



Downtown Investment Authority
Retail Enhancement and Property Disposition Committee
In-Person Only Meeting
Wednesday, January 10th, 2024, at 9:30 a.m.

RE&PD AGENDA

MEMBERS:

Craig Gibbs, Esq., Committee Chair
Braxton Gillam, Esq., Committee Member

Carol Worsham, Committee Member
Sondra Fetner, Esq., Committee Member

- I. CALL TO ORDER
 - II. PUBLIC COMMENTS
 - III. FORM 8B: VOTING CONFLICT DISCLOSURES
 - IV. DECEMBER 20TH, 2023 RETAIL ENHANCEMENT AND PROPERTY DISPOSITION COMMITTEE MEETING
MINUTES APPROVAL
 - V. RESOLUTION 2024-01-01: JEA PROPERTY DISPOSITION
 - VI. OTHER MATTERS TO BE ADDED AT THE DISCRETION OF THE CHAIR
 - VII. ADJOURN
-

MEETING LOCATION

Physical Location

City Hall (St. James Building)
117 West Duval Street
1st Floor Don Davis Room
Jacksonville, Florida 32202

TAB IV.

**DECEMBER 20TH, 2023 RETAIL ENHANCEMENT AND PROPERTY DISPOSITION
COMMITTEE MEETING MINUTES APPROVAL**



Downtown Investment Authority
Retail Enhancement and Property Disposition Committee Meeting
Wednesday, December 20th, 2023
1:00PM

Retail Enhancement and Property Disposition Committee Meeting
DRAFT MEETING MINUTES

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

Craig Gibbs, Esq., Committee Chair
Carol Worsham, Committee Member

Braxton Gillam, Esq., Committee Member
Sondra Fetner, Esq., Committee Member

DIA Board Members Participating In person: Jim Citrano, Board Chair Ex Officio, Patrick Krechowski, Esq., Joe Hassan

DIA Board Members Participating Virtually: None.

DIA Staff Present: Lori Boyer, Chief Executive Officer; Steve Kelley, Director of Downtown Real Estate and Development; Todd Higganbotham, Parking Strategy Coordinator; Ina Mezini, Strategic Initiatives Coordinator; Ava Hill, Administrative Assistant

Office of General Counsel: Joelle Dillard, Esq.

Council Members Present: None.

I. CALL TO ORDER

The Retail Enhancement and Property Disposition Committee Meeting was called to order at 1:03 p.m. by Craig Gibbs, Committee Chair. This was followed by introductions.

II. PUBLIC COMMENTS

There were no requests for public comments.

III. FORM 8B: VOTING CONFLICT DISCLOSURES

There were no voting conflict disclosures.

IV. RESOLUTION 2023-12-05: CEREAL BOX

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ACTING AS THE NORTHBANK COMMUNITY DEVELOPMENT AGENCY (“GRANTOR”) APPROVING THE AWARD OF A RETAIL ENHANCEMENT

PROGRAM GRANT TO VIBE LIVE STUDIOS, LLC (“APPLICANT”), TO OPERATE A FOOD AND BEVERAGE ESTABLISHMENT IN A PROPERTY LOCATED AT 245 E ADAMS STREET JACKSONVILLE FL 32202 WHERE APPLICANT MAINTAINS A LEASE FEE INTEREST (“GRANTEE”); AUTHORIZING THE CEO OF THE DIA TO NEGOTIATE A GRANT AGREEMENT (FORGIVABLE LOAN SECURED BY A NOTE); AUTHORIZING THE DIA CEO TO EXECUTE SUCH AGREEMENTS; AND FINDING THAT THE DEVELOPMENT PLAN IS CONSISTENT WITH THE DIA’S BUSINESS INVESTMENT AND DEVELOPMENT PLAN, INCLUDING THE DOWNTOWN NORTHBANK CRA PLAN (“BID PLAN”) AND PROVIDING AN EFFECTIVE DATE.

Committee Chair Gibbs gave the floor to DIA staff to introduce Resolution 2023-12-05.

