



**Downtown Investment Authority**  
**Retail Enhancement and Property Disposition Committee Hybrid Meeting**  
*Monday, April 17th, 2023 – 10:00AM*

**Retail Enhancement and Property Disposition Committee Hybrid Meeting**  
***Draft – MEETING MINUTES***

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

Oliver Barakat, Committee Chair  
Jim Citrano, Vice Chair

Carol Worsham

**Committee Members Excused:** none.

**DIA Board Members Participating In person:** George Saoud, Joshua Garrison

**DIA Board Members Participating Virtually:** None.

**DIA Staff Present:** Steve Kelley, Director of Downtown Real Estate and Development; Guy Parola, Operations Manager; Antonio Posey, Project Manager; and Jovial Harper, Administrative Assistant.

**Office of General Counsel:** Joelle Dillard.

**Council Members Present:** None.

**I. CALL TO ORDER**

The Retail Enhancement and Property Disposition Committee Meeting, was called to order at 10:01 a.m. by Oliver Barakat.

**II. PUBLIC COMMENTS**

Committee Chair Barakat called for public comment.

*The following persons made in-person public comments, made public comments virtually through Zoom, or provided comments that were read into the record by DIA Staff. Note: the subject matter of the comment(s) indicated to the right of each person:*

Ernest Smith spoke regarding his concerns on mitigating risks from the property at 333 East Bay St (*referencing Waypoint Liquors and Pub*).

**III. FEBRUARY 14<sup>TH</sup>, RETAIL ENHANCEMENT AND PROPERTY DISPOSITION COMMITTEE MEETING MINUTES APPROVAL**

**Motion:** Board Member Jim Citrano moved to approve the resolution as presented

**Seconded:** Board Chair Worsham seconded the motion

**Vote: Aye: 3      Nay: 0      Abstain: 0**

**THE MOTION PASSED UNANIMOUSLY 3-0-0**

**III. RESOLUTION 2023-04-01: WAYPOINT FAB-REP**

**A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ACTING AS THE COMBINED NORTHBANK COMMUNITY REDEVELOPMENT AGENCY (“GRANTOR”) APPROVING THE AWARD OF A RETAIL ENHANCEMENT PROGRAM TARGETED RETAIL ACTIVATION: FOOD AND BEVERAGE ESTABLISHMENTS GRANT (FAB-REP) TO LIBERTY BAY OPERATIONS, LLC AND LIBERTY BAY PROPERTIES, LLC (“GRANTEES”); AUTHORIZING THE CEO OF THE DIA TO NEGOTIATE A GRANT AGREEMENT AND RELATED SECURITY DOCUMENTS; 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 CRA PLAN (“BID PLAN”) AND PROVIDING AN EFFECTIVE DATE.**

DIA Staff, Antonio Posey spoke to the specifics of the Resolution, summarizing the square footage and design plan.

DIA Staff Steve Kelley expounded on the Business Plan for WayPoint and the structuring of the agreement for the plan. He reviewed the Budget and Total Construction Costs.

Board Vice Chair, Jim Citrano inquired if the Fab-Rep contemplated eligibility for the mixed uses for this particular development design?

DIA Staff Steve Kelley confirmed this is not mixed-use inclusive under Retail Enhancement. This is one component of the Fab-Rep Program. He further elaborated on the specifics of the eligibility under the grant’s guidelines.

Board Member Joshua Garrison questioned if this is a recommendation for approval? He also requested clarification on the amount of the construction costs and the grant provided.

DIA Staff Member Steve Kelley confirmed recommendations for approval are presented to the Board without bias. He stated the ultimate decision is made via the Board and Committee Staff to approve or deny. Kelley provided the difference between the eligible and ineligible costs that are covered under the Retail Enhancement grants.

Board Chair Barakat expressed concerns regarding the use and impact of the property within the area. What is the intent of the owners to attract foot traffic into their establishment in addition to those patrons of their establishment?

Board Member Worsham inquired if applicant was available for comment?

DIA Staff Member Posey confirmed the applicant is not available.

DIA Board Member Saoud requested confirmation that the principal of the landlord is the principal of the tenant, has consideration been made to the distinction in the event of default?

DIA Staff Member Kelley stated the structuring of the program has the landlord requirement to backfill in the event of default within one hundred and eighty days. Mr. Mroz will serve as landlord and the tenant both joint and separate.

**Motion:** Board Member Jim Citrano moved to approve the resolution as presented  
**Seconded:** Board Chair Worsham seconded the motion

**Vote: Aye: 3      Nay: 0      Abstain: 0**

**THE MOTION PASSED UNANIMOUSLY 3-0-0**

**IV. RESOLUTION 2023-04-06: PAGEMASTER INN FAB-REP**

**A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ACTING AS THE COMBINED NORTHBANK COMMUNITY REDEVELOPMENT AGENCY (“GRANTOR”) APPROVING THE AWARD OF A RETAIL ENHANCEMENT PROGRAM TARGETED RETAIL ACTIVATION: FOOD AND BEVERAGE ESTABLISHMENTS GRANT (FAB-REP) TO PAGEMASTERINN, LLC. AND LIBERTY BAY PROPERTIES, LLC (“GRANTEES”); AUTHORIZING THE CEO OF THE DIA TO NEGOTIATE A FORGIVABLE GRANT AGREEMENT OR EQUIVALENT; AUTHORIZING THE DIA CEO TO EXECUTE SUCH AGREEMENT; AND FINDING THAT THE PROPOSED RENOVATION OF TENANT SPACE LOCATED AT 333 EAST BAY STREET FURTHERS THE DIA’S BUSINESS INVESTMENT AND DEVELOPMENT PLAN, INCLUDING THE**

**NORTHBANK CRA PLAN (“BID PLAN”) AND PROVIDING AN EFFECTIVE DATE.**

DIA Staff Member Posey provided a summary of the Pagemaster Inn Fab-Rep explaining in detail the eligibility, type, costs and maximum funding.

Vice Chair Citrano inquired the difference of the maximum funding from the previous resolution.

Staff Member Kelley provided clarification on the tier approach with grant funding.

Board Member Worsham expressed excitement about the completion of this project.

Board Member Saoud agreed this is an exciting prospect. He expressed curiosity on the type of liquor license that is being used within this establishment and whether this affects eligibility?

Staff Member Kelley deferred to Allan DeVault to answer.

DIA former Staff Member Allan DeVault confirmed his awareness of the applicant’s former license but is unsure of their current status and licensing.

Board Chair Barakat requested a follow up with the applicant to validate their current liquor licensing prior to the upcoming Board Member.

**Motion:** Board Member Jim Citrano moved to approve the resolution as presented  
**Seconded:** Board Chair Worsham seconded the motion

**Vote: Aye: 3      Nay: 0      Abstain: 0**

**THE MOTION PASSED UNANIMOUSLY 3-0-0**

**V. ADJOURNMENT**

Chair Barakat adjourned the meeting at 11:40 a.m.

*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 Jovita Harper at [HarperJ@coj.net](mailto:HarperJ@coj.net) to acquire a recording of the meeting.*