



Downtown Investment Authority Agenda

Hybrid Virtual In-Person Meeting
Wednesday, October 18, 2023 at 2:00 p.m.

MEMBERS:

Jim Citrano, Chair
George Saoud, Esq., Vice Chair
Joe Hassan
Braxton Gillam, Esq.

Carol Worsham
Craig Gibbs, Esq.
Joshau Garrison
Oliver Barakat

I. CALL TO ORDER

II. PUBLIC COMMENTS

III. COMMUNITY REDEVELOPMENT AGENCY

- A. Form 8B: Voting Conflict Disclosures
- B. September 20, 2023 Community Redevelopment Agency Meeting Minutes
- C. Consent Agenda
 - i. Resolution 2023-10-01: SoGro Retail Enhancement Program
 - ii. Resolution 2023-10-02: Alder & Oak Retail Enhancement Program
 - iii. Resolution 2023-10-03: Doro Extension
 - iv. Resolution 2023-10-07: Zoning Code Process Amendments

IV. DOWNTOWN INVESTMENT AUTHORITY

- A. September 20, 2023 Downtown Investment Authority Board Meeting Minutes
- B. Consent Agenda
 - I. Resolution 2023-10-06: Specialty Center
- C. Resolution 2023-10-04: Jax River Jams Contribution
- D. Resolution 2023-10-05: Sip & Stroll Contribution

V. OLD BUSINESS

VI. NEW BUSINESS

VII. CEO INFORMATIONAL BRIEFING

VIII. CHAIRMAN REPORT

IX. ADJOURN

[CONTINUED ON FOLLOWING PAGE]

Downtown Investment Authority Agenda
Wednesday, October 18, 2023

PHYSICAL LOCATION

Jacksonville Public Library-Main Library/Downtown 303
North Laura Street
Multipurpose Room (located in the Conference Center)
Jacksonville, Florida 32202

VIRTUAL LOCATION

Interested persons desiring to attend this meeting virtually can do so via Zoom (including by computer or telephone) using the following meeting access information:

Join Zoom Meeting

<https://zoom.us/j/94074017448?pwd=WklzbHNRRCT6cFBqL0M4YkNrMkxrQT09>

Meeting ID: 940 7401 7448

Passcode: 642945

TAB III.B

SEPTEMBER 20, 2023

COMMUNITY REDEVELOPMENT AGENCY MEETING MINUTES



**Downtown Investment Authority
Community Redevelopment Agency**

September 20, 2023

MEETING MINUTES

DIA Board Members (BM): Chair; Jim Citrano, Vice Chair; George Saoud, Esq.; Craig Gibbs, Esq.; Braxton Gillam, Esq.; Joe Hassan; Oliver Barakat; Carol Worsham; Member Garrison

DIA Board Members Excused: None.

Mayor's Office: Brittany Norris.

Council Members: Councilperson Jimmy Peluso, District 7, City Council Liaison

DIA Staff: Lori Boyer, Chief Executive Officer; Guy Parola, Operations Manager; Steve Kelley, Director of Downtown Real Estate and Development; Ric Anderson, Communications and Marketing Specialist; Ina Mezini, Strategic Initiatives Coordinator; Todd Higginbotham, Downtown Parking Strategy Coordinator

Office of General Counsel: John Sawyer, Esq.

I. CALL TO ORDER

Chair Citrano called the C.R.A. meeting to order at 2:00PM

II. PUBLIC COMMENTS

III. COMMUNITY REDEVELOPMENT AGENCY

III.A. Form 8B: Voting Conflict Disclosures

No Form 8Bs were filed.

III.B August 16th 2023 Workshop Minutes

Motion: Workshop Minutes as provided.

Second: Vice Chair Saoud seconded the motion.

Seeing no discussion by the DIA Board, Chair Citrano calls for a vote.

Vote: Aye: 8 Nay: 0 Abstain: 0

MOTION PASSED UNANIMOUSLY 8-0-0



**Downtown Investment Authority
Community Redevelopment Agency**

September 20, 2023

III.C August 16th 2023 Community Redevelopment Agency Meeting Minutes

Motion: Member Gillam motioned to move the August 16th 2023 Community Redevelopment Agency Meeting Minutes as provided.

Second: Vice Chair Saoud seconded the motion.

Seeing no discussion by the DIA Board, Chair Citrano calls for a vote.

Vote: Aye: 8 Nay: 0 Abstain: 0

MOTION PASSED UNANIMOUSLY 8-0-0

III.D CONSENT AGENDA

No items on consent.

III.E RESOLUTION 2023-09-01: LOCAL OPTION SALES TAX – R.O.I.

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY ("DIA") TO MODIFY UNDERWRITING STANDARDS AND PROCEDURES TO INCLUDE A PORTION OF ANTICIPATED LOCAL OPTION SALES TAX IN THE CALCULATION OF THE RETURN ON INVESTMENT IN DEFINED CIRCUMSTANCES THE SPECIFICS OF WHICH ARE INCLUDED HERETO AS EXHIBIT 'A'; AUTHORIZING ITS CHIEF EXECUTIVE OFFICER ("CEO") TOTAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

C.E.O. Boyer presents the item to the Board as amended by the Strategic Implementation Committee. C.E.O. Boyer provides briefly discusses the amendment, and turns the discussion over to Steve Kelley. Mr. Kelley provides a summary of the resolution, as amended, with specific discussion: maximum completion grant payout; defining effective gross leased space; performance timeframes and requirements; tranche requests; and pro rata payouts.

Motion: Member Gillam motioned to move Resolution 2023-09-01 as amended by the Strategic Implementation Committee.

Second: Vice Chair Saoud seconded the motion.



**Downtown Investment Authority
Community Redevelopment Agency**

September 20, 2023

Chair Citrano opens the floor for Board discussion.

Member Hassan: No questions or comments

Member Gillam: Mr. Gillam posed a question to DIA Staff regarding sales tax generation and payout with a trigger of a “vanilla shell” space. Question is answered by Mr. Kelley, stating that “vanilla shell” is one factor in determining the substantial completion date of the project, which is then used to start a one-year and two-year performance time frames.

Vice Chair Saoud: No questions or comments

Member Worsham: Ms. Worsham posed a question to DIA Staff regarding the requirement for street frontage. Mr. Kelley confirmed the street frontage requirement.

Member Barakat: Mr. Barakat proposed an amendment to change the “vanilla shell” definition to “cold dark shell.” Mr. Barakat proposed an amendment to incorporate the following language:

“A pro rata portion of the Completion Grant may be earned and applied for in not more than two tranches up to the second anniversary of the documented date of Substantial Completion. The pro rata calculation shall be based on the actual gross square footage of eligible retail space where a binding, bona fide lease with a tenant meeting the requirements established herein has been entered into by landlord and tenant (Actual Leased Space), divided by Effective Gross Leased Space. A minimum of 60% of the Effective Gross Leased Space must be under lease before payment of the first tranche may be requested.

- Payment may be requested as early as the date of Substantial Completion through the second anniversary of the date of Substantial Completion. Offering pro rata payout in two tranches improves the economics for the Developer, and therefore provides greater incentive towards meeting the lease up goal in alignment with DIA goals and strategic objectives.
- Limiting the number of payout requests to two minimizes the administrative burden of processing funding appropriation requests through City Council during the two-year term of commitment.”



**Downtown Investment Authority
Community Redevelopment Agency**

September 20, 2023

Motion: Member Barakat motions amend the Resolution to incorporate aforementioned definition change and language.

Second: Member Garrison seconded the motion.

Chair Citrano calls for discussion on the amendment.

Member Gibbs: Posed a question as to whether “cold dark shell” is a term of art or an industry standard definition. Member Barakat confirms it is an industry standard definition.

Seeing no further questions or comments by the Board, Chair Citrano calls for a vote on the Amendment.

Vote: Aye: 8 Nay: 0 Abstain: 0

Seeing no further questions or discussion on the Resolution as amended, Chair Citrano calls for a vote on the Resolution, as amended by the Strategic Implementation Committee and as amended by the Board.

Vote: Aye: 8 Nay: 0 Abstain: 0

IV. ADJOURNMENT

Chair Citrano adjourned the C.R.A. Meeting at 2:27PM

TAB III.C.I

**RESOLUTION 2023-10-01
SOGRO RETAIL ENHANCEMENT PROGRAM**

RESOLUTION 2023-10-01

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ACTING AS THE COMBINED NORTHBANK COMMUNITY DEVELOPMENT AGENCY (“GRANTOR”) APPROVING THE AWARD OF A RETAIL ENHANCEMENT PROGRAM GRANT TO SOUTHERN GROUNDS COFFEE BROOKLYN, LLC (“GRANTEE”); AUTHORIZING THE CEO OF THE DIA TO NEGOTIATE A GRANT AGREEMENT (FORGIVABLE LOAN SECURED BY A NOTE); 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.

WHEREAS, the Grantee submitted an application to the DIA under the Basic Retail Enhancement Program to facilitate the development of a coffee shop, bakery, restaurant, and bar establishment in the Brooklyn District of Downtown Jacksonville; and

WHEREAS, the application was reviewed by the DIA staff and found to be consistent with program guidelines, the BID Plan and CRA Plan for Downtown Northbank; and

WHEREAS, the Retail Enhancement and Property Disposition Committee, at their meeting of October 9, 2023, voted to recommend approval of the application to the DIA Board; and

WHEREAS, the DIA is authorized to utilize the Northbank Combined Tax Increment District funds, in accordance with the CRA Plan, to foster the redevelopment of the Downtown Northbank Community Redevelopment Area; and

WHEREAS, to assist the Grantee with build out costs for the purpose of establishing Southern Grounds - Brooklyn (“the Project”) the DIA proposes to provide a Grant (forgivable loan secured by a note) in an amount not to exceed SIXTY-SIX THOUSAND ONE HUNDRED FIFTY DOLLARS and 00/100 (\$66,150.00) to the Grantee; and

WHEREAS, the financial assistance to the Project will be in the form of the proposed terms and incentives on the Term Sheet, attached as Exhibit A to this Resolution; and

NOW THEREFORE, BE IT RESOLVED, by the Downtown Investment Authority:

Section 1. The DIA finds that the recitals set forth above are true and correct and are incorporated herein by this reference.

Section 2. The DIA hereby approves the award of a Retail Enhancement Grant in the amount of \$66,150.00 from the Combined Northbank TID to the Grantee to be provided in accordance with the term sheet attached hereto as Exhibit A.

