

LEGISLATIVE FACT SHEET

DATE: 03/14/17

BT 17-087
BT or RC No: BT17- RC17-145
(Administration & City Council Bills)

SPONSOR: Planning and Development Department / Building Inspection Division
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentations: _____

Provide Name: Thomas H. Goldsbury, P.E., C.B.O.

Contact Number: 255-8799

Email Address: TomG@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.)

To increase the employee cap for the Division by four (4) Construction Trades Inspectors - Building, and increase the Division's budget by \$168,785.68. This increase will fund salaries and benefits for the four new inspectors for a period of three months (July-September) this current fiscal year, and will fund cell phones, mifi service, laptops and licenses, and 4 new pick-up trucks (Ford F-150) with associated funding for repairs, parts, oil and gas. The Division has seen a significant increase in the number of building and roofing permit applications and inspection requests over the past four years. The Northeast Florida Builders Association (NEFBA) projects new single family housing will continue to increase. The number of building and roofing inspection for the last four months (November 2016-February 2017) averaged 9,349 inspections, compared to 7,857 inspections for the previous four months (July 2016-October 2016). This is an increase of 1,492 inspections per month.

APPROPRIATION: Total Amount Appropriated \$168,785.68 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: Subfund 159 - Building Inspection - Cash Carryover	Amount: \$168,785.68
	To: Building Inspection Subfund 159 - Various	Amount: \$168,785.68
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 funding is transferred from subfund 159 Building Inspections - Cash Carryover to various salary, benefits, and operating subobjects within Building Inspection Division. This will fund 4 new civil service positions, together with cell phone, mifi service, laptops and licenses, and 4 new vehicles (Ford F-150) to support them in the field. This will fund the positions for three (3) months from 7/1/17 - 9/30/17. The purchase of the vehicles is a one-time purchase; all other costs will continue from year to year.

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.

Fiscal Year Carryover?

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

CIP Amendment?

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]*
(signature)

Date: 3/14/2017

Prepared By: *[Signature]*
(signature)

Date: 3/14/2017

ADMINISTRATIVE TRANSMITTAL

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

Thru: William B. Killingsworth, Director, Planning & Development Department
(Name, Job Title, Department)
Phone: 255-8311 E-mail: BillK@coj.net

From: Thomas H. Goldsbury, P.E., C.B.O., Chief, Building Inspection Division, Planning and Development Dep
Initiating Department Representative (Name, Job Title, Department)
Phone: 255-8799 E-mail: TomG@coj.net

Primary Contact: Susan Saltgiver, Planning Services Manager, Planning and Development Department
(Name, Job Title, Department)
Phone: 255-7812 E-mail: susans@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

Building Inspection Division
Estiamted Costs
for 4 New Building Inspector Positions
for the Remainder of FY16-17 (3 Months-July thru Sept.)

Item	IndexCode	Subobject	Amount	FTE	Comment
Salaries	PDBZ159BI	01201	\$ 39,576.00	4	4 positions for 3 months
Medicare Tax	PDBZ159BI	02102	\$ 573.85		4 positions for 3 months
Pension Contribution	PDBZ159BI	02201	\$ 3,059.22		4 positions for 3 months
Unfunded Liability	PDBZ159BI	02201B	\$ 11,500.79		4 positions for 3 months
Disab. Trust Fund-ER	PDBZ159BI	02207	\$ 118.73		4 positions for 3 months
Group Life Insurance	PDBZ159BI	02303	\$ 68.66		4 positions for 3 months
Group Hospital Ins.	PDBZ159BI	02304	\$ 6,756.43		4 positions for 3 months
ISA- Comp System Maint	PDBZ159BI	04203	\$ 5,112.00		
ISA-Wireless Communica	PDBZ159BI	04223	\$ 1,050.00		Cell phone & mifi service
ISA-Fleet Vehicle Repl	PDBZ159BI	04213	\$ 98,020.00		Pickup trucks-One-time
ISA-Fleet Repairs	PDBZ159BI	04216	\$ 750.00		Pickup trucks
ISA-Part/Oil/Gas	PDBZ159BI	04217	\$ 2,200.00		Pickup trucks
	Total		\$ 168,785.68		