



Downtown Investment Authority Revised Agenda

Wednesday, June 17, 2020 at 2:00 p.m.

MEMBERS:

Craig Gibbs, Esq. Chairman
Ron Moody, Vice Chairman
Braxton Gillam, Esq., Secretary
William Adams, Board Member
Oliver Barakat, Board Member

Jim Citrano, Board Member
Todd Froats, Board Member
Carol Worsham, Board Member
David Ward, Board Member

I. CALL TO ORDER

II. PUBLIC COMMENTS

III. COMMUNITY REDEVELOPMENT AGENCY

- A. February 21, 2020 Community Redevelopment Agency Meeting Minutes
- B. April 15, 2020 Community Redevelopment Agency Meeting Minutes
- C. May 20, 2020 Community Redevelopment Agency Meeting Minutes
- D. Resolution 2020-06-01: Food and Beverage Retail Enhancement Program (CEO, Lori Boyer & Steve Kelley, Director of Downtown Real Estate and Development))
- E. Resolution 2020-06-02: Downtown Storefront Façade Grant Program (CEO, Lori Boyer)
- F. Resolution 2020-06-03: Ruby Beach Brewing Company FAB R.E.P. Forgivable Loan (Steve Kelley, Director of Downtown Real Estate and Development)
- G. Resolution 2020-06-04: Extension of FSCJ Loan Execution Date (CEO, Lori Boyer)
- H. Resolution 2020-06-05: Performance Waivers (CEO, Lori Boyer)

IV. DOWNTOWN INVESTMENT AUTHORITY

- A. February 21, 2020 Downtown Investment Authority Board Meeting Minutes
- B. April 15, 2020 Downtown Investment Authority Board Meeting Minutes
- C. May 20, 2020 Downtown Investment Authority Board Meeting Minutes
- D. Resolution 2020-06-06: Independent Life Term Sheet (CEO, Lori Boyer; Steve Kelley, Director of Downtown Real Estate and Development)
- E. Resolution 2020-06-07: Pay By Cell (CEO, Lori Boyer)
- F. Resolution 2020-06-08: On Street Parking Meters Retention (CEO, Lori Boyer)
- G. Resolution 2020-06-09: Meter Bagging (CEO, Lori Boyer)
- H. Resolution 2020-06-10: Water Street Garage license extension (CEO, Lori Boyer; Steve Kelley, Director of Downtown Real Estate and Development)
- I. Resolution 2020-06-11: Recognition of Jim Bailey (CEO, Lori Boyer)

V. 2020-2021 DOWNTOWN INVESTMENT AUTHORITY OFFICERS

- A. Nominating Committee Meeting Minutes
- B. Nominating Committee Recommendation Memorandum (Vice-Chair Moody)

VI. CEO INFORMATIONAL BRIEFING

VII. ADJOURN



**Downtown Investment Authority
Revised Agenda
Wednesday, June 17, 2020 at 2:00 p.m.**

VIRTUAL MEETING INFORMATION ON FOLLOWING PAGE

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

Join Zoom Meeting

<https://zoom.us/j/95921262288?pwd=ZDhWeUYrZjA0U3VreHFxZlVNRmdBUT09>

Meeting ID: 959 2126 2288

Password: 394897

One tap mobile

+1 (646) 558-8656,,95921262288#,1#,394897# US (Germantown)

+1 (312) 626-6799,,95921262288#,1#,394897# US (Chicago)

Find your local number: <https://zoom.us/u/acd8617FAS>



III. COMMUNITY REDEVELOPMENT AGENCY



Downtown Investment Authority
Zoom Meeting
Wednesday, June 17, 2020 – 2:00 p.m.

Community Redevelopment Agency
MEETING MINUTES

DIA Board Members: Craig Gibbs, Esq., Chairman; Ron Moody, Vice Chairman; Oliver Barakat; Braxton Gillam, Esq., Secretary; Carol Worsham; David Ward, Esq.; Jim Citrano; Bill Adams, Esq.

DIA Board Members Excused: Todd Froats

Mayor's Staff: None

Council Members: Michael Boylan

DIA Staff: Lori Boyer, Chief Executive Officer; Ina Mezini, Marketing and Communications Specialist; Steve Kelley, Director of Development; John Crescimbeni, Contract, and Regulatory Compliance Manager; Guy Parola, Operations Manager; Lori Radcliffe-Meyers, Redevelopment Coordinator; Jackie Mott, Financial Analyst; Sondra Fetner, Consultant and Karen Underwood-Eiland, Assistant

Office of General Counsel: John Sawyer, Office of General Counsel

I. CALL TO ORDER

Chairman Gibbs called the CRA Board Meeting to order at 2:01 p.m. and provided an open statement relating to COVID-19.

Chairman Gibbs read an opening statement regarding authority and procedures for the virtual meeting. Ina Mezini, DIA Marketing and Communications Specialist, provided instruction for the public comment process utilizing the Zoom toolbar “raise hand” feature.

Chairman Gibbs announced each DIA Board Member, staff, and introduced Michael Boylan, Council Member Boylan, District 6.

II. PUBLIC COMMENTS

Chairman Gibbs opened the floor for public comments. One public comment was received via e-mail. The e-mail was read into the record by Ina Mezini, DIA Marketing and Communications Specialist, and photo attachments to the e-mail provided via the Zoom share screen. There were no spoken public comments.

- Barbara Sapp commented that the Housing to be built in the Downtown area.

- Sharon Dykes commented about the Universal Design in the urban area.
- Todd Davis commented about the Downtown Façade Program.

III. COMMUNITY REDEVELOPMENT AGENCY MEETING

A. February 21, 2020 Community Redevelopment Agency Meeting Approval of minutes

Motion: Board Member Moody

Second: Board Member Gillam

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 8-0-0.

B. April 14, 2020 Community Redevelopment Agency Meeting Approval of minutes

Motion: Board Member Worsham

Second: Board Member Barakat

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 8-0-0.

C. May 20, 2020 Community Redevelopment Agency Meeting Approval of minutes

Motion: Board Member Worsham

Second: Board Member Citrano

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 8-0-0

D. RESOLUTION 2020-06-01: Food and Beverage Retail Enhancement Program

C.E.O. Boyer brought forth resolution approving the guidelines for the FAB-REP food and beverage enhanced program. The resolution was thoroughly vetted at the February Retail Enhancement and Disposition Committee, and amendments were made at the last committee meeting.

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AMENDING THE DOWNTOWN RETAIL ENHANCEMENT FORGIVABLE LOAN PROGRAM TO ESTABLISH THE “TARGETED RETAIL ACTIVATION: FOOD AND BEVERAGE ESTABLISHMENTS PROGRAM”, THE SPECIFICS OF WHICH ARE INCLUDED HERETO AS EXHIBIT ‘A’; AUTHORIZING ITS CHIEF EXECUTIVE OFFICER (“C.E.O.”) TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

Motion: Board Member Barakat
Second: Board Member Worsham

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 8-0-0.

E. RESOLUTION 2020-06-02: Downtown Storefront Facade

RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY AS THE COMMUNITY REDEVELOPMENT AGENCY FOR THE COMBINED NORTH BANK COMMUNITY REDEVELOPMENT AREA ADOPTING THE FISCAL YEAR 2020-2021 BUDGETS FOR THE COMBINED DOWNTOWN EAST AND NORTHWEST TAX INCREMENT DISTRICT; PROVIDING FOR AN EFFECTIVE DATE.

C.E.O. Boyer reported that this resolution was presented at the Strategic Implementation Committee and Retail Enhancement and Disposition Committee.

Amending the Façade Grant guidelines to be added at the end of Section 8, Final Design Approval. “DIA Storefront Facade Grant and DDRB Applications may be processed simultaneously to expedite the approval process; however, no application will be presented to the DIA Board for final grant approval before receipt of DDRB final approval.”

A MOTION WAS MADE BY BOARD MEMBER BARAKAT AND SECONDED BY BOARD MEMBER MOODY ADOPTING A NEW STOREFRONT FACADE GRANT PROGRAM AND AMENDING THAT PROGRAM TO INSERT THE LANGUAGE REGARDING DDRB FINAL APPROVE MUST PRECEDE FINAL DIA APPROVAL AND TO CHANGE THE PER SQUARE FOOT DOLLAR AMOUNT FROM \$10 PER SQUARE FOOT TO \$30 PER SQUARE FOOT.

Board Member Ward inquired about the \$75,000 cap and wanted to know if the DIA could encourage code enforcement to do its job regarding non confirming frontage downtown.

C.E.O. Boyer responded yes, and the division would encourage code enforcement to cite any code violations to the facade.

Board Member Barakat stated that the DDRB approval process should make the board feel better about approving the incentive.

Motion: Board Member Barakat
Second: Board Member Moody

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 8-0-0.

F. RESOLUTION 2020-06-03: Ruby Beach Brewing Company FAB R.E.P. Forgivable Loan

Mr. Kelley brought forth Resolution 2020-06-03 application under the FAB REP Program. The purpose of this program is to bring high potential companies downtown.

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) APPROVING THE EXECUTION OF A RETAIL ENHANCEMENT PROGRAM FORGIVABLE LOAN AGREEMENT AND RELATED SECURITY DOCUMENTS BETWEEN THE DOWNTOWN INVESTMENT AUTHORITY (“GRANTOR”) AND ZETA JAX, INC. AND 228 FORSYTH, INC. (“GRANTEES”); AUTHORIZING THE C.E.O. OF THE DIA TO NEGOTIATE THE AGREEMENT, AND SECURITY DOCUMENTS; AUTHORIZING THE DIA C.E.O. TO EXECUTE SUCH AGREEMENT; AND FINDING THAT THE DEVELOPMENT PLAN IS CONSISTENT WITH THE DIA’S BUSINESS INVESTMENT AND DEVELOPMENT PLAN (“BID PLAN”) AND PROVIDING AN EFFECTIVE DATE.

Motion: Board Member Worsham
Second: Board Member Citrano

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 8-0-0.

G. RESOLUTION 2020-06-04: Extension of FSCJ Loan Execution Date

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AUTHORIZING THE CHIEF EXECUTIVE OFFICER (“C.E.O.”) OF THE DIA TO NEGOTIATE AND EXECUTE LOAN AGREEMENTS BETWEEN THE DOWNTOWN INVESTMENT AUTHORITY AND THE DISTRICT BOARD OF TRUSTEES OF FLORIDA STATE COLLEGE AT JACKSONVILLE (“FSCJ”) FOR TWO SUBSIDIZED LOANS RELATING TO A COMPLETED PROJECT AT 20 WEST ADAMS STREET; FINDING THAT THE PROJECT WAS CONSISTENT WITH THE DIA’S BUSINESS INVESTMENT AND DEVELOPMENT PLAN (“BID PLAN”); PROVIDING AN EFFECTIVE DATE.

C.E.O. Boyer reported that Resolution 2020-06-04 authorizes the C.E.O. to negotiate and execute new loan agreements for two subsidized loans, the terms outlined in Exhibit 1.

FSCJ has requested an extension date of July 15, 2020.

Moody inquired if July 15, 2020, was enough time. C.E.O. Boyer replied it was FSCJ's intention to follow through and would depend on the completion of documents. It is the DIA's goal to get the students downtown.

Motion: Board Member Moody
Second: Board Member Worsham

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 8-0-0.

H. RESOLUTION 2020-06-05: Performance Waivers

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AUTHORIZING THE CHIEF EXECUTIVE OFFICER (“C.E.O.”) OF THE DIA TO NEGOTIATE AND EXECUTE LOAN AGREEMENTS BETWEEN THE DOWNTOWN INVESTMENT AUTHORITY AND THE DISTRICT BOARD OF TRUSTEES OF FLORIDA STATE COLLEGE AT JACKSONVILLE (“FSCJ”) FOR TWO SUBSIDIZED LOANS RELATING TO A COMPLETED PROJECT AT 20 WEST ADAMS STREET; FINDING THAT THE PROJECT WAS CONSISTENT WITH THE DIA’S BUSINESS INVESTMENT AND DEVELOPMENT PLAN (“BID PLAN”); PROVIDING AN EFFECTIVE DATE.

C.E.O. Boyer provided an overview of the resolution to waive the job maintenance requirement and the requirement to remain open for business for the period beginning March 13, 2020, through September 1, 2020, for the loan recipients identified in Exhibit A.

Motion: Board Member Worsham
Second: Board Member Citrano

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY

Council Member Boylan commended the first two resolutions for the progress happening downtown.

ADJOURNMENT: Chairman Gibbs adjourned the meeting at 2:26 p.m.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments of this meeting, a recording or transcript is available upon request. Please contact Karen Underwood-Eiland, at (904) 255-5302.

DRAFT



III.D

Resolution 2020-06-01: Food and Beverage Retail Enhancement Program

RESOLUTION 2020-06-01

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AMENDING THE DOWNTOWN RETAIL ENHANCEMENT FORGIVABLE LOAN PROGRAM TO ESTABLISH THE “TARGETED RETAIL ACTIVATION: FOOD AND BEVERAGE ESTABLISHMENTS PROGRAM”, THE SPECIFICS OF WHICH ARE INCLUDED HERETO AS EXHIBIT ‘A’; AUTHORIZING ITS CHIEF EXECUTIVE OFFICER (“CEO”) TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Downtown Investment Authority (“DIA”) has been designated by the City of Jacksonville as the Community Redevelopment Agency (“CRA”) for community redevelopment areas within the boundaries of Downtown pursuant to Ordinance 2012-364-E; and

WHEREAS, via Ordinance 2014-0560, the City Council adopted a *North Bank Community Redevelopment Area Plan* for Downtown; and

WHEREAS, included as a specific project within the North Bank Community Redevelopment Area Plan is a Downtown Retail Enhancement Grant Program (“REP”); and

WHEREAS, the REP is designed to create momentum in the critical task of recruiting and retaining restaurant and retail businesses and creative office space in the Northbank Core Retail Enhancement Area; and

WHEREAS, building upon the REP, the DIA desires to implement an enhanced food and beverage incentive with the intention of creating a critical mass of restaurants, cafes, and similar establishments within specific districts within Downtown; and

WHEREAS, at their March 9, 2020 meeting, the Retail Enhancement and Property Disposition Committee (“Committee”) approved Targeted Retail Activation: Food and Beverage Establishments Program Guidelines; and

WHEREAS, at their March 9, 2020 meeting, the Committee was provided three (3) options for establishing the geographic boundaries of a Hogan and Laura Street District, of which the Committee selected Option A, the boundaries of which are included as part of Exhibit ‘A’; and

WHEREAS, at their March 9, 2020 meeting, the Committee approved geographic boundaries for the Elbow District as presented by staff, the boundaries of which are included as part of Exhibit ‘A’; and

WHEREAS, at their June 9, 2020 meeting, the Committee amended and approved the current Targeted Retail Activation: Food and Beverage Establishments Program Guidelines attached hereto as Exhibit ‘A’ (the “Program Guidelines”); 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 adopts a Targeted Retail Activation: Food and Beverage Establishments Forgivable Loan Program as set forth in Exhibit ‘A’.

Section 3. The DIA instructs its CEO to take all necessary action to effectuate the purposes of this resolution.

Section 4. The Effective Date of this Resolution is the date upon execution of the Resolution by the Chairman of the DIA.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Chairman

Date

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

**DOWNTOWN JACKSONVILLE
RETAIL ENHANCEMENT PROGRAM
TARGETED RETAIL ACTIVATION: FOOD AND BEVERAGE ESTABLISHMENTS
FORGIVABLE LOAN PROGRAM GUIDELINES**

Program Purpose and Benefit

Targeted Retail Activation: Food and Beverage Establishments (“FAB-REP”) expands upon the Retail Enhancement Program to revitalize business corridors and underutilized or vacant buildings with a focus on food and beverage establishments within the Northbank Core Retail Enhancement Area.

