



**JACKSONVILLE INTERNATIONAL AIRPORT COMMUNITY  
REDEVELOPMENT AREA (JIA/CRA)  
ADVISORY BOARD  
VIRTUAL MEETING  
THURSDAY, JUNE 18, 2020  
4:00 P.M.**

**MEETING MINUTES**

**Location:** Due to COVID-19, the JIA/CRA Advisory Board meeting was held via Zoom.

**Advisory Board Members Present:** Advisory Board Chair Greg Tison, Vice-Chair Tommy Ruffin, Secretary/Treasurer Tameka Joseph, Lad Daniels, and Darryl Patterson

**Advisory Board Members Absent:** Stephen Swann

**Staff Present:** Kirk Wendland, OED Executive Director; Karen Nasrallah, Redevelopment Manager; Michelle Stephens, Recording Secretary

**Representing the Office of General Counsel:** Susan Grandin

**Others Present:** William Michaelis with Rogers Towers and Nikita Reed with Public Works

**I. CALL TO ORDER**

Chair Tison advised that the meeting was being recorded.

A quorum was confirmed, and Chair Tison called the Jacksonville International Airport Community Redevelopment Area (JIA/CRA) Advisory Board meeting to order at approximately 4:03 p.m.

**II. ACTION ITEMS**

**APPROVAL OF THE JANUARY 23, 2020 JACKSONVILLE INTERNATIONAL AIRPORT COMMUNITY REDEVELOPMENT AREA (JIA/CRA) ADVISORY BOARD MEETING MINUTES**

**A MOTION WAS MADE BY ADVISORY BOARD MEMBER T. RUFFIN AND SECONDED BY ADVISORY BOARD MEMBER D. PATTERSON APPROVING THE JANUARY 23, 2020 JACKSONVILLE INTERNATIONAL AIRPORT COMMUNITY REDEVELOPMENT AREA (JIA/CRA) ADVISORY BOARD MEETING MINUTES. THE MOTION PASSED UNANIMOUSLY 6-0.**

**JIA/CRA FISCAL YEAR 2020/2021 PROPOSED BUDGET**

Mr. Wendland reviewed the FY 2019/2020 Amended and Restated Budget noting that there is currently a balance of \$6,658,252 in Unallocated Plan Authorized Expenditures. He noted that before the end of the current fiscal year (09/30/2020), any funds remaining in Unallocated Plan Authorized Expenditures will roll into the General Fund. Mr. Wendland commented that his goal today was to have the FY 2020/2021 budget approved because there are not a lot of decisions that need to be made regarding next year's budget. He suggested the Advisory Board come back mid-July with recommendations for the current year's balance of \$6,658,252 in Unallocated Plan Authorized Expenditures for staff to present to the Agency Board in August.

Chair Tison recalled that it was previously suggested that money would be set aside for the Advisory Board members to be able to travel and attend CRA related meetings. He noted that the FY 2020/2021 proposed budget has \$250 allocated for travel and, therefore, assumes that funds were not set aside for travel. He asked if any remaining money in the current year's budget could be added to the FY 2021/2022 proposed budget for travel.

Mr. Wendland replied that in October 2020, the FRA Conference is going to be held in Ponte Vedra Beach allowing staff and Advisory Board members to travel to and from their residence to attend the conference and, therefore, not need as much funding for travel related expenses. However, he noted that Employee Training was increased \$400 to cover the cost of the conference registration.

Chair Tison asked for clarification related to the Supervisor Allocation that increased \$5,000 from last year.

Mr. Wendland replied that all budget related information is provided to the Budget Office, and they do the calculations for the Supervisor Allocation. He added that more is added to for the JIA /CRA than for the other CRA's because there are more ongoing projects that require tracking by our Finance and Compliance staff.

Mr. Wendland noted that the revenue for FY 2020/2021 is a preliminary estimate based on June 1, 2020 values adding that final revenues will be available after July 1, 2020. He noted that revenues will adjust every month going forward including up to when the final budget is approved.

Chair Tison asked when the FY 2020/2021 budget will go before the Agency Board for recommendation to City Council. Mr. Wendland responded that the FY 2020/2021 budget will go to the Agency Board sometime in August. He added that with the change of Council Members in July, there will be a new Chair for the Agency Boards and we need to get with them and review meeting dates, process, etc.

Chair Tison commented going back to the FY 2019/2020 budget and remaining funds in Unallocated Plan Authorized Expenditures that he has heard recently that there is interest in trying to widen Main Street. He asked if some of the remaining funds in the Unallocated Plan Authorized Expenditures could be available for that project.

Mr. Wendland responded that there have been meetings with Public Works and FDOT regarding the widening of Main Street. He recalled that Dick Berry former JIA CRA Advisory Board member frequently mentioned the Main Street project and his understanding was that, per FDOT there were challenges with the right-of-way in order to widen Main Street.

Mr. Wendland commented that staff met in January, pre COVID-19 with Public Works, FDOT, and the Planning Department to talk about it and FDOT indicated that there may be a different way of designing things with smaller shoulders, etc. FDOT felt like they could move forward if they had the funding. We asked FDOT to investigate the project status and provide us with preliminary numbers. The project would consume all of FY 2019/2020, FY 2020/2021 and probably FY 2021/2022 budget to do the portions of it that they have recommended. We are asking Public Works to take another look at the project and we are also having conversations with the Administration see if there is a desire to look at the project.

