

**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@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)

OED is requesting execution of a lease amendment by and between the City and Cecil Field POW/MIA Memorial, INC. The proposed lease agreement amendment (attached) would be the second, and include a few changes, including: six month extension of lease term (from 10/1/22 to 3/31/23) and other construction deadlines described in lease; expansion of leased area in Cecil Chapel Building, and removal of leased space in Cecil Theatre Building; amending reporting timeframe to sync with organization's fiscal year; and permission to apply for Agricultural Classification (Greenbelt), through the Duval County Property Appraiser, for the Ground Parcel that will accommodate future museum structures.

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.

N/A

**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: \_\_\_\_\_

9/5/21

Prepared By: \_\_\_\_\_

(Signature)

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

9/5/21

**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

City Hall at St. James  
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Jacksonville, FL 32202  
(904) 630-CITY  
www.coj.net

⑫ 4-12-2021

**APPROVED BY:**  
**MAYOR'S BUDGET**  
**REVIEW COMMITTEE**

## MEMORANDUM

**TO:** Brian Hughes, Mayor's Budget Review Committee Chairman  
**FROM:** Kirk Wendland, Executive Director  
 Office of Economic Development *Kirk Wendland*  
**SUBJECT:** MBRC Approval for City Second Lease Amendment with Cecil Field POW/MIA Memorial, INC.  
**DATE:** April 5, 2021

~~DATE~~  
~~APR 12 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 a lease amendment by and between the City and Cecil Field POW/MIA Memorial, INC. The proposed lease agreement amendment (attached) would be the second, and include a few changes, including: six month extension of lease term (from 10/1/22 to 3/31/23) and other construction deadlines described in lease; expansion of leased area in Cecil Chapel Building, and removal of leased space in Cecil Theatre Building; amending reporting timeframe to sync with organization's fiscal year; and permission to apply for Agricultural Classification (Greenbelt), through the Duval County Property Appraiser, for the Ground Parcel that will accommodate future museum structures.

Attached for MBRC review and consideration are the following:

- Proposed Lease Amendment
- Legislative Fact Sheet

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