



## NORTHWEST JACKSONVILLE ECONOMIC DEVELOPMENT FUND (NWJEDF) ADVISORY COMMITTEE

City Hall at St. James  
117 West Duval Street, 3<sup>rd</sup> Floor, Conference Room C  
Jacksonville, FL 32202  
April 16, 2019 – 3:30 p.m.

ONE CITY. ONE JACKSONVILLE.

### APRIL MEETING MINUTES

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

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

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

**Others Present:** **Office of Economic Development (OED)** – Daphne Colbert, Paul Crawford, Wendy Khan, and Kirk Wendland; **Office of the Mayor** - Dr. Johnny Gaffney; **Office of Inspector General (OIG)** – An Janee Taylor; **Visitors** – Scott Sailer (Daily Record);

#### I. CALL TO ORDER

Chair Whitaker called the NWJEDF Advisory Board meeting to order @ 3:31 p.m. A quorum was established.

#### II. ACTION ITEMS

- A. Approval – January 15, 2019 Meeting Minutes** – Board Member Barnes moved that the January 15, 2019 Meeting Minutes be approved as submitted. The motion was seconded by Board Member Jenkins. A vote of the Board was taken and the January 15, 2019 Meeting Minutes were unanimously (5-0) approved by the members present.
- B. First Coast No More Homeless Pets – Loan Re-amortization** – First Coast No More Homeless Pets has requested to extend the amortization of their 2008 loan, which is on a 25 year amortization schedule that was a 10 year loan. They would have a balloon payment in the amount of \$147,000 due on June 1<sup>st</sup> 2019, which is not feasible for them to pay. With full disclosure, Mr. Wendland shared that there have been challenges in the past with the organization making timely payments. However, they do bring them current. They are challenged to get private financing for the first loan. The organization has asked to re-amortize their loan for another 10 years. The Office of Economic Development requested a down payment of 10%, \$14,000.00 and will reduce the balance of the loan over 15 years. Company is providing public services that are definitely needed. We think it is in the best interest of the city and the organization to refinance the balance of the loan at 3%. City Council action is required.

#### Board Member Comments/Questions

Joseph Whitaker: Shared his experience with rescue animals and agreed that they are a great organization and provide invaluable resources to the community.

Valerie Jenkins: During their annual report are they required to provide information on the number of jobs created or occupied by those that reside in the Northwest corridor? Can we request the number of jobs? and of location of employees? It would be great to highlight the number of jobs that they have brought to the community or that area.

Kirk Wendland: It's not required, but we could always ask. However, their latest annual report shows that 73 fulltime jobs were created.

Wendy Khan: The second agreement for the Cassat location has a jobs requirement and they have met the residency requirement.

Dr. Johnny Gaffney shared that they provide quality services and has a professional team servicing the community.

A vote of the Board was taken. Board Member Allmand moved that the loan be re-amortize. The motion was seconded by Board Member Atwill. Board Member Barnes commented that it appears that FCNMHP is trying to do what they're supposed to do according to the agreement. He would rather see their payments come in slowly than not at all. A vote of the Board was taken and the motion to approve the extension of the loan for First Coast No More Homeless Pets was approved unanimously (5-0) by the members present, based upon them providing a \$14,000.00 down payment.

### **C. INFORMATION/DISCUSSION ITEMS**

#### **1. Update - Food Desert/Grocery Store Study – ORD 2018-195-E**

Mr. Wendland provided an update on the Food Desert/Grocery Stores Study. Please request a copy of the meeting recording for details. The study has been completed and legislation is currently going through city council to approve the study. The main program in which the Office of Economic Development is seeking approval is to either construct a new grocery store or rehab an existing closed grocery store.

There are four other programs recommended by T. Brown Consulting, LLC that the Office of Economic Development:

1. Delivery systems type programs that are similar to Instant Cart or Shipt.
2. Transportation system program similar to JTA's Ready Ride's program, similar to ride sharing. The program may have to be limited due to geographical reasons and other constraints that are currently being identified.
3. Mobile Market – To be in the formed of a refrigerated trailer to provide fresh vegetables and fruit in specified locations according to a schedule.
4. Convenience Stores involvement – There are 247 convenience stores within the Northwest areas and the goal is to try to identify how to incentivize those businesses to become involved in possibly providing fresh vegetables and fruit.

We are currently working on the criteria as well as the participants who may be working on the other four programs, piloting for 6 to 12 months. They will be brought forward to share with the NWJEDF board. The legislation only approves full service grocery store program and gives us the authorization to pursue the other four potential pilots programs.

#### Board Member Comments/Questions

Valerie Jenkins: Is there a reason why the report is being presented now? Was there a timeframe to adhere to?

Kirk Wendland: We were given a certain timeframe to conduct the study and to present the report according to Ordinance 2018-195-E:

George Barnes – Is 10,000 sq. ft. the minimum for a grocery store?

Kirk Wendland – Yes, it is a minimum limitation. As you read through the report and have questions, please contact us. Research shows that communities are doing some innovative things to address food deserts. However, there are a lot of challenges as well.

Please note there was extensive discussion on the Food Desert/Grocery Stores Study. Please request

the meeting recording to hear it in its entirety.

**2. NWJEDF Financials** Update provided by Wendy Khan, Finance and Compliance Manager

**i. The Northwest Jacksonville Economic Development Fund Summary Statement as of April 1, 2019**

The available fund balance to invest in Northwest Projects is \$5,046,277. The total balance of appropriated funds is \$5,320,265.00.

**ii. NWJEDF (Outstanding Loans)**

As of April 1<sup>st</sup>, 2019, all outstanding loans are current.

**iii. 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.

**iv. NWJEDF (Project Tracking – Ongoing Projects)** Updates previously provided or no change in status.

**3. Update - Failing Non-Residential Septic Tank Grant Program – ORD 2018-196-E**

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. The Florida Department of Health notifies the business owner of the issue and it needs to be resolved. However, the business may also identify the issue and can take the necessary action to resolve it. Applications must be approved before they commence construction.

**6 Septic Grant applications approved to date:**

- 1 – Connection to JEA Sanitary Sewer Service completed;
- 2 – Septic systems projects were upgraded and completed;
- 3 – Projects are in progress;

**A. OLD BUSINESS**

There was no old business to cover.

**B. PUBLIC COMMENTS**

There were no public comments.

**C. ADJOURNMENT**

There being no further business, Chair Whitaker adjourned the meeting at approximately 4:34 p.m.

Next quarterly NWJEDF Advisory Committee meeting is scheduled for Tuesday, August 20, 2019 at 3:30 p.m.

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 Daphne Colbert at (904) 630-7117, or by email at [daphnec@coj.net](mailto:daphnec@coj.net).