

Downtown Investment Authority

AGENDA

City Hall at St. James, 117 West Duval St.
1st Floor, Don Davis Room

March 20, 2013 – 2:00 PM

MEMBERS:

Donald Harris, Chairman

Oliver Barakat, Vice-Chairman

James Bailey, Jr., Secretary

Antonio “Tony” Allegretti, Board Member

Melody S. Bishop, Board Member

Paul Perez, Board Member

Robert Clements, Board Member

Michael Saylor, Board Member

Kamaria “Kay” Harper, Board Member

I.	CALL TO ORDER – Chairman Harris
	Pledge of Allegiance
II.	ACTION/INFORMATION ITEMS - Chairman Harris
	Approval of the February 13, 2013 DIA Meeting Minutes ✓
	One Spark, Elton Davis
	Introduction After 60 Days, Ted Carter
	Jorgenson Consulting, Todd Jorgenson
	DIA CEO Selection Committee
	Jacksonville Lady, Eric Lindstrom
	LaVilla Update, Karen Nasrallah
	ORD 2013-0089 Council Enacted 03/12/2013, Ted Carter and Paul Crawford
	(✓ Requires DIA Action and/or Approval)
III.	LEGISLATIVE UPDATE – Paul Crawford
	<ul style="list-style-type: none">• ORD 2012-730, New Supervisor of Elections Bldg.• ORD 2012-657, Bostwick Building• ORD 2013-094, Mobility Fee Legislation
IV.	DOWNTOWN BRIEFING– Chairman Harris
	DDRB – Next Meeting Date Thurs., 04/04/2013 at 2:00 pm at City Hall, Lynwood Roberts Room
V.	COMMITTEE UPDATES
	Hemming Plaza – Jim Bailey
	CRA Plan Committee – Melody Bishop

VI.	PUBLIC COMMENTS – Chairman Harris
VII.	ADJOURNMENT – Chairman Harris
	Next Scheduled Meeting: Wednesday, April 17, 2013 at 2:00 pm – location TBD

Staff Distribution:

Jason Gabriel, Office of General Counsel
Ted Carter, Executive Director Office of Economic Development
Paul Crawford, Deputy Director Office of Economic Development
Eric Lindstrom, OED/DIA Staff
Jack Shad, Public Parking Officer
Michelle Stephens, Recording Secretary
David DeCamp, Public Information Office



Downtown Investment Authority

City Hall at St. James
117 West Duval St., Don Davis Room

Wednesday, March 20, 2013 – 2:00 p.m.

MEETING MINUTES

Board Members Present: Chairman D. Harris, T. Allegretti, J. Bailey, M. Bishop, O. Barakat, P. Perez, M. Saylor, R. Clement and K. Harper

Office of General Counsel: Jason Gabriel

Council Members Present: Council Member Lori Boyer, District 5

Attendees: Ted Carter, Executive Director; Paul Crawford, Deputy Director; Eric Lindstrom, DIA Staff; Michelle Stephens, Recording Secretary; and Jack Shad, Public Parking Officer

I. CALL TO ORDER

Chairman Harris called the meeting to order at approximately 2:10 p.m. opening with the Pledge of Allegiance.

II. ACTION ITEMS/INFORMATION ITEMS

APPROVAL OF THE FEBRUARY 13, 2013 DIA MEETING MINUTES

Board member Bishop noted that she did not have a chance to review the meeting minutes.

Board member Baily commented that there were a few items referenced in the February 13th meeting minutes that he thought were supposed to be on today's agenda. He commented that maybe they were going to be brought up under old or new business later in the meeting.

A MOTION WAS MADE BY BOARD MEMBER BAILEY AND SECONDED BY BOARD MEMBER SAYLOR APPROVING THE MARCH 20, 2013 DIA MEETING MINUTES. THE MOTION PASSED UNANIMOUSLY 9-0.

ONE SPARK

Mr. Elton Rives was scheduled to attend the meeting and provide an update on One Spark. Board member Bishop advised that she saw Mr. Rives the night before and he mentioned to her that he was going to have a difficult time attending today's meeting.

JORGENSEN CONSULTING

Mr. Crawford introduced Mr. Todd Jorgenson with Jorgenson Consulting, the consulting firm selected for the search for the DIA CEO. Mr. Jorgenson provided a brief introduction of Jorgenson Consulting, and reviewed the search process, timeframe, etc.

