



Downtown Investment Authority
Hybrid Meeting
Wednesday, May 17th, 2023 – 2:00 p.m.

Downtown Investment Authority
DRAFT MEETING MINUTES

DIA Board Members (BM): Chair; Jim Citrano, Vice Chair; George Saoud, Esq.; Craig Gibbs, Esq.; Braxton Gillam, Esq.; Joe Hassan, Joshua Garrison

DIA Board Members Excused: Carol Worsham, Oliver Barakat.

Mayor’s Staff: None

Council Members: Aaron Bowman

DIA Staff: Lori Boyer, Chief Executive Officer; Steve Kelley, Director of Downtown Real Estate and Development; Guy Parola, Operations Manager; Antonio Posey, Project Manager, Jovial Harper, Administrative Assistant, Susan Kelley, Redevelopment Coordinator (*attended virtually*), John Crescimbeni Contract and Regulatory Compliance Manager (*attended virtually*) and Ric Anderson, Communications and Marketing Specialist.

Office of General Counsel: John Sawyer, Esq.

I. CALL TO ORDER:

James Citrano called to order the Downtown Investment Authority Meeting at 2:00 p.m.

II. PUBLIC COMMENTS

None.

III. COMMUNITY REDEVELOPMENT AGENCY

A. FORM 8B: VOTING CONFLICT DISCLOSURES

Administrative Assistant Jovial Harper read into the record Form 8B: Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers: ‘Pursuant to Section 112.3143 of Florida Statutes, a Form 8B-Memorandum of Voting Conflict- filed by Board Member James Citrano, prior to this meeting. A conflict Resolution 2023-02-02 for the following reason(s): “One of the partners of CLL Jones Brothers, LLC conducts business with my employer, Seacoast Bank. At present, I am not personally involved in this business relationship.”

B. APRIL 19TH, 2023 COMMUNITY REDEVELOPMENT AGENCY MEETING MINUTES

Motion: Board Member Gillam moved to approve the minutes

Seconded: Board Member Gibbs seconded the motion

Vote: Aye: 6 Nay: 0 Abstain: 0

MOTION PASSED UNANIMOUSLY 6-0-0

C. CONSENT AGENDA

i. Resolution 2023-05-02: Northbank CRA Budget Amendment

Vote: Aye: 6 Nay: 0 Abstain: 0

MOTION PASSED UNANIMOUSLY 6-0-0

D. RESOLUTION 2023-05-01 RIVER'S EDGE (THE DISTRICT)

CEO Boyer spoke to the specifics of the Resolution. She explained the initial Amendment authorized additional general contractors. She further explained the difference between the CRA infrastructure (*Southside Tax Increment funding source*), includes the Bulkhead, the parks and all roads that provide access to those parks. The CDD infrastructure (*funding source Community Development District*) the rest of the underground utilities, stormwater and the roads that provided access to the private development pads. She confirmed the DIA's obligation was to the CRA infrastructure as DIA was providing reimbursements for the expenditures. She continued with the explanations of the modifications within the Resolution.

Motion: Board Member Gillam moved to approve the Resolution.

Seconded: Board Member Gibbs.

Vote: Aye: 6 Nay: 0 Abstain: 0

Board Member Gillam commented on his appreciation for attending. He expressed concern over the extension requests and how the economy has imposed delays on the project. He would like to see progress on the project.

Board Member Gibbs is in support of the project as well.

Standing Chair Citrano inquired if the delivery of the components of the project is based on a projection time; if a particular component is delayed, is the revenue grants reduced that year?

CEO Boyer confirmed that is correct. She explained that the revenue is based on taxes paid for the year.

Jason Gabriel and William Schilling (Project Engineer), representing the applicant explained construction on the site began in April of 2021. They are anticipating vertical construction to begin in late summer-

early fall of parcels 3A and 9B. He states the team is comfortable with reaching construction goals within the timeline extended.

MOTION PASSED UNANIMOUSLY 6-0-0

E. RESOLUTION 2023-05-03 JONES BROTHERS DPRP

DIA Staff Member Steve Kelley explained the details of the Resolution. He reviewed the historical elements of the building, the architectural designs of the building and the Total Development Costs.

Motion: Board Member Saoud moved to approve the Resolution.

Seconded: Board Member Gillam.

Vote: Aye: 6 Nay: 0 Abstain: 0

Board Member Gillam inquired if this goes to City Council and if this is the initial phase of the ask, will they be another request in the future?

DIA Staff Member Steve Kelley explained this project can be a stand alone and independent of the secondary new construction.

CEO Boyer confirmed the building with the Historic program is economically feasible. The new construction with the revenue grants offered by DIA is not economically feasible. The second project will have to wait or independently go to Council and request more that what is provided in grants from DIA.

