

## LEGISLATIVE FACT SHEET

DATE: 08/17/18

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

SPONSOR: Public Works/Real Estate/CD 7, Reggie Gaffney  
(Department/Division/Agency/Council Member)

Contact for all inquiries and presentation: Public Works, Real Estate

Provide Name: Renee Hunter

Contact Number: 904-255-8234

Email Address: 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 Real Estate Division with authority to request the legislation necessary for City Council to authorize the Mayor to execute a lease agreement in substantially the form attached with the tenant, The Brick Coffee House, Inc. This lease agreement is for an initial five (5) year term with two (2) options to renew at five (5) years each. The legislation seeks approval for the Mayor to execute each renewal term according to the rental schedule provided. The tenant's space includes 875 square feet. The initial base rent will be \$16.00 per square foot, plus operating costs of \$4.55 per square foot, both subject to a standard 3% annual escalation rate. The current base rate is \$23.49 per square foot and the City used the true-up process to determine the current operating costs. The new base rent is supported by City appraisal and the operating costs were calculated using the average operating costs charged over the last 10 years.

The Tenant shall have the exclusive right to sell espresso-based coffees throughout the Ed Ball Building, and have the exclusive right to sell food and drink from within the interior of the Ed Ball Building compared to any other vendor whose only entrance is through the interior of the building. This does not prohibit the sale of food and drink from those vendors whose entrance is from the exterior of the building, such as Quizno's. Tenant also has the exclusive right to sell food and drink products from vending machines on the first level of the lobby of the building. The lease allows The Brick to assign its interest and renewal options to another tenant.

Please contact R.J. Morris at 255-8705 or me at 255-8234 for more information.

APPROPRIATION: Total Amount Appropriated \$0.00 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 Funding Source(s)	From: _____	Amount: _____
	To: _____	Amount: _____
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.)

Rental payments for this lease are deposited into a Ed Ball Building Tenant Revenue Account (PWPB5A1BALL-36213) and used to contribute to the funding of Ed Ball Building operating costs.

**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 checked="" type="checkbox"/>	<input 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?

Lease agreement drafted by OGC and Risk Management.

Related RC/BT?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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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 type="checkbox"/>	<input checked="" 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.

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

ACTION ITEMS:

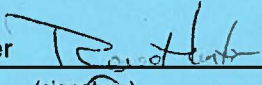
	Yes	No
Continuation of Grant?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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?

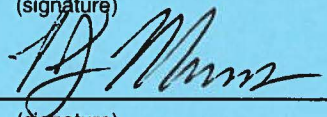
Surplus Property Certification?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reporting Requirements?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

Division Chief: Renee Hunter   
(signature)

Date: 8/17/18

Prepared By: RJ Morris   
(signature)

Date: 8/17/18

**ADMINISTRATIVE TRANSMITTAL**

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

Thru: John P. Pappas, Director, Public Works Department

(Name, Job Title, Department)

Phone: 255-8748

E-mail: Pappas@coj.net

From: Renee Hunter, Chief, Real Estate Division

Initiating Department Representative (Name, Job Title, Department)

Phone: 255-8234

E-mail: ReneeH@coj.net

Primary Contact: RJ Morris, Real Estate and Leasing Manager, Real Estate Division

(Name, Job Title, Department)

Phone: 255-8737

E-mail: Morgan@coj.net

CC: Jordan Elsbury, Director of Intergovernmental Affairs, Office of the Mayor

904-630-1825 E-mail: JElsbury@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

From: \_\_\_\_\_

Initiating Council Member / Independent Agency / Constitutional Officer

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

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

Primary \_\_\_\_\_

Contact: (Name, Job Title, Department)

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

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

CC: Jordan Elsbury, Intergovernmental Affairs Liaison, Office of the Mayor

904-630-1825 E-mail: JElsbury@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**

(18)



# City of Jacksonville, Florida

*Lenny Curry, Mayor*

Department of Public Works  
Real Estate Division  
214 N. Hogan Street, 10<sup>th</sup> Floor  
Jacksonville, FL 32202  
(904) 255-8700  
www.coj.net

ONE CITY. ONE JACKSONVILLE.

August 17, 2018

TO: Sam E. Mousa, Chairman

THRU: John P. Pappas, P.E., Director  
Public Works Department

FROM: Renee Hunter, Chief  
Real Estate Division

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

SUBJECT: The Brick Coffee House, Inc. Lease Agreement  
Ed Ball Building, RE# 073768-1000

**DATE** AUG 27 2018

Please provide the Real Estate Division with authority to request the legislation necessary for City Council to authorize the Mayor to execute a lease agreement in substantially the form attached with the tenant, The Brick Coffee House, Inc. This lease agreement is for an initial five (5) year term with two (2) options to renew at five (5) years each. The legislation seeks approval for the Mayor to execute each renewal term according to the rental schedule provided. The tenant's space includes 875 square feet. The initial base rent will be \$16.00 per square foot, plus operating costs of \$4.55 per square foot, both subject to a standard 3% annual escalation rate. The current base rate is \$23.49 per square foot and the City used the true-up process to determine the current operating costs. The new base rent is supported by City appraisal and the operating costs were calculated using the average operating costs charged over the last 10 years.

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Please contact R.J. Morris at 255-8705 or me at 255-8234 for more information.

RH:rjm

Attachments

Cc: The Honorable Reggie Gaffney, Council District 7