

LEGISLATIVE FACT SHEET

DATE: 01/29/18

BT18-041
RC18-099
BT or RC No: _____
(Administration & City Council Bills)

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

Contact for all inquiries and presentation Thomas H. Goldsbury, P.E.

Provide Name: Thomas H. Goldsbury, P.E.

Contact Number: 904-255-8799

Email Address: 904-255-8799

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.)

Due to the improved economy, the Building Inspection Division has experienced a significant increase in permits and inspections. In order to provide an adequate level of customer service, the Division needs additional resources (employees and equipment) and this appropriation will do that.

This legislation will increase the employee cap of the Building Inspection division from 102 to 105.

This legislation will increase the employee cap of the Development Services Division from 38 to 44.

This legislation will increase the employee cap of the Fire Plan Review from 7 to 8.

APPROPRIATION: Total Amount Appropriated 688,277.45 ; 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: Sunfund 159 / Building Inspection / Reserves ^{Fund balance}	Amount: <u>688,277.45</u>
	To: Sunfund 159 / Building Inspection / Various	Amount: <u>688,277.45</u>

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.)

Funding will be provided via a fund balance appropriation from subfund 159 Building Inspections. The additional positions will speed permit processing and increase the archiving of old records in the Building Inspection Division. Will provide drainage review and inspection on infill and complex drainage projects by the Development Services Division. Will provide authority for Development Services Division to issue citations for drainage complaints.

ACTION ITEMS: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.

ACTION ITEMS:

Emergency? Yes No

Justification of Emergency: If yes, explanation must include detailed nature of emergency.

Federal or State Mandate? Yes No

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?
 Contract / Agreement Approval?

Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.

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?
 Waiver of Code?

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

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?	<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 type="checkbox"/>	<input checked="" 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

Division Chief: *[Signature]*
(signature)

Date: 2/5/18

Prepared By: *[Signature]*
(signature)

Date: 2/5/18

ADMINISTRATIVE TRANSMITTAL

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

Thru: William Killingsworth, Director of Planning and Development, Planning and Development
(Name, Job Title, Department)
Phone: 904-255-7811 E-mail: BillK@coj.net

From: Tom Goldsbury, Chief of Building Inspection
Initiating Department Representative (Name, Job Title, Department)
Phone: 904-255-8799 E-mail: TomG@coj.net

Primary Contact: Tom Goldsbury, Chief of Building Inspection
(Name, Job Title, Department)
Phone: 904-255-8799 E-mail: TomG@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