



Downtown Development Review Board (DDRB)

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

AGENDA

Thursday, July 21, 2016 – 2:00 PM

Members:		Ex-Officio and Staff Distribution:	
Rafael Caldera, Chairman		Bill Joyce, PW Chief Engineering & Construction Management	
Frederick Jones, Vice-Chair		Terry Sandeen, PW, Traffic Operations Division	
Joseph P Loretta, Secretary		Council Member, Aaron Bowman	
Carol Worsham, Board Member		Jacob Gordon, DVI, Ex-Officio Member	
Craig Davisson, Board Member		Joel McEachin, Historic, Ex-Officio Member	
Trevor Lee, Board Member		Michael Sands, PW/Dev. Mgt., Ex-Officio Member	
William J. Schilling, Jr. Board Member			
Ex-Officio and Staff Distribution:		J. Keith Brown, JTA Representative	
Aundra Wallace, DIA CEO		Jim Bailey, DIA Representative	
Jim Klement, DDRB Development Coordinator		Jason Teal, Assistant General Counsel	
Guy Parola, DIA Redevelopment Mgr.		Public Information Office, James Croft	
		Karen Underwood-Eiland, DDRB Executive Secretary	
I.	CALL TO ORDER – Chairman Caldera		
II.	ACTION ITEMS – Chairman Caldera		
	A.	Approval of June 16, 2016 Meeting Minutes	
	B.	Resolution 2016-07-21: A Resolution commending and recognizing the Contributions of Mr. Wiatt Bowers	
	C.	Election of New DDRB Chairman	
	D.	New Chairman selects committed for remaining officers for August 2016 election (Vice Chair & Secretary)	
III.	INFORMATION/DISCUSSION ITEMS – Chairman Caldera		
IV.	OLD BUSINESS – Chairman		
V.	NEW BUSINESS – Chairman		
VI.	PUBLIC COMMENTS – Chairman		
VII.	ADJOURNMENT – Chairman		
	Next Scheduled Meeting: (TBD August 11 or August 18, tentative)		



Downtown Development Review Board (DDRB)

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

Thursday, July 16, 2016 - 2:00 p.m.

MEETING MINUTES

Board Members Present: Chair R. Caldera, Vice Chair F. Jones, Secretary, C. Davisson and Bill Schilling

Board Members Not Present: Trevor Lee, Secretary J. Loretta and C. Worsham

DIA Board Members Present: None

DIA Staff Present: Aundra Wallace CEO, Guy Parola, Redevelopment Manger; Jim Klement, Staff Liaison; and Karen Eiland, Executive Secretary

Representing Office of City Council: Council Member Aaron Bowman, Jacksonville Waterways Commission

Representing Office of the Mayor: Johnny Gaffney

Representing Office of General Counsel: Jason Teal

I. CALL TO ORDER

Chairman Caldera convened the meeting with a quorum present and called the meeting to order at approximately 2:22 p.m.

Chairman Caldera welcomed Council Member Bowman and the newest Board Member Bill Schilling to the Board.

Chairman Caldera asked anyone wishing to speak on a particular project to complete a public speaker card and reminded Board members to disclose if they had 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.

The action items were deferred until a quorum was defined.

CEO Wallace discussed the next month agenda. He informed the Board that The District, a Healthy town concept, the development of the 40-acre site on the Southbank which was the old JEA Southside generating station. The District will be coming before the DDRB for conceptual approval. CEO Wallace would like to see the project go from conceptual to final before October 1, 2016. CEO Wallace briefly updated the Board Members regarding the DIA Appeal of the Gate Station that was heard by the DIA on June 23, 2016.

Jim Klement stated that Broad stone is moving through the permit process.

CEO Wallace was excused for a conference call.

Board Member Jones arrived at 2:30 pm. and a quorum was defined. He was attending a meeting with FDOT.

II. ACTION ITEMS

A. Approval of the DDRB June 16, 2016 Regular Meeting Minutes

A MOTION WAS MADE BY BOARD MEMBER DAVISSON AND SECONDED BY BOARD MEMBER JONES APPROVING DDRB JUNE 16, 2016 REGULAR MEETING MINUTES.

THE MOTION PASSED UNANIMOUSLY 4-0.

B. A RESOLUTION COMMENDING AND RECOGNIZING THE CONTRIBUTION OF WIATT BOWERS TO THE DOWNTOWN DEVELOPMENT REVIEW BOARD.

Mr. Klement brought forth Resolution 2016-07

**A MOTION WAS MADE BY BOARD MEMBER JONES AND SECONDED BY BOARD MEMBER DAVISSON APPROVING RESOLUTION 2016-07-21.
THE MOTION PASSED UNANIMOUSLY 4-0.**

Mr. Bowers thanked the Board. He stated that he was hopeful to see things starting to fixate. He pointed out that the Downtown Core really matters. He wished the Board the best of luck.

C. ELECTION OF NEW DDRB CHAIRMAN

Jason Teal said that the Bylaws specified that the Board was required to elect a New Chairperson. He explained the method for the Chair to open up the floor for nominations. The person need not be present. Once those nominations are in, the Chairman will close the nomination period and vote the various slates of officers. Once the election is concluded, then that Chair will immediately take the seat. The Chair will then appoint a nominating committee to be charged to meet some time before the next meeting to consider and prepare a recommendation of a Vice Chair and Secretary. The nominating committee will need to be noticed and coordinated through Karen Underwood.

Chairman Caldera opened the floor for nominations.
Board Member Davisson nominated Frederick Jones as Chairman.

A MOTION WAS MADE BY BOARD MEMBER DAVISSON AND SECONDED BY BOARD MEMBER JONES NOMINATING BOARD MEMBER JONES AS CHAIRMAN OF THE DDRB.

THE MOTION PASSED UNANIMOUSLY 4-0

D. NEWLY APPOINTED CHAIRMAN SELECTS COMMITTEE FOR REMAINING OFFICERS FOR AUGUST 2016 ELECTION.

Jason Teal stated that Chairman Jones was now in control of the Agenda. Before the meeting concludes, Chairman Jones needs to appoint two Board Members to serve on the nominating committee.

Chairman Jones elected Board Member Davisson and Board Member Caldera to serve on the nominating committee.

III. INFORMATION/DISCUSSION ITEMS

None

IV. OLD BUSINESS

Board Member Caldera inquired about the Broad stone River house. Jason Teal responded that there was a debate about which sign design or style type would be chosen. That final design has to be reviewed by a Member of the DDRB. Board Member Lee was appointed to serve on that capacity.

Jim Klement stated the next regular meeting will be tentatively scheduled on August 18, 2016.

V. NEW BUSINESS

None

VI. PUBLIC COMMENT

None

VII. ADJOURNMENT

There being no further business, Chair Jones adjourned the meeting at approximately 3:03 p.m.

Downtown Development Review Board (DDRB)

Thursday, July 16, 2016

Page 4 of 4

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, Downtown Investment Authority at (904) 630-3492 or by email at karenu@coj.net.