



**NORTHWEST JACKSONVILLE ECONOMIC DEVELOPMENT FUND
(NWJEDF) ADVISORY COMMITTEE
CITY HALL AT ST. JAMES
117 WEST DUVAL STREET, 2ND FLOOR, CONFERENCE ROOM C
JACKSONVILLE, FL 32202
WEDNESDAY, NOVEMBER 20, 2019 AT 3:30 P.M.**

MEETING MINUTES

Location: City Hall at St. James, located at 117 West Duval Street, 2nd Floor, Conference Room C, Jacksonville, FL 32202

Advisory Board Members Present: Fred Atwill, George Barnes, Valerie H. Jenkins and Joe Whitaker

Advisory Board Members Not Present: John Allmand, Cynthia Glover, Karen Landry and Royce McGowan

Others Present: Office of Economic Development (OED) – Kirk Wendland, Wendy Khan and Corey Craig; **Office of General Counsel (OGC)** – John Sawyer and Mary Staffopoulos; **Visitors** – Bill Killingsworth, Director Planning and Development.

I. CALL TO ORDER

Chair Whitaker called the NWJEDF Advisory Board meeting to order @ 3:30 p.m. A quorum was established. *Note: Executive Order No. 2019-04 was signed on October 16, 2019, reducing the NWJEDF Advisory Committee membership from nine members to seven members, and reducing members needed to constitute a quorum to four members.*

II. NEW BUSINESS

2020 CENSUS – PRESENTED BY BILL KILLINGSWORTH, DIRECTOR PLANNING AND DEVELOPMENT

Mr. Killingsworth presented Duval Counts- the City of Jacksonville's efforts to encourage participation in the 2020 Census. The 2020 Census is a constitutionally mandated activity that requires the government to count every resident in the nation. The Census counts our population and households, providing the basis for: reapportioning congressional seats; redistricting congressional and state legislative districts; and distributing more than \$675 billion in federal funds annually to support states, counties and communities' vital programs — impacting housing, education, transportation, employment, health care and public policy. In summary, Mr. Killingsworth emphasized the importance of participating in the 2020 Census, and urged Board Members to encourage others to participate. By April 1, 2020, every home will receive an invitation to participate in the 2020 Census, either online, by phone or by mail. For additional information, visit www.coj.net/2020census.

Mr. Atwill commented that he has worked with Census data for years; and echoed the importance of the data collected by the Census, for planners, geographers, etc. Ms. Jenkins noted that she works with census data also, which is key to identifying needs within the community.

III. ACTION ITEMS

APPROVAL –AUGUST 20, 2019 MEETING MINUTES

BOARD MEMBER BARNES MOVED THAT THE AUGUST 20, 2019 MEETING MINUTES BE APPROVED AS SUBMITTED. THE MOTION WAS SECONDED BY BOARD MEMBER JENKINS. A VOTE OF THE BOARD WAS TAKEN AND THE AUGUST 20, 2019 MEETING MINUTES WERE UNANIMOUSLY (4-0) APPROVED BY THE MEMBERS PRESENT.

IV. INFORMATION/DISCUSSION ITEMS

NWJEDF FINANCIALS UPDATE – PRESENTED BY WENDY KHAN, FINANCE AND COMPLIANCE MANAGER

NWJEDF Project Tracking: AA Auto Parts, Inc., and DPC Jax, LLC have been added to the list. The re-amortization and extension of maturity date for First Coast No More Homeless Pets closed on October 22, 2019.

NWJEDF Summary Statement: the current available/unappropriated balance is \$5,497,725.

NWJEDF Outstanding Loans: all outstanding loans are current. The current principal balance due is: \$3,006,585.

Files at Office of General Counsel: there were no changes with the files that are in the Office of General Counsel for processing: Mr. G's Hair Depot; Cowealth, LLC; K Mack, LLC Shoppes at Norfolk; and Cedar Grove Corp.

Chair Whitaker inquired about options for Mr. G's Hair Depot, as the City of Jacksonville is now in first position on the loan. Discussion ensued on the condition of the building, and its marketability. Mr. Barnes offered to take a look at the building and give his professional opinion on its value.

NWJEDF 2019 ANNUAL REPORT – PRESENTED BY KIRK WENDLAND, OED EXECUTIVE DIRECTOR

Mr. Wendland presented the NWJEDF Annual Report for Fiscal Year 2019, which is a summary of activity. The report is mandated by City Council each year.

UPDATE - FAILING NON-RESIDENTIAL SEPTIC TANK GRANT PROGRAM – ORD 2018-196-E - PRESENTED BY COREY CRAIG, OED PROJECT MANAGER

Commercial properties located in the Northwest area with a failing septic system may be eligible for up to a \$30,000 grant to replace/repair their septic system or connect to JEA Sanitary Sewer Service. Per ORD 2018-196-E, \$1 million was allocated to the program.

Seven Septic Grant Agreements Executed to Date:

- 3 connection to JEA Sanitary Sewer Service completed;
- 2 septic system projects were upgraded and completed;
- 2 connection to JEA Sanitary Sewer in progress

Chair Whitaker asked how the program was being marketed. Staff responded that a letter and flyer were sent to businesses with septic tanks in Northwest Jacksonville in November 2018. The program has had good activity. Discussion followed about the availability of connection to JEA Sanitary Sewer, the cost to connect, and whether the City could waive any additional fees to lower the cost.

UPDATE - FOOD DESERTS ORD 2018-195-E - PRESENTED BY KIRK WENDLAND, OED EXECUTIVE DIRECTOR

Per ORD 2018-195-E, \$3 million was appropriated for food deserts. Since then, a study was completed by a consultant, and City Council established a food desert fund to administer five different programs: full-service grocery stores, mobile markets, delivery systems, transportation to grocery stores and expansion of inventory offerings of existing stores.

OED is working on a project that would provide a grant to a developer to reopen a grocery store in the vacated Harveys on Edgewood Avenue. The project is going before City Council next Tuesday, November 26.

Two other pieces of legislation have been introduced: 1) the appropriation of \$200,000 to purchase a towing vehicle and trailer for Feeding Northeast Florida to implement Mobile Markets, and 2) the appropriation of \$95,000 for a pilot transportation program with JTA. Mr. Barnes asked if the transportation for the pilot program will be able to accommodate disabled citizens. Mr. Wendland responded that he will find out from JTA.

Discussion followed regarding Publix's recent announcement to vacate its location at the Gateway Shopping Center.

Mr. Atwill mentioned an interesting article he recently read on a successful food co-op in Brooklyn, which he will distribute to the Board.

V. OLD BUSINESS

There was no old business discussed.

VI. PUBLIC COMMENTS

There were no comments from the public.

VII. ADJOURNMENT

There being no further business, Chair Whitaker adjourned the meeting at approximately 4:27 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.