

LEGISLATIVE FACT SHEET

DATE: 09/12/16

BT or RC No: BT 16-121
(Administration & City Council Bills)

SPONSOR: Jacksonville Fire and Rescue Department/Emergency Preparedness Division
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentation: _____

Provide Name: John Shaw, Emergency Preparedness Supervisor

Contact Number: 255-3114

Email Address: jshaw@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.)

CONTINUED ON SEPARATE SHEET OF PAPER

This legislation will appropriate funds to support the deployment of emergency shelter kits.

WHO: These shelter kits are used to support the emergency sheltering of Duval County citizens in the event of a natural or man-made disaster at primary and secondary hurricane shelters.

WHAT: These shelter kits typically contain a generator, lighting equipment, signage, fans and supporting electrical equipment, as well as cots and blankets if the facility does not have on-site. The funds for this request are for non-capital equipment, such as fans, electrical cords, cots, blankets, and other shelter supplies.

WHERE: These kits are preassembled and stored at the City's Port Security Disaster Operations Warehouse and deployed as necessary to primary and secondary hurricane shelters. The approved hurricane shelters consist of the following locations (kits can be used at any facility if necessary. Shelters will be opened based upon the needs of the community, and the nearest approved shelter to a citizen's residence is not guaranteed to be open. Information about open shelters will be communicated through the Public Affairs Office and the Jacksonville Emergency Operations Center):

- FSCJ Cecil Center North Building
- Chaffee Trail Elementary School
- Westview K-8 School
- Chimney Lakes Elementary School
- Crystal Springs Elementary School
- The Legends Center
- Oceanway Middle School
- Oceanway Elementary School
- Andrew A. Robinson Elementary
- LaVilla School of the Arts
- Woodland Acres Elementary
- Douglas Anderson School
- Mandarin Oaks Elementary
- Mandarin Middle School
- Greenland Pines Elementary
- Arlington Middle School
- Landmark Middle
- Don Brewer Elementary
- Twin Lakes Academy Elementary
- Atlantic Coast High
- Bartram Springs Elementary
- Sabal Palm Elementary
- Waterleaf Elementary

APPROPRIATION: Total Amount Appropriated 32,700 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: Nocatee DRI	Amount: \$32,700.00
	To: Hurricane Public Shelter Fee FREP64FHPSF - FRR003-05	Amount: \$32,700.00
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.)

WHERE ARE THE FUNDS COMING FROM

- The funds are coming from the Nocatee Development of Regional Impact fund.

WHERE ARE THE FUNDS GOING TO

- The funds are going to Jacksonville Fire and Rescue's Shelter Retrofit Fund. These funds are transferred to the Shelter Retrofit Fund on a quarterly basis.

HOW WILL THE FUNDS BE USED

- These funds will be used to purchase "shelter kit" equipment (cots, electrical connections, fans, and other hurricane shelter supplies) for the identified primary and secondary hurricane shelters in Jacksonville. These shelters will be opened in the event of a community need, and the shelter kits are designed to provide basic needs to sheltered citizens.

DOES THE FUNDING REQUIRE A MATCH

- There is no match required.

IS THE FUNDING FOR A SPECIFIC TIME FRAME

- The funding is not for a specific time frame, but funds will be expended as expeditiously as possible to ensure the readiness of all primary and secondary hurricane shelters in Duval County.

WILL THERE BE ONGOING MAINTENANCE

- The purchased equipment will be subject to readiness checks designed to confirm the continued functionality of the equipment. The appropriation of the funds will not require ongoing maintenance other than the spending of the approved funds in accordance with this appropriation.

WILL THERE BE AN ONGOING STAFFING OBLIGATION

- The checks will be performed by the Emergency Preparedness Division personnel with responsibility for management of the Shelter Retrofit Fund as the overall maintenance of the primary and secondary hurricane shelters is the responsibility of this staff member.

- Oversight will be completed by the Jacksonville Fire and Rescue Department.

RELATED TO CONSTRUCTION

- This equipment will not be used for construction purposes.

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?

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.

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?

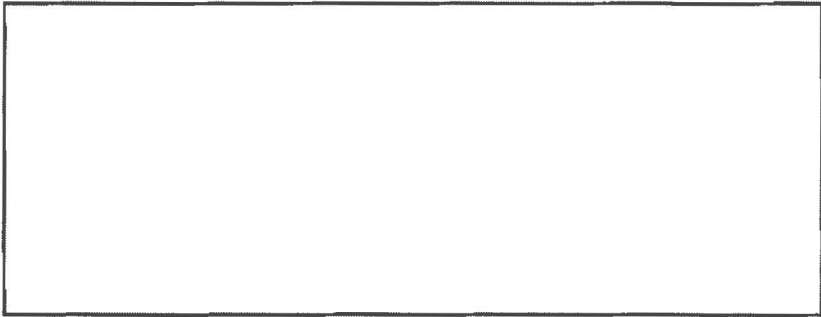
Explanation: How will the funds be used? Does the funding require a match? Is the funding for a specific time frame and/or multi-year? If multi-year, note year of grant? Are there long-term implications for the General Fund?


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: 
(signature)

Date: 9/15/16

Prepared By:  JOHN SUAW
(signature)

Date: 9/14/2016

ADMINISTRATIVE TRANSMITTAL

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

Thru: Kerri Stewart, Chief of Staff, Mayor's Office

(Name, Job Title, Department)

Phone: 630-1771

E-mail: kerris@coj.net

From: Steve Woodard, Emergency Preparedness Director, Jacksonville Fire and Rescue Department

Initiating Department Representative (Name, Job Title, Department)

Phone: 255-3123

E-mail: swoodard@coj.net

Primary Contact: John Shaw, Emergency Preparedness Supervisor, Jacksonville Fire and Rescue Department

(Name, Job Title, Department)

Phone: 255-3114

E-mail: jshaw@coj.net

CC: Allison Korman Shelton, Director of Intergovernmental Affairs, Office of the Mayor

904-630-1825 E-mail: akshelton@coj.net

COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL

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

Phone: 904-630-4647

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: Allison Korman Shelton, Director of Intergovernmental Affairs, Office of the Mayor

904-630-1825 E-mail: akshelton@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