

**Downtown Investment Authority
AGENDA
City Hall at St. James, 117 W. Duval Street
Lynwood Roberts Room, 1st Floor
Wednesday, May 18, 2016 - 2:00 PM**

MEMBERS:

James Bailey, Chairman
Jack Meeks, Vice Chairman
Oliver Barakat, Board Member
Robert Clements, Board Member
Brenna Durden, Board Member

Craig Gibbs, Board Member
Ron Moody, Board Member
Marc Padgett, Board Member
Kay Harper-Williams, Board Member

I.	CALL TO ORDER – Chairman Bailey
	A. Pledge of Allegiance
II.	PRESENTATIONS
	A. Jacksonville Regional Transportation Center (“JRTC”): JTA
III.	ACTION ITEMS – Chairman Bailey (<i>Requires DIA Action and/or Approval</i>)
	A. March 16, 2016 DIA Board of Directors Meeting Minutes
	B. Resolution 2016-05-01: A Resolution of the DIA instructing the CEO to solicit a property exchange
	C. REP Application 2016-008
	D. Resolution 2016-05-02: Downtown Investment Authority Annual Budget
	E. Resolution 2016-05-03: Downtown Vision Inc., Annual Budget
IV.	CHIEF EXECUTIVE OFFICER REPORT – Aundra Wallace
	A. Jacksonville’s Southbank – ULI TAP Report
V.	DDRB BRIEFING – Jim Klement
	A. Notification of an Appeal of a DDRB Ruling regarding (DDRB Application 2016-004) Gate Petroleum Station in the Brooklyn Neighborhood – Jason Teal, OGC
VI.	OLD BUSINESS
	A. Southbank Parking
VII.	NEW BUSINESS
VIII.	PUBLIC COMMENTS
IX.	ADJOURNMENT
	<i>Next Scheduled Meeting: TBD</i>



Downtown Investment Authority
Regular Meeting

City Hall at St. James
117 West Duval St., Lynwood Roberts Room
Wednesday, May 18, 2016 - 2:00 p.m.

DIA Regular
MEETING MINUTES

Board Members Present: Jim Bailey, Chairman; Jack Meeks, Vice Chairman; Oliver Barakat, Brenna Durden; Craig Gibbs; Ron Moody and Marc Padgett

Board Members Absent: Robert Clements, Marc Padgett and Kay Harper Williams

Council Member: Council President Anderson and Council Vice President Lori Boyer

Mayor's Staff: Jordan Elsbury, Mayor's Office, and Intergovernmental Affairs Liaison

DIA Staff: Aundra Wallace, DIA Chief Executive Officer; Guy Parola, DIA Development Manager; Tom Daly, DIA Development Analyst; Jim Klement, DIA Development Coordinator; Robert Carle, Parking and Karen Underwood-Eiland, DIA Executive Assistant

Office of General Counsel: John Sawyer

I. CALL TO ORDER

Chairman Bailey convened the meeting at 2:00 p.m. He advised the speakers to introduce themselves for the record.

A. Pledge of Allegiance

II. PRESENTATIONS

JRTC: Brad Thoburn, JTA Vice President of Long Range Planning and System Development provided a presentation of the Jacksonville Regional Transportation Center Design Selection (JRTC).

Mr. Thoburn answered questions.

Appeal to DIA of DDRB Application 2016-004 (Gate Petroleum Station in the Brooklyn Neighborhood): Jason Teal

Jason Teal, OGC provided the Appeal procedure. Jason Teal summarized the procedural matters and reported that the appeal will be presented as a quasi-judicial hearing. Appeal procedures summarized below:

1. Item introduced by Chairman
2. DDRB staff makes presentation including staff report and DDRB process on the item
3. Chairman to open public hearing
4. Appellant presentation – 15 minutes (including witnesses)
5. Appellee presentation – 20 minutes (including witnesses)
6. Appellant rebuttal presentation – 5 minutes
7. Public comment – 3 minutes per speaker
8. Chair closes public hearing
9. Board member questions of parties and staff
10. Board member motion and vote.
 - a. Grant the appeal (overturns DDRB decision to approve the design)
 - b. Grant the appeal with conditions
 - c. Deny the appeal

Any objection to evidence, either written or oral, is limited to argument of counsel or testimony of witnesses. The DIA shall determine the competency and substantial nature of the evidence.

This is a new process for the Board and currently the appellate procedure is not codified and also not in the Bylaws for the DIA.

