

LEGISLATIVE FACT SHEET

DATE: 03/11/24 BT or RC No: BT24-087
 (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, Executive Director

Contact Number: 904-255-5455

Email Address: edwardr@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.)

Legislation adopted by Jacksonville City Council (ORD 2018-196) appropriated \$1,000,000 of funding from the Northwest Jacksonville Economic Development Fund ("NWJEDF") to provide Failing Non-Residential Septic Tank Repair/Replacement and Sewer Connection Program Grants ("Septic Grant") to the owners of commercial properties in the NWJEDF boundary with failing septic tanks to repair or remove their failing systems and/or be connected to JEA's sewer system. Septic tank failure is determined by the Health Department or identified by a septic tank contractor, certified plumber, or other qualified person identified by the Florida Administrative Code. ORD 2021-385-E amended the septic grant process to include a formal process document and administrative updates to authorize General Counsel to prepare agreements in accordance with the Septic Grant Process. Legislation requested would allow the Office of Economic Development to fund upcoming septic projects, update the original funding procedure to integrate greater funding for properties required to connect to city sewer, and better define the Septic Grant Process to define the 2 options available within this grant, and update the requirement that applicants must procure 3 contractor quotes for the construction work and instead only require 2 construction quotes.

The BT associated with this request appropriates additional funding for the Septic Tank Repair/Replacement and Sewer Connection Program and it also cleans up prior year's fund balance revenue appropriations in 1Cloud and appropriates available all years revenue balance to a contingency account for future use and allocation in accordance with the NWJEDF guidelines. The net transfer amount after cleanup items is \$871,414.26

APPROPRIATION: Total Amount Appropriated: 871,417.26 ~~\$871,414.26~~ 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: EDED OED Special Initiatives - Industry Development / Septic Tank and Sewer Connection / Misc Sales and Charges	Amount: \$30,847.50
	From: EDED OED Special Initiatives - Industry Development / NW JEDC Fund / Misc Sales and Charges	Amount: \$754,552.76
	From: EDED OED Special Initiatives - Industry Development / NW JEDC Fund / Mobile Markets Program / Misc Sales and Charges	Amount: \$5,767.00
	From: EDED OED Special Initiatives - Industry Development / NW JEDC Fund / Misc Non-Departmental Expenditures	Amount: \$250.00
	From: EDED OED Special Initiatives - Industry Development / NW JEDC Fund / Subsidies & Contributions to Private Org	Amount: \$80,000.00
	To: EDED OED Special Initiatives - Industry Development / NW JEDC Fund / Septic Tank & Sewer Connection / Misc Grants & Aids	Amount: \$200,000.00
	To: EDED OED Special Initiatives - Industry Development / NW JEDC Fund / Mobile Markets Program / Contingency	Amount: \$5,767.00
To: EDED OED Special Initiatives - Industry Development / NW JEDC Fund / Contingency	Amount: \$665,650.26	

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.)

The funds allocated from the NWJEDF to the Septic Grant account will replenish the septic grant account to allow expansion of grant funding. This allocation will reflect rising cost the grant will offset the large financial burden a construction project involving connection to JEA sewer system. This legislation will also update the Failing Septic Grants that are deemed to require connection to city sewer may be awarded a total amount of no more than \$75,000. All costs that exceed the maximum grant amount must be paid by the property owner. Funds being appropriated are comprised of funds from completed agreements, repayments for terminated projects, and repayments for loans. The Office of Economic Development will continue to provide oversight for the Failing Non-Residential Septic Tank Repair/Replacement and Sewer Connection Program.

The BT associated with this request appropriates additional funding for the Septic Tank Repair/Replacement and Sewer Connection Program and it also cleans up prior year's fund balance revenue appropriations in 1Cloud and appropriates available all years revenue balance to a contingency account for future use and allocation in accordance with the NWJEDF guidelines. The net transfer amount after cleanup items is \$871,414.26

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 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 type="text"/>
Fiscal Year Carryover?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Note: If yes, note must include explanation of all-year subfund carryover language. Fund 00117 is an all-years fund <input type="text"/>
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? Contracts are drafted by OGC, with oversight by OED <input 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 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 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. Ordinances 2018-196-E and 2021-385-E <input 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"/>	<p>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?</p> <div style="border: 1px solid black; height: 30px; width: 100%;"></div>
Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>Attachment: If yes, attach appropriate form(s).</p>
Reporting Requirements?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<p>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</p> <div style="border: 1px solid black; height: 30px; width: 100%;"></div>

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 regula
- 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, includin but not limited to, any Federal, State, local, or private grant or other financial assistanc accepted by the municipal government;
- The proposed ordinance is an emergency ordinance;
- The ordinance relates to procurement;
- The proposed ordinance is enacted to implement any of 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 distric
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code;
 - 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 b 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: 
(signature)
Prepared By: 
(signature)

Date: 3/11/24
Date: 3/12/24

ADMINISTRATIVE TRANSMITTAL

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

Thru: N/A
(Name, Job Title, Department)
Phone: _____ E-mail: _____

From: Ed Randolph, Executive Director, Office of Economic Development (OED)
Initiating Department Representative (Name, Job Title, Department)
Phone: 255-5455 E-mail: edwardr@coj.net

Primary Contact: Ed Randolph, Executive Director, Office of Economic Development (OED)
(Name, Job Title, Department)
Phone: 255-5455 E-mail: edwardr@coj.net

CC: Brittany Norris, Intergovernmental Liaison, Office of the Mayor
Phone: 255-5024 E-mail: bnorris@coj.net

COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL

To: Mary Staffopolous, Office of General Counsel, St. James Bldg., Suite 480
Phone: 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, Intergovernmental Liaison, 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.

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