Downtown Investment Authority DRAFT AGENDA

City Hall at St. James, 117 W. Duval Street Lynwood Roberts Room, 1st Floor Wednesday, May 27, 2015 – 3:30 PM

MEMBERS:

Oliver Barakat, Chairman Jack Meeks, Vice Chairman Craig Gibbs, Secretary Antonio "Tony" Allegretti, Board Member James Bailey, Board Member Melody S. Bishop, Board Member Robert Clements, Board Member Doris Goldstein, Board Member Kay Harper-Williams, Board Member

I.	CALL TO ORDER – Chairman Barakat			
	A. Pledge of Allegiance			
II.	CONSENT AGENDA – Chairman Barakat			
	A. May 19, 2015 Retail Enhancement Committee Report			
III.	PRESENTATIONS			
	A. Elements (a/k/a Healthy Town) Project Update			
	B. Brooklyn Redevelopment Update			
IV.	ACTION ITEMS - Chairman Barakat (Requires DIA Action and/or Approval)			
	A. Approval of April 30, 2015 DIA Board of Directors Regular Meeting Minutes			
	B. Resolution 2015-05-01: Approval of DIA Budget			
	C. Resolution 2015-05-02: Approval of DVI Budget			
V.	CHIEF EXECUTIVE OFFICER REPORT – Aundra Wallace			
	A. Downtown Redevelopment Projects Update			
VI.	DOWNTOWN BRIEFING – Jim Klement			
	A. DDRB April 2015 Meeting Update			
VII.	OLD BUSINESS – Chairman Barakat			
	A. Downtown Initiatives			
	B. Governance Committee Recommendations			
VIII.	NEW BUSINESS – Chairman Barakat			
IX.	PUBLIC COMMENTS – Chairman Barakat			
X.	ADJOURNMENT – Chairman Barakat			
	Next Scheduled Meeting: TBD			

Staff Distribution:

Aundra Wallace, DIA Chief Executive Officer Guy Parola, DIA Redevelopment Manager Tom Daly, DIA Redevelopment Analyst Jim Klement, DIA, DDRB Susan Grandin, Office of General Counsel Lawsikia Hodges, Office of General Counsel Paul Crawford, OED, Deputy Director Alex Rudzinski, OED DIA Council Liaison, Lori N. Boyer, Council Member District 5 Jack Shad, Public Parking Officer Karen Underwood, DIA Executive Assistant David DeCamp, Public Information Office



Downtown Investment Authority Regular Meeting

City Hall at St. James 117 West Duval St., Lynwood Roberts Room Wednesday, May 27, 2015 - 3:30 p.m.

<u>DIA Regular</u> <u>MEETING MINUTES</u>

Board Members Present: Oliver Barakat, Chairman; Jack Meeks, Vice Chairman; Craig Gibbs;

Secretary; Jim Bailey; Melody Bishop and Doris Goldstein

Board Members Absent: Tony Allegretti; Kay Harper-Williams and Robert Clements

Council Member: Lori Boyer

DIA Staff: Aundra Wallace, DIA Chief Executive Officer; Guy Parola, DIA Redevelopment Manager; Tom Daly, DIA Redevelopment Analyst; Jim Klement, DIA Development Coordinator; and Karen Underwood. DIA Executive Assistant

Office of General Counsel: Lawsikia Hodges and Susan Grandin

I. CALL TO ORDER

Chairman Barakat convened the meeting at 3:44 p.m. with a quorum present.

II. CONSENT AGENDA

A. RETAIL ENHANCEMENT COMMITTEE REPORT

CEO Wallace reported that the REP Committee met on May 19th to hear REP Application 2015-003, Chamblin's Uptown. The REP Committee did not take action on the application due to the need for additional information and the items were tabled

III. PRESENTATIONS

A. Elements (a/k/a healthy Town) Project Update.

Peter Rummel and Michael Munz provided a presentation on the proposed Healthy Town/Elements development to the Board. Healthy Town/Elements is a mixed-use development proposed on the former 28.6 acre JEA property located within Downtown's Southbank.

B. Brooklyn Redevelopment Update

Paul Maxwell, a Vice President with Regency Centers, provided an update to the Board on the progress of their Brooklyn redevelopment efforts.