No date and time certain was established for the appeal.

(Board Member Durden arrived at 2:50 p.m., causing necessary quorum for action items)

III. ACTION ITEMS

A. Approval of the March 16, 2016 Board Meeting Minutes

A correction was made editing Mayor's Staff Jordan Elsbury title from Chief Administrative Officer to Intergovernmental Affairs Liaison and under Riverplace Road Diet presentation changing sentence from the project will be 100% "finalized" to "financed" by Southside TIF District.

A MOTION WAS MADE BY BOARD MEMBER GIBBS AND SECONDED BY BOARD MEMBER MEEKS APPROVING THE MARCH 16, 2016 MINUTES AS AMENDED. THE MOTION PASSED UNANIMOUSLY 6-0.

B. RESOLUTION 2016-05-01: A RESOLUTION OF THE DIA INSTRUCTING THE CEO TO SOLICIT A PROPERTY EXCHANGE

CEO Wallace provided an overview of Resolution 2016-05-01. A flow chart was provided.

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (THE "DIA") INSTRUCTING THE CHIEF EXECUTIVE OFFICER TO SEEK SOLICITATIONS FOR THE EXCHANGE OF PRIVATELY HELD LANDS THAT ARE OR WILL BE ENHANCED TO BE OF EQUAL TO OR GREATER VALUE THAN THOSE LANDS DESCRIBED IN EXHIBIT 'A' TO THIS RESOLUTION; INSTRUCTING THE CHIEF EXECUTIVE OFFICER TO DEVELOP A SOLICITATION FOR A PROPERTY EXCHANGE; INSTRUCTING THE CHIEF EXECUTIVE OFFICER TO TAKE ALL NECESSARY ACTION IN CONNECTION THEREWITH TO EFFECTUATE THE PURPOSED OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

CEO Wallace established that the disposition process will be similar to the Shipyards process.

Board Member Meeks inquired if those items can be handled in the Strategic Implementation Committee. CEO Wallace commented that there is an interest from the market and the swaps would be left up to the respondents.

The Board Members made relevant comments regarding the Draft Resolution.

- Appraisals
- Road is active
- Would like to review the \$400,000 appraisal close to six (6) months
- Traffic conversations has been made with Public Works, and neighbors
- There are a number of retention ponds in the Brooklyn area.
- Property exchange or straight out purchase to be considered for future flexibility
- Modify last whereas clause.

CVP Boyer suggested to delete the "last whereas" and adding "for sale" to section 2 in title.

A MOTION WAS MADE BY BOARD MEMBER GIBBS AND SECONDED BY BOARD MEMBER MEEKS APPROVING RESOLUTION 2016-05-01 AS AMENDED. THE MOTION PASSED UNANIMOUSLY 6-0.

C. RETAIL ENHANCEMENT PROGRAM APPLICATION 2016-008

Board Member Meeks provided an overview of Resolution 2016-02-02.

Jim Klement reported a summary of the project for Bold City located at 109 East Bay Street for a tavern and a microbrewery. A handout was provided.

The applicants Brian and Susan Miller presented information to the Board Members.

A MOTION WAS MADE BY BOARD MEMBER MEEKS AND SECONDED BY BOARD MEMBER GIBBS APPROVING RETAIL ENHANCEMENT APPLICATION 2016-008A FORGIVABLE LOAN IN THE AMOUNT OF \$28,000; SUBJECT TO:

1. **APPLICANT TO OBTAIN APPROPRIATE PERMITS WITHIN 6 MONTHS OF FINAL PROGRAM DOCUMENT APPROVAL AND EXECUTED AGREEMENTS WITH DIA;**
2. **APPLICANT TO HAVE ALL WORK COMPLETED WITHIN A 6 MONTH PERIOD FROM FINAL PROGRAM DOCUMENT APPROVAL AND EXECUTED AGREEMENTS WITH DIA;**
3. **APPLICANT MAY RECEIVE UP TO A 5 MONTH PERIOD EXTENSION TO COMPLY WITH FINAL PROGRAM DOCUMENT APPROVAL AND DIA EXECUTED AGREEMENTS; and**
4. **THE FORGIVABLE LOAN WILL BE SECURED BY A PERSONAL GUARANTEE OF THE APPLICANT IN THE EVENT OF A DEFAULT UNDER THE PROGRAM OR FUNDING AGREEMENT.**

THE MOTION PASSED UNANIMOUSLY 6-0.

