

Downtown Investment Authority

AGENDA

City Hall at St. James, 117 W. Duval Street

Lynwood Roberts Room, 1st Floor

Wednesday, December 17, 2014 – 4:00 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.	ACTION ITEMS - Chairman Barakat <i>(Requires DIA Action and/or Approval)</i>
	A. Approval of November 19, 2014 DIA Board Meeting Minutes
	B. Resolution for Jacksonville Landing Request for Qualifications Scope of Services
	C. Governance Legislation (under separate cover, to be distributed Monday, December 15 th)
III.	CHIEF EXECUTIVE OFFICER REPORT
	A. Retail Enhancement Program Update
IV.	DOWNTOWN BRIEFING – Jim Klement
	A. DDRB December 2014 Meeting Update
V.	OLD BUSINESS – Chairman Barakat
VI.	NEW BUSINESS – Chairman Barakat
VII.	PUBLIC COMMENTS – Chairman Barakat
VIII.	ADJOURNMENT – Chairman Barakat
	Next Scheduled Meeting: January 21, 2015 at 4:00 p.m.

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

Nelly Peoples, DIA Volunteer

David DeCamp, Public Information Office



Downtown Investment Authority
Regular Meeting

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

Wednesday, December 17, 2014 4:00 p.m.

DIA Meeting
MEETING MINUTES

Board Members Present: Oliver Barakat, Chairman; Jack Meeks, Vice Chairman; Craig Gibbs, Secretary; Jim Bailey; Melody Bishop; Tony Allegretti and Doris Goldstein

Board Members Absent: Kay Harper-Williams and Robert Clements

Office of General Counsel: Lawsikia Hodges and Susan Grandin

Council Member: None

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

I. CALL TO ORDER

Chairman Barakat convened the regular meeting to order at approximately 4:05 p.m.

II. ACTION ITEMS

A. APPROVAL OF NOVEMBER 19, 2014 REGULAR MEETING MINUTES

A MOTION WAS MADE BY BOARD MEMBER GIBBS AND SECONDED BY BOARD MEMBER MEEKS APPROVING THE NOVEMBER 19, 2014 DIA REGULAR MEETING MINUTES AS AMENDED. THE MOTION PASSED UNANIMOUSLY 7-0

B. RESOLUTION 2014-12-01: A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) APPROVING A REQUEST FOR QUALIFICATIONS (“RFQ”) SCOPE OF SERVICES TO BE ISSUED FOR THE PURPOSES OF PROCURING DESIGN SERVICES FOR THE JACKSONVILLE LANDING SITE; INSTRUCTING THE CHIEF EXECUTIVE OFFICER OF THE DIA TO ISSUE AN RFQ FOR THESE SERVICES; AUTHORIZING DIA’S CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND EXECUTE ANY AGREEMENT AWARDED PURSUANT TO THE ATTACHED SCOPE OF SERVICES AND RELATED RFQ; AND IDENTIFYING DIA AS THE MANAGING ENTITY OF ANY AGREEMENT ENTERED INTO BY THE CITY.

The Resolution’s purpose is to approve a Scope of Services for inclusion in an RFQ to be issued in order to procure the services of a professional land planning and design firm with particular

expertise in riverfront design and activation. More specifically, Resolution 2014-12-01 approves a Scope of Services relating to the redevelopment of the Jacksonville Landing. The Scope of Services is more fully discussed in a memorandum from CEO Wallace to Chairman Barakat dated December 12, 2014.

- **A MOTION WAS MADE BY BOARD MEMBER GIBBS AND SECONDED BY BOARD MEMBER ALLEGRETTI APPROVING RESOLUTION 2014-12-01 AS PRESENTED.**
- **A MOTION WAS MADE BY BOARD MEMBER GOLDSTEIN AND SECONDED BY BOARD MEMBER BISHOP TO AMEND THE JACKSONVILLE LANDING DRAFT RFQ TO INCLUDE AN ADDITIONAL SENTENCE ON PAGE 1, 3RD PARAGRAPH OF THE BACKGROUND AFTER AN ON-RAMP TO THE MAIN STREET BRIDGE MAY BE DEMOLISHED, PARCEL CONTROLLED BY THE DEVELOPER IMMEDIATELY EAST OF THIS PARCEL THAT SHOULD BE CONSIDERED IN CONJUNCTION WITH THIS MASTER PLAN PROCESS. THE MOTION PASSED 6-1 (MEEKS).**
- **A MOTION WAS MADE BY BOARD MEMBER GOLDSTEIN AND SECONDED BY BOARD MEMBER BISHOP TO APPROVE RESOLUTION 2014-12-01 AS AMENDED. THE MOTION PASSED UNANIMOUSLY 7-0.**

C. GOVERNANCE LEGISLATION - CHAIRMAN BARAKAT REPORTED GOVERNANCE LEGISLATION TO APPROVE THE CONCEPTS OF THE ORDINANCE

Lawsikia Hodges, Esq. from the City's General Counsel Office provided a handout of the DIA Summary Outline of Ordinance Changes (Updated as of December 17, 2014). The handout identifies the Ordinance Code changes that will articulate DIA's relationships with other City agencies and departments. These changes will be incorporated into the existing Ordinance 2014-0560, which will be offered by Councilwoman Boyer as substitute legislation.

