

LEGISLATIVE FACT SHEET

DATE: 09/21/17

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

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

Contact for all inquiries and presentation Daryl Joseph

Provide Name: Daryl Joseph

Contact Number: 255-7903

Email Address: djoseph@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.)

In response to the City's application for 2016-2017 Florida Recreation Development Assistance Program (FRDAP) grants, FRDAP selected and notified City of Jacksonville April 1, 2016 a reimbursement grant of \$50,000.00 had been award for the Touchton Road Park Project. A grant work plan was forwarded as required by April 8, 2016. A letter for evidence of self-insurance was submitted as required October 28, 2016. The agreement was delayed as the Department of Environmental Protection (DEP) legal department were changing their contract templates. On May 15, 2017, DEP agreement No. A7123 for Touchton Road Park, Project Number A17123 was received for execution as a condition of the reimbursement grant. The reimbursement grant will be spent on the procurement of adult exercise equipment for the soon to be developed Touchton Road Park. This legislation would provide permission to receive and appropriate \$50,000 in grant funding from the State of Florida Department of Environmental Protection for adult exercise equipment at Touchton Road Park. The funding to build the infrastructure for the park will not be fully realized until the 2017-18 Fiscal Year. The park infrastructure must be completed in order for the adult exercise equipment to be installed in 2018. The park infrastructure includes a parking lot, stormwater, trail, park benches and playground equipment. The adult exercise equipment will be adjacent to the playground equipment. This park will serve the Southside neighborhood and is located on Touchton Road between Southside Boulevard and Belfort Road. The agreement will remain in effect until June 30, 2019. If the project is not completed by midnight on June 30, 2019, then the agreement shall be terminated and the project funds (reimbursable grant dollars) shall revert. Scope of Work: Task 1: The City will provide a professional site plan, commencement certification (DRP-108), a boundary survey, results of title search or the opinion prepared by the member of the Florida Bar Association or Licensed title insurer; and a cost analysis form, with supporting bid documents from project selected contractor and/or in-house cost schedules within 180 days of the commencement date of DEP agreement A7123. Task 2: The City will provide development of new fitness area with outdoor exercise stations. A development of completion of documentation checklist (DRP-11), which includes project completion certification (DRP-112), Final "as-built" site plan, Florida Park inventory form, project photographs, and notice of limitation of use/site dedication (DRP-113), will be provided by the City by April 30, 2019.

APPROPRIATION: Total Amount Appropriated \$50,000 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: n/a	Amount: _____
	To:	Amount: _____
Name of State Funding Source(s):	From: State of Florida Department of Environmental Protection	Amount: \$50,000.00
	To:	Amount: _____
Name of City of Jacksonville Funding Source(s):	From: n/a	Amount: _____
	To:	Amount: _____
Name of In-Kind Contribution(s):	From: n/a	Amount: _____
	To:	Amount: _____
Name & Number of Bond Account(s):	From: n/a	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.)

The funds are coming from the State of Florida, Department of Environmental Protection and will be used the The City of Jacksonville, Florida, Department of Parks, Recreation and Community Services. The reimbursement funding amount is \$50,000. The funding must be used by July of 2019. In order to receive the reimbursement grant, the city must provide budget details, and submit the following documentation: project completion certification, final as built site plan, Florida recreation and parks inventory form, color photographs of the project, notice of limitation of use and a boundary survey.CIP amendement necessary due to grant timeline for successful implementation.

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

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

Parks, Recreation and Community Services Department, POC: Jill Enz email: JENZ@coj.net

Related RC/BT?	<input checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input 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

The city must provide budget details, and submit the following documentation: project completion certification, final as built sit plan, Florida recreation and parks inventory form, color photographs of the project, notice of limitation of use and a boundary survey. This will be done on project conclusion and reimbursement of expense. Parks, Recreation and Community Services Department, Jill Enz, (904) 255-7941

Division Chief:  Daryl Joseph, Director
(signature)

Date: 9/21/17

Prepared By: 
(signature)

Date: 9/21/17

ADMINISTRATIVE TRANSMITTAL

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

Thru: Daryl Joseph, Director, Parks, Recreation and Community Services
(Name, Job Title, Department)

Phone: 904-255-7903

E-mail: Djoseph@coj.net

From: Jill Enz, Parks Development & natural Resources Manager, Parks, Recreation and Community Services Department
Initiating Department Representative (Name, Job Title, Department)

Phone: 904-255-7941

E-mail: Jenz@coj.net

Primary Contact: Daryl Joseph, Director, Parks, Recreation and Community Services Department
(Name, Job Title, Department)

Phone: 904-255-7903

E-mail: Djoseph@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