

# LEGISLATIVE FACT SHEET

DATE: 03/06/19

BT or RC No: BT19-065  
(Administration & City Council Bills)

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

Contact for all inquiries and presentation: James Richardson

Provide Name: James Richardson, JEPB Administrator

Contact Number: 904-255-7213

Email Address: [jrichard@coj.net](mailto:jrichard@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 appropriate fund balance from the Environmental Protection Fund to the Environmental Protection Board (EPB) operating account for education and outreach activities of the EPB members and staff. This funding will be utilized for activities such as Clean Air Day, Aquafest Water Festival, etc. at the Museum of Science and History. Funding may also be used for travel, training, supplies, dues, subscriptions and memberships. Additionally, this legislation seeks to amend attachment A "Food and Beverage Expenditures" of the FY 19 budget ordinance (2018-504 E) in order to appropriate funds to be spend on food and beverages.

APPROPRIATION: Total Amount Appropriated \$75,000.00 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: Environmental Protection Fund - Fund Balance	Amount: \$75,000.00
	To: Environmental Protection Board - Operating Account	Amount: \$75,000.00
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.)

<p>The funds will come from the Environmental Protection Fund to be used to support environmental education and outreach. Education &amp; outreach activities provide the public with information regarding the rules set by the EPB to enforce provisions of local, state and federal legislation. Activities will also enhance the public's ability to protect and conserve natural resources.</p>
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**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. <input type="text"/>
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. <input type="text"/>
Fiscal Year Carryover?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Note: If yes, note must include explanation of all-year subfund carryover language. Through September 30, 2021 <input type="text"/>
CIP Amendment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.
Contract / Agreement Approval?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		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? <input type="text"/>
Related RC/BT?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Attachment: If yes, attach appropriate RC/BT form(s).
Waiver of Code?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Code Reference: If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper. A waiver of Sections 111.755 and 360.602 are requested to authorize use of the Environmental Protection Fund for supplies, and outreach activities, as well as training and membership fees for EPB members and staff. Having Board members and staff up to date on critical environmental issues and the sharing/gathering of information through membership in professional organizations provide the justification for the expense.
Code Exception?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper. A waiver of Sections 111.755 and 360.602 are requested to authorize use of the Environmental Protection Fund for supplies, and outreach activities, as well as training and membership fees for EPB members and staff. Having Board members and staff up to date on critical environmental issues and the sharing/gathering of information through membership in professional organizations provide the justification for the expense.
Related Enacted Ordinances?	<input type="checkbox"/>	<input checked="" type="checkbox"/>		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. <input type="text"/>

**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 generating

An annual report is to be submitted to the Environmental Protection Board on September 15th of each year, through September 30, 2021.

Division Chief: Melisse M. Log  
(signature)

Date: 3/6/2019

Prepared By: Sandi Cassidy  
(signature)

Date: 3/6/2019

**ADMINISTRATIVE TRANSMITTAL**

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

Thru: Melissa M. Long, P.E., Environmental Quality Division Chief, Neighborhoods Department  
(Name, Job Title, Department)  
Phone: 255-7101 E-mail: melissal@coj.net

From: James Richardson, JEPB Program Administrator, Neighborhoods Dept.  
Initiating Department Representative (Name, Job Title, Department)  
Phone: 255-7213 E-mail: jrichard@coj.net

Primary Contact: James Richardson, JEPB Program Administrator, Neighborhoods Dept.  
(Name, Job Title, Department)  
Phone: 255-7213 E-mail: jrichard@coj.net

CC: Jordan Elsbury, Intergovernmental Affairs Liaison, Office of the Mayor  
Phone: 904-630-1825 E-mail: jelsbury@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: Jordan Elsbury, Intergovernmental Affairs Liaison, Office of the Mayor  
Phone: 904-630-1825 E-mail: jelsbury@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?

Environmental Protection Board Meeting Minutes attached.

**FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED**