



**Downtown Investment Authority
Strategic Implementation Committee Meeting**

City Hall at St. James, 117 W. Duval Street

1st Floor, Don Davis Room

Monday, May 23, 2016 – 11:00 AM

MEMBERS:

- Mr. Jack Meeks, Committee Chair
- Ms. Brenna Durden, Committee Member
- Mr. Ron Moody, Committee Member

I.	CALL TO ORDER
II.	APPROVAL OF MINUTES
	A. Approval of April 13, 2016 Strategic Implementation Committee Minutes
III.	NEW BUSINESS
	A. Snyder Memorial Church Draft Solicitation
	B. Brewster’s Hospital Draft Solicitation
	C. 324 N. Broad Street Draft Solicitation
IV.	OLD BUSINESS
	A. Presentation: Disposition of Parcels 089313 0000 and 089133 0000 (Brooklyn)
V.	PUBLIC COMMENTS – Chair Meeks
VI.	ADJOURNMENT
	Next Scheduled Meeting: TBD

Distribution List:

- Aundra Wallace, DIA
- Guy Parola, DIA
- Karen Underwood-Eiland, DIA
- Tom Daly, DIA
- Jim Klement, DIA
- Susan Grandin, Office of General Counsel

- Council President, Greg Anderson
- Council Vice President, Lori Boyer
- Johnny Gaffney, Mayor’s Office
- John Sawyer, Office of General Counsel
- Lawsikia Hodges, Office of General Counsel



Downtown Investment Authority
Regular Meeting

City Hall at St. James
117 West Duval St., 1st Floor, Don Davis Room
Monday, May 23, 2016 – 11:00 a.m.

DIA
Strategic Implementation Committee Meeting Minutes

Committee Members Present: Jack Meeks, Committee Chair, Brenna Durden, Esq., and Ron Moody

Board Members Present: Oliver Barakat

Council Members Present: Council Vice President Lori Boyer, Council Liaison to DIA

Mayor's Staff: Dr. Johnny Gaffney, Mayor's Liaison to Boards and Commissions

DIA Staff: Aundra Wallace, Guy Parola, Tom Daly, Jim Klement and Karen Underwood-Eiland

I. CALL TO ORDER

Committee Chairman Meeks called the meeting to order at 11:07 a.m.

II. APPROVAL OF MINUTES

A MOTION WAS MADE BY BOARD MEMBER MOODY AND SECONDED BY BOARD MEMBER DURDEN APPROVING THE APRIL 13, 2016 STRATEGIC COMMITTEE MINUTES. THE MOTION PASSED UNANIMOUSLY 3-0.

III. NEW BUSINESS

A. Snyder Memorial Methodist Episcopal Church Building Solicitation for Disposition

Guy Parola provided an executive summary of the preliminary Notice of disposition/invitation to bid Snyder Memorial Methodist Church.

Board Member Durden stated it would be helpful to discuss consistency in the CRA Plan to provide emphasis of the location, commercial activity along the seven (7) boundaries along Hemming Park, Library efforts, and aerials of photographs.

Board Member Moody inquired if the building would be leased or for sale and highest and best-use. Guy Parola replied that staff anticipated entertaining both.

Board Member Barakat said in regards to mentioning the building landmark in the background, what other incentives would the applicant qualify for. Providing credits towards to more open uses i.e. retail versus office and consistency in the scoring points.

Committee Chairman Meeks suggested a draft prior to the next Board Meeting with changes.

Board Member Moody proposed a finished version at the Board Meeting.

The Members discussed a refundable deposit. Mr. Parola stated that staff would vet through OGC for the correct process.

Tom Daly inquired about an application fee or deposit. Committee Chairman Meeks replied about a refundable deposit.

Public Comments

Bruce Fouraker inquired about how much was available for historic grants for the City. Tom Daly replied that there is \$4.2 M left in the Historic Preservation Trust Fund and may or may not be eligible for use for the project. Mr. Fouraker commented that Snyder Memorial Church was one of the more important properties downtown.

Board Member Durden requested to review the information that Mr. Daly mentioned regarding the Trust Fund.

A MOTION WAS MADE BY BOARD MEMBER MOODY AND SECONDED BY BOARD MEMBER DURDEN APPROVING SNYDER MEMORIAL CHURCH DRAFT SOLICITATION SUBJECT TO SUGGESTED CHANGES. THE MOTION PASSED UNANIMOUSLY 3-0.

B. Brewster's Hospital Draft Solicitation

Guy Parola brought forth Brewster's Hospital Request for Proposal Notice of Disposition/Invitation to Lease. He informed the Board that the Nurses were requesting an ability to have meetings there to show historical and cultural significance. A tour of the building was made.

Board Member Durden inquired about surrounding city-owned land for parking. Guy Parola responded that was part of the recommendation. Board Member Durden stated that the improvements of the courthouse have a lot of "curb appeal" and requested more photographs. Because of the historic nature, maybe some of the information that was discussed for Snyder could be incorporated into this proposal as well. Include a space showing a floor plan where the nurses association would hold historical meetings.

Committee Chairman Meeks discussed the history of the project and was unsure if the nurses were interested in holding events/meetings in the building due to not having enough space to demonstrate the museum aspects.

Guy Parola suggested another meeting with the nurses association to gain more input regarding the square footage for events.

Board Member Moody inquired if the building will be for history or a non-for-profit. Committee Chairman Meeks responded that this property has limitations and staff was considering selling the building and harmonizing what the nurses would like to be an asset to the community. Board Member Barakat noted if the building was landmarked, it may address Board Member Moody's questions regarding the DIA's intent for the building.

