



Council Auditor's Office

Introduction to the Annual Budget Review Process

Presented by

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Council Auditor

Authority & Responsibilities



- Continuous internal audit
- Special projects and research
- Legislative review
- Manage independent auditor
- Criminal investigations
- Ethics Office
- Proposed budget review

Authority & Responsibilities



- Section 5.10 of City Charter
- Chapter 102 of Jacksonville Municipal Code
- The Council Auditor's Office is responsible for reviewing the proposed budgets for the City and its Independent Authorities.
- Our review consists of extensive analysis of revenue and expenditures on a line item basis, including statistical calculations and a review of material changes in funding for expenditures.
- A number of budget review hearings are held by the City Council Finance Committee and led by the Council Auditor's Office.
- A report is prepared annually outlining the Mayor's and Independent Agencies' proposed budgets and City Council actions regarding those budgets.

Budget Process Timeline



Quarterly	Financial projections
Mid-Year	Budget review
Spring	The administration creates a proposed budget over the span of several months of review and prioritizations.
July 1	Certifications of taxable value are received from the Property Appraiser.
July	By July 15, the Mayor is required to present a balanced budget to the City Council.
July	By August 4, City Council adopts maximum proposed millage for Truth in Millage (TRIM) notice.

Budget Process Timeline



- August By August 24, the Property Appraiser mails TRIM notices to all property owners on the tax roll.
- August The Council Finance Committee and other standing committees review the proposed budget.
- September Two public hearings are held on both the proposed millage and the proposed budget at regular City Council meetings. After the final public hearing, the millage levy ordinances and the budget ordinance, as amended, are adopted by the City Council. Both ordinances are then signed by the mayor.
- October 1 The new fiscal year begins.

Budget Calendar - July



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Property Appraiser certifies preliminary taxable values	2
3	4 Holiday	5	6	7	8	9
10	11	12	13	14	15 Deadline for Mayor to submit budget to Council	16
17	18	19	20	21	22	23
24	25	26 Council	27	28	29	30
31	July 3 - 16 Committees and regular Council meeting are not held.					

Budget Calendar - August



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4 City completes and files form DR-420 (Certification of Taxable Value)	5	6
7	8	9 Council	10	11 Tentative Finance Comm.	12	13
14	15	16	17	18 Tentative Finance Comm.	19	20
21	22	23 Council	24 TRIM Notice mailed out	25 Tentative Finance Comm.	26	27
28	29	30	31			

Budget Calendar - September



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Holiday	6	7 Finance Comm. tentative approval	8	9	10
11	12	13 Hold public hearing and adopt a tentative millage	14	15	16	17
18	19	20 Finance Comm. final approval	21	22	23	24 ^{Advertise the intent to adopt a final millage and budget}
25	26	27 Hold public hearing and adopt the final millage and budget	28	29	30	

Entities Levying Ad Valorem Taxes



Taxing Districts for Duval County:

- GSD - City of Jacksonville, excluding USDs 2-5
- USD1 - City of Jacksonville, pre-consolidation City limits
- USD2 - City of Jacksonville Beach
- USD3 - City of Atlantic Beach
- USD4 - City of Neptune Beach
- USD5 - Town of Baldwin

Taxing Authorities for Duval County:

- Consolidated City/County
- Duval County School Board
- Florida Inland Navigation District
- St. Johns River Water Management District
- USDs 2-5

Historical Consolidated Government Millage Rates



Fiscal Year	GSD County Millage Rate	USD 2 Jax Beach	USD 3 Atlantic Beach	USD 4 Neptune Beach	USD 5 Baldwin
2001/02	10.3675	7.8938	7.0768	7.0768	7.0768
2002/03	10.1842	7.6835	6.8935	6.8935	6.8935
2003/04	9.8398	7.3091	6.5491	6.5491	6.5491
2004/05	9.6879	6.3972	6.3972	6.3972	6.3972
2005/06	9.6500	6.3593	6.3593	6.3593	6.3593
2006/07	9.6400	6.3493	6.3493	6.3493	8.1145
2007/08	8.4841	5.1934	5.1934	5.1934	6.9448
2008/09	8.4841	5.1934	5.1934	5.1934	6.9206
2009/10	9.2727	5.4480	5.4480	5.4480	7.0792
2010/11	10.0353	6.7446	6.7446	6.7446	8.4472

Historical Total Millage Rates



Fiscal Year	GSD Final Millage Rate	USD 2 Jax Beach	USD 3 Atlantic Beach	USD 4 Neptune Beach	USD 5 Baldwin
2001/02	19.7400	21.1764	19.4816	19.0893	18.4493
2002/03	19.6047	21.0111	19.4861	19.2140	18.3140
2003/04	19.3913	20.7677	19.1400	19.0006	18.1224
2004/05	18.7534	19.3698	18.5021	18.3627	17.6797
2005/06	18.5755	19.1919	18.2822	18.1848	18.3822
2006/07	18.1825	18.7989	17.8892	17.7918	19.6570
2007/08	16.6894	17.0543	16.3961	16.0447	17.6118
2008/09	16.4954	16.8987	16.2021	15.9201	17.4869
2009/10	17.3050	17.2983	16.6356	16.5313	17.6665
2010/11	18.3296	19.1336	18.1942	18.2215	19.3377

Fund Types - Definitions



- **Fund**: A fiscal and accounting entity that is comprised of a self-balancing set of accounts that reflect all assets, liabilities, equity, revenue and expenditures necessary to disclose financial position and the results of operations.
- **General Fund**: All activities not accounted for in other funds.
- **Capital Projects Fund**: Used to acquire or construct major capital facilities that are not financed by proprietary funds, special assessment funds or similar trust funds.
- **Enterprise Fund**: Used to provide services to the general public, the costs of which will be recovered to some extent through user charges.

