

COMMERCIAL DEVELOPMENT AUTHORITY
MINUTES
February 13, 2020

The Commercial Development Authority (CDA) of the City of Jacksonville met on February 13, 2020 at 5:30 p.m. in the Public Safety Complex, 911 Public Safety Drive for a Regular Meeting. Chairperson, Andy Green called the meeting to order at 5:32 p.m. The following members were present: Josh Carlegis, Bruce Edmiston, Andy Green, and Mike Hindman. The following members were absent: Jason Sumner. Others present were: Mayor Johnny Smith, City Clerk Brenda Sandoval and Building Inspector Mark Williams.

Adoption of Minutes.

A motion to adopt Minutes from January 9, 2020 was made by Mike Hindman, seconded by Bruce Edmiston. Upon vote on the motion, the following votes were recorded: Yeas: All; Nays: None. Motion carried.

Financial Report:

Bank statement dated 1/31/2020 was read by City Clerk, Brenda Sandoval and made part of the minutes. Current balance is \$ 27,524.64. FY20 annual disbursement check from the City of Jacksonville in the amount of \$10,000.00 was deposited in the bank.

Façade Grant:

- a. **Recollected Books.** The Board members asked Building Inspector Mark Williams to give them an update on Recollected Books. Everything looks good and Mr. Henricks told him that the new sign has brought a lot of new business. Mark Williams stated he has heard many positive comments about how good this now looks.

The Board had previously approved \$4975.79 for this project. After reviewing all receipts, the CDA will remit the amount of \$3,700.70 to Recollected Books. Receipts turned in are as follows:

- i. \$1,644.00 – Custom Design Awnings & Upholstery
- ii. \$1,755.00 – Simmons Sign & Graphics
- iii. \$850.00 – Taylor Elisa Design Co.
- iv. \$432.40 – Recollected Books
- v. \$220.00 – Hill Home, Josh Hill

Bruce Edmiston made a motion to reimburse \$3,700.70 to Recollected Books for the Façade Grant, Mike Hindman seconded the motion. Upon vote of the motion, the following votes were recorded: Yeas: All; Nays: None. Motion carried.

Welcome New Business Recognition:

- a. **Heirloom Taco.** The CDA presented a plaque to Heirloom Taco at their ribbon cutting ceremony. Andy Green asked the Mayor his impression of the event at Heirloom Taco.

Mayor Smith thought the expression of giving the plaque and the words spoken by Andy Green were appreciated and went well with the ribbon cutting.

Existing Business Spotlight: City Clerk Brenda Sandoval provided the Board with color coded lists of the “New” Businesses in the City from the years 2019 and 2020. The Board first discussed how they wanted to handle recognizing the new businesses in 2019. Andy Green brought up the idea of doing an Advertorial recognizing all businesses in the City. Board thought this was a good option. Andy Green will check into pricing for an advertorial and work on a draft for the Board to review and approve. Board agreed to include all new businesses and use the “known” business name.

Bruce Edmiston made a motion to review the Advertorial at the next meeting, Mike Hindman seconded the motion. In discussion, Mike Hindman asked if it could not be sent out for review and approved through email. Upon vote of the motion the following votes were recorded: Yays: None; Nays: All. Motion did not carry.

Bruce Edmiston made a motion to create the advertorial highlighting new businesses in 2019 and when it is complete for the Boards review, it can be reviewed and approved via email, Mike Hindman seconded the motion. Upon vote of the motion the following votes were recorded: Yays: All; Nays None. Motion carried.

Board then discussed how to do a catch-up for the New businesses in 2020 with a plaque and possible ribbon cutting or other type ceremony. Board agreed that they need to know if the business is still open, will the be doing a ribbon cutting, and if they were interested in doing some type of ceremony to receive the recognition. Bruce Edmiston will be contacting the current new businesses and speaking with them concerning this.

Business Development Grant: Andy Green presented a draft of the Business Development Grant Program for the Board to review. Mike Hindman requested a rework of the section on What is the process for the business consultation?. Board discussed what the vision for the Grant is and how they want to help businesses with any expenses that may make it hard to open or stay open. Bruce Edmiston expressed that the Square is the face of the City and having empty store fronts conveys a negative look. The Grant is a recruitment and incentive tool to help draw businesses to the City to hopefully fill in some of the empty store fronts. The CDA wants to support any expenses the new business may have and suggested making a section that is more prominent that states approved and/or suggested uses for the Grant money and explains how the money will be dispersed (lump sum or in increments). Andy Green will be sending out an editable copy to everyone and they can add any suggestions they feel need to be added. At the next meeting all suggestions can be reviewed and discussed.

Other Business:

- Retail Strategies has reached out to Andy Green requesting to come and talk with the Board. Andy Green would like to see the CDA take on a project that identifies why someone should do business in the City of Jacksonville.
- Mike Hindman introduced the Small Business Recognition Dinner that recognizes small businesses. He thought that since our goal is to promote small business in our City, it may

be a good idea to be a sponsor for the event. Will be getting more information for the Board.

- Agreed to meet again on Thursday, March 12, 2020 at 5:30 p.m. in the Public Safety Complex ,911 Public Safety Drive.

Adjournment:

Motion to adjourn was made by Josh Carlegis, seconded by Mike Hindman. Upon vote on the motion, the following votes were recorded: Yeas: All; Nays: None. Motion carried. Meeting adjourned at 7:10 p.m.


Brenda Sandoval, City Clerk


Andy Green, Chairperson