IV. ACTION ITEMS

A. APPROVAL OF APRIL 30, 2015 MEETING MINUTES

A MOTION TO APPROVE WAS MADE BY BOARD MEMBER BAILEY. MOTION WAS WITHDRAWN. ITEM TABLED AND STAFF INSTRUCTED TO PROVIDE REVISED MINUTES AT NEXT BOARD MEETING.

B. RESOLUTION 2015-05-01: APPROVAL OF DIA BUDGET

CEO Wallace brought forth Resolution 2015-05-01, provided copies and went over the budget with the Board.

The Operations Committee met Thursday, May 7, 2015 at 11:00 a.m. and recommended approval of the Jacksonville Downtown Investment Authority FY 2015-2016 Proposed Budget.

A MOTION WAS MADE BY BOARD MEMBER MEEKS AND SECONDED BY BOARD MEMBER GIBBS APPROVING RESOLUTION 2015-05-01 RECOMMENDING THAT THE CITY COUNCIL OF THE CITY OF JACKSONVILE APPROVE DIA'S BUDGET AS PART OF THE CITY'S OVERALL BUDGET APPROVAL.

THE MOTION PASSED UNANIMOUSLY 6-0

C. RESOLUTION 2015-05-02: APPROVAL OF DVI BUDGET

CEO Wallace brought forth a memo regarding DVI that included Resolution 2015-05-02 and provided copies of the overall DVI budget to the Board.

Bill Prescott and Jacob Gordon provided an overview of the DVI's budget to the Board and were present to answer any questions.

A MOTION WAS MADE BY BOARD MEMBER GIBBS AND SECONDED BY BOARD MEMBER MEEKS TO APPROVE RESOLUTION 2015-05-02.

A MOTION TO AMEND WAS MADE BY BOARD MEMBER GOLDSTEIN AND SECONDED BY BOARD MEMBER BISHOP. THE MOTION INSTRUCTED STAFF TO SCHEDULE DISCUSSIONS WITH DVI TO DETERMING FUTURE DIVISION OF TASKS BETWEEN THE ORGANIZATIONS. THE MOTION FAILED BY A VOTE OF 0-6.

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A MOTION TO AMEND WAS MADE BY BOARD MEMBER GIBBS AND SECONDED BY BOARD MEMBER BISHOP. THE MOTION REMOVES SECTION 2 OF RESOLUTION 2015-05-03. THE MOTION PASSED UNANIMOUSLY 6-0

THE MOTION TO APPROVE RESOLUTION 2015-05-02 AS AMENDED WAS APPROVED 6-0.

D. RESOLUTION 2015-05-03: A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY SUPPORTING THE DESIGNATION OF ELENA FLATS, LOCATED AT 122 EAST DUVAL STREET IN DOWNTOWN JACKSONVILLE, AS A LOCAL LANDMARK.

A MOTION WAS MADE BY BOARD MEMBER BISHOP AND SECONDED BY BOARD MEMBER BAILEY APPROVING RESOLUTION 2015-05-03. THE MOTION PASSED 5-0-1(MEEKS)

GOVERNANCE COMMITTEE RECOMMENDATIONS

The Governance Committee met regarding CEO Wallace's evaluation in March. The Committee voted to provide to the DIA Board an employment contract with CEO Wallace for their approval. Ms. Lawsikia Hodges, Esq., from the Office of General Counsel and Ms. Diane Moser, Chief of Talent Management for the City, was in attendance as subject matter experts.

A draft employment contract was provided to the DIA Board for action.

A MOTION WAS MADE BY BOARD MEMBER GIBBS AND SECONDED BY BOARD MEMBER MEEKS TO APPROVE THE DIA CHIEF EXECUTIVE OFFICER EMPLOYMENT AGREEMENT.

A MOTION TO AMEND THE EMPLOYMENT CONTRACT WAS MADE BY BOARD MEMBER MEEKS AND SECONDED BY BOARD MEMBER BAILEY. THE AMENDMENT PROPOSED A REQUIREMENT THAT A SUPER MAJORITY VOTE OF THE DIA BOARD IS REQUIRED TO TERMINATE CEO WALLACE DURING THE CONTRACT PERIOD. A SUPER MAJORITY BEING DEFINED AS A MINIMUM OF SIX (6) DIA BOARD MEMBERS. THE MOTION PASSED 6-0.

