferry Capital Project Fund). These funds will be used for Ferry capital projects including the December overhaul required by the U.S. Coast Guard. This will have no impact on the Special Council Contingency.

**COUNCIL AUDITOR'S OFFICE
COMMENTS AND RECOMMENDATIONS
MAYOR'S PROPOSED FY 2013/2014 BUDGET
GRANT SCHEDULES**

RECOMMENDATIONS:

We recommend that the revised Schedules B1-A, B1-B and B1-C be attached to the budget ordinance. Below are the recommended revisions to the schedules:

- On Schedule B1-A the Sheriff's Office Florida Department of Law Enforcement (FDLE) Edward Byrne Memorial Justice Assistance Grant (JAG) which is only for the Beaches Analysts in the amount of \$53,000 with one (1) position needs to be removed and replaced with the entire FDLE JAG Grant in the amount of \$366,421 with three (3) positions.
- On Schedule B1-B the Florida Inland Navigation District (FIND) grant for lighting at two (2) boat ramps will need to be separated out as two separate grants.
- On Schedule B1-B the first nine (9) FIND grants will need to have the project name changed to be more descriptive.
- On Schedule B1-B on page 2 the Fiscal Year for the requested reserve amount needs to be corrected to FY 14.
- On Schedule B1-B on page 2 the sub-object for the FIND grants needs to be corrected to 361101.
- On Schedule B1-C the Fiscal Year needs to be corrected for the requested reserve amount and the budgeted reserve amount to FY 14.

Continuing / Receiving Grants Requiring No City Match

City Department/ Division	Grantor	Grant Name	Project Description	Grant Award	Match Requested	Overmatch Requested	In Kind Contribution	FTE Positions	Part Time Hours
Constitutional Officers- Court Administration	Department of Health and Human Services - Substance Abuse and Mental Health Services Administration	Creating Opportunities for Success (COS)/ Teen Court Grant	This is a substance abuse services grant exclusively for Teen Court participants with Substance Abuse issues. The bulk of the funds being paid to River Region for: evidenced based pre-assessment, drug evaluation, drug testing, outpatient drug treatment, referral to inpatient treatment and evidenced based post-assessment.	\$199,961	\$0	\$0	\$0	0	0
Constitutional Officers- Court Administration	Department of Health and Human Services - Substance Abuse and Mental Health Services Administration	Multi-Jurisdictional Adult Drug Court Enhancement	Adult Drug Court Grant - Drug treatment court must be used to serve people diagnosed with a substance use disorder as their primary condition. Lower recidivism, increase and promote public safety. Reduce the financial impact on local government funding sources for housing and treating drug abusing offenders	\$324,992	\$0	\$0	\$0	1	0
Fire and Rescue Department- Emergency Preparedness Division	Department of Homeland Security	Citizen Corp Program	Funds will promote volunteer service activities that support Homeland Security and community safety throughout Duval County.	\$10,000	\$0	\$0	\$0	0	1,300
Fire and Rescue Department- Emergency Preparedness Division	Department of Homeland Security	State Homeland security Grant Program	To improve the ability of Duval County fire responders and receivers to prevent and respond to terrorist attacks using chemicals, biological, radiological/nuclear or explosive weapons.	\$120,000	\$0	\$0	\$0	0	0
Fire and Rescue Department- Emergency Preparedness Division	Department of Homeland Security	USAR/HAZMAT Grant	To ensure the JFRD USAR and HAZMAT teams have the necessary equipment and vital training to properly sustain each team.	\$275,000	\$0	\$0	\$0	0	0
Fire and Rescue Department- Emergency Preparedness Division	Florida Department of Community Affairs	Emergency Management Preparedness & Assistance Program (EMPA)	Funds created by the Florida Legislature in 1993 to implement necessary improvements in the emergency management programs state-wide. These funds benefit preparation for catastrophic events throughout Duval County. The grant requires a 1:1 match, but the Emergency Preparedness Division's general fund budget serves as a match. This is represented as in-kind on the schedule.	\$118,000	\$0	\$0	\$118,000	3	1,300
Fire and Rescue Department- Emergency Preparedness Division	Florida Department of Emergency Management (FDEM)	Emergency Management and Preparedness & Assistance Program (EMPG)	To enable Duval County to better respond to catastrophic events by providing necessary support and training to the County's Emergency Management Office. The grant requires a 1:1 match, but the Emergency Preparedness Division's general fund budget serves as a match. This is represented as in-kind on the schedule.	\$200,000	\$0	\$0	\$200,000	0	0
Fire and Rescue Department-Rescue Division	Department of Health	EMS County Award	EMS County Award funds will be used to enhance and improve pre- hospital emergency medical services to the citizens for Duval County.	\$175,000	\$0	\$0	\$0	0	0
Intra-governmental Department-Grants Management and Compliance Office	US Department of Justice, Bureau of Justice Assistance	2013 Justice Assistance Grant (JAG)	This grant provides funding for programs designed and intended to reduce crime and improve public safety in Duval county. These programs serve violent and non-violent criminals, provide for crime prevention as well as provide opportunities to adult and juvenile offenders and ex-offenders.	\$394,674	\$0	\$0	\$0	5	2,080
Jacksonville Sheriff's Office	Florida Department of Law Enforcement	Edward Byrne Memorial Justice Assistance Grant (JAG)	The Edward Byrne Memorial Justice Assistance Grant (JAG) Program is the primary provider of federal criminal justice funding to state and local jurisdictions. The JAG Program provides states and units of local governments with critical funding necessary to support a range of program areas including law enforcement, prosecution and court programs, prevention and education programs, corrections and community corrections, drug treatment and enforcement, crime victim and witness initiatives, and planning, evaluation, and technology improvement programs. Grant funds will be used for the JSO Beaches Analyst, Fusion Analyst and JREC Job Developer Projects. Additionally, pass through funds will be provided to the Duval County Beach Community law enforcement agencies.	\$366,421	\$0	\$0	\$0	3	0
Military Affairs, Veterans and Disabled Services Department	Enterprise Florida Inc.	Defense Infrastructure Grant	NAS Jacksonville Military Services for OLF Whitehouse. Provides funding that along with DOD funding purchases development rights easements around OLF Whitehouse. This program protects OLF Whitehouse from encroachment. This program protects OLF Whitehouse from encroachment by purchasing development rights easements from willing sellers.	\$200,000	\$0	\$0	\$0	0	0