D. RESOLUTION 2016-05-02 – DOWNTOWN INVESTMENT AUTHORITY ANNUAL BUDGET

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; AUTHORIZING THE CEO TO MANAGE THE BUDGET; PROVIDING AN EFFECTIVE DATE.

CEO Wallace reported the DIA budget to the Board. A handout was provided.

CEO Wallace noted the parking expenses were received last week and suggested Public Parking to be taken up after the appeal hearing. The Downtown Development fund is \$3.7M and the Historic Preservation Trust Fund is \$4.2M.

CVP Boyer suggested a discussion of the Southbank CRA Budget with the Parking budget.

A MOTION WAS MADE BY BOARD MEMBER GIBBS AND SECONDED BY BOARD MEMBER MEEKS APPROVING RESOLUTION 2016-05-02. THE MOTION PASSED UNANIMOUSLY 6-0.

E. RESOLUTION 2016-05-03: DOWNTOWN VISION INC., ANNUAL BUDGET

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 2016-2017 ANNUAL BUDGET AND WORKPLAN.

CEO Wallace brought forth Resolution 2016-05-03. A handout was provided.

Jacob Gordon, Downtown Vision Inc. CEO presented the FY 15/16 vs. FY 16/17 budget to the Board.

**A MOTION WAS MADE BY BOARD MEMBER MEEKS AND SECONDED BY BOARD MEMBER GIBBS APPROVING RESOLUTION 2016-05-03.
THE MOTION PASSED 5-0-1 (Board Member Barakat abstaining)**

IV. CHIEF EXECUTIVE OFFICER REPORT

A. NORTHSIDE WEST TID (SF-183), DOWNTOWN EAST TID (SF 181) AND SOUTHSIDE TID (SF-182)

CEO Wallace provided a brief update on the TIF Districts.

Council Vice President (“CVP”) Boyer referenced the Downtown East TID (SF181) and inquired about the Maxwell House REV Grant. Tom Daly responded it was 50% for 7 years. CVP Boyer asked if the assessed value changes for Maxwell House to determine the \$95,000.00. CEO Wallace responded that the staff will conduct further investigations with the property appraiser’s office.

The Board made relevant comments as they observed the handouts.

- Ad Valorem Taxes changes not matching up with REV Grant. – particularly Southbank

CVP Boyer informed the Board to think about setting aside some funding in the Southbank TID (SF182) for retail incentives along Riverplace Boulevard. The recommendation from the ULI study was to encourage the retail businesses to come to that area to provide a wider street. She also brought up something to incentivize the walkable retail user. CEO Wallace noted that the Retail Enhancement Program may be applied to the Southbank.

Board Member Meeks stated that he intends to look further into the details of the revenues and expenses with Tom Daly. CEO Wallace asked for another Budget Workshop in June after the Appeal hearing. Chairman Bailey commented that the appeal may take up the most time. CEO Wallace noted that the DIA Mayor Budget Review Committee will be held on June 22nd at 1:30 p.m. The next Regular Board Meeting is to be scheduled on June 15th.

CVP Boyer noted that at the very end of the year, if the budget has not allocated what was granted last year, any access funds will be swept into the general fund on September 30. Prior to September 30th if it exceeds what was authorized in last years budget to take the funding and appropriate it to Riverplace Boulevard to relieve your budget for next year. CEO Wallace requested to hold a budget meeting each month from June – September 2016 to stay abreast of everything.

- A. Jacksonville’s Southbank – ULI Tap Report

CEO Wallace provided a handout of the report and asked the Board to pay close attention to pages 1-14.

B. Southbank Parking

CEO Wallace stated that there have been discussions regarding JTA leases with FDOT. The objective is to reach an agreement. FDOT provided spaces for with public utilization. Some of the leases have gone into long term monthly parking and the revenue collected by JTA may or may not have been shared and acceptable to FDOT. A determination is needed for the right share offer and will come back before the Board. CVP Boyer wanted to ensure that any agreement and lease terms will be brought back to the Board for review. The CRA /BID Plan in terms of how these parking lots can accommodate and facilitate other things to be done.

V. DDRB Update

Jim Klement provided the DDRB briefing. The DDRB meeting was held on Thursday, May 12, 2016 at 2:00 p.m. in Conference Room C 2nd Floor. The next DDRB meeting will be held on June 16, 2016 at 2:00 p.m. in the Lynwood Roberts Room

VI. OLD BUSINESS

Historic Designation

Guy Parola reported that the historic for Downtown has been designated.

