



Downtown Investment Authority  
Finance and Budget Committee

Wednesday, March 15, 2023  
1:00 P.M.

## FINANCE AND BUDGET AGENDA

Jim Citrano, Chair  
Braxton Gillam, Esq., Committee Member  
Carol Worsham, Ex Officio, DIA Board Chair

- I. CALL TO ORDER
- II. PUBLIC COMMENTS
- III. FEBRUARY 15<sup>TH</sup>, 2023 FINANCE AND BUDGET COMMITTEE MEETING MINUTES APPROVAL\*
- IV. RESOLUTION 2023-03-01: NB TID BUDGET AMENDMENT – PROFESSIONAL SERVICES\*
- V. RESOLUTION 2023-03-02: DEDF BUDGET AMENDMENT – UNAPPROPRIATED REVENUE\*
- VI. RESOLUTION 2023-03-03: SS TID BUDGET AMENDMENT – FLAGLER AVENUE SHARED STREET\*
- VII. RESOLUTION 2023-03-04: NB TID BUDGET AMENDMENT – HISTORIC MARKERS\*
- VIII. RESOLUTION 2023-03-05: SS TID BUDGET AMENDMENT – RIVERWALK ENHANCEMENTS & SIGNAGE\*
- IX. RESOLUTION 2023-03-08: NB TID BUDGET AMENDMENT – SPEAKERS & PROJECTORS\*
- X. RESOLUTION 2023-03-09: SB TID BUDGET AMENDMENT – BROADCAST PLACE\*
- XI. OLD BUSINESS
- XII. NEW BUSINESS
- XIII. ADJOURN

\*Action Item

### MEETING LOCATION

#### PHYSICAL LOCATION

Jacksonville Public Library-Main Library/Downtown  
303 North Laura Street  
Multipurpose Room (located in the Conference Center)  
Jacksonville, Florida 32202



**Downtown Investment Authority  
Finance and Budget Committee**

**Wednesday, March 15, 2023  
1:00 P.M.**

**PLEASE NOTE:** The multipurpose room will **not be accessible through the Main Street entrance**. The Main Street entrance will be closed. Please use the Laura Street entrance to enter the building.

**Directions to Multipurpose Room:** Upon entering Laura Street entrance to the library, follow directions and signage for temperature check, then proceed into the Main Library. Walk counterclockwise around the grand staircase and you will see signs for the public elevators. Take the elevator down to level C for Conference Level. Exit the elevator and follow the hallway out. Turn left out of the hallway and proceed through glass doors into Conference Center. The Multipurpose Room is the first room on the left.

Visitors are encouraged not to enter City owned public buildings if they have: symptoms of COVID-19, a fever of 100.4 degrees Fahrenheit or higher, are currently undergoing evaluation for COVID-19 infection, a diagnosis of COVID-19 in the prior 10 days or have had close contact with someone infected with COVID-19 during the prior 14 days. Any member of the public entering City owned public building may choose to wear a mask inside the building.

**VIRTUAL LOCATION**

Interested persons desiring to attend this meeting virtually can do so via Zoom (including by computer or telephone) using the following meeting access information:

**Join Zoom Meeting**

<https://us02web.zoom.us/j/87199704452?pwd=YVZWRFNvaDlrRTRuRlFxR1pPSjVOU09>

**Meeting ID:** 871 9970 4452

**Passcode:** 308035

**One tap mobile**

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Find your local number: <https://us02web.zoom.us/j/k5EtIgMnZ>



**Downtown Investment Authority**  
**Finance and Budget Committee Hybrid Meeting**

*Wednesday, March 15, 2023 – 1:00 p.m.*

**Finance and Budget Committee Hybrid Meeting**  
***MEETING MINUTES***

**Finance and Budget Committee Members (CM) in Attendance:**

Jim Citrano, Chair  
Carol Worsham

**Committee Members Excused:** None.

**Board Members (BM) Present:** George Saoud, Esq.

**DIA Staff Present:** Lori Boyer, Chief Executive Officer; Wanda James Crowley, Financial Analyst; Guy Parola Director of Operations; Steve Kelley, Director of Downtown Real Estate and Development and Jovial Harper, Administrative Assistant.

**Office of General Counsel:** John Sawyer, Esq.

**I. CALL TO ORDER**

The Finance and Budget Committee meeting of March 15, 2023 was called to order at 1:01 p.m. by Chairman Citrano.

**II. PUBLIC COMMENTS**

Chairman Citrano called for public comments.

*The following persons made in-person public comments, made public comments virtually through Zoom, or provided comments that were read into the record by DIA Staff. Note: the subject matter of the comment(s) indicated to the right of each person: None.*

**III. FEBRUARY 15<sup>TH</sup>, FINANCE AND BUDGET COMMITTEE MEETING MINUTES APPROVAL**

**Vote: Aye: 2**

**Nay: 0**

**Abstain: 0**

**IV. RESOLUTION 2023-03-01: NORTHBANK TID BUDGET AMENDEMENT-PROFESSIONAL SERVICES**

**RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AS THE COMMUNITY REDEVELOPMENT AGENCY (“CRA”) FOR THE COMBINED NORTHBANK COMMUNITY REDEVELOPMENT AREA AUTHORIZING ITS CHIEF EXECUTIVE OFFICER TO PROCURE ADDITIONAL DESIGN SERVICES FOR THE COMMUNITY REDEVELOPMENT AREA PORTION OF THE SHIPYARDS WEST PARK WITH AN ESTIMATED BUDGET OF \$500,000; EFFECTUATING BUDGET TRANSFERS WITHIN THE PLAN AUTHORIZED EXPENDITURES CATEGORY PURSUANT TO ITS AUTHORITY TO DO SO WITHOUT FURTHER ACTION BY CITY COUNCIL AS ENABLED BY SECTION 106.341, JACKSONVILLE CODE OF ORDINANCES; TRANSFERRING \$225,000 OF FY 22-23 ENHANCED MAINTENANCE BUDGET TO PROFESSIONAL SERVICES; INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO TAKE ALL EFFECTUATE THE PURPOSE OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.**

CEO Boyer spoke to the movement of the \$225,000.00 into Professional Service to assist with the design of the Shipyard from the Northbank Tax Increment.

**Motion:** Carol Worsham

**Seconded:** Committee Chair Citrano

**Vote: Aye: 2      Nay: 0      Abstain: 0**

Board Member Worsham questioned whether the enhanced maintenance is not Public Works property in the Capital Improvement Project?

CEO Boyer spoke replied that road enhancement and road right of ways is handled by Public Works and enhanced maintenance as park of the Downtown Economic Development.

Committee Chair Citrano requested clarification if a reduction of maintenance is being requested or a reallocation to a different City Department?

CEO Boyer explained this is correct, as DIA is unable to use Tax Increment funding. Public have confirmed there is adequate funding to cover the enhanced maintenance.

**THE MOTION PASSED UNANIMOUSLY 2-0-0**

V. **RESOLUTION 2023-03-02: DEDF BUDGET AMENDMENT-UNAPPROPRIATED REVENUE**

**RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) REQUESTING CITY COUNCIL TO APPROPRIATE \$500,000 OF FUND BALANCE WITHIN THE DOWNTOWN ECONOMIC DEVELOPMENT FUND (“DEDF”) COMPRISED OF PRIOR YEARS INTEREST INCOME TO DOWNTOWN PARKS PROGRAMMING AND ENHANCED MAINTENANCE; INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO TAKE ALL ACTION NECESSARY TO EFFECTUATE THE PURPO VIDING FOR AN EFFECTIVE DATE.**

CEO Boyer spoke to the challenges and corrections made through accounting.

**Motion:** Carol Worsham

**Seconded:** Committee Chair Citrano

**Vote: Aye: 2 Nay: 0 Abstain: 0**

Board Member Worsham motioned to approve, ‘assuming cash issue will be corrected.’

Committee Chair agrees to approving budget, but inquires if this is subject to the pending Corrections?

CEO Boyer reassured the Committee with the transfer of interest income, the accounting issue will be resolve prior to presenting the Resolution to Council.

**THE MOTION PASSED UNANIMOUSLY 2-0-0**

VI. **RESOLUTION 2023-03-03: SOUTHSIDE TID BUDGET AMENDMENT-FLAGLER AVENUE SHARED STREET**

**RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AS THE COMMUNITY REDEVELOPMENT AGENCY (“CRA”) FOR THE SOUTHSIDE COMMUNITY REDEVELOPMENT AREA CREATING A FLAGLER AVENUE SHARED STREET PLAN AUTHORIZED EXPENDITURE / CRA CAPITAL PROJECT; EFFECTUATING BUDGET TRANSFERS WITHIN**

**PLAN AUTHORIZED EXPENDITURES PURSUANT TO ITS AUTHORITY TO DO SO WITHOUT FURTHER ACTION BY CITY COUNCIL AS AUTHORIZED BY SECTION 106.341, JACKSONVILLE CODE OF ORDINANCES; EFFECTUATING A BUDGET TRANSFER OF \$250,000 CONSISTING OF \$100,000 FY 22-23 PROFESSIONAL SERVICES BUDGET AND \$150,000 OF PRIOR YEARS PROFESSIONAL SERVICES BUDGET TO THE FLAGLER AVENUE SHARED STREET PLAN AUTHORIZED EXPENDITURE / CRA CAPITAL PROJECT FOR DESIGN AND ENGINEERING SERVICES; TRANSFERING \$250,000 OF FY 22-23 UNALLOCATED PLAN AUTHORIZED EXPENDITURES BUDGET TO THE FLAGLER AVENUE SHARED STREET PLAN AUTHORIZED EXPENDITURE / CRA CAPITAL PROJECT FOR DESIGN AND ENGINEERING SERVICES; INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO TAKE ALL ACTION NECESSARY TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.**

CEO Boyer spoke to budget transfer specifics.

**Motion:** Committee Chair Citrano  
**Seconded:** Carol Worsham

**Vote: Aye: 2      Nay: 0      Abstain: 0**

Board Member Worsham expressed excitement about the corridor linking San Marco to the Riverwalk. She also inquired how the process will take place.

CEO Boyer confirmed there will be an option to select the design park or obtain other assistance from current contractors to aide the procurement process.

**THE MOTION PASSED UNANIMOUSLY 2-0-0**

**VII. RESOLUTION 2023-03-04: NORTHBANK TID BUDGET AMENDMENT-HISTORIC MARKERS**

**(“DIA”) AS THE COMMUNITY REDEVELOPMENT AGENCY (“CRA”) FOR THE COMBINED NORTHBANK COMMUNITY REDEVELOPMENT AREA CREATING A DOWNTON HISTORIC MARKER PLANNED AUTHORIZED EXPENDITURE WITH AN INITIAL BUDGET OF \$500,000; EFFECTUATING A BUDGET TRANSFER WITHIN THE PLAN AUTHORIZED EXPENDITURES CATEGORY PURSUANT TO ITS AUTHORITY TO DO SO WITHOUT FURTHER ACTION BY CITY COUNCIL AS ENABLED BY SECTION 106.341,**

**JACKSONVILLE CODE OF ORDINANCES; TRANSFERING \$500,000 OF FY 22-23 ENHANCED MAINTENANCE BUDGET TO DOWNTOWN HISTORIC MARKERS; INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO TAKE ALL ACTION NECESSARY TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.**

CEO Boyer spoke to the specifics of this Resolution.

**Motion:** Carol Worsham  
**Seconded:** Committee Chair Citrano

**Vote: Aye: 2      Nay: 0      Abstain: 0**

Board Member Worsham question who would take part in the design process?

CEO Boyer explained the Jax Historic Society has previously been working with Haskell. The DIA is approaching a decision on a designer/ consultant.

Strategic Coordinator Mezini confirmed DIA is finalizing the collaboration with designers and a determination will be made soon.

**THE MOTION PASSED UNANIMOUSLY 2-0-0**

**VIII. RESOLUTION 2023-03-05: SOUTHSIDE TID BUDGET AMENDMENT-HISTORIC MARKERS**

**RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AS THE COMMUNITY REDEVELOPMENT AGENCY (“CRA”) FOR THE SOUTHSIDE COMMUNITY REDEVELOPMENT AREA EFFECTUATING A BUDGET TRANSFER WITHIN PLAN AUTHORIZED EXPENDITURES PURSUANT TO ITS AUTHORITY TO DO SO WITHOUT FURTHER ACTION BY CITY COUNCIL AS AUTHORIZED BY SECTION 106.341, JACKSONVILLE CODE OF ORDINANCES; TRANSFERING \$68,737 OF FY 22-23 UNALLOCATED PLAN AUTHORIZED EXPENDITURES BUDGET AND \$125,000 OF FY 22-23 AND PRIOR YEARS DOWNTOWN MAINTENANCE BUDGET TO RIVERWALK ENHANCEMENTS AND SIGNAGE PLAN AUTHORIZED EXPENDITURE / CRA CAPITAL PROJECT; INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO TAKE ALL ACTION NECESSARY TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.**

**Motion:** Committee Chair Citrano  
**Seconded:** Carol Worsham

**Vote: Aye: 2      Nay: 0      Abstain: 0**

Board Member Worsham inquired if enhancement would be redirected to Public Works? She agrees that this project is needed in the Southbank.

CEO Boyer address there are needed repairs to the restroom lighting with an addition of new wiring.

Board Member Saoud agreed to expected use of the area and restroom accessibility is needed.

Committee Chair Citrano inquired if one of the projects is to redesign the shade structure and add width to the Riverwalk?

CEO Boyer confirmed the renovation of the shade structures are within the proposal. In addition, there will be adjustments made to the upper surface and outer walls to widen the area of the Riverwalk. All staff recommendations provided included the proposal for the shade structures and extension of the Riverwalk's railing.

**THE MOTION PASSED UNANIMOUSLY 2-0-0**

**IX. RESOLUTION 2023-03-08: NORTHBANK TID BUDGET AMENDMENT-SPEAKERS AND PROJECTORS**

**RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY ("DIA") AS THE COMMUNITY REDEVELOPMENT AGENCY ("CRA") FOR THE COMBINED NORTHBANK COMMUNITY REDEVELOPMENT AREA CREATING A RIVERFRONT PLAZA PROJECTION AND SOUND CAPITAL PROJECT; EFFECTUATING A BUDGET TRANSFER WITHIN PLAN AUTHORIZED EXPENDITURES PURSUANT TO ITS AUTHORITY TO DO SO WITHOUT FURTHER ACTION BY CITY COUNCIL AS AUTHORIZED BY SECTION 106.341, JACKSONVILLE CODE OF ORDINANCES; AUTHORIZING THE TRANSFER OF \$1,970,294 NB PARKS AND PROGRAMMING BUDGET TO THE RIVERFRONT PLAZA PROJECTION AND SOUND CAPITAL PROJECT FOR THE DESIGN AND PROCUREMENT OF SPEAKERS AND PROJECTORS TOGETHER WITH ANY ANCILLARY HARDWARE, SOFTWARE OR SERVICES RELATING TO ADDITION OF THESE ELEMENTS TO RIVERFRONT PLAZA AND FACILITATE COORDINATION WITH THE**



**PERFORMING ARTS CENTER MULTI-MEDIA PRODUCTION;  
INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO TAKE ALL ACTION  
NECESSARY TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION;  
PROVIDING FOR AN EFFECTIVE DATE.**

**Motion:** Committee Chair Citrano  
**Seconded:** Carol Worsham

**Vote: Aye: 2      Nay: 0      Abstain: 0**

Board Member Saoud feels this is a great prospect and addition to Downtown.

Board Member Worsham is glad for the addition to this areas as this is critical for activation of the Riverfront Plaza.

Committee Chair Citrano inquired if this money will be used for the equipment? Additionally, he inquired if there is sufficient infrastructure or will the cost increase incrementally?

CEO Boyer confirmed the funding will be used for the design, purchase and creation of the speakers. She stated the power capacity has been vetted. Although the speakers are a new addition, until the design and location is complete, there is no confirmation of additional costs at this time. The resolution covers any proposed future costs. She foresees completion of the project without any issues.

**THE MOTION PASSED UNANIMOUSLY 2-0-0**

**X.      RESOLUTION 2023-03-09:              SOUTHBANK TID BUDGET AMENDMENT-  
BROADCAST PLACE**

**RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AS  
THE COMMUNITY REDEVELOPMENT AGENCY (“CRA”) FOR THE  
SOUTHSIDE COMMUNITY REDEVELOPMENT AREA AUTHORIZING USE  
OF \$240,000 OF PARKS AND PROGRAMMING BUDGET FOR THE  
PROCUREMENT OF DESIGN AND ENGINEERING SERVICES FOR THE  
CREATION OF A “BROADCAST PLACE PARK”; INSTRUCTING ITS CHIEF  
EXECUTIVE OFFICER TO TAKE ALL ACTION NECESSARY TO  
EFFECTUATE THE PURPOSE OF THIS RESOLUTION; PROVIDING FOR AN  
EFFECTIVE DATE.**

CEO Boyer spoke to the design and engineering of the Broadcast Place Park.

**Motion:** Committee Chair Citrano  
**Seconded:** Carol Worsham

**Vote: Aye: 2      Nay: 0      Abstain: 0**

Board Member Worsham questioned the verbiage in the first paragraph of the Resolution. There should be a correction from ‘Northbank Community Redevelopment Area’ to Southside.

**THE MOTION PASSED UNANIMOUSLY 2-0-0**

**XI. OLD BUSINESS**

**XII. NEW BUSINESS**

CEO Boyer advised the April Committee meeting, there will a review of 2024’s budget. She urged all Board Members available to attend either via Zoom or in person, if available.

Board Member Worsham stated the Workshop discussion aided in providing clarification on the upcoming Resolutions that were presented.

**XIII. ADJOURN**

Committee Chair Citrano adjourned the meeting at 1:40 p.m.

*The written minutes for this meeting are only an overview of what was discussed. For verbatim comments of this meeting, a recording is available upon request. Please contact Jovita Harper at [HarperJ@coj.net](mailto:HarperJ@coj.net) to acquire a recording of the meeting.*