Section 3. The Chief Executive Officer is hereby authorized to negotiate and execute the contracts necessary to document this approval and otherwise take all additional actions necessary to effectuate the purposes of this Resolution.

Section 4. The Effective Date of this Resolution is the date of execution of this Resolution by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Witness

James Citrano, Chairman

Date

VOTE: In Favor: _____ Opposed: _____ Abstained: _____

Exhibit A:

**BASIC RETAIL ENHANCEMENT PROGRAM GRANT
TERM SHEET**

**Southern Grounds - Brooklyn
400 Riverside Avenue
Jacksonville, FL 32204**

Project Name: Southern Grounds - Brooklyn

Applicant/Grantee: Southern Grounds Coffee Brooklyn, LLC
Mark Janasik, Manager
Shiju Zacharia, Manager

Total Build Out and Equipment Costs (estimate): \$642,016

Total Eligible Costs (estimate): \$413,154

Recommended Funding: **\$ 66,150**

Project: Tenant improvements for an approximately 3,415 square foot coffee shop, bakery, fast casual restaurant on the first floor (2,400 sf indoors, 1,015 sf outdoors) and approximately 800 square foot, full-service, Sky Bar on the second floor of a to-be-constructed project to be called "The Hub" on property located at 400 Riverside Avenue, owned by Hospitality Hub, LLC (or its assigns), in accordance with the application received.

The applicant is expected to remain in business in the location at these service levels for a minimum of three (3) years.

City Funding: No more than **\$66,150**, through the Downtown Northbank Combined CRA, as follows:

Infrastructure: No City of Jacksonville or CRA infrastructure funding or support is requested.

Land: No City of Jacksonville or CRA land or building is requested.

Loans: No City of Jacksonville or CRA loans have been requested.

Basic Retail Enhancement Program Grant: **\$66,150 from the Downtown Northbank Combined CRA.** The award will be structured as a forgivable, 0% interest grant (forgivable loan secured by a note) that will amortize at the rate of 2.778% each month following closing for three (3) years so long as no event of default exists

The Applicant acknowledges that these Grant funds are awarded and shall be used in accordance with the Basic Retail Enhancement Program guidelines.

Minimum Capital Contribution:

- A) The minimum total capital contribution through completion to remain eligible for the Basic REP Grant is \$413,000 (Eligible direct costs of capital improvements to the property only as found in the General Contractor contract or installed equipment or build-out costs otherwise approved in underwriting).

Performance Schedule:

- A) Redevelopment Agreement to be executed within one hundred twenty (120) days of the DIA Board Approval Date which shall establish the Redevelopment Agreement Effective Date.
- B) Commencement of Construction: Within three (3) months following completion of The Hub, as evidenced by a Certificate of Occupancy, Applicant commits to Commencement of Construction, meaning receipt of all required approvals, permitting, and closing on all required financing to allow the start of construction activities and has actually commenced buildout type work.
- C) Substantial Completion: Within twelve (12) months following the Commencement of Construction Date, as defined above, Grantee shall provide evidence of completion of construction, and receipt of licensing necessary to conduct the business as outlined in the application submitted.
- D) The DIA CEO will have the authority to extend this Performance Schedule, at the CEO's discretion, for up to six (6) months for good cause shown by the Applicant. Any extensions to the Commencement Date shall simultaneously have the same effect as extending the Completion Date.

Additional Commitments:

- 1. Applicant shall provide documentation that it has met the square footage proposed for indoor and outdoor space in all material respects and establish business operations following the business description as outlined in Project above.
- 2. Per Basic REP guidelines, the award will be structured as:
 - 1. Zero-interest, Grant agreement, payable upon Substantial Completion of the work and receipt by DIA of invoices for goods and services rendered and proof that recipients paid for such goods and services.
 - 2. No interest shall accrue upon the principal of the total grant amount, with the principal forgiven monthly in equal amounts monthly over a three (3) year period.
 - 3. The total principal balance will amortize 2.778% each month of the compliance period.
 - 4. At the end of thirty-six months, the Grant shall be entirely forgiven on the condition that the improvements are installed and maintained in reasonably good condition, all taxes are maintained in current status with no tax certificates, and no City Code violations are incurred during the compliance period.

5. If it is determined that the recipient(s) is in default, full payment of any unamortized balance remaining on the grant may be demanded.

Conditions:

This Term Sheet is limited by the following conditions:

- A) Prior to funding:
 1. Grantee to provide evidence of Substantial Completion, as required above: and,
 2. Downtown Investment Authority to receive copies of all necessary permits and invoices and other documentation as may be requested in evidence of eligible expenditures; and
- B) Throughout the Compliance Period:
 1. Continuing operation of the Project as a coffee shop, restaurant, Sky bar as found in the business plan submitted with the application is required during the term of the agreement; and
 2. Annual financial summary and reporting is required to demonstrate compliance with terms and conditions as approved; and
 3. The Project will maintain not less than two full-time employees throughout the term of the agreement.

There may be additional terms, conditions, rights, responsibilities, warranties, and obligations for both parties which shall be determined in a later negotiated mutually agreeable written contract.

**SUPPLEMENTAL INFORMATION
RESOLUTION 2023-10-01
SOGRO RETAIL ENHANCEMENT PROGRAM STAFF REPORT**

DIA – STAFF REPORT
BASIC RETAIL ENHANCEMENT PROGRAM GRANT
SOUTHERN GROUNDS

OCTOBER 9, 2023

<u>Applicant #1</u>	
Project Name/Location:	Southern Grounds - Brooklyn 400 Riverside Avenue Jacksonville, FL 32204
Applicant:	Southern Grounds Coffee Brooklyn, LLC Mark Janasik, Manager Shiju Zacharia, Manager
Total Buildout and Equipment Costs:	\$642,016
Funding Recommendation:	\$ 66,150

Project Description:

The Hub is being developed by Restaurant & Hospitality Investment Group (RHIG) founded in 2014 by Mark Janasik and Shiju Zacharia. RHIG has created and is the owner-operator of multiple food and beverage establishments in the Jacksonville market including Southern Grounds (four existing locations), Blueberry Artisan Bakery (found within Southern Grounds locations), and Oaxaca Club (1 location).



The Hub will be a two story “urban oasis” located in the center of the Brooklyn District of Downtown Jacksonville at 400 Riverside Avenue within proximity to Florida Blue, FIS, Unity Plaza/220 Riverside, and

the Marriott Residence Inn. The location is further identified as the northwest corner where Forest Street intersects with Riverside Avenue.

The Hub will be a multi-tenant building with operating venues for Southern Grounds, its sister establishment, Alder & Oak, and an office for the architectural firm of Cronk Duch. As provided in the applicant's business plan, the property is intended to be a *"quant gathering place composed of open courtyards and covered patios. It's a place to meet friends for coffee and artisanal fare, a refuge from the office grind, a spot to refresh after walking the Riverwalk, or perhaps cocktails and al fresco before the evenings' big events."*

Hospitality Hub, LLC is the real estate entity created by RHIG for development of The Hub and will serve as landlord for the property's three tenants. RHIG also created **Southern Grounds Coffee Brooklyn LLC** (SoGro) and **Alder and Oak LLC** (Alder & Oak) to own and operate the respective food and beverage tenant establishments. Organizational documents for the landlord, Hospitality Hub, along with those for applicants SoGro and Alder & Oak, list RHIG as the Registered Agent, and Janasik and Zacharia as Managing Members. **Cronk Duch Architecture, LLC** (CDA), the third tenant, is an unrelated entity but is involved in the design and build out of the project.

Combined Business Plan

As provided in the applicant's business plan, *"The Hub proposes to make an architectural statement of human scale and inviting spaces within the sleek fabric of the new Riverside Avenue landscape: a [place for creativity and connection to the community."* Further, *"The concept also offers a sustainable and resilient approach to small business entrepreneurship in these ever-changing times. Smaller indoor dining spaces and more shaded outdoor spaces offer flexible and shared use with less energy cost."* Parking in the new elevated structure reduces the asphalt footprint within the block and dockless mobility zones allow for shared transportation opportunities."

Specific strengths and benefits captured in the overall business plan as instrumental to the success of the overall enterprise include:

- *"An excellent team of hospitality professionals delivering exceptional food and customer experience powered by mature operational processes and a seasoned leadership team."*
- *"Our unique selling proposition is a chef-driven well-designed and well-executed menu, exceptional service and responsibly sourced food that creates a profitable and sustainable operations in the long run."*
- Reduced occupancy cost by owning and operating the real estate from which SoGro and Alder & Oak are operated.
- Centrally located in the major Brooklyn growth corridor of Downtown Jacksonville, and along a strip of Riverside Avenue already known for multiple restaurant options.
- Access the Florida Blue garage provided on nights and weekends.
- Offering meals during three dayparts (breakfast, lunch and dinner) along with the Sky Bar to offer an additional revenue source following the popularity and trend for outdoor spaces to relax over drinks with friends while overlooking the neighborhood scenery.

The site for development is currently underutilized as a vacant lot at the high-traffic-count intersection of Forest Street and Riverside Avenue. The overall project upon completion is proposed to activate the street

frontage at the busy intersection and provide a *“meeting place for customers between westside and southside neighborhoods and a gateway to the Emerald Trail and Riverwalk.”*

Cronk Duke Architecture designed The Hub in line with the vision set forth by the founders of RHIG by creating urban courtyards where people are drawn together and with buildings that are intended to foster continued development in the surrounding neighborhood. The design is purposeful in its intention to engage pedestrian traffic.

Marketing will incorporate digital efforts reaching target audiences via Search Engine Optimization and paid advertising. RHIG will effectively leverage the 100,000 Instagram followers of its existing brands to create awareness of the new SoGro location and the creation of a new brand in Alder & Oak. RHIG also employs Ashby-Social for growth-oriented media campaigns with an initial budget of \$10,000 for start-up marketing costs.

Operations and management for SoGro and Alder & Oak will be handled by a common “leadership team” as indicated by the business plan submitted. Focus is placed on achieving efficiency, ensuring high levels of customer service, and pursuit of established operational goals that leverage successful operations at other restaurant locations. The owners have developed a defined hiring, onboarding, and training process that establishes expectations and minimizes inefficiencies which has proven critical to their success and improves “buy-in” and employee retention. Operational processes are based on corporate values that translate into accountability for food costs and labor costs that are responsive to market conditions and consumer demands. Employees are offered incentives for performance, cross-training opportunities, and shift scheduling to accommodate needs efficiently. A budget of \$10,000 is established for pre-opening hiring and training.

