



City Hall at St. James
117 W. Duval Street
3rd Floor, Conference Room C.

Thursday, June 9, 2016 – 3:00 P.M. – 3:30 P.M.

DOWNTOWN INVESTMENT AUTHORITY BOARD
Governance Committee Agenda

Members: Committee Chair, O. Barakat, C. Gibbs and J. Meeks

I. CALL TO ORDER – O. Barakat

II. ACTION ITEMS

- DIA Nomination of Selection of Officers
- Discuss CEO Signature Authority

ADJOURNMENT

- Next Regularly Scheduled Meeting: Thursday, June 23, 2016 at 10:30 a.m.

Downtown Investment Authority
Governance Committee Meeting

Thursday, June 9, 2016 3:00 p.m.



City Hall at St. James
117 West Duval St., 3rd Floor Conference Room C

DIA Governance Committee
DRAFT MEETING MINUTES

Board Members Present: Oliver Barakat; Craig Gibbs, and Jack Meeks

Committee Board Members Absent: None

Office of General Counsel: John Sawyer

Council Member: None

Attendees: Aundra Wallace, DIA Chief Executive Officer; Guy Parola, DIA Redevelopment Manager; Jim Klement, DIA Development Coordinator and Karen Underwood, DIA Executive Assistant

I. CALL TO ORDER

Chairman Barakat called the Governance Committee meeting to order at approximately 3:00 p.m.

II. ACTION ITEMS

Approval of the August 5, 2015 Governance Committee Minutes

A MOTION WAS MADE BY BOARD MEMBER MEEKS AND SECONDED BY BOARD MEMBER GIBBS. THE MOTION PASSED UNANIMOUSLY 3-0.

III. DISCUSSION

Chairman Barakat stated the meeting today is regarding the nominating of DIA Officers, Election and Duties.

Per Section 4.0 of the DIA Bylaws, the Governance Committee met on Thursday, June 9, 2016 to discuss a slate for Chair, Vice Chair and Secretary to be presented to the Board as a whole at the June 23, 2016 DIA General Meeting.

A MOTION WAS MADE BY BOARD MEMBER MEEKS AND SECONDED BY BOARD MEMBER GIBBS NOMINATING BOARD MEMBER BAILEY AS CHAIR OF THE DIA. THE MOTION PASSED UNANIMOUSLY 3-0.

A MOTION WAS MADE BY BOARD MEMBER GIBBS AND SECONDED BY BOARD MEMBER BARAKAT NOMINATING BOARD MEMBER MEEKS AS VICE CHAIR OF THE DIA. THE MOTION PASSED UNANIMOUSLY 3-0.

A MOTION WAS MADE BY BOARD MEMBER GIBBS AND SECONDED BY BOARD MEMBER MEEKS NOMINATING BOARD MEMBER DURDEN AS SECRETARY OF THE DIA. THE MOTION PASSED UNANIMOUSLY 3-0.

CEO Wallace briefly discussed Ordinance 2014-560 DIA duties. He inquired about delegation of responsibilities to the CEO to avoid coming back to receive signature authority for \$500 to \$600 etc.

John Sawyer OGC explained the process to the committee. He provided A redevelopment agreement process as the City Council grants to the office of economic development or the Mayor's designee all further signing authority and to take offer to actions necessary to administer the redevelopment agreement. The limitations cannot increase the cost to the City and DIA. Private schedules can be extended to developers. There needs to be a little flexibility granted to the CEO within the parameters established. This is a classification agreement as anything that has been inherited from the OED to grant Aundra Wallace the authority as to those agreements so that it will not come back to DIA.

Tom Daly suggested drafting a Resolution to the Board for a recommendation based on the parameters established. John Sawyer will borrow some language from OED.

Board Member Barakat stated that it would be easiest for Board to have some of the potential areas highlighted of what all of the categories are to compare it to other agencies in the past.

Board Member Meeks suggested that John Sawyer to draft a resolution that would lay out several parameters, activities, in consistent with OED's. Board Member Gibbs concurred.

Board Member Barakat pointed out that the parking agreement would apply to all past agreements with the Office of Public parking.

Tom Daly noted that the Strand agreement will be closing on July 12, 2016. A sponsorship was needed and a consent to assignment.

Board Member Gibbs suggested for the Chair and CEO signature authority.

John Sawyer commented that he would rely on staff as to what the collection of others us

IV. NEXT MEETING TO BE DETERMINED

There being no further business, Governance Committee Chairman Barakat adjourned the meeting at approximately 3:30 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.

DRAFT FOR CIRCULATION NOT APPROVED BY COMMITTEE