

## LEGISLATIVE FACT SHEET

DATE: 01/30/18

BT or RC No: BT18-055  
(Administration & City Council Bills)

SPONSOR: Neighborhoods Department/Environmental Quality Division  
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentation: \_\_\_\_\_

Provide Name: Melissa M. Long, P.E., Division Chief, EQD

Contact Number: (904) 255-7101

Email Address: [MelissaL@coj.net](mailto:MelissaL@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.)

Purpose: To appropriate funding from the Air Pollution Tag Fee Fund Balance to maintain continuous operation of the City of Jacksonville's air monitoring network. The Environmental Quality Division (EQD) of the City of Jacksonville must purchase various equipment, including but not limited to new trailers at Kooker Park air monitoring site to replace the existing trailers which are in disrepair. In addition, air monitoring equipment is needed to replace outdated, aging equipment currently in use. For the sites where equipment is not replaced, major repairs will be necessary. Maintenance of the air monitoring network is required to comply with Federal National Ambient Air Quality Standards. The current fund balance will allow EQD staff to purchase the equipment required while ensuring that the fund balance remains within the required limits in order to achieve maximum revenue in this account.

APPROPRIATION: Total Amount Appropriated \$135,000 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: _____	Amount: _____
	To: _____	Amount: _____
Name of State Funding Source(s):	From: Air Pollution Tag Fee Fund Balance	Amount: \$135,000.00
	To: Air Pollution Tag Fee Operating Account	Amount: \$135,000.00
Name of City of Jacksonville Funding Source(s):	From: _____	Amount: _____
	To: _____	Amount: _____
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.)

The Environmental Quality Division currently receives \$0.75 for every automobile license tag purchased or renewed within Duval County. These funds can only be utilized for very specific air pollution-related activities. This budget transfer will be appropriating money from the Air Pollution Tag Fee Fund Balance to enable EQD staff to maintain continuous operation of its ambient air monitoring network. The funding will be utilized to purchase new trailers at the Kooker Park air monitoring site; and replace aging, outdated equipment. This funding does not require a match and will be used this fiscal year. Any ongoing maintenance and repairs will be covered with funding currently available in EQD's operating budget. There are no staffing obligations involved.

**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?

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).

**ACTION ITEMS CONTINUED: Purpose / Check List. If "Yes" please provide detail by attaching**

ACTION ITEMS:	Yes	No
Continuation of Grant?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reporting Requirements?	<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?

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 generating reports.

Division Chief: Melissa M. Long  
(signature)

Date: 1-31-18

Prepared By: Sandi Cassidy  
(signature)

Date: 1-31-18

**ADMINISTRATIVE TRANSMITTAL**

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

Thru: Stephanie Burch, Esq., Director, Neighborhoods Department

(Name, Job Title, Department)

Phone: (904) 255-7200

E-mail: [StephanieB@coj.net](mailto:StephanieB@coj.net)

From: Melissa M. Long, P.E., Division Chief, Environmental Quality Division

Initiating Department Representative (Name, Job Title, Department)

Phone: (904) 255-7101

E-mail: [MelissaL@coj.net](mailto:MelissaL@coj.net)

Primary Contact: Melissa M. Long, P.E. Division Chief, Environmental Quality Division

(Name, Job Title, Department)

Phone: (904) 255-7101

E-mail: [MelissaL@coj.net](mailto:MelissaL@coj.net)

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

904-630-1825 E-mail: [akshelton@coj.net](mailto: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](mailto: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](mailto: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**