

LEGISLATIVE FACT SHEET

DATE: 05/25/21

BT or RC No: BT21-083
(Administration & City Council Bills)

SPONSOR: Parks, Recreation and Community Services/Office of the Director
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentation: Keith Meyerl

Provide Name: Keith Meyerl, Chief, Recreation & Community Programming

Contact Number: 255-7936

Email Address: Kmeyerl@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.)

Background

The Metropolitan Park Maintenance and Improvements Fund is a permanent trust fund for all revenues received by the City in connection with admissions fees for special events, rentals, dock slip rentals, equipment and service charges or other funds from activities and events conducted or authorized by the City in Metropolitan Park. All expenditures made from the fund shall be for maintenance and improvements to Metropolitan Park and its various facilities and to help support the operational and production costs associated with City cosponsored special events in the park.

Scope of Work

The transfer request will provide funds for annual utilities cost, repairs and maintenance, supplies for various items, to include repairs to docks and fencing, sidewalk and concrete repairs throughout the park, replacement of picnic benches, annual landscape mulch replacement and heavy equipment to assist in the maintenance and operations for events in the Metropolitan Park and its various facilities.

The operational and maintenance needs have increased without change in manpower. The equipment is needed to continue to provided the same level of services without additional personnel.

APPROPRIATION: Total Amount Appropriated \$177,745.00 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: _____	Amount: _____
	To: _____	Amount: _____
Name of State Funding Source(s):	From: _____	Amount: _____
	To: _____	Amount: _____
Name of City of Jacksonville	From: Metropolitan Park Maintenance	Amount: \$177,745.00

Funding Source(s):	To: Metropolitan Park Maintenance	Amount: \$177,745.00
--------------------	-----------------------------------	----------------------

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 is an appropriation of existing funds within the Metropolitan Park Maintenance subfund (1D4). No other City of Jacksonville funding sources are obligated as part of this legislation.

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.

--

	Yes	No
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.

--

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

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

All-years subfund

	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.

Contract / Agreement Approval?

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?

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

Waiver of Code?

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

Code Exception?

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

Related Enacted Ordinances?

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.

Sec 111.120

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?

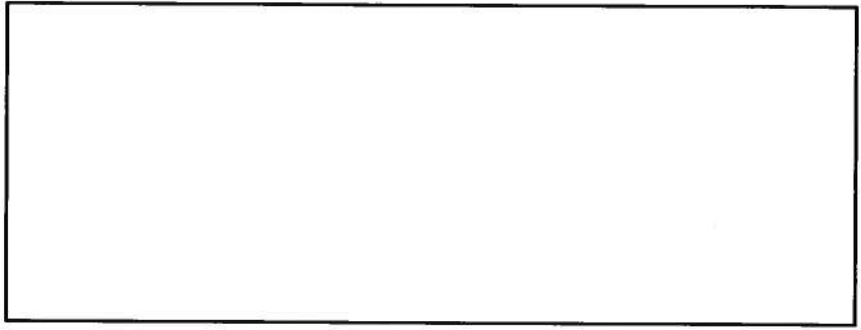
Explanation: How will the funds be used? Does the funding require a match? Is the funding for a specific time frame and/or multi-year? If multi-year, note year of grant? Are there long-term implications for the General Fund?

Surplus Property Certification?

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

Reporting Requirements?

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



Division Chief: Kurt Meyer
(signature)

Date: 5/25/2021

Prepared By: Devin
(signature)

Date: 5/25/2021

ADMINISTRATIVE TRANSMITTAL

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

Thru: Daryl Joseph, Director, Parks, Recreation and Community Services

(Name, Job Title, Department)

Phone: 255-7903

E-mail: Djoseph@coj.net

From: Keith Meyerl, Chief, Recreation & Community Programming

Initiating Department Representative (Name, Job Title, Department)

Phone: 255-7936

E-mail: Kmeyerl@coj.net

Primary Contact: Keith Meyerl, Chief, Recreation & Community Programming

(Name, Job Title, Department)

