

## LEGISLATIVE FACT SHEET

DATE: 03/01/24 BT or RC No: N/A  
 (Administration & City Council Bills)

SPONSOR: Office of Economic Development  
 (Department/Division/Agency/Council Member)

Contact for all inquiries and presentations: Office of Economic Development

Provide Name: Ed Randolph, Executive Director

Contact Number: 904-255-5455

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

The original RDA and Ground Lease of approximately 82.37 acres of City-owned land located generally at 13611 Normandy Boulevard, adjacent to the Equestrian Center, were authorized pursuant to Ordinance 2023-209-E. DCFA plans to develop the land to serve as its corporate offices and relocate its annual Greater Jacksonville Agricultural Fair. The development will include the construction of new office facilities, exposition hall, amphitheater, fair grounds, parking and other related improvements. The improvements will include a minimum 80,000 gross square feet of enclosed building and additional improvements. This new, larger facility will allow for additional attractions and music performers, as well as more space for fairgoers to park.

The original estimates for the development were approximately \$15,000,000; however, due to rising construction costs, the current estimated cost of development is over \$20 million. As a result, the City has agreed to provide a \$1.5 million completion grant and a \$1.5 million development loan to offset a portion of this increase, for a maximum City indebtedness of \$3 million, which will be requested for appropriation during the FY 2024-2025 budget process. The site has been cleared and rough grading is complete for DCFA to commence construction. The Performance Schedule remains the same, with substantial completion by June 1, 2025. DCFA will be required to submit quarterly reports detailing the status of the construction.

The completion grant will be payable upon substantial completion of the improvements in accordance with the terms of the agreement. A minimum of \$17.5 million of direct costs in the project is required to qualify for the \$1.5 million grant. The grant will be reduced dollar-for-dollar, up to the \$1.5 million, for documented direct project costs below \$17.5 million.

Beginning October 1, 2024, the development loan will be disbursed on a pro rata basis with all other funding sources, for direct project costs incurred after February 14, 2024. For each draw request, the City will fund no more than 8.3% of the total, calculated as \$1.5 million / \$18 million. Draw requests may be submitted no more frequently than monthly and on no less than \$2 million of paid invoices. The terms of the loan have been outlined in the term sheet, sample draw schedule and amortization. The amortization schedule shall be updated following final disbursement and provided to the Borrower.

APPROPRIATION: Total Amount Appropriated: \$0.00 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: _____	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 original estimates for the development were approximately \$15,000,000; however, due to rising construction costs, the current estimated cost of development is over \$18 million. The City has agreed to provide a \$1.5 million completion grant and a \$1.5 million development loan to offset a portion of the cost increases, for a maximum City indebtedness of \$3 million, which will be requested for appropriation during the FY 2024-2025 budget process. The site has been cleared and rough grading is complete for DCFA to commence construction. The Performance Schedule remains the same, with substantial completion by June 1, 2025. DCFA will be required to submit quarterly reports detailing the status of the construction. OED will provide oversight for the RDA and Ground Lease.

**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.  
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.  
Fiscal Year Carryover?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Note: If yes, note must include explanation of all-year subfund carryover language.  Funds shall carry forward until September 30, 2025 or until lapsed.
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 checked="" type="checkbox"/>	<input 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?  OED is working with OGC to draft the agreement. OED will oversee the agreement and loan documents.
Related RC/BT?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Attachment: If yes, attach appropriate RC/BT form(s).
Waiver of Code?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Code Reference: If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper.

Code Exception?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
	Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper.		
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.		
	Ord. 2023-209-E.		

**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?  <div style="border: 1px solid black; height: 40px; width: 100%;"></div>
Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Attachment: If yes, attach appropriate form(s).
Reporting Requirements?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	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.  <div style="border: 1px solid black; height: 30px; width: 100%;"></div>

**BUSINESS IMPACT ESTIMATE**


Pursuant to Section 166.041(4), F.S., the City is required to prepare a Business Impact Estimate for ordinances that are NOT exempt from this requirement.

A list of ordinance exemptions are provided below. Please check all exemption boxes that apply to this ordinance. If an exemption is applicable, a Business Impact Estimate IS NOT required.

- The proposed ordinance is required for compliance with Federal or State law or regulation;
- The proposed ordinance relates to the issuance or refinancing of debt;
- The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- The proposed ordinance is an emergency ordinance;
- The ordinance relates to procurement;
- The proposed ordinance is enacted to implement any of the following:
  - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;

- b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
- c. Section 553.73, Florida Statutes, relating to the Florida Building Code;
- d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

If none of the boxes above are checked, then a Business Impact Estimate **IS REQUIRED** to be prepared by the using agency/office/department and submitted in the MBRC filing packet along with the memorandum request, legislative fact sheet, etc. A Business Impact Estimate form can be found at: <https://www.jacksonville.gov/departments/finance/budget/mayor-s-budget-review-committee>

Division Chief:   
 (signature)

Prepared By:   
 (signature)

Date: 3/4/24

Date: 3/4/24

**ADMINISTRATIVE TRANSMITTAL**

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

Thru: N/A  
 (Name, Job Title, Department)  
 Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

From: Ed Randolph, Executive Director, Office of Economic Development  
 Initiating Department Representative (Name, Job Title, Department)  
 Phone: 255-5455 E-mail: [edwardr@coj.net](mailto:edwardr@coj.net)

Primary Contact: Ed Randolph, Executive Director, Office of Economic Development  
 (Name, Job Title, Department)  
 Phone: 255-5455 E-mail: [edwardr@coj.net](mailto:edwardr@coj.net)

CC: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor  
 Phone: 255-5000 E-mail: [BNorris@coj.net](mailto:BNorris@coj.net)

**COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL**

To: Mary Staffopoulos, Office of General Counsel, St. James Suite 480  
 Phone: 904-255-5062 E-mail: [mstaff@coj.net](mailto:mstaff@coj.net)

From: N/A  
 Initiating Council Member / Independent Agency / Constitutional Officer  
 Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Primary Contact: \_\_\_\_\_  
 (Name, Job Title, Department)  
 Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

CC: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor  
 Phone: 255-5000 E-mail: [BNorris@coj.net](mailto:BNorris@coj.net)

Legislation from Independent Agencies requires a resolution from the Independent Agency Board approving the legislation.

Independent Agency Action Item:

	<b>Yes</b>	<b>No</b>
Boards Action / Resolution?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Attachment: If yes, attach appropriate documentation. If no, when is board action scheduled?

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