Clara White

CEO Wallace reported that Clara White came into Community Development and executed the contract. He stated hopefully they will begin moving soon.

Email addresses for Board Members

CEO Wallace recalled the Board having COJ email addresses prior to his arrival. He will schedule a meeting with ITD. Board Member Durden emphasized the importance of having a separate email other than their business emails. She offered to assist CEO Wallace due to his busy schedule. Chairman Bailey asked for the Board Members not to send him any emails and informed them to go through DIA staff.

VI. NEW BUSINESS

Chairman Bailey said Board Member Moody and Board Member Gibbs terms will be expiring on June 30, 2016. He requested the legislation to be filed immediately.

Chairman Bailey requested Board Member Barakat to chair the Governance Committee for the positions for a slate of officers. Board Member Gibbs and Meeks are members of the Governance committee.

Board Member Moody will hold a Water Taxi discussion on Friday, May 20, 2016. Chairman Bailey regrets that he will not be able to attend. Board Member Moody reported that there will be other opportunities to attend.

Board Member Gibbs provided a Hemming Park update. He reported that the FOHP will be going before City Council regarding their budget on Tuesday, May 24, 2016. CEO Wallace reported that the management of the contract was not the issue.

Referencing Resolution 2016-03-01 dated March 16, 2016. Board Member Durden stated that she submitted a revision to the scope of work adding additional language; where the consultant will be making periodic reports.

Chairman Bailey stated that the Brooklyn Neighborhood "Road Diet RFP has went to procurement. CEO Wallace responded that it has been advertised and will be discussed in PSEC tomorrow at 10:00 a.m. Chairman Bailey asked CEO Wallace to ensure when the RFP goes to DDRB to make sure it comes back before the DIA for further review and comments.

Board Member Barakat discussed National Historic District. On behalf of the Board, he requested to inquire with the Planning Department to pursue those zones, understand what the costs are and what the process would be to install national historic designation signs. Chairman Bailey is in support and asked him to find out the next steps. Board Member Durden commented that would be a good topic for an article.

VII. PUBLIC COMMENTS

Chairman Bailey thanked the staff and Parking division for a tremendous job.

CEO Wallace suggested postponing May 24th parking meeting to another date. The parking budget takes precedence and will come back for a discussion of the overall parking ordinance. Bob Carle was highly commended on his presentation at the committee meeting.

ADJOURNMENT

There being no further business, Chair Bailey adjourned the meeting at approximately 5:23 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 2016-05-01

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (THE “DIA”) INSTRUCTING THE CHIEF EXECUTIVE OFFICER TO SEEK SOLICITATIONS FOR THE SALE OF CITY OWNED PROPERTIES DESCRIBED IN EXHIBIT ‘A’, OR FOR THE EXCHANGE OF CITY OWNED PROPERTIES DESCRIBED IN EXHIBIT ‘A’ FOR PRIVATELY HELD LANDS THAT ARE OR WILL BE ENHANCED TO BE OF EQUAL TO OR GREATER VALUE THAN THOSE LANDS DESCRIBED IN EXHIBIT ‘A’ TO THIS RESOLUTION; INSTRUCTING THE CHIEF EXECUTIVE OFFICER TO DEVELOP A SOLICITATION FOR A PROPERTY EXCHANGE; INSTRUCTING THE CHIEF EXECUTIVE OFFICER TO TAKE ALL NECESSARY ACTION IN CONNECTION THEREWITH TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, DIA is the designated Community Redevelopment Agency for Downtown’s Community Redevelopment Areas, to which a Community Redevelopment Plan was adopted by Ordinance 2014-0560; and

WHEREAS, Redevelopment Goal No. 1 of Downtown’s Community Redevelopment Plan states: “Reinforce Downtown as the City’s unique epicenter for business, history, culture, education, and entertainment”; and

WHEREAS, the City has right-of-way described in Exhibit ‘A’ that fronts Riverside Avenue; and

WHEREAS, the DIA desires for development of that right-of-way property described in Exhibit ‘A’ in a manner that complements and furthers the successful redevelopment of the Brooklyn neighborhood, and complements the existing contiguous commercial and residential development; and

WHEREAS, the DIA desires for development of that right-of-way property described in Exhibit ‘A’ in a manner that is consistent with the Business Investment Plan, the Community Redevelopment Plan, and more specifically Goal 1 of the Community Redevelopment Plan, 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 instructs the Chief Executive Officer of the Downtown Investment Authority to, in conjunction with the Office of General Counsel, develop a solicitation for a property sale or exchange.

Section 3. The DIA instructs the Chief Executive Officer of the Downtown Investment Authority to take all necessary action to effectuate the purpose of this resolution.

Section 4. This Resolution, 2016-05-01, Shall become effective on the date it is signed by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

James Bailey, Chairman

Date

VOTE: In Favor: 6 Opposed: 0 Abstained: 0

FORM APPROVAL:

Office of General Counsel

Exhibit A is not ADA-compliant but is available upon request via the DIA contact form or a public records request. We appreciate your patience.

Note: The City of Jacksonville and the Downtown Investment Authority are committed to making its website compliant with all state and federal laws, as well as accessible to as many people as possible. The City is currently developing a procedure to make all documents posted on the City's website readable via screen reader. **In the meantime, public records that are not currently accessible via screen reader will not be posted to the City's website but remain available pursuant to a public records request.** To submit a public records request online visit [MyJax](#) or call (904) 630-CITY and provide a description of the documents being requested. For documents requiring screen reader compatibility requests will be directed to the originator of the correspondence.

RESOLUTION 2016-05-02

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 2016-2017 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 \$1,178,293.

Section 3. This Resolution, 2016-05-02, Shall become effective on the date it is signed by the Chair of the DIA Board.

RESOLUTION 2016-05-02

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

James Bailey, Chairman

Date

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

FORM APPROVAL:

Office of General Counsel

Budget Categories	City Council FY 2014/2015 Adopted Budget	City Council FY 2015/2016 Adopted Budget	DIA FY 2016/2017 Proposed Budget
Salaries	\$424,338	\$444,936	\$444,936
Benefits	\$118,629	\$122,010	\$122,010
Professional Services Marketing & Public Relations Real Estate Services & Market Analysis DRI Reporting & Regulatory Compliance Architecture; Engineering; and Environmental Services Professional Planning Services Misc. - Surveys; Appraisals; etc.	\$447,851	\$405,000	\$405,000
Travel Expense (Hotel/Airfare/Meals/Transportation) ICSC National Conference International Downtown Association (IDA) Conference Urban Land Institute (ULI) Conference Florida Redevelopment Association (FRA) Conference CDFA Fla. Roundtable American Planning Association (APA) Conference Jax Chamber Leadership Trips Prospect Trips Local Mileage	\$14,100	\$14,100	\$14,000
Internal Service Charges OGC Legal Copier Services / Mailroom / ITD Bldg Cost Insurance	\$89,776	\$122,669	\$122,669
Marketing & Promotions ICSC RECON Annual Report DIA Collateral Legal Notices DIA Website Mtnc	\$12,750	\$12,750	\$12,000
Event Contributions/Sponsorship	\$35,000	\$35,000	\$35,000
Misc	\$5,726	\$5,728	\$5,728
Office/Operating Supplies	\$3,293	\$4,100	\$3,950
Memberships/Dues/Subscriptions	\$7,035	\$7,000	\$9,000
Office Equipment/Improvements	\$7,631	\$5,000	\$4,000
Total Budget Submitted	\$1,166,129	\$1,178,293	\$1,178,293

Please Note:
The recommended proposed budget for FY 16/17 reflects a staff of 5.

Professional Services Breakdown

Real Estate Advisory Services	\$85,000.00
Design Standards	\$200,000.00
DRI Reporting	\$30,000.00
CIP Project Estimation	\$30,000.00
Misc., Appraisals, Environmental monitoring, etc.	\$60,000.00

\$405,000.00

RESOLUTION 2016-05-03

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 2016-2017 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.

RESOLUTION 2015-05-03

Section 2. The DIA recommends that the City Council approve DVI's Budget and Workplan, included as Attachment 'A' hereto, with a \$478,336.00 City voluntary contribution.