Standing Chair Citrano inquired if the Historical designation is needed to receive a portion of the incentive. He further asked if there are any additional analysis completed prior to obtaining the final costs.

DIA Staff Member Steve Kelley confirmed the requirement is to receive the landmark status prior to funding. Mr. Kelley directed the Board to the term sheet, subsection III, and read the explanation of costs.

MOTION PASSED UNANIMOUSLY 6-0-0

F. OTHER MATTERS TO BE ADDED AT THE DISCRETION OF THE CHAIR

Bringing no further matters forward, Jim Citrano adjourned the Community Redevelopment Agency Meeting at 2:35 P.M.

IV. DOWNTOWN INVESTMENT AUTHORITY

A. APRIL 19TH, 2023 DOWNTOWN INVESTMENT AUTHORITY BOARD MEETING MINUTES

Motion: Board Member Gillam.

Second: Board Member Saoud.

Vote: Aye: 6 Nay: 0 Abstain: 0

MOTION PASSED UNANIMOUSLY 6-0-0

B. CONSENT AGENDA

None.

**C. RESOLUTION 2023-05-04 ADVERTISING AND PROMOTION SUPPORT
FOR PARKS AND PROGRAMMING**

CEO Boyer spoke regarding the request to transfer \$5,000.00 to City Parks Department for parks programming. She shared the classes that were available throughout the Downtown parks in Jacksonville.

Motion: Board Member Gillam moved to approve.

Seconded: Board Member Saoud seconded.

Board Member Saoud inquired which mediums will be used for advertising these events.

Gary Monahan explained the primary method of advertisement is via social media and A-frame signage is used. He further explained the average attendance and frequency of visitation of participants.

Board Member Hassan asked how long the classes have been available.

Gary Monahan advised the classes have been held since the fall and winter of 2022.

Vote: Aye: 6 Nay: 0 Abstain: 0

MOTION PASSED UNANIMOUSLY 6-0-0

V. OLD BUSINESS

VI. NEW BUSINESS

A. NOMINATING COMMITTEE MEMO

Administrative Assistant Jovial Harper read into the record the DIA Nominating Committee Memo from Board Chair Carol Worsham: "Ms. Harper, As we discussed on the phone, I would like to nominate Mr. Gillam, Mr. Saoud and Mr. Citrano to the Nominating Committee. Please add Mr. Gibbs as an alternate. Thank you, Carol Worsham."

CEO Boyer explained the Bylaws and why the memo is being read into the record.

Board Member Gibbs inquired whether there was a designation of who would Chair this Committee.

CEO Boyer explained due to Chair Worsham's absence, this has not been determined, but this will be confirmed prior to the commencement of the Nominating Committee Meeting.

VII. CEO INFORMATIONAL BRIEFING

A. CEO MONTHLY UPDATE

CEO Boyer provided a PowerPoint presentation of photographs to show the work that has been completed in Downtown. She continued with the CEO Monthly updates, providing a timeline for the projects that are pending and under construction.

Board Member Gibbs inquired about the displacement of special events during construction downtown.

CEO Boyer advised there will be a monthly analysis of the logistics throughout the construction phases in Downtown Jacksonville.

VIII. CHAIRMAN REPORT

IX. ADJOURN

Jim Citrano adjourned the Downtown Investment Authority Meeting at 3:08 p.m.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments on this meeting, transcripts are available upon request. Please contact Jovial Harper at HarperJ@coj.net to acquire a recording of the meeting.

FORM 88 MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRSTNAME—MIDDLE NAME Citrano, James P.	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE DIA
MAILING ADDRESS 6962 Salamance Ave	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY COUNTY Jax Duval	NAME OF POLmCAL SUBOMSION: _____
DATE ON WHICH VOTE OCCURRED 5/11/23	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTEE

WHO MUST FILE FORM 88

This form is for use by *any* person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a *relative* includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A *business associate* means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting: *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the **nature of the conflict before making any attempt to influence the decision**, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, James P. Citrono, Jr, hereby disclose that on 5/17, 2023:

(a) A measure came or will come before my agency which (check one or more)

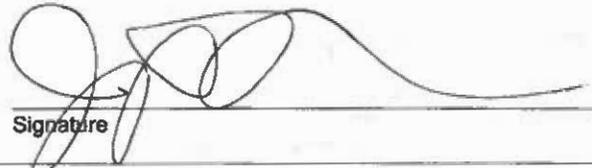
- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____;
- inured to the special gain or loss of my relative, _____;
- inured to the special gain or loss of Seacoast Bank, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

One of the partners of Mc Jones Bros, LLC conducts business with my employer, Seacoast Bank. At present I am not personally involved in this business relationship.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Date Filed 5/17/23

Signature 

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.