

# LEGISLATIVE FACT SHEET

DATE: 10/27/16

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

SPONSOR: Office of Economic Development  
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentation: Office of Economic Development

Provide Name: Kirk Wendland, Executive Director, Office of Economic Development

Contact Number: 904-630-2455

Email Address: kwendland@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 Northwest Jacksonville Economic Development Fund (NWJEDF) is a public fund accessible by existing and prospective businesses in the Northwest Jacksonville area. The existing guidelines and processes were adopted May 22, 2007, through City Council Ordinance 2007-281. Several of the NWJEDF projects have required some type of waiver over the past years. The NWJEDF Advisory Board and Office of Economic Development staff reviewed the existing document and recommended updating the Goals, Policies and Guidelines to reflect the type of projects being brought forth for consideration, in order to maximize the impact and benefit for the targeted area served by the Fund. It increases the opportunity to attract economic development to the Northwest area by providing access to capital to commercial businesses that increases the tax base.

The recommended goals of the NWJEDF are to (1) create access to jobs for Northwest area residents; (2) support the expansion of existing businesses within the Northwest Area; (3) encourage the creation of new service and retail businesses to serve the needs of the community; (4) encourage redevelopment of vacant and underutilized buildings within the Northwest Area; and (5) stimulate new investment within the Northwest area adding to the tax base.

The funds may be used for the following expenditures: professional fees, project soft costs, acquisition of land or buildings within the boundary area, facade improvements, infrastructure related costs, leasehold improvements, new construction, purchase of machinery and equipment (associated with the construction or redevelopment) and for renovation of existing buildings. Professional fees and soft cost may also be included, i.e. appraisals and closing costs; design, engineering, and permitting; recording fees and survey; and other expenses associated with the documentation of business loans.

All businesses and or projects receiving assistance will be administered by the Office of Economic Development in accordance with the terms of the Economic Development Agreement (EDA) by and between the applicant and the City pursuant to the Ordinance authorizing the City to enter into the EDA in accordance with the Goals, Policies and Guidelines established herein.

APPROPRIATION: Total Amount Appropriated       N/A       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: <u>      N/A      </u>	Amount: <u>                  </u>
	To: <u>  </u>	Amount: <u>                  </u>

Name of State Funding Source(s)	From: <u>      N/A      </u>	Amount: <u>                  </u>
	To: <u>  </u>	Amount: <u>                  </u>

Name of City of Jacksonville Funding Source(s)	From: <u>      N/A      </u>	Amount: <u>                  </u>
	To: <u>  </u>	Amount: <u>                  </u>

Name of In-Kind Contribution(s)	From: <u>      N/A      </u>	Amount: <u>                  </u>
	To: <u>  </u>	Amount: <u>                  </u>

Name & Number of Bond Account(s)	From: <u>      N/A      </u>	Amount: <u>                  </u>
	To: <u>  </u>	Amount: <u>                  </u>

**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.)

**There is no funding allocation requested.**

**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"/>
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Explanation: If yes, explanation must include detailed nature of mandate including Statute or Provision.

Fiscal Year Carryover?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Note: If yes, note must include explanation of all-year subfund carryover language.

CIP Amendment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.

Contract / Agreement Approval?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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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?

Related RC/BT?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Attachment: If yes, attach appropriate RC/BT form(s).

Waiver of Code?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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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"/>
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Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper.

Related Enacted Ordinances?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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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.

**City Council Ordinance 2007-0281**

**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?

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

**Office of Economic Development, Wendy Khan, Finance and Compliance Manager- 630-2197**

**Office of Economic Development, Tatiana Kazhuro, Financial Analyst - 630-1906**

**Annual Reports and Annual Surveys are due by March 31st**

Division Chief: **Kirk Wendland**  
(signature)

Date: 10/27/2016

Prepared By: **Daphne Colbert**  
(signature)

Date: 10/27/2016

**ADMINISTRATIVE TRANSMITTAL**

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

Thru: Sam Mousa, Chief Administrative Officer, Office of the Mayor

(Name, Job Title, Department)

Phone: 630-1776

E-mail: [smousa@coj.net](mailto:smousa@coj.net)

From: Kirk Wendland, Executive Director, Office of Economic Development

Initiating Department Representative (Name, Job Title, Department)

Phone: 630-2455

E-mail: [kwendland@coj.net](mailto:kwendland@coj.net)

Primary Contact: Kirk Wendland, Executive Director, Office of Economic Development

(Name, Job Title, Department)

Phone: 630-2455

E-mail: [kwendland@coj.net](mailto:kwendland@coj.net)

CC: Allison Korman Shelton, Director of Intergovernmental Affairs, Office of the Mayor

904-630-1825 E-mail: [akshelton@coj.net](mailto:akshelton@coj.net)

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

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

Phone: 904-630-4647

E-mail: [psidman@coj.net](mailto:psidman@coj.net)

From:

Initiating Council Member / Independent Agency / Constitutional Officer

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Primary

Contact: (Name, Job Title, Department)

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

CC: Allison Korman Shelton, Director of Intergovernmental Affairs, Office of the Mayor

904-630-1825 E-mail: [akshelton@coj.net](mailto:akshelton@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**