Each business will incorporate proven digital technology including Point of Sale, Kitchen Display System, and accounting solutions through Quick Books Online. Use of technology allows seamless centralized operations between front of house and back of house including tableside service from the point of order to time of checkout. Data is captured in real time that may be accessed and managed remotely from anywhere, anytime.

On a combined basis, Southern grounds and Alder & Oak are proposed to generate 60 full time jobs and 20 part time jobs.

The **Development Plan** for The Hub includes \$7.3 million in total development costs centered in a \$5.0 million construction budget. Soft costs and combined opening operating expenses for SoGro and Alder & Oak total \$210,000 including opening capital of \$100,000, inventory of \$35,000, small wares of \$50,000 and other costs totaling \$25,000.

APPLICANT #1 – SOUTHERN GROUNDS

Southern Grounds Coffee Brooklyn, LLC (“SoGro”) applied for funding through a Basic Retail Enhancement Program Grant (BREP) to establish a 3,415 square foot coffee shop, bakery, fast casual restaurant on the first floor (2,400 sf indoors, 1,015 sf outdoors) and 800 square foot, full-service, Sky Bar on the second floor of The Hub.

Business Plan Summary:

With an overall plan by the developers of The Hub to attract customers in each meal period of the day, the focus of SoGro will be on breakfast and lunch with the Sky Bar being activated primarily in the evening. The applicant views Brooklyn as having a gap in breakfast options which it intends to fill with the



opening of the proprietors' fifth location. The atmosphere will be an *"upscale but casual setting"* that provides a variety of fresh food options prepared onsite.

According to the applicant, the phrase *"Gather Together"* is the inspiration behind their business model and guides decisions regarding menu selections, ingredient sourcing and selection, and establishing the environment and experience of patrons around that concept.

SoGro is considered a *"fourth wave"* coffee shop focused on *"coffee quality, more direct trade, a greater emphasis on sustainability, lighter roasts, (and) innovative brewing methods."*

The business model employed by SoGro has been tested and refined at other locations to provide high Average Unit Volume (AUV). Their efforts incorporate *"social consciousness"* which includes buying local, serving whole, unprocessed food, giving back to the community, and *"cultivating a culture of kindness, and supporting farms who are mindful of our environment."* Instilling this culture resonates strongly with likeminded customers which have grown in numbers in recent years.

Pro Forma:

The business plan provides projections for SoGro at two levels: base case and stressed with revenues projected 10% below the base case. Base operations project revenue of \$1.6 million in the first year (\$373 sf including the outdoor space and Sky Bar) improving to \$1.9 million through year three (\$444 sf). With Cost of Goods Sold averaging 32% of sales, and Labor slightly higher at 36%, and rent fixed at \$180,000 annually, Operating Income is projected to range from \$16,000 initially and increasing to \$93,000 by year three. The stress case reduces Revenue by 10%, maintains the variable margins, and holds the fixed cost steady, resulting in Net Operating Loss of \$30,000 in year one, improving Operating Income to \$39,000 in year three.

An arm's length lease is proposed to be entered into between Hospitality Hub, LLC (or its assigns) as Landlord and Southern Grounds Coffee – Brooklyn LLC as Tenant with the base lease rate equal to the greater of \$15,000 monthly (\$42.70 sf), or 7% of Monthly Gross Revenue, plus 30% of triple net costs (CAM, taxes, and insurance). Gross revenue of SoGro would have to reach approximately \$214,000 monthly (\$2.6 million annually) before rent would increase following the 7% requirement. The lease term is for ten years with two, five-year option periods, and no escalator is shown. The Tenant is required to pay their own Tenant Improvement costs and no rent abatement is provided beyond time for buildout;

however, because the Landlord and Tenant are common entities, support during start-up is neither expected nor required by program guidelines.

Eligibility:

The application is determined to meet requirements of the Basic Retail Enhancement Grant Program by its location within the Brooklyn District, the nature of the business as a restaurant, where “new street level spaces in ground up construction that are either at least 5,000 sq ft or in corner locations wherever located within Downtown shall be eligible.”

Retail Enhancement Scoring Rubric:

Per Retail Enhancement Grant Guidelines, applications are scored using a rubric that rates the business plan and the anticipated contribution to local property taxes and sales taxes. The rating for the subject redevelopment is found below:

A. Business Plan (see point breakdown below) – (up to 40 points)

Business Plan	Points Available	Points scored
The plan shows good short-term profit potential and contains realistic financial projections	10	8
The plan shows how the business will target a clearly defined market and its competitive edge	5	4
The plan shows that the management team has the skills and experience to make the business successful	10	8
The plan shows that the entrepreneur has made or will make a personal (equity) investment in the business venture	10	8
Number of FTE job positions created in excess of the required two (2) positions	5	5
Category Total	40	33

While thorough, the business plan pro forma was prepared at too high of a level to conduct more in-depth analysis but was considered appropriate for the level of request made. Further, it did not offer specific information on the individuals who would be serving in key roles such as business manager (on site), or kitchen manager, which is offset by the success of the ownership team in establishing and operating multiple locations under this brand in multiple locations across Jacksonville. Equity in the overall development costs of The Hub is proposed at more than \$1,000,000 including property acquisition at a cost of \$285,000 and soft costs incurred more than \$333,875. Between SoGro and Alder & Oak the number of FTE is projected to total 60 full-time and 20 part-time employees.

B. Expansion of the local property tax base by stimulating new investment in existing Downtown properties (up to 5 points for properties five years and older and an additional 5 points if the property is a historic property (local landmark status or contributing structure status) – maximum of 10 points)

Properties	Points Available	Points scored
400 Riverside Avenue (Vacant Parcel)	5	5
Historic Property	5	0
Category Total	10	5

The parcel where The Hub is being developed is located at the high-traffic count intersection of Riverside Avenue and Forest Drive. Development of this site and the intended use is proposed to activate the corner and bridge the active spaces existing and proposed within proximity of this location. New construction is eligible for funding on this program if greater than 5,000 square feet or at corner locations. With the property leased at 100%, ad valorem will be maximized at the site.

- C. Expansion of the state and local sales tax base by increasing sales for new or existing shops (up to 5 points)

Expansion of sales tax	Points Available	Points scored
New business location	5	5
Category Total	5	5

The annual Local Option Sales Tax related solely to SoGro in its first year of operation is projected to equal \$16,000 from sales revenue and \$1,800 from the commercial lease. Over a ten-year period, LOST generated is anticipated to total more than \$193,000.

Overall Total	55	43
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A minimum score of 30 out of 55 possible points is required to have the proposed project referred to the REPD Committee for funding consideration. With a score of 43, the subject proposal qualifies for consideration by the REPD Committee.

Program Funding Considerations

Funding under the Basic Retail Enhancement Program is limited to the lesser of \$20 per square foot or 50% of eligible costs, as defined by program guidelines.

Build out costs and equipment submitted total \$642,016 as summarized below.

Build Out Costs	Submitted	Eligible
Interior Carpentry and Painting	\$ 69,104	\$ 69,104
Mechanical Systems	231,327	231,327
Electrical	72,660	72,660
Specialties	13,089	13,089
General Requirements	72,436	
Soft Costs and Fees	<u>78,184</u>	<u> </u>
SUB-TOTAL	\$ 536,800	\$ 386,180
Equipment	Submitted	Eligible
Small or movable	\$ 78,242	
Built in	<u>26,974</u>	<u>26,974</u>
SUB-TOTAL	\$ 105,216	\$ 26,974
TOTAL	\$ 642,016	\$ 413,154
		X 50%
Maximum Eligible Funding		\$ 206,577

TOTAL SQUARE FOOTAGE	\$ Sq Ft	Eligible
Ground Floor Interior	2,400 \$20	\$ 48,000

Ground Floor Exterior (Supplemental)	1,015	\$10	10,150
Upper Floor (Supplemental)	<u>800</u>	\$10	<u>8,000</u>
TOTAL	4,215		\$ 66,150

Based on these underwriting criteria, the scoring rubric, and eligibility calculations, the maximum funding proposed for the applicant Southern Grounds Coffee Brooklyn, LLC is **\$66,150**.

TAB III.C.II

**RESOLUTION 2023-10-02
ALDER & OAK RETAIL ENHANCEMENT PROGRAM**

RESOLUTION 2023-10-02

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ACTING AS THE COMBINED NORTHBANK COMMUNITY DEVELOPMENT AGENCY (“GRANTOR”) APPROVING THE AWARD OF A RETAIL ENHANCEMENT PROGRAM GRANT TO ALDER AND OAK BROOKLYN LLC (“GRANTEE”); AUTHORIZING THE CEO OF THE DIA TO NEGOTIATE A GRANT AGREEMENT (FORGIVABLE LOAN SECURED BY A NOTE); 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.

WHEREAS, the Grantee submitted an application to the DIA under the Basic Retail Enhancement Program to facilitate the development of a full service restaurant and bar establishment in the Brooklyn District of Downtown Jacksonville; and

WHEREAS, the application was reviewed by the DIA staff and found to be consistent with program guidelines, the BID Plan and CRA Plan for Downtown Northbank; and

WHEREAS, the Retail Enhancement and Property Disposition Committee, at their meeting of October 9, 2023, voted to recommend approval of the application to the DIA Board; and

WHEREAS, the DIA is authorized to utilize the Northbank Combined Tax Increment District funds, in accordance with the CRA Plan, to foster the redevelopment of the Downtown Northbank Community Redevelopment Area; and

WHEREAS, to assist the Grantee with build out costs for the purpose of establishing Southern Grounds - Brooklyn (“the Project”) the DIA proposes to provide a Grant (forgivable loan secured by a note) in an amount not to exceed EIGHTY-FOUR THOUSAND TWO HUNDRED DOLLARS and 00/100 (\$84,200.00) to the Grantee; and

WHEREAS, the financial assistance to the Project will be in the form of the proposed terms and incentives on the Term Sheet, attached as Exhibit A to this Resolution; and

NOW THEREFORE, BE IT RESOLVED, by the Downtown Investment Authority:

Section 1. The DIA finds that the recitals set forth above are true and correct and are incorporated herein by this reference.

Section 2. The DIA hereby approves the award of a Retail Enhancement Grant in the amount of \$84,200.00 from the Combined Northbank TID to the Grantee to be provided in accordance with the term sheet attached hereto as Exhibit A.

Section 3. The Chief Executive Officer is hereby authorized to negotiate and execute the contracts necessary to document this approval and otherwise take all additional actions necessary to effectuate the purposes of this Resolution.

