

## LEGISLATIVE FACT SHEET

DATE: 09/13/23

BT or RC No: ~~BT 23-124~~ BT24-014  
(Administration & City Council Bills)

SPONSOR: Public Works  
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentation: Robin Smith

Provide Name: Robin Smith

Contact Number: 255-8710

Email Address: [robinsmith@coj.net](mailto:robinsmith@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 BT is necessary to move funds from projects titled "Hidden Village Drive Underdrain Rehabilitation," "Via Valencia Drainage Improvements - DSR," and "Underdrain Replacements" to projects titled "Hanson Drive Underdrain Improvements," "Brookmont and Lamanto Ave East Underdrain Improvements," and "Big Fishw-Ecosys Restor Proj-Acoe Joint." This transfer, from two projects at or near completion and from one annually-funded countywide bucket, will allow for the completion of three projects. The Hanson Drive Underdrain Improvements project is to install a new underdrain on both sides of Hanson Drive, mill approximately 1 inch of existing asphalt and to put back down 1.5 inches of new asphalt, and perform any grassing and driveway repairs as needed. The Brookmont and Lamanto Avenue Underdrain Improvements project is to repair the street flooding issue on Brookmont Avenue East and Lamanto Avenue by constructing a new underdrain system in the area to solve the groundwater issue and keep the City's roadway from being damaged. Finally the transfer of funds to the Big Fishweir Dredging project will allow for the City's portion of the cost share with the Army Corps of Engineers. Deferral of this amendment to the CIP would result in the unnecessary delay of the completion of the three projects.

APPROPRIATION: Total Amount Appropriated \$880,606.82 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: _____	Amount: _____
	To: _____	Amount: _____
Name of State Funding Source(s):	From: _____	Amount: _____
	To: _____	Amount: _____
Name of City of Jacksonville Fundir	From: COJ _____	Amount: \$880,606.82
	To: COJ _____	Amount: \$880,606.82
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.)

This BT requests a movement of previously appropriated funds and will not cause the City to incur any additional debt.

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

ACTION ITEMS:	Yes	No	
Emergency?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Justification of Emergency: If yes, explanation must include detailed nature of emergency.  
Federal or State Mandate?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Explanation: If yes, explanation must include detailed nature of mandate including Statute or Provision.  
Fiscal Year Carryover?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Note: If yes, note must include explanation of all-year subfund carryover language.  
CIP Amendment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.
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? Agreement between the Army Corps of Engineers and COJ for Big Fishweir Creek restoration project. Oversight by Public Works.
Related RC/BT?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Attachment: If yes, attach appropriate RC/BT form(s).
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.  
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.  
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"/>

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?

Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reporting Requirements?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

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

Division Chief:  \_\_\_\_\_  
(signature)

Prepared By:  \_\_\_\_\_  
(signature)

Date: 9/13/23

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**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: 255-5006

E-mail: [bnorris@coj.net](mailto:bnorris@coj.net)

From: Robin Smith, Chief, Public Works Engineering & Construction Management

Initiating Department Representative (Name, Job Title, Department)

Phone: 255-8710

E-mail: [robinsmith@coj.net](mailto:robinsmith@coj.net)

Primary Contact: Robin Smith, Chief, Public Works Engineering & Construction Management

(Name, Job Title, Department)

Phone: 255-8710

E-mail: [robinsmith@coj.net](mailto:robinsmith@coj.net)

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

Phone: 255-5006

E-mail: [bnorris@coj.net](mailto: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](mailto: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: 255-5006 E-mail: [bnorris@coj.net](mailto: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**