

# LEGISLATIVE FACT SHEET

BT 23-055

DATE: 08/09/23

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

SPONSOR: Downtown Investment Authority  
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentations: Steve Kelley, DIA Director of Downtown Real Estate and Development

Provide Name: Steve Kelley, DIA Director of Downtown Real Estate and Development

Contact Number: 255-5304

Email Address: skelley@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 subject legislation requests City Council approval to appropriate funding to reimburse Regions Bank for eligible costs associated with rehabilitation work on the historic "Old Bisbee Building" at 51 W Bay Street. The overall plans will improve ADA accessibility and the safety of the property with HVAC, electrical, and plumbing upgrades allowing the property to be protected for continuing use as a bank branch and office building. The agreement was originally authorized under Ordinance 2021-210-E, and amended and reinstated by Ordinance 2023-150-E.

The DPRP as created by Ordinance 2020-0527-E for purpose of fostering the preservation and revitalization of unoccupied, underutilized, and/or deteriorating historic buildings. Funding under the DPRP requires approval and further appropriation of funds by City Council as the project nears completion which is the nature of the subject request.

APPROPRIATION: Total Amount Appropriated: \$785,760.00 <sup>RC</sup> 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: General Fund	Amount: <u>7</u> \$85,760.00
	To: Downtown Economic Development Fund	Amount: <u>7</u> \$85,760.00

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.)

Funding of the DPRP forgivable loans requires appropriation by the Jacksonville City Council for the first funding advance of \$585,760 under the \$900,000 DPRP Commitment as originally approved by Ordinance 2021-0210-E and amended and reinstated by Ordinance 2023-150-E. The forgivable loans will be funded from the General Fund (00111) pursuant to the Downtown Preservation and Revitalization Program and through the Downtown Economic Development Fund (00116) in an amount up to \$585,760.

This project would not be feasible without support from the City through the DPRP, or alternative capital subsidy. The building requires rehabilitation to ensure ADA compliance and upgrading of Mechanical, Electrical, and Plumbing to preserve the property and create opportunities for additional employment.

**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 checked="" type="checkbox"/>	Note: If yes, note must include explanation of all-year subfund carryover language.  FY23-24
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?  The Redevelopment Agreement was prepared by OGC and is on file. DIA will be responsible for contract oversight.
Related RC/BT?	<input checked="" type="checkbox"/>	<input 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.  2021-210-E & 2023-150-E

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

**ACTION ITEMS:**

	<b>Yes</b>	<b>No</b>
Continuation of Grant?	<input checked="" type="checkbox"/>	<input 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?

The forgivable loans were established as a \$900,000 commitment to be funded in up to three requests under the DPRP guidelines. This represents the first and second of those funding requests, and the other may be submitted not later than June 15, 2024 with funding through the General Fund as previously approved.

Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reporting Requirements?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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.

The DPRP Forgivable Loans for the redevelopment will only be disbursed after completion of the improvements and the approval by the DIA and HPS of the Planning Dept.

Division Chief: *Lori Boyer*  
(signature)

Date: 8/9/2023

Prepared By: *Stan T. Kelley*  
(signature)

Date: 8/9/2023

**ADMINISTRATIVE TRANSMITTAL**

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

Thru: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor  
(Name, Job Title, Department)  
Phone: 255-5006 E-mail: [BNorris@coj.net](mailto:BNorris@coj.net)

From: Lori Boyer, CEO  
Initiating Department Representative (Name, Job Title, Department)  
Phone: 255-5301 E-mail: [boyerl@coj.net](mailto:boyerl@coj.net)

Primary Contact: Steve Kelley, Downtown Investment Authority, Director of Development  
(Name, Job Title, Department)  
Phone: 255-5304 E-mail: [skelley@coj.net](mailto:skelley@coj.net)

CC: Brittany Norris, Director of Intergovernmental Affairs, Office of the Mayor  
Phone: 255-5006 E-mail: [Bnorris@coj.net](mailto:Bnorris@coj.net)

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

To: Mary Staffopolus, Office of General Counsel  
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: 255-5006 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?

As to request #1, Executed DIA Resolution 2022-11-08, 2023-02-02, As to request #2, September 2023.

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