- V. CHIEF EXECUTIVE OFFICER REPORT
- A. Downtown Redevelopment Projects Update

The Jacksonville Landing Update

CEO Wallace stated that a kick-off meeting with the consultant team for the Jacksonville Landing design efforts was held on Thursday, May 21st.

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Council Member Boyer informed the Board of Ordinance 2015-0272, which includes \$1 Million for Main Street Bridge Riverwalk Improvements, including development of a restroom storage facility and other amenities to improve the Riverwalk area near the Main Street Bridge. Councilwoman Boyer offered an amendment to the Bill requiring that the funds be placed in a Special Council Contingency Account with the scope to be approved at a later date by Council.

Shipyards

CEO Wallace provided an update on the Shipyards negotiations with Iguana Investments Florida, LLC. reported that he and Chairman Barakat will coordinate their schedules and take the Board comments from the April 30th meeting to use them in their due diligence.

CEO Wallace discussed the appraisal for the Shipyards site, which was previously made available to Board members.

Ordinance 2015-306: 2015B Series Text Amendment

CEO Wallace provided the Board a memo requesting permission to schedule two (2) DRI workshops: the first being an educational meeting on the Downtown DRI, and the second workshop specific to addressing Ordinance 2015-306.

<u>Ordinance 2015-0170: Designating the Elena Flats Building at 122 E Duval Street as a</u> Landmark

The Board directed staff to provide a letter to City Council stating its support of Ordinance 2015-0170 and the designation of the Elena Flats building as a local historic landmark. The Board approved Resolution 2015-05-03.

PUBLIC COMMENTS

None

A MOTION WAS MADE BY BOARD MEMBER BISHOP AND SECONDED BY BOARD MEMBER BAILEY SUPPORTING THE RECOMMENDATION OF THE HISTORIC PRESERVATION COMMISSIONS LANDMARK AND STATUS.

THE MOTION PASSED 5-0-1 (MEEKS)

Council Member Boyer encouraged the Board to ask the Office of General Counsel to draft a resolution to articulate those parts of the plan that the Council has adopted which would support the action.

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VI. DOWNTOWN BRIEFING

Jim Klement provided the DDRB update and there will be meeting scheduled tomorrow, May 28, 2015 at 2:00 p.m. in the Don Davis Room.

VII. OLD BUSINESS

Downtown Initiatives

Board Member Bailey requested the DIA to create a committee for the St. Johns River Taxi to continue the service going in Downtown Jacksonville. Ordinance 2015-397 was introduced to City Council seeking a contract with Lakeshore Marine Services that would provide city fund of \$240,000 for use over two years as long as the operator matches those funds.

Chairman Barakat appointed Board Member Bailey as Chairman of the committee along with Board Member Bishop and Board Member Meeks.

Governance

Chairman Barakat requested Board Member Gibbs to set up a nominating committee to establish and make recommendations of a Chair, Vice Chair and Secretary.

VIII. NEW BUSINESS

Chairman Barakat received a letter of resignation from Board Member Allegretti. He read the letter for the record and requested a Resolution thanking him for his service at the next regular meeting.

CEO Wallace reported that three (3) Board Members terms will be expiring on June 30, 2015. Those members are: Chairman Barakat, Board Member Bailey and Board Member Kay Harper-Williams.

IX. PUBLIC COMMENTS

Public speaker cards on file with the Downtown Investment Authority.

X. ADJOURNMENT

Chairman Barakat adjourned the meeting at approximately 7:05 p.m.

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.