The FAB-REP creates two distinct districts that provide concentrated areas of dining, and entertainment opportunities that are visible from the street, open beyond workday hours, and utilize unique place making efforts such as creative lighting, interesting public art and inviting outdoor spaces.

These activated streets will provide the urban lifestyle that many Downtown residents seek and also promote small businesses by cultivating vibrant retail districts that will attract visitors. Further, by encouraging the location of restaurant and beverage establishments within these specific districts, patrons and business owners alike will benefit from the variety of options and the unique, walkable, and visually connected areas.

Operating as an enhanced incentive to the Downtown Retail Enhancement Grant Program, the Targeted Retail Activation: Food and Beverage Districts (“FAB-REP”), is designed to incentivize the investment and concentrated location of food and beverage establishments in two target areas: **The Elbow** and the **Hogan x Laura Districts**. These target areas were chosen based on the following factors:

1. Existing building stock within the area which can readily be used and/or converted for the targeted street front uses (first and certain second floors eligible);
2. Proximity to public parking garages that are not utilized extensively at night, which provide an opportunity for ample parking for patrons at free or reduced rates as the market develops;
3. Existing concentration of restaurants, bars, and entertainment venues;
4. Existing sidewalk width or ROW convertible to expanded sidewalk;
5. Streets designated within the adopted CRA plan for conversion to two-way creating a slower speed, providing greater visibility of street front establishments, and creating a more pedestrian friendly environment; and
6. Impact on two City owned sites proposed for redevelopment- Former Courthouse/City Hall annex adjacent to the Elbow and The Landing development parcel at the waterfront of Laura and Hogan.

The Elbow: The Downtown bar and entertainment area already branded as The Elbow, with a focus on the following street frontages, which are described and depicted in the map below:

- Street frontage facing **Adams St.** from the middle of the block traveling east from Main St. and terminating at the west side of Newnan St.
- Street frontage facing **Forsyth St.** from the middle of the block traveling east from Main Street on the north side, continuing east from Ocean St. and terminating at the west side of Liberty St., with only the south side of Forsyth St. traveling east from Newnan St. included.
- Street frontage facing **Ocean St.** traveling south to Forsyth St and terminating at the middle of the block between Bay St. and Independent Dr., with only the east side of Bay Street between Forsyth St. and Bay St. included
- Street frontage facing **Bay St.** traveling east from Ocean St. and terminating at the west side of Liberty St., with only the north side of Bay St. traveling east from Newnan St. included.

**Frontage on Adams St., Forsyth St., and Bay St. is important as Main and Ocean will remain one-way and will be less walkable, however, connections that activate the frontage between districts could be considered.



Hogan x Laura Districts: Already home to several restaurants and bars, with a focus on the following street frontages, which are described and depicted in the map below:

- Street frontage facing **Hogan St.** beginning at Ashley St. on the west side of Hogan St., including both sides of the street at Duval St., and terminating at Water St.
- Street frontage facing **Laura St.** beginning at Duval St., continuing south on Laura St. until Bay St. on both sides of the street, and continuing on the west side of Laura St. and terminating at Independence Dr.
- Street frontage facing **Monroe St., Adams St., and Forsyth St.** beginning at the middle of the block between Julia St. and Hogan Street on both sides of the street, and terminating at the middle of the block between Laura St. and Main St.
- Street frontage facing **Bay St.** beginning at the middle of the block between Julia St. and Hogan Street on both sides of the street, and terminating at Laura St.
- Street frontage facing **Bay St.** beginning at Laura St. and continuing east on the north side of Bay St. and terminating at the middle of the block between Laura St. and Main St.
- Street frontage facing **Water St., and Independence Dr.** beginning at the middle of the block between Julia St. and Hogan St. continuing east on the north side of Water St., and Independence Dr. and terminating Laura St.

Hogan x Laura FAB-REP District:



I. Qualifying Establishments:

- a. The Type of establishment will determine the appropriate incentive level.
 - Type 1: Generally, full service (i.e. wait staff, table bussers), full menu, full kitchen, non-disposable serve-ware. Must be open a minimum of five days per week for dinner until at least 9 p.m.
 - Type 2: Generally, limited service; order at the counter, self-clearing of tables, partial or full kitchen, buffet line, with on-site preparation and consumption of food. Must be open a minimum of five days per week for

either breakfast (by 7:00 a.m.) or dinner/evening hours (until at least 9:00 p.m.).

- Type 3: Generally, no kitchen or minimal kitchen, counter service only, limited menu or beverage only. Must be open a minimum of five days per week for either breakfast (by 7:00 a.m.) or dinner/evening hours (until at least 9:00 p.m.).
- b. The below table provides various classifications of establishments and the most likely type from the descriptions above. The DIA has the discretion to determine the type of establishment if it is not listed here or it is not clearly defined.

Establishment	Type:
Fine Dining Restaurant	1
Contemporary Casual Restaurant	1 or 2
Casual/Family Style Restaurant	1 or 2
Fast Casual Restaurant	2
Fast Food Restaurant	2 or 3
Café or Deli Restaurant	2 or 3
Pizza Parlor	2 or 3
Coffee Shop	3
Ice Cream Shop	3
Pastry Shop/ Bakery	3
Craft Brewery Tap Room	3
Craft Distillery Tasting Room	3
Bar/Lounge	3
Entertainment Venue, such as music hall or movie theater	3

II. General Program Requirements

a. Applicants:

- i. Business Owner and the Property Owner would submit a joint application for a FAB-REP Loan, indicating both the Business Owner and Property Owner's investments towards the eligible improvements.
 1. The Business Owner and Property Owner must each contribute at least 25% of the cost of eligible improvements or provide a rent concession equal to such amount. Funding received through the Downtown Historic Preservation & Revitalization Trust Fund ("HPTF"), or the related portion paid by the Business Owner or the Property Owner, is not eligible for consideration towards the required contribution to the cost of eligible improvements under FAB-REP.
 2. Inclusion of the Business Owner in the Application Process creates alignment between incentive and performance as they are the principal beneficiary of the improvements in the immediate future.
 3. Inclusion of the Property Owner in the Application Process creates "buy-in" from the Property Owner as many of the eligible improvements will directly benefit him or her longer than the lease agreement with the Business Owner.
- ii. The Business Owner and the Property Owner will execute the same FAB-REP Grant Agreement that will identify specific responsibilities for each.
 1. The amount of grant funds secured by the note will reflect the total FAB-REP Grant awarded by the DIA, irrespective of the Property Owner contribution.
 2. The DIA reserves the right to determine if a personal guarantee or other form of security is necessary for the note. The decision will be based on the creditworthiness of the Business Owner and/or the Property Owner.
 3. If the Business Owner is also the Property Owner, the DIA may request security in the form of a subordinate mortgage or lien on the property.
 4. Property Owner will have a cure period of 180 days should the Business Owner abandon the lease during the compliance period of the forgivable loan.

b. Grant Funding

i. Improvement Incentive amounts

1. Funding under the FAB-REP program will be determined by the Type of establishment and limited to 50% of eligible costs, as outlined in Section III(e).

Establishment Type	Price per Square Foot	Cap of Eligible Costs
Type 1:	\$65/Sq. Ft	50% of eligible costs, not to exceed \$400,000
Type 2:	\$50/Sq. Ft.	50% of eligible costs, not to exceed \$200,000
Type 3:	\$40/ Sq. Ft.	50% of eligible costs, not to exceed \$100,000

ii. Historic Preservation/Adaptive Reuse Boost

For properties designated as a local landmark (per the Jacksonville Historic Preservation Section of the Planning & Development Department), applicant can receive an additional \$20 per square foot boost to the grant award (still subject to cap). Any changes to the exterior of local landmarks will need to be approved by the Jacksonville Historic Preservation Section or Jacksonville Historic Preservation Commission.

Costs included in an application for funding, or previously approved for funding, through the Downtown Historic Preservation & Revitalization Trust Fund (“HPTF”) at any level may not included for consideration in the FAB-REP or for purposes of the boost, whether covered by the HPTF grant or not. Such costs must be separately identifiable in the construction budget presented at the time of application.

For properties designated as a contributing structure to the Downtown Historic District (per the National Park Service) but not a local landmark, the applicant can, subject to DIA approval, receive an additional \$10 per square foot boost to their grant (still subject to cap). While DIA encourages preservation of the historic façade of contributing structures, it is an intent of the FAB-REP to promote ground floor activation. To that end, the replacement of storefront plate glass windows with window opening systems or similar modifications that promote greater street

front visibility and access will not disqualify an applicant from receiving the boost.

iii. Sidewalk Enhancement Forgivable loan

In an effort to encourage more outdoor dining activity and place making, a Sidewalk Enhancement loan may be awarded, subject to the following conditions and limitations:

- Additional funds will be available to FAB-REP loan recipients, to cover up to 80% of eligible outdoor dining improvement costs, but not to exceed \$15,000. A separate budget must be provided. The funds can be used for the cost of creating outdoor spaces that enhance the sidewalk experience, such as tables, chairs, and other furniture, lighting, greenery, umbrellas, and awnings.
- If the recipient does not qualify for the FAB-REP (i.e. unable to meet hours of operation or other requirements) a Sidewalk Enhancement Forgivable Loan not to exceed \$5,000 can be awarded. A separate budget must be provided.
- All Sidewalk Loan recipients must hold a valid Sidewalk Café permit to be eligible for the grant.
- Application for the Sidewalk Enhancement Loan must include a plan to protect the improvements including all equipment and fixtures for the five-year compliance period, subject to approval by DIA staff.
- DIA reserves the right to inspect the improvements during the compliance period. In the event operator fails to use the improvements as intended, or fail to secure and maintain the improvements in good repair as agreed, including but not limited to loss of or irreparable damage (beyond normal wear and tear), the DIA may declare the recipient in default. The recipient will then have a period of thirty days to cure such default or DIA may withhold amortization of funds awarded under this Sidewalk Enhancement Grant.

iv. Type of Funding

1. Zero-interest, forgivable loan, payable upon 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.
 - a. No interest shall accrue upon the principal of the total loan amount with principal forgiven over a five (5) year period.

- b. Total principal balance will amortize 20% each year of the compliance period.
- c. At end of five years, the loan shall be forgiven in its entirety on the condition the improvements are installed and maintained in reasonably good condition and no City Code violations are incurred during the compliance period.
- d. If it is determined that recipient(s) is in default, interest and full payment of the grant may be demanded.
- e. DIA may help arrange bridge financing with community lenders, to facilitate funding requirements during the construction or build-out phase of the project. However, it is not the responsibility of DIA to arrange such financing arrangement.

c. Recipient Eligibility:

- i. **Hours of Operation:** Establishment must be open not less than 5 days per week which must include either breakfast or dinner/evening hours, and specifically including at least one of the following operating periods:

- 1. Breakfast: opening no later than 7:00 am
- 2. Dinner/Evening hours: staying open at least until 9:00 pm, including either Friday or Saturday evening
- 3. DIA will have the authority to modify the required hours of operation in the event market conditions require same.

- ii. **Availability of funding for the specific type:**

- 1. In an effort to create a competitive and diverse mix of establishments in the FAB-REP districts, the DIA will target FAB-REP Grants to a specific number of establishments types each year. For Year 1 of the program, there will be a target of 14 grants, awarded on a first come, first serve basis, subject to available funds, and allocated as follows:

- a. Type 1: not more than 3 in each district
- b. Type 2: not more than 4 in each district
- c. Type 3: not more than 3 in each district

- 2. The DIA reserves the right to adjust this allocation at any time based on market conditions and grant demand. Further, the DIA will evaluate the applicant's business plan, proximity to other establishments, the contribution made to the diversity in the retail mix of the area proposed, the product offering, and price

points, in relation to the existing or approved establishments in the FAB-REP district.

- iii. First floor spaces with access from the street or customers visible from the street are eligible. Situations where the upper floor space is related to the operations on the first floor and adds to the street activation may be considered as supplemental space on a case by case basis.
- iv. Second floor only spaces may be eligible if open rooftop, balcony, or deck where service is visible from street level and access from street level is provided via stairs or elevator accessible from the sidewalk.
- v. Supplemental space including outdoor seating areas, meeting space, banquet halls, and similar areas should not be included in the calculation of eligible square feet. DIA may award an incentive for supplemental space at a reduced rate per square foot depending on the anticipated use and level of finish which must be separately identifiable in the construction budget presented at the time of application.
- vi. Applicant must provide a copy of a fully negotiated lease agreement with at least 5-year term operating during the entirety of the compliance period.
- vii. The scoring rubric found in the existing Retail Enhancement Program will be utilized in scoring applications.
- viii. In the event the recipient is unable to meet the above eligibility requirements, a Retail Enhancement Program Grant should be considered.

d. Eligible and Ineligible Improvements:

Eligible Improvements

To be considered eligible, the improvement must be directly related to the retail food or beverage establishment seeking the grant. Office, distribution, and costs associated with preparation or packaging of food or beverages to be consumed or distributed off-site are considered indirect improvements and not eligible for grant funds. Further, the use of FAB-REP grant funds may not be used for any portion of the cost of improvements submitted as part of an application or already approved for funding through an HPTF Grant. Such costs must be separately identifiable in the construction budget presented at the time of application.

The below list is not exhaustive but is illustrative of those improvements that otherwise would be considered eligible.

- Interior demolition and site preparation
- Code compliance, life safety and ADA

- Electrical, utility, and mechanical improvements (e.g., lighting, HVAC, elevator for establishment use only).
- Doors, windows, flooring, façade improvements (including awnings affixed to the building), and other interior and exterior improvements.
- Cooking, refrigeration, and ventilation systems, but not small appliances (e.g., microwave), fixtures, point-of-sale systems
- Other construction or improvements that would commonly be recognized as permanent or part of the interior or exterior of the tenant space

Ineligible Improvements

Generally, any non-permanent improvements or improvements that do not directly relate to food or beverage operation, or any improvement made without the necessary permits are not eligible for grant funds.

- Temporary or movable furniture such as tables, chairs
- China, tablecloths, silverware, etc.
- Small kitchen appliances (i.e. microwaves, toasters)
- Enhancements or improvements generally considered out of scale with the business plan included as part of the grant application. By way of example, an ice cream parlor would generally not require a wine cellar.
- Office equipment
- Moving expense
- Working capital
- Refinancing existing debts for prior improvements
- General periodic maintenance
- Soft costs (e.g. engineering and design, developer fees, etc.)
- New building construction or new building additions



III.E

Resolution 2020-06-02: Downtown Storefront Façade Grant Program

RESOLUTION 2020-06-02

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ESTABLISHING A FAÇADE GRANT PROGRAM, THE SPECIFICS OF WHICH ARE INCLUDED IN EXHIBIT ‘A’ ATTACHED HERETO; AUTHORIZING ITS CHIEF EXECUTIVE OFFICER (“CEO”) TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Downtown Investment Authority (“DIA”) has been designated by the City of Jacksonville as the Community Redevelopment Agency (“CRA”) for community redevelopment areas within the boundaries of Downtown pursuant to Ordinance 2012-364-E; and

WHEREAS, via Ordinance 2014-0560, the City Council adopted a *North Bank Community Redevelopment Area Plan* for Downtown (the “CRA Plan”); and

WHEREAS, the CRA Plan, in Section 6.5 Plan Umbrellas, specifically recognizes the need for development of additional programs to spur economic development Downtown, and acknowledges the importance of historic structures, and preservation of historic fabric regardless of historic designation; and

WHEREAS, a specific Project of the CRA Plan that has been accomplished is the designation of a National Historic District which acknowledges the significance of Contributing Structures without imposing the same requirements as local designation; and

WHEREAS, the DIA proposed as part of the FY20 Budget for the Northbank CRA, the funding of a Façade Grant Program which budget was approved and adopted by the City Council as part of the FY20 adopted budget for the CRA; and

WHEREAS, the DIA has determined that there is a need for funding assistance with renovation and restoration of older building facades in order to improve the appearance of and economic viability of these structures; and

WHEREAS, DIA staff has researched similar façade grant programs in other jurisdictions as well as the program created for the Renew Arlington CRA; and

WHEREAS, at their June 9, 2020 meeting, the Retail Enhancement and Property Disposition Committee (the “REPD Committee”) approved the DIA Façade Grant Program Guidelines attached hereto as Exhibit ‘A’ (the “Program Guidelines”); and

WHEREAS, at their June 11, 2020 meeting, the Strategic Implementation Committee (the “SIC Committee”) approved the DIA Façade Grant Program Guidelines attached hereto as Exhibit ‘A’ (the “Program Guidelines”).

