



**Downtown Investment Authority
Agenda**

Wednesday, May 20, 2020 at 2:00 p.m.

MEMBERS:

Craig Gibbs, Esq. Chairman
Ron Moody, Vice Chairman
Braxton Gillam, Esq., Secretary
William Adams, Board Member
Oliver Barakat, Board Member

Jim Citrano, Board Member
Todd Froats, Board Member
Carol Worsham, Board Member
David Ward, Board Member

I. CALL TO ORDER

II. PUBLIC COMMENTS

III. COMMUNITY REDEVELOPMENT AGENCY

- A. Resolution 2020-05-01: NB Tax Increment Budget (Chief Executive Officer, Lori Boyer)
- B. Resolution 2020-05-02: SS Tax Increment Budget (Chief Executive Officer, Lori Boyer)

IV. DOWNTOWN INVESTMENT AUTHORITY

- A. Resolution 2020-05-03: DIA Administrative Budget (Chief Executive Officer, Lori Boyer)
- B. Resolution 2020-05-04: DVI Budget (Jake Gordon, CEO DVI.; Chief Executive Officer, Lori Boyer)

V. DIA COMMITTEE ASSIGNMENTS (Chairman Gibbs)

- A. See attached Committee Assignment **REVISED ATTACHMENT**

VI. NOMINATING COMMITTEE (Chairman Gibbs)

VII. CEO INFORMATIONAL BRIEFING

- A. Ford on Bay – deferred until June
- B. Independent Life
- C. Other project updates
- D. Strategic Implementation Committee meeting
- E. REPD Committee meeting

VIII. ADJOURN

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

Join Zoom Meeting

<https://zoom.us/j/95959368300?pwd=OVVuem1LR1g2N0VxV3kwY24zNk9RZz09>

Meeting ID: 959 5936 8300

Password: 884520

One tap mobile

+1 (646) 558-8656,,95959368300#,,1#,884520# US (New York)

+1 (312) 626-6799,,95959368300#,,1#,884520# US (Chicago)

Find your local number: <https://zoom.us/u/ab3rSORYDj>



Downtown Investment Authority
Zoom Meeting
Wednesday, May 20, 2020 – 2:00 p.m.

Community Redevelopment Agency
MEETING MINUTES

DIA Board Members: Craig Gibbs, Esq., Chairman; Ron Moody, Vice Chairman; Oliver Barakat; Braxton Gillam, Esq., Secretary; Todd Froats; Carol Worsham; David Ward, Esq.; Jim Citrano; Bill Adams, Esq.

Mayor’s Staff: None

Council Members: The Honorable Michael Boylan, Council District 6

DIA Staff: Lori Boyer, Chief Executive Officer; Ina Mezini, Marketing and Communications Specialist; Steve Kelley, Director of Development; John Crescimbeni, Contract and Regulatory Compliance Manager; Guy Parola, Operations Manager; Lori Radcliffe-Meyers, Redevelopment Coordinator; Jackie Mott, Financial Analyst

Office of General Counsel: John Sawyer, Office of General Counsel

I. CALL TO ORDER

Chairman Gibbs called the CRA Board Meeting to order at 2:01 p.m.

Chairman Gibbs read an opening statement regarding the authority and procedures for the virtual meeting. Ina Mezini, DIA Marketing and Communications Specialist, provided instruction on public comment process utilizing Zoom toolbar “raise hand” feature.

Chairman Gibbs announced each DIA Board Member, Councilman Michael Boylan, and DIA/City staff in attendance.

II. PUBLIC COMMENTS

Chairman Gibbs opened the floor for public comments. One public comment was received via e-mail. The e-mail was read into the record by Ina Mezini, DIA Marketing and Communications Specialist, and photo attachments to the e-mail provided via Zoom share screen. There were no spoken public comments.

III. COMMUNITY REDEVELOPMENT AGENCY MEETING

CEO Boyer provided an opening statement regarding the limitation of the meeting to only those essential matters that, if not acted upon by the DIA Board, would result in immediate delay of development or otherwise have a detrimental financial affect.

III.A RESOLUTION 2020-05-01

**RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY
AS THE COMMUNITY REDEVELOPMENT AGENCY FOR THE
COMBINED NORTH BANK COMMUNITY REDEVELOPMENT
AREA ADOPTING FISCAL YEAR 2020-2021 BUDGETS FOR THE
COMBINED DOWNTOWN EAST AND NORTHWEST TAX
INCREMENT DISTRICT; PROVIDING FOR AN EFFECTIVE DATE.**

CEO Boyer provided an overview of the resolution and the North Bank Community Redevelopment Area Fiscal Year 2020-2021 proposed budget. The proposed budget was forwarded by the DIA Finance and Budget Committee with a recommendation for approval.

Motion: Board Member Worsham

Second: Board Member Gillam

Board Member Froats provided a brief comment regarding the \$5,000,000 financial obligation budget line item for the courthouse / sports complex parking garages.

Vote: Aye: 9 Nay: 0 Abstain: 0

III.B RESOLUTION 2020-05-02

**RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY
AS THE COMMUNITY REDEVELOPMENT AGENCY FOR THE
SOUTHSIDE COMMUNITY REDEVELOPMENT AREA ADOPTING
FISCAL YEAR 2020-2021 BUDGET FOR THE SOUTHSIDE TAX
INCREMENT DISTRICT; PROVIDING FOR AN EFFECTIVE DATE.**

CEO Boyer provided an overview of the resolution and the Southside Community Redevelopment Area Fiscal Year 2020-2021 proposed budget. The proposed budget was forwarded by the DIA Finance and Budget Committee with a recommendation for approval.

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III.B RESOLUTION 2020-05-02 (CONTINUED FROM PREVIOUS PAGE)

Motion: Board Member Froats

Second: Board Member Barakat

Board Member Froats provided a brief comment regarding the \$2,000,000 budget line item for the District. CEO Boyer provided a synopsis of the DIA infrastructure commitment and allocated funds to date.