Section 4. The Effective Date of this Resolution is the date of execution of this Resolution by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Witness

James Citrano, Chairman

Date

VOTE: In Favor: _____ Opposed: _____ Abstained: _____

Exhibit A:

**BASIC RETAIL ENHANCEMENT PROGRAM GRANT
TERM SHEET**

**Alder & Oak - Brooklyn
400 Riverside Avenue
Jacksonville, FL 32204**

Project Name:	Alder & Oak - Brooklyn
Applicant:	Alder and Oak Brooklyn LLC Mark Janasik, Manager Shiju Zacharia, Manager
Total Build Out and Equipment Costs (estimate):	\$752,839
Total Eligible Costs (estimate):	\$532,026
Recommended Funding:	\$ 84,200

Project: Tenant improvements for an approximately 2,600 square feet air-conditioned space for interior dining, and approximately 3,220 square feet of covered open-air dining in a finished courtyard of a to-be-constructed project to be called "The Hub" on property located at 400 Riverside Avenue, owned by Hospitality Hub, LLC (or its assigns), in accordance with the application received.

The applicant is expected to remain in business in the location at these service levels for a minimum of three (3) years.

City Funding: No more than **\$84,200**, through the Downtown Northbank Combined CRA, as follows:

Infrastructure: No City of Jacksonville or CRA infrastructure funding or support is requested.

Land: No City of Jacksonville or CRA land or building is requested.

Loans: No City of Jacksonville or CRA loans have been requested.

Basic Retail Enhancement Program Grant: **\$84,200 from the Downtown Northbank Combined CRA.** The award will be structured as a forgivable, 0% interest grant (forgivable loan secured by a note) that will amortize at the rate of 2.778% each month following closing for three (3) years so long as no event of default exists.

The Applicant acknowledges that these Grant funds are awarded and shall be used in accordance with the Basic Retail Enhancement Program guidelines.

Minimum Capital Contribution:

- A) The minimum total capital contribution through completion to remain eligible for the Basic REP Grant is \$532,000 (Eligible direct costs of capital improvements to the property only as found in the General Contractor contract or installed equipment or build-out costs otherwise approved in underwriting).

Performance Schedule:

- A) Redevelopment Agreement to be executed within one hundred twenty (120) days of the DIA Board Approval Date which shall establish the Redevelopment Agreement Effective Date.
- B) Commencement of Construction: Within three (3) months following completion of The Hub, as evidenced by a Certificate of Occupancy, Applicant commits to Commencement of Construction, meaning receipt of all required approvals, permitting, and closing on all required financing to allow the start of construction activities and has actually commenced buildout type work.
- C) Substantial Completion: Within twelve (12) months following the Commencement of Construction Date, as defined above, Grantee shall provide evidence of completion of construction, and receipt of licensing necessary to conduct the business as outlined in the application submitted.
- D) The DIA CEO will have the authority to extend this Performance Schedule, at the CEO's discretion, for up to six (6) months for good cause shown by the Applicant. Any extensions to the Commencement Date shall simultaneously have the same effect as extending the Completion Date.

Additional Commitments:

- 1. Applicant shall provide documentation that it has met the square footage proposed for indoor and outdoor space in all material respects and that it has established business operations following the business description as outlined in Project above.
- 2. Per Basic REP guidelines, the award will be structured as:
 - 1. Zero-interest, Grant agreement, payable upon Substantial Completion of the work and receipt by DIA of invoices for goods and services rendered and proof that recipients paid for such goods and services.
 - 2. No interest shall accrue upon the principal of the total grant amount, with the principal forgiven monthly in equal amounts monthly over a three (3) year period.
 - 3. The total principal balance will amortize 2.778% each month of the compliance period.
 - 4. At the end of thirty-six months, the Grant shall be entirely forgiven on the condition that the improvements are installed and maintained in reasonably good condition, all taxes are maintained in current status with no tax certificates, and no City Code violations are incurred during the compliance period.

5. If it is determined that the recipient(s) is in default, full payment of any unamortized balance remaining on the grant may be demanded.

Conditions:

This Term Sheet is limited by the following conditions:

- A) Prior to funding:
 1. Grantee to provide evidence of Substantial Completion, as required above: and,
 2. Downtown Investment Authority to receive copies of all necessary permits and invoices and other documentation as may be requested in evidence of eligible expenditures; and
- B) Throughout the Compliance Period:
 1. Continuing operation of the Project as a full-service restaurant and bar as found in the business plan submitted with the application is required during the term of the agreement; and
 2. Annual financial summary and reporting is required to demonstrate compliance with terms and conditions as approved; and
 3. The Project will maintain not less than two full-time employees throughout the term of the agreement.

There may be additional terms, conditions, rights, responsibilities, warranties, and obligations for both parties which shall be determined in a later negotiated mutually agreeable written contract.

**SUPPLEMENTAL INFORMATION
RESOLUTION 2023-10-02
ALDER & OAK RETAIL ENHANCEMENT PROGRAM STAFF REPORT**

DIA – STAFF REPORT
BASIC RETAIL ENHANCEMENT PROGRAM GRANT

SOUTHERN GROUNDS
ALDER & OAK
CRONK DUCH

OCTOBER 9, 2023

<u>Applicant #2</u>	
Project Name/Location:	Alder & Oak - Brooklyn 400 Riverside Avenue Jacksonville, FL 32204
Applicant:	Alder and Oak Brooklyn, LLC Mark Janasik, Manager Shiju Zacharia, Manager
Total Buildout and Equipment Costs:	\$752,839
Funding Recommendation:	\$ 84,200

Project Description:

The Hub is being developed by Restaurant & Hospitality Investment Group (RHIG) founded in 2014 by Mark Janasik and Shiju Zacharia. RHIG has created and is the owner-operator of multiple food and beverage establishments in the Jacksonville market including Southern Grounds (four existing locations), Blueberry Artisan Bakery (found within Southern Grounds locations), and Oaxaca Club (1 location).



The Hub will be a two story “urban oasis” located in the center of the Brooklyn District of Downtown Jacksonville at 400 Riverside Avenue within proximity to Florida Blue, FIS, Unity Plaza/220 Riverside, and the Marriott Residence Inn. The location is further identified as the northwest corner where Forest Street intersects with Riverside Avenue.

The Hub will be a multi-tenant building with operating venues for Southern Grounds, its sister establishment, Alder & Oak, and an office for the architectural firm of Cronk Duch. As provided in the applicant’s business plan, the property is intended to be a *“quant gathering place composed of open courtyards and covered patios. It’s a place to meet friends for coffee and artisanal fare, a refuge from the office grind, a spot to refresh after walking the Riverwalk, or perhaps cocktails and al fresco before the evenings’ big events.”*

Hospitality Hub, LLC is the real estate entity created by RHIG for development of The Hub and will serve as landlord for the property’s three tenants. RHIG also created **Southern Grounds Coffee Brooklyn LLC** (SoGro) and **Alder and Oak LLC** (Alder & Oak) to own and operate the respective food and beverage tenant establishments. Organizational documents for the landlord, Hospitality Hub, along with those for applicants SoGro and Alder & Oak, list RHIG as the Registered Agent, and Janasik and Zacharia as Managing Members. **Cronk Duch Architecture, LLC** (CDA), the third tenant, is an unrelated entity but is involved in the design and build out of the project.

Combined Business Plan

As provided in the applicant’s business plan, *“The Hub proposes to make an architectural statement of human scale and inviting spaces within the sleek fabric of the new Riverside Avenue landscape: a [place for creativity and connection to the community.”* Further, *“The concept also offers a sustainable and resilient approach to small business entrepreneurship in these ever-changing times. Smaller indoor dining spaces and more shaded outdoor spaces offer flexible and shared use with less energy cost.”* Parking in the new elevated structure reduces the asphalt footprint within the block and dockless mobility zones allow for shared transportation opportunities.”

Specific strengths and benefits captured in the overall business plan as instrumental to the success of the overall enterprise include:

- *“An excellent team of hospitality professionals delivering exceptional food and customer experience powered by mature operational processes and a seasoned leadership team.”*
- *“Our unique selling proposition is a chef-driven well-designed and well-executed menu, exceptional service and responsibly sourced food that creates a profitable and sustainable operations in the long run.”*
- Reduced occupancy cost by owning and operating the real estate from which SoGro and Alder & Oak are operated.
- Centrally located in the major Brooklyn growth corridor of Downtown Jacksonville, and along a strip of Riverside Avenue already known for multiple restaurant options.
- Access the Florida Blue garage provided on nights and weekends.
- Offering meals during three dayparts (breakfast, lunch and dinner) along with the Sky Bar to offer an additional revenue source following the popularity and trend for outdoor spaces to relax over drinks with friends while overlooking the neighborhood scenery.

The site for development is currently underutilized as a vacant lot at the high-traffic-count intersection of Forest Street and Riverside Avenue. The overall project upon completion is proposed to activate the street frontage at the busy intersection and provide a *“meeting place for customers between westside and southside neighborhoods and a gateway to the Emerald Trail and Riverwalk.”*

Cronk Duke Architecture designed The Hub in line with the vision set forth by the founders of RHIG by creating urban courtyards where people are drawn together and with buildings that are intended to foster continued development in the surrounding neighborhood. The design is purposeful in its intention to engage pedestrian traffic.

Marketing will incorporate digital efforts reaching target audiences via Search Engine Optimization and paid advertising. RHIG will effectively leverage the 100,000 Instagram followers of its existing brands to create awareness of the new SoGro location and the creation of a new brand in Alder & Oak. RHIG also employs Ashby-Social for growth-oriented media campaigns with an initial budget of \$10,000 for start-up marketing costs.

Operations and management for SoGro and Alder & Oak will be handled by a common “leadership team” as indicated by the business plan submitted. Focus is placed on achieving efficiency, ensuring high levels of customer service, and pursuit of established operational goals that leverage successful operations at other restaurant locations. The owners have developed a defined hiring, onboarding, and training process that establishes expectations and minimizes inefficiencies which has proven critical to their success and improves “buy-in” and employee retention. Operational processes are based on corporate values that translate into accountability for food costs and labor costs that are responsive to market conditions and consumer demands. Employees are offered incentives for performance, cross-training opportunities, and shift scheduling to accommodate needs efficiently. A budget of \$10,000 is established for pre-opening hiring and training.

Each business will incorporate proven digital technology including Point of Sale, Kitchen Display System, and accounting solutions through Quick Books Online. Use of technology allows seamless centralized operations between front of house and back of house including tableside service from the point of order to time of checkout. Data is captured in real time that may be accessed and managed remotely from anywhere, anytime.