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 adopts a DIA Façade Grant Program as set forth in Exhibit ‘A’.

Section 3. The DIA instructs its CEO to take all necessary action to effectuate the purposes of this resolution.

Section 4. The Effective Date of this Resolution is the date upon execution of the Resolution by the Chairman of the DIA.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Chairman

Date

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

EXHIBIT A
DIA STOREFRONT FAÇADE GRANT PROGRAM
Guidelines

Criteria for DIA Storefront Façade Grant Program

1. Program Purpose and Benefit

To provide grant funding for the improvement of storefronts, and, if applicable, second story façades, in the Downtown Jacksonville Historic District to activate the streetscape and the overall revitalization of Downtown Jacksonville. This program is focused on physical improvements to the exterior of buildings unlike the Retail Enhancement Grant program which is focused on the operating business and interior and exterior improvements required for such business operation.

Location

- a. In the Northbank CRA, limited initially to the area identified as the Downtown Jacksonville Historic District, as designated by the National Register of Historic Places Program.

2. Eligibility

- a. Only storefront façades that have street frontage on a public street are eligible. “Storefront Façade” refers to the exterior façade of entire ground floor fronting the sidewalk and public street. The second story of the building may be eligible if the architectural details and construction materials of the second story are most similar to the first story when compared to the rest of the building, or if the building is only two-stories tall. “Storefronts” are not limited to open and occupied retail spaces but may include vacant spaces.
- b. Applicant must be in good standing with the City (no unpaid taxes, Municipal Code Compliance outstanding citation on any property of applicant, outstanding defaults on any City contract, or previous uncured grant defaults or noncompliance).
- c. Have no outstanding liens or violations.
- d. Applicant must not be engaged in an active lawsuit with or have an unresolved claim from or against the City or its agencies that is related to the property for which the grant is sought or other similar rehabilitation grants.
- e. The DIA and the City offer several types of rehabilitation grants and forgivable loans to rehabilitate and/or improve Downtown property, including but not limited to FAB-REP Forgivable Loans, HPTF Grants, and the Storefront Façade Grants, cumulatively referred to as “Downtown Improvement Grant(s).”
 - i. An applicant is limited to one Storefront Façade Grant per applicant at a time and only one Storefront Façade Grant will be awarded for a particular building’s storefront façade.
 - ii. An applicant may receive a REP or FAB-REP grant for business-specific improvements to a building’s façade that already received a Storefront Façade Grant, provided that such improvements are not replacing or removing improvements made with the Storefront Façade Grant..

- iii. An applicant cannot receive a Storefront Façade Grant for storefront improvements that already received other Downtown Property Improvement Grants for improvements to the storefront or façade.
 - iv. Upon the completion of a project that received a Storefront Façade Grant, the applicant may seek a subsequent Storefront Façade Grant for other eligible structures.
 - v. This requirement acknowledges some applicants may have multiple properties that could benefit from the façade grant program. Instead of limiting applicants to one address per year, the DIA would require the completion of a project that received a grant prior to awarding any additional façade grant(s) to the same applicant.
- f. Must strive to utilize City approved JSEB's for renovation work associated with grant.
 - g. Must contribute to the CRA through ad valorem taxes prior to submitting the application and at least until the 5-year grant compliance period is over.
 - h. Must agree to remove any billboards when billboard lease expires and conform all nonconforming signs to the current sign code.
 - i. Ineligible: Including but not limited to:
 - i. A structure that has already restored the entire façade.
 - ii. New construction and structures built within the last 25 years.

3. Property Use

All property uses that contribute to the CRA through ad valorem taxes are eligible to apply for a Storefront Façade Grant, except that parking garages must have commercial, retail, office, or residential space(s) on the ground floor.

4. Grant Amount

- a. Base Amount: A maximum amount of 50% of eligible costs, not to exceed:
 - i. \$10 per square foot of eligible storefront façade not to exceed \$75,000.
 - ii. For purposes of calculating the grant amount, the square footage is determined by the total area of the storefront façade to be improved with funds from the grant. (The area included in order to determine the grant amount will not be eligible for a second grant)
- b. Contributing Structure Boost: For properties that are deemed contributing structures to the Downtown Historic District, but are not locally designated landmarks, an additional \$2 per square foot up to 50% of total costs, not to exceed \$75,000.
- c. Local Landmarks: If the structure is a locally designated landmark, the applicant should consider applying for a Historic Preservation Trust Fund Grant ("HPTF") instead of a Storefront Façade Grant, since a Certificate of Appropriateness will be required for any improvements and that program has a higher cap for eligible improvements.

5. Eligible Expenses

- a. In general, the renovation, restoration, and rehabilitation of the ground floor façade that fronts a public street, typically referred to as the "storefront." Improvements to the second story of the building may be eligible if the

architectural details and construction materials of the second story are most similar to the first story when compared to the rest of the building, or if the building is only two-stories tall.

- b. Painting, cleaning, staining, masonry repairs, repairing or replacing cornices, entrances, doors, windows, decorative details and awning, signage
- c. Screening for parking garages (adjacent to or above an eligible storefront)
- d. Landscape elements
- e. Permanently affixed exterior lighting
- f. Removal of non-contributing false façades
- g. Replacement or reconstructive woodwork
- h. Hardscape improvements that are visible from the ROW
- i. Restoration of historically appropriate doors, windows, or building features
- j. Removal of deteriorated portions of the façade provided the structural integrity of the building remains intact
- k. Replacement or installation of signage that is in accordance with the Sign Code

6. Historic Designations/Local Landmark Limitations

- a. A contributing property that is not designated as local landmark shall perform work that is compatible with the affected structure's original architectural style and character as determined by DDRB however shall not be required to adhere to historic standards. The DDRB will consider the practicality, economic feasibility, and reversibility of making certain non-historically compatible improvements, such as window and doorway replacements, other storefront rehabilitations, and signage, when considering such work.
- b. Properties that are designated as local landmarks will need to comply with the guidelines and regulations of Ch. 307, Ordinance Code and receive a Certificate of Appropriateness from the Jacksonville Historic Preservation Commission or Division.

7. Grant Covenants

The Storefront Façade Grant is payable upon completion of work. The grant agreement will include covenants that the recipient:

- a. Must maintain the improvements in good repair.
- b. If at any point the space is not occupied, the Property Owner shall utilize its best efforts to continue to activate the streetscape. This can be accomplished through temporarily attaching art on the windows, utilizing the storefront space as an art installation or exhibition, or other creative efforts to address street activation.

8. Final Design Approval

Approval of a Storefront Façade Grant Application is NOT an approval of the proposed façade improvements. Recipients of a Storefront Façade Grant shall obtain all required authorizations from the Downtown Design Review Board, the Planning and Development Department, and any other necessary department or agency prior to commencing construction.



III.F

**Resolution 2020-06-03: Ruby Beach Brewing
Company FAB R.E.P. Forgivable Loan**

RESOLUTION 2020-06-03

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) APPROVING THE EXECUTION OF A RETAIL ENHANCEMENT PROGRAM FORGIVABLE LOAN AGREEMENT AND RELATED SECURITY DOCUMENTS BETWEEN THE DOWNTOWN INVESTMENT AUTHORITY (“GRANTOR”) AND ZETA JAX, INC. AND 228 FORSYTH, INC. (“GRANTEES”); AUTHORIZING THE CEO OF THE DIA TO NEGOTIATE THE AGREEMENT AND SECURITY DOCUMENTS; AUTHORIZING THE DIA CEO TO EXECUTE SUCH AGREEMENT; AND FINDING THAT THE DEVELOPMENT PLAN IS CONSISTENT WITH THE DIA’S BUSINESS INVESTMENT AND DEVELOPMENT PLAN (“BID PLAN”) AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Grantee submitted a Retail Enhancement Program application to the DIA under the Targeted Retail Activation: Food and Beverage Establishments Program; and

WHEREAS, the application, 2020-001 was reviewed by the DIA staff, found to be consistent with the BID Plan and CRA Plan for Downtown; and

WHEREAS, the Retail Enhancement and Property Disposition Committee, at their meeting of June 6, 2020; voted to recommended approval of the application to the DIA Board; and

WHEREAS, the DIA is authorized to utilize the Downtown Economic Development Fund to foster the redevelopment of the Downtown Northbank Community Redevelopment Area; and

WHEREAS, to assist the Grantee in making renovations for the purposes of Ruby Beach Brewing Co. (“the Project”) the DIA proposes to provide a Forgivable Loan in an amount not to exceed \$75,000 (Seventy-five Thousand Dollars) 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 finds that the Project is supported by the following Goal(s) and Strategic Objective(s) of the BID Plan:

- Goal 1: Reinforce Downtown as the City’s unique epicenter for business, history, culture, education, and entertainment.
 - Increase the opportunities for Downtown employment.
 - Protect and revitalize historic assets.
 - Support expansion of entertainment and restaurant facilities.
 - Increase venues, workspaces, and residential opportunities with a focus on the Target Area.
 - Create a consistent theme and image that conveys a sense of the excitement and activity Downtown.
 - Focus efforts on drawing many diverse attractions, rather than a small number of large ones.
- Goal 2: Increase rental and owner-occupied housing downtown, targeting key demographic groups seeking a more urban lifestyle.
 - Leverage land contributions, infrastructure investments, incentive grants, and low interest loans.
 - Promote and attract neighborhood retail to support downtown residents.
- Goal 3: Simplify the approval process for downtown development and improve departmental and agency coordination.
 - Initiate public/private partnerships.
 - Identify cooperative property owners/developers and develop key pilot initiatives.
- Goal 4: Maintain a clean and safe 24-7 Downtown for residents, workers, and visitors.
 - Provide increased walkability through:
 - Support and attract additional commercial, service, residential, transportation, recreation, and open space uses.
 - Redevelop the major road corridors with pedestrian-scale neighborhood retail and services.
 - Enhance the connection with neighborhoods immediately adjacent to Downtown through attractive, walkable/bikeable linkages.

Section 3. The Chief Executive Officer is hereby authorized to execute the Agreement and Security Documents and otherwise take all necessary action in connection therewith to effectuate the purposes of this Resolution.

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

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Witness

Craig Gibbs, Chairman

Date

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

Performance Schedule:

- Applicant to obtain appropriate permits within 6 months of final program document approval and executed agreements with DIA
- Applicant to have all work completed within a 9-month period from final program document approval and executed agreements with DIA
- Applicant may receive up to a 6-month period extension to comply with final program document approval and DIA executed agreements

Additional Commitments:

- Business operations will follow the business plan as submitted including retail and public space as represented as a 1,278 square foot taproom, a 440 square foot outdoor patio/beer garden, and 2,557 square feet upstairs event/meeting space.
- Establishment agrees to be open not less than 6 days per week including staying open at least until 11:00 pm Friday and Saturday evenings.
- DIA will have the authority to modify the required hours of operation in the event market conditions require same.
- Grantee must remain in the location for five (5) years and must create or retain for five (5) years during the term of the agreement six (6) or more full time equivalent jobs.
- Co-applicants will be required to execute a grant agreement and other security documents, including but not limited to, a forgivable promissory note, subordinate mortgage, and personal guarantee.

This Term Sheet is limited by the following conditions:

- All rehabilitation work and design features must comply with all applicable city codes, ordinances, the established Downtown Design Review Board Guidelines, the Downtown Master Plan and the Downtown Overlay Zone; and.
- All applicable licenses and permits must be obtained, including all permits required by the City of Jacksonville's Planning Department, Development Services Division; and
- Grantee will operate the business per the Business Plan as submitted in the application for the five-year term of the award.
- Eligible Grant expenditures include those outlined in the Retail Enhancement Grant Program or FAB-REP Program Guidelines.
- Prior to reimbursement, the applicant must hold a current occupational license to do business in the City. Acceptable proof of payments for materials, supplies, and labor shall be in the form of "paid" receipts and/or invoices. Reimbursement shall be disbursed per an established disbursement schedule approved by the DIA or via one-time lump sum payment at the time of completion and final inspection and acceptance by the DIA.
- Property Owner will have a cure period of 180 days should the Business Owner abandon the lease during the compliance period of the forgivable loan.
- 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.



Ruby Beach Supplemental Documents

DIA Staff Report
Retail Enhancement Program
Targeted Retail Activation: Food and Beverage Establishments
June 9, 2020

Project tracking number: FAB-REP 2020-001

Project name/ Applicant: Zeta Jax, Inc.
d/b/a **Ruby Beach Brewing Co.**
Mark Vandaloo, President

228 Forsyth Inc. (c/o Petra Management)
Elias Hionides

Project Location: 228 E. Forsyth Street
Jacksonville, Florida 32202

Project Request: \$75,000
22.2% of Phase II Development Costs
16.9% of Total Redevelopment Costs

<u>Total Project Costs:</u>	\$107,900	Phase I
	<u>\$337,100</u>	Phase II
	\$445,000	Total

<u>Applicant Contribution:</u>	\$295,000	Landlord
	<u>\$ 75,000</u>	Tenant
	<u>\$370,000</u>	Total

83.1% of Total Redevelopment Costs
\$262,100 Total Phase II
77.8% of Phase II Redevelopment Costs

Project Description:

The co-applicants, Zeta Jax, Inc. and 228 Forsyth Inc. are engaging in the build out of a commercial microbrewery and brew pub operation with outdoor beer garden space at 228 E. Forsyth Street (a/k/a The Letter Shop) and the adjacent parking lot space at 230 E. Forsyth Street. Both properties are currently owned by 228 Forsyth, Inc. (Chris Hionides, president) and property taxes are current at each location. This location is within the defined Elbow District as found in the FAB-REP Guidelines.

Ruby Beach Brewing is a specialty craft brewery that is relocating from its Jacksonville Beach location of the past five years to downtown Jacksonville. Ruby Beach will bring a twenty-four (24) tap rotating lineup of premium, unique microbrews in its tap room. Signature brews from Ruby Beach use 100% juice

DIA Staff Report
Retail Enhancement Program
Targeted Retail Activation: Food and Beverage Establishments
June 9, 2020

purees, local, fresh, culinary enhanced ingredients and grain milled in-house. Incorporating trends such as lower ABV and a more health conscience beer are among the operating plans for the current year.

The brewing operation currently has a distribution network including Mellow Mushroom, Lynch’s, Culhane’s, Auggie’s draft room (St. Augustine), Ida Claire at Town Center, Corner Taco, and the Nocatee Amenity Center, among others. Ruby Beach has established a strong partnership with Champion Brands to distribute product in Duval and surrounding counties and employees a full-time sales representative to maintain these relationships and grow distribution. Ruby Beach Brewing Co. also has accounts North Florida Sales, Cavalier Dist. and Harvest Moon, which provides the taproom the availability to all local beers in the market.

Approximately 50% (1,278 square feet) of the first floor of the two-story building will be used for brewing activity, supporting both wholesale and retail production, and will not be open to the public. The applicant has separated those Phase I costs from the application, and they are not considered in context of this award recommendation.

The retail/public space of the operation (Phase II) comprises a 1,278 square foot taproom, a 440 square foot outdoor patio/beer garden, and 2,557 square feet upstairs meeting space to be finished and used for weddings, family events, corporate events, art showings, pop-up markets and similar events. Associated cost for buildout of each space as provided by Ideal Conditions General Contractors, Inc.