Fund Types - Definitions



- **Internal Service Fund:** Used for financing goods or services provided by one city department to another city department or agency, or to other governments on a reimbursable basis.
- **Trust and Agency Fund:** Used to account for assets held by a government as an agent for individuals, private organizations or other governments and/or other funds.
- **Special Revenue Fund:** Used for proceeds of specific revenue sources, other than special assessments, expendable trusts or capital projects, that can only be spent for specified purposes.
- **Component Units:** A legally separate organization for which elected officials for the primary government are financially accountable (JHFA and JEDC).

General Government Budgets



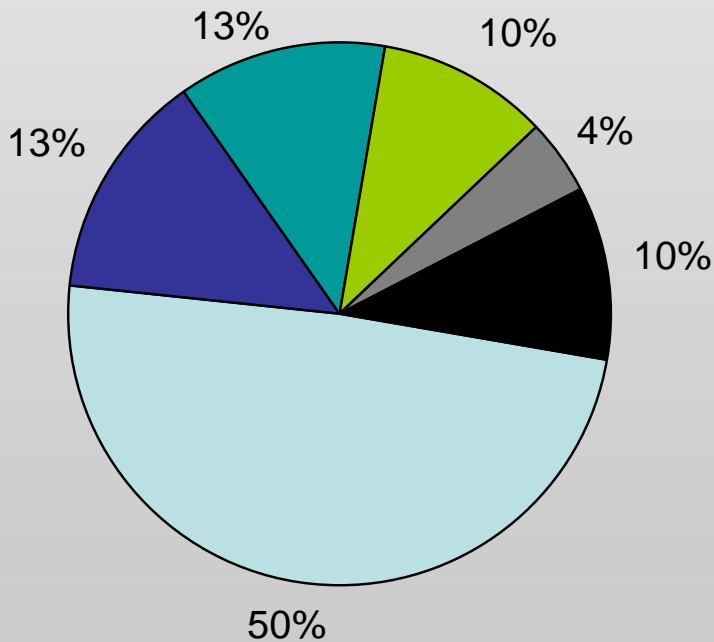
Fiscal Year	General Government Budget	General Fund/ GSD Budget
FY 2001/02	\$1,161,504,169	\$712,395,190
FY 2002/03	\$1,214,406,456	\$749,506,884
FY 2003/04	\$1,361,325,014	\$797,706,626
FY 2004/05	\$1,478,685,437	\$855,985,187
FY 2005/06	\$1,590,326,464	\$838,209,064
FY 2006/07	\$1,777,419,184	\$902,408,420
FY 2007/08	\$1,876,175,022	\$937,282,838
FY 2008/09	\$2,003,013,140	\$971,441,489
FY 2009/10	\$2,064,116,118	\$987,500,413
FY 2010/11	\$2,072,111,887	\$990,365,838

Summary of Budgets by Fund



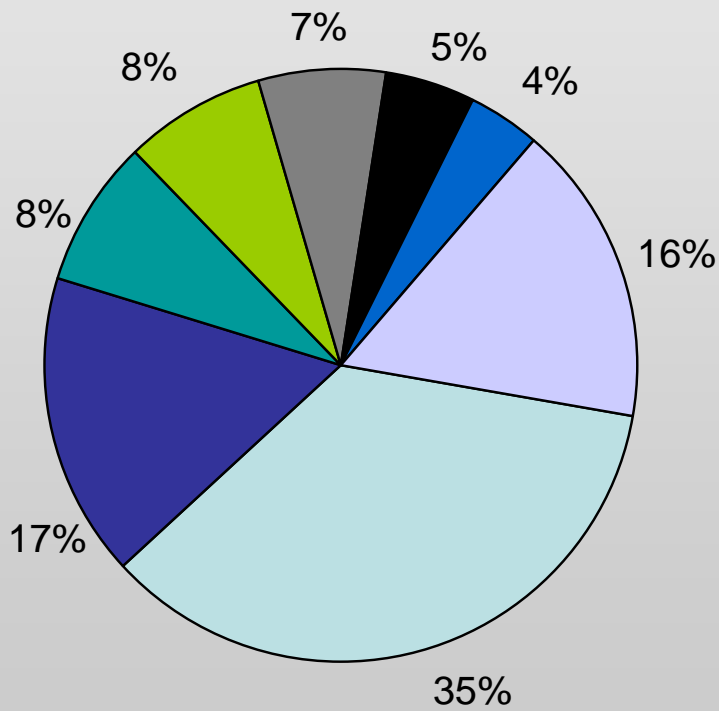
Fund	FY 10/11 Approved Budget	Full Time Employee Cap
General Funds	\$1,072,007,469	6,909
Special Revenue Funds	\$253,132,561	252
Capital Project Funds	\$147,721,636	0
Enterprise Funds	\$206,964,338	368
Internal Service Funds	\$369,012,010	403
Trust and Agency Funds	\$11,845,227	8
Component Units	\$11,428,646	19
Total	\$2,072,111,887	7,959

