



Office of Mayor-Elect Lenny Curry

Infrastructure Sub-Committee Meeting

Task Force: Operations

June 17, 2015

Jacksonville University

Davis College of Business

Public Policy Institute

2800 University Blvd, Room 287

IN ATTENDANCE:

Mr. Ed Burr, Chair

Mr. Derek Igou, Member

Mr. Rick Morales, Member

Mr. Greg Nettuno, Member

Mr. Brian Shell, Member

Mr. Eric Green, Member

Mr. Deno Hicks, Member

Ms. Jody Brooks, OGC Representative

Mr. Daryl Joseph, SME

Mr. Jim Robinson, SME

Guest:

Mr. Dave Herrell, SME

Mr. Jim McFussell, MTT

The Task Force meeting called to order at 2:00 p.m.

Derek Igou started the Task Force Operations meeting by listing the two items the task force will be researching. They will provide their findings to the subcommittee to allow them to make a recommendation.

Item #3 Examine the lack of park programming across Jacksonville and recommend programs and locations to enhance opportunity for park usage across all ages and activities.

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Item #5 Evaluate organizational structures of three departments (Parks, Public Works and Neighborhoods) and make a recommendation about ways to maximize efficiency.

Handout #1 Current City Organization Chart

Sports and Entertainment has been added to the scope for the Task Force. There will be four departments researched by the Task Force. The information gathered will be concerning how each department is organized and who the department should report to within the organization.

It was noted that some tasks and functions performed reach over into other departments and divisions. It would help to identify and understand those functions. Mowing and landscaping is done in both Public Works and Parks. The current mowing and landscaping: Parks performs the maintenance of their specialty fields (athletic). Public Works performs the maintenance on the common grass. Public Works conducts the code enforcement abatement mowing once a property is cited. The following questions are being researched: Is this the most efficient method? Are the departments receiving the same level of service, better service or worse service from when the individual departments handled their own mowing and landscaping needs? The task force asked for input from Parks, Code Enforcement and Public Works. Code Enforcement Subject Matter Expert (SME) has been invited to attend next meeting. Public Works Director will present next meeting.

As the task force finds more functions that cross over into other departments, SMEs will be invited to provide their input as to whether the current method is servicing their needs. The task force is reminded to stay focused on the organizational structure without getting in to the detail of the individual services.

Daryl Joseph spoke about Parks and Recreation and how each division works within the department. He provided background and answered detailed questions from the task force members. The Community Services component is not a natural fit; it is not being effective within the Parks and Recreation Department. His ideal organizational structure would be Recreation and Programming Division, Natural Marine and Resources and a tie-in with the Extension Office.

The centralization of the grant writing was discussed. The question if the Grants group is providing the same level of service and support for the different departments as they received when the departments had dedicated grant personnel within their own department. The members discussed their experiences with the Grants Group.

The Task Force is removing Neighborhoods from their purview. The other task force will research the Neighborhood Department.

The placement of Military Affairs and Veterans Services within the organizational structure was discussed. Ed Barr suggested the possibility of having a presentation to understand their relationship

within the City, if needed. Community Services is comprised of Senior Services, Social Services, Military Services and Disable Services. These functions overlap with Neighborhoods. A direct connection for Military Affairs/Veteran Services is needed to the Mayor's Office as this group represents the City.

For Parks and Recreation, the task force understood the two divisions: Recreation and Programming Division and Natural Marine and Resources Division. The task force will conduct more research and discuss the Extension office and its placement.

Public Works will present at the next meeting due to time limitations. The Sports and Entertainment group presented their background and answered questions about their function and how they fit within the organization.

Dave Herrell discussed the Sports and Entertainment Office. They are the liaison management with the professional sport stake holders who use City facilities. They manage the Film and Television Production Office and Special Events Division. The need for dedicated contract administration was discussed for their SMG contract.

Dave Herrell spoke on the need to have the ability to easily coordinate when events expand/grow from their original Special Event location to include other public owned properties overseen by the Sports and Entertainment Office. An example of an event that started at the venue of Metro Park and expanded to include Everbank parking area would require the understanding and planning by both Special Events Division and the Sports and Entertainment Office to ensure success.

There was a discussion about Solid Waste, Public Works Department, providing intercity services and at the same time having two independent contractors to support other parts of the City. Jim Robinson spoke about the ability to have city owned assets to use after emergencies or when there is an urgent need.

Public Works will provide background and answer questions at the next meeting. Public Works will also discuss three additional key points in more detail at the next meeting.

1. The Mowing and Landscaping Division and the mowing abatement after a property is cited (Code Enforcement Division).
2. The Real Estate Division and moving it from a division to an activity under the Office of the Director.
3. Move the Plans Review and Inspection function from Planning and Development to Public Works for oversight and control.

The task force requested Kimberly Scott and Bob Prado attend and present some information at the next task force meeting. The task force would like to discuss the current cross over with Public Works concerning the mowing abatement ordinance and how the services work compared to prior to the development of Mowing and Landscaping Division.

The meeting was adjourned at 3:49 p.m.

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