	Total	Phase I	Phase II					
		Brewery	Taproom	50%	Event Space	50%	Beer Garden	50%
Demolition	\$ 3,000	1,500	500	250	1,000	500		-
Concrete Foundation	\$ 5,000	4,000					1,000	500
Framing Drywall	\$ 15,000	8,500	3,500	1,750	3,000	1,500		
Electrical	\$ 55,000	10,000	22,500	11,250	18,500	9,250	4,000	2,000
Plumbing	\$ 30,000	5,400	12,300	6,150	9,300	4,650	3,000	1,500
Mechanical	\$ 84,000	8,000	38,000	19,000	38,000	19,000		
Brewery Installation	\$ 34,000	34,000						
Elevator	\$ 30,000		15,000	7,500	15,000	7,500		
Stairs	\$ 15,000		6,500	3,250	8,500	4,250		
Doors and Windows	\$ 16,000	4,000	7,500	3,750	4,500	2,250		
Sprinkler	\$ 65,000	7,000	29,000	14,500	29,000	14,500		
Railing	\$ 8,000		4,000	2,000	4,000	2,000		
Flooring	\$ 15,000	3,000	3,000	1,500	9,000	4,500		
Gas	\$ 5,000	5,000						
painting	\$ 9,000	3,500	2,500		3,000			
Structural framing	\$ 8,000		6,000	3,000	2,000	1,000		
General Conditions	\$ 8,000	2,000	2,000		2,000		2,000	
Builder Fee	\$ 40,000	12,000	12,000		12,000		4,000	
	\$ 445,000	107,900	164,300	73,900	158,800	70,900	14,000	4,000
Incentive Rate				\$ 40		\$ 15		\$ 15
Sq Foot Basis			1,278	\$ 51,120	2,557	\$ 38,355	440	\$ 6,600
Lesser of \$ or %				\$ 51,120		\$ 38,355		\$ 4,000
Cost & Incentive PSF			\$ 128.56	\$ 40.00	\$ 62.10	\$ 15.00	\$ 31.82	\$ 9.09

As shown above, among the total costs of \$445,500, the cost for buildout of Phase II including the taproom (\$164,300), the event space (\$158,000), and the beer garden (\$14,000) totals \$337,100. This

DIA Staff Report
Retail Enhancement Program
Targeted Retail Activation: Food and Beverage Establishments
June 9, 2020

recommendation compared the lower of 50% of the Phase II costs with a dollar award of \$40 (tier 3) for the taproom space, and \$15 each for the event space and the beer garden, considered for inclusion as supplementary spaces. This approach yields a maximum award eligibility of \$96,075, including \$51,120 for the taproom (\$40 psf), \$38,355 for the event space (\$15 psf), and \$4,000 for the beer garden (\$9.09 psf). With an application request of \$75,000, the award recommendation equates to \$17.54 psf.

The applicant submitted a thorough business plan that identifies key staff members with relevant experience, market trends, the target market, marketing and merchandising plans, pro forma financial statements, and employment targets. Specific strengths are found in the operating history of the brewpub operation with an established following, including a management team with extensive relevant experience in brewery operations as well as the food and beverage business led by President, Mark Vanderloo citing 16 years of personal experience. Further, the operating history at the prior location minimizes the learning curve of operations and establishes objective reviews of the products and preferences of clientele. Ruby Beach maintains a 3.68 rating out of 5 in the UNTAPPD independent review application based on consumer ratings. Marketing consists of leveraging social media (6800 Instagram followers and 1500 Facebook followers), as well as utilizing Facebook and Google advertising, radio, and other forms of advertising and marketing to broaden the reach and frequency of promotions. The retail location will also have branded merchandise on display and for sale. In addition to the attention to detail as shown in the build-out of the space, designed to become a downtown destination, each of these factors contributes to an active downtown experience by a seasoned operator in the competitive brewpub space. The business plan is attached as Exhibit A.

To meet the requirements of the FAB-REP program, Ruby Beach has established the following hours of operation for their downtown location, with additional hours available for special events and functions.

Tuesday	2PM–11PM
Wednesday	2PM–11PM
Thursday	2PM–11PM
Friday	2PM–2AM
Saturday	11AM–2AM
Sunday	11AM–10PM
Monday	2PM–11PM

The applicant indicates that they expect to create employment for thirteen to fifteen personnel in downtown with the relocation and opening of their new facility with seven to nine of those jobs directly related to operation of the taproom, beer garden, and event space within one year. The building is found to be a contributing structure in the designated Downtown Historic District and was originally constructed in 1904, per the Property Appraiser’s website.

DIA Staff Report
Retail Enhancement Program
Targeted Retail Activation: Food and Beverage Establishments
June 9, 2020

Financial viability is demonstrated through the three year operating pro forma projecting sales in year 1 of \$585,000, and increases of 22.2% to \$715,000, and 20.2% to \$860,000, in years 2 and 3. The gross income per day from these estimates ranges from \$1,600 to \$2,356. Gross margin of approximately 83% is sufficient to cover operating expenses in each year, providing operating profit of \$130,562 in year 1, \$230,395 in year 2, and \$329,064 in year 3. This is effectively shown on an EBITDA cash proxy basis as the pro forma does not reflect depreciation, interest, or taxes.

The executed lease provided for this development provides a base rent level of \$13.00 per SF and is presented on a triple net basis. Additional rent is charged at \$1.25 per SF to cover 49% of the Landlord's annual Property Operating Costs. This is determined to be at market for downtown retail space and brings a contributing building in the Downtown Jacksonville Historic District back to productive use.

Staff review of the application indicates the proposed project meets the Redevelopment Goals within Downtown Jacksonville as outlined below:

- Reinforce Downtown as the City's unique epicenter for business, history, culture, education, and entertainment.
 - ✓ Increase the opportunities for Downtown employment.
 - ✓ Protect and revitalize historic assets.
 - ✓ Support expansion of entertainment and restaurant facilities.
 - ✓ Increase venues, workspaces and residential opportunities with a focus on the Target Area.
 - ✓ Create a consistent theme and image that conveys a sense of the excitement and activity Downtown.
 - ✓ Focus efforts on drawing many diverse attractions, rather than a small number of large ones.
- Increase rental and owner-occupied housing downtown, targeting key demographic groups seeking a more urban lifestyle.
 - ✓ Leverage land contributions, infrastructure investments, incentive grants, and low interest loans.
 - ✓ Promote and attract neighborhood retail to support downtown residents.
- Simplify the approval process for downtown development and improve departmental and agency coordination.
 - ✓ Initiate public/private partnerships.
 - ✓ Identify cooperative property owners/developers and develop key pilot initiatives.
- Maintain a clean and safe 24-7 Downtown for residents, workers, and visitors.
 - ✓ Provide increased walkability through:
 - Support and attract additional commercial, service, residential, transportation, recreation, and open space uses.

DIA Staff Report
Retail Enhancement Program
Targeted Retail Activation: Food and Beverage Establishments
June 9, 2020

- Redevelop the major road corridors with pedestrian-scale neighborhood retail and services.
- Enhance the connection with neighborhoods immediately adjacent to Downtown through attractive, walkable/bikeable linkages.

Staff Recommendation:

Approve a Forgivable Loan in the amount of \$ 75,000; subject to:

1. Applicant to obtain appropriate permits within 6 months of final program document approval and executed agreements with DIA
2. Applicant to have all work completed within a 9-month period from final program document approval and executed agreements with DIA
3. Applicant may receive up to a 6-month period extension to comply with final program document approval and DIA executed agreements
4. The forgivable loan will be secured by a personal guarantee of the co-applicants in the event of a default under the program or funding agreement.

EXHIBITS:

- A) Design for Storefront and Interior
- B) Application Score

DIA Staff Report
Retail Enhancement Program
Targeted Retail Activation: Food and Beverage Establishments
June 9, 2020

EXHIBIT B: Application Score

The Project Evaluation Criteria and allocated points are listed below:

1. Business Plan (see point breakdown below) – (up to 30 points)		
§ Plan shows good short-term profit potential and contains realistic financial projections (up to 5 points)	5 Points	4
§ Plan shows how the business will target a clearly defined market and its competitive edge (up to 10 points)	10 Points	9
§ Plan shows that the management team has the skills and experience to make the business successful (up to 5 points)	5 Points	5
§ Plan shows that the entrepreneur has made or will make a personal (equity) investment in the business venture (up to 5 points)	5 Points	4
§ Number of job positions created in excess of the required two (2) positions (up to 5 points)	5 Points	5
2.(a) Expansion of the local property tax base by stimulating new investment in older, Downtown properties (up to 5 points)	5 points	4
2.(b) Expansion of the local property tax base by stimulating new investment in older, Downtown properties (If the property is a historic property – maximum of 5 additional points)	5 points	4
3. Expansion of the state and local sales tax base by increasing sales for new or existing shops (up to 5 points)	5 Points	5
Total Points		40



III.G

Resolution 2020-06-04: Extension of FSCJ Loan Execution Date

RESOLUTION 2020-06-04

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AUTHORIZING THE CHIEF EXECUTIVE OFFICER (“CEO”) OF THE DIA TO NEGOTIATE AND EXECUTE LOAN AGREEMENTS BETWEEN THE DOWNTOWN INVESTMENT AUTHORITY AND THE DISTRICT BOARD OF TRUSTEES OF FLORIDA STATE COLLEGE AT JACKSONVILLE (“FSCJ”) FOR TWO SUBSIDIZED LOANS RELATING TO A COMPLETED PROJECT AT 20 WEST ADAMS STREET; FINDING THAT THE PROJECT WAS CONSISTENT WITH THE DIA’S BUSINESS INVESTMENT AND DEVELOPMENT PLAN (“BID PLAN”); PROVIDING AN EFFECTIVE DATE.

WHEREAS, FSCJ executed a long-term lease with 20 West Adams Street Development, LLC (the “Developer”) who redeveloped the Lerner Building located at 20 West Adams Street into a mixed use building consisting of student housing providing approximately 60 beds and approximately 5,000 square feet of first floor retail space, an investment of approximately \$6.2 million for the restoration, preservation, and construction of the building and associated improvements; and

WHEREAS, the reuse of the building as 60 beds of student housing and approximately 5,000 sq. ft. of retail space placed back into service a vacant building in the urban core of Downtown Jacksonville; and

WHEREAS, the increased private capital investment totaling \$6.4 million in real property has increased the county ad valorem tax base over the useful life of the assets; and

WHEREAS, to assist completing the project, the DIA previously approved Resolution 2015-11-02 authorizing \$1,200,000 in financial assistance from the City of Jacksonville; and

WHEREAS, DIA Resolution 2015-11-02 provided the project with \$600,000 in grant funds from the Downtown Historic Preservation and Revitalization Trust Fund (the “HPTF”) to the Developer to help pay for the exterior façade restoration and the preservation of significant interior features of the building which were authorized purposes pursuant to Sec. 111.910(e), *Ordinance Code*, and

WHEREAS, DIA Resolution 2015-11-02 also supported funding two subsidized loans to FSCJ in an amount in total not to exceed \$600,000 (the “Credit Facilities”); each with a five (5) year term, the first to run from Fiscal Year 2017 through 2021, and the second to run from Fiscal Year 2022 through 2026, funded in ten (10) annual draws of no more than \$60,000 each; and

WHEREAS, the DIA supported funding of the two subsidized loans to FSCJ from the Downtown East Tax Increment Trust Fund to facilitate rental and operation of the student housing by FSCJ, consistent with the Northbank CRA Plan, and

WHEREAS, the Loan Agreements were not executed prior to the expiration of the term sheet for the same, and

WHEREAS, FSCJ recently requested the DIA Board consider reauthorizing the DIA CEO to negotiate and execute two new subsidized loans from the Downtown East Tax Increment Trust Fund, each with a five (5) year term, and

WHEREAS, at its November 2019 meeting, DIA approved Resolution 2019-11-01 authorizing its CEO to negotiate and execute new Loan Agreements for two subsidized loans, the terms of which were outlined in a Term Sheet attached thereto which had an expiration date of December 15, 2019, and

WHEREAS, FSCJ failed to execute the Term sheet attached to Resolution 2019-11-01 by the December 15, 2019 deadline, and

WHEREAS, Pursuant to Resolution 2020-02-03 , the deadline was extended to May 15, 2020 to complete the execution of all Loan Agreements in accordance with the Term Sheet attached hereto as Exhibit 1, and

WHEREAS, due to the COIVD 19 Declarations of Emergency, neither DIA nor FSCJ were able to complete execution of the Loan Documents within the established timeframe; and

WHEREAS, FSCJ still wished to move forward with the transaction.

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 reaffirms that the project achieved the following Goals and Strategic Objectives of the Northbank CRA Plan:

Redevelopment Goal 2: Increase rental and owner-occupied housing downtown, targeting key demographic groups seeking a more urban lifestyle.

- Strategic Objective: Actively pursue a minimum of 3,850 built and occupied multi-family dwelling units by 2025; and strive to induce construction of 350 multi-family dwelling beds per year.
- Strategic Objective: Promote and attract neighborhood retail to support downtown residents.

Redevelopment Goal 4: Improve walkability/bikeability and connectivity to adjacent neighborhoods and the St. Johns River while creating highly walkable nodes.

- Strategic Objective: Throughout Downtown and particularly in neighborhood nodes, require all buildings to have active facades at street level. Encourage active street life through a mixture of restaurants (including cafes with outdoor seating), retail services and connection to the street.

Section 3. The DIA authorizes its CEO to negotiate and execute new Loan Agreements for two subsidized loans, the terms of which are outlined in **Exhibit "1."** attached hereto.

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

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Chairman

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

EXHIBIT 1

2020 TERM SHEET

Project Name: 20 West Adams Street

Developer/Applicant: The District Board of Trustees of Florida State College at Jacksonville

City Funding: No more than **\$600,000** (through the City of Jacksonville Downtown Investment Authority)

Breakdown:

Infrastructure: No city of Jacksonville infrastructure improvements are contemplated.

Land: No City of Jacksonville land is committed to the project.

REV Grant: No REV Grant is contemplated for this project.

Grants: A previous HPTF grant, in the amount of \$600,000, was awarded pursuant to DIA Resolution 2015-11-02.

Loan: Loan documents (originally authorized by DIA Resolution 2015-11-02) were never executed and the 2015 term sheet for the same has since expired.

First Note (Note 1)

- 0% interest rate
- Five year term (January 1, 2019 – December 31, 2023)(Retroactive to January 1, 2019 which allows the College to submit for calendar year 2019 losses)
- No annual draw shall exceed \$60,000
- Maximum outstanding balance shall not exceed \$300,000
- Outstanding balance due by June 30, 2024

Second Note (Note 2)

- 0% interest rate
- Minimum term (January 1, 2024 – July 31, 2027) ⁽¹⁾
- Maximum term (January 1, 2024 – December 31, 2028) ⁽²⁾
- No annual draw shall exceed \$60,000
- Maximum outstanding balance shall not exceed \$300,000
- Outstanding balance due by January 31, 2028 ⁽¹⁾ or June 30, 2029 ⁽²⁾

1, 2 FSCJ's current master lease for student housing expires on July 31, 2027. Minimum term for Note 2 shall apply if the lease is not renewed. Maximum term for Note 2 shall apply if the lease is renewed through at least December 31, 2028.

Both Notes will provide a drawdown facility to Florida State College of Jacksonville (FSCJ) to offset costs associated with the operation of the project space as student housing. Each Note will be taken down in annual loan amounts not to exceed \$60,000 with a maximum outstanding balance of no more than \$300,000 during the term of each Note. The annual loan amount shall be based upon any shortfall (for the same year) resulting from the difference of;

- a. the sum of all revenues received by FSCJ in conjunction with the operation of the student housing, including room/dorm rentals, housing grants or subsidies, incidental revenue or net revenues, less the sum of the student housing lease rate FSCJ paid to the building owner and the operating expenses of the building, and
- b. the sum of net revenues (before taxes, insurance, interest and depreciation) received from the operation or rental of the retail space (an approximate 5,000 sq. ft. restaurant), less the sum of the retail space lease rate paid to the building owner.