Continuing / Receiving Grants Requiring No City Match

City Department/ Division	Grantor	Grant Name	Project Description	Grant Award	Match Requested	Overmatch Requested	In Kind Contribution	FTE Positions	Part Time Hours
Military Affairs, Veterans and Disabled Services Department	Enterprise Florida, Inc.	Defense Reinvestment Grant	Military Base and Mission Growth - Federal Advocacy for investment in area military bases and missions. The economic impact of the military in Jacksonville is \$14.2 billion dollars a year. Over 150,000 jobs are created by the presence of the military in Duval County.	\$95,000	\$0	\$0	\$0	0	0
Military Affairs, Veterans and Disabled Services Department	Enterprise Florida, Inc.	Florida Defense Support Task Force	At the request of area bases we will seek a grant for infrastructure improvements near bases that influence efficiencies and support the base mission.	\$250,000	\$0	\$0	\$0	0	0
Military Affairs, Veterans and Disabled Services Department	Enterprise Florida, Inc.	Florida Defense Support Task Force	Maritime Research and Development Center Advocacy. This grant will allow for advocacy to attract federal funding to construct a Navy R and D center near NS Mayport that will further benefit the base. This grant will further secure NS Mayport by adding a federal R and D center linked to the undersea training range. The R and D center will partner with local colleges and universities to provide the research.	\$200,000	\$0	\$0	\$0	0	0
Neighborhoods Department- Office of the Director	Florida Inland Navigation District	Keep Jacksonville Beautiful - Neighborhood Cleanup Support	Organized volunteer groups cleaning public rights-of-ways or other public areas are eligible for planning assistance and free support materials, such as bags and gloves. Projects include: Annual Community Cleanups and the Adopt-A-Road program. Groups make a long-term commitment to performing monthly cleanups on city roadways and Litter Free Events. - Elimination of visual blight; stabilization of property values and reduction of crime; enhanced environment that will attract new businesses and residents, savings to the city amounting to thousands of dollars from volunteers, rather than paid staff, picking up and disposing litter; a safer environment for humans marine life and wildlife.	\$5,000	\$0	\$0	\$0	0	0
Neighborhoods Department- Environmental Quality Division	Department of Homeland Security	Homeland Security Biowatch Program	Monitoring Demonstration Study - Sensitive	\$297,879	\$0	\$0	\$0	2	0
Neighborhoods Department- Environmental Quality Division	Florida Department of Environmental Protection	Air Pollution Tag Fee	Air Pollution Control - This funding source provides EQD with support in addressing and dealing with mobile source air pollution emissions; air toxics monitoring and analyses; major and minor air pollution source permitting and inspections; and monitoring of the National Ambient Air Quality Standards for all six criterion pollutants.	\$605,302	\$0	\$0	\$0	7	0
Neighborhoods Department- Environmental Quality Division	Florida Department of Environmental Protection	Air Pollution Title V - Permits	Air Pollution Control - These funds support Title V permitting efforts for all major air pollution sources in Duval County; inspection of all major air pollution sources; test observations for all major sources; CEM verifications; and permit modifications, etc.	\$455,000	\$0	\$0	\$0	5	0
Neighborhoods Department- Environmental Quality Division	Florida Department of Environmental Protection	Asbestos	This funding source provides EQD with support for asbestos inspections throughout Duval County, including: personal protective equipment, supplies and initiating enforcement actions, etc.	\$13,605	\$0	\$0	\$0	0	0
Neighborhoods Department- Environmental Quality Division	Florida Department of Environmental Protection	Gasoline Storage Tank Cleanup - Agreement No. S0481	Gasoline Storage Tank Cleanup. The purpose of this grant is to manage the cleanup of petroleum contaminated sites in Duval County. This grant aids in protecting the drinking water sources in Duval County from petroleum contamination. Fourteen staff members manage the work at 450 sites throughout the county	\$994,700	\$0	\$0	\$0	22	2,033
Neighborhoods Department- Environmental Quality Division	Florida Department of Environmental Protection	Storage Tank System Compliance Verification Program	Gasoline Storage Tank Inspection - To perform inspections and enforcement of storage tank systems to prevent future spills and resulting public liability. The program inspects approximately 3,000 above and below ground storage tank systems for compliance with Chapters 62-761 and 762 Florida Administrative Code to protect the private and public potable water supplies in Duval County.	\$270,729	\$0	\$0	\$0	8	0

