



**Downtown Investment Authority
 Retail Enhancement Review Committee Meeting
AGENDA**

*City Hall at St. James, 117 W. Duval Street, Jacksonville, Fl. 32202
 (3rd) Floor, Conference Room C.
 Tuesday, July 18, 2017 – 10:00 AM*

I.	CALL TO ORDER – Chairman
II.	PROGRAM OVERVIEW – Aundra Wallace
III	ACTION ITEMS - Chairman <i>(Requires DIA Action and/or Approval)</i>
	A. REP Application 2017-001 Tossgreen
IV.	OLD BUSINESS – Chairman
V.	NEW BUSINESS – Chairman
VI.	PUBLIC COMMENTS – Chairman
VII.	ADJOURNMENT – Chairman
	Next Scheduled Meeting: TBD



Downtown Investment Authority
Retail Enhancement Program Committee
City Hall at St. James
117 West Duval St., 3rd Floor, Conf Rm C
Tuesday, July 18, 2017 – 10:00 a.m.

REP Committee Minutes

Board Members Present: Jim Bailey, DIA Chair and Board Member Craig Gibbs

DIA Staff Present: Jim Klement, Tom Daly and Karen Underwood-Eiland

Office of General Counsel: Not Present

Office of the Mayor: None

Next meeting: TBD

I. Call to Order – Board Member

A quorum was confirmed and DIA Chairman Bailey called the review committee meeting to order at approximately 10:05 a.m.

II. Action Items

A. REP APPLICATION 2017-001: Tossgreen

Jim Klement provided an overview of application REP 2016-001, Tossgreen, Manali Patel, President & CEO, located at 76 S. Laura Street, #101, Jacksonville, FL. 32202.

REP Application 2017-001 specifics are identified below:

Project asks and Amount	Amount Requested: \$31,459.77
Total Project Costs:	\$297,834.77
Applicant Equity:	\$232,375

A handout of the Staff Report, Evaluation Criteria and Application were provided in the meeting packet. The owners have two (2) existing locations. One is located in the Southside area in Tinsel Town and the one is located in the St. Johns Towne Center.

Mr. and Mrs. Patel, Owners were present and shared information regarding the Application REP 2017-001.

The Board made relative comments regarding the Application REP 2017-001.

Chairman Bailey stated that some of value of this grant goes to signage and furniture not kept when they move out.

Chairman Bailey asked the owners if they were following the food truck issue that is going on downtown. Mr. and Mrs. Patel responded yes, and they take the food trucks positively.

Chairman Bailey commented that the marketing part is important to make sure that the word was getting out to everyone.

Tom Daly noted that he was not included on the scoring process. He provided five (5) more points for applicant equity.

Chairman Bailey referenced the lease agreement and asked the applicants what was their timeline. Mr. Patel stated that he would like to open as soon as possible.

Chairman Bailey stated if the applicants didn't have the experience they have, he would question if it was too early. Because of their knowledge, they can survive and make it work.

Tom Daly mentioned with the JU Campus opening, the students will stop in for a quick healthy meal. Mr. Patel stated the hours of operation will be from 7:00 a.m. to 5:00 p.m. They may stay open an hour later for events.

Jim Klement stated that the applicants began the process about 30-45 days ago.

Chairman Bailey encouraged the applicants to communicate with staff for a smooth process.

A MOTION WAS MADE BY BOARD MEMBER BAILEY AND SECONDED BY BOARD MEMBER GIBBS APPROVING REP APPLICATION 2017-001 TOSSGREEN, 76 S. Laura Street, #101, FORGIVABLE LOAN IN THE AMOUNT OF \$31,459.77 SUBJECT TO CONDITIONS AS NOTED IN STAFF REPORT.

THE MOTION PASSED UNANIMOUSLY 2-0-0.

The application will move forward to the Downtown Investment Authority (DIA) for final approval on Wednesday, August 23, 2017 at 2:00 p.m.

A discussion was ensued regarding an extra 10 points. Chairman Bailey advised moving the item up and the regular meeting.

Jim Klement commented that their application has been submitted and complete. There is no guarantee of receiving the funds from the DIA but can begin to move forward a little more aggressively with the work now that their application has been accepted.

III. OLD BUSINESS

NONE

IV. NEW BUSINESS

NONE

V. PUBLIC COMMENTS

NONE

VI. ADJOURNMENT

There being no further business, Committee Chairman Bailey adjourned the meeting at approximately 10:33 a.m.

The next meeting will be determined

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