To qualify for an annual loan amount in the second year of the term for the First Note, FSCJ shall have achieved a student housing occupancy rate of at least eighty five percent (85%) for that year's spring and fall semesters, by the end of that year and the retail space shall have been open at least forty (40) hours a week for a minimum of 50 weeks during that year. (The first year of first term, 2019, no requirement of minimum occupancy or retail hours of operation shall be applicable)

The second year requirement shall take into consideration the COVID 19 pandemic and its impact on business operations and student occupancy in the spring semester of 2020. Failure to meet the operating hour requirement or occupancy requirement as a result of the declared emergency shall not constitute a default or disqualify the loan period from calculation of operating loss.

To qualify for an annual loan amount after the second year of the term of the First Note, or for any year during the term of a Second Note, FSCJ shall have maintained a student housing occupancy rate of at least eighty five percent (85%) for that year's spring and fall semesters, and the retail space shall have been open at least forty (40) hours a week for a minimum of 50 weeks during that year.

For the purposes of this term sheet, FSCJ's spring semester shall be defined as January 1-May 31, and its fall semester shall be defined as September 1-December 31. The student housing occupancy rate for the

spring and fall semesters shall be calculated by dividing the number of occupied beds for each semester by the number of total beds in the building.

If, for any year after the second year of the term of the First Note, it is determined that the student housing occupancy rate fell below eighty five percent (85%) during the fall or springs semesters, or the retail space was not open for at least forty (40) hours each week, the College will not be able to seek any loan amount for the year in which the noncompliance occurred. If such failure to meet student housing occupancy and retail occupancy continues for two consecutive years, the no further loan amounts will be available and any outstanding balance will be immediately due and payable.

Any request for an annual drawdown shall be submitted by FSCJ to DIA by no later than 30 days following the end of each calendar year and shall be accompanied with a detailed summary of all revenues received and expenses incurred. The annual drawdown amount shall be subject to review and verification by the DIA or their authorized agent, and FSCJ shall provide, upon request by DIA, evidence of such revenues and expenses. The drawdown facility will be provided to FSCJ solely for the use on this project and for the building's use as student housing.

Notwithstanding the foregoing, the request for the annual drawdown for the first calendar year of the First Note, 2019, shall be submitted within thirty (30) days of the effective date of the loan documents.

The First Note must be paid in its entirety prior to execution of the Second Note.

Conditions: This term sheet is limited by the following conditions;

These proposed financial terms are subject to the approval of the Downtown Investment Authority/City of Jacksonville.

Any additional terms, conditions, rights, responsibilities, warranties and obligations for both parties shall be determined in a later negotiated mutually agreeable loan document (or multiple loan documents) as is deemed necessary. Failure to agree upon and execute a written loan document (or documents) for these proposed loan terms, and any additional terms which may have been agreed upon, on or before July 15, 2020 will result in the nullification of all obligations of the parties.



III.H

Resolution 2020-06-05: Performance Waivers

RESOLUTION 2020-06-05

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) WAIVING THE JOB MAINTENANCE REQUIREMENT AND REQUIREMENT TO REMAIN OPEN FOR BUSINESS FOR THE PERIOD BEGINNING MARCH 13, 2020 THROUGH SEPTEMBER 1, 2020 FOR THE LOAN RECIPIENTS IDENTIFIED ON EXHIBIT A ATTACHED HERETO; AUTHORIZING ITS CHIEF EXECUTIVE OFFICER (“CEO”) TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Downtown Investment Authority (“DIA”) has awarded and entered into forgivable loans with the entities listed on Exhibit A attached hereto; and

WHEREAS, the agreements authorizing such loans and providing for their forgiveness require that the businesses to remain open for business and maintain a certain number of employees during the period of the loan; and

WHEREAS, as a result of the COVID 19 pandemic and the local and state declarations of emergency, the businesses were required to close to the public and continue to have limitations on their operation.

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 waives the job maintenance requirement and the requirement to remain open for business for the period beginning March 13, 2020 through September 1, 2020 for the loan recipients identified on Exhibit A attached hereto.

Section 3. The DIA instructs its CEO to take all necessary action to effectuate the purposes of this resolution.

Section 4. The Effective Date of this Resolution is the date upon execution of the Resolution by the Chairman of the DIA.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Chairman

Date

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

EXHIBIT A

The following recipients of forgivable loans are parties to agreements that require the maintenance of a minimum number of employees and require that the business remain open for business:

AKC Jacksonville, Inc. (Dogtopia): two (2) full-time jobs for five years

Bhalani & Sons-3, Inc. (Tossgreen-Downtown): two (2) full-time jobs for five years

Black Sheep Downtown, LLC (Bellwether): two (2) full-time jobs for five years

Bold City Downtown, LLC: two (2) full time jobs for five years

Daniel James Salon, Inc.: two (2) full-time jobs for five years

Nightlife Innovations, Inc. (Elements Bistro Bar & Lounge): two (2) full-time jobs for five years

Shotgun Subs VII (Jimmy Johns): two (2) full-time jobs for five years

Urban Grind Coffee: two (2) full-time jobs for five years

Zodiac Grill, Inc.: two (2) full-time jobs for five years

217-229 N Hogan Street, LLC (Bryan Building) Loan: two (2) events/month in the public space for seven years *

Bhalani & Sons-4, Inc. (Tossgreen-Riverside) Loan: seven (7) full-time jobs for five years



IV. DOWNTOWN INVESTMENT AUTHORITY



Downtown Investment Authority
Zoom Meeting
Wednesday, June 17, 2020 – 2:26 p.m.

Downtown Investment Authority
MEETING MINUTES

DIA Board Members: Craig Gibbs, Esq., Chairman; Ron Moody, Vice Chairman; Oliver Barakat; Braxton Gillam, Esq., Secretary; Todd Froats; Carol Worsham; David Ward, Esq.; Jim Citrano; and Bill Adams, Esq.

Mayor's Staff: None

Council Members: The Honorable Michael Boylan, Council District 6

DIA Staff: Lori Boyer, Chief Executive Officer; Ina Mezini, Marketing and Communications Specialist; Steve Kelley, Director of Development; John Crescimbeni, Contract and, Regulatory Compliance Manager; Guy Parola, Operations Manager; Lori Radcliffe-Meyers, Redevelopment Coordinator; Jackie Mott, Financial Analyst; Sondra Fetner, Consultant and Karen Underwood-Eiland, Assistant

Office of General Counsel: John Sawyer, Office of General Counsel

CALL TO ORDER: Chairman Gibbs called to order the Downtown Investment Authority Board Meeting at 2:26 p.m.

IV. DOWNTOWN INVESTMENT AUTHORITY MEETING

CEO Boyer provided an opening statement regarding the limitation of the meeting to only those essential matters that would result in an immediate delay of development or otherwise have a detrimental financial effect if not acted upon by the DIA Board.

A February 21, 2020, Downtown Investment Authority Board Meeting Approval of minutes.

Motion: Board Member Moody
Second: Board Member Barakat

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 8-0-0

Board Member Gillam briefly stepped away for a moment and missed the next two votes.

B. April 15, 2020, Downtown Investment Authority Board Meeting Approval of minutes

Motion: Board Member Worsham

Second: Board Member Citrano

Vote: Aye: 7 Nay: 0 Abstain: 0

THE MOTION PASSED 7-0-0.

C. May 20, 2020, Downtown Investment Authority Board Meeting Approval of minutes

Motion: Board Member Moody

Second: Board Member Worsham

Vote: Aye: 7 Nay: 0 Abstain: 0

THE MOTION PASSED 7-0-0.

D. RESOLUTION 2020-06-06: Independent Life Term Sheet

CEO Boyer brought forth resolution that was presented to the June 11, 2020, Strategic Implementation Committee. The resolution adopts a term sheet and authorizes a historic preservation grant for \$3 million for former Independent Life building location on Duval and Pearl Street.

Steve Kelley presented the resolution to the Board. He pointed out the DIA instructs the CEO to take all necessary actions, including the filing of legislation before City Council, to provide funding up to \$3,000,000 from the Historic Preservation and Revitalization Trust Fund for the redevelopment of the Independent Life Building following the terms set forth on the term sheet.

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) APPROVING INCENTIVES AND REDEVELOPMENT TERMS FOR THE REHABILITATION AND ADAPTIVE REUSE OF THE FORMER INDEPENDENT LIFE BUILDING AND ASSOCIATED REAL ESTATE PARCELS (THE “PROJECT”) WITH PEP 10 LLC (“DEVELOPER”); FINDING THAT THE PLAN OF DEVELOPMENT IS CONSISTENT WITH THE DIA’S BUSINESS INVESTMENT AND DEVELOPMENT PLAN (“BID PLAN”) AND THE NORTH BANK DOWNTOWN AND SOUTHSIDE COMMUNITY REDEVELOPMENT AREA PLAN (“CRA PLAN”); AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE THE CONTRACTS AND DOCUMENTS AND OTHERWISE TAKE ALL NECESSARY ACTION IN

CONNECTION THEREWITH TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; PROVIDING AN EFFECTIVE DATE.

Steve Diebenow, was present on behalf of the applicant was in hopes of getting through City Council in the next 60-20 days. He is waiting for final approval from the National Park Service on a pool feature on the roof of the building and a curtain wall of windows on one facade. The construction of the project will take 18 to 24 months.

George Bochis, Augustine Development Group CEO was available for any questions.

Board Member Barakat stated that this would catalyze as a project and, he thanked the developer. Board Member Citrano agreed.

CEO Boyer noted that the staff report included in the packet modified term sheet subject to whatever decision is in the process curtain wall.

Motion: Board Member Barakat
Second: Board Member Worsham

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 8-0-0

E. RESOLUTION 2020-06-07: Pay by Cell

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AUTHORIZING ITS CHIEF EXECUTIVE OFFICER (“CEO”), THROUGH THE OFFICE OF PUBLIC PARKING, TO DEVELOP A SCOPE OF SERVICES FOR INCORPORATION INTO A REQUEST FOR PROPOSALS FOR THE PROCUREMENT OF A MOBILE PAYMENT (I.E. “PAY BY CELL”) VENDOR; INSTRUCTING ITS CEO TO ISSUE A REQUEST FOR PROPOSAL FOR THE PROCUREMENT OF A MOBILE PAYMENT (I.E. “PAY BY CELL”) VENDOR; INSTRUCTING ITS CEO TO LIMIT ITS SOLICITATION TO ONLY THOSE VENDORS WHO PROVIDE SERVICES AT NO COST TO THE DIA OR TO THE CITY AND OTHERWISE DO NOT CREATE A FINANCIAL OBLIGATION TO EITHER THE DIA OR THE CITY; AUTHORIZING ITS CEO TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

CEO Boyer brought forth Resolution 2020-07, which includes Resolution 2020-08 and 2020-09 that was vetted in the Strategic Implementation Committee in January 2020. This resolution authorizes the DIA staff and the Office of Public parking to develop a scope of services and issue an RFP for an application to allow customers to pay by an app for downtown street parking.

Motion: Board Member Moody
Second: Board Member Worsham

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 8-0-0.

F. RESOLUTION 2020-06-08: On-Street Parking Meters Retention

CEO Boyer stated this resolution ensued from January 17, 2020, Strategic Implementation Committee Meeting. This resolution is in part in response of the Haas study, which suggested converting on-street parking from meters to pay kiosks

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) INSTRUCTING ITS CHIEF EXECUTIVE OFFICER (“CEO”) AND THE CITY’S PUBLIC PARKING OFFICER TO CONTINUE TO UTILIZE THE CURRENT INVENTORY OF SINGLE-SPACE DIGITAL SMART METERS, WHERE SUCH EXIST, WITHIN DOWNTOWN; REJECTING, AT THIS TIME, THE REPLACEMENT OF SINGLE-SPACE DIGITAL SMART METERS WITH PAYMENT KIOSKS; PROVIDING FOR AN EFFECTIVE DATE.

Board Member Barakat addressed the mechanical meters concerns and was wishful that the outdated lime green meters would be replaced in 2021.

CEO Boyer stated that the DIA was not going to pursue the replacement of the current inventory of smart meters until 2022. The DIA wants to pilot a couple of vendors first to figure out which kiosk to use to start having consistency as moving forward

Motion: Board Member Worsham

Second: Board Member Citrano

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 8-0-0.

G. RESOLUTION 2020-06-09: Meter Bagging

RESOLUTION 2020-06-09

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) INSTRUCTING ITS CHIEF EXECUTIVE OFFICER (“CEO”), IN CONJUNCTION WITH THE PUBLIC PARKING OFFICER, TO DEVELOP ON-STREET PUBLIC PARKING METER BAGGING POLICIES; INSTRUCTING ITS CEO TO ADOPT AND IMPLEMENT METER BAGGING POLICIES THAT PRIORITIZE ON STREET PARKING SPACES FOR SHORT TERM USE BY CUSTOMERS OF NEARBY BUSINESSES AND VISITORS TO DOWNTOWN WHILE PROVIDING APPROPRIATE ACCOMMODATION FOR THE NEEDS OF ADJOINING BUSINESSES; INSTRUCTING ITS CEO TO ESTABLISH POLICIES THAT REFLECT INCREASING RIDESHARE USAGE WITHIN THE CITY; AUTHORIZING ITS CEO TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; AUTHORIZING

THE PUBLIC PARKING OFFICER TO IMPLEMENT PARKING METER POLICIES; PROVIDING FOR AN EFFECTIVE DATE.

CEO Boyer reported that this resolution authorizes staff to develop a policy for meter bagging that prioritizes short term on-street parking availability. The goal is to look at the various programs for meter bagging and determine how they can be restructured in a way that accommodates the needs of a dumpster.

Motion: Board Member Moody
Second: Board Member Worsham

Vote: Aye: 8 Nay: 0 Abstain: 0

H. RESOLUTION 2020-06-10: Water Street Garage license extension

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) INSTRUCTING ITS CHIEF EXECUTIVE OFFICER (“CEO”), IN CONJUNCTION WITH THE PUBLIC PARKING OFFICER, TO NEGOTIATE A ONE YEAR EXTENSION OF THE AMKIN PARKING LICENSE FOR THE WATER STREET GARAGE IN ACCORDANCE WITH THE TERMS SET FORTH ON EXHIBIT A; AUTHORIZING ITS CEO TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; AUTHORIZING ITS CEO TO FILE LEGISLATION TO IMPLEMENT THE LICENSE EXTENSION CONTEMPLATED HEREIN; PROVIDING AN EFFECTIVE DATE.

CEO Boyer stated that this resolution relates to parking spaces currently the subject of a license with Amkin and relates to 850 spaces in the Water Street garage.

Steve Kelley brought forth the term sheet and was available to answer any questions.

Board Member Adams addressed concerns about future negotiations. Board Member Barakat concurred.

Motion: Board Member Moody
Second: Board Member Gillam

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 8-0-0.

I. RESOLUTION 2020-06-11: Recognition of Jim Bailey former DIA Chairman

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY COMMENDING AND RECOGNIZING THE CONTRIBUTIONS OF JAMES F. BAILEY TO THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AND FOR HIS DEDICATION AND SERVICE IN PROMOTING THE SUCCESSFUL REVITALIZATION AND REDEVELOPMENT OF DOWNTOWN JACKSONVILLE

AS A BOARD MEMBER AND FORMER BOARD CHAIR OF THE DOWNTOWN INVESTMENT AUTHORITY

CEO Boyer provided an overview of the resolution commending and recognizing Jim Bailey

Council Member Boylan would like to take up this resolution at City Council if encouraged.

Motion: Board Member Worsham

Second: Board Member Moody

Vote: Aye: 8 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 8-0-0.

