

(37)

RC25-001 5-13-24

CITY OF JACKSONVILLE, FLORIDA

RC #: 25-001

DATE  
 DIVISION CHIEF: 4/26/24  
 DEPARTMENT HEAD: 4/26/24  
 HR CHIEF: 4/26/24  
 BUDGET OFFICE: 5-8-24

RECOMMENDED  
 NOT RECOMMENDED

DEPARTMENT: Neighborhoods Department / Housing & Community Development Division TO BE EFFECTIVE: October 1, 2024

ACTION	No.	ACTIVITY NO/ DESCRIPTION	TITLE	OCC CODE	PAY GRADE	PAY RANGE
Delete	1	ERCD1A1-PDC001-24-010700	Housing Services Specialist	04026	29.11	51,871.44 - 87,334.92
Delete	2	ERCD1A1-PDC001-24-010700	Housing Property Coordinator	04178	29.06	38,761.45 - 65,261.73
Delete	1	ERCD1A1-PDC001-24-010700	Chief of Housing and Community Development	04332	19.10	107,432.60 - 175,400.10
Delete	1	ERCD1A1-PDC001-24-010700	Document Specialist - Housing	04344	29.02	30,702.86 - 51,581.15
Delete	1	ERCD1A1-PDC001-24-010700	Senior Program Manager - Housing and Community Development	04354	29.13	58,283.04 - 98,129.41
Delete	1	ERCD1A1-PDC001-24-010700	Credit Compliance and Finance Manager - Housing	04470	29.15	65,486.71 - 110,258.32
Delete	1	ERCD1A1-PDC001-24-010700	Community Development Assistant Administrator	04639	29.15	65,486.71 - 110,258.32
Delete	1	ERCD1A1-PDC001-24-010700	Executive Assistant to Appointed Official	04916	29.07	41,087.22 - 69,177.44
Delete	1	ERCD1A1-PDC001-24-010700	Accountant	A0031	26.14	39,688.68 - 74,738.47
Delete	1	ERCD1A1-PDC001-24-010700	Housing and Community Development Regulatory Specialist	B0302	26.16	47,607.24 - 89,647.90
Delete	1	ERCD1A1-PDC001-24-010700	Mortgage Loan Processor	P0157	26.14	39,688.68 - 74,738.47
Delete	1	ERCD1A1-PDC001-24-010700	Clerical Support Aide II	C0081	15.07	24,271.08 - 46,712.35
Delete	1	ERCD1A1-PDC001-24-010700	Housing Rehabilitation Specialist	P0147	15.15	42,915.15 - 82,594.32
Delete	6000 3000	ERCD1A1-PDC001-24-010700	Part time hours			
Authorize	1	ERCD1A1-PDC001-25-010908	Housing Services Specialist	04026	29.11	51,871.44 - 87,334.92

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Delete	1	ERCD1A1-PDC001-24-010700	Housing And Community Development Administrator	04553	29.18	77,995.76 131,333.90
<del>Authorize</del>	<del>1</del>	<del>ERCD1A1-PDC001-25-010908</del>	<del>Housing And Community Development Administrator</del>	<del>04553</del>	<del>29.18</del>	<del>77,995.76 131,333.90</del>
Authorize	2	ERCD1A1-PDC001-25-010908	Housing Property Coordinator	04178	29.06	38,761.45 - 65,261.73
Authorize	1	ERCD1A1-PDC001-25-010908	Chief of Housing and Community Development	04332	19.10	107,432.60 - 175,400.10
Authorize	1	ERCD1A1-PDC001-25-010908	Document Specialist - Housing	04344	29.02	30,702.86 - 51,581.15
Authorize	1	ERCD1A1-PDC001-25-010908	Senior Program Manager - Housing and Community Development	04354	29.13	58,283.04 - 98,129.41
Authorize	1	ERCD1A1-PDC001-25-010908	Credit Compliance and Finance Manager - Housing	04470	29.15	65,486.71 - 110,258.32
Authorize	1	ERCD1A1-PDC001-25-010908	Community Development Assistant Administrator	04639	29.15	65,486.71 - 110,258.32
Authorize	1	ERCD1A1-PDC001-25-010908	Executive Assistant to Appointed Official	04916	29.07	41,087.22 - 69,177.44
Authorize	1	ERCD1A1-PDC001-25-010908	Accountant	A0031	26.14	39,688.68 - 74,738.47
Authorize	1	ERCD1A1-PDC001-25-010908	Housing and Community Development Regulatory Specialist	B0302	26.16	47,607.24 - 89,647.90
Authorize	1	ERCD1A1-PDC001-25-010908	Mortgage Loan Processor	P0157	26.14	39,688.68 - 74,738.47
Authorize	1	ERCD1A1-PDC001-25-010908	Clerical Support Aide II	C0081	15.07	24,271.08 - 46,712.35
Authorize	1	ERCD1A1-PDC001-25-010908	Finance Manager - Housing and Community Development	04175	29.15	65,486.71 - 110,258.32
Authorize	3000 6000	ERCD1A1-PDC001-24-010700 010908	Part time hours			

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Authorize

Funds are available within current appropriations for this change:

Yes  No  (see description below)

If NO, funds will be provided by:

Funding for these positions is contained in the companion BT for this continuation grant. 11101-174103-010908

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JUSTIFICATION:

To authorize grant employees for the grant period beginning October 1, 2024. The Housing Rehabilitation Specialist will be deleted from CDBG and added to HOME. The Finance Manager - HCCD will be added to CDBG and deleted from HOME. These changes are due to funding.

Reference TD/BT BT 25-001 Council approval required? Yes  No  Date action required: 10/1/2024

ACTION TAKEN BY MBRC:  
APPROVED BY:  
MAYOR'S BUDGET  
REVIEW COMMITTEE

SIGNATURES:  
Karen Bowring  
Chief Administrative Officer  
Donna DeLeon  
MAYOR

AMENDMENTS: MAY 13 2024

Comments: \_\_\_\_\_