Vote: Aye: 9 Nays: 0 Abstain: 0

ADJOURNMENT: Chairman Gibbs adjourned the meeting at 2:26 p.m.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments of this meeting, a recording or transcript is available upon request. Please contact Karen Underwood-Eiland, at (904) 255-5302.



Downtown Investment Authority
Zoom Meeting
Wednesday, May 20, 2020 – 2:00 p.m.

Downtown Investment Authority
MEETING MINUTES

DIA Board Members: Craig Gibbs, Esq., Chairman; Ron Moody, Vice Chairman; Oliver Barakat; Braxton Gillam, Esq., Secretary; Todd Froats; Carol Worsham; David Ward, Esq.; Jim Citrano; Bill Adams, Esq.

Mayor's Staff: None

Council Members: The Honorable Michael Boylan, Council District 6

DIA Staff: Lori Boyer, Chief Executive Officer; Ina Mezini, Marketing and Communications Specialist; Steve Kelley, Director of Development; John Crescimbeni, Contract and Regulatory Compliance Manager; Guy Parola, Operations Manager; Lori Radcliffe-Meyers, Redevelopment Coordinator; Jackie Mott, Financial Analyst

Office of General Counsel: John Sawyer, Office of General Counsel

CALL TO ORDER: Chairman Gibbs called to order the Downtown Investment Authority Board Meeting at 2:26 p.m.

IV. DOWNTOWN INVESTMENT AUTHORITY MEETING

CEO Boyer provided an opening statement regarding the limitation of the meeting to only those essential matters that, if not acted upon by the DIA Board, would result in immediate delay of development or otherwise have a detrimental financial affect.

IV.A RESOLUTION 2020-05-03

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY RECOMMENDING THAT THE JACKSONVILLE CITY COUNCIL APPROVE THE ATTACHED ADMINISTRATIVE AND OPERATIONAL BUDGET AS PART OF THE CITY'S OVERALL BUDGET APPROVAL; PROVIDING FOR AN EFFECTIVE DATE.

CEO Boyer provided an overview of the resolution and the Downtown Investment Authority Administrative Fiscal Year 2020-2021 proposed budget. The proposed budget was forwarded by the DIA Finance and Budget Committee with a recommendation for approval.

IV.A RESOLUTION 2020-05-03 (CONTINUED FROM PREVIOUS PAGE)

Motion: Board Member Moody
Second: Board Member Worsham

Board Member Barakat provided a brief comment regarding the \$250,000 professional service line item for the Landing. CEO Boyer explained its purpose and confirmed that efforts to move forward would be this fiscal year.

CM Boylan commented on the LISC event sponsorship line item, stating that LISC may seek an event sponsorship next fiscal year.

Vote: Aye: 9 Nay: 0 Abstain: 0

III.B RESOLUTION 2020-05-04

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY RECOMMENDING THAT THE JACKSONVILLE CITY COUNCIL APPROVE THE CITY'S FINANCIAL CONTRIBUTION TO DOWNTOWN VISION, INC. ("DVI") AS IDENTIFIED IN DVI'S 2020-2021 BUDGET; RECOMMENDING THAT THE JACKSONVILLE CITY COUNCIL APPROVE DVI'S 2020-2021 ANNUAL BUDGET INCLUDED IN EXHIBIT 'A'; PROVIDING FOR AN EFFECTIVE DATE.

Motion: Board Member Moody
Second: Board Member Barakat

Downtown Vision Inc., CEO Jake Gordon provided a summary of the DVI Fiscal Year 2020-2021 proposed budget, noting the following: income from private property assessments rose \$61,000 from this fiscal year; and the City assessment portion rose approximately 3% over this fiscal year, or approximately \$14,000.

Boardmember Worsham questioned Mr. Gordon about enhanced cleaning efforts due to COVID 19. Mr. Gordon stated that with less people Downtown, the ambassadors are spending more time cleaning. Further, DVI received a United Way Relief Grant in the amount of \$15,000, which will go towards enhanced cleaning efforts.

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IV.B RESOLUTION 2020-05-04 (CONTINUED FROM PREVIOUS PAGE)

Having technical difficulties, Chairman Gibbs temporarily leaves the meeting, leaving a seven board member quorum. Vice Chairman Moody assumes Chairmanship, calling for a roll-call vote. The initial roll-call vote is 7 ayes and 0 nays with Boardmember Barakat abstaining. Prior to Agenda item V., Chairman Gibbs returns to meeting, assuming Chairmanship from Vice Chair Moody. Chairman Gibbs adds his “aye” vote to the record.

Vote: Aye: 8 Nay: 0 Abstain: 1 (Boardmember Barakat)

V. DIA COMMITTEE ASSIGNMENTS

The July 1, 2020 through June 30, 2021 DIA Committee Assignments was presented by Chairman Gibbs. Committee assignments were not an action item requiring a board vote and, therefore, are attached hereto for the record.

VI. NOMINATING COMMITTEE

A DIA Officers Nominating Committee was created, consisting of Vice Chairman Moody, Secretary Gillam and Boardmember Worsham. A convening of the Nominating Committee will occur prior to the June DIA Board Meeting.

VII. CEO INFORMATIONAL BRIEFING

CEO Boyer provided brief updates on the following:

- A. Ford on Bay
- B. Independent Life
- C. Façade Grant Program
- D. REPD, SIC and Nominating Committee meetings

Boardmember Worsham requested a Downtown Development Review Board Meeting update. A brief update was provided by DIA staff.

ADJOURNMENT: Chairman Gibbs adjourned the meeting at 3:00 p.m.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments of this meeting, a recording or transcript is available upon request. Please contact Karen Underwood-Eiland, at (904) 255-5302.

TAB III.A

RESOLUTION 2020-05-01

RESOLUTION 2020-05-01

RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY AS THE COMMUNITY REDEVELOPMENT AGENCY FOR THE COMBINED NORTH BANK COMMUNITY REDEVELOPMENT AREA ADOPTING FISCAL YEAR 2020-2021 BUDGETS FOR THE COMBINED DOWNTOWN EAST AND NORTHWEST TAX INCREMENT DISTRICT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Downtown Investment Authority (“DIA”) is the Community Redevelopment Agency for the North Bank Community Redevelopment Area pursuant to Ordinance 2012-0364; and

WHEREAS, as the Community Redevelopment Agency, the DIA is responsible for developing, approving and implementing the budget for the Combined North Bank Community Redevelopment Area; and

WHEREAS, the Finance and Budget Committee of DIA held a public meeting via Zoom on May 13, 2020, where they unanimously voted to approve the Combined Downtown East and Northwest Tax Increment District Budget, attached hereto as Exhibit A; and

WHEREAS, in order to promote economic development, private capital investment and otherwise fulfill the DIA’s purposes, the attached budget for Fiscal Year 2020-2021 is to be submitted by the DIA’s Chief Executive Officer for consideration by the Mayor’s Budget Review Committee and the Jacksonville City Council,

NOW THEREFORE, BE IT RESOLVED, by the Downtown Investment Authority:

Section 1. The Combined Downtown East and Northwest Tax Increment District budget for Fiscal Year 2020-2021 attached hereto as Exhibit ‘A’ is hereby adopted by the DIA.

Section 2. The CEO is authorized to submit this budget and make necessary changes thereto as required by the Budget Office to reflect supervisory cost allocations and ad valorem revenue as determined by the City; with an adjusting change in the Unallocated Plan Authorized Expenditures as required without further Board approval.

Section 3. This Resolution shall become effective on the date it is signed by the Chair of the DIA Board.

[SIGNATURES ON FOLLOWING PAGE]

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Chairman

Date

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

**PROPOSED NORTHBANK CRA BUDGET
FY 20-21
REVISED**

	Combined Northbank CRA FY 20/21 Budget	FY 19/20 budget	FY 20/21 Proposed Budget
1	Revenue		
2	Ad Valorem Revenue*	8,762,118	8,762,000
3	Debt Repayment (Lynch 11-E)	595,247	595,247
4	Debt Repayment (Carling Loan)	506,487	506,487
5	Investment Pool Earnings**		
6	Interest Income**		
7	JTA Repayment		
8	Total Revenue:	9,863,852	9,863,734
9	Administrative Expenditures		
10	ANNUAL INDEPENDENT AUDIT	2,500	2,500
11	SUPERVISION ALLOCATION***	434,063	434,000
12	PROFESSIONAL SERVICES****	51,782	-
13	MARKETING*****	100,000	-
14	Total Administrative Expenditures:	588,345	436,500
15	Financial obligations		
16	Kraft Food / Maxwell House (leg: 2016-059)	-	-
17	Hallmark / 220 Riverside (leg: 2012-270) (a)	372,960	399,502
18	Pope & Land / Brooklyn (leg: 2012-703; 2013-288) (b)	336,700	397,572
19	Lofts at Jefferson Station (DIA resolution 2017-10-05)	-	157,000
20	MPS Subsidy Downtown Garages	4,200,000	5,000,000
21	Parking Lease - JTA / Fidelity	13,494	-
22	GSP Commercial Revitalization Program	5,000	-
23	CDBG Loan Repayment - MOCA	75,000	-
24	Lynch Bldg. Loan Repayment	800,000	800,000
25	NB Future Year Debt Reduction (c)	-	-
26	Total Financial Obligations:	5,803,154	6,754,074
27	Plan Authorized Expenditures		
28	Plan programs		
29	NB RETAIL ENHANCEMENT (d)	307,242	-
30	NB WATERFRONT ACTIVATION	500,000	-
31	NB DEVELOPMENT LOANS	-	-
32	NB FAÇADE GRANT PROGRAM	950,000	-
33	NB URBAN ART	-	-
34	NB UNALLOCATED PLAN AUTHORIZED EXPENDITURES (e)(f)	-	2,523,160
35	NB MARKETING	-	100,000
36	Plan Capital Projects		
37	NB TWO WAY CONVERSION - FORSYTH & ADAMS (f)	1,515,111	-
38	Total Plan Authorized Expenditures:	3,272,353	2,623,160
39	Plan Professional Services		
40	NB PLAN PROFESSIONAL SERVICES	-	50,000
41	NB DDRB DESIGN GUIDELINES (g)	75,000	-
42	NB DRI STUDY	-	-
43	NB MARKET FEASIBILITY	-	-
44	NB BID AND CRA PLAN UPDATE	-	-
45	NB PARKS MASTER PLAN (f)	125,000	-
46	Total Plan Professional Services Expenditures:	200,000	50,000
47	TOTAL EXPENDITURES:	9,863,852	9,863,734
48	TOTAL REVENUE LESS TOTAL EXPENDITURES	-	-

* 20/21 number is an estimate- actual to be provided by Budget office

**Will be reduced by BT pending council approval.

*** 20/21 number is an estimate- actual to be provided by Budget Office

**** moved to Plan Authorized Expenditures rather than Administrative

(a) \$18,180 of carryforward, \$372,960 of original 19/20 budget; actual REV Grant payment \$385,722.14

(b) \$336,700 of original 19/20 budget; actual REV Grant payment \$383,033.19; overage covered by future years debt

(c) Resolution 2019-09-05

(d) Includes all years carryforward plus \$56,030 of pending BT unallocated expenditures

(e) carryforward includes pending all years BTs; actual amount pending MPS

(f) 20/21 Unallocated is balance of revenue less expenses

(g) Includes original budget of zero dollars plus BT of \$1,515,111 from 19/20 unallocated expenditures

(h) Includes original budget of zero dollars and BT of \$75,000 from NB Parks Master Plan

(i) Includes original budget \$200,000 less \$75,000 BT to NB DDRB Design Guidelines

TAB III.B

RESOLUTION 2020-05-02

RESOLUTION 2020-05-02

RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY AS THE COMMUNITY REDEVELOPMENT AGENCY FOR THE SOUTHSIDE COMMUNITY REDEVELOPMENT AREA ADOPTING FISCAL YEAR 2020-2021 BUDGET FOR THE SOUTHSIDE TAX INCREMENT DISTRICT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Downtown Investment Authority (“DIA”) is the Community Redevelopment Agency for the Southside Community Redevelopment Area pursuant to Ordinance 2012-0364; and

WHEREAS, as the Community Redevelopment Agency, the DIA is responsible for developing, approving and implementing the budget for the Southside Community Redevelopment Area; and

WHEREAS, the Finance and Budget Committee of DIA held a public meeting via Zoom on May 13, 2020, where they unanimously voted to approve the Southside Tax Increment District Budgets, attached hereto as Exhibit A; and

WHEREAS, in order to promote economic development, private capital investment and otherwise fulfill the DIA’s purposes, the attached budget for Fiscal Year 2020-2021 is to be submitted by the DIA’s Chief Executive Officer for consideration by the Mayor’s Budget Review Committee and the Jacksonville City Council,

NOW THEREFORE BE IT RESOLVED, by the Downtown Investment Authority:

Section 1. The Southside Tax Increment District budget for Fiscal Year 2020-2021 attached hereto as Exhibit A is hereby adopted by the DIA.

Section 2. The CEO is authorized to submit this budget and make necessary changes thereto as required by the Budget Office to reflect supervisory allocations and ad valorem revenue as determined by the City with a corresponding change in Unallocated Plan Authorized Expenditures without further Board approval.

Section 3. This Resolution shall become effective on the date it is signed by the Chair of the DIA Board.

[SIGNATURES ON FOLLOWING PAGE]

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Chairman

Date

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

**PROPOSED SOUTHSIDE CRA BUDGET
FY 20-21
REVISED**

	Southside CRA FY 20/21 Budget	FY 19/20 budget	FY 20/21 Proposed Budget
1	Revenue		
2	Ad Valorem Revenue*	4,707,693	4,707,000
3	Investment Pool Earnings (All Years)	-	-
4	Total Revenue:	4,707,693	4,707,000
5	Administrative Expenditures		
6	ANNUAL INDEPENDENT AUDIT	2,500	2,500
7	SUPERVISION ALLOCATION**	420,815	400,000
8	Total Administrative Expenditures:	423,315	402,500
9	Financial Obligations		
10	SB THE STRAND (REV) 2001-1329 (a)	449,300	496,006
11	SB THE PENINSULA (REV) 2001-1329 (b)	683,000	703,054
12	GI-VP ONE CALL	100,000	100,000
13	SB SUNGARD (REV)2015-780 (c)	13,288	13,244
14	HOME STREET APARTMENTS	-	145,000
15	SB THE DISTRICT (d), (e)	2,353,385	2,000,000
16	STRAND BONDS INTEREST	177,294	171,350
17	STRAND BONDS PRINCIPAL	142,000	197,000
18	FUTURE YEAR DEBT REDUCTION (f)	-	-
19	Total Financial Obligations:	3,918,267	3,825,654
20	Plan Authorized Expenditures		
21	Plan Programs		
22	SB RETAIL ENHANCEMENT (g)	200,000	
23	SB WATERFRONT ACTIVATION	166,111	
24	SB RIVERFRONT WAYFARING SIGNAGE	-	
25	SB FAÇADE GRANT PROGRAM	-	
26	SB UNALLOCATED PLAN AUTHORIZED EXPENDITURES (h) (i)	-	428,846
27	Plan Capital Projects		
28	SB RIVERPLACE BLVD	-	-
29	SB SOUTHBANK PARKING	-	-
30	Total Plan Authorized Expenditures:	366,111	428,846
31	Plan Professional Services		
32	SB PLAN PROFESSIONAL SERVICES	-	50,000
33	SB DDRB DESIGN GUIDELINES	-	
34	SB TRAFFIC FLOW ROADWAY STUDY	-	
35	SB DRI STUDY	-	
36	SB MARKET FEASIBILITY	-	
37	BID AND CRA PLAN UPDATE	-	
38	Total Plan Authorized Expenditures:	-	50,000
39	TOTAL EXPENDITURES:	4,707,693	4,707,000
40	TOTAL REVENUE LESS TOTAL EXPENDITURES:	-	-

* 20/21 taxes are estimate, actual number to be provided by Budget Office

** 20/21 Supervision Allocation is an estimate, actual to be provided by Budget Office

(a) 19/20 Includes \$440,300 of original budget plus \$9,000 BT from unallocated expenditures

(b) 19/20 Includes \$647,500 of original budget plus \$35,500 BT from unallocated expenditures

(c) 19/20 Includes \$8,288 of original budget plus \$5,000 BT from unallocated expenditures

(d) Carryforward includes pending all years BT of \$46,837.75 from all years budget investment pool earnings

(e) 19/20 Includes \$2,190,930 of original budget and \$162,455 BT from unallocated expenditures

(f) Includes pending all years BT of \$46,837.75 from all years budget investment pool earnings

(g) 19/20 Includes \$0 of original budget plus \$200,000 BT from unallocated expenditures

(h) 19/20 Original budget \$411,955 BT'd to the District, Retail Enhancement Program, The Strand REV, the Peninsula REV and Su

(i) 20/21 Unallocated equal to revenue less expenses

TAB IV.A

RESOLUTION 2020-05-03

RESOLUTION 2020-05-03

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY RECOMMENDING THAT THE JACKSONVILLE CITY COUNCIL APPROVE THE ATTACHED ADMINISTRATIVE AND OPERATIONAL BUDGET AS PART OF THE CITY'S OVERALL BUDGET APPROVAL; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Downtown Investment Authority (“DIA”) has been created to serve as the City’s Economic Development Agency for Downtown and assigned management of the Office of Public Parking, as well as 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, in order to promote economic development, private capital investment and otherwise fulfill the DIA’s purposes, the attached administrative and operational budget for Fiscal Year 2020-2021 is to be submitted by the DIA’s Chief Executive Officer for consideration by the Mayor’s Budget Review Committee and the Jacksonville City Council.

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 respectfully submits and recommends to the Mayor and City Council of the City of Jacksonville, the proposed Downtown Investment Authority Administrative and Operational Budget included as Attachment ‘A’. The Supervisory Allocations reflected on the Exhibit are illustrative only and not to be considered as part of the budget submission. The DIA acknowledges that Supervisory Allocations will be determined by the Budget Office.

Section 3. This Resolution shall become effective on the date it is signed by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Chairman

Date

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

**PROPOSED DIA ADMINISTRATIVE BUDGET
FY 20-21
REVISED**

Budget Categories		FY 2019/2020 Adopted Budget	FY 2020/2021 Proposed Budget
1	Salaries	\$715,009	\$716,813
2	Salaries - Part Time	\$0	\$0
3	Benefits*	\$146,418	\$150,000
4	Professional Services	DIAD011DIA (Sub Object 03109)	
5		\$80,000	\$0
6		\$50,000	\$0
7		\$200,000	\$0
8		\$182,000	\$125,000
9		\$18,000	\$18,000
10		\$0	\$250,000
11		\$0	\$50,000
12		\$0	\$50,000
13		\$530,000	\$493,000
14	Travel Expense (Hotel/Airfare/Meals/Transportation)	DIAD011DIA (Sub Object 04002)	
15		\$1,500	\$0
16		\$1,650	\$1,300
17		\$1,450	\$1,500
18		\$0	\$3,000
19		\$2,050	\$500
20		\$850	\$0
21		\$1,500	\$3,000
22		\$2,500	\$3,000
23		\$2,000	\$1,200
24		\$1,500	\$0
25		\$0	\$1,500
26		\$15,000	\$15,000
27	Employee Training	DIAD011DIA (Sub Object 05401)	
28		\$0	\$275
29		\$0	\$900
30		\$0	\$500
31		\$4,500	\$2,000
32		\$4,500	\$3,675
33	Advertising & Promotions	DIAD011DIA (Sub Object 04801)	
34		\$0	\$15,000
35		\$10,000	\$10,000
36		\$15,000	\$10,000
37		\$25,000	\$35,000
38	Event Contributions/Sponsorship	DIAD011DIA (Sub Object 04918)	
39		\$5,000	\$5,000
40		\$2,000	\$0
41		\$3,000	\$0
42		\$0	\$5,000
43		\$0	\$10,000
44		\$10,000	\$20,000
45	Misc.	\$3,000	\$3,000
46	Legal Notices	\$1,500	\$1,500
47	Office/Operating Supplies	\$3,500	\$5,000
48	Food	\$750	\$750
49	Memberships/Dues/Subscriptions	\$9,096	\$9,096
50	Office Supplies - Printers / Copiers	\$0	\$1,500
51	Furniture / Equipment Under \$1,000	\$0	\$1,000
52	Computer Equipment	\$0	\$5,000
		\$17,846	\$26,846
53		\$1,463,773	\$1,460,334
54	Supervisory Allocation (From Office of Public Parking)**	\$54,984	\$55,000
55	Supervisory Allocation (From NB CRA)**	\$434,063	\$434,000
56	Supervisory Allocation (From SB CRA)**	\$420,815	\$400,000
57		\$909,862	\$889,000
58		\$553,911	\$571,334

*Includes defined benefit (pension) and defined contributions and insurance (e.g. life, medical) costs; actual number determined by Budget Office
**Actual supervisory allocation determined by Budget Office

TAB IV.B

RESOLUTION 2020-05-04

RESOLUTION 2020-05-04

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY RECOMMENDING THAT THE JACKSONVILLE CITY COUNCIL APPROVE THE CITY'S FINANCIAL CONTRIBUTION TO DOWNTOWN VISION, INC. ("DVI") AS IDENTIFIED IN DVI'S 2020-2021 BUDGET; RECOMMENDING THAT THE JACKSONVILLE CITY COUNCIL APPROVE DVI'S 2020-2021 ANNUAL BUDGET INCLUDED IN EXHIBIT 'A'; PROVIDING FOR AN EFFECTIVE DATE.

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 reauthorized the Enhanced Municipal Services Agreement between Downtown Vision, Inc. and the City through Ordinance 2005-785-E, Ordinance 2012-422-E and Ordinance 2019-97-E; and

WHEREAS, the Downtown Investment Authority ("DIA") has been designated 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-E; and

WHEREAS, the DIA finds that DVI provides valuable, enhanced public services to property owners within the BID that could not effectively be provided without financial support from the City; and

WHEREAS, DVI has submitted the five page Exhibit A for consideration by DIA, inclusive of pages 2, 3 and 4 which represent the DVI budget for FY 20/21,

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 recommends that the City of Jacksonville continue its financial contribution equal to 1.1 mils of the assessed value of City property within DVI's Business Improvement District.

Section 3. The DIA recommends that the City Council approve DVI's Fiscal Year 2020-2021 Budget included in Exhibit 'A' as pages 2, 3 and 4 thereof.

Section 4. This Resolution, 2020-05-04, Shall become effective on the date it is signed by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Chairman

Date

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



*Downtown
Vision,
Incorporated*

May 11, 2020

Lori Boyer, CEO
Downtown Investment Authority
117 W. Duval Street, #310
Jacksonville, FL 32202

Re: Downtown Vision Inc. budget for Fiscal Year 2020-2021

Dear Ms Boyer,

On behalf of the Board of Directors of Downtown Vision Inc. (DVI), please accept the following budget documents for Downtown Vision for the fiscal year 2020 – 2021: (1) Budget Office Form Schedule AD AE, (2) FY20/21 Budget for DVI, (3) Budget Comparison for FY19/20 and FY20/21 and (4) Historic contributions by City of Jacksonville to DVI.

These budget documents were approved at our recent meeting of our board of directors on Wednesday April 22, 2020. We now seek approval from the DIA board of directors, and if approved, to be submitted to the Mayor's Office.

As you know, commercial property owners in our Downtown business improvement district pay a 1.1 mils assessment on the taxable value of their property to DVI. These funds are used to complete our mission of helping make Downtown a better place to live, work, visit and invest.

We are thrilled that since 2017, the City of Jacksonville has contributed the full amount of their formula assessment on its properties in the district. We believe it's a very wise investment since our district leverages more than \$2.50 in private funds for every \$1.00 contributed by the City. We are all working towards the same goal!

The support of DVI will be directly beneficial to the DIA in reaching its redevelopment goals for Downtown Jacksonville laid out in your CRA and BID Plans. We hope the DIA and the City warmly receives this year's request to continue to match the same formula calculation paid by private property owners.

Thank you for all your hard work for our City. We look forward to our continued partnership to help make Downtown Jacksonville better.

Sincerely,

Jacob A. Gordon Esq., CEO, DVI

214 N. Hogan Street Suite 120, Jacksonville, FL 32202
| 904.634.0303 | Fax 904.634.8988

Chair

Numa Saisselin
Florida Theatre

Vice Chair

Traci Jenks
Cushman & Wakefield

Treasurer

Oliver Barakat
CBRE

Secretary

Kerri Stewart
JEA

Board Members

Stephen Crosby
InvestJax

Teresa Durand-Stuebben
Foresight Construction Group

Jan Hanak
Regency Centers

Kerri Stewart
JEA

Paul Grainger
Iconic Real Estate

Allan Iosue
Haskell

Bill Prescott
Heritage Capital Group

Elias Hionides
Petra Jax

Alex Sifakis
JWB Real Estate Capital

Caryn Carreiro
Cushman & Wakefield

Vince McCormack
Perdue Office Interiors

John Ream
The Connect Agency

Zach Ashourian
Ash Properties

Ryan McIntyre
VyStar Credit Union

Paul Davison
BDO

Lori Boyer
Downtown Investment Authority

Councilmember Ju'Coby Pittman
Jacksonville City Council

Nathaniel P. Ford
Jacksonville Transportation Authority

Chief Don Tuten
Jacksonville Sheriff's Office

Asst. Chief Jimmy Judge
Jacksonville Sheriff's Office

Aundra Wallace
JaxUSA Partnership

**BUSINESS IMPROVEMENT DISTRICT
(DOWNTOWN VISION)
JACKSONVILLE, FLORIDA
BUDGET – FISCAL YEAR 2020-21**

ESTIMATED REVENUES

DVI PROPOSED

Assessed Properties (1)	\$ 963,680
City of Jacksonville (2)	\$ 510,615
Other Sources (3)	\$ 225,043
Total Estimated Revenues	<u>\$1,699,338</u>

Schedule AD

APPROPRIATIONS

	Clean, Safe and Attractive (4)	Marketing, Promotions, Special Projects (5)	Business & Stakeholder Support (6)	Management & General (7)	Total
Personnel Services	\$107,869	\$273,488	\$166,502	\$64,541	\$612,400
Operating Expenses	\$762,114	\$251,636	\$38,472	\$34,716	\$1,086,938
Total Appropriations	<u>\$869,983</u>	<u>\$525,124</u>	<u>\$204,974</u>	<u>\$99,256</u>	<u>\$1,699,338</u>

- (1) Commercial property owners in DVI's Downtown district pay 1.1 mils of their property's assessed value to DVI.
- (2) This reflects a contribution from the City of Jacksonville equal to 1.1 mils of the value of the City's owned property.
- (3) This represents all other income for Downtown Vision, including fee-for-service contracts, voluntary contributions from exempt organizations, grants, sponsorships and revenues generated from special events.
- (4) These contracted services include a team of Clean & Safe Ambassadors, a supervising project manager, uniforms, supplies and equipment. This line item includes 50% of the Director of District Services salary plus 25% of administrative budget.
- (5) Includes salaries for Vice President of Marketing, Communications Manager, Events Manager and includes 25% of the admin budget.
- (6) Includes salary for Director of Experience, 50% of Director of District Services and 25% of admin budget.
- (7) This represents 25% of the admin budget. The admin budget includes the CEO and Business Administrator positions.

Schedule AE

Downtown Vision, Inc. FY2020-2021 Budget

Downtown Vision FY20/21 Budget							BUDGETED 20/21
REVENUES							
City of Jacksonville Request (1)							\$ 510,615
Private Commercial Properties - Assessed at 1.1 mils (2)							\$ 963,680
Contracted Services (3)							\$ 64,990
Voluntary Contributions, Sponsorships & Event Income (4)							\$ 157,053
Interest Income							\$ 3,000
TOTAL REVENUES							\$ 1,699,338
	Clean, safe and Attractive (5)	Mktg, Promotions, special projects (6)	Business/ Stakeholder Support (7)	Total Programs	Management & General (8)		
EXPENDITURES							
Salaries	\$ 82,951	\$ 217,221	\$ 134,401	\$ 434,573	\$ 50,821		\$ 485,394
Employee Benefits	\$ 16,034	\$ 33,178	\$ 17,707	\$ 66,918	\$ 8,277		\$ 75,195
Payroll Taxes/Workers' Comp	\$ 8,884	\$ 23,090	\$ 14,394	\$ 46,368	\$ 5,443		\$ 51,811
Total Salaries & Related Expenses	\$ 107,869	\$ 273,488	\$ 166,502	\$ 547,859	\$ 64,541		\$ 612,400
Professional Fees and Contract Services	\$ 724,243	\$ 82,232	\$ -	\$ 806,475	\$ -		\$ 806,475
Supplies/Equip. & Postage	\$ 5,311	\$ 5,311	\$ 5,311	\$ 15,932	\$ 5,311		\$ 21,243
Telephone & Internet	\$ 2,295	\$ 2,295	\$ 2,295	\$ 6,885	\$ 2,295		\$ 9,180
Computers	\$ 4,279	\$ 4,279	\$ 4,279	\$ 12,836	\$ 4,279		\$ 17,115
Insurance	\$ 2,060	\$ 2,060	\$ 2,060	\$ 6,181	\$ 2,060		\$ 8,241
Rent	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
Accounting/Banking Services	\$ 11,817	\$ 11,817	\$ 11,817	\$ 35,452	\$ 11,817		\$ 47,269
Meetings	\$ 2,344	\$ 2,344	\$ 2,344	\$ 7,031	\$ 2,344		\$ 9,375
Travel/Conferences/Professional Development	\$ 4,568	\$ 4,568	\$ 4,568	\$ 13,705	\$ 4,568		\$ 18,273
Memberships & Subscriptions	\$ 2,042	\$ 2,042	\$ 2,042	\$ 6,125	\$ 2,042		\$ 8,167
Program Support	\$ 3,156	\$ 134,688	\$ 3,756	\$ 141,600	\$ -		\$ 141,600
TOTAL EXPENDITURES	\$ 869,983	\$ 525,124	\$ 204,974	\$ 1,600,081	\$ 99,256		\$ 1,699,338
% of Total	51%	31%	12%	94%	6%		
REVENUES OVER EXPENDITURES/Gap Fund							\$0
(1) This amount reflects a full contribution from the City equal to 1.1 mils of the value of the City's owned property. (2) Commercial property owners in DVI's Downtown district pay 1.1 mils of their property's assessed value to DVI. (3) Includes contracts with General Services Administration (GSA) for federal courthouse and JTA for Skyway Ambassador services (4) Includes all others revenue such as grants, sponsorships and event revenue plus voluntary monetary contributions from exempt organizations such as JEA, First Baptist Church, JAX Chamber and Jesse Ball DuPont Fund. (5) Includes Clean & Safe Ambassador team, a supervising operations director, uniforms, supplies and equipment and includes 50% of the Director of District Services salary plus 25% of admin budget. (6) Includes salaries for Vice President of Marketing, Communications Manager and Events Manager. Includes 25% of the admin budget. (7) Includes salary for Experience Manager, 50% of Vice President of District Services, and 25% of admin budget. (8) Includes 25% of the admin budget. The admin budget includes the CEO and Business Administrator positions.							

**Downtown Vision
FY 19/20 vs. FY 20/21**

	Adopted FY19/20	Proposed FY20/21	Increase (Decrease)	Notes
REVENUES				
City of Jacksonville	\$ 461,884	\$ 510,615	\$48,731	City contribution to Downtown Vision based on same 1.1 mils formula as private properties
Private Commercial Properties (1.1 mils)	\$ 902,587	\$ 963,680	\$61,093	Increase in assessed value of properties in the downtown district
Interest Income	\$ 480	\$ 3,000	\$2,520	Adjusted bank accounts to maximize interest revenues
Contracted Services	\$ 53,189	\$ 64,990	\$11,801	Includes payments from General Services Administration (GSA) for ambassador assistance around Federal Courthouse and JTA for Ambassadors at some Skyway stations.
Voluntary Contributions, Sponsorships, Etc.	\$ 221,752	\$ 157,053	(\$64,699)	Includes all others revenue, including grants, sponsorships, event revenue and voluntary contributions from exempt organizations like JEA, First Baptist Church, JaxChamber and Jesse Ball DuPont Fund. Decrease is due to less marketing sponsorships and fee-for-service revenue.
TOTAL REVENUES	\$ 1,639,892	\$ 1,699,338	\$59,446	
EXPENDITURES				
Salaries	\$ 390,244	\$ 485,394	\$95,150	Increase due to three new employees, including brand new position of Experience Manager
Employee Benefits	\$ 95,890	\$ 75,195	\$ (20,695)	Decrease due to renegotiated cost of health insurance and decreased 401k match for new employees
Payroll Taxes/Worker's Comp	\$ 41,795	\$ 51,811	\$10,016	Increase due to three new employees and one new position, as above
Total Salaries & Related Expenses	\$ 527,929	\$ 612,400	\$84,471	
Professional Fees & Contract Services	\$ 694,582	\$ 806,475	\$111,893	Includes Ambassador contract (\$724K total), and other costs such as Downtown map/guide, advertising, graphic design support, consulting, marketing support, printing reports, rack cards and marketing collateral.
Supplies, Printing & Postage	\$ 21,163	\$ 21,243	\$80	Includes office supplies, stationary, copier, water cooler, postage meter, postage, bulk mail, UPS, courier fees
Telephone & Internet	\$ 8,340	\$ 9,180	\$840	Includes phone lease, internet, local and long distance
Computers	\$ 12,648	\$ 17,115	\$4,467	Includes website management, software fees, email hosting and server maintenance
Insurance	\$ 10,760	\$ 8,241	(\$2,519)	Includes D&O, liability, property, theft and event insurance.
Rent	\$ 12,610	\$ -	(\$12,610)	Includes rent for location in Ed Ball Building
Accounting, Banking Services & Payroll	\$ 25,100	\$ 47,269	\$22,169	Includes audit, payroll expenses, licenses and bank fees.
Meetings	\$ 6,000	\$ 9,375	\$3,375	Includes Board meetings, committee meetings, stakeholder meetings and board retreat
Travel/Conferences/Profess. Development	\$ 30,180	\$ 18,273	(\$11,907)	Includes conference expenses, lodging and travel expenses. Decrease is due to less travel for staff.
Memberships & Subscriptions	\$ 10,054	\$ 8,167	(\$1,887)	Also includes funding for membership in organizations like JaxChamber, Urban Land Institute and International Downtown Association and subscriptions for local papers such as Jacksonville Business Journal
Program Support	\$ 280,526	\$ 141,600	(\$138,926)	Items include \$135,000 for events and promotions such as Art Walk, Jazz Fest After Dark, Trick or Treat on the Street and for beautification initiatives such as tree bed mulching. Decrease is due to less project specific costs paid by sponsorships, and increased use of 501(c)3 foundation for fundraising such as DTJax Gala
SUBTOTAL EXPENDITURES	\$ 1,639,892	\$ 1,699,338	\$59,446	
Contingency	\$ -	\$ -	\$ -	
TOTAL EXPENDITURES	\$ 1,639,892	\$ 1,699,338	\$59,446	
Variance	\$ 0.00	\$ (0)	(\$0)	

Downtown Vision History of Revenues from City of Jacksonville

Fiscal Year	Private Assessments (Budgeted)	Assessed Value of City Property	City Assessments (Due) (1.1mils)	City Assessments (Paid)	Millage Rate Paid by COJ	Other \$ (Note 1, 2)	Actual City Contribution	Actual Millage	City Assessment Diff From Millage (Note 3)	DVI Adopted Budget (Note 4)
FY 00/01	\$778,970	\$139,318,182	\$153,250	\$153,250	1.1	\$0	\$153,250	1.1	\$0	\$983,140
FY 01/02	\$740,000	\$130,045,455	\$143,050	\$143,050	1.1	\$0	\$143,050	1.1	\$0	\$956,478
FY 02/03	\$734,000	\$156,824,545	\$172,507	\$172,507	1.1	\$0	\$172,507	1.1	\$0	\$1,090,950
FY 03/04	\$775,000	\$174,746,364	\$192,221	\$192,221	1.1	\$0	\$192,221	1.1	\$0	\$1,116,746
FY 04/05	\$781,948	\$201,148,182	\$221,263	\$221,263	1.1	\$0	\$221,263	1.1	\$0	\$1,159,737
FY 05/06	\$735,492	\$214,837,273	\$236,321	\$236,321	1.1	\$0	\$236,321	1.1	\$0	\$1,159,737
FY 06/07	\$786,284	\$219,482,727	\$241,431	\$241,431	1.1	\$0	\$241,431	1.1	\$0	\$1,132,013
FY 07/08	\$825,600	\$208,860,909	\$229,747	\$229,747	1.1	\$0	\$229,747	1.1	\$0	\$1,150,521
FY 08/09	\$892,413	\$330,055,455	\$363,061	\$229,747	0.7	\$0	\$229,747	0.7	-\$133,314	\$1,212,356
FY 09/10	\$950,000	\$310,965,455	\$342,062	\$229,747	0.7	\$39,587	\$269,334	0.9	-\$72,728	\$1,253,886
FY 10/11	\$840,000	\$295,737,273	\$325,311	\$229,747	0.8	\$79,175	\$308,922	1.0	-\$16,389	\$1,203,629
FY 11/12	\$750,000	\$270,883,636	\$297,972	\$229,747	0.8	\$81,913	\$311,660	1.2	\$13,688	\$1,183,568
FY 12/13	\$686,000	\$242,986,364	\$267,285	\$229,747	0.9	\$81,913	\$311,660	1.3	\$44,375	\$1,297,405
FY 13/14	\$686,000	\$250,729,355	\$275,802	\$229,747	0.9	\$81,913	\$311,660	1.2	\$35,858	\$1,246,962
FY 14/15	\$686,000	\$421,943,650	\$464,000	\$311,660	0.7	\$0	\$311,660	0.7	-\$152,340	\$1,242,083
FY 15/16	\$720,000	\$439,806,863	\$481,498	\$311,660	0.7	\$0	\$311,660	0.7	-\$169,838	\$1,323,699
FY 16/17	\$733,108	\$434,850,748	\$478,336	\$311,660	0.7	\$33,988	\$345,648	0.8	-\$132,688	\$1,188,133
FY 17/18	\$769,627	\$447,708,427	\$492,479	\$458,491	1.1	\$33,988	\$492,479	1.1	\$0	\$1,448,380
FY18/19	\$794,285	\$446,148,182	\$490,763	\$456,775	1.1	\$33,988	\$490,763	1.1	\$0	\$1,488,034
FY19/20	\$902,587	\$450,792,727	\$495,872	\$461,884	1.1	\$33,988	\$495,872	1.1	\$0	\$1,639,892
FY20/21 (Proposed)	\$963,680	\$464,195,264	\$510,615	\$510,615	1.1	\$0	\$510,615	1.1	\$0	\$1,699,338

NOTES

1. The "Other \$" column from FY 09/10 to FY 13/14 reflects a grant from City of Jacksonville for additional ambassadors.
2. The "Other \$" column for FY 16/17 to FY 19/20, reflects a rental credit for Downtown Vision's lower-than-market rent in the Ed Ball Building as requested by City Council in FY 16/17.
3. From FY 08/09 through FY 16/17, the City of Jacksonville underpaid its 1.1 mil assessment by a total of \$583,376.
4. During the past 20 years, Downtown Vision, Inc. has leveraged \$2.63 in private assessments for every \$1 paid by the City of Jacksonville.

TAB V.A
COMMITTEE ASSIGNMENT



Downtown Investment Authority

Chairman Gibbs is making the following committee appointments as of May 20, 2020:

DIA Committee Assignments

Governance Committee (3 members)

Carol Worsham, Chair
Bill Adams
Jim Citrano
*Board Chair ex officio

Finance and Budget Committee (3 members)

Todd Froats, Chair
David Ward
Braxton Gillam
*Board Chair ex officio

Strategic Implementation Committee (4 members)

Ron Moody, Chair
David Ward
Bill Adams
Oliver Barakat
*Board Chair ex officio

Retail Enhancement and Property Disposition (4 members)

Oliver Barakat, Chair
Todd Froats
Carol Worsham
Jim Citrano
*Board Chair ex officio