

LEGISLATIVE FACT SHEET

DATE: 04/5/21

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 Contact No: 255-5450 Email edr@col.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)

OED is requesting execution of a lease agreement by and between the City and Florida Department of Agriculture and Consumer Affairs, Florida Forest Service ("FFS"). The FFS is preparing to vacate its existing office space located in the old Navy chapel at Cecil, to accommodate the expansion of Cecil Field POW/MIA Memorial, INC. operations, into that space. FFS recently extended its property Intergovernmental Management Agreement with the City and the Jacksonville Aviation Authority, to manage the timber resources at Cecil, through 2025.

APPROPRIATION: Total Amount Appropriated 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 the title of the legislation)

Name of Federal Funding Source(s)

From: _____ Amount: _____

To: _____ Amount: _____

Name of State Funding Source(s)

From: _____ Amount: _____

To: _____ Amount: _____

Name of COJ Funding Source(s)

From: _____ Amount: _____

To: _____ Amount: _____

Name of In-Kind Contributions:

From: _____ Amount: _____

To: _____ Amount: _____

Name & No. 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 ongoing maintenance and staffing obligation? Per Chapter 122 & 106 regarding funding of anticipated post-construction operation costs. (Minimum of 350 words – maximum of 1 page.)

The proposed lease agreement is for a 1,800 square foot city-owned office building (Building 374) located at Cecil Commerce Center. The lease would also include a 32,400 square foot parking area, to accommodate FFS vehicles and equipment. The lease term will be for one year, with two one-year renewal options, and include just a monthly CAM Fee of \$200.00 (\$2,400 Annually).

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

ACTION ITEMS:

Emergency? Yes _____ No **X** _____

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

Federal or State Mandate? Yes _____ No **X** _____

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

Fiscal Year Carryover? Yes _____ No **X** _____

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

CIP Amendment? Yes ___ No **X** _____

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

Contract/Agreement Approval? Yes **X** ___ No ___

Attachment & Explanation: If yes, attach the Contract/Agreement & provide name of the Department and include contact name and telephone number of the person r that will provide oversight. Indicate if negotiations are on-going and with whom. Has OGC reviewed/drafted?

OED will provide oversight for the lease agreement, which has been drafted by OGC.

Related RC/BT? Yes _____ No **X** _____ If yes, attach appropriate RC/BT form(s)

Waiver of Code? Yes _____ No **X** _____

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

Code Exception: Yes _____ No **X** _____

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

Related Enacted Ordinances? Yes _____ No **X** _____

Code Reference: If yes, identify related code section(s) and ORD reference number in the space below & provide detailed explanation and any changes necessary within whitepaper.

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

ACTION ITEMS:


Continuation of Grant? Yes _____ No X

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?

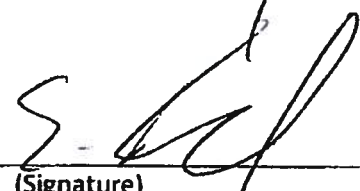
Surplus Property Certification? Yes _____ No X Attachment: If yes, attach appropriate form(s)

Reporting Requirements? Yes _____ No X

Explanation: List agencies (including City Council/Auditor) to receive reports and frequency of reports, including when reports are due. Provide name of the Department and include contact name and telephone number of the person responsible for generating.

Division Chief: 
(Signature)

Date: 4/5/21

Prepared By: 
(Signature)

Date: 4/5/21

ADMINISTRATIVE TRANSMITTAL

To: MBRC, c/o Roselyn Chall, Budget Office, St. James Bldg., Suite 325

Thru: N/A
(Name, Job Title, Department)

From: Kirk Wendland, Executive Director, Office of Economic Development (OED)
Initiating Department Representative (Name, Job Title, Department)

Phone: 255-5445 E-Mail: kwendland@coj.net

Primary Contact: Ed Randolph, Director of Business Development OED
(Name, Job Title, Department)

Phone: 255-5450 E-Mail: edr@coj.net

CC: Leeann Krieg, Director of Intergovernmental Affairs, Office of the Mayor

Phone: 255-5015 E-Mail: leeannk@coj.net

COUNCIL MEMBER/INDEPENDENT AGENCY/CONSTITUTIONAL OFFICER TRANSMITTAL

To: Peggy Sidman, Office of General Counsel, St. James Bldg., Suite 480

Phone: 255-5055 E-Mail: psidman@coj.net

From: N/A
Initiating Council Member/Independent Agency/Constitutional Officer

Phone: _____ E-Mail: _____

Primary Contact: N/A
(Name, Job Title, Department)

Phone: _____ E-Mail: _____

CC: Leeann Krieg, Director of Intergovernmental Affairs, Office of the Mayor

Phone: 255-5015 E-Mail: leeannk@coj.net

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

Independent Agency Action Item:

Board(s) Action/Resolution? Yes _____ No X

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

FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED



ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor

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Jacksonville, FL 32202
(904) 630-CITY
www.coj.net

① 4-12-2021

MEMORANDUM

APPROVED BY:
MAYOR'S BUDGET
REVIEW COMMITTEE

TO: Brian Hughes, Mayor's Budget Review Committee Chairman
FROM: Kirk Wendland, Executive Director
Office of Economic Development
DATE: *Kirk Wendland* APR 12 2021
SUBJECT: MBRC Approval for New Lease Agreement with Florida Department of Agriculture and Consumer Affairs, Florida Forest Service
DATE: April 5, 2021

OED is requesting MBRC consideration at your April 12, 2021 meeting to authorize the introduction of a Resolution to the City Council at their April 27, 2021 meeting to authorize the Mayor and Corporate Secretary to execute direct lease agreement by and between the City and Florida Department of Agriculture and Consumer Affairs, Florida Forest Service ("FFS"). The FFS is preparing to vacate its existing office space located in the old Navy chapel at Cecil (as a sub-tenant of VT Griffin), to accommodate the expansion of Cecil Field POW/MIA Memorial, INC. operations, into that space. FFS recently extended its property Intergovernmental Management Agreement with the City and the Jacksonville Aviation Authority, to manage the timber resources at Cecil, through 2025.

The proposed lease agreement is for a 1,800 square foot city-owned office building (Building 374) located at Cecil Commerce Center. The lease would also include a 32,400 square foot parking area, to accommodate FFS vehicles and equipment. The lease term will be for one year, with two one-year renewal options, and include just a monthly CAM Fee of \$200.00 (\$2,400 Annually).

A copy of the lease agreement will be attached to the final legislation.

Attached for MBRC review and consideration are the following:

- Aerial depiction of building and parking lot for FFS
- Legislative Fact Sheet

Should you have any questions, please feel free to contact me at your convenience.

Exhibit A
Site Plan