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (DIA) RECOMMENDING THAT THE CITY COUNCIL OF THE CITY OF JACKSONVILLE APPROVE THE ATTACHED BUDGET AS PART OF THE CITY'S OVERALL BUDGET APPROVAL; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Downtown Investment Authority ("DIA") has been designated by the City of Jacksonville as the Community Redevelopment Agency for community redevelopment areas within the boundaries of Downtown pursuant to Ordinance 2012-364-E, and further granted authorities via Ordinance 2014-0560; and

WHEREAS, The DIA Board membership was appointed by the Mayor and City Council and confirmed by the Council initially in October 2012; and

WHEREAS, In addition to monthly regularly scheduled DIA Board of Directors meetings, DIA holds numerous special meetings to discuss and move a variety of issues; and

WHEREAS, One of the functions of DIA is to serve as Downtown Jacksonville's Community Redevelopment Agency; and

WHEREAS, In order to serve in its various statutory and City functions a fiscal year 2015-2016 budget is attached hereto.

BE IT RESOLVED, By the Downtown Investment Authority:

Section 1. The DIA finds that the recitals set forth above are true and correct and are incorporated herein by this reference.

Section 2. The DIA respectfully submits and recommends to the City Council of the City of Jacksonville the attached proposed budget in the amount of \$1,210, 674.

Section 3. This Resolution 2015-05-01 shall become effective upon its approval by the DIA this <u>27th</u> day of May, 2015.

WITNESS:	DOWNTOWN INVESTMENT AUTHORITY
	Oliver Barakat, Chairman
VOTE: In Favor: Opp	oosed: Abstained:
FORM APPROVAL:	
Office of General Counsel	

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Jacksonville Downtown Investment Authority FY 2015/2016 Proposed Budget		City Council FY 2013/2014	City Council FY 2014/2015	<i>YTD</i> FY 2014/2015	<i>YTD</i> VARIANCE	DIA FY 2015/2016
Budget Categories		Adopted Budget	Adopted Budget	Expenses & Encmubrances	Balance	Proposed Budget
Salaries		\$380,000	\$424,338	\$229,441	\$194,897	\$444,838
Benefits		\$138,090	\$118,629	\$63,916	\$54,713	\$117,879
Professional Services	Marketing & Public Relations Real Estate Services & Market Analysis DRI Reporting & Regulatory Compliance Arichtecture; Engineering; and Environmental Services Professional Planning Services Misc Surverys; Appraisals; etc.	\$585,754	\$447,851	\$157,351	\$290,500	\$445,000 \$50,000 \$75,000 \$100,000 \$70,000 \$50,000
Travel Expense (Hotel/Airfare/Meals/Transportation)	ICSC National Conference International Downtown Association (IDA) Conference Urban Land Institute (ULI) Conference Florida Redevelopment Association (FRA) Conference American Planning Assocation (APA) Conference Jax Chamber Leadership Trips Prospect Trips Local Mileage	\$14,100	\$14,100	\$5,403	\$8,697	\$14,100
Internal Service Charges	OGC Legal Copier Services / Mailroom / ITD Bldg Cost Insurance	\$140,191	\$89,776	\$89,040	\$736	\$100,000 \$56,000 \$7,261 \$27,909 \$8,830
Marketing & Promotions	ICSC RECON Annual Report DIA Collateral Legal Notices DIA Website Mtnc	\$100,350	\$12,750	\$2,878	\$9,872	\$15,000 \$5,000 \$2,000 \$3,000 \$2,000 \$3,000
Event Contributions/Sponsorship		\$35,000	\$35,000	\$35,000	\$0	\$50,000
Misc		\$3,400	\$5,726	\$1,610	\$4,116	\$5,726
Office/Operating Supplies Memberships/Dues/Subscriptions Office Equipment/Improvements		\$9,000 \$16,617 \$5,002	\$7,035		\$371	\$3,500 \$7,000 \$7,631

Total Budget Submitted \$1,427,504 \$1,166,129 \$599,924 \$566,205 \$1,210,674

Please Note:

The recommended proposed budget for FY 15/16 reflects a staff of 5.

The recommended proposed budget for FY 15/16 reflects an increase of \$44,545 over FY 14/15. The increases are reflected in the salaries, internal charges and event contributions line items.