Board Member Barakat suggested having a section on recent things downtown, i.e., Cowford Chophouse, and other adjacent buildings showing a one-page summary of progress.

A MOTION WAS MADE BY BOARD MEMBER MOODY AND SECONDED BY BOARD MEMBER DURDEN APPROVING BREWSTERS HOSPITAL DRAFT SOLICITATION THE MOTION PASSED UNANIMOUSLY 3-0.

C. 324 N. Broad Street Draft Solicitation

Mr. Parola stated that this would be the prime property to turn over to a real estate agent.

The Board Members preferred selling than leasing the building.

Committee Chairman Meeks commented about the 100 percentage.

Public Comment

Bruce Fouraker commented about law firms moving into the area.

A MOTION WAS MADE BY BOARD MEMBER MOODY AND SECONDED BY BOARD MEMBER DURDEN APPROVING BREWSTER'S HOSPITAL DRAFT SOLICITATION. THE MOTION PASSED UNANIMOUSLY 3-0.

Board Member Durden asked if the 324 N. Broad Street funds would be committed to the DIA TIF trust fund or does the Board need to make sure that it would be an important parcel. Mr. Parola responded that those funds would be funneled into the appropriate DIA account.

III. OLD BUSINESS

A. PRESENTATION: DISPOSITION OF PARCELS 089313-0000 AND 089133-0000 (BROOKLYN)

Guy Parola provided an overview. He noted that there is genuine interest in this area and recommended the Board to solicit proposals for these properties.

Committee Chairman Meeks stated that the Board will go through the process of selling the property.

Alex Sifakis, President, JWB Real Estate Capital provided a brief presentation regarding the Brooklyn Area. Mr. Sifakis owns parcels next door to the three (3) parcels that are city-owned. Mr. Sifakis reported that the current assessments of the parcels are less than \$10,000. He provided the amounts of each parcel.

Board Member Barakat asked what was the ability of a potential bidder to develop the property. It would be nice to have the buyer disclose what their attempt would be. Mr. Parola discussed mimicking the solicitation of Leila/Riverside.

Board Member Barakat asked Mr. Sifakis if it would be helpful to provide a contract on the parcels or a timeline. Mr. Sifakis reported that a contract would help and owning it would be better. The timeline would be dependent on what the City does with the roadscape and storm water in that area.

The committee discussed the recent third parcel that is scheduled for Ash remediation with two (2) years of certificates.

Board Member Barakat stated when the bids are received that there should be some consideration of what the intent would be with the property or obtaining additional adjacent parcels.

Board Member Durden emphasized the importance of a timeline and concurred with Board Member Barakat.

Committee Chairman Meeks asked Guy Parola to provide input about seeing other parcels and other properties that may come before the committee.

Guy Parola stated that the Brooklyn Road Diet went out today and would offer some light for Brooklyn. Lavilla disposition plan is in Risk Management. Committee Chairman Meeks asked if a meeting would be necessary to deal with Sax Seafood RFP. Board Member Barakat commented that there is no urgency with Sax Seafood because there is not a lot of movement in that area. The results from the Lavilla study.

Committee Chairman Meeks inquired about time sensitive projects to ask the staff to proceed to an RFP route. He asked CEO Wallace if a workshop was needed about Courthouse and City Hall Annex.

CEO Wallace stated that the City Hall Annex first right of first refusal with the Owners of the Hyatt for that particular site. The Courthouse sits in the front of property that may leave. He didn't foresee having a workshop regarding those two (2) properties at the moment. A development strategy is being made for Lavilla with about five (5) to five ½ blocks of property which is directly adjacent to the proposed JRTC that was presented at the last Board Meeting.

Board Member Durden said that a discussion about the Courthouse and the City Hall Annex was needed to learn the conditions, whether to demolish them, and how the Liberty Street improvement would impact the Courthouse and Annex parcel.

Committee Chairman Meeks suggested an update on the timing for the committee to take up the Courthouse and Annex at the next Board Meeting.

IV. PUBLIC COMMENTS

Adam Shaffer commented that he had spoken with people at the Hyatt regarding the Annex and agrees that an up-to-date discussion was needed.

Board Member Barakat inquired about an appraiser prior to disposition. Guy Parola responded that before disposal that he was sure that the Ordinance Code Chapter 122 would offer guidance.

Board Member Moody commented that he thought the assessment was \$13,000. Committee Chairman Meeks asked if the appraisers should be ordered as soon as the Board's approval. Guy Parola stated that staff will packet it when going through Public Works Real Estate. Board Member Durden suggested having appraisals prior to; where the committee would already know that there are some interested parties.

Tom Daly stated that an appraisal was needed beforehand of moving into the contract negotiation stage. Board Member Barakat inquired about the timelines to go through procurement. Committee Chairman Meeks considered thinking about how the RFP's will be disseminated to ensure a broader approach of interested parties. Guy Parola suggested bringing back Snyder.

Board Member Durden inquired about the status of another interest letter. Guy Parola responded that other offers are being obtained.

V. ADJOURNMENT

There being no further business, Committee Chairman Meeks adjourned the meeting at approximately 12:50 p.m.

The next Strategic Implementation Committee meeting will be determined at a later date.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments of this meeting, an audio CD is available upon request. Please contact Karen Underwood, at (904) 630-3492, or by email at karenu@coj.net.