



**Downtown Development Review Board (DDRB)**  
**City Hall**  
**St. James Building, 117 W. Duval Street**  
**1<sup>st</sup> Floor Lynwood Roberts**  
**Jacksonville, FL. 32202**

**Thursday, July 27, 2017 – 4:00 PM**

<b>Members:</b>		<b>Ex-Officio and Staff Distribution:</b>	
Frederick Jones, Chairman		Bill Joyce, Public Works Department	
Joseph P Loretta, Vice Chairman		Council Member, Greg Anderson At-Large Group 4	
Craig Davisson, Secretary		Dr. Johnny Gaffney, Mayor’s Office	
Rafael Caldera, Board Member		Brad Thoburn, JTA Representative	
William J. Schilling, Jr. Board Member		Jacob Gordon, DVI, Ex-Officio Member	
Carol Worsham, Board Member		Michael Sands, PW/Dev. Mgt., Ex-Officio Member	
Trevor Lee, Board Member		Public Affairs Office, James Croft	
Christian Harden, Board Member			
<b>Staff Distribution:</b>		<b>Office of General Counsel: Jason Teal, Esq.</b>	
Aundra Wallace, DIA CEO			
Jim Klement, DDRB Development Coordinator			
Guy Parola, DIA Redevelopment Mgr.			
Karen Underwood-Eiland, DDRB Executive Secretary			
<b>I.</b>	<b>CALL TO ORDER – Chairman</b>		
<b>II.</b>	<b>ACTION ITEMS – Chairman</b>		
	A. Approval of June 15, 2017 DDRB Meeting Minutes		
	B. DDRB 2017- 016, Approval of Urban Art Façade and Streetscape Program Agreement,		
	C. DDRB 2017-013 Bank BBQ & Bakery, Special Sign Exception – <b>Deferred to Aug 17, 2017</b>		
	D. Election of Chairman		
	E. Committee selection for DDRB officers		
<b>III.</b>	<b>INFORMATION/DISCUSSION ITEMS Chairman</b>		
	A. Brooklyn Road Diet workshop, July 27, 2017- 6 P.M.( same room with DIA)		
<b>IV.</b>	<b>OLD BUSINESS – Chairman</b>		
<b>V.</b>	<b>NEW BUSINESS – Chairman</b>		
<b>VI.</b>	<b>PUBLIC COMMENTS – Chairman</b>		
<b>VII.</b>	<b>ADJOURNMENT – Chairman Next Scheduled Meeting: August 17, 2017</b>		



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**Lynwood Roberts Room, 1st Floor**

*Thursday, July 27, 2017 - 4:00 p.m.*

### **MEETING MINUTES**

**Board Members Present:** F. Jones, Chair; J. Loretta Vice Chair; R. Caldera; C. Davisson; C. Harden; and T. Lee

**Board Members Not Present:** B. Schilling and C. Worsham

**DIA Staff Present:** Guy Parola, DIA Operations Manager; Jim Klement, Development Redevelopment Coordinator and Karen Underwood-Eiland, Executive Assistant

**Representing Office of City Council:** Council Member Greg Anderson

**Representing Office of General Counsel:** Jason Teal

#### **I. CALL TO ORDER**

**Meeting Convened: 4:00 p.m.**

Chairman Jones called the meeting to order at 4:07 p.m. and the members identified themselves for the record.

Chairman Jones asked anyone wishing to speak on a particular project to complete a public speaker card and provide it to Karen Underwood. He also reminded Board Members to disclose any ex-parte communication with any of the applicants presenting projects today or conflicts of interest prior to the item being addressed by the Board.

#### **II. ACTION ITEMS**

##### **A. APPROVAL OF THE JUNE 15, 2017 DDRB MEETING MINUTES**

**A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY BOARD MEMBER HARDEN APPROVING THE JUNE 15, 2017 DDRB MEETING MINUTES.**

**THE MOTION PASSED UNANIMOUSLY 6-0.**

Board Member Caldera entered the proceedings.

##### **B. DDRB APPLICATION 2017-016: URBAN ART FAÇADE AND STREETScape PROGRAM AGREEMENT – DDRB APPROVAL**

Jim Klement provided an overview of the project.

Christie Holechek, The Cultural Council of Greater Jacksonville, Art in Public Places Director thanked Jim Klement for covering the basics to be introduced to the Board. She is appreciative of having the on-going support and engagement from the Board. She acknowledged the support from the Office of General Council, Public Works and other City entities. The goal of their work is to promote community development through street level enhancements and urban designs.

Tony Allegretti, the Cultural Council of Greater Jacksonville, Executive Director provided an invitation to the State of the Arts Luncheon and Arts Alive Grant Presentation Grant Award Presentation held on August 30, 2017 at 11:30 a.m. – 1:00 p.m. at the Jessie Ball duPONT Center to the Board and Staff.

Mason Martin, the Cultural Council of Greater Jacksonville, Project Manager provided a presentation of the DIA Urban Arts Project.

Jim Klement stated that a simple motion to approve the Urban Art Façade and Streetscape Program was needed.

The floor was opened for public comments and then closed due to no public comments.

**A MOTION WAS MADE BY BOARD MEMBER LORETTA AND SECONDED BY BOARD MEMBER HARDEN APPROVING DDRB APPLICATION 2017-016 PHASE 1, DIA URBAN ART FAÇADE AND STREETScape PROGRAM (DIA URBAN ARTS PROJECT).**

**THE MOTION PASSED UNANIMOUSLY 6-0-0.**

**C. DDRB 2017-013: BANK BBQ & BAKERY, SPECIAL SIGN EXCEPTION**

**DEFERRED TO AUGUST 17, 2017**

**D. ELECTION OF DDRB CHAIRMAN**

Jason Teal reported that the selection of officers is mentioned in Section four (4) of the By-Laws. It requires that at each July meeting the Board has to vote to take nominations for the next year for a chairman. Once the new Chairman is elected, that person has the obligation to appoint two (2) people to a nominating committee whom will meet before the next regularly scheduled meeting and present a slate of recommendations for Vice-Chair and Secretary.

Chairman Jones opened the floor for nominations for the next Chairman.

Board Member Davisson nominated Joseph Loretta for next Chairman. Fred Jones concurred.

Chairman Jones closed the floor for nominations.

Board Member Loretta stated that he would be honored to lead the Board and appreciates the support.

Board Member Harden commended Board Member Loretta for standing in the role on several occasions and also commending Board Member Jones for the role as past-Chairman of the DDRB. He stated he was the best Chairman that he has worked under. Board Member Jones appreciated the opportunity.

**A MOTION WAS MADE BY BOARD MEMBER HARDEN AND SECONDED BY BOARD MEMBER CALDERA TO ELECT BOARD MEMBER LORETTA FOR CHAIRMAN.**

**THE MOTION PASSED UNANIMOUSLY 6-0-0.**

Chairman Loretta stated that he was excited to see a lot of skyscrapers going up in the Downtown area and the volume of projects that the Board approved.

#### **E. COMMITTEE SELECTION FOR DDRB OFFICERS**

Chairman Loretta asked if any member wishes to be on the committee selection to meet for 30-minutes to nominate a Vice Chair and Secretary. Board Member Harden and Board Member Davisson were nominated as committee selection for DDRB officers. Jason Teal advised them to work with Karen to schedule a noticed meeting and location.

### **III. INFORMATION/DISCUSSION ITEMS**

#### **A. BROOKLYN ROAD DIET WORKSHOP 6:00 P.M.**

Chairman Loretta inquired about the role of the DDRB to attend the Workshop. Jim Klement responded that the meeting was sponsored and held by the DIA to be a part of their procurement, agreement and contractual relationship with the presentation. The DIA and DDRB were encouraged to attend.

Board Member Jones inquired about the funding for that project.

Board Member Harden asked how the Southbank was funded. Council Member Anderson stated that project was funded out of the Southbank CRA. He is not aware of any identified funding for the Brooklyn Road Diet. He mentioned that it may be a discussion at how the transportation is going to look three – ten years down the road.

#### **IV. OLD BUSINESS** **NONE**

#### **V. NEW BUSINESS**

Council Member Anderson stated that he is the DDRB Liaison this year. He has been on Council for six years and has been virtually on every committee that the Council had and his particular interest is Downtown. He encouraged and thanked the DDRB for the work that they have done and will do will make tangible difference for our community.

Christian Harden commented about the Snyder Memorial Building. Several people have come to him inquiring about the building. Is it really the DIA's role to catalyze some type of process to sale that asset or invest in that building. What would be the right process to try to engage someone? Jim Klement responded that he will take his concerns to Mr. Wallace and staff.

Council Member Anderson commented that he was not sure of what is planned for the Snyder Memorial. He did mention that there was some foundation issues stabilized.

**VI. PUBLIC COMMENTS**  
**NONE**

**VII. ADJOURNMENT**

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

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 Karen Underwood-Eiland, Downtown Investment Authority at (904) 630-3492 or by email at [karenu@coj.net](mailto:karenu@coj.net).