



**Downtown Investment Authority**  
**Regular Meeting**

**City Hall at St. James**  
**117 West Duval St., Lynwood Roberts Room**

*Monday, June 16, 2014 5:00 p.m.*

**DIA Meeting**  
**MEETING MINUTES**

**Board Members Present:** Oliver Barakat, Chairman; Jim Bailey, Vice Chairman; Kay Harper Williams, Secretary; Melody Bishop; Craig Gibbs; and Jack Meeks

**Board Members Absent:** Tony Allegretti and Robert Clements

**Office of General Counsel:** Susan Grandin and Lawsikia Hodges

Council Member: Lori Boyer

**Attendees:** Aundra Wallace, DIA Chief Executive Officer; Guy Parola, DIA Redevelopment Manager; Tom Daly, DIA Redevelopment Analyst; Alex Rudzinski, OED, Director of Development; Jim Klement, DDRB/OED; and Karen Underwood, DIA Executive Assistant

**I. CALL TO ORDER**

Chairman Barakat opened the floor with the Pledge of Allegiance and called the regular meeting to order at approximately 5:00 p.m.

**II. ACTION ITEMS**

**A. APPROVAL OF MAY 28 REGULAR MEETING MINUTES**

**A MOTION WAS MADE BY BOARD MEMBER HARPER-WILLIAMS AND SECONDED BY BOARD MEMBER GIBBS APPROVING THE MAY 28, 2014 DIA REGULAR MEETING MINUTES AS AMENDED. THE MOTION PASSED UNANIMOUSLY 6-0**

**B. RESOLUTION 2014-06-02: PROJECT COFFEE REV GRANT**

CEO Wallace brought forward Resolution 2014-06-02 for the board's consideration.

**A. RESOLUTION 2014-06-02 –**

**SUPPORTING LEGISLATION AUTHORIZING THE MAYOR AND CORPORATION SECRETARY TO EXECUTE A RECAPTURED ENHANCED REVENUE GRANT AGREEMENT BETWEEN THE CITY OF JACKSONVILLE KRAFT FOODS GROUP, INC.**

Joseph Whitaker, OED Business Development Project manager presented an incentive summary for Kraft Foods Group, Inc.

**A MOTION WAS MADE BY VICE CHAIRMAN BAILEY AND SECONDED BY BOARD MEMBER GIBBS APPROVING RESOLUTION 2014-06-02. THE MOTION PASSED UNANIMOUSLY 6-0.**

Chairman Barakat opened and then closed the floor for public comments.

A presentation was made by Joe Snowberger CEO of the Jacksonville Historic Naval Ship Assoc. and Daniel Bean President of the Jacksonville Historic Naval Ship Assoc..

CEO Wallace brought forward Resolution 2014-06-01 for the board's consideration.

**C. RESOLUTION 2014-06-01**

**APPROVING THE MATERIAL TERMS FOR A DEVELOPMENT AGREEMENT AND A LICENSE AGREEMENT BETWEEN THE DOWNTOWN INVESTMENT AUTHORITY AND THE JACKSONVILLE HISTORIC NAVAL SHIP ASSOCIATION, INC.**

The Board members made relative comments regarding Resolution 2014-06-01, transaction points, development agreement, financial impacts, potential liabilities, environmental, and effects on redevelopment of the Shipyards.

**A MOTION WAS MADE BY BOARD MEMBER MEEKS AND SECONDED BY BOARD MEMBER GIBBS APPROVING RESOLUTION 2014-06-01 AS AMENDED TO CORRECT THE RESOLUTION TYPOS. THE MOTION PASSED UNANIMOUSLY 6-0.**

**D. 220 EAST RIVERSIDE/UNITY PLAZA – BLANKET PERMITTING REQUEST FOR DIA REVIEW AND APPROVAL ON JUNE 16, 2014 FOR EXECUTION OF THE PERPETUAL PUBIC OPEN SPACE EASEMENTS AND MAINTENANCE AGREEMENTS.**

CEO Wallace brought forward 220 East Riverside/Unity Plaza Blanket permitting. The cross easement agreement discussion was deferred at the request of the applicant.

**A MOTION WAS MADE BY VICE CHAIRMAN BAILEY SECONDED BY BOARD MEMBER GIBBS TO APPROVE THE BLANKET PERMITTING ON UNITY PLAZA THE MOTION PASSED UNANIMOUSLY 6-0**

The Board members made relative comments regarding 220 East Riverside/Unity Plaza blanket permitting.

Jen Jones, Executive Director of Jacksonville Unity Plaza Inc. stated that Unity Plaza will have their insurance policy and 220 LLC. Both policies will indemnify the City as well as the individual restaurant tour. These policies cover City's park portion.

- Recommended that Assault and Battery exclusion are included in the policies.

- Will go through the City's Risk Management review to make sure that issue is raised with them before any legislation moves to City Council.
- Fencing to limit access so that people will not carry alcohol across the street.
- Unity Plaza is creating much defined visual boundaries within the landscaping. Will be following those guidelines and security staff, and JSO for comfort and security.
- Vice Chairman Bailey amended the motion to include assault and battery insurance

**A MOTION WAS MADE BY VICE CHAIRMAN BAILEY AND SECONDED BY BOARD MEMBER MEEKS TO AMEND THE PREVIOUS MOTION RECOMMENDING TO INCLUDE ASSAULT AND BATTERY EXCLUSION IN THEIR POLICIES. THE MOTION PASSED UNANIMOUSLY 6-0**

Chairman Barakat opened and then closed the floor for public comments.

Board Member Meeks requested a 5-minute recess. The board members recessed at 6:54 p.m. The meeting resumed at 7:00 p.m.

**E. RIVERPLACE BOULEVARD ROAD DIET**  
**OPINION OF PROBABLE COST RIVERPLACE BOULEVARD PARALLEL PARKING OPTION**

CEO Wallace brought forward Riverplace Boulevard Road Diet for the board's consideration. He provided a handout of the parallel parking option summary and the total package would be formulated to legislation determined by the board to allocate \$1.7 M of Southbank TIF funds.

Council Member Boyer reminded the board that under their authorization they are allowed to use up to 10 percent of the net proceeds in the TIF for overhead costs. She encouraged the board to set aside \$100,000 or \$170,000 to be used for administrative costs for a specific project. The legislation needs to be submitted and filed before going to budget to appropriate this year's funding. Next year's budget will be appropriating next year's funding.

The Board members made relative comments regarding Riverplace Boulevard Road Diet.

- A resolution has to be approved supportive of \$5.5 M for the Riverplace Boulevard Road Diet and ask that \$1.7 M of the Southbank TIF funding for FY 13-14 be applied towards the project.
- If it is a \$5.5 M project, what is being done with \$4.5M? The current estimate is at \$5.5M and funding would need to be allocating towards it. Public Works would have to lay out the contract based upon a design. The DIA would continue to work the public works to determine how to develop the overall design and to appropriate the funding for future years for the project.
- The Ordinance 2012-364 states DIA shall provide the Mayor's Budget Office of the proposed budget for the Redevelopment Special Revenue Fund to be included with the Mayor's proposed budget for subsequent review and approval of City Council.

- The DIA needs to earmark this current fiscal years funding for the project that will be in the plan going forward.
- With CRA's there could be a 3 year projected project.

**A MOTION WAS MADE BY BOARD MEMBER GIBBS AND SECONDED BY BOARD MEMBER BISHOP TO APPROVE THE RIVERPLACE BOULEVARD ROAD DIET OPINION OF PROBABLE COST OF \$1.7M FOR RIVERPLACE BOULEVARD PARALLEL PARKING. THE MOTION PASSED UNANIMOUSLY 6-0**

**A MOTION WAS MADE BY BOARD MEMBER GIBBS AND SECONDED BY BOARD MEMBER MEEKS APPROVING FY 14-15 SOUTHBANK TIF INCREMENT GENERATED TO BE APPLIED TO THE RIVERPLACE BOULEVARD ROAD DIET IMPROVEMENT PROJECT. THE MOTION PASSED UNANIMOUSLY 6-0**

**A MOTION WAS MADE BY BOARD MEMBER HARPER-WILLIAMS AND SECONDED BOARD MEMBER GIBBS TO APPROPRIATE FUNDS FROM THE 2014-2015 FY SOUTHBANK TIF DOLLARS TOWARD THE RIVERPLACE BOULEVARD ROAD DIET PROJECT THE MOTION PASSED UNANIMOUSLY 6-0**

**A MOTION WAS MADE BY BOARD MEMBER HARPER-WILLIAMS AND SECONDED BY APPROVING TO APPROPRIATE FUNDS FROM THE 2015-2016 FY SOUTHBANK TIF DOLLARS TOWARD THE RIVERPLACE BOULEVARD ROAD DIET PROJECT. THE MOTION PASSED UNANIMOUSLY 6-0**

**A MOTION WAS MADE BY BOARD MEMBER HARPER-WILLIAMS AND SECONDED BY BOARD MEMBER GIBBS AMENDING THE TWO PREVIOUS MOTIONS REGARDING FY-13-14, FY 14-15 AND FY 15-16 APPROPRIATIONS OF TIF FUNDS TOWARDS THE RIVERPLACE BOULEVARD ROAD DIET FROM A 100 PERCENT ALLOCATION TO A 90 PERCENT ALLOCATION TO THAT PROJECT. THE MOTION PASSED UNANIMOUSLY 6-0.**

Chairman Barakat opened and then closed the floor for public comments.

#### **F. DIA ADMINISTRATIVE BUDGET**

CEO Wallace brought forward DIA Administrative budget for the board's consideration. A comparative analysis of FY 13-14 Adopted Budget versus the FY 14-15 Proposed Budget was provided.

The Board members made relative comments regarding DIA Administrative Budget

- Increase in personnel for a budget analyst, DDRB Management, and a Business marketing specialist
- Increase of professional services to focus on housing and retail activation
- Increase in travel expenses

- Event contributions
- Chairman Barakat, Vice-Chairman Bailey and Jack Meeks attended the special meeting relating to the budget and the motion was voted unanimously
- A suggestion was made to keep track of what is spent for the Shipyards groundwater monitoring out of the DIA Budget

**A MOTION WAS MADE BY VICE CHAIRMAN BAILEY AND SECONDED BY BOARD MEMBER GIBBS APPROVING THE DIA FY 2014-2014 ADMINISTRATIVE BUDGET OF \$1, 652,763. THE MOTION PASSED UNANIMOUSLY 6-0**

### **III. DOWNTOWN BRIEFING – JIM KLEMENT**

Jim Klement provided the DDRB update to the board and stated that the next meeting date will be on Thursday, July 3, 2014, at 2:00 p.m.

### **IV. OLD BUSINESS**

Chairman Barakat stated that Board members had previously asked staff to provide updates on the National Historic District process and the Urban Art Facade/Streetscape program process and would need staff to be prepared to provide such updates at each Board meeting until the processes are complete.

Susan Grandin provided information to the board 3 handouts relating to the DIA Appeal process. The Appeal will be heard on Wednesday, June 18, 2014.

### **V. NEW BUSINESS**

#### **DIA OFFICER NOMINATION COMMITTEE**

Per Section 4.2 of the DIA Bylaws, the Nominating Committee met on June 16, 2014, to discuss a slate for Chair, Vice Chair and Secretary to be presented to the Board as a whole at the June 16, 2014 DIA Regular meeting.

At the meeting, a motion was made by Board Member Meeks and seconded by Board Gibbs nominating Board Member Barakat as Chair of the DIA. A motion was made by Board Member Gibbs and seconded by Board Member Meeks as Vice Chair of the DIA. A motion was made by Board Member Gibbs and seconded by Board Member Bishop nominating Board Member Gibbs as Secretary of the DIA.

**A MOTION WAS MADE BY VICE CHAIRMAN BAILEY AND SECONDED BY BOARD MEMBER HARPER-WILLIAMS TO ACCEPT THE SLATE OF OFFICERS, THE MOTION PASSED UNANIMOUSLY 6-0**

### **VI. PUBLIC COMMENTS**

None

## **VII. ADJOURNMENT**

There being no further business, Chairman Barakat adjourned the meeting at approximately 7:48 p.m.

The next scheduled DIA Regular Board meeting is scheduled for Wednesday, July 16, 2014, at 5:00 p.m., in the Lynwood Roberts Room. CEO Wallace suggested moving the meeting up to 4:00 p.m. if possible.

Please note that all attachments referenced will be posted on the DIA web site <http://www.coj.net/departments/downtown-investment-authority.aspx>

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments of this meeting, an audio CD is available upon request. Please contact Karen Underwood, at (904) 630-3492 or by email at [karenu@coj.net](mailto:karenu@coj.net).