Continuing / Receiving Grants Requiring No City Match

City Department/ Division	Grantor	Grant Name	Project Description	Grant Award	Match Requested	Overmatch Requested	In Kind Contribution	FTE Positions	Part Time Hours
Neighborhoods Department- Environmental Quality Division	United States Environmental Protection Agency	Particulate Matter 103 Grant	PM2.5 Ambient Air Quality Network - The primary objective of this project is to collect quality assured data on ambient air concentrations of fine particulate matter (PM2.5), and its precursors in Duval County, Florida. Data will be utilized for PM2.5 National Ambient Air Quality Standard comparisons; development and tracking of implementation plans; assessments of regional haze; and assistance for health studies and other ambient aerosol research activities. This funding supports the Environmental Quality Division's ambient air monitoring efforts to ensure compliance with National Ambient Air Quality Standards for particulate matter. Compliance with the national standards protects the health and welfare of the community.	\$85,621	\$0	\$0	\$0	1	0
Special Services Department- Senior Services Division	Florida Dpt of Elder Affairs	Senior Companion	Senior Companions touch the lives of adults who need extra assistance to live independently a peer volunteer program that provides services to elders at risk of institutionalization due to chronic illnesses, disabilities or isolation. Senior Companion volunteers provide: companionship and advocacy and respite to caregivers of frail elders.	\$2,185	\$0	\$0	\$0	0	0
Special Services Department-Behavioral and Human Services Division	United States Department of Health and Human Services	HIV Emergency Relief Project Grant	Ryan White HIV/AIDS Program - The purpose, goals and objectives of the grant are to identify persons living with HIV in the Jacksonville area, assess their needs for services, and fund Community-Based Organizations to provide the needed services. Grant funds will provide core medical and support services to an estimated 4,500 persons living with HIV in the Jacksonville area.	\$5,385,479	\$0	\$0	\$0	4	0
Total Schedule B1a:				\$11,044,548	\$0	\$0	\$318,000	61	6,713