A MOTION WAS MADE BY BOARD MEMBER MEEKS AND SECONDED BY BOARD MEMBER GIBBS TO APPROVE DIA GOVERNANCE SUMMARY OUTLINE OF ORDINANCE CHANGES. THE MOTION PASSED UNANIMOUSLY 7-0.

Susan Grandin provided a handout of the DIA Governance Summary Outline of Chapter 656 (Zoning Code) Changes (Updated as of December 17, 2014) and draft legislation.

A MOTION WAS MADE BY BOARD MEMBER MEEKS AND SECONDED BY BOARD MEMBER GIBBS TO APPROVE DIA GOVERNANCE SUMMARY OUTLINE OF CHAPTER AND DRAFT LEGISLATION. THE MOTION PASSED UNANIMOUSLY 7-0.

III. CHIEF EXECUTIVE OFFICER REPORT

ORDINANCE 2014-0526:

CEO Wallace discussed Ordinance 2014-0526: This legislation:

- (A) Transfers \$750,000 from the Northbank Riverwalk Bulkhead Improvements project to the Liberty Street Bridge Repair. The funds will be used to repair a the Liberty Street bridge;
- (B) Transfers \$500,000 from the St. Johns River Bulkhead project to the Bert Maxwell Park Bulkhead project for placement of new sheet pilings; and
- (C) Provides for carry-over of the funds to the next fiscal year and amends the 2013-18 Capital Improvement Program to reflect the shifting funds and the increased and reduced amounts for the projects to which funds are added or from which they are removed.

CEO Wallace stated that he would bring this back before the board at the January 2015 General meeting.

JACKSONVILLE RETAIL ENHANCEMENT PROGRAM UPDATE

CEO Wallace provided an update to the board. He reported that there were four (4) applications received and a board recommendation packet will be submitted to the Review Committee for a January 7th meeting.

HISTORIC PRESERVATION WORKSHOP UPDATE

Susan Grandin provided an update to the board and handouts from the Historic Preservation Workshop were distributed to the board from on the December 10th workshop.

Chairman Barakat recommended having one or two other fact-finding workshops to:

- Discuss code enforcement; and
- Discuss potential remedies to the situation through incentives, foreclosure and other weapons at our disposal.

IV. DOWNTOWN BRIEFING

Jim Klement provided the DDRB update and the next DDRB meeting will be determined on Thursday, January 8, at 2:00 p.m.

V. OLD BUSINESS

Board Member Bishop inquired about the status of board members that were not attending. CEO Wallace responded that the recommendations will be forthcoming from the Governance Committee to the board in January 2015.

Board Member Goldstein commented that there needs to be a workshop on financial incentives to better understand REV Grants. CEO Wallace replied that that workshop could be held in January 2015.

VI. NEW BUSINESS

BOARD MEETING TIME

Board members generally agreed to start DIA Board meetings at 3:00PM. No formal vote taken.

VII. PUBLIC COMMENTS

- John Nooney
- Captain Omar Rodriguez

VIII. ADJOURNMENT

Chairman Barakat adjourned the meeting at approximately 6:01 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.

RESOLUTION 2014-12-01

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) APPROVING A REQUEST FOR QUALIFICATIONS (“RFQ”) SCOPE OF SERVICES TO BE ISSUED FOR THE PURPOSES OF PROCURING DESIGN SERVICES FOR THE JACKSONVILLE LANDING SITE; INSTRUCTING THE CHIEF EXECUTIVE OFFICER OF THE DIA TO ISSUE AN RFQ FOR THESE SERVICES; AUTHORIZING DIA’S CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND EXECUTE ANY AGREEMENT AWARDED PURSUANT TO THE ATTACHED SCOPE OF SERVICES AND RELATED RFQ; AND IDENTIFYING DIA AS THE MANAGING ENTITY OF ANY AGREEMENT ENTERED INTO BY THE CITY.

WHEREAS, Ordinance 2012-364-E created the Downtown Investment Authority (“DIA”), identifying DIA as the Downtown Community Redevelopment Agency (“CRA”) and assigning to it certain authorities relating to investment and development within the CRA Boundaries (i.e. “Downtown”);

WHEREAS, the lands comprising the Jacksonville Landing are owned by the City; and

WHEREAS, the City has entered into a long-term lease agreement with Sleiman Enterprises for the Jacksonville Landing site; and

WHEREAS, the redevelopment of the Jacksonville Landing site is a priority for DIA and the City; and

WHEREAS, in accordance with local and state procurement requirements, the DIA will issue a Request for Qualifications (“RFQ”) to hire a professional land planning and design firm (“Consultant”) with experience and expertise in development of riverfront projects; and

WHEREAS, the DIA finds that the Scope of Services included within this Resolution 2014-12-01 as Attachment ‘A’ will enable the DIA to select a qualified, professional, and experienced firm.

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 approves the Scope of Services included as Attachment ‘A’.

Section 3. The DIA authorizes its Chief Executive Officer to negotiate and execute any agreement awarded pursuant to the attached Scope of Services and related RFP.

Section 4. DIA recommends to the City Council that DIA is the appropriate managing entity of any agreement entered into by the City of Jacksonville and a contract awardee pursuant to the RFP.

Section 5. This Resolution 2014-12-01 shall become effective upon its approval by the DIA this 17th day of December, 2014.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Oliver Barakat, Chairman

VOTE: In Favor: _____ Opposed: _____ Abstained: _____

FORM APPROVAL:

Office of General Counsel