V. 2020-2021 DOWNTOWN INVESTMENT AUTHORITY OFFICERS

A. Nominating Committee Meeting Minutes effective July 1, 2020.

Vice-Chairman Moody brought forth the June 5, 2020, nominating committee recommendation from the June 5, 2020 willingness to serve as FY-20-21

John Sawyer suggested for the committee members to vote on the nominating committee minutes.

Motion: Board Member Moody

Second: Board Member Worsham

Vote: Aye: 4 Nay: 0 Abstain: 0

THE COMMITTEES MOTION PASSED UNANIMOUSLY 4-0-0.

Chairman Gibbs reported the slate of officers below:

Chair: Braxton Gillam, Esq.

Vice-Chair: Carol Worsham

Secretary: Bill Adams

B. Nominating Committee Recommendation Memorandum

Board Member Gillam amended the nominating committee recommendation to reconsider Board Member Moody to accept the position as chair for the fiscal year. As Vice-Chair, Board Member Gillam would support Board Member Moody as Chair.

Board Member Moody accepted the position as Chair and Board Member Worsham accepted the position as Secretary.

Chair: Ron Moody

Vice-Chairman: Braxton Gillam

Secretary: Carol Worsham

Vice-Chairman Moody

Board Member Gillam moved to accept the proposed slate of officers.

Board Member Adams was in favor of the amendment of the slate and asked staff to revisit the DIA Bylaws requiring members to be nominated not to sit on a committee.

Motion: Board Member Gillam

Second: Board Member Barakat

THE MOTION PASSED UNANIMOUSLY 8-0-0.

VI. NEW BUSINESS

Vice-Chairman Gillam inquired about the security zones disclosures for the August political convention. He also received calls from businesses in the large towers wanting to know if there was any information to help downtown businesses for office access during that week.

CEO Boyer responded that she did not have any current details about the security zone. JSO and the committee should be working on that, and she did not have that information as of yet.

VII. CEO INFORMATIONAL BRIEFING

Ethics Training – four hours a year

Please complete and submit Form 1 disclosures to the Supervisor of Elections Office.

Continuation of virtual meetings - There was no definite timeframe to return to having a meeting in the Lynwood Roberts Room due to capacity concerns.

Budget and Finance Committee – The DIA is awaiting completion of the CRA conversion for the Community Redevelopment Funds. Staff is unable to process financial statements since March for CRA's.

Mayor's Budget Review Committee Schedule – The DIA CRA is scheduled Wednesday, June 24, 2020, at noon.

2020/2021 Southbank and Northbank projected revenue comparisons.

Contract Compliance Review

Art Project on Water Street Garage

The Board thanked Chairman Gibbs for his Chairman leadership

VIII. ADJOURN

ADJOURNMENT: Chairman Gibbs adjourned the meeting at 4:06 p.m.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments of this meeting, a recording or transcript is available upon request. Please contact Karen Underwood-Eiland, at (904) 255-5302.



IV.D

Resolution 2020-06-06: Independent Life Term Sheet

RESOLUTION 2020-06-06

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) APPROVING INCENTIVES AND REDEVELOPMENT TERMS FOR THE REHABILITATION AND ADAPTIVE REUSE OF THE FORMER INDEPENDENT LIFE BUILDING AND ASSOCIATED REAL ESTATE PARCELS (THE “PROJECT”) WITH PEP 10 LLC (“DEVELOPER”); FINDING THAT THE PLAN OF DEVELOPMENT IS CONSISTENT WITH THE DIA’S BUSINESS INVESTMENT AND DEVELOPMENT PLAN (“BID PLAN”) AND THE NORTH BANK DOWNTOWN AND SOUTHSIDE COMMUNITY REDEVELOPMENT AREA PLAN (“CRA PLAN”); AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO EXECUTE THE CONTRACTS AND DOCUMENTS AND OTHERWISE TAKE ALL NECESSARY ACTION IN CONNECTION THEREWITH TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Developer has purchased, in October of 2019, the property commonly known as former Independent Life Building with a street address of 233 West Duval Street, as well as the associated parking lot, all of which is located within the boundaries of the Downtown East CRA; and

WHEREAS, the Developer proposes to renovate the former Independent Life Building into 140 apartment units, a 21,000 square foot grocery and a 10,000 square foot restaurant and lounge. In association, the Developer proposes to construct a structured parking facility to benefit the Independent Life Building and to work with the City on the provision of additional spaces for use by JFRD. Collectively the project will result in a minimum capital investment of \$30 million for the renovation of the Independent Life Building and construction of the associated improvements; and

WHEREAS, the increased private capital investment totaling not less than \$30 million in real property will increase the county ad valorem tax base over the useful life of the assets, will increase the availability of units for working households, and rehabilitate an important historic building in Downtown; and

WHEREAS, the DIA is proposing incentives set forth on the Term Sheet, attached as Exhibit A to this Resolution; and

WHEREAS, The Independent Life Building was historically designated pursuant to Ordinance 2020-139-E and will apply for the Downtown Historic Preservation & Revitalization Trust Fund (“HPTF”) for grant monies to assist with the historical rehabilitation costs; and

WHEREAS, the Downtown Investment Authority (“DIA”) is authorized per section 111.910 *Downtown Historic Preservation and Revitalization Trust Fund* of the City Ordinance Code, to utilize the Downtown Historic Preservation and Revitalization Trust Fund (“HPTF”) to foster the redevelopment of the Downtown Northbank Community Redevelopment Area; and

WHEREAS, the Strategic Implementation Committee of the Downtown Investment Authority (“DIA”) met on June 11, 2020 to consider the term sheet and recommendation of and HPTF grant which exceeds the program guidelines established by City Council and in excess of the dollar value for which exclusive authority is granted to DIA, and has recommended approval by the DIA of an HPTF grant in accordance with the terms contained in the term sheet attached hereto as Exhibit A; 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 instructs the Chief Executive Officer of the Downtown Investment Authority to take all necessary actions, including the filing of legislation before the City Council, to provide funding of up to \$ 3,000,000 from the Downtown Historic Preservation and Revitalization Trust Fund for the redevelopment of the Independent Life Building in accordance with the terms set forth on the term sheet attached hereto as Exhibit A.

Section 3. The Chief Executive Officer is hereby authorized to execute the contracts and documents and otherwise take all necessary action in connection therewith to effectuate the purposes of this Resolution.

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

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Chairman

Date

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



Downtown Investment Authority

RESOLUTION 2020-06-06 EXHIBIT A - TERM SHEET

Project Name: Independent Life Building a Mixed-Use Redevelopment (residential/commercial)

Developer/ Applicant: PEP10, LLC (led by Augustine Development Development Group)

Total Development Costs (estimate): \$30,000,000

Equity (proposed): \$7,000,000 (23.3% of TDC)

City Funding: No more than **\$3,000,000** (through the City of Jacksonville Downtown Historic Preservation and Revitalization Trust Fund as recommended by the Downtown Investment Authority), as follows:

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

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

Loans: No City of Jacksonville loans have been requested.

HPTF Grant: **\$3,000,000** (subject to verification of qualified development expenses) from the Downtown Historic Preservation and Revitalization Trust Fund (the "HPTF").

Grant funds shall be used in accordance with the Downtown Historic Preservation and Revitalization Trust Fund guidelines.

- The HPTF Grant will be disbursed at issuance of the last needed Certificate of Occupancy for the project, to be completed in accordance with all Historic Preservation approvals applicable at the time of evaluation or as may be further approved by each of the appropriate authorities prior to completion, and as determined by a post-work inspection conducted by the Historic Preservation Section of the Planning and Development Department or consultant to examine the Developer's compliance with previously approved building permits, Certificate of Appropriateness ("COA"), and all Historic Preservation Section interpretations of the Trust Fund Application submitted by the Developer.
- The Request for Funding will require issuance of receipts or other evidence of qualifying expenditures to be submitted to and approved by the Historic Preservation Section of the Planning and Development Department prior to reimbursement.

Minimum Capital Contribution:

- The minimum total capital contribution through completion to remain eligible for the HPTF is \$30,000,000.
- Percent of COJ investment to overall project cost: $\$3,000,000/\$30,000,000 = 10\%$

Additional Commitments:

- In association, the Developer proposes to construct a structured parking facility to benefit the Independent Life Building and to work with the City on the provision of additional spaces for use by JFRD.

Performance Schedule:

- Following the requisite approvals and upon entering into a Redevelopment Agreement, the Developer agrees to commence construction within six (6) months of that Effective Date.
- The Developer further agrees to a Construction Completion Date of 18 months from the commencement date, with one three-month extension as may be requested by the Developer having shown substantial progress towards completion but delayed by unforeseen circumstances beyond its control.
- The Redevelopment Agreement shall allow the DIA CEO to extend the performance schedule for up to six (6) months in her sole discretion for good cause shown by Developer.

Conditions: This Term Sheet is limited by the following conditions:

- Downtown Investment Authority review of all development and construction timelines; and
- A completed and approved application to the Jacksonville Historic Preservation Commission for funding through the Historic Preservation and Revitalization Trust Fund; and
- Approval by the DIA Board predicated on affirmation from the COJ HPS, that initial review of the HPTF application confirms that sufficient eligible costs are found to warrant an application in the amount of \$3,000,000 with limitations of eligible costs defined further therein.
- These proposed financial terms are subject further to the approval of the Jacksonville City Council.
- 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 (or multiple written contracts as is deemed necessary).



Independent Life Supplemental Documents

**Downtown Investment Authority
Redevelopment Proposal
The Independent Life Building
June 15, 2020**

The Project

The Developer, PEP10, LLC, has submitted a proposal to the DIA to renovate the real property known as the Independent Life Building (“I-Life Building”), which is a historic building located 233 W. Duval Street, Jacksonville, Florida, located within the Northbank Community Redevelopment Area. The renovation of the Building is expected to cause private capital investment in the approximate amount of \$30,000,000 by or on behalf of the Developer. In order to facilitate the capital needs related to the Developer’s acquisition, redevelopment, and stabilization of the project, the Developer has submitted application for a Historic Preservation Trust Fund Grant in an amount not to exceed \$3,000,000.

Redevelopment of the historic 18-story building is proposed to include a 21,000 sqft grocery, 140 apartments, and a 10,000 sqft restaurant and lounge. The building was originally constructed in 1955 as the headquarters of the Independent Life Insurance Company and has been out of service for more than 25 years. Returning this 165,000 sqft property to productive use, is a major step forward in the preservation of a historic property and revitalization of Downtown Jacksonville. The project is projected to create 100 jobs over 14 months including 55 in the grocery store, 25 in the restaurant, 10 building maintenance staff, and 10 leasing personnel.

The I-Life Building redevelopment is a joint venture between DLP Realestate Capital Partners (financial partner) and Augustine Development Group (development team). Augustine Development Group is the development arm of Axis Income Fund led by CEO George Bochis and President Bryan Greiner. The Augustine Development Group is also the developer of the Ambassador and Ambassador Annex redevelopment efforts located across Julia Street to the west of the I-Life Building.

Historic Significance

According to the Landmark report, the Independent Life Building was one of the most important commercial high-rise buildings constructed in Downtown Jacksonville during the 1950s. Built in 1955 for the Independent Life Insurance Company, it stands as a visual reminder of the importance insurance businesses had on the development of Jacksonville in the mid-twentieth century. The eighteen story steel frame building was incorporated into images used on marketing materials, thereby promoting a “modern image” of the company. Its presence as one of the high-rise buildings in Jacksonville’s skyline during this mid-century timeframe reflected the city’s status as Florida’s dominant financial and commercial center at the time.

The 18-story structure was designed by KBJ, Architects, a locally based architectural firm that is also responsible for most of the notable modern era buildings that make up Downtown Jacksonville’s skyline, including the iconic 1974 Independent Life Building (now Wells Fargo), which the insurance company

later occupied, and the 1967 Gulf Life Tower (now Riverplace Tower) on the Southbank. Constructed in 1955, the Independent Life Building rises eighteen stories in height from a reinforced concrete foundation.

This project would not be feasible without support from the City Historic Preservation Trust Fund, or alternative capital subsidy. The building requires significant restoration work in addition to abatement of hazardous materials to make it ready to be used once again and contribute to the City's tax base. Projects of this type are inherently more costly than new suburban construction due to urban site constraints, deteriorated condition of the existing building, and inefficiency of the existing building structure.

In addition to the historic nature of the building, and job creation in Downtown Jacksonville, the building's central proximity to City Hall, both the Federal Courthouse and the Duval County Courthouse, the State's Attorney Office, and Jacksonville Fire and Rescue Department, many centers of employment, and other redevelopment efforts such as the Ambassador Hotel and its Annex, all serve to heighten the importance of this effort. These reasons, coupled with the historic significance of the building, support the request to exceed the \$1,000,000 cap on HPTF funding.

Capitalization

- Per the COJ HPS Grant Application dated October 21, 2019, development costs for the project total \$30,063,268.
- Sources for redevelopment include:
 - ✓ Conventional Debt \$20,000,000
 - ✓ Owner's Capital \$7,063,268
 - ✓ HPTF Grant \$3,000,000
- At May 1, 2020, the Developer reported the following costs covered to date through equity injections:
 - \$3,700,000 Purchase price
 - 400,000 Architect
 - 100,000 Engineer
 - 40,000 Lender app fee
 - 20,000 Historic Consultants
 - 25,000 General Contractors
 - 36,000 Professional services (Insurance and Surveying)
 - 20,000 Preconstruction services
 - \$4,321,000 TOTAL
- A debt term sheet for a \$20 million construction/mini-perm loan provided by ORIX RE Holdings, LLC is on file and was confirmed with the issuer to remain in effect. Confirmation of the \$40,000 Lender Application fee was also verified.

Performance Schedule

- Following the requisite approvals and upon entering into a Redevelopment Agreement, the Developer agrees to commence construction within six (6) months of that effective date.
- The Developer further agrees to a construction completion date of 18 months from the commencement date, with one three month extension as may be requested by the Developer having shown substantial progress towards completion, but delayed by unforeseen circumstances beyond its control.
- The Redevelopment Agreement shall allow the DIA CEO to extend the performance schedule for up to six (6) months in her sole discretion for good cause shown by Developer.
- The minimum total capital contribution through completion to remain eligible for the HPTF is \$30,000,000.

Downtown Historic Preservation and Revitalization Trust Fund Grant

The Independent Life Building was awarded Landmark Status with the passing of ordinance 2020-139-E, April 28, 2020. The Developer has submitted plans to the US Dept. of the Interior, National Park Service (“NPS”) for approval of Part 2 Historic Preservation Certification after being awarded Part 1 certification February 11, 2016, indicating “potential historic significance” and eligible for nomination be listed in the National Register of Historic Places from the NPS. Entering into the Redevelopment Agreement requires approvals of the development plan as proposed, by all applicable agencies including issuance of a Certificate of Appropriateness by the Historic Preservation Section of the Jacksonville Planning and Development Department.

This proposal contemplates an award of a Downtown Historic Preservation and Revitalization Trust Fund Grant to the Developer, in an amount not to exceed \$3,000,000 to fund the on-site HPTF improvements in accordance with the Certificates of Appropriateness and all required approvals and subject to all terms and conditions found within the Redevelopment Agreement.

Payment of the Historic Preservation Trust Fund (redevelopment completion) Grant is to be contingent upon qualifying eligible expenditure(s) pursuant to criteria established by the United States Department of Interior for Historic Preservation and a letter from the Jacksonville Historic Preservation Section informing DIA of which expenses are determined to be eligible for reimbursement from the Trust Fund.

The Redevelopment Grant shall be the lesser of \$3 million or the sum of:

- i. fifty percent (50%) of total eligible exterior rehabilitation and restoration costs.
- ii. twenty percent (20%) of total eligible interior rehabilitation and restoration costs.
- iii. twenty percent (20%) of total eligible building and fire code improvement costs.