Continuation Grant With City Match

City Department/ Division	Grantor	Grant Name	Project Description	Grant Award	Match Requested	Overmatch Requested	In Kind Contribution	FTE Positions	Part Time Hours
Fire and Rescue Department-Fire Prevention Division	Federal Emergency Management Agency	Assistance to Firefighters Grant (AFG)	Funding to provide fire prevention and safety program for the Fire Prevention Division.	\$250,000	\$50,000	\$0	\$0	0	0
Fire and Rescue Department-Emergency Preparedness Division	Department of Homeland Security	Port Security Grant Program	Funding to enhance emergency preparedness warehouse/back-up Emergency Operations Center. Provides secure warehouse for Homeland Security assets and back-up facility for Emergency Operations for Duval County. This is a two year grant with one half of the match to be budgeted in FY 14 (\$187,500) and the second half to be budgeted in Fy 15 (\$187,500).	\$750,000	\$187,500	\$0	\$0	0	0
Fire and Rescue Department-Emergency Preparedness Division	Department of Community Affairs	Hazard Analysis Agreement	Funding from State of Florida used to identify and conduct on-site evaluation of facilities in Duval County that house hazardous materials. Site evaluation of hazardous materials facilities in Duval County.	\$25,000	\$25,000	\$19,500	\$0	0	0
Fire and Rescue Department-Emergency Preparedness Division	Department of Homeland Security	Community Emergency Response Teams (CERT)	Funds allocated to recruit an train citizens to be prepared for emergency situations in their community and neighborhoods.	\$10,000	\$20,000	\$0	\$0	1	0
Fire and Rescue Department-Emergency Preparedness Division	FEMA	Hazard Mitigation Grant Program (HMGP)	Funding provided to mitigate flood and wind damage at various fire station properties group IV shutter project - mititgate flod/wind damage to city facilities	\$130,000	\$32,500	\$0	\$0	0	0
Military Affairs, Veterans and Disabled Services Department	United States Department of Labor Veterans Education and Training Service	Homeless Veterans Reintegration Program	To provide case management, job training, transitional housing assistance and social supports to homeless Veterans. The grant has the goal of enrolling 120 homeless Veterans and finding employment for 79. The funding is necessary to provide the line staff that deliver services to Homeless Veterans. Additionally, the grant provides funding for job training through the Clara White Mission and life skills training and homeless shelter case management through Goodwill.	\$218,260	\$30,000	\$0	\$0	3	0
Neighborhoods Department-Environmental Quality Division	United States Environmental Protection Agency	EPA 105 Grant	Air Pollution Control EPA 05 Grant will provide support for: air pollution source permitting; air pollution source inspections; audits of CEMs; stack testing observations, ambient air monitoring; emission inventories; and response to citizen's complaints. The grant requires a match of \$424,267 with a \$1 more added per fiscal year. The match is budgeted within the department budget.	\$531,521	\$1	\$0	\$0	13	0
Neighborhoods Department-Mosquito Control Division	Florida Department of Agriculture and Consumer Services	Mosquito Control State 1 Matching Funds	Local mosquito program to provide public health pest control. Subject to elimination due to state budget cuts.	\$29,456	\$29,456	\$0	\$0	0	2,080
Parks and Recreation - Office of the Director	Florida Inland Navigation District	Waterways Assistance Program	Sisters Creek Marina Floating Dock Redesign Phase I - To design and permit the redesign of the existing docks at Jim King Park.	\$31,880	\$38,880	\$0	\$0	0	0
Parks and Recreation - Office of the Director	Florida Inland Navigation District	Waterways Assistance Program	Exchange Island Dock and Pavilion - To design a water access park for boaters and kayakers. The grant will pay for half of the design of this project.	\$52,380	\$63,380	\$0	\$0	0	0
Parks and Recreation - Office of the Director	Florida Inland Navigation District	Waterways Assistance Program	Ortega River Channel Markers Phase - Installation of river channel markers To provide increased boater safety in the Ortega River	\$14,300	\$19,300	\$0	\$0	0	0
Parks and Recreation - Office of the Director	Florida Inland Navigation District	Waterways Assistance Program	County Dock Road Boat Ramp Phase I - Design and permitting of renovation to the county road boat ramp and removal of submerged pilings.	\$41,760	\$50,760	\$0	\$0	0	0
Parks and Recreation - Office of the Director	Florida Inland Navigation District	Waterways Assistance Program	Northbank Riverwalk Repairs - Design and permitting to bulkhead a section of the northbank riverwalk to replace existing wooden bridge at Geffen Park.	\$36,000	\$44,000	\$0	\$0	0	0
Parks and Recreation - Office of the Director	Florida Inland Navigation District	Waterways Assistance Program	North ShorePark kayak launch Phase I - Design and permitting of a shoreline kayak/canoe launch area and ADA access.	\$26,100	\$32,600	\$0	\$0	0	0
Parks and Recreation - Office of the Director	Florida Inland Navigation District	Waterways Assistance Program	Sisters Creek Marina Lighting - Design and installation of parking lot safety lighting at Jim King Park - This ramp is now open 24 hours a day. The lighting will increase safety	\$69,680	\$76,180	\$0	\$0	0	0
Parks and Recreation - Office of the Director	Florida Inland Navigation District	Waterways Assistance Program	Intracoastal Waterway Boat Ramp Lighting - Design and installation of parking lot safety lighting at ICW boat ramp - This ramp is now open 24 hours a day. The lighting will increase safety.	\$67,750	\$74,250	\$0	\$0	0	0
Parks and Recreation - Office of the Director	Florida Inland Navigation District	Waterways Assistance Program	Arlington Lions Club Park - Design and permit the extension of existing boardwalk to Arlington Lions Club Boat Ramp.	\$36,420	\$44,420	\$0	\$0	0	0
Parks and Recreation - Office of the Director	Florida Inland Navigation District	Waterways Assistance Program	Charles Reese Boat Ramp fishing pier Phase I - Design and permit a fishing pier at Charles Reese park.	\$40,500	\$48,000	\$0	\$0	0	0
Parks and Recreation - Office of the Director	Florida Inland Navigation District	Waterways Assistance Program	Half Moon Island Boat Ramp Phase I - Design and permitting of a new boat ramp and parking.	\$19,850	\$30,350	\$0	\$0	0	0
Parks and Recreation - Office of the Director	Florida Inland Navigation District	Waterways Assistance Program	Half Moon Island Park Phase I - Design and permitting of parking, picnic, fishing pier and kayak launch area.	\$39,850	\$50,350	\$0	\$0	0	0
Parks and Recreation - Office of the Director	Florida Inland Navigation District	Waterways Assistance Program	Fishing Creek Dredge Phase II - Construction of dredge along Fishing Creek.	\$209,250	\$240,750	\$0	\$0	0	0
Public Works - Construction Engineering		Duval County Beach Nourishment	This is a joint project with the Army Corps of Engineers (ACOE), Florida Department of Environmental Protection (FDEP) and City of Jacksonville (COJ). The project will ensure adequate build-up of material (placement of dredged sand) for protection against adverse ocean impacts. The project is facilitated (manage design and construction) by the ACOE and is supported financially by the local community which includes COJ and FDEP.	\$61,373	\$68,627	\$0	\$0	0	0
Special Services Department-Behavioral and Human Services Division	Florida Office of the Attorney General	Victim of Crime Act (VOCA)	Provide crisis intervention, stabilization and recovery services to crime victims; underserved populations of the elderly and disabled and expanding to include veterans and non-English speaking victims. Provide funding for three advocates and one support staff member to provide advocate services to the disabled population of 92,388, over 200,000 retired military and 45,000 active duty resides in Duval County. Advocate services to the 1,800 trauma non-accident related injuries that visit three major trauma and emergency rooms yearly.	\$201,964	\$50,240	\$0	\$26,935	3	0