CEO Boyer deferred the presentation of the resolution to Steve Kelley, Director of Downtown Real Estate and Development.

Mr. Kelley provided a detailed summary of the resolution explaining that it’s basically a retail enhancement program grant for Cereal Box Live. He shared the business’s expected location, its construction and buildout budget, funding recommendations, details of its business plan, and the scoring rubric.

Committee Chair Gibbs called for a motion and second to approve the resolution.

Motion: Board Chair Jim Citrano moved to approve Resolution 2023-12-05.

Seconded: Committee Member Gillam seconded the motion.

Committee Chair Gibbs opened the floor for questions and comments.

Committee Member Gillam thanked DIA staff for their hard work and discussed efforts to get retail enhancement programs off the ground. He spoke about the nature and importance of smaller business projects.

Board Chair Citrano expressed that he was in favor of the resolution. He also asked if the project would have received more money if it was located within the FAB-REP District. Mr. Kelley explained the requirements that would make the project eligible but answered no. Board Chair Citrano mentioned the overall 30 out of 55 points in the scoring rubric and asked if that impacted the project’s eligibility. Mr. Kelley answered that it does not impact the funding eligibility amount and that the score mentioned was the minimum needed for consideration.

Committee Member Worsham expressed that she supports the resolution. She stated that the project was interesting and asked if the project was forgivable over three years, if a portion would be forgiven each month, and would they get the cash every month or at the end of the project. Mr. Kelley answered that they’d be funded upon completion of the project, that they are required to make build out improvements, and that it will be forgivable over three years at 33.3% per year.

Committee Member Fetner echoed Committee Member Gillam's comments on DIA staff's work. She said it was easy to follow and she trusted DIA's evaluation. She asked if there was any consideration to extend the FAB-REP boundaries. Mr. Kelly responded that her point was interesting and spoke on how difficult it was settling on the boundaries that were identified. He said that he didn't anticipate changes but that maybe with discussion a recommendation could be made to extend the boundaries.

Committee Chair Gibbs welcomed Committee Member Fetner to the committee.

Committee Member Krechowski expressed his support for the resolution.

Board Member Hassan said that he believes small businesses are the backbone of any downtown area. He mentioned that he was concerned with the Performa and glad that staff re-casted it at 50%. He then expressed that he was in favor of the resolution.

Committee Chair Gibbs asked how long they had managed pop-ups throughout the city. Mr. Kelley responded that according to Mr. Jackson, they had established several pop-ups in Springfield, Historic Eastside, and Downtown Jacksonville. He also mentioned that he has a popular following and is legitimate in this type of project. Committee Chair Gibbs asked about sound abatement for the neighboring businesses. Mr. Kelley assured him that sound abatement is in the budget to include sound deadening on the walls and music being retained to the inside of the building as much as possible.

Seeing no further questions or comments, Committee Chair Gibbs called for a vote.

Vote: Aye: 4 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 4-0-0

VI. OTHER MATTERS TO BE ADDED AT THE DISCRETION OF THE CHAIR

CEO Boyer spoke on property dispositions to brief the new Board members on current DIA dispositions.

VII. ADJOURNMENT

Seeing no questions or comments, Committee Chair Gibbs adjourned the meeting at 1:36 PM.

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

TAB V.

RESOLUTION 2024-01-01 JEA PROPERTY DISPOSITION

RESOLUTION 2024-01-01

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) INSTRUCTING ITS CHIEF EXECUTIVE OFFICER (“CEO”) TO ISSUE A 30-DAY NOTICE OF DISPOSITION IN ACCORDANCE WITH THE NEGOTIATED DISPOSITION PROCEDURE ADOPTED BY DIA; AUTHORIZING THE PUBLICATION OF A NOTICE OF DISPOSITION FOR A TEMPORARY CONSTRUCTION EASEMENT OVER AN APPROXIMATELY 2.0 ACRE PORTION OF A CITY-OWNED PARCEL OF REAL PROPERTY IDENTIFIED BY DUVAL COUNTY TAX PARCEL NUMBER RE# 130570-0