Phone: 255-7936

E-mail: Kmeyerl@coj.net

CC: Leeann Krieg, Director of Intergovernmental Affairs, Office of the Mayor

904-255-5015 E-mail: leeannk@coj.net

COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL

To: Peggy Sidman, Office of General Counsel, St. James Suite 480

Phone: 904-255-5055

E-mail: psidman@coj.net

From:

Initiating Council Member / Independent Agency / Constitutional Officer

Phone: _____

E-mail: _____

Primary

Contact: _____
(Name, Job Title, Department)

Phone: _____

E-mail: _____

CC: Leeann Krieg, Director of Intergovernmental Affairs, Office of the Mayor

904-255-5015 E-mail: leeannk@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?



ONE CITY. ONE
JACKSONVILLE.

City of Jacksonville, Florida


Daryl Joseph, Director


Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7919
www.coj.net

May 25, 2021

MEMORANDUM

TO: Brian Hughes, Chair
Mayor's Budget Review Committee

THRU: Daryl T. Joseph, Director 

FROM: Keith Meyerl, Chief 
Recreation and Community Services

RE: **Approval Request for Transfer of Funds-Metropolitan Park Maintenance Fund**

The Parks, Recreation and Community Services (PRCS) Department respectfully requests Legislation to appropriate funds within the Metropolitan Park Maintenance Trust Fund, per Sec 111.120.

Appropriations from the Metropolitan Park Maintenance Trust Fund are subject to approval by the Council in each instance.

If you need further information, please contact Keith Meyerl at 255-7936.

KM/rh

Attachments:
White Paper
BT/TD/Leg Fact Sheet Form
Sec.111.120

**Metropolitan Park Maintenance and Improvements Fund Transfer
Whitepaper
May 20, 2021**

Background

The Metropolitan Park Maintenance and Improvements Fund is a permanent trust fund for all revenues received by the City in connection with admissions fees for special events, rentals, dock slip rentals, equipment and service charges or other funds from activities and events conducted or authorized by the City in Metropolitan Park. All expenditures made from the fund shall be for maintenance and improvements to Metropolitan Park and its various facilities and to help support the operational and production costs associated with City cosponsored special events in the park.

Scope of Work

The transfer request will provide funds for annual utilities cost, repairs and maintenance, supplies for various items, to include repairs to docks and fencing, sidewalk and concrete repairs throughout the park, replacement of picnic benches, annual landscape mulch replacement and heavy equipment to assist in the maintenance and operations for events.

Recommended Action

The Parks, Recreation and Community Services Department (PRCS) respectfully requests approval to appropriate funds from the collected revenue accounts to the expense accounts within the Metropolitan Park Maintenance Fund for annual expenses.

Sec. 111.120. Metropolitan Park Maintenance and Improvements Fund.

There is created the *Metropolitan Park Maintenance and Improvements Fund*, a permanent trust fund of the City. A separate trust fund and associated accounts shall be created by the Director of Finance and Administration for administering the fund. There shall be paid into the fund all revenues received by the City and interest thereon in connection with admissions fees for special events, rentals, dock slip rentals, equipment and service charges or other funds from activities and events conducted or authorized by the City in Metropolitan Park. All expenditures made from the fund shall be for maintenance and improvements to Metropolitan Park and its various facilities and to help support the operational and production costs associated with City cosponsored special events in the park. Subject to appropriation by the Council in each instance, the Director of Finance and Administration is authorized and directed to make disbursements from the fund upon the written requisition of the Director of Parks, Recreation and Community Services. To the extent disbursements are made, the funds disbursed shall be appropriated for the purpose of the disbursement.

(Ord. 84-1087-687, § 1; Ord. 93-687-323, § 1; Ord. 2005-1283-E, § 7; Ord. 2006-422-E, § 35; Ord. 2007-633-E, § 1; Ord. 2011-732-E; Ord. 2013-209-E, § 40; Ord. 2016-140-E, § 16)

Editor's note(s)—Ordinance 2007-839-E, § 18, authorized updated department/division names pursuant to reorganization.

Note(s)—Former § 110.333.