

## LEGISLATIVE FACT SHEET

DATE: 11/21/23

BT or RC No: BT24-040  
(Administration & City Council Bills)

SPONSOR JFRD Emergency Preparedness Division  
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentations: Noah Ray

Provide Name Noah Ray

Contact Number 904-255-3117

Email Address: [nray@coj.net](mailto:nray@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 to authorize federal funding to acquire and demolish a residential structure at 5123 Martha Ann Drive, Jacksonville, Florida 32207; funded through the Flood Mitigation Assistance Grant Program (FMA) EMA-2021-FM-037-0029 as approved by the Florida Division of Emergency Management (Division) and the Federal Emergency Management Agency (FEMA).

The Sub-Recipient, City of Jacksonville, agrees to administer and complete the project per the scope of work as submitted by the Sub-Recipient and subsequently approved by the Division and FEMA. The Sub-Recipient shall complete the work in accordance with Federal, State and Local Laws, Regulations and Codes.

As a Flood Mitigation Assistance Grant Program (FMA) project, the Sub-Recipient proposes to acquire and demolish the structure located at 5123 Martha Ann Drive, Jacksonville, Florida 32207 (30.303837, -81.608678).

The scope of work for this project is to acquire and demolish the property to prevent any reoccurring flood losses. Debris and slab removal will follow demolition. The property will be converted to green space and deed restricted in perpetuity, in accordance with FEMA Program requirements pursuant to 44 CFR 206.434 (e).

The subject property sits on the bank of Little Pottsburg Creek. Three homes on this street have been acquired and demolished previously one property was elevated through various federal mitigation grant programs. This property has suffered major losses which have resulted in the property being listed in the NFIP Severe Repetitive Loss Property List. The total valuation of losses exceeds the current value of the property.



**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 mitigation grant agreement shall be entered into by the State of Florida, Division of Emergency Management, with headquarters in Tallahassee, Florida (hereinafter referred to as the "Division"), and the City of Jacksonville. The State of Florida received these grant funds from the Federal government, and the Division has the authority to subgrant these funds to the Sub-Recipient upon the terms and conditions outlined in the Subaward Agreement.

For the purposes of this Agreement, the Division serves as the pass-through entity for the Federal award, and the Sub-Recipient serves as the recipient of a subaward.

The period of performance, as approved by the Florida Division of Emergency Management (Division) and the Federal Emergency Management Agency (FEMA), shall last no longer than 36 months from the date of contract execution. The Agreement between the Division and the City of Jacksonville shall end on September 25, 2026.

There is no match requirement to be provided by the City of Jacksonville for this mitigation grant project. The total estimated cost of the project was originally \$508,030.00, with the federal share providing 100% of the funding for this project.

Project Management costs are included for this project in the amount of \$23,180.00. Contingency costs are included in the amount of \$21,250.00. Contingency costs are not automatically available for use and a Scope of Work Modification must be submitted to request use of funds.

**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"/>
Federal or State Mandate?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fiscal Year Carryover?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
CIP Amendment?	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Contract / Agreement Approval?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Related RC/BT?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Waiver of Code?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Code Exception?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Related Enacted Ordinances?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Justification of Emergency: If yes, explanation must include detailed nature of emergency.

Explanation: If yes, explanation must include detailed nature of mandate including Statute or Provision.

Note: If yes, note must include explanation of all-year subfund carryover language.

Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.

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?

Federally-Funded Subaward and Grant Agreement Number: B0205.  
Project Number: EMA-2021-FM-037-0029

Attachment: If yes, attach appropriate RC/BT form(s).

Code Reference: If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper.

Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper.

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.

**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?

Surplus Property Certification?    
Reporting Requirements?

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?

The period of performance and budget period of this grant is upon execution through date September 25, 2026. No match is required.

Attachment: If yes, attach appropriate form(s).

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

Various reports must be submitted to FDEM including:  
1) Quarterly reports  
2) Close Out Report - Within 90 days after the end of the period of performance.  
  
Noah Ray (JFRD Emergency Preparedness Division, (9042553117) will be responsible for coordinating reports through appropriate personnel.

**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: Arando Aguil  
(signature)

Date: 11/21/2023

Prepared By: Noah [Signature] # 78012  
(signature)

Date: 11/21/2023

**ADMINISTRATIVE TRANSMITTAL**

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

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

From: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor  
Initiating Department Representative (Name, Job Title, Department)  
Phone: 255-5000 E-mail: [BNorris@coj.net](mailto:BNorris@coj.net)

Primary Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor  
(Name, Job Title, Department)  
Phone: 255-5000 E-mail: [BNorris@coj.net](mailto:BNorris@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: \_\_\_\_\_  
Initiating Council Member / Independent Agency / Constitutional Officer  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Primary \_\_\_\_\_  
(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:

Boards Action / Resolution?  Yes  No

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

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