General Fund/GSD Revenues



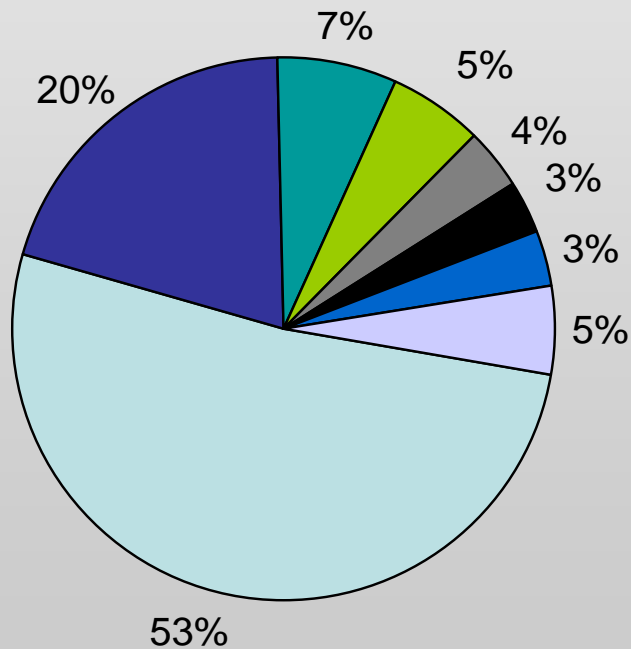
Revenue Source	FY 10/11 Approved Budget	% of Total
Ad Valorem Taxes (net)	\$485,533,272	50%
Utility Service Taxes	\$133,171,627	13%
State Shared Revenues	\$123,857,232	13%
JEA Contribution	\$101,687,538	10%
Franchise Fees	\$43,924,385	4%
All Other Revenues	\$102,191,784	10%

General Fund/GSD Expenditures



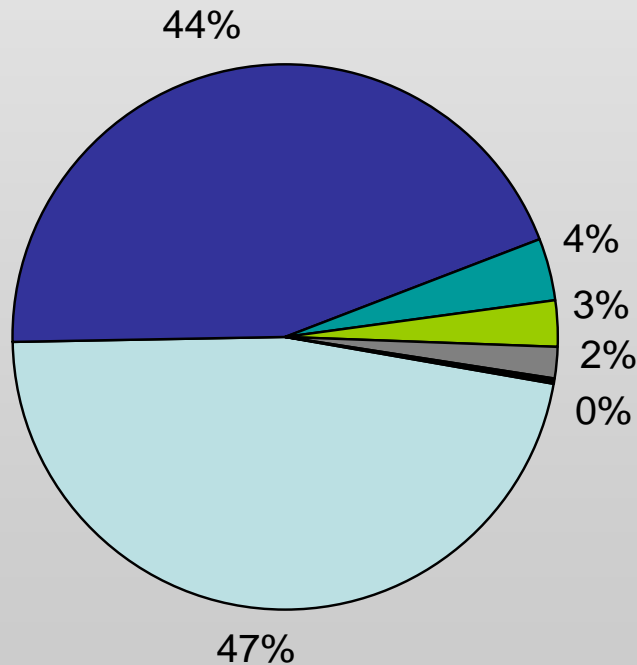
Department	FY 10/11 Approved Budget	% of Total
Office of the Sheriff	\$350,387,721	35%
Fire & Rescue	\$163,801,008	17%
Public Works	\$79,769,323	8%
Debt Service	\$77,542,683	8%
Transfers to Other Funds	\$67,519,071	7%
Recreation & Community Services	\$49,765,389	5%
Public Libraries	\$39,602,759	4%
All Other Expenditures	\$161,977,884	16%
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General Fund/GSD Employee Cap



Department	FY 10/11 Approved Positions	% of Total
Office of the Sheriff	3,354	53%
Fire & Rescue	1,321	20%
Public Works	466	7%
Public Libraries	353	5%
Central Operations	233	4%
Recreation & Community Services	213	3%
Environmental & Compliance	211	3%
All Other Departments	342	5%
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General Government & Independent Agencies



Agency	FY 10/11 Approved Budget	% of Total
JEA	\$2,200,799,445	47%
COJ General Government	\$2,072,111,887	44%
JTA	\$171,248,114	4%
JPA	\$125,960,338	3%
JAA	\$94,460,912	2%
All Other Agencies	\$10,460,445	0%