Professional Service

The Landing Design Contract Pending - \$100,000 Real Estate Services Contract Pending - \$95,000

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY SUPPORTING THE CITY OF JACKSONVILLE'S ("CITY") FINANCIAL CONTRIBUTION TO DOWNTOWN VISION, INC. ("DVI"), EQUAL TO 1.1 MILS OF THE ASSESSED VALUE OF PRIVATELY HELD COMMERCIAL PROPERTIES WITHIN DVI'S BUSINESS IMPROVEMENT DISTRICT; AND RECOMMENDING THAT THE CITY COUNCIL APPROVE DVI'S 2015-2016 ANNUAL BUDGET AND WORKPLAN.

WHEREAS, DVI provides public services within the Downtown Business Improvement District ("BID") in accordance with the Enhanced Municipal Services Agreement ("Agreement"), including, but not limited to, cleaning, marketing, event planning, and the Ambassador Program; and

WHEREAS, the City Council, pursuant to Ordinance 1999-1175-E, created the Downtown BID; authorized the imposition of Special Assessments within the BID; and made certain findings of fact as to the benefit to be derived from property owners within the BID; and authorized execution of the Agreement; and

WHEREAS, the City Council re-confirmed the BID and continuation of the original Agreement via Ordinances 2005-785-E and 2012-422-E; and

WHEREAS, the City Council at its discretion has been financially contributing \$311,660.00; and

WHEREAS, the Downtown Investment Authority ("DIA") has been designated by the as the Community Redevelopment Agency for community redevelopment areas within the boundaries of Downtown pursuant to Ordinance 2012-364-E, and further granted authorities via Ordinance 2014-0560; and

WHEREAS, the BID is completely located within Downtown; and

WHEREAS, the DIA finds that DVI provides valuable, enhanced public services to property owners within the BID; and

WHEREAS, the DIA finds that these public services could not be effectively provided by DVI without continued financial support from the City.

BE IT RESOLVED, by the Downtown Investment Authority:

Section 1. The DIA finds that the recitals set forth above are true and correct and are incorporated herein by this reference.

Section 2. The DIA recommends that the City Council approve DVI's Budget and Workplan, included as Attachment 'A' hereto, with a \$481,498.00 City voluntary contribution.

Section 3. This Resolution 2015-05-02 shall become effective upon its approval by the DIA this $\underline{27}^{th}$ day of May, 2015.

WITNESS:		DOWNTOWN INVESTMENT AUTHORITY
	-	Oliver Barakat, Chairman
VOTE: In Favor:	_ Opposed: _	Abstained:
FORM APPROVAL:		
Office of General Counsel		

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A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY SUPPORTING THE DESIGNATION OF ELENA FLATS, LOCATED AT 122 EAST DUVAL STREET IN DOWNTOWN JACKSONVILLE, AS A LOCAL LANDMARK, URGING AND REQUESTING THE CITY COUNCIL TO MAKE THE DESIGNATION; PROVIDING AN EFFECTIVE DATE.

- WHEREAS, the Downtown Investment Authority ("DIA") has been designated by the City of Jacksonville as the Community Redevelopment Agency ("CRA") for community redevelopment areas within the boundaries of Downtown pursuant to Ordinance 2012-364-E, and was formed in order to revitalize and create a vibrant and dynamic Downtown; and
- **WHEREAS,** the DIA supports the local (City of Jacksonville) landmark designation of 122 East Duval Street, also known as the Elena Flats Building; and
- **WHEREAS,** local landmark designation provides economic incentives in the form of property tax abatement, income tax credit, and access to local, state and federal grants for the renovation of historic buildings; and
- **WHEREAS,** local landmark designation does not prevent an owner of an historic property from demolishing or altering a structure, but does require a deliberative process through the Jacksonville Historic Preservation Commission and the City Council prior to taking those actions; and
- **WHEREAS**, the DIA proposed a Business Investment and Development Strategy for Downtown ("BID Plan") which was enacted by the City Council in Ordinance 2014-560-E; and
- **WHEREAS,** the BID Plan contains seven (7) Redevelopment Goals, the first of which is "Redevelopment Goal No. 1: Reinforce Downtown as the City's unique epicenter for business, history, culture, education, and entertainment" with two Strategic Objectives of that Goal being "Protect and revitalize historic assets" and "encourage green building practices"; and
- WHEREAS, the DIA recognizes that our few remaining historic structures are an important feature of what makes downtown Jacksonville attractive and provides a unique sense of place; and
- **WHEREAS,** the second Goal of the BID Plan is to "Increase rental and owner-occupied housing downtown, targeting key demographic groups seeking a more urban lifestyle"; and
- **WHEREAS,** the renovation of the Elena Flats building back to its original design would provide 4 large luxury apartments for that key demographic group; and
- **WHEREAS,** the BID Plan also includes specific projects for implementation, one of which, in the first year, is the designation of appropriate areas of downtown as historic districts for listing on the National Register of Historic Places, as administered by the United Stated Department of the Interior; and
- **WHEREAS,** as one of its first projects, the DIA engaged consultants to study the downtown for National Register listing and prepare an application for National Register designation, which application has now proceeded to the state level for approval; and

