

LEGISLATIVE FACT SHEET

DATE: 07/09/24

BT or RC No: _____
(Administration & City Council Bills)

SPONSOR: Housing & Community Development, Neighborhoods
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentations: Travis Jeffrey, Chief

Provide Name: Travis Jeffrey, Chief

Contact Number: 904-255-8227

Email Address: tjeffrey@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.)

This legislation is seeking City Council resolution to designate Mayor Donna Deegan, and/or Karen Bowling, Chief Administrative Officer City of Jacksonville as authorized signatories for all correspondences concerning submission and certification of HUD Section 108 Loan Guarantee Program Application (Section 108 Loan). Section 108 Loan program is authorized by Section 108 of the Housing and Community Development Act of 1974. The program's authorizing statute and governing regulations at 24 CFR part 570, subpart M, and in particular 24 CFR 570.704(b); require applications for loan guarantee assistance submitted by entities to be accompanied by certain certifications signed by authorized representatives of metropolitan city or urban counties receiving Community Development Block Grant. The City of Jacksonville is applying for a HUD Section 108 loan for \$7,500,000 to provide a third-party loan to Armory Redevelopment Associates, LLC ("ARA"). The purpose of Section 108 financing is to cover construction costs related to the restoration of a historic building addressing adverse conditions, such as lead-based paint, asbestos, and mold, as outlined in the environmental reports. The City intends to provide Armory Redevelopment Associates with a loan of \$7,500,000 in Section 108 funds to facilitate the rehabilitation of the Armory property located at 851 N. Market Street. Financing may be utilized for rehabilitation of the base shell and core of the building, as well as replacing functionally obsolete mechanical, electrical, and plumbing systems, and other essential facility equipment to ensure compliance with regulatory requirements. The Section 108 Program is a significant investment by the City of Jacksonville that offers communities federally guaranteed loans to transform financially challenging projects into feasible endeavors. Only as a secondary source, the repayment of Section 108 financing will be a pledge by the City of its future CDBG funds received by HUD, and or the building as collateral. This project satisfies the Community Development Block Grant national objective for job creation and/or retention activities and is consistent with the objective cited in the City of Jacksonville's Consolidated 2019-2024 Plan for "expanding economic opportunities."

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.)

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. <div style="border: 1px solid black; height: 30px; margin-top: 5px;"></div>
Federal or State Mandate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Explanation: If yes, explanation must include detailed nature of mandate including Statute or Provision. <div style="border: 1px solid black; height: 30px; margin-top: 5px;"></div>
Fiscal Year Carryover?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Note: If yes, note must include explanation of all-year subfund carryover language. <div style="border: 1px solid black; height: 30px; margin-top: 5px;"></div>
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? <div style="border: 1px solid black; height: 30px; margin-top: 5px;"></div>
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. <div style="border: 1px solid black; height: 30px; margin-top: 5px;"></div>
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. <div style="border: 1px solid black; height: 30px; margin-top: 5px;"></div>
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. <div style="border: 1px solid black; height: 30px; margin-top: 5px;"></div>

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; or
- The proposed ordinance is enacted to implement 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; or
 - 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.coj.net/departments/finance/budget/mayor-s-budget-review-committee>

Division Chief: 
 Travis Jeffrey (signature)

Prepared By: 
 Adebisi Okewusi (signature)

Date: 7/9/2024

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ADMINISTRATIVE TRANSMITTAL

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

Thru: Thomas Waters, Director of Neighborhoods Department 

(Name, Job Title, Department)

Phone: 255-7005

E-mail: twaters@coj.net

From: Travis Jeffrey, Chief of Housing and Community Development

Initiating Department Representative (Name, Job Title, Department)

Phone: 255-8227

E-mail: tjeffrey@coj.net

Primary Contact: Travis Jeffrey, Chief of Housing and Community Development

(Name, Job Title, Department)

Phone: 255-8227

E-mail: tjeffrey@coj.net

CC: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor

Phone: 255-5000

E-mail: 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

From: _____
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

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?

FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED