

COMMERCIAL DEVELOPMENT AUTHORITY  
MINUTES  
April 16, 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 5:33 p.m. The following members were present: Josh Carlegis (came in at 5:45 p.m.), Bruce Edmiston (via Zoom), Andy Green, Jason Sumner and Mike Hindman. Others present were: Mayor Johnny Smith, City Clerk Brenda Sandoval, City Administrator Albertha Grant and Tim Smith.

Andy Green explained that this was our first social distancing meeting and the it is being ran vis Zoom and live streamed on YouTube.

**Adoption of Minutes.**

A motion to adopt Minutes from February 13, 2020 was made by Jason Sumner, seconded by Mike Hindman. Upon vote on the motion, the following votes were recorded: Yeas: All; Nays: None. Motion carried.

**Financial Report:**

Bank statement dated 2/29/2020 and 3/31/2020 was read by City Clerk, Brenda Sandoval and made part of the minutes. Current balance is \$ 23,804.78. Tow Checks cleared in February: Check #1211 in the amount of \$25.00 and Check #1212 in the amount of \$3700.70.

**Existing Business Spotlight:**

- a. **2019 Advertorial/2020 Catch Up.** The Board members discussed doing a possible advertorial in the Jacksonville News Journal (households) for \$950.00 and/or doing something in the Find It Local Guide (business owner/climate) for \$1200.00.

Mike Hindman made a motion for a full-page color in the Find it Local Guide and appropriate fund for a half page color advertorial in the Jacksonville News Journal at a later date, Jason Sumner seconded the motion. Stated that this would highlight Jacksonville and what it has to offer and at a later time recognize any new businesses. Upon vote of the motion, the following votes were recorded: Yeas: All; Nays: None. Motion carried.

**Business Development Grant:** Board Members discussed changes that needed to be made to the Business Development Grant before approval. Mike Hindman stated that his contact a JSU read it and said he felt what we had was fine. Changing the requirement of Business Counseling to a recommendation. Mike Hindman recommended a cap on the funds and Jason Sumner agreed, with cap more businesses can be helped. Josh Carlegis recommended setting a flat cap and then making decisions on amount of disbursement and guidelines can be done on a case by case basis.

Andy Green recapped: The CDA will allocate \$15,000.00 to the Business Development Grant; no applicant can apply for more than \$5,000.00. Applicant must show what the money will be

used for and it will be allocated/disbursed on a case by case basis. If the business closes then the Grant is VOID. All was in support.

A motion was made by Jason Sumner, seconded by Josh Carlegis to approve the Business Development Grant Draft with the following changes:

- \$15,000.00 program total, maximum grant amount at \$5,000.00 per applicant, each handled on a case by case basis
- Recommended Business Counseling

Upon vote of the motion, the following votes were recorded: Yeas: All; Nays: None. Motion carried.

A motion was made by Josh Carlegis, seconded by Jason Sumner to allocate \$15,000.00 to the Business Development Grant Program. Bruce Edmiston expressed that a cap should not be put on the funds. If funds are available, why would the CDA not use them. Asks that it state as funds are available. Upon vote of the motion, the following votes were recorded: Yeas: None; Nays: Yeas. Motion did not carry.

A motion was made by Bruce Edmiston, seconded by Jason Sumner to no set a dollar cap on the program but make is unrestricted as funds are available. Upon vote of the motion, the following votes were recorded: Yeas: All; Nays: None. Motion carried.

### **Small Business Recognition Dinner:**

Tabled for later discussion.

### **Other Business:**

- **Mayor Smith:** The Mayor thanked the CDA for all they do. He believes that this new Business Development Grant could help some new businesses survive. Citizens are doing a great job during the time of the Pandemic and are helping to flatten the curve of the disease. The Mayor stated he is impressed with the City Employees who have helped keep the City running. Council passed the Infectious Disease/Pandemic Policy and everyone who can, is working from home, which is much more challenging than most think. The Mayor suggested that in the CDA's budget request that they separate the amounts allocated to each program. This way the Council will now how the money is being used.
- **Bruce Edmiston:** Spoke with David Glass at Aligned Insurance. He would like the plaque and a ribbon cutting.

Motion was made by Bruce Edmiston, seconded by Mike Hindman to spend \$25.00 on a plaque for Aligned Insurance at the said time David Glass is ready for his ribbon cutting. Upon vote of the motion, the following votes were recorded: Yeas: All; Nays: None. Motion carried.

**Adjournment:**

Motion to adjourn was made by Jason Sumner, seconded by Josh Carlegis. Upon vote on the motion, the following votes were recorded: Yeas: All; Nays: None. Motion carried. Meeting adjourned at 6:35 p.m.



Brenda Sandoval, City Clerk



Andy Green, Chairperson