On a combined basis, Southern grounds and Alder & Oak are proposed to generate 60 full time jobs and 20 part time jobs.

The **Development Plan** for The Hub includes \$7.3 million in total development costs centered in a \$5.0 million construction budget. Soft costs and combined opening operating expenses for SoGro and Alder & Oak total \$210,000 including opening capital of \$100,000, inventory of \$35,000, small wares of \$50,000 and other costs totaling \$25,000.

APPLICANT #2 – ALDER & OAK

Alder and Oak LLC (“Alder & Oak”) applied for funding through a Basic Retail Enhancement Program Grant (BREP) to establish a upscale, full service restaurant/bar with wood-fired food preparation to compliment the breakfast and lunch offerings found at SoGro. The operation would include 2,600 square feet of air-conditioned space for interior dining, and 3,220 square feet of covered open-air dining in a finished courtyard also serving as a music venue and event space.

Business Plan Summary:

As provided in the business plan, *“Alder & Oak will be a farm fresh concept that delivers a wood fired, small plates concept inspired by local farms, the seasons, and our coastal Florida seafood.”* The bar menu will be made unique by offering *“prohibition style cocktails”* reflecting



the creativity required to skirt laws during the prohibition era. The menu will feature wood fired cooking methods incorporating *“humble ingredients to include carrots, beets, and chicken, Mediterranean flavors and an “ethos of seasonality and sustainability.”* While maintaining the community focus, the experience is proposed to be elevated through *“savored meals, libations, and welcoming space bringing people coming together for conversations.”*

Pro Forma:

The business plan provides projections for Alder & Oak at two levels: base case and stressed with revenues projected 10% below the base case. Base operations project revenue of \$2.2 million in the first year (\$375 sf including indoor and outdoor space) improving to \$2.8 million through year three (\$482 sf). With Cost of Goods Sold estimated at 31% of sales, and Labor slightly higher at 38.5%, and rent fixed at \$252,000 annually, Operating Income is projected to range from \$14,700 initially and increase to \$177,600 by year three. The stress case reduces Revenue by 10%, maintains the variable margins, and holds the fixed cost steady, resulting in Net Operating Loss of \$46,700 in year one, improving Operating Income to \$98,600 in year three.

An arm’s length lease is proposed to be entered into between Hospitality Hub, LLC (or its assigns) as Landlord and Alder & Oak – Brooklyn LLC as Tenant with the base lease rate equal to the greater of \$21,000 monthly (\$43.30 sf), or 7% of Monthly Gross Revenue, plus 50% of triple net costs (CAM, taxes, and insurance). Gross revenue of Alder & Oak would have to reach approximately \$300,000 monthly (\$3.6 million annually) before rent would increase following the 7% requirement. The lease term is for ten years with two, five-year option periods, and no escalator is shown. The Tenant is required to pay their own Tenant Improvement costs and no rent abatement is provided beyond time for buildout; however, because the Landlord and Tenant are common entities, support during start-up is neither expected nor required by program guidelines.

Eligibility:

The application is determined to meet requirements of the Basic Retail Enhancement Grant Program by its location within the Brooklyn District, the nature of the business as a restaurant, where *“new street level spaces in ground up construction that are either at least 5,000 sq ft or in corner locations wherever located within Downtown shall be eligible.”*

Retail Enhancement Scoring Rubric:

Per Retail Enhancement Grant Guidelines, applications are scored using a rubric that rates the business plan and the anticipated contribution to local property taxes and sales taxes. The rating for the subject redevelopment is found below:

A. Business Plan (see point breakdown below) – (up to 40 points)

Categories	Points Available	Points scored
The plan shows good short-term profit potential and contains realistic financial projections	10	8
The plan shows how the business will target a clearly defined market and its competitive edge	5	4
The plan shows that the management team has the skills and experience to make the business successful	10	8
The plan shows that the entrepreneur has made or will make a personal (equity) investment in the business venture	10	8
Number of FTE job positions created in excess of the required two (2) positions	5	5
TOTAL	40	33

While thorough, the business plan pro forma was prepared at too high of a level to conduct more in-depth analysis but was considered appropriate for the level of request made. Further, it did not offer specific information on the individuals who would be serving in key roles such as business manager (on site), or kitchen manager, which is offset by the success of the ownership team in establishing and operating multiple restaurant brands in multiple locations across Jacksonville. Equity in the overall development costs of The Hub is proposed at more than \$1,000,000 including property acquisition at a cost of \$285,000 and soft costs incurred more than \$333,875. Between SoGro and Alder & Oak the number of FTE is projected to total 60 full-time and 20 part-time employees.

B. Expansion of the local property tax base by stimulating new investment in existing Downtown properties (up to 5 points for properties five years and older and an additional 5 points if the property is a historic property (local landmark status or contributing structure status) – maximum of 10 points)

Properties	Points Available	Points scored
400 Riverside Avenue (Vacant Parcel)	5	5
Historic Property	5	0
Total	10	5

The parcel where The Hub is being developed is located at the high-traffic count intersection of Riverside Avenue and Forest Drive. Development of this site and the intended use is proposed to activate the corner and bridge the active spaces existing and proposed within proximity of this location. New construction is eligible for funding on this program if greater than 5,000 square feet or at corner locations. With the property leased at 100%, ad valorem will be maximized at the site.

C. Expansion of the state and local sales tax base by increasing sales for new or existing shops (up to 5 points)

Expansion of sales tax	Points Available	Points scored
New business location	5	5
Total	5	5

The annual Local Option Sales Tax related solely to Alder & Oak in its first year of operation is projected to equal \$22,000 from sales revenue and \$2,520 from the commercial lease. Over a ten-year period, LOST generated is anticipated to total more than \$266,000.

Total	55	43
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A minimum score of 30 out of 55 possible points is required to have the proposed project referred to the REPD Committee for funding consideration. With a score of 43, the subject proposal qualifies for consideration by the REPD Committee.

Program Funding Considerations

Funding under the Basic Retail Enhancement Program is limited to the lesser of \$20 per square foot or 50% of eligible costs, as defined by program guidelines.

Build out costs and equipment submitted total \$642,016 as summarized below.

<u>Build Out Costs</u>	<u>Submitted</u>	<u>Eligible</u>
Superstructure	\$ 4,230	\$ 4,230
Interior Carpentry and Painting	110,424	110,424
Mechanical Systems	231,678	231,678
Electrical	76,509	76,509
Specialties	33,652	33,652
General Requirements	75,551	
Soft Costs and Fees	<u>90,150</u>	
SUB-TOTAL	\$ 622,193	\$ 456,493
<u>Equipment</u>	<u>Submitted</u>	<u>Eligible</u>
Small or movable	\$ 55,113	
Built in	<u>75,533</u>	<u>75,533</u>
SUB-TOTAL	\$ 130,646	\$ 75,533
TOTAL	\$ 752,839	\$ 532,026
		X 50%
Maximum Eligible Funding		\$ 266,013
<u>TOTAL SQUARE FOOTAGE</u>	<u>\$ Sq Ft</u>	<u>Eligible</u>
Ground Floor Interior	2,600 \$20	\$ 52,000
Ground Floor Exterior (Supplemental)	<u>3,220</u> \$10	<u>32,200</u>
TOTAL	5,820	\$ 84,200

Based on these underwriting criteria, the scoring rubric, and eligibility calculations, the maximum funding proposed for the applicant Southern Grounds Coffee Brooklyn, LLC is **\$84,200**.

TAB III.C.III

**RESOLUTION 2023-10-03
DORO EXTENSION**

RESOLUTION 2023-10-03

RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) TO AUTHORIZE AN AMENDMENT TO THE ECONOMIC DEVELOPMENT AGREEMENT WITH AN EFFECTIVE DATE OF MAY 19, 2021 BETWEEN THE CITY OF JACKSONVILLE (“CITY”) AND JACKSONVILLE PROPERTIES I, LLC (“RISE”); AUTHORIZING A THREE (3) MONTH EXTENSION OF THE COMPLETION OF CONSTRUCTION DATE FOUND THEREIN AND AS PREVIOUSLY EXTENDED UNDER CEO AUTHORITY; AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, an Economic Development Agreement (the “EDA”), was fully authorized by the Downtown Investment Authority, without the need for further approval by the Jacksonville City Council, via adoption of Resolution 2020-10-02; and

WHEREAS, the EDA was entered into by the Downtown Investment Authority as a community redevelopment agency on behalf of the City of Jacksonville and Jacksonville Properties I, LLC, a Delaware limited liability company (the “Company”) on May 19, 2021, for the construction of a mixed-use residential development known as the “Rise Doro”; and

WHEREAS, at the Company’s request, the CEO of the DIA twice extended the Completion of Construction Date, first on June 19, 2023, for four months, and then on October ____, 2023 for two months, utilizing the full six month authority for extensions found therein; and

WHEREAS, RISE has pursued completion of the RISE DORO with diligence and the project is nearing completion and expects to receive a partial Temporary Certification of Occupancy for initial move-ins prior to the current Completion of Construction Date of December 21, 2023, but requests additional time for completion of all residential units, garage, and commercial space, and is proceeding diligently with the meeting final requirements for full Certificate of Occupancy; and

WHEREAS, the DIA Board has the authority to extend the Completion of Construction Date as found under the Economic Development Agreement, and as previously extended under CEO authority, as the terms of the REV grant approved in 2020-10-03 are within the authority delegated to the DIA Board in the BID Plan, as modified and approved by the Jacksonville City Council in June 2022; and

WHEREAS, three (3) months from the current Completion Date of December 21, 2023, is March 21, 2024; and

WHEREAS, through this modification by amendment, the remainder of the EDA with the Company will remain unchanged, including, but not limited to, all terms, conditions, and definitions.

NOW THEREFORE, BE IT RESOLVED, by the Downtown Investment Authority:

Section 1. The DIA finds that the abovementioned recitals are true and correct.

Section 2. The DIA hereby authorizes a three (3) month extension of the completion date from December 21, 2023 to March 21, 2024,

Section 3. The DIA authorizes its Chief Executive Officer to take all action necessary to effectuate the purpose of this Resolution.

