

LEGISLATIVE FACT SHEET

DATE: 08/25/25

BT or RC No: BT 25-122
(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: Brian Bergen/Ed Randolph

Contact Number: 904-255-5453

Email Address: bbergen@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.)

Main Street Food Park is seeking another location to expand. The selected project site is 2403 North Market Street and 14th Street, within Census Tract 13, a Level 2 Distress Area. The project site incorporates an existing two-story building containing 11,000 square feet on a parcel totaling 26,789 square feet. The adjacent 20,000 square feet of unimproved area will be utilized as a miniature 18-hole golf course and entertainment area. The building will be utilized as a food court with a variety of vendors including a coffee and dessert bar and event rental space. OED is proposing to provide Northwest Jacksonville Economic Development Fund (NWJEDF) \$35,000 Business Infrastructure Grant (BIG). The total amount of City incentives would be up to \$35,000. This funding request complies with the Public Investment Policy.

APPROPRIATION: Total Amount Appropriated: \$35,000 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: Northwest OED Fund/Contingency-599100	Amount: \$35,000
	To: Northwest OED Fund/Subsidies & Contributions to Private Org	Amount: \$35,000
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 City is proposing to utilize the Northwest Jacksonville Economic Development Fund (NWJEDF) Business Infrastructure Grant up to \$35,000.

The total amount of City incentives would be up to \$35,000. This funding request complies with the Public Investment Policy.

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

ACTION ITEMS:

Emergency? ☐ Yes ☒ No

Justification of Emergency: If yes, explanation must include detailed nature of emergency.

Federal or State
Mandate? ☐ Yes ☒ No

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

Fiscal Year Carryover? ☒ Yes ☒ No

Note: If yes, note must include explanation of all-year subfund carryover language.

00117 is an all years fund

CIP Amendment? ☐ Yes ☒ No

Attachment: If yes, attach appropriate CIP form(s). Include justification for mid-year amendment.

Contract / Agreement
Approval? ☒ Yes ☐ No

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?

Economic Development Agreement will be drafted by OGC, with oversight by the Office of Economic Development.

Related RC/BT? ☒ Yes ☒ No

Attachment: If yes, attach appropriate RC/BT form(s).

Waiver of Code? ☒ Yes ☒ No

Code Reference: If yes, identify code section(s) in box below and provide detailed explanation (including impacts) within white paper.

Code Exception? ☐ Yes ☒ No

Code Reference: If yes, identify code in box below and provide detailed explanation (including impacts) within white paper.

Related Enacted
Ordinances? ☐ Yes ☒ No

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?
			<div style="border: 1px solid black; height: 30px;"></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 reports.
			<div style="border: 1px solid black; height: 30px;"></div>

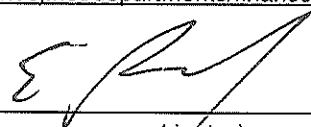
BUSINESS IMPACT ESTIMATE

Pursuant to Section 166.041(4), F.S., the City is required to prepare a Business Impact Estimate for ordinances that A list of ordinance exemptions are provided below. Please check all exemption boxes that apply to this ordinance. If


- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ 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, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the
- ☐ 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
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - 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 by 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)

Date: 9/29/25

Prepared By: 
(signature)

Date: 8-27-25

ADMINISTRATIVE TRANSMITTAL

To: MBRC, c/o Jessie Xia , 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: Brian Bergen, Director of Small Business Initiatives, OED
(Name, Job Title, Department)
Phone: 255-5453 E-mail: bbergen@coj.net

CC: _____
E-mail: _____

COUNCIL MEMBER / INDEPENDENT AGENCY / CONSTITUTIONAL OFFICER TRANSMITTAL

To: Mary Staffopolous, Office of General Counsel, St. James Bldg., Suite 480
Phone: 904-255-5055 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
904-255-5024 E-mail: bnorris@coj.net

Legislation from Independent Agencies requires a resolution from the Independent Agency Board approving the legislation.

Independent Agency Action Item:

Boards Action / Resolution?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Attachment: If yes, attach appropriate documentation. If no, when is board action scheduled?

FACT SHEET IS REQUIRED BEFORE LEGISLATION IS INTRODUCED