



**NORTHWEST JACKSONVILLE ECONOMIC DEVELOPMENT FUND  
(NWJEDF) ADVISORY COMMITTEE  
CITY HALL AT ST. JAMES  
117 WEST DUVAL STREET, 3RD FLOOR, CONFERENCE ROOM C  
JACKSONVILLE, FL 32202  
TUESDAY, DECEMBER 14, 2021 AT 3:30 P.M.**

**MEETING MINUTES**

**Location:** City Hall at St. James, located at 117 West Duval Street, 3rd Floor, Conference Room C, Jacksonville, FL 32202

**Advisory Board Members Present:** Chair Fred Atwill, Jr., Vice-Chair John Allmand, Amber Cabrera, Tillery Durbin, Cedrick Gibson, and Valerie H. Jenkins

**Advisory Board Members Absent:** George Barnes

**Office of Economic Development Staff Present:** Kirk Wendland, Paul Crawford, Wendy Khan, Ed Randolph, Joe Whitaker and Corey Craig

**Representing the Office of General Counsel:** Joelle Dillard

**Representing City Council:** None

**Members of the Public:** None

**I. CALL TO ORDER**

Chair Fred Atwill, Jr. called the NWJEDF Advisory Committee meeting to order at @ 3:33 p.m. Around the table introductions were made. A quorum was established.

**II. ACTION ITEMS**

APPROVAL –SEPTEMBER 28, 2021 MEETING MINUTES

***VICE CHAIR ALLMAND MOVED THAT THE SEPTEMBER 28, 2021 MEETING MINUTES BE APPROVED AS SUBMITTED. THE MOTION WAS SECONDED BY BOARD MEMBER DURBIN. A VOTE OF THE BOARD WAS TAKEN AND THE SEPTEMBER 28, 2021 MEETING MINUTES WERE UNANIMOUSLY (4-0) APPROVED BY THE MEMBERS PRESENT.***

PROJECT: NATEEN - PRESENTED BY ED RANDOLPH, PROJECT MANAGER, OED

Nateen, a manufacturer of various paper products used in both medical and residential settings, is evaluating the purchase and renovation of an existing industrial building in Northwest Jacksonville. The company currently sells its products in over 80 countries. Nateen is a company that considers itself “eco-friendly”, and only partners with suppliers that provide raw materials from sustainable sources. The Jacksonville facility would become the company’s first U.S. manufacturing facility and serve as its U.S. headquarters.

The company is evaluating the creation of approximately 50 new manufacturing jobs in Jacksonville, versus another location in the southeastern U.S. The average wage of the jobs is \$40,000. The capital investment for the expansion would be approximately \$5.3 million, for the purchase of new manufacturing equipment and the renovation of an existing manufacturing building in Northwest Jacksonville.

Nateen has stated that City of Jacksonville incentives are a material factor in its decision to purchase an existing building and establish a manufacturing operation in Jacksonville, Fla.

# of Jobs To Be Created	Capital Investment	Intangibles
A minimum of 50 new jobs @ \$40,000 average wage, no later than Dec. 31, 2024. Annual payroll of new jobs is \$2 million excluding benefits.	Estimated to be \$5.3 million to renovate an existing industrial building and, machinery and equipment purchases.	Supports the expansion of a target industry business and adds to Jacksonville's advanced manufacturing job base.

**Project Rationale & Benefits:**

Supporting Nateen's project will allow for the renovation of a vacant building and expand Jacksonville's higher wage job opportunities and tax base in Northwest Jacksonville.

The project has an ROI of 2.03, for the City of Jacksonville.

**Project Incentives:**

**The City of Jacksonville proposes to provide:**

A Northwest Large Scale Economic Development Grant in the amount of \$200,000, from the Northwest Jacksonville Economic Development Fund, to help cover the costs related to improvements to an existing industrial building in Northwest Jacksonville. The Company must invest a minimum of \$4 million to qualify for the Grant.

**The total amount of City incentives would be up to: \$200,000.**

Discussion:

Board Member Durbin asked if the property had any environmental concerns. Mr. Randolph replied that the company is doing its due diligence now. Mr. Wendland mentioned that the project will have to be completed before any grant money is disbursed.

Chair Atwill, Jr. commented that this seems like a good urban infill project.

**A MOTION WAS MADE BY BOARD MEMBER ALLMAND TO APPROVE A NORTHWEST LARGE SCALE ECONOMIC DEVELOPMENT GRANT IN THE AMOUNT OF \$200,000.00, FROM THE NORTHWEST JACKSONVILLE ECONOMIC DEVELOPMENT FUND, FOR NATEEN.**

**THE MOTION WAS SECONDED BY BOARD MEMBER GIBSON. A VOTE OF THE BOARD WAS TAKEN, AND THE NORTHWEST LARGE SCALE ECONOMIC DEVELOPMENT GRANT IN THE AMOUNT OF \$200,000.00 FOR NATEEN WAS APPROVED UNANIMOUSLY BY THE MEMBERS PRESENT (6-0).**

### **III. INFORMATION/DISCUSSION ITEMS**

#### NWJEDF ANNUAL REPORT – PRESENTED BY WENDY KHAN, OED FINANCE & COMPLIANCE MANAGER

The NWJEDF annual report, required by Ord 2001-1164 E, was distributed. The FY 2020-21 report has been reformatted based on feedback received throughout the year, to include more detailed information.

As of September 30, 2021, the balance of the NWJEDF was approximately \$7.9 million. The available/unappropriated balance was approximately \$5.7 million.

NWJEDF Outstanding Loans: The principal balance due for nine active loans as of September 30, 2021, was approximately \$2.6 million.

#### UPDATE – ON-GOING PROGRAMS PRESENTED BY PAUL CRAWFORD, OED DEPUTY DIRECTOR

Food Desert Program: LIFT JAX is proposing to restore and expand an existing historic building at 1478 Florida Avenue. The structure was built in 1913 and operated as Debs Store for over 90 years. It closed in 2011. The City is proposing to invest up to \$650,000 from the Northwest Jacksonville Food Desert Fund to help with renovation costs. Goodwill Industries is planning to operate the store. The project will be introduced to City Council soon.

Board Member Jenkins mentioned that the community is very supportive of this project.

Board Member Cabrera asked how the funding will be disbursed. Mr. Crawford responded that the company has committed to completing the project, and then the city will disburse the grant.

Mr. Wendland mentioned that after this project is completed, the Food Desert Program balance will be approximately \$330,000.

### **IV. OLD BUSINESS**

No old business was discussed.

### **V. NEW BUSINESS**

No new business was discussed.

### **VI. PUBLIC COMMENTS**

No members of the public were present.

### **VII. ADJOURNMENT**

There being no further business, Chair Atwill, Jr. adjourned the meeting at approximately 3:58 p.m.

The next quarterly NWJEDF Advisory Committee meeting date is TBD.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments, an audio file of the meeting is available upon request. Please contact Corey Craig at (904) 255-5445, or by email at [ccraig@coj.net](mailto:ccraig@coj.net).