Section 3. This Resolution shall become effective on the date it is signed by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

James Citrano, Chairman

Date

VOTE: In Favor: _____ Opposed: _____ Abstained: _____

TAB III.C.IV

**RESOLUTION 2023-10-07
ZONING CODE PROCESS AMENDMENTS**

RESOLUTION 2023-10-07

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) IN SUPPORT OF THOSE AMENDMENTS TO THE ORDINANCE CODE IDENTIFIED IN EXHIBIT ‘A’ TO THIS RESOLUTION; RECOMMENDING THAT CITY COUNCIL ADOPT AMENDMENTS TO THE ORDINANCE CODE SUBSTANTIALLY SIMILAR TO THOSE AMENDMENTS IDENTIFIED IN EXHIBIT ‘A’ TO THIS RESOLUTION; AUTHORIZING ITS CHIEF EXECUTIVE OFFICER TO TAKE ALL NECESSARY ACTIONS, INCLUDING THE FILING OF LEGISLATION ON DIA’S BEHALF, NECESSARY TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, as part of Mayor Deegan’s Economic Development Transition Committee, opportunities for permitting and development review efficiencies were prioritized; and

WHEREAS, in reporting to the Economic Development Transition Committee, DIA and DDRB staff identified several opportunities for development review efficiencies as they relate to Downtown Development; and

WHEREAS, particular to DDRB and changes in process that require amendment of the Ordinance Code, these recommendations are identified in Exhibit ‘A’ to this Resolution; and

WHEREAS, the DDRB has reviewed and is in support of the recommendations for Ordinance Code amendments identified in Exhibit ‘A’; and

WHEREAS, the DIA requests that City Council amend the Ordinance Code in a substantially similar manner to Exhibit ‘A’,

NOW THEREFORE, BE IT RESOLVED, by the Downtown Development Review Board:

Section 1. The DIA supports the amendments to the Ordinance Code identified in Exhibit ‘A.’

Section 2. The DIA recommends that City Council adopt amendments to the Ordinance Code substantially similar to those amendments identified in Exhibit ‘A.’

Section 3. The DIA authorizes its Chief Executive Officer to take all necessary action, including the filing of legislation on DIA’s behalf, necessary to effectuate the purposes of this Resolution.

Section 4. This Resolution 2023-10-01 shall become effective on the date it is signed by the Chair of the DIA.

[SIGNATURES ON FOLLOWING PAGE]

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

James Citrano, Chairman

Date

VOTE: In Favor: _____ Opposed: _____ Abstained: _____

EXHIBIT A
RESOLUTION 2023-10-07

Amendment #1

Amend Sec. 656.361.7.1 to add to "staff review only" projects such as replacement signs and tenant signs, when such signs do not require a deviation or they otherwise meet the ordinance code or when replacing with same size and location a sign approved through grant of a Special Exception; landscape, hardscape and street furnishing only projects not requiring a deviation; and vehicle use area only projects not requiring a deviation.

Amendment #2

Amend Section 656.361.7.1 to (a) identify projects, such as public parks and roadway projects, that are of a size and scale to warrant conceptual approval at the DDRB level with staff review only at final, and (b) codify the process.

Amendment #3

Amend Section 656.361.6.8 to eliminate workshop requirement for select deviations for properties not fronting the St. Johns River, Hogans Creek or McCoys Creek. The select categories are:

- Existing buildings (when not expanding the nonconformity)
- Building entrance criteria for new construction
- Rooftop criteria for new construction

Amendment #4

Amend Section 656.361.7.1 so that buildings subject to historic review would require one DDRB review only after issuance of Certificate of Appropriateness by the Historic Preservation Section.

TAB IV.A

SEPTEMBER 20, 2023

DOWNTOWN INVESTMENT AUTHORITY MEETING MINUTES



**Downtown Investment Authority
Downtown Investment Authority**

September 20, 2023

MEETING MINUTES

DIA Board Members (BM): Chair; Jim Citrano, Vice Chair; George Saoud, Esq.; Craig Gibbs, Esq.; Braxton Gillam, Esq.; Joe Hassan; Oliver Barakat; Carol Worsham; Member Garrison

DIA Board Members Excused: None.

Mayor’s Office: Brittany Norris.

Council Members: Councilperson Jimmy Peluso, District 7, City Council Liaison

DIA Staff: Lori Boyer, Chief Executive Officer; Guy Parola, Operations Manager; Steve Kelley, Director of Downtown Real Estate and Development; Ric Anderson, Communications and Marketing Specialist; Ina Mezini, Strategic Initiatives Coordinator; Todd Higginbotham, Downtown Parking Strategy Coordinator

Office of General Counsel: John Sawyer, Esq.

CALL TO ORDER

Chair Citrano called the D.I.A. meeting to order at 2:30PM

PUBLIC COMMENTS

IV. DOWNTOWN INVESTMENT AUTHORITY

IV.A August 16th 2023 Downtown Investment Authority Meeting Minutes

Motion: Member Worsham motioned to move the August 16th 2023 Community Redevelopment Agency Meeting Minutes as provided.

Second: Vice Chair Saoud seconded the motion.

Vote: Aye: 8 Nay: 0 Abstain: 0

MOTION PASSED UNANIMOUSLY 8-0-0

III.B CONSENT AGENDA

No items on consent.



**Downtown Investment Authority
Downtown Investment Authority**

September 20, 2023

Seeing no further action items, no new business nor old business to address, Chair Citrano requests that C.E.O. Boyer provide her monthly update and informational briefing to the Board.

V. CEO INFORMATIONAL BRIEFING

IV.A DOWNTOWN PROJECT UPDATE and IV.B CEO Report

C.E.O. Boyer provided an update on Downtown Projects, including Infrastructure and other Capital Projects including Park Street Road Diet, Catherine Street, Riverfront Plaza, Shipyards West Park, McCoys Creek, and other roadway and parks projects. C.E.O. Boyer discusses an upcoming meeting with the Administration to discuss additional funding for Shipyards West Park and Riverfront Plaza.

The Board discusses additional funding for Downtown infrastructure, green infrastructure and parks capital project needs.

The Chair recognizes calls for Public Comment.

Seeing no further items to be addressed, Chair Citrano adjourns the meeting.

VI. ADJOURNMENT

Chair Citrano adjourned the D.I.A. Meeting at 3:08PM

TAB IV.B.I

**RESOLUTION 2023-10-06
SPECIALTY CENTER**

RESOLUTION 2023-10-06

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY ACTING AS THE DOWNTOWN ECONOMIC DEVELOPMENT AGENCY REQUESTING THAT CITY COUNCIL AMEND CHAPTER 154 SUBSTANTIALLY SIMILAR TO THOSE AMENDMENTS CONTAINED IN EXHIBIT 1 TO THIS RESOLUTION FOR THE PURPOSE OF CREATING A *JACKSONVILLE RIVERWALK SPECIALTY CENTER* WITHIN DOWNTOWN; AUTHORIZING ITS CHIEF EXECUTIVE OFFICER TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION, INCLUDING THE FILING OF LEGISLATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, via its adoption of Ordinance 2012-0364, the City Council amended the Ordinance Code and City Charter to create the Downtown Investment Authority (“DIA”); and

WHEREAS, via Ordinance 2022-0372-E, the City Council adopted an updated Business Investment and Development Plan (“BID Plan”) for Downtown, inclusive of updated Community Redevelopment Area (“CRA”) Plans for Downtown Consisting of the Southside Community Redevelopment Area and the Combined Northbank Downtown Community Redevelopment Area, the goals and strategies of which govern both the Community Redevelopment Agency and DIA acting as the Downtown Economic Development Agency; and

WHEREAS, pursuant to Florida Statute 561.20 (2) (b) the legislature defined “Specialty Center” adjacent to navigable water bodies to authorize special liquor license provisions applicable thereto; and

WHEREAS, the DIA acting as the Downtown Economic Development Agency desires to create a *Jacksonville Riverwalk Specialty Center*, generally described as the Northbank and Southside Riverwalks together with adjoining public and privately held parcels and their respective development, for the purposes of permitting, subject to the restrictions and provisions within Exhibit 1, open-container alcohol consumption along the Riverwalk (defined in Exhibit 1 as the *Riverwalk Open Container Area*); and

WHEREAS, the DIA acting as the Downtown Economic Development Agency finds that the creation of a *Jacksonville Riverwalk Specialty Center*, furthers BID Plan; and

WHEREAS, the creation of *Jacksonville Riverwalk Specialty Center* has support from both Buildup Downtown and Downtown Vision; and

WHEREAS, other Cities, such as the City of Tampa, have successfully implemented *Specialty Centers* along their Riverwalks,

NOW THEREFORE, BE IT RESOLVED by the Downtown Investment Authority:

Section 1. The DIA acting as the Downtown Economic Development Agency finds that the recitals set forth above are true and correct and are incorporated herein by this reference.

Section 2. The DIA acting as the Downtown Economic Development Agency hereby requests of City Council to amend Chapter 154, Jacksonville Code of Ordinances, substantially similar to Exhibit 1.

Section 3. The DIA acting as the Downtown Economic Development Agency finds that the creation of a *Jacksonville Riverwalk Specialty Center* furthers the BID Plan with specific mention of the below Goals and Strategic Objectives applicable to DIA acting as the Downtown Economic Development Agency:

Redevelopment Goal No. 4: Increase the vibrancy of Downtown for residents and visitors through arts, culture, history, sports, theater, events, parks, and attractions.

Strategic Objective: Market and promote Downtown programming and visitor attractions.

Strategic Objective: Support the expansion, renovation, and improvement of existing, and creation of new, diverse civic attractions, cultural venues, theaters, and parks that provide a mix of activities and attract a broad range of demographics.

Strategic Objective: Increase number of daily visits to Downtown.

Redevelopment Goals No. 7: Capitalize on the aesthetic beauty of the St. John's River, value its health and respect its natural force, and maximize interactive and recreational opportunities for residents and visitors to create waterfront experiences unique to Downtown Jacksonville.

Section 4. The DIA authorizes its Chief Executive Officer to continue to work with the Office of General Council to refine those amendments contemplated within Exhibit 1, providing, however, that any amendments brought forward to or by City Council are substantially similar to Exhibit 1.

Section 5. The DIA authorizes its Chief Executive Officer to take all necessary action to effectuate the purposes of this Resolution, including the filing of legislation.

Section 6. This Resolution shall become effective on the date it is signed by the Chair of the DIA Board.