Continuation Grant With City Match

City Department/ Division	Grantor	Grant Name	Project Description	Grant Award	Match Requested	Overmatch Requested	In Kind Contribution	FTE Positions	Part Time Hours
Special Services Department- Senior Services Division	Corporation for National Community Services	Foster Grandparent Program	Provide an opportunity for low income seniors age 55 and older to earn a moderate stipend by tutoring and mentoring children who have special or exceptional needs or with conditions identified as limiting their academics. Employs 4 staff members. Seniors receive a stipend, educate our youth, learn job skills. Without program our children will fall behind in their education which leads to poverty which leads to crime. Entire community benefits from this program.	\$371,557	\$37,155	\$43,891	\$22,884	3	1,300
Special Services Department- Senior Services Division	Department of Elder Affairs	RELIEF	A state-funded program that provides in-home respite for homebound elders. Respite services allow the caregiver to leave the premises of homebound elders for a brief period of time.	\$82,300	\$17,500	\$0	\$0	1	0
Special Services Department- Senior Services Division	United States Department of Health & Human Services	Older Americans Act (OAA) Title III B & C1 - Nutrition Services Incentive Program (NSIP)	Jacksonville Senior Services Program (JSSP) - Provides activities and programs that promote healthy living for citizens of Duval County 60 years of age and over. This Grant operates 19 senior centers throughout the county which offers a comprehensive array of services including a daily nutrition program. The city's matching funds for this program are budgeted within the division via separate line item. Grantor requires match funds. Additional funds are needed to support the 56 program staff for 19 Centers, 27 transportation buses for services, and other operating cost within the program.	\$1,126,855	\$95,685	\$2,426,630	\$0	56	5,200
Special Services Department- Senior Services Division	Corporation for National and Community Service Senior Corps Retired Senior Volunteer Program	Senior Corps Retired Senior Volunteer Program (RSVP)	RSVP is America's largest volunteer network for people age 55 and over. Volunteers provide service opportunities for those who want to make a difference in their communities while maintaining the flexibility to decide who and how frequently they serve. RSVP of Duval County engages residents age 55 and over in volunteer opportunities that provide community service through participating with nonprofit organizations, public schools and government agencies.	\$69,049	\$133,000	\$0	\$0	3	1,300
Total Schedule B1b:				\$4,543,055	\$1,589,884	\$2,490,021	\$49,819	83	9,880

FY 14 Request for Reserve for Federal Grants Match / Overmatch:	\$4,079,905
FIND Grants - Project Matches:	\$813,220 JXSF331AF 36120 AFT001 01 JXS331 AL
Nutrition Services Incentive Program Match/overmatch:	\$2,522,315 RCAH011JSSP 08231 Local Match
Reserve for Federal Matching Grants (B1b) Net:	\$744,370 JXRS011CCFMG 09910

Provisional Grants

City Department/ Division	Grantor	Grant Name	Project Description	Grant Award	Match Requested	Overmatch Requested	In Kind Contribution	FTE Positions	Part Time Hours
Constitutional Officers - Supervisor of Elections	State of Florida/ Department of State	Help America Vote Act	Grant shall be used for the following federal election administration activities: voter education, poll worker training, standardizing election results reporting or other approved activities. This may include mailing or publishing sample ballots, voter info cards, demonstrations, voter guides, etc.	\$137,795	\$20,669	\$0	\$0	0	0
Constitutional Officers- Court Administration	Department of Justice, Office of Justice Programs	Drug Court Discretionary Grant Program	Veterans Treatment Court - To fund the implementation of a Veterans Treatment Court. Veterans Treatment Courts provide intensive substance abuse and mental health services to veterans of the United States Military, with 2 or more years of services and/or an Honorable/Less than Honorable discharge. These individuals must have a qualifying criminal arrest that is non-violent in nature and be willing to participate in a court supervised treatment program.	\$350,000		\$0	\$183,005	0	0
Intra-governmental - Grants Management and Compliance Office	National Park Service	Groundwork USA Program	Groundwork Trust - Address the need to restore fresh water tributary, as well as the surrounding park area so that people will be able to enjoy fishing and one of the City's first and most outstanding natural resources.	\$80,000	\$25,000	\$0	\$0	0	0
Intra-governmental - Grants Management and Compliance Office	Bureau of Justice Assistance	Second Chance Act Technology Career Training	Jacksonville Second Chance - Increase the post-release employability of 100 medium to high-risk offenders in entry level technology-based jobs.	\$375,207	\$0	\$0	\$0	2	0
Intra-governmental - Grants Management and Compliance Office	Department of Labor	Employment & Training Administration	YouthBuild - Improve and expand current YouthBuild services to homeless youth. Increase employability to homeless individuals	\$1,099,049	\$274,763	\$0	\$0	4	1,080
Special Services - Behavioral and Human Services	Office of Violence Against Women	Education, Training, & Enhanced Services to End Violence	EVAD-W Pilot Project will help serve Deaf & Hard of Hearing women who are victims of sexual assault/ domestic violence.	\$476,381	\$0	\$0	\$0	1	0
Total Schedule B1c:				\$2,518,431	\$320,432	\$0	\$183,005	7	1,080

FY 14 Request for Reserve for Federal Grants \$320,432
 FY 14 Reserve for Federal Grants Budgeted Amount \$266,000 JXRS011CCFP 09910
 Unfunded Amount \$54,432