



**Downtown Investment Authority**  
**Retail Enhancement and Property Disposition Committee Meeting**  
***Thursday, October 9th, 2025***  
***10:30 AM***

**Retail Enhancement and Property Disposition Committee Meeting**  
***MEETING MINUTES***

**Retail Enhancement and Property Disposition Committee Members (CM) in Attendance:**

Jill Caffey (Chair); Carrie Bailey; Sondra Fetner, Esq.; Micah Heavener; John Hirabayashi; Patrick Krechowski, Esq. (Ex Officio)

**DIA Board Members in Attendance:** Scott Wohlers

**DIA Staff Present:** Colin Tarbert, CEO; Steve Kelley, Director of Downtown Real Estate and Development; Allan DeVault, CRA Redevelopment Manager; Wade McArthur, Property Disposition Manager; Ava Hill, Administrative Assistant

**Office of General Counsel:** John Sawyer, Esq.

**Mayor's Office Present:** Bill Delaney, Council Liaison

**Council Members Present:** None

**I. CALL TO ORDER**

Committee Chair Jill Caffey called the Retail Enhancement and Property Disposition Committee Meeting to order at 10:30 AM and invited everyone to introduce themselves.

**II. PUBLIC COMMENTS**

John Nooney      8356 Bascom Rd.      Starbucks Public Park at Pottsburgh Creek

**III. FORM 8B: VOTING CONFLICT DISCLOSURES**

There were no voting conflict disclosures.

**IV. AUGUST 14TH, 2025, RETAIL ENHANCEMENT AND PROPERTY DISPOSTION COMMITTEE MEETING MINUTES APPROVAL**

Committee Chair Caffey called for a motion on the meeting minutes.

**Motion:**              Committee Member Fetner moved to approve the meeting minutes.  
**Seconded:**          Committee Member Heavener seconded the motion.

Seeing no discussion, Committee Chair Jill Caffey called for a vote.

**Vote:**              **Aye: 6**              **Nay: 0**              **Abstain: 0**

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

**V. RESOLUTION 2025-10-01 STARBUCKS FABREP**

**A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA” OR “GRANTOR”) ACTING AS THE NORTHBANK DOWNTOWN COMMUNITY REDEVELOPMENT AGENCY APPROVING THE AWARD OF A RETAIL ENHANCEMENT PROGRAM TARGETED RETAIL ACTIVATION: FOOD AND BEVERAGE ESTABLISHMENTS GRANT (FAB-REP) TO STARBUCKS JAX LLC AND JACKSONVILLE TOWER FLORIDA REALTY LP (“GRANTEES”); AUTHORIZING THE CEO OF THE DIA TO NEGOTIATE A FORGIVABLE LOAN AGREEMENT AND RELATED SECURITY DOCUMENTS IN ACCORDANCE WITH PROGRAM GUIDELINES; AUTHORIZING THE DIA CEO TO EXECUTE SUCH AGREEMENTS; AND FINDING THAT THE DEVELOPMENT PLAN IS CONSISTENT WITH THE DIA’S BUSINESS INVESTMENT AND DEVELOPMENT PLAN, INCLUDING THE NORTHBANK DOWNTOWN CRA PLAN (“BID PLAN”) AND PROVIDING AN EFFECTIVE DATE.**

Resolution 2025-10-01 was presented by Allan DeVault, CRA Redevelopment Manager, and approved a \$133,200 Retail Enhancement Program grant for a new Starbucks location at the Bank of America Tower, operated by licensee Jeremy Roberts. The store will occupy 2,362 square feet at the corner of Laura and Bay Streets and include sidewalk seating and an exterior entrance. DeVault explained that the total investment exceeds \$1 million, and the project scored highly on the program’s evaluation rubric. He also clarified that this is Roberts’ first Starbucks location, though he owns other businesses in Orlando.

Committee Chair Caffey opened the floor for discussion.

C (Member Hirabayashi) Expressed excitement about Starbucks returning downtown.

Q (Committee Chair Caffey) Asked if this was the licensee’s first Starbucks location.

A (Mr. DeVault) Confirmed it is their first Starbucks, though the licensee owns other businesses in Orlando.

Seeing no further discussion, Committee Chair Caffey called for a motion on the resolution.

**Motion:** Committee Member Bailey moved to approve the resolution.

**Seconded:** Committee Member Hirabayashi seconded the motion.

Committee Chair Caffey called for a vote on the resolution.

**Vote: Aye: 6      Nay: 0      Abstain: 0**

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

**VI. RESOLUTION 2025-10-03 120 WEST ADAMS – OBSCURA REP**

This resolution was deferred to the November meeting and was not discussed during this session.

**VII. RESOLUTION 2025-10-04 SNYDER MEMORIAL METHODIST EPISCOPAL CHURCH DUE DILIGENCE**

**A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY FOR THE COMBINED NORTHBANK COMMUNITY REDEVELOPMENT AREA, INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO DEVELOP A SOLICITION FOR DUE DILIGENCE SERVICES FOR THAT PROPERTY REFERRED TO AS THE SNYDER MEMORIAL METHODIST EPISCOPAL CHURCH AS MORE FULLY IDENTIFIED ON EXHIBIT A, WITH THOSE SERVICES SOUGHT MORE FULLY IDENTIFIED IN EXHIBIT B; INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO UTILIZE THAT FUNDING SOURCE(S) IDENTIFIED IN SECTION 3 OF THIS RESOLUTION; INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.**

Resolution 2025-10-04 was presented by Wade McArthur and authorized due diligence on the Snyder Memorial Methodist Episcopal Church property. DeVault explained that while title research had already begun, the resolution ensures any potential issues with providing insurable title are addressed before moving forward with a property disposition.

Seeing no discussion, Committee Chair Caffey called for a motion on the resolution.

**Motion:** Committee Member Hirabayashi moved to approve the resolution.  
**Seconded:** Committee Member Fetner seconded the motion.

Committee Chair Caffey called for a vote on the resolution.

**Vote: Aye: 6      Nay: 0      Abstain: 0**

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

**I. RESOLUTION 2025-10-06 KEANES SIDEWALK ENHANCEMENT GRANT**

**A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA” OR “GRANTOR”) ACTING AS THE COMBINED NORTHBANK DOWNTOWN COMMUNITY DEVELOPMENT AGENCY APPROVING THE AWARD OF A RETAIL ENHANCEMENT PROGRAM FORGIVABLE SIDEWALK ENHANCEMENT LOAN TO 323 E BAY STREET, LLC (“GRANTEE”); AUTHORIZING THE CEO OF THE DIA TO NEGOTIATE A FORGIVABLE LOAN AGREEMENT OR EQUIVALENT; AUTHORIZING THE DIA CEO TO EXECUTE SUCH AGREEMENT; AND FINDING THAT THE PROPOSED SIDEWALK CAFÉ FURTHERS THE DIA’S BUSINESS INVESTMENT AND DEVELOPMENT PLAN, INCLUDING THE NORTHBANK CRA PLAN (“BID PLAN”) AND PROVIDING AN EFFECTIVE DATE.**

Resolution 2025-10-06, also presented by Allan DeVault, approved a sidewalk enhancement grant for Keanes, a business that had previously received a FAB REP grant. The grant supports the installation of custom planters, fruit trees, lighting, and six sets of tables and chairs to enhance the

storefront. Mr. DeVault noted that the updated budget was submitted after the agenda was published and included in both redlined and clean versions.

Committee Chair Caffey called for a motion on the resolution.

**Motion:** Committee Member Heavener moved to approve the resolution.  
**Seconded:** Committee Member Fetner seconded the motion.

Committee Chair Caffey called for a vote on the resolution.

C (Member Bailey) Before the vote, Member Bailey commended Mr. DeVault for his proactive support of new businesses and emphasized the importance of helping them succeed.

**Vote: Aye: 6      Nay: 0      Abstain: 0**

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

## **II. ADJOURNMENT**

Seeing no further discussion, Committee Chair Caffey adjourned the meeting at 10:47 am.

*The written minutes for this meeting are only an overview of what was discussed. For verbatim comments of this meeting, a recording is available upon request. Please contact Ava Hill at [avah@coj.net](mailto:avah@coj.net) to acquire a recording of the meeting.*