The HPTF Grant will be disbursed at issuance of the last needed Certificate of Occupancy for the project, to be completed in accordance with all Historic Preservation approvals applicable at the time of evaluation and as determined by a post-work inspection conducted by the Historic Preservation Section of the Planning and Development Department or consultant to examine the Developer’s compliance

with previously approved building permits, Certificate of Appropriateness (“COA”), and all Historic Preservation Section interpretations of the Trust Fund Application submitted by the Developer. The Request for Funding will require issuance of receipts or other evidence of qualifying expenditures to be submitted to and approved by the Historic Preservation Section of the Planning and Development Department prior to reimbursement.

- **Percent of COJ investment to overall project cost:** \$3,000,000/\$30,000,000 = 10%
- **ROI:** The estimated ROI for the HPTF incentive for this redevelopment effort is estimated at 0.76X based on the following assumptions:
 - Valuation is based on pro forma NOI stressed at 75% and applying a cap rate of 5.66% (Multifamily Metro Mid & High Rise Class A Ca[Rate Rate June 9, 2020 + 1.0% Source: <https://apartmentloanstore.com/jacksonville/florida/cap-rate>)
 - The increase in ad valorem is calculated on a 20 year period following up to two years of closing, permitting, and construction before being placed into service.
 - Local ad valorem real property tax increase in years 13 through 22 from the construction start date.
 - Local ad valorem TTP tax increase in years 3 through 22.
 - 20 years following the placed in service date is used as the rehabilitated property is expected to have a useful life well in excess of that period, and the historic building adds significant value to the Downtown Northbank Community Redevelopment Area
- In association, the Developer proposes to construct a structured parking facility to benefit the Independent Life Building and to work with the City on the provision of additional spaces for use by JFRD.

Additional Limiting Conditions

This Term Sheet is limited by the following conditions:

Downtown Investment Authority review of all development and construction timelines; and
A completed and approved application to the Jacksonville Historic Preservation Commission for funding through the Historic Preservation and Revitalization Trust Fund; and
Approval by the DIA Board predicated on affirmation from the COJ HPS, that initial review of the HPTF application confirms that sufficient eligible costs are found to warrant an application in the amount of \$3,000,000 with limitations of eligible costs defined further therein.
These proposed financial terms are subject further to the approval of the Jacksonville City Council.

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 (or multiple written contracts as is deemed necessary).



Planning and Development Department

Ed Ball Building
214 North Hogan Street, Suite 300
Jacksonville, FL 32202

MEMORANDUM

TO: Lori Boyer, CEO
Downtown Investment Authority

FROM: Lisa Sheppard, City Planner III 
Community Planning Division / Historic Preservation Section

RE: Independent Life Downtown Historic Trust Fund Application

DATE: June 9, 2020

The Historic Preservation Section is forwarding their review of Part I of the Downtown Historic Preservation and Revitalization Trust Fund (Trust Fund) application for the Independent Life Insurance Company Building at 233 West Duval Street. This application seeks funding for all three program areas of the Trust Fund including: "Façade and Exterior Rehabilitation and Restoration," "Interior Rehabilitation and Restoration," and "Code Improvement."

At the time of the initial Trust Fund application filing, the property eligibility was based on a pending landmark status. On April 28, 2020, the building was designated a local historic landmark by City Council action under ordinance 2020-139-E. **Based on this recent designation, this structure meets the eligibility qualification through its acquired historic landmark status (LM-20-1).**

A preliminary Trust Fund application was filed in October 2019, with subsequent expansion of the work scope, clarifications/corrections and plan revisions submitted on February 10, 2020, March 30, 2020, May 28, 2020 and June 7, 2020. This review is based on the most recent set from May 28, 2020 and the June 7th elevation sheet (A204), which eliminates the addition of a glass curtain wall on the east elevation shown in the rest of the plans.

As a local landmark, all exterior work must be reviewed under a Certificate of Appropriateness (COA) for consistency with the *Secretary of the Interior Standards for Rehabilitation (Standards)*. While certain routine activities can receive staff level approval by the Historic Preservation Section, exterior alterations require review and approval by the Jacksonville Historic Preservation Commission. The exception to this requirement is

for projects that have received approval through the State Historic Preservation Office (SHPO) and the National Park Service (NPS). In addition to filing this local Trust Fund application, the owner has applied for Federal Historic Tax Credit (Tax Credits). Under this incentive, the project will be reviewed by the SHPO and the NPS for consistency with the same *Standards* used for reviewing the local COA and Trust Fund applications. At the time of this memorandum, the SHPO and NPS has not had an opportunity to fully review or approve the proposed work.

The Historic Preservation Section regularly defers to the above state and federal bodies on professional opinions regarding the *Standards* if there is a discrepancy between their interpretation and the local review. Any additional work scope approved and any imposed conditions by the NPS can be accepted by the Planning and Development Department as an amendment to the project scope and approval to avoid conflicts between the reviews. Upon receiving their part 2 approval by the NPS and prior to permitting, a COA application will need to be submitted and processed per the Trust Fund Guidelines and landmark requirements.

In order to move this project forward, a preliminary review of the exterior work was performed by the Planning and Development Historic Preservation Section for consistency with the *Secretary of the Interior's Standards for Rehabilitation*. The overall approach to the exterior is sensitive to the original design with minimal changes to accommodate the new residential use of the upper floors and the redesign of the 16th floor as a rooftop amenity. The limited concerns identified by the Historic Preservation Section have been addressed through the outlined conditions at the end of this memorandum approval. In addition to the layer of review provided by the local Historic Preservation Section and National Park Service, the Florida Trust for Historic Preservation, who owns a preservation façade easement on the property, has issued a letter of approval for the project. **The Planning and Development Department's position is that the exterior work scope as conditioned meets the *Standards*.**

On October 31, 2020, the Historic Preservation Staff inspected the property, walking through multiple representative floors. Remaining floors and areas not accessed that day were documented through photographs provided by the applicant. Based on this physical and pictorial review, it was determined that significant interior elements were limited to the main entry floor, elevator lobby space, and the Sky Lounge room at the top. **Based on the plans and proposed approach to these interior spaces, it is the Planning and Development Department's position that the interior work scope as conditioned meets the *Standards*.**

Pursuant to the Trust Fund legislation, the Historic Preservation Staff also evaluates applications based on the building's historic significance, its contribution to the historic component of downtown Jacksonville; the project efforts to restore historic fabric; and the overall preservation of the building. The following are the Historic Preservation Section's comments regarding the Independent Life Insurance Building application.

STRUCTURE SIGNIFICANCE AND CONTRIBUTION

The Landmark Designation Application and Report prepared by Historic Property Associates, Inc. and approved by the Jacksonville Historic Preservation Commission found that the structure met five (5) out of the seven (7) criteria outlined in Chapter 307, Ordinance Code. The criteria found to be applicable to this structure include: Criteria 1 for its value as a significant reminder of the cultural, historical, architectural, or archaeological heritage of the city, state or nation; Criteria 3 because it is identified with a person or persons who significantly contributed to the development of the City, state or nation; Criteria 4 because it is identified as the work of a master builder, designer, or architect whose individual work has influenced the development of the City, state or nation; Criteria 5 for its value as a building recognized for the quality of its architecture, and it retains sufficient elements showing its architectural significance; and Criteria 7 due to its suitability for preservation or restoration.

According to the Landmark report, the Independent Life Building was one of the most important commercial high-rise buildings constructed in Downtown Jacksonville during the 1950s. Built in 1955 for the Independent Life Insurance Company, it stands as a visual reminder of the importance insurance businesses had on the development of Jacksonville in the mid-twentieth century. The eighteen story steel frame building was incorporated into images used on marketing materials, thereby promoting a “modern image” of the company. Its presence as one of the high-rise buildings in Jacksonville’s skyline during this mid-century timeframe reflected the city’s status as Florida’s dominant financial and commercial center at the time.

The 18-story structure was designed by KBJ, Architects, a locally based architectural firm that is also responsible for most of the notable modern era buildings that make up Downtown Jacksonville’s skyline, including the iconic 1974 Independent Life Building (now Wells Fargo), which the insurance company later occupied, and the 1967 Gulf Life Tower (now Riverplace Tower) on the Southbank.

The Independent Life Building is typical of Mid-Century Modern commercial architecture. With its sleek “modern” look, the structure can be classified as an International Style skyscraper, characterized by its rectilinear forms and the use of steel, glass walls and plain surfaces that are completely devoid of applied ornamentation.

While the focus of downtown preservation has centered largely on buildings from the early Twentieth Century, constructed after the Great Fire of 1901 and during the Florida Land Boom, Mid-Century architecture has developed a strong following and was specifically identified in the most recent survey of Downtown and its subsequent National Register Listing. This application represents the first time a more modern style building has been supported through the Downtown Historic Preservation and Revitalization Trust Fund Program.

In addition to being locally designated, the building is located within the Downtown Jacksonville National Register Historic District and is identified as a contributing structure to this district, making it eligible for the aforementioned Federal Historic Tax Credits, which have been used on other successful downtown projects.

The building is located one block west of the Historic St James Building on the same block as the Seminole Club (Sweet Pete's), the Old Federal Reserve Bank (424 North Hogan Street) and the Baptist Convention Center Building (218 West Church Street) and across the street from the Ambassador Hotel (400 North Julia Street). All of which are locally designated historic landmarks. The proposed adaptive use of this building would provide a substantial catalyst for the revitalization of this northwest portion of the Central Civic Core through its restored appearance and the enhanced activity level that comes from its mixed use.

Based on these findings, it is the opinion of the Planning and Development Department that the structure, while historically significant based on its age, associations and architectural style, also has value for its contribution to the cluster of historic buildings within the block and in close proximity that represent a wide range of historic periods for the downtown.

RESTORATION AND PRESERVATION EFFORTS

The Independent Life Building is a fine local example of Mid-Century architecture that has excellent architectural integrity with few changes except the loss of the historic signage, which according to the plans, is being recreated as part of the project. To a large degree, the proposed work scope for this project respects the historic materials and design of this landmark skyscraper. Other aspects of the exterior restoration include removing non-historic vestibules that were added to the main first floor West Duval Street elevation, repairing the main stainless steel entries and canopies, and replicating missing period hardware. The limited amount of alterations to the exterior are related to egress and practical needs associated with the new residential units and reworking the top floors for public use and enjoyment. The primary significant interior feature is the main first floor lobby/elevator area, which will be restored by preserving the historic finishes and the removal of a glass wall partition that was added later. The remaining historic materials and features will be repaired and cleaned or replicated. **It is the Planning and Development Department's opinion that the proposed project would restore and preserve the architecturally significant aspects of the building.**

The proposed mixed use of commercial space on the ground level, residential on floors 2-15, rooftop amenity and the top floor sky lounge works well with the building's layout design and its past use of spaces. The multi-storefront design of the first floor provides street-level interest on two block fronts that would generate foot traffic over to Julia Street. The proposed project would put a large building that has been vacant and unmaintained for over twenty years back into active use, while providing a unique public venue with a skyline view that would contribute to the synergy generated from the mixture of uses being discussed for the area. **It is the position of the Planning and Development**

Department that this type of project that brings new life to a historic building and contributes to the revitalization of downtown is in keeping with the stated intent of the Downtown Historic Trust Fund.

FUNDING ANALYSIS

Per your request, preliminary cost estimates for the program areas were reviewed. These numbers were analyzed based on previous trust fund percentages and allowable expenses and adjusted to include additional eligible costs under the requested "Interior Rehabilitation and Restoration," and "Code Improvement" program areas, specifically abatement, plumbing and HVAC costs. A letter dated April 27, 2020 from the preservation consultant, Paul Weaver that included additional information provided from Auld and White Contractors confirmed that the cost estimate breakdown for windows and brickwork included no amount for a proposed new curtain wall that was subsequently removed in the June 7, 2020 plan. While the proposed funding request of three (3) million dollars exceeds the maximum project cap of one (1) million dollars stated in the Downtown Historic Preservation and Revitalization Trust Fund Guidelines (Exhibit A to Ordinance 2002-395-E), the final eligible cost totals justify and exceeds the request when just applying the program area percentages. **Based on this analysis, the Planning and Development Department supports the final funding determined by the DIA within that range.**

FORWARDED CONDITIONED APPROVAL

Based on these findings and the pending evaluation by the NPS, the Historic Preservation Section issues an APPROVAL WITH CONDITIONS on this project. The conditions are stated as follows:

- a) Any rooftop pool shall be kept below the solid parapet wall.
- b) The glass curtain wall proposed for the east elevation shall be omitted from the plans as illustrated in the June 7, 2020 elevation.
- c) Any additional approved work scopes or imposed conditions by the National Park Service as part of their review of the project's Federal Historic Tax Credit application may be accepted as an amendment of this approval by the Historic Preservation Section.
- d) Minor changes to architectural details not in conflict with any other condition or the applicable *Standards* may be reviewed and approved administratively as an amended work scope.
- e) Exterior work shall be approved under a Certificate of Appropriateness (COA) prior to permitting, processed at the administrative level if accompanied with the National Park Service approval on exterior work or by the Jacksonville Historic Preservation Commission as otherwise required

Cc: Bryan Greiner, President Pep 10, LLC
Paul L. Weaver M.A., Historic Property Associates, Inc.
Steve Diebenow, Driver, McAfee, Hawthorne & Diebenow



IV.E

Resolution 2020-06-07:

Pay By Cell

RESOLUTION 2020-06-07

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AUTHORIZING ITS CHIEF EXECUTIVE OFFICER (“CEO”), THROUGH THE OFFICE OF PUBLIC PARKING, TO DEVELOP A SCOPE OF SERVICES FOR INCORPORATION INTO A REQUEST FOR PROPOSALS FOR THE PROCUREMENT OF A MOBILE PAYMENT (I.E. “PAY BY CELL”) VENDOR; INSTRUCTING ITS CEO TO ISSUE A REQUEST FOR PROPOSAL FOR THE PROCUREMENT OF A MOBILE PAYMENT (I.E. “PAY BY CELL”) VENDOR; INSTRUCTING ITS CEO TO LIMIT ITS SOLICITATION TO ONLY THOSE VENDORS WHO PROVIDE SERVICES AT NO COST TO THE DIA OR TO THE CITY AND OTHERWISE DO NOT CREATE A FINANCIAL OBLIGATION TO EITHER THE DIA OR THE CITY; AUTHORIZING ITS CEO TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Office of Public Parking falls under the purview of the Downtown Investment Authority; and

WHEREAS, the Office of Public Parking is responsible for managing on-street parking; and

WHEREAS, the DIA and the Office of Public Parking desire to take advantage of advances in mobile payment options in order to augment both cash only and cash/credit card parking meter inventory within Downtown; and

WHEREAS, the implementation of a “pay by space” mobile app will also allow the creation on unmetered paid parking zones beyond the current meter locations; and

WHEREAS, the *Downtown Public Parking Strategy and Implementation Plan* dated March 20, 2019, authored by Tim Haas on behalf of the DIA, recommends that the DIA, “Implement a mobile payment option, which will allow the city to provide customers with the ability to use a credit card for payment at all parking meters.”; and

WHEREAS, at its January 17, 2020 meeting, the Strategic Implementation Committee of the DIA discussed the implementation of a mobile payment, or “pay by cell”, option for on-street parking; and

WHEREAS, the Strategic Implementation Committee recommends that the Office of Public Parking, and by extension the DIA, implement “pay by cell” technology, providing that such implementation does not create a financial obligation on either the City or the DIA,

NOW THEREFORE BE IT RESOLVED by the Downtown Investment Authority:

Section 1. The Downtown Investment Authority finds the above recitals true and correct and are incorporated herein by reference.

Section 2. The Downtown Investment Authority authorizes its CEO to develop a Scope of Services for incorporation into an RFP for the solicitation of mobile payment (i.e. “pay by cell”) vendor proposals.

Section 3. The Downtown Investment Authority instructs its CEO to limit solicitations to those vendors whose proposals that are of no cost to the City or DIA, and otherwise do not create a financial obligation to either the City or the DIA.