Section 3. This Resolution, 2016-05-03, Shall become effective on the date it is signed by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

James Bailey, Chairman

Date

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

FORM APPROVAL:

Office of General Counsel

**Downtown Vision, Inc.
FY 15/16 vs. FY 16/17**

Attachment A

	Adopted FY2015/2016	Proposed FY2016/2017	Difference from prior year	Notes
REVENUES				
City of Jacksonville	\$311,660	\$311,660	\$0	This represents the city's contribution to DVI since FY 2011
Additional City of Jacksonville	\$0	\$166,676	\$166,676	This is the additional amount DVI is seeking from the City over the flat amount received in recent years to reflect 1.1 mils of the assessed value of City-owned properties. These funds will be earmarked for 4.25 FTE Ambassadors who will be dedicated to providing clean and safe services in support of the 1,000+ new employees in the Downtown Core over the past year as well as the street level investment of nearly \$4 million as a result of the DIA's Retail Enhancement Program.
Private Commercial Properties - Assessed at 1.1 mils	\$720,000	\$733,108	\$13,108	Based on increase in assessed value of properties in the Downtown Improvement District after a 30% decline over the past few years.
Voluntary Payments	\$38,765	\$52,027	\$13,262	Includes payments from JEA, GSA, First Baptist Church and other exempt properties. First Baptist Church's contribution was not anticipated when the FY15/16 budget was prepared.
Interest Income	\$960	\$960	\$0	Anticipating continued low interest rates
Special Events/Sponsorships/Miscellaneous	\$67,520	\$96,800	\$29,280	Increase due to increased revenue from monthly First Wednesday Art Walk.
FOHP Ambassador Subcontract	\$184,794	\$0	(\$184,794)	FOHP opted to take these services in-house.
TOTAL REVENUES	\$1,323,699	\$1,361,231	\$37,532	
EXPENDITURES				
Salaries	\$331,215	\$334,905	\$3,690	
Employee Benefits	\$32,134	\$52,985	\$20,851	Increase due to increased participation in 401k program and increased cost of health insurance.
Payroll Taxes/Worker's Comp	\$35,491	\$35,672	\$181	
Total Salaries & Related Expenses	\$398,840	\$423,562	\$24,722	
Professional Fees & Contract Services	\$663,385	\$498,444	(\$164,941)	Decrease due to end of subcontract with FOHP for Ambassador services. Marketing related professional services will decrease over past fiscal year. Total includes: Ambassador contract (\$456K total), rent to COJ (\$12k), marketing support (\$10k), Downtown Guide (\$10k), advertising (\$5.5k), design support (\$2.5k), and event and promotion supplies, such as kiosks, signage, tents (\$5k).
Supplies/Equipment/Maintenance	\$19,646	\$21,088	\$1,442	
Telephone	\$7,427	\$8,224	\$797	Includes phone lease, internet, local and long distance
Computers	\$17,022	\$17,222	\$200	Includes website management, software fees, email hosting and server maintenance
Insurance	\$6,500	\$7,900	\$1,400	Includes D&O, liability, property, theft and event insurance.
Accounting/Banking Services	\$16,579	\$16,634	\$55	Includes audit, payroll expenses, licenses and bank fees.
Postage	\$4,408	\$4,408	\$0	Includes postage meter, postage, bulk mail, UPS and courier fees
Travel/Conferences/Meetings	\$19,030	\$27,241	\$8,211	Includes Board meetings, committee meetings, stakeholder meetings and staff professional development
Subscriptions	\$1,508	\$1,058	(\$450)	Includes subscriptions for local papers and downtown-related journals
Organization Dues	\$5,020	\$4,450	(\$570)	Includes funding for membership in Florida Redevelopment Association, Chamber, JCCI, ULI and International Downtown Association
Program Support	\$109,172	\$153,373	\$44,201	Items include \$140k for events and promotions such as Art Walk, \$8K for beautification initiatives such as tree bed mulching and maintenance of 55 flower baskets, and \$3K for research, reports and meetings on Downtown. Increase in funding for events and promotions is a result of increased revenue generated from Art Walk.
Strategic Plan Implementation/Public Realm	\$50,162	\$177,627	\$127,465	Includes funding for 4.25 FTE Ambassadors who will be dedicated to providing clean and safe services in support of the 1,000+ new employees in the Downtown Core over the past year as well as the street level investment of nearly \$4 million as a result of the DIA's Retail Enhancement Program, as well as riverfront activation initiatives, new cigarette receptacles along the Riverwalk and an anti-panhandling campaign. Funding for additional Ambassadors would be paid for with additional funding from the city.
SUBTOTAL EXPENDITURES	\$1,318,699	\$1,361,231	\$42,532	
Contingency	\$5,000	0	(\$5,000)	
TOTAL EXPENDITURES	\$1,323,699	\$1,361,231	\$37,532	
Gap Funded through Special Project Reserve	\$0	\$0	\$0	