[SIGNATURES ON FOLLOWING PAGE]

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Jim Citrano, Chair

Date

VOTE: In Favor: ____ Opposed: ____ Abstained: ____

RESOLUTION 2023-10-06: EXHIBIT 1

1 Introduced by the Council President at the request of the DIA:
2
3

4 ORDINANCE 2023-

5 AN ORDINANCE AMENDING SECTION 154.101
6 (DEFINITIONS), PART 1 (IN GENERAL), CHAPTER 154
7 (ALCOHOLIC BEVERAGES), *ORDINANCE CODE*, TO ADD
8 CERTAIN DEFINITIONS; CREATING A NEW SECTION
9 154.115 (JACKSONVILLE RIVERWALK SPECIALTY
10 CENTER), PART 1 (IN GENERAL), CHAPTER 154
11 (ALCOHOLIC BEVERAGES), *ORDINANCE CODE*, TO CREATE
12 AND ESTABLISH THE JACKSONVILLE RIVERWALK
13 SPECIALTY CENTER DOWNTOWN; PROVIDING FOR
14 CODIFICATION INSTRUCTIONS; PROVIDING AN
15 EFFECTIVE DATE.
16

17 **WHEREAS**, Jacksonville's Northbank Riverwalk extends
18 approximately two miles along the north side of the St. Johns River,
19 encompassing Corkscrew Park and Riverfront Plaza, offering Downtown
20 visitors fantastic river and wildlife views as they leisurely amble
21 along its paved pathway; and

22 **WHEREAS**, Jacksonville's Southbank Riverwalk lies directly
23 across the St. Johns River from the Northbank Riverwalk, this similar
24 concrete boardwalk extends approximately one and one quarter miles
25 along the south side of the St. Johns River, includes Friendship
26 Fountain, and offers beautiful views of the downtown skyline,
27 riverboats, birds, and dolphins; and

28 **WHEREAS**, the Northbank and Southbank Riverwalks are connected
29 by pedestrian paths along both sides of the John T. Alsop Jr. Bridge,
30 also known as the Main Street Bridge; and

31 **WHEREAS**, establishing a specialty center along the Northbank

RESOLUTION 2023-10-06: EXHIBIT 1

1 and Southbank Riverwalks will allow patrons the opportunity to
2 purchase alcoholic drinks at designated locations along the
3 Riverwalks and enjoy imbibing their beverages as they stroll along
4 the St. Johns River, taking in all the beauty that Jacksonville has
5 to offer; and

6 **WHEREAS,** Florida Statutes defines a "specialty center" as a
7 defined geographic area with a development of at least 50,000 square
8 feet of leasable area containing restaurants, entertainment
9 facilities and specialty shops, located adjacent to a navigable water
10 body; and

11 **WHEREAS,** Section 561.20(2)(b), *Florida Statutes*, allows the
12 sale of alcoholic beverages by vendors within a specialty center, for
13 consumption by patrons located within the defined geographic area of
14 the specialty center open container area; and

15 **WHEREAS,** the creation of the Jacksonville Riverwalk Specialty
16 Center will attract patrons and increase economic activity to the
17 Downtown area, which will bestow benefit upon both visitors and
18 residents; now therefore

19 **BE IT ORDAINED** by the Council of the City of Jacksonville:

20 **Section 1. Amending Section 154.101 (Definitions), Part 1**
21 **(In General), Chapter 154 (Alcoholic Beverages), Ordinance Code.**
22 Section 154.101 (Definitions), Part 1 (In General), Chapter 154
23 (Alcoholic Beverages), *Ordinance Code*, is hereby amended to read as
24 follows:

25 **Chapter 154 - ALCOHOLIC BEVERAGES**

26 **Part 1. - IN GENERAL**

27 * * *

28 **Sec. 154.101. - Definitions.**

29 Whenever used in this Chapter, the following definitions
30 pertaining to alcoholic beverages shall apply:

31 (a) *Alcoholic beverages* means and includes distilled spirits and

RESOLUTION 2023-10-06: EXHIBIT 1

1 all beverages containing one-half of one percent or more of
2 alcohol by volume.

3 (b) Approved Container means a plastic cup that bears the
4 Jacksonville Riverwalk Logo, is no larger than 16 ounces and
5 is approved by the city for sale and use in the Jacksonville
6 Riverwalk Specialty Center.

7 ~~(b)~~ (c) Fourteen percent alcoholic beverages means and includes
8 all beverages containing more than 14 percent of alcohol by
9 volume. The determination of the percentage of alcohol by
10 volume shall be made as provided in F.S. § 561.01.

11 ~~(e)~~ (d) Intoxicating beverages means and includes only those
12 alcoholic beverages containing more than 4.007 percent of
13 alcohol by volume.

14 (e) Licensed premises means the area licensed by the state for
15 the sale of alcoholic beverages, pursuant to Florida
16 Statutes, as amended.

17 (f) Licensee means a legal or business entity, person, or persons
18 that hold a license issued by the Florida Division of Alcohol
19 and Tobacco for the sale of alcoholic beverages.

20 (g) Open container means any container of alcoholic beverage which
21 is immediately capable of being consumed from or the seal of
22 which has been broken.

23 (h) Jacksonville Riverwalk Open Container Area means the location
24 on the Riverwalk, including Riverwalk Connectors, as shown in
25 Figure 1 of Section 154.115 below, where possession and
26 consumption of alcoholic beverages are permitted between the
27 hours of 11:00 a.m. and 1:00 a.m. in conformance with this
28 part.

29 (i) Jacksonville Riverwalk Specialty Center means the area shown
30 in Figure 1 of Section 154.115 below, that includes licensed
31 premises on or near the Jacksonville Riverwalk where one may

RESOLUTION 2023-10-06: EXHIBIT 1

exit the licensed premises with open containers onto the Riverwalk Open Container Area.

Section 2. Creating Section 154.115 (Jacksonville Riverwalk Specialty Center), Part 1 (In General), Chapter 154 (Alcoholic Beverages), Ordinance Code. Section 154.115 (Jacksonville Riverwalk Specialty Center), Part 1 (In General), Chapter 154 (Alcoholic Beverages), *Ordinance Code*, is hereby created to read as follows:

Chapter 154 - ALCOHOLIC BEVERAGES

Part 1. - IN GENERAL

* * *

Sec. 154.115. - Jacksonville Riverwalk Specialty Center.

(a) *Creation of Jacksonville Riverwalk Specialty Center.*

Pursuant to F.S. § 561.20(2)(b), the city does hereby create and establish a specialty center along the Northbank and Southbank Riverwalks adjacent to the St. Johns River Downtown with the areas and boundaries as set forth and designated in Figure 1 below, to be called the Jacksonville Riverwalk Specialty Center.

(b) *Possession of open containers of alcohol within the Jacksonville Riverwalk Open Container Area.*

(1) A person who legally obtains an alcoholic beverage from a licensed premises within the Jacksonville Riverwalk Specialty Center may possess and/or consume the alcoholic beverage within the Jacksonville Riverwalk Open Container Area so long as the alcoholic beverage is in an Approved Container.

(2) A person may only enter a licensed premises with an alcoholic beverage if the alcoholic beverage is in an Approved Container and only into that portion of the licensed premises that extends into the Jacksonville

RESOLUTION 2023-10-06: EXHIBIT 1

1 Riverwalk Open Container Area.

2 (3) No person may possess more than two (2) open containers
3 of alcoholic beverage in an Approved Container while in
4 the Jacksonville Riverwalk open Container Area.

5 (c) *Open container in public parks not allowed.* Except by valid
6 permit or license, no person shall possess or consume in any
7 public park within the Jacksonville Riverwalk Specialty
8 Center any open container of alcoholic beverage. However, if
9 a special event permit which allows alcoholic beverages has
10 been issued by the city for a park within the Jacksonville
11 Riverwalk Specialty Center, then that park may be included
12 within the Jacksonville Riverwalk Open Container Area for
13 the duration of the special event, provided such is requested
14 by the special event permit holder and approved as part of
15 the special event permit. During the time of such special
16 event, alcohol may be consumed in the Jacksonville Riverwalk
17 Open Container Area in a container other than the approved
18 container, provided the person has a wristband issued by the
19 holder of the special event permit.

20 (d) *Open containers of alcoholic beverages purchased outside the*
21 *Jacksonville Riverwalk Specialty Center not allowed in the*
22 *Jacksonville Riverwalk Specialty Center.* Except as provided
23 in this section, possession of any open container containing
24 an alcoholic beverage within the Jacksonville Riverwalk
25 Specialty Center shall be unlawful and punishable in
26 accordance with the appropriate laws.

RESOLUTION 2023-10-06: EXHIBIT 1

JACKSONVILLE RIVERWALK SPECIALTY CENTER



— Specialty Center Boundaries — Riverwalk Open Container Area — Riverwalk Connectors

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Figure 1: Jacksonville Riverwalk Open Container Area

Section 3. Codification Instructions. The Codifier and the Office of General Counsel are authorized to make all chapter and division "tables of contents" consistent with the changes set forth herein. Such editorial changes and any others necessary to make the Ordinance Code consistent with the intent of this legislation are approved and directed herein, and changes to the Ordinance Code shall be made forthwith and when inconsistencies are discovered.

