

LEGISLATIVE FACT SHEET

DATE: 04/10/23

BT or RC No: N/A
(Administration & City Council Bills)

SPONSOR: Office of General Counsel
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentation Office of General Counsel

Provide Name: Gabriella Young

Contact Number: 255-5080

Email Address: gyoung@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.)

The purpose of this legislation is to amend Section 37.103 (Procedures involving vacancies in certain appointed positions), Part I (Organization), Chapter 37 (Office of the Sheriff), *Ordinance Code*, to clarify the classifications of interim and acting appointed officials. With this amendment, the Sheriff may designate that the person selected to fill the vacancy of an appointed official is either an interim or acting employee. An interim employee's position is defined as temporary (90 days maximum), may receive an appropriate increase in compensation as directed by the Sheriff, and does not require legislation or Council approval. An acting employee is defined to be the one intended to fill the position permanently, pending Council approval. The acting official may receive compensation at the appropriate level within the pay range of the position, commensurate with education and experience, as directed by the Sheriff.

APPROPRIATION: Total Amount Appropriated N/A 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 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.)

N/A

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

Fiscal Year Carryover?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Note: If yes, note must include explanation of all-year subfund carryover language.

CIP Amendment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.

Contract / Agreement Approval?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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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?

Related RC/BT?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Attachment: If yes, attach appropriate RC/BT form(s).

Waiver of Code?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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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"/>
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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"/>
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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 generating reports.

Division Chief: 
(signature)

Date: 5.1.23

Prepared By: 
(signature)

Date: 5.1.23

ADMINISTRATIVE TRANSMITTAL

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

Thru: Brian Hughes, CAO, Mayor's Office

(Name, Job Title, Department)

Phone: 255-5012

E-mail: hughesb@coj.net

From:

Initiating Department Representative (Name, Job Title, Department)

Phone: _____

E-mail: _____

Primary

Contact: (Name, Job Title, Department)

Phone: _____

E-mail: _____

CC: Rachel Zimmer, Director of Intergovernmental Affairs, Office of the Mayor

Phone: 255-5006

E-mail: rachelz@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: Gabriella Young, Chief, JSO and Regulatory, Office of General Counsel

(Name, Job Title, Department)

Phone: 255-5080

E-mail: gyoung@coj.net

CC: Rachel Zimmer, Director of Intergovernmental Affairs, Office of the Mayor

Phone: 255-5006

E-mail: rachelz@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



JASON R. TEAL
GENERAL COUNSEL
CITY OF JACKSONVILLE

OFFICE OF GENERAL COUNSEL

GABY YOUNG
Chief, JSO & Regulatory

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Direct: (904) 255-5080 | Fax (904) 255-5120
GYoung@coj.net

Memorandum

To: Brian Hughes, Chief Administrative Officer
Mayor’s Budget Review Committee

From: Gaby Young
Chief, JSO & Regulatory
Office of General Counsel

Subject: Approval to Submit Legislation Necessary for City Council Approval to Amend
Section 37.103 of the Municipal Code

Date: April 12, 2023

The Jacksonville Sheriff’s Office (JSO) is seeking authorization to submit legislation necessary to amend Section 37.103 (Procedures Involving Vacancies in Certain Appointed Positions), Part 1 (Organization), Chapter 37 (Office of the Sheriff), Ordinance Code, to authorize “interim” and “acting” employees to be compensated at the level of the position’s duties which they are temporarily performing.

I have attached the proposed changes to Chapter 37, which have been prepared by the Office of the General Counsel. Please let me know if we can provide any additional information. Thank you for your consideration of this request.

APPROVED BY:
MAYOR’S BUDGET
REVIEW COMMITTEE
DATE APR 24 2023