WHEREAS, the Elena Flats structure was identified by the consultants as a contributing structure to the primary historic district area as determined by the study; and

WHEREAS, although listing on the National Register does not provide the property owner with local property tax abatement or the City with regulatory control as would a locally designated historic district, such national listing will provide property owners access to state grant funds and federal income tax credits for the renovation of applicable historic buildings without having to endure the delay and cost of pursuing individual National Register landmark status in order to take advantage of those incentives; and

WHEREAS, an application for the demolition of Elena Flats was made by the current property owner who intends to sell the property for use as a surface parking lot; and

WHEREAS, the current property owner has not paid property taxes in at least three years, and the property is currently scheduled for Tax Deed sale by the Duval County Tax Collector at some time this year; and

WHEREAS, the current property owner has owned the property since 2002, has not maintained the property, and as a result during that time has had 16 separate municipal code violations on the property; and

WHEREAS, the DIA objects to the creation of more surface parking lots downtown; and

WHEREAS, DIA's BID Plan *Design Guidelines* state, "Reuse and protect designated historic structures as well as structures eligible for designation" and within that guideline "Require the review and approval of replacement designs before allowing any building to be demolished"; and

WHEREAS, the *Design Guidelines* further state, "Minimize the impact of parking and service areas" by "locat[ing] parking lots and garages away from sidewalks and pedestrian connections; locate them within projects or off of service alleys"; and

WHEREAS, the *Design Guidelines* further state, in regards to the Cathedral District that it "will be promoted as a residential neighborhood", and that "large surface parking lots will be discouraged"; and

WHEREAS, the City Council, through Sec. 656.361.16, *Ordinance Code* discourages surface parking lots throughout downtown and discourages the demolition of existing buildings or structures to create surface parking lots; and

WHEREAS, pursuant to Sec. 656.361.5, *Ordinance Code*, accessory parking lots are only allowed within the Downtown Overlay Zone through an exception process and then only if the Downtown Design Review Board determines: that a parking deficiency exists in the area the lot is proposed, that there is a bona fide need from adjacent property owners and uses that an additional supply of parking is necessary, and that the demand cannot be met by existing parking facilities; and

WHEREAS, the DIA staff and others have tried repeatedly to contact and meet with the owner to gain access to the property to determine the extent of renovation required and to discuss the opportunity for selling to an entity that will restore the building, but have been unsuccessful in those attempts;

WHEREAS, the DIA staff has also met with the entity offering to purchase the property in order to create a surface parking lot for church services, and instead establish a plan for shared parking or other alternatives to the demolition of an historic structure;

WHEREAS, granting the request to demolish an historic structure in downtown by a recalcitrant property owner who has repeatedly and flagrantly violated the law and failed to pay property taxes due would be rewarding bad behavior; now therefore

BE IT RESOLVED, by the Downtown Investment Authority:

- **Section 1**. The DIA finds that the recitals set forth above are true and correct and are incorporated herein by this reference.
- **Section 2.** The DIA requests that the City Council approve 2015-170 and designate Elena Flats as a local landmark, thereby making it eligible for many incentives, and protecting it from demolition without proper process.
- **Section 3.** This resolution shall become effective upon its approval by the DIA this 27th day of May, 2015.

WITNESS:	Downtown Investment Authority
	Oliver Barakat, Chairman
VOTE: In Favor:5	Opposed:0 Abstained:1

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