Advisory Board Member Daniels commented that he agreed with Mr. Wendland and he thinks some of the issue was related to not having sidewalks on both sides of the right-of-way. He added that he thinks anything that happens will be a long time coming. He noted that he was not sure if the widening of Main Street was in the TPO five-year plan. Mr. Wendland responded that he thinks it was moved out of the five-year plan.

Advisory Board Member Ruffin suggested that there is a residential community located at the northeast corner of Lem Turner and I-295 that a portion of is in the JIA/CRA area that has no sidewalks and he would like the Advisory Board to consider funding for sidewalks in the area. He noted that he is planning to work with the Council Member and the Administration for funding as well.

Chair Tison commented that part of the Main Street expansion would be in part of the JIA/CRA corridor. He noted regarding the timeframe that they were looking further out. He added that he drove through there a few weeks ago and he sees why they are reevaluating the need to widen the road.

Mr. Wendland commented that there are two segments. New Berlin Road to Airport Center and Airport Center to Max Legget. He added that staff is asking Public Works to go back to FDOT and scrub the numbers to ensure they are accurate.

Chair Tison asked Advisory Board Member Ruffin to get more information on the project he is referring to in the Northeast quadrant for the next meeting. Mr. Ruffin disclosed for the record that he lives in the community but that does not live in the JIA/CRA area. One community is in the JIA/CRA area and one is not.

Mr. Wendland reviewed a few other potential items that have been talked about that may impact the budget. He noted that after the FY 2019/2020 budget was approved by the Advisory Board, the Agency Board made the determination that they wanted to pay for a year's lease for Farm Share that occupies a facility within the JIA/CRA that was a two-year sublease that they signed.

With full disclosure, Mr. Wendland brought to the Advisory Board's attention that we only committed to one year. Mr. Wendland anticipates that Farm Share is going to ask again this year for the \$240,000 and that it would probably come out of the current year's budget.

Mr. Wendland advised that Mr. William Michaelis is on the call today because he represents someone who has an interest in doing a project in the JIA/CRA area that may require some infrastructure work to Ranch Road. He noted pre COVID, he was having conversations with them adding that Mr. Michaelis has recently reached back out to Kirk and he is working on pulling the details together for the proposed project.

Mr. Wendland commented that they had conversations this week with Public Works on the costs of existing projects. He noted that as we move forward, we need to consider that there are projects out there that we may not have all the funding needed to complete those projects. He cautioned that we do not want to allocate every dollar in the budget to have Public Works advise us that certain projects are short funding. He advised that we need to make sure that our contingencies are accurate on the existing projects to avoid shortfalls.

Mr. Wendland noted that the FY 2020/2021 budget is not going to change in the short term and suggested that the Advisory Board could approve next fiscal year's budget, as submitted today. He added at this point, we are dealing with the FY 2019/2020 budget.

Advisory Board Member Daniels commented that if we look at the impact of COVID and the economic downturn he suspects that the City budget for this year is going to run into a hurdle adding that next year will probably be even more pronounced because he does not know how fast the economy is going to recovery. He realizes that any funding remaining in Unallocated Plan Authorized Expenditures will roll into the general fund. He would caution the Advisory Board to not over commit funds that are going to be needed to sustain normal operations within the City. Same true for the next year's budget.

Chair Tison asked Mr. Wendland to provide more detailed information for the funding remaining in Unallocated Plan Authorized Expenditures for the July meeting. The Advisory Board agreed to review the FY 2019/2020 budget over the next three to four weeks and come back in July to provide recommendations for discussion.

***A MOTION WAS MADE BY ADVISORY BOARD MEMBER T. RUFFIN AND SECONDED BY ADVISORY BOARD MEMBER L. DANIELS APPROVING THE PROPOSED JIA/CRA FISCAL YEAR 2020/2021 BUDGET. THE MOTION PASSED UNANIMOUSLY 6-0.***

Kirk commented that staff will work with Public Works to not only get good estimates regarding previously approved projects to see if there are any shortfalls. He noted that we already know the number for Farm Share (\$240,000) and will include it. He noted that we may also get thoughts from others about the Main Street project adding that if we move forward with Main Street, the project will essentially absorb everything for almost the balance of the CRA. If we do not move forward with Main Street then there is a lot more decisions to be made.

**IV. NEW BUSINESS**

No new business was discussed.

**V. OLD BUSINESS**

No old business was discussed.

**VI. PUBLIC COMMENTS**

There were no public comments.

**VII. ADJOURNMENT**

The next regularly scheduled meeting is Thursday, July 16, 2020 at 4:00 p.m.

Chair Tison advised that if there is a meeting on Thurs., August 20, 2020 he is scheduled to be out of town.

There being no further business, Chair Tison adjourned the JIA/CRA Advisory Board Meeting at approximately 4:31 p.m.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments of this meeting, an audio file of the meeting is available in its entirety and is available upon request. Please contact Angie Slayton at (904) 255-5444, or by email at [aslayton@coj.net](mailto:aslayton@coj.net).