Section 4. The Downtown Investment Authority authorizes its CEO to issue an RFP for the solicitation of mobile payment (i.e. “pay by cell”) vendor proposals; authorizes its CEO to appoint a Professional Services Evaluation Committee (“PSEC”) subcommittee for the review and ranking of proposals received in response to the RFP; authorizes its CEO to negotiate and enter into an agreement with a selected vendor; and otherwise to take all necessary action to effectuate the purposes of this Resolution.

Section 5. The Effective Date of this Resolution is the date upon execution of this Resolution by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Esq., Chairman

Date

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



IV.F

Resolution 2020-06-08: On Street Parking Meters Retention

RESOLUTION 2020-06-08

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) INSTRUCTING ITS CHIEF EXECUTIVE OFFICER (“CEO”) AND THE CITY’S PUBLIC PARKING OFFICER TO CONTINUE TO UTILIZE THE CURRENT INVENTORY OF SINGLE-SPACE DIGITAL SMART METERS, WHERE SUCH EXIST, WITHIN DOWNTOWN; REJECTING, AT THIS TIME, THE REPLACEMENT OF SINGLE-SPACE DIGITAL SMART METERS WITH PAYMENT KIOSKS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Office of Public Parking falls under the purview of the Downtown Investment Authority; and

WHEREAS, the Office of Public Parking is responsible for managing on-street parking; and

WHEREAS, there are a total of 1,420 on-street parking meters deployed within Downtown, of which 504 are single-space mechanical meters and 916 are single-space digital smart meters (which accept cash or card and are programmable to permit variable rates); and

WHEREAS, the City’s Public Parking Officer valued the current inventory of single-space digital smart meters at \$458,000; and

WHEREAS, the City’s single-space digital smart meters have an expected useful life of between five and ten years, of which there are between two and six years of useful life remaining; and

WHEREAS, it is anticipated that it will require 142 parking payment kiosks at a total cost of \$854,840, with annual gateway/data fees and back of office costs of \$93,720 to replace the 916 single-space digital smart meters; and

WHEREAS, when combined with a mobile pay by cell application, the current digital meters provide the greatest flexibility and convenience for customers not requiring them to walk to a kiosk and continuing to allow coin payment; and

WHEREAS, at its January 17, 2020 meeting, the Strategic Implementation Committee, after consideration of the current single-space digital smart meter inventory, inventory value and initial and recurring costs associated with the conversion to payment kiosks, and the transitional flexibility that such meters provide to customers, rejected replacement of current meters with payment kiosks,

NOW THEREFORE BE IT RESOLVED by the Downtown Investment Authority:

Section 1. The Downtown Investment Authority finds the above recitals true and correct and they are incorporated herein by reference.

Section 2. The Downtown Investment Authority instructs its CEO and the City's Public Parking Official, at this time, to continue to utilize the current inventory of single-space digital smart meters and not pursue their replacement with payment kiosks until 2022 or later.

Section 3. The Downtown Investment Authority instructs its CEO, through the office of Public Parking, to investigate and implement a payment kiosk parking pilot program on Riverplace Boulevard.

Section 4. The Downtown Investment Authority authorizes its CEO, through the office of Public Parking, to extend such pilot to other current unmetered areas within Downtown as they may deem appropriate in light of costs and likely revenue to be derived.

Section 5. The Downtown Investment Authority instructs its CEO to continue investigation and research into kiosk options for potential use in the future as current meters begin to experience failures.

Section 6. The Effective Date of this Resolution is the date upon execution of this Resolution by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Esq., Chairman

Date

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



IV.G

Resolution 2020-06-09: Meter Bagging

RESOLUTION 2020-06-09

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) INSTRUCTING ITS CHIEF EXECUTIVE OFFICER (“CEO”), IN CONJUNCTION WITH THE PUBLIC PARKING OFFICER, TO DEVELOP ON-STREET PUBLIC PARKING METER BAGGING POLICIES; INSTRUCTING ITS CEO TO ADOPT AND IMPLEMENT METER BAGGING POLICIES THAT PRIORITIZE ON STREET PARKING SPACES FOR SHORT TERM USE BY CUSTOMERS OF NEARBY BUSINESSES AND VISITORS TO DOWNTOWN WHILE PROVIDING APPROPRIATE ACCOMMODATION FOR THE NEEDS OF ADJOINING BUSINESSES; INSTRUCTING ITS CEO TO ESTABLISH POLICIES THAT REFLECT INCREASING RIDESHARE USAGE WITHIN THE CITY; AUTHORIZING ITS CEO TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; AUTHORIZING THE PUBLIC PARKING OFFICER TO IMPLEMENT PARKING METER POLICIES; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Office of Public Parking falls under the purview of the Downtown Investment Authority; and

WHEREAS, the Office of Public Parking is responsible for managing on-street parking; and

WHEREAS, section 802.105, Jacksonville Code of Ordinances, state, in part, that “The Office of Public Parking is hereby authorized to issue permits and to rent parking meters in the City to 1) construction, insulation and repair companies, only, for the purpose of facilitating the temporary needs of these companies for working space on City streets during the period of time in which such work is being performed 2) any business for a use other than for employee or customer parking.”; and

WHEREAS, due to increased requests for meter bagging caused by both construction and non-construction related activities (e.g. special events), and rates for bagged meters failing to reflect the value of lost meter opportunities, the number of bagged meters and the duration of permits has significantly reduced available transient meter supply; and

WHEREAS, Section 802.105 grants authority to issue permits but does not require their issuance or limit the ability of the DIA and Office of Public parking to establish reasonable conditions and terms for such permits; and

WHEREAS, based on the foregoing, DIA finds it necessary to empower its CEO and Public Parking Office to develop meter bagging policies to augment section 802.105, Jacksonville Code of Ordinances; and

WHEREAS, at its January 17, 2020 meeting, the Strategic Implementation Committee of the DIA discussed potential meter bagging policies regarding duration, number and other limitations intended to promote the equitable use of the City's on street parking inventory; and

WHEREAS, in addition to establishing policies on duration, number, and other meter bagging limitations, the Downtown Investment Authority desires to establish policies that reflect changes in transportation options, such as the use of ridesharing services and valet services.

NOW THEREFORE BE IT RESOLVED by the Downtown Investment Authority:

Section 1. The Downtown Investment Authority finds the above recitals true and correct and they are incorporated herein by reference.

Section 2. The Downtown Investment Authority authorizes its CEO to develop parking meter bagging policies that prioritize on street parking spaces for short term use by customers of nearby businesses and visitors to downtown while providing appropriate accommodation for the needs of adjoining businesses in order to equitably serve the needs of businesses and visitors to Downtown.

Section 3. The Downtown Investment Authority instructs its CEO to develop policies that reflect changes in transportation options, such as the usage of rideshare services and valet parking.

Section 4. The Downtown Investment Authority authorizes its CEO to take all necessary action to effectuate the purposes of this Resolution, and authorizes the City's Public Parking Officer to implement these policies.

Section 5. The Effective Date of this Resolution is the date upon execution of this Resolution by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Esq., Chairman

Date

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



IV.H

Resolution 2020-06-10: Water Street Garage License Extension

RESOLUTION 2020-06-10

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) INSTRUCTING ITS CHIEF EXECUTIVE OFFICER (“CEO”), IN CONJUNCTION WITH THE PUBLIC PARKING OFFICER, TO NEGOTIATE A ONE YEAR EXTENSION OF THE AMKIN PARLING LICENSE FOR THE WATER STREET GARAGE IN ACCORDANCE WITH THE TERMS SET FORTH ON EXHIBIT A; AUTHORIZING ITS CEO TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; AUTHORIZING ITS CEO TO FILE LEGISLATION TO IMPLEMENT THE LICENSE EXTENSION CONTEMPLATED HEREIN; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the DIA authorized the License Agreement dated October 22, 2015 between the City and Amkin West Bay, LLC which expires October 22, 2020; and

WHEREAS, DIA has received notification that Amkin wishes to extend the license; and

WHEREAS, the License Agreement provides for renewal upon terms to be mutually agreed upon between the parties; and

WHEREAS, at the Strategic Implementation Committee meeting held on June 11, 2020, the Committee recommended that staff negotiate a renewal for a term of one year on terms substantially in compliance with Exhibit A attached hereto.

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

Section 1. The Downtown Investment Authority finds the above recitals true and correct and they are incorporated herein by reference.

Section 2. The Downtown Investment Authority authorizes its CEO to enter into negotiations for a six-month extension of the License Agreement upon substantially the terms contained on Exhibit A.

Section 3. The Downtown Investment Authority authorizes its CEO to file legislation to approve said License extension and to execute such agreements as may be necessary to effectuate the purposes of this Resolution.

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

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Esq., Chairman

Date

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



Downtown Investment Authority

**RESOLUTION 2020-06-10
EXHIBIT A - TERM SHEET**

Project Name: Water Street Garage Parking Proposal

Licensee: Amkin West Bay, LLC (Amkin)

Term of extension: Six months from current lease maturity date of October 22, 2020 (to April 22, 2021) with the option for one five-year extension upon terms to be negotiated.

Maximum Number of Spaces: Up to 850, a lower maximum may be negotiated in order to meet the needs of the Licensee and its tenants.

Rate:

Option A:

- Licensee is to select a Base Level Commitment from the chart shown below as Table A which provides a decreasing rate structure based upon the chosen Active Space commitment.
- The Base Level Commitment provides the Licensee with the chosen number of Active Spaces for each month of the extension term, but is applicable at the chosen level for the full lease extension period and must be selected prior to exercising the extension option.
- The Base Level Commitment selected also determines the related monthly cost for Additional Spaces utilized and Inactive Spaces which will be assessed on a monthly basis through billing from the COJ Office of Public Parking.

Table A – Base Level Commitment and Related Monthly Charges

Minimum Active #	300	400	500	600	700	800
Rate	\$ 80.00	\$ 77.50	\$ 75.00	\$ 72.50	\$ 70.00	\$ 67.50
Additional #						
Rate	\$ 90.00	\$ 87.50	\$ 85.00	\$ 82.50	\$ 80.00	\$ 77.50
Inactive #						
Rate	\$ 40.00	\$ 37.50	\$ 35.00	\$ 32.50	\$ 30.00	\$ 27.50

Maximum Number of Spaces - 850

Base Rate – The contractually agreed to minimum number of Active Spaces establishes the base monthly rate for each month of the full extension period.

Plus: **Additional Number** – The additional number of Active Spaces based on the number of activated parking cards above the Base Level and up to the maximum as determined by the COJ Office of Public Parking each month.

Plus: **Inactive Spaces** – The maximum gross number of spaces made available by the extension agreement less the Active Spaces counted above each month.

Option B: Flat rate of \$65.00 per space with the initial term to be paid in full in advance at the Licensee’s option.

Conditions: 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 (or multiple written contracts as is deemed necessary).



IV.1

Resolution 2020-06-11: Recognition of Jim Bailey

RESOLUTION 2020-06-11

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY COMMENDING AND RECOGNIZING THE CONTRIBUTIONS OF JAMES F. BAILEY TO THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) AND FOR HIS DEDICATION AND SERVICE IN PROMOTING THE SUCCESSFUL REVITALIZATION AND REDEVELOPMENT OF DOWNTOWN JACKSONVILLE AS A BOARD MEMBER AND FORMER BOARD CHAIR OF THE DOWNTOWN INVESTMENT AUTHORITY.

WHEREAS, as a longstanding business and property owner, Mr. Bailey has been a decades long stakeholder within Downtown; and

WHEREAS, in 1988, Mr. Bailey was appointed as a member of the Jacksonville Waterways Commission, serving from 1988 through 2002, and again from 2005 through 2009, ultimately serving a total of 17 years on that commission; and

WHEREAS, in 2002, Mr. Bailey was appointed to the Sports and Entertainment Board, serving several terms through 2010; and

WHEREAS, in 2004, Mr. Bailey was appointed to the Downtown Design Review Committee, which was renamed shortly thereafter to the Downtown Development Review Board; and

WHEREAS, in 2009, Mr. Bailey was appointed to the Downtown Development Review Board, being reappointed in 2011, ultimately serving three full terms between the Downtown Design Review Committee and Downtown Development Review Board; and

WHEREAS, in 2012, Mr. Bailey was appointed to the Downtown Investment Authority, serving for eight years as a member, and as the Downtown Investment Authority Board Chair from July 2015 through July 2019; and

WHEREAS, Mr. Bailey through his dedication, leadership, commitment, and overall passion for Downtown guided the Downtown Investment Authority from its inception into what has become the largest resurgence in Downtown Jacksonville in recent history,

NOW THEREFORE BE IT RESOLVED by the Downtown Investment Authority:

Section 1. The Downtown Investment Authority recognizes and commends Mr. Bailey for his years of dedicated service to the Downtown Investment Authority, and for his decades of service to Downtown as one of its most dedicated champions.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Craig Gibbs, Esq., Chairman

Date



**V. 2020-2021 DOWNTOWN
INVESTMENT
AUTHORITY OFFICERS**



V.A

**Nominating Committee
Meeting Minutes**



Downtown Investment Authority
Nominating Committee
Zoom Meeting
Friday, June 5, 2020 – 11:00 a.m.

Downtown Investment Authority
Nominating Committee

MEETING MINUTES

Nominating Committee Members:

Ron Moody, Chair
Braxton Gillam, Esq
Carol Worsham
Craig Gibbs, Esq., Downtown Development Review Board Chairman

Office of General Counsel: John Sawyer, Esq.

DIA Staff: Lori Boyer, Chief Executive Officer; Ina Mezini, Marketing and Communications Specialist; Guy Parola, Operations Manager

I. CALL TO ORDER

The Nominating Committee June 5, 2020 meeting was called to order at 11:03 a.m. by Chairman Moody.

II. PUBLIC COMMENTS

Having received confirmation from DIA staff that no public comments were received, and having confirmed that there were no persons wishing to speak, the public comments portion of the meeting was closed.

III. OFFICER SELECTION

Following discussion on individual DIA Board Member's willingness to serve as FY 20-21 officers, the following motion was made:

Motion by Craig Gibbs, esq.
2nd by Carol Worsham

Chair: Ron Moody
Vice Chair: Carol Worsham
Secretary: Braxton Gillam, Esq.

Discussion: following a discussion by the Committee, the following substitute motion was made by Carol Worsham with a 2nd from Braxton Gillam, Esq.:

Chair: Braxton Gillam, Esq.
Vice Chair: Carol Worsham
Secretary: Bill Adams, Esq.

Vote: Aye: 3 Nay: 1 Abstain: 0

By this action, the motion made by Craig Gibbs fails and the substitute motion by Carol Worsham passes. This action constitutes a recommendation from the Nominating Committee to the DIA Board as follows:

For the 20-21 DIA Board Officers:

Chair: Braxton Gillam, Esq.
Vice Chair: Carol Worsham
Secretary: Bill Adams, Esq.

IV. ADJOURNMENT

Chairman Moody adjourned the meeting at 11:24 a.m.

The written minutes for this meeting are only an overview of what was discussed. For verbatim comments of this meeting, a recording is available upon request. Please contact Karen Underwood-Eiland, at (904) 255-5302.



V.B

Nominating Committee

Recommendation Memorandum



Downtown Investment Authority

MEMORANDUM

To: Downtown Investment Authority Governing Board

Through: Craig Gibbs, Esq., Chair

From: Ron Moody, Nominating Committee Chair

Subject: Nominating Committee Recommendation of 2020-2021 DIA Board Officers

Date: June 8, 2020

On June 5th 2020, a meeting of the Downtown Investment Authority Nominating Committee (“Committee”) was convened for the purpose of putting forth a recommendation of officers for the 2020-2021 Downtown Investment Authority Board. The Committee puts forth for consideration by the Downtown Investment Authority Board the following recommendation for 2020-2021 Officers:

Chair:	Braxton Gillam, Esq.
Vice Chair:	Carol Worsham
Secretary:	Bill Adams, Esq.

Attachment:

Draft June 5th 2020 Nominating Committee Meeting Minutes