

MAYOR'S BUDGET REVIEW COMMITTEE

Agenda for Monday, May 13, 2019

LENNY CURRY, MAYOR

MAYOR'S CONFERENCE ROOM

4th FLOOR, CITY HALL, 2:00:00 PM

		Excused
Mousa, Sam	- Chair	<input type="checkbox"/>
Hughes, Brian	- Vice Chair	<input type="checkbox"/>
Burch, Stephanie	- Member	<input type="checkbox"/>
Elsbury, Jordan	- Member	<input type="checkbox"/>
Greive, Joey	- Member	<input type="checkbox"/>
Moreland, Charles	- Member	<input type="checkbox"/>
Pappas, John	- Member	<input type="checkbox"/>

CONVENED: 2:00 PM

ADJOURNED: 2:44 PM

Roselyn Chall, Secretary

Agency / Department	Item #	ID Number	Transfer Amount	Description / Summary	MBRC Action
Mayor's Office	1	Memo		Minutes from the 5/8/19 MBRC Housing budget meeting for approval.	Approved 7-0
Mayor's Office	2	Memo		Minutes from the 4/22/19 MBRC meeting for approval.	Approved 7-0
Courts	3	BT19091	\$30,000.00	Appropriate funds to assist in disposing of rule 3.850 cases mandated by the District Court of Appeal.	Approved 7-0
Employee Services	4	Memo		Request for approval - Out of Class Pay for the position of Personnel Clerk.	Approved 7-0
Finance and Administration	5	TD19245	\$31,004.42	Grant Closure - Justice Assistance Grant: De-appropriate revenue and/or transfer expenditure balances to close out the grant.	Approved 7-0
Finance and Administration	6	TD19243	\$25,890.00	Transfer funding within Fleet Management to purchase two Snap-On Pro-Link Ultra Diagnostic tools for Shop 18 which will allow heavy truck technicians to diagnose all of the major truck brand systems.	Approved 7-0
Finance and Administration	7	TD19250	\$61,000.00	Transfer funding within various internal service subobjects to offset projected year-end shortfalls.	Approved 7-0

Agency / Department	Item #	ID Number	Transfer Amount	Description / Summary	MBRC Action
Finance and Administration	8	RC19141		Reclassify an existing employee within Risk Management from a workers compensation specialist to a claims compliance administrator to be effective 5/18/19. A memo requesting an amount at higher than budget is attached.	Approved 7-0
Finance and Administration	9	Memo		Request approval Out of Class pay for a Manager of Purchasing Services - Assistant Manager.	Approved 7-0
Finance and Administration	10	Memo		Request a special pay increase for an appointed Executive Assistant to Appointed Official.	Approved 7-0
Finance and Administration	11	Memo		Memo from Randall Barnes, Treasurer, requesting permission to submit legislation for issuance of Special Revenue Bonds.	Approved 7-0
Fire and Rescue	12	BT19094	\$2,000,000.00	Transfer funding within the fire station 65 construction project from construction to land to purchase property for the project (7600 Bailey Body Road).	Approved 7-0
Fire and Rescue	13	TD19262	\$80,240.61	Transfer funding within JFRD to offset the salary costs for the new JFRD Manager of Emergency Medical Services on related RC19-154.	Approved 7-0
Fire and Rescue	14	RC19154		Reclassify a vacant firefighter position from fire ops to a manager of emergency medical services in rescue to be effective 5/18/19. A memo an amount at higher than budget is attached. Related TD19-262.	Approved 7-0
Fire and Rescue	15	BT19088	\$4,619,801.00	Appropriate funding including a \$1,154,950.25 city match for the acquisition and demolition of seventeen flood-prone structures through the Hazard Mitigation Grant Program (DR 4337-005-R).	Approved 7-0
Fire and Rescue	16	Memo		Memo from Kurt Wilson, Chief, requesting to amend Ordinance Code Section 123.102 to add a Food Truck - Annual Fire Inspection Fee of \$65.00 per inspection.	Approved 7-0
Kids Hope Alliance	17	TD19235	\$58,269.34	Transfer funding to execute a contract amendment from Healthy Families Florida which moves the Program Manager position from KHA to Northeast Florida Healthy Start Coalition.	Approved 7-0