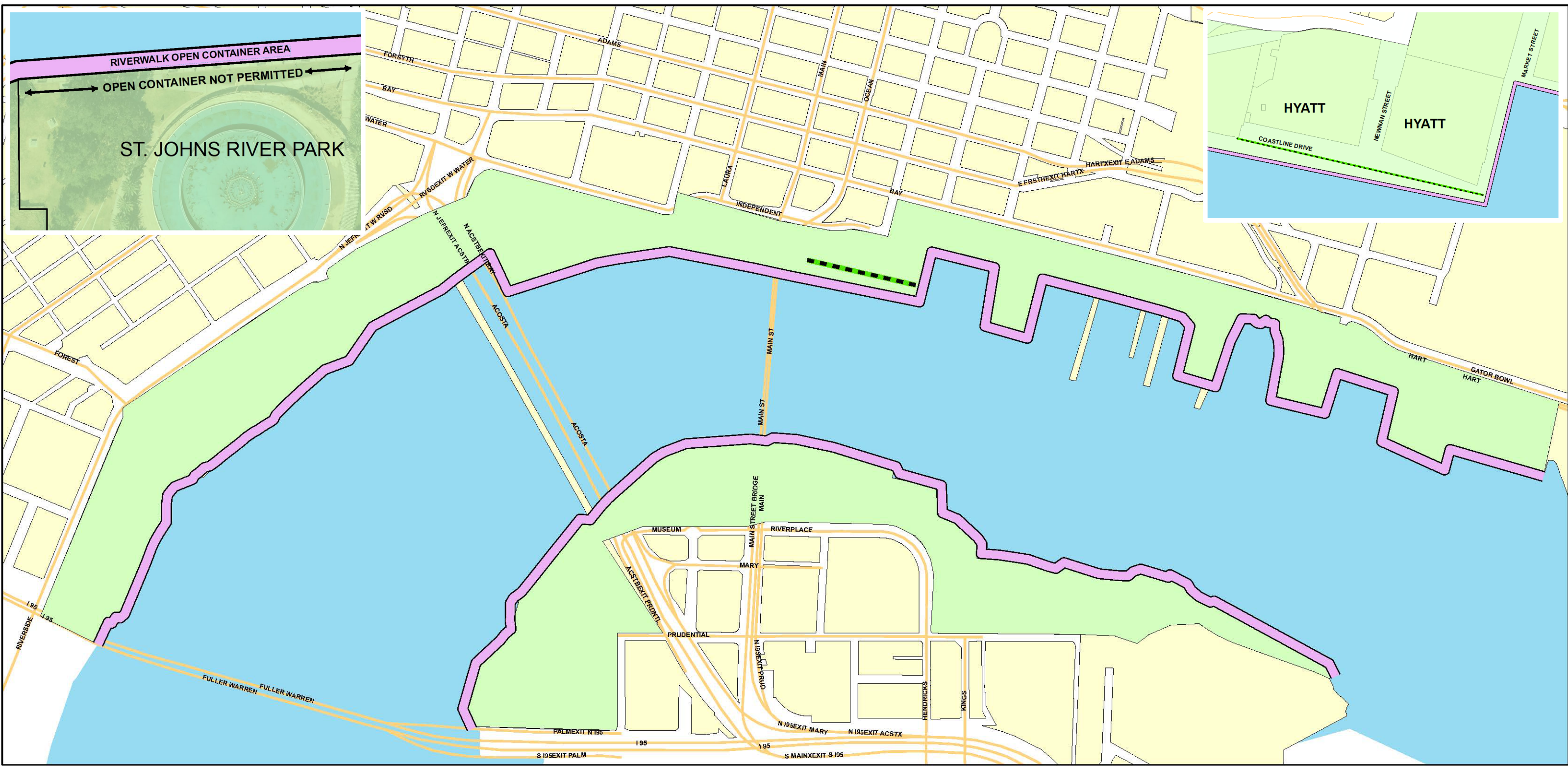
Section 4. Effective Date. This Ordinance shall become effective upon signature by the Mayor or upon becoming effective without the Mayor's signature.

Form Approved:

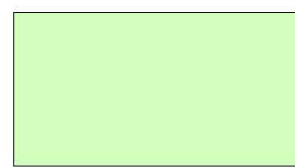
Office of General Counsel
Legislation Prepared By: Carla A. Lopera

SUPPLEMENTAL INFORMATION

**RESOLUTION 2023-10-06
SPECIALTY CENTER UPDATED MAP**



Legend



RIVERWALK SPECIALTY CENTER

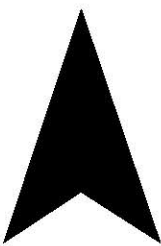


RIVERWALK CONNECTORS



RIVERWALK OPEN CONTAINER AREA

N



TAB IV.C

**RESOLUTION 2023-10-04
JAX RIVER JAMS CONTRIBUTION**

RESOLUTION 2023-10-04

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AUTHORIZING A THIRTY-SIX THOUSAND DOLLAR (\$36,000.00) EVENT CONTRIBUTION TO THE DOWNTOWN VISION, INC. TO SUPPORT THE JACKSONVILLE RIVER JAMS EVENT; AUTHORIZING THESE FUNDS FROM THE DIA FISCAL YEAR 2023-2024 ADMINISTRATIVE BUDGET’S EVENT CONTRIBUTION FUNDS; AUTHORIZING ITS CHIEF EXECUTIVE OFFICER TO TAKE ALL NECESSARY ACTIONS TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION, INCLUDING EXECUTION OF AN EVENT CONTRIBUTION AGREEMENT OR FUNCTIONAL EQUIVALENT THEREOF; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the mission of the DIA is, “To drive growth in business and investment, create a vibrant urban living environment and enhance quality of life in Downtown Jacksonville through the transparent and responsible leveraging of public investments, assets, infrastructure, and policy”; and

WHEREAS, the efforts of the DIA seek to facilitate success towards achieving Community Redevelopment Area Goals in support of the aforementioned mission. Specifically:

Redevelopment Goal No. 4 Increase the vibrancy of Downtown for residents and visitors through arts, culture, history, sports, theater, events, parks, and attractions; and

WHEREAS, activation of Downtown is essential to implementation of the adopted BID and CRA Plan; and

WHEREAS, Jax River Jams is a free, four-week concert series on Downtown Jacksonville’s scenic riverfront that features national headliners and local and regional openers; and

WHEREAS, the Downtown Vision, Inc. is the organization responsible for Jacksonville River Jams; and

WHEREAS, the DIA Board via Resolution 2023-04-02 and the City Council via Ordinance 2022-0504-E adopted DIA’s Administrative Budget for Fiscal Year 23-24, which included \$125,000 for Event Contributions; and

WHEREAS, City Council via Ordinance 2021-0499 amended Chapter 55 to allow for DIA to directly enter into agreements with Downtown Vision, Inc. for the programming of parks and public spaces located within Downtown without further need for City Council approval.

NOW THEREFORE, BE IT RESOLVED by the Downtown Investment Authority:

Section 1. The DIA authorizes a contribution of thirty-six dollars (\$36,000) to Downtown Vision, Inc. in accordance with Exhibit ‘A’.

Section 2. The DIA authorizes its Chief Executive Officer to take all necessary actions to effectuate the purpose of this Resolution.

Section 3. This Resolution shall become effective on the date it is signed by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Jim Citrano, Chair

Date

VOTE: In Favor: _____ Opposed: _____ Abstained: _____

EXHIBIT A

Jax River Jams - Scope of Event Contribution Work

Downtown Vision, Inc. (DVI) has requested \$34,000 in funding from DIA to support the Jax River Jams concert series for fiscal year 2023/24. The DIA funding will be utilized to pay for musical talent for the April program series.

Payment of \$34,000 as an Event Contribution will be made upon delivery of the executed contract with the performers and evidence that payment under the contract has been made to secure the performance.

TAB IV.D

**RESOLUTION 2023-10-05
SIP & STROLL CONTRIBUTION**

RESOLUTION 2023-10-05

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) PROVIDING FOR A FIFTY-FOUR DOLLAR (\$54,000.00) CONTRIBUTION TO DOWNTOWN VISION INC. (“DVI”) FOR MONTHLY PROGRAMMING OF THE SOUTHBANK RIVERWALK; AUTHORIZING THESE FUNDS FROM THE DIA FISCAL YEAR 2023-2024 ADMINISTRATIVE BUDGET’S EVENT CONTRIBUTION FUNDS; INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO TAKE ALL NECESSARY ACTIONS TO EFFECTUATE THE PURPOSE OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the mission of the DIA is, “To drive growth in business and investment, create a vibrant urban living environment and enhance quality of life in Downtown Jacksonville through the transparent and responsible leveraging of public investments, assets, infrastructure, and policy”; and

WHEREAS, the efforts of the DIA seek to facilitate success towards achieving Community Redevelopment Area Goals in support of the aforementioned mission. Specifically:

Redevelopment Goal No. 4 Increase the vibrancy of Downtown for residents and visitors through arts, culture, history, sports, theater, events, parks, and attractions; and

WHEREAS, activation of Downtown is essential to implementation of the adopted BID and CRA Plan; and

WHEREAS, Sip and Stroll occurs every Third Thursday of the month on the Southbank Riverwalk (except April to accommodate the Jax River Jams concert series), spanning from the DoubleTree Hotel to The Southbank Hotel, providing live music, food vendors, bars and a picnic area; and

WHEREAS, at the suggestion of DIA staff and in collaboration with the COJ Department of Parks, Recreation and Community Services which manages the Southbank Riverwalk, DVI developed a budget and plan for a monthly “Sip and Stroll” on the Southbank Riverwalk; and

WHEREAS, City Council via Ordinance 2021-0499 amended Chapter 55 to allow for DIA to directly enter into agreements with Downtown Vision, Inc. for the programming of parks and public spaces located within Downtown without further need for City Council approval; and

WHEREAS, staff has reviewed the budget and plans for Sip and Stroll and recommends that the Board approve the use of \$54,000 from the DIA fiscal year 2023-2024 administrative budget’s event contribution funds to support this initiative.

NOW THEREFORE, BE IT RESOLVED by the Downtown Investment Authority:

Section 1. The DIA authorizes a payment of fifty-four thousand dollars (\$54,000.00) to Downtown Vision, Inc. from the DIA fiscal year 2023-2024 administrative budget’s event

contribution funds to be used for production of the monthly Sip and Stroll event described on Exhibit 'A' attached hereto.

Section 2. The DIA authorizes its Chief Executive Officer to take all necessary actions to effectuate the purpose of this Resolution, including execution of a contract for such services.

Section 3. This Resolution shall become effective on the date it is signed by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Jim Citrano, Chair

Date

VOTE: In Favor: ____ Opposed: ____ Abstained: ____

EXHIBIT A

Sip & Stroll Program – DIA Park Programming Scope of Work

Downtown Vision, Inc. (DVI) requested \$56,000 in funding from DIA to support SS, which will be utilized to pay for musical talent and associated expenses for staging, sound and lighting at the year-long program series. An approximate budget regarding the expenditure of the requested funding can be seen below. At each activation, DVI hires two musical acts.

Expenses	
Stage 1 – Band	\$2,000
Stage 2 – Silent Disco	\$1,000
Stage 1 Production – staging, sound, lighting	\$2,000
Stage 2 Production – staging, sound, lighting	\$2,000
TOTAL	
Per Event	\$7,000
Year of Programming 10-Events	

Two payments will be made- one upon completion of the first three events in the series and one at the end of the series.

Payment One- A payment of \$28,000.00 upon completion of the first three events (Nov-Jan). The amount of the payment is fixed at \$28,000 regardless of the total of paid invoices to date.

Payment Two- A payment not to exceed \$28,000.00 payable upon completion of the series and delivery of paid invoices and receipts for musical performers, staging, sound and lighting paid for each event in the series. In the event the total of all invoices paid equals or exceeds \$56,000.00 the entire \$28,000 second payment will be made. In the event the total of all paid invoices for performers, staging, sound and lighting is less than \$56,000. The amount of Payment Two will be reduced accordingly.