LEGISLATIVE FACT SHEET

DATE:	09/13/23	BT or RC No:				
•						
SPONSO	Public Works/Real Est	ate in Council Member Michael Gay District 2				
		(Department/Division/Agency/Council Member)				
Contact f	or all inquiries and presentation	Renee Hunter				
Provide N	lame:	Renee Hunter, Chief, Real Estate Division				
	Contact Number:	904-255-8234				
	Email Address:	ReneeH@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.)						
Please provide authorization for the Public Works Real Estate Division to request the legislation necessary for the City Council to approve the closure and abandonment of an opened and unimproved portion of Craig Drive, as recorded in Plat Book 18, Page 46, Plat of Atlantic Boulevard Estates Section Eight, of the Current Public Records of Duval County, Florida. See maps attached and RE#163143-0000 for location purposes.						
The Applicant, Holly King, has requested the closure to expand her residential yard and for additional parking. The applicant has paid the \$2,091.00 closure application fee.						
An easement for drainage, utilities, facilities, and access will be reserved over the closure area in favor of the City of Jacksonville. No City, State, or other agency has objected to this closure request.						
If additiona	I information or assistance is required,	please contact Renee Hunter at 255-8234 or ReneeH@coj.net.				
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Name of Fund as it will appear in t	itle of legislation)	
ame of Federal Funding Source(s	From:	Amount:
· · · · · · · · · · · · · · · · · · ·	То:	Amount:
Name of State Funding Source(s):	From:	Amount:
	То:	Amount:
Name of City of Jacksonville	From:	Amount:
Funding Source(s):	То:	Amount:
Name of In-Kind Contribution(s):	From:	Amount:
, ,	то:	Amount:
dana 8 North and Danil	F	Amount:
Name & Number of Bond	From:	Amount.
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ACTION ITEMS: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.

ACTION ITEMS: Yes	No	
Emergency?	x	Justification of Emergency: If yes, explanation must include detailed nature of
Zinorgonoy.		emergency.
Federal or State		Explanation: If yes, explanation must include detailed nature of mandate
Mandate?	X	including Statute or Provision.
		edition is
Fiscal Year		Note: If yes, note must include explanation of all-year subfund carryover
Carryover?	X	language.
. 	\ 	
		Attachment: If yes, attach appropriate CIP form(s). Include justification for
CIP Amendment?	×	mid-year amendment.
Contract / Agreement		Attachment & Explanation: If yes, attach the Contract / Agreement and name of Department (and contact name) that will provide oversight. Indicate if
Approval? ^	Ш	negotiations are on-going and with whom. Has OGC reviewed / drafted?
		OGC has approved the hold harmless covenant template.
Related RC/BT?	x	Attachment: If yes, attach appropriate RC/BT form(s).
Waiver of Code?	x	Code Reference: If yes, identify code section(s) in box below and provide
vvalver or code:		detailed explanation (including impacts) within white paper.
Code Exception?		Code Reference: If yes, identify code in box below and provide detailed
Code Exception?		explanation (including impacts) within white paper.
Related Enacted		Code Reference: If yes, identify related code section(s) and ordinance
Ordinances?	×	reference number in the box below and provide detailed explanation and any changes necessary within white paper.
		Similar Month Willo Paper.

ACTION ITEMS CONTINUED: Purpose / Check List. If "Yes" please provide detail by attaching justification, and code provisions for each.

ACTION ITEMS: Yes Continuation of Grant?	No x	Explanation: How will the funds be used? Does the funding require a mals the funding for a specific time frame and/or multi-year? If multi-year, no year of grant? Are there long-term implications for the General Fund?	
Surplus Property Certification? Reporting Requirements?	x	Attachment: If yes, attach appropriate form(s). Explanation: List agencies (including City Council / Auditor) to receive reland frequency of reports, including when reports are due. Provide Depar (include contact name and telephone number) responsible for generating	tment
Division Chief:	eetle	Je Date: 9/13/25	3
Prepared By:	ii U	(signature) Date: 9/13/25 (signature) Date: 9/13/25	?

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ADMINISTRATIVE TRANSMITTAL

To:	MBRC, c/o the Budget Office, St. James Suite 325					
Thru:	Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor					
	Phone: 255-5024 E-mail: <u>bnorris@coj.net</u>					
From:	Nina Sickler, Director, Public Works					
	Initiating Department Representative (Name, Job Title, Department)					
	Phone: 255-8748 E-mail: <u>nsickler@coj.net</u>					
Primary	Renee Hunter, Chief, Real Estate					
Contact:	Initiating Department Representative (Name, Job Title, Department)					
	Phone: 255-8234 E-mail: reneeh@coj.net					
CC:	Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor					
	Phone: 255-5024 E-mail: <u>bnorris@coj.net</u>					
COUN	CIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL					
т	John Courses Office of Consuel Courses St. James Outto 400					
To:	John Sawyer, Office of General Counsel, St. James Suite 480					
	Phone: 904-255-5074 E-mail: <u>Jsawyer@coj.net</u>					
From:	Nina Sickler, Director, Public Works					
	Initiating Council Member / Independent Agency / Constitutional Officer					
	Phone: 255-8748 E-mail: nsickler@coj.net					
Primary	Renee Hunter, Chief, Real Estate					
Contact:	(Name, Job Title, Department)					
	Phone: 255-8234 E-mail: reneeh@co.net					
CC:	Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor					
	Phone: 255-5024 E-mail: bnorris@coj.net					
Legislation from Independent Agencies requires a resolution from the Independent Agency Board approving the legislation.						
	dent Agency Action Item: Yes No					
2011A-AL-21-Vall • A11-A-1-VALACE	Attachment: If yes, attach appropriate documentation. If no, when is board action scheduled?					

FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED

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