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MAYOR'S BUDGET REVIEW COMMITTEE

LENNY CURRY, MAYOR

Agenda for Monday, December 12, 2016

MAYOR'S CONFERENCE ROOM

Excused

4th FLOOR, CITY HALL, 2:00 P.M.

- Mousa, Sam - Chair
- Weinstein, Mike - Vice Chair
- Pappas, John - Member
- Shelton, Ali - Member
- Stewart, Kerri - Member

**APPROVED BY:
MAYOR'S BUDGET
REVIEW COMMITTEE**

CONVENED: 2:00 PM
ADJOURNED: 2:38 PM

DATE

JAN 9 2017

Roselyn Chall, Secretary

Agency / Department	Item #	ID Number	Transfer Amount	Description / Summary	MBRC Action
Mayor's Office	1	Memo		Minutes from 11/21/16 MBRC meeting for approval.	Approved
Courts	2	BT17037	\$450,000.00	To assist the Courts in disposing of 3,850 cases as mandated by the District Court of Appeal. Funds will be used to hire contract attorneys to support the courts Judicial Staff Attorneys in expediting these cases.	Approved 4-0
Downtown Investment Authority	3	BT17043	\$376,863.30	Transfer of unspent monies from the Bay Street Towncenter improvement to DIA account for the following: DIA is proposing to improve the existing parking lot at 950 Bay (a/k/a Parking Lot X, Sports and Entertainment District); and through the Parks and Recreation Department, extending a sidewalk from the St. Johns River to parking Lot X.	Approved 4-0
Downtown Investment Authority	4	RC17071		Reclassify a parking enforcement supervisor position to a parking services supervisor position effective 12/17/16. Public parking is combining the duties of the parking enforcement supervisor and the parking maintenance supervisor.	Approved 4-0
Employee Services	5	Memo		Request to grant special pay increase to a Human Resources Specialist.	Approved 4-0

Agency / Department	Item #	ID Number	Transfer Amount	Description / Summary	MBRC Action
Fire and Rescue	6	TD17062	\$122,752.00	Appropriate the EMS county grant funds awarded by the Department of Health for EMS training/travel, purchase of 24 Automatic External Defibrillators and one Mobile Emergency Response Vehicle. This will increase the vehicle cap in JFRD from 474 to 475. Funding previously approved in the 2017 B1a schedule.	Approved 4-0
Finance and Administration	7	BT17047	\$370,268.05	To transfer recovered funds from HUD Escrow deposit for debt service on HUD 108 Loan from 1A1 - Housing - Community Development to Debt Service sub-fund 238 - HUD 108 Loan S/F - LaVilla. This transfer will correct the negative cash issue in subfund 238. Authorize the debt service transfer out of Housing and into the Debt Service fund.	Approved 4-0
Finance and Administration	8	BT17042	\$845,429.58	To transfer funds from the Septic Tank Phase Out Project which was used as part of the LOC "Lateral Only Connections" program. The LOC program has been discontinued and this transfer would move funding to the new program the Water/Wastewater System fund.	Approved 4-0
Finance and Administration	9	TD17052	\$11,407.00	To provide the balance of funding needed to procure four (4) F5 appliances which serve a critical function as network load balancers. The existing F5 appliances arrive at their end of life in January 2017.	Approved 4-0
Finance and Administration	10	RC17070		Reclassify the vacant assistant manager of purchasing services position to a manager of purchasing services position effective 12/17/16. The change is needed so that the position can assume the additional responsibilities of managing the surplus and copy center functions.	Approved 4-0
Finance and Administration	11	Memo		Request to fill the civil service position of Accountant Senior at a higher than budgeted amount with an advanced appointment rate which will impact one employee at the end of probation.	Approved 4-0
Finance and Administration	12	Memo		Memo from Mike Weinstein, Director, requesting approval of attached ordinance code amendments as follows: supplemental appropriation and revenue reduction limits, replacement of fleet vehicles & employee authorizations & temporary employees.	Approved 4-0

Agency / Department	Item #	ID Number	Transfer Amount	Description / Summary	MBRC Action
Fire and Rescue	13	TD17043	\$35,220.00	To transfer funds awarded by the Department of Homeland Security through the State of Florida Division of Emergency Management initially approved by MBRC on January 11, 2016 to fund exercise facility rental, supplies & emergency management training through the grant expiration of December 31, 2016.	Approved 4-0
Jacksonville Children's Commission	14	RC17066		Delete positions due to the JCC no longer receiving these grants.	Approved 4-0
Medical Examiner	15	RC17056		This position was upgraded due to additional responsibilities being performed by the incumbent (e# 5106). The Department has the funds available due to vacancies. This will be effective 12/12/2016.	Approved 4-0
Neighborhoods	16	BT17041	\$260,324.00	To appropriate additional State Housing Initiatives Partnership (SHIP) program funding for the 2016-2017 fiscal year to address the needs of eligible applicants that have had a direct affect to their housing due to hurricane Mathew.	Approved 4-0
Neighborhoods	17	RC17065		The Housing Rehabilitation Specialist pay grade is being upgraded and now includes higher level duties that were included in the Housing Rehabilitation Supervisor position. Supervisory duties are unnecessary for the position and will be eliminated.	Approved 4-0
Neighborhoods	18	Memo		Request for out of class pay for Environmental Scientist Supervisor (EIN 62959)	Approved 4-0
Office of Economic Development	19	BT17044	\$200,000.00	Transfer is requested for the construction of proposed infrastructure supporting The River City Crossing redevelopment project within the JIA CRA boundary - mixed use project located at Max Leggett Parkway and Owens Road.	Approved 4-0

Agency / Department	Item #	ID Number	Transfer Amount	Description / Summary	MBRC Action
Office of Economic Development	20	BT17045	\$34,000.00	Appropriate a grant from the Northwest Jacksonville Economic Development fund to 2385 Corbett Street, LLC a/k/a Mixon Studios. The grant will assist the company to complete HVAC improvements needed to complete their event center. The grant shall not exceed \$34,000 and the return on investment incorporating the value of the jobs created and the increase in the ad valorem taxes for the next ten years results in 1.11 ROI.	Approved 4-0
Office of Economic Development	21	Memo		Memo from Kirk Wendland, Executive Director, requesting permission to submit legislation necessary for City Council approval For Your Child Only, Inc. NWJEDF Loan Modification. The day care facilities are located at 6101 Avenue B, Jacksonville FL.	Approved 4-0
Office of the Sheriff	22	TD17048	\$122,361.00	To move funds from Specialized Equipment to Trust Fund Authorized Expenditures to cover anticipated expenditures related to IT Infrastructure upgrades at all three jail facilities.	Approved 4-0
Parks, Recreation & Community Svcs	23	TD17066	\$129,692.06	To appropriate grant funding from the State of Florida, Office of the Attorney General, Victim of Crime Act Programs - grant to provide crisis intervention, stabilization & recovery services to crime victims, fund full salaries/benefits for two Victim Service Advocate positions. Effective October 1, 2016 through September 30, 2017. Grant listed on Schedule B1b. Related RC17-068	Approved 4-0
Parks, Recreation & Community Svcs	24	RC17068		Reauthorize two social services specialist senior positions in the victims of crime act grant (VOCA) for FY2017. Grant listed on the FY17 schedule B1b. Related TD17-066	Approved 4-0
Parks, Recreation & Community Svcs	25	Memo		Request to fill the civil service position of Grounds Maintenance Working Foreman at a higher than budgeted amount. Effective 12/5/16.	Approved 4-0
Parks, Recreation & Community Svcs	26	Memo		Request to fill the civil service position of Dietitian Coordinator at a higher than budgeted amount.	Approved 4-0

Agency / Department	Item #	ID Number	Transfer Amount	Description / Summary	MBRC Action
Planning & Development	27	RC17067		Promote existing employee in community planning from city planner I to a city planner II effective 12/17/2016. Change is being requested to meet the increased demands of the division with regard to large and small scale land use amendments; Future Land Use Map (FLUM) amendment books, and process and comment tracking for FLUM; implementation of Public Schools and Facilities Element and associated Interlocal Agreement; represent the Southeast CPAC; assist with evaluation and appraisal process for Comprehensive Plan Update.	Approved 4-0
Public Library	28	BT17040	\$116,800.00	Jacksonville Public Library Center for Adult Learning is requesting legislation to accept and appropriate funds for State of Florida Division of Library and Information Services FY 2016-17 Library Services and Technology Act Grant awarded November 3, 2016. Related RC17-062.	Approved 4-0
Public Library	29	RC17062		The Jacksonville Public Library is receiving the LSTA grant to fund and authorize two positions (effective January 1, 2017). Related BT17-040	Approved 4-0
Public Library	30	Memo		Request to fill one Librarian III vacancy at an advanced appointment rate which will impact five other employees at time of promotion and an additional four other employees at the end of probation.	Approved 4-0
Public Library	31	Memo		Request to fill the appointed position of Executive Assistant I - Training & Development Manager at higher than budgeted amount. Position approved by MBRC on 9/26/16.	Approved 4-0
Public Works	32	Memo		Memo from Stephanie Burch, Chief, Real Estate, requesting permission to submit legislation necessary for City Council approval of closure and abandonment of Bivins Road of unopened R-O-W - Mary Hogans Subdivision.	Approved 4-0
Public Works	33	Memo		Memo from Stephanie Burch, Real Estate, requesting permission to submit legislation necessary for City Council approval to declare the subject tax reverted parcel "surplus" to the needs of the City - Jarboe Lane.	Approved 4-0

Agency / Department	Item #	ID Number	Transfer Amount	Description / Summary	MBRC Action
Sports and Entertainment	34	Memo		Request permission to fill one Event Specialist vacancy at an advanced appoint rate which will impact one other employee at time of hire and at the end of probation.	Approved 4-0
Medical Examiner	35	Memo		Special pay increases for seventeen (17) current civil service employees which is higher than budgeted amount.	Approved 4-0
WALK ON Finance and Administration	36	Memo		Memo from Greg Pease, Chief, Procurement, requesting permission to amend Ordinance Code Chapter 126 for Sole Source and Proprietary purchases.	Approved 4-0
General Counsel	37	TD17061	\$1,765.07	Transfer funds to activate a Smart phone for Duval Delegation Coordinator for FY16-17 & to refresh the PC/monitors for Office for FY16-17.	Approved 4-0
Health Administrator	38	Memo		Memo from Dr. Kelli Wells, Director/Health Officer, requesting permission to approve the transfer of property purchased by the DOH-Duval.	Approved 4-0
Neighborhoods	39	TD17047	\$78,351.00	Transfer funding from a capital line item to the fleet vehicle replacement line item within two EREQ grant activities to replace two existing city vehicles. The funding will purchase one Ford Escort & two Ford Explorers - Escort will be purchased for the Gas Storage Tank Inspection activity to cover the additional contract-required inspections in Baker, Nassau & St. Johns Counties; Explorers will allow the Monitoring Demonstration Study staff to obtain biological samples.	Approved 4-0
Fire and Rescue	40	Memo		Memo from Steve Woodard, Chief, Emergency Preparedness, requesting authority to execute the funding agreement between the State of Florida and the City of Jacksonville regarding eligible cost and damages from Hurricane Matthew.	Approved 4-0

**MBRC ACTION: 12/12/2016 MBRC
ITEM NUMBERS**

MEMBERS PRESENT

Items 1-6 Approved	Sam Mousa, Mike Weinstein, John Pappas, Kerri Stewart
Item 7 Approved changing to a FY17 BT#	All members present as above
Items 8-15 Approved	All members present as above
Item 16 Approved change language to read Hurricane Matthew instead of "one of the hurricanes" in description	All members present as above
Items 17-35 Approved	All members present as above
Item 17 needs language changed in description	All members present as above
Item 36 Approved	All members present as above
Item 37 Approved pending Budget/GAD review	All members present as above
Items 38-40 Approved	All members present as above
Items 36-40 Walk on	All members present as above

MBRC Chair

