

LEGISLATIVE FACT SHEET

DATE: 08/14/24

BT or RC No: BT24-150
(Administration & City Council Bills)

SPONSOR: Supervisor of Elections
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentations: Yolanda Negron-Carson

Provide Name: Yolanda Negron-Carson

Contact Number: 255-3441

Email Address: yolandanc@coj.net

PURPOSE: White Paper (Explain Why this legislation is necessary? Provide; Who, What, When, Where, How and the Impact.) Council Research will complete this form for Council introduced legislation and the Administration is responsible for all other legislation. (Minimum of 350 words - Maximum of 1 page.)

This legislation appropriates grant funding from the Electronic Absentee Systems for Elections (EASE) Grants for States, Territories and Localities (Agreement #H98210-24-1-0006) from the United States Department of Defense, Federal Voting Assistance Program for the purpose of purpose of improving Duval County Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) voters' experience through technologies that provide faster and more accurate ballot duplication. No City match is required.

The grant supports the goals of lowering error rates, achieving faster duplication times, and more transparency for UOCAVA voters by leveraging a digital ballot duplication system. This funding also intends to reduce staff burden by using more efficient processes. Current manual approaches are both inefficient and raise concerns of accuracy.

The COJ EASE project is designed to implement a hardware solution to duplicate returned UOCAVA ballots that are unreadable or on the incorrect stock, while improving transparency and trust in the UOCAVA process. Ballot duplication is a well-established process. The proposed approach models successful, sustainable, and affordable investments proven in prior elections in other jurisdictions.

Federal assistance will provide for the implementation of a hardware solution to duplicate returned UOCAVA ballots that are unreadable, whether due to problems with the ballot such as damage in mail return or ballots printed at home and not on the correct stock.

APPROPRIATION: Total Amount Appropriated: \$148,870.00 as follows:

List the source name and provide Object and Subobject Numbers for each category listed below:

(Name of Fund as it will appear in title of legislation)

Name of Federal Funding Source(s):	From: <u>US Department of Defense</u>	Amount: <u>\$148,870.00</u>
	To: <u>City of Jacksonville</u>	Amount: <u>\$148,870.00</u>
Name of State Funding Source(s):	From: _____	Amount: _____
	To: _____	Amount: _____
Name of City of Jacksonville Funding Source(s):	From: _____	Amount: _____
	To: _____	Amount: _____
Name of In-Kind Contribution(s):	From: _____	Amount: _____
	To: _____	Amount: _____

Name & Number of Bond Account(s):	From: _____	Amount: _____
	To: _____	Amount: _____

PLAIN LANGUAGE OF APPROPRIATION / FINANCIAL IMPACT / OTHER:

Explain: Where are the funds coming from, going to, how will the funds be used? Does the funding require a match? Is the funding for a specific time frame? Will there be an ongoing maintenance? ... and staffing obligation? Per Chapters 122 & 106 regarding funding of anticipated post-construction operation costs.

(Minimum of 350 words - Maximum of 1 page.)

Funding for this program is from the US Department of Defense, Federal Voting Assistance Program, Electronic Absentee Systems for Elections (EASE) Program. Funds will be used for contractual services to implement a hardware solution for Uniformed and Overseas Citizens Voting Act UOCAVA ballots returned whether due to damage or incorrect card stock. The funding does not require a match. While the total award agreement (#H98210-24-1-006) is for 60 months (July 14, 2024 through July 14, 2029) and a total of \$744,350, only \$148,870. (year 1 funding) has been made available for obligation. Supervisor of Elections staff will be responsible for ongoing performance and financial reporting throughout the grant period. There are no anticipated post-construction costs.

ACTION ITEMS: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.

ACTION ITEMS:

	Yes	No
Emergency?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Justification of Emergency: If yes, explanation must include detailed nature of **emergency**.

Funds are intended to be used in the upcoming election.

	Yes	No
Federal or State Mandate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Explanation: If yes, explanation must include detailed nature of mandate including Statute or Provision.

	Yes	No
Fiscal Year Carryover?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Note: If yes, note must include explanation of all-year subfund carryover language.

	Yes	No
CIP Amendment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.

	Yes	No
Contract / Agreement Approval?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Attachment & Explanation: If yes, attach the Contract / Agreement and name of Department (and contact name) that will provide oversight. Indicate if negotiations are on-going and with whom. Has OGC reviewed / drafted?

Award agreement attached

	Yes	No
Related RC/BT?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Attachment: If yes, attach appropriate RC/BT form(s).

	Yes	No
Waiver of Code?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Code Reference: If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper.

BT attached

	Yes	No
Code Exception?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper.

	Yes	No
Related Enacted Ordinances?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Code Reference: If yes, identify related code section(s) and ordinance reference number in the box below and provide detailed explanation and any changes necessary within white paper.

ACTION ITEMS CONTINUED: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.

ACTION ITEMS:

	Yes	No	
Continuation of Grant?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Explanation: How will the funds be used? Does the funding require a match? Is the funding for a specific time frame and/or multi-year? If multi-year, note year of grant? Are there long-term implications for the General Fund?</p> <div style="border: 1px solid black; padding: 5px;"> <p>Funding will be used for the upcoming election. The funding does not require a match. An additional budget transfer for FY25 will be created and the remaining years will appear on the corresponding B1 schedules</p> </div>
Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Attachment: If yes, attach appropriate form(s).</p>
Reporting Requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<p>Explanation: List agencies (including City Council / Auditor) to receive reports and frequency of reports, including when reports are due. Provide Department (include contact name and telephone number) responsible for generating reports.</p> <div style="border: 1px solid black; padding: 5px;"> <p>Quarterly Program and Financial reports. Supervisor of Elections, Yolanda Negron-</p> </div>

BUSINESS IMPACT ESTIMATE

Pursuant to Section 166.041(4), F.S., the City is required to prepare a Business Impact Estimate for ordinances that are NOT exempt from this requirement.

A list of ordinance exemptions are provided below. Please check all exemption boxes that apply to this ordinance. If an exemption is applicable, a Business Impact Estimate IS NOT required.

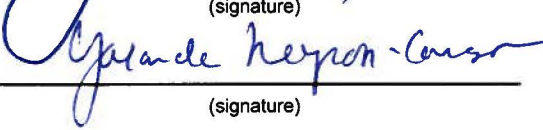
- The proposed ordinance is required for compliance with Federal or State law or regulation;
- The proposed ordinance relates to the issuance or refinancing of debt;
- The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- The proposed ordinance is an emergency ordinance;
- The ordinance relates to procurement;
- The proposed ordinance is enacted to implement any of the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code;
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

If none of the boxes above are checked, then a Business Impact Estimate **IS REQUIRED** to be prepared by the using agency/office/department and submitted in the MBRC filing packet along with the memorandum request, legislative fact sheet, etc. A Business Impact Estimate form can be found at:

<https://www.coj.net/departments/finance/budget/mayor-s-budget-review-committee>

Division Chief: 
(signature)

Date: 8/19/2024

Prepared By: 
(signature)

Date: 8/19/2024

ADMINISTRATIVE TRANSMITTAL

To: MBRC, c/o the Budget Office, St. James Suite 325

Thru: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor

(Name, Job Title, Department)

Phone: 255-5000 E-mail: BNorris@coj.net

From: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor

Initiating Department Representative (Name, Job Title, Department)

Phone: 255-5000 E-mail: BNorris@coj.net

Primary Contact: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor

(Name, Job Title, Department)

Phone: 255-5000 E-mail: BNorris@coj.net

CC: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor

Phone: 255-5000 E-mail: BNorris@coj.net

COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL

To: Mary Staffopoulos, Office of General Counsel, St. James Suite 480
Phone: 904-255-5062 E-mail: mstaff@coj.net

From: _____
Initiating Council Member / Independent Agency / Constitutional Officer
Phone: _____ E-mail: _____

Primary Contact _____
(Name, Job Title, Department)
Phone: _____ E-mail: _____

CC: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor
Phone: 255-5000 E-mail: BNorris@coj.net

Legislation from Independent Agencies requires a resolution from the Independent Agency Board approving the legislation.

Independent Agency Action Item: **Yes** **No**
Boards Action / Resolution? Attachment: If yes, attach appropriate documentation. If no, when is board action scheduled?

FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED

Business Impact Estimate

This form must be posted on the City of Jacksonville's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference:

Duval County Supervisor of Elections EASE 4.0 award

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals, and welfare):

Implementation will implement a hardware solution to improve accuracy and transparency of local elections for Uniformed and Overseas Citizens Voting Act voters.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Jacksonville, if any: (a) An estimate of direct compliance costs that businesses may reasonably incur; (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and (c) An estimate of the City of Jacksonville's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

No new costs to the City for compliance, commerce, or regulatory oversight are included with this award.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed

This ordinance impacts voters

4. Additional information the governing body deems useful (if any):

N/A