

## LEGISLATIVE FACT SHEET

DATE: 10/09/23

BT or RC No: BT24-017  
(Administration & City Council Bills)

SPONSOR: Public Works Real Estate in Councilmember Ju'Coby Pittman's District 10  
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentation: Renee Hunter

Provide Name: Renee Hunter, Chief, Real Estate Division

Contact Number: (904) 255-8234

Email Address: [ReneeH@coj.net](mailto: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 the Public Works Real Estate Division with authority to request legislation necessary for the City Council to authorize the Mayor to execute a Purchase & Sale Agreement ("PSA") substantially conforming to the attached Term Sheet. The Term Sheet provides for the acquisition of one property currently owned by SBPS # 3 JI, LLC. See RE# 031960-0000 and maps attached. The purchase includes approximately 0.38 acres of property at the City's appraised value of \$1.8 million. This negotiated agreement is in lieu of eminent domain. Such agreement will be contingent on the Mayor's signature and City Council approval. This property is at the request of the Parks, Recreation, and Community Services Department and the Medical Examiner's Office.

APPROPRIATION: Total Amount Appropriated \$1,813,000.00 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 Fundin	From: General Fund Fund Balance	Amount: \$1,813,000.00	
	To: Brentwood Community Center Project	Amount: \$1,813,000.00	
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.)

Appropriate general fund fund balance and transfer to capital project fund to purchase building and property at 865 Golfair Blvd. BT total includes purchase price of \$1.8 million and ESA and survey costs of \$13,000.

**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. <input style="width: 100%; height: 20px;" type="text"/>
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. <input style="width: 100%; height: 20px;" type="text"/>
Fiscal Year Carryover?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Note: If yes, note must include explanation of all-year subfund carryover language. <input style="width: 100%; height: 20px;" type="text"/>
CIP Amendment?	<input checked="" type="checkbox"/>	<input 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? <input style="width: 100%; height: 20px;" type="text"/>
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. <input style="width: 100%; height: 20px;" type="text"/>
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. <input style="width: 100%; height: 20px;" type="text"/>
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. <input style="width: 100%; height: 20px;" type="text"/>

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: 20px; width: 100%; margin-top: 5px;"></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 <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>

Division Chief: \_\_\_\_\_  
(signature)

Date: \_\_\_\_\_

Prepared By: \_\_\_\_\_  
(signature)

Date: \_\_\_\_\_

**ADMINISTRATIVE TRANSMITTAL**

To: MBRC, Budget Office, St. James Suite 325

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

From: Nina Sickler, Director Public Works  
Initiating Department Representative (Name, Job Title, Department)  
Phone: 255-8748 E-mail: [nsickler@coj.net](mailto:nsickler@coj.net)

Primary Contact: Renee Hunter, Chief Real Estate Public Works  
(Name, Job Title, Department)  
Phone: 255-8235 E-mail: [reeneh@coj.net](mailto:reeneh@coj.net)

CC: Brittany Norris, Intergovernmental Affairs Liaison, 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: 255-5062 E-mail: [mstaff@coj.net](mailto: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, Intergovernmental Affairs Liaison, 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: **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**