Agency / Department	Item #	ID Number	Transfer Amount	Description / Summary	MBRC Action
Kids Hope Alliance	18	RC19139		Transfer 1,040 part-time hours from the vacancy pool to KHA Wallace Foundation grant to be effective 3/1/19.	Approved 7-0
Kids Hope Alliance	19	Memo		Memo from Mary Tobin, Acting Chief, requesting permission to submit legislation to revise the Youth Travel Trust Fund Ordinance, Sec. 111.850B.	Approved 7-0
Medical Examiner	20	TD19233	\$2,580.00	Grant Closure: Paul Coverdell Sciences Improvement grant FY18. De-appropriate revenue and/or transfer expenditure balances to close out the grant.	Approved 7-0
Neighborhoods	21	TD19242	\$23,274.96	Transfer funding within CDBG to purchase a vehicle necessary for the inspection and monitoring of CDBG funded projects.	Approved 7-0
Neighborhoods	22	Memo		Request a special pay increase for one current civil service position in the classification of Clerical Support Aide III. Effective date 5/18/2019.	Approved 7-0
Office of Economic Development	23	TD19269	\$40,000.00	Transfer funding for phase two of the Study for strategic development of the City owned property along the St. Johns River in Mayport.	Approved 7-0
Parks, Recreation & Community Svcs	24	TD19228	\$25,000.00	Transfer funding within the VOCA grant for auto repair, utility assistance and transitional housing relocation.	Approved 7-0
Parks, Recreation & Community Svcs	25	TD19249	\$19,883.37	Transfer salary and benefit funding to cover FY19 costs for the administrative aide position moving on RC19-140.	Approved 7-0
Parks, Recreation & Community Svcs	26	RC19140		Reclassify a vacant administrative aide position within Parks & Rec from victim services to social services to be effective 5/18/19. Related TD19-249	Approved 7-0
Parks, Recreation & Community Svcs	27	Memo		Requesting permission to enter into an agreement between The City and the Wildlife Rescue Coalition of Northeast Florida, Inc for lease of property within the Arlington Lions Club Park for use as an Experiential Learning Center for Wildlife Rescue.	Approved 7-0

Agency / Department	Item #	ID Number	Transfer Amount	Description / Summary	MBRC Action
Parks, Recreation & Community Svcs	28	Memo		Request for out of class pay for one Contract Administration Coordinator.	Approved 7-0
Planning & Development	29	Memo		Request a special pay increase for one appointed Planning Services Manager to be effective 5/18/19.	Approved 7-0
Public Works	30	TD19257	\$400,000.00	Transfer funding within Stormwater for storm sewer replacement projects, cave-in repairs and grading roadside ditches.	Approved 7-0
Public Works	31	Memo		Request a special pay increase for the position of Topographical Survey Manager to be effective 5/18/19.	Approved 7-0
Public Works	32	Memo		Memo from Renee Hunter, Chief, requesting permission to submit legislation for the conveyance of an Air Rights Easement to Baptist Health Properties, Inc. and Southern Baptist Hospital of Florida, Inc.	Approved 7-0
Public Works	33	Memo		Request special pay increases for various Traffic Engineering Positions. Effective date 5/18/19.	Approved 7-0
Tax Collector	34	BT19093	\$212,655.00	Appropriate fund balance within the Tax Collector subfund to complete build-out of interior space at 6331 Roosevelt Blvd to replace Cedar Hills branch office.	Approved 7-0
Finance and Administration	35	RC19156		Reclassify a vacant account technician within Accounting to a manager of accounting services to be effective 5/18/19. A memo requesting an amount higher than budget is attached.	Approved 7-0
Public Works	36	Memo		Memo from Robin Smith, Acting Chief, requesting permission to submit legislation for Closure of Gary Street, Naldo Ave, and the expansion of Nira Street Railroad-Highway Public At-Grade Crossing.	Approved 7-0
Tax Collector	37	BT19097	\$391,100.00	Appropriate fund balance in order to procure a new Queuing System and management tools that will improve customer service and add functionality for nine branch locations.	Approved 7-0