- 1) Stakeholder meetings (took place last week) to learn about downtown Jacksonville and what the expectations are of the DIA
- 2) Creation of the jobs profile that was already adopted by City Council. They have added to the profile background relative to Jacksonville, demographics, etc.
- 3) Currently in the process of getting final approval on the jobs profile and the advertising (expected very soon).
- 4) Once the jobs profile and advertising are approved, the documents will become external and posted on Jorgenson's Web site as well as advertised through various associations throughout the United States.
- 5) Recruitment process is started and ongoing.
- 6) Resumes will be received and reviewed by Jorgenson, as well as background checks, references, etc. Individuals will first be qualified with a telephone interview (pre-qualifying discussions). The group of telephone interviews will be trimmed down to a smaller more manageable group that will be interviewed either in person or at minimum via video conference.
- 7) There will be a short list of candidates that would be presented to the search committee (between six to eight candidates) all of which will have been interviewed and prequalified by Jorgenson.
- 8) The search committee will interview those candidates and select four to bring forward to final interviews.
- 9) The final interviews will take place with additional board members, as well as the administrative offices and City Council. The final step in the process will lead eventually to a final candidate.
- 10) Noted that all resumes and candidates are subject to Florida's Public Records Laws
- 11) The timeframe for recruitment is generally six to eight weeks.
- 12) Estimated that the search would be completed in June 2013.

DIA CEO SEARCH SELECTION COMMITTEE

Chairman Harris recommended Board Member Barakat to serve as Chair of the DIA CEO Search Selection Committee. He added that any board member interested in serving on the Search Selection Committee contact Paul Crawford.

It was noted that the next step in the process was approval of the jobs profile and advertising prior to moving forward.

A MOTION WAS MADE BY BOARD MEMBER PEREZ AND SECONDED BY BOARD MEMBER SAYLOR GRANTING OLIVER BARAKAT, CHAIR OF THE DIA CEO SEARCH SELECTION COMMITTEE THE AUTHORITY TO REVIEW AND APPROVE THE JOBS PROFILE AND ADVERTISING ON BEHALF OF THE DIA. THE MOTION PASSED UNANIMOUSLY 9-0.

TED CARTER – 60 DAY INTRODUCTION

Mr. Ted Carter provided a brief overview of his first sixty days serving as the Executive Director of the Office of Economic Development, and his vision of the future of the Office of Economic Development. PowerPoint presentation attached.

Chairman Harris referencing the mission statement in Mr. Carter's presentation noted that the DIA does not have a mission statement to date. Chairman Harris asked Board member Bailey to chair a subcommittee to draft a mission statement for the DIA. He asked that any Board members interested in serving on the DIA Mission Statement subcommittee contact Board Member Bailey.

Board Member Clements departed the meeting at approximately 3:07 pm.

JACKSONVILLE LADY

Mr. Eric Lindstrom provided an overview of an opportunity to bring a dinner cruise yacht operation to the downtown waterfront. He introduced Captain John Mitchkowski, owner and operator of Foxy Lady Cruises out of Green Bay, Wisconsin. Captain Mitchkowski is expanding his dinner cruise yacht operation to downtown. They will be home ported at the River City Brewing Company Marina and have made arrangements with the Parks and Recreation Department to utilize the water taxi dock at Berkman Plaza to pick up/drop off passengers. PowerPoint presentation attached.

LAVILLA UPDATE

Ms. Karen Nasrallah provided an overview of the Request for Proposals for Redevelopment of City-Owned Property located in LaVilla.

III. LEGISLATIVE UPDATE

Mr. Crawford provided an update on the following legislation:

ORD 2012-730, Supervisor of Elections Building: No update from 03/20/213 DIA meeting (Deferred).

2012-657, Bostwick Building: No update from 03/20/2013 DIA meeting (Deferred).

2013-094, Mobility Fees (waiving of for three years): Deferred, Council appointed a special committee to address the subject.

ORDINANCE 2013-0089-Enacted 03/12/2013

Mr. Carter advised that the legislation (ORD 2013-0089), appropriating \$11,036,722.63 in debt service savings from bond refinancing to a Downtown Economic Development Fund (\$9 million) and to the Countywide Economic Development Fund (\$2,036,722.63) for use in stimulating economic development in the city was approved March 12, 2013. He commented that staff has done a little bit of homework, but were anxious to gain insight on the DIA's position of how the money should be sent, timing, synchronization with the plan, projects, etc.

Board Member Barakat advised that some of the feedback received during the approval process was that City Council was going to be very reluctant to appropriate any recommendations from the DIA without a deliverable plan for the expenditure of the \$9 million noting that there is a balancing act between potential deals that are hot right now that may require incentives sooner than later and the timeframe by which it will take to formulate the Redevelopment Plan. He added that he felt it was incumbent upon the Board to develop a plan and a consensus for the expenditure of the \$9 million quickly acknowledging that the Redevelopment Plan may not happen quickly enough and there is the potential that if the funds are not used or start to be used in the near future City Council can earmark the dollars for other causes.

It was suggested that the Board call a workshop to develop a list of priorities to include those derived from the Redevelopment Plan Committee meeting January 16, 2013 and filter them by things the DIA can control immediately, things the DIA cannot control but can have some influence on, and things the DIA has no control over.

Chair Harris asked Mr. Lindstrom for an update on the Redevelopment Plan RFP.

Mr. Lindstrom provided the following information relative to the Redevelopment Plan RFP:

- Professional Service Evaluation Committee (PSEC) on February 28, 2013
- PSEC put on street March 4, 2013
- Responses to the RFP are due back April 3, 2013
- Approximately May/June 2013 to have consultant on board

Board Member Bailey asked if staff could prepare a list of projects being worked on now for a special meeting of the DIA next week. The purpose of the special meeting would be for the DIA to assess the list, add to the list, discuss the list, etc. and prioritize the list.

Mr. Crawford replied that staff can identify the holes and bring them to the special meeting. Ms. Stephens will poll for a Special Meeting of the DIA.

III. DOWNTOWN BRIEFING

Next meeting of the Downtown Development Review Board is scheduled for April 4, 2013 at 2:00 pm.

COMMITTEE UPDATES

HEMMING PLAZA COMMITTEE

Board Member Bailey provided the following updated:

- He was asked to review the process and make a suggestion to what the Board should do.
- He has met with the Administration, Jason Gabriel and Mr. Carter.
- Mr. Gabriel has been researching the options for an RFP.
- He has visited with Terry Lorince and Chris Flag to clarify any issues there may have been with DVI.
- Current status is to proceed with that process, or the Board can make a motion to pursue a RFP for Hemming Plaza for a nonprofit, but he would prefer to withhold that option at this point.

Chairman Harris encouraged chairs of the DIA Work Groups to look at opportunities for their committees to meet.

Board Member Bailey, chair of the Downtown Environment Committee, commented that since this committee will identify some items that will need funding called a meeting for Thursday, March 28th at either 10:00 am or 2:00 pm. Ms. Stephens will poll all Board members to see which time works for the majority.

V. PUBLIC COMMENTS

The floor was open for public comments and advised that their time to speak was limited to three minutes.

- Carnell Oliver, 8827 Oak Leaf Rd. (Time is of the essence, it's election time, DIA has \$9 million to work with, need to make impact moves with the money.)
- Bruce Fouraker, 4661 Genna Trace Ct. (Times Union Performing Arts Center not enough handicap spaces at the center suggested Coastline Dr. West be turned into a two-way road; would like to see the DIA to do something with Berkman Plaza II)
- John Nooney, 8356 Bascon Rd. (presented \$10 check to the artificial reef trust fund, public had an opportunity to submit for consideration through the FIND application process a floating dock noting there is room next to the Shipyard.)

VI. ADJOURNMENT

There being no further business, Chair Harris adjourned the meeting at approximately 4:00 p.m.

The next DIA meeting is scheduled for Wednesday, April 17, 2013, at 2:00 p.m.

Downtown Investment Authority

March 20, 2013

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The written minutes for this meeting are only an overview of what was discussed. For verbatim comments for this meeting, an audio CD is available upon request. Please contact Michelle Stephens, Office of Economic Development at (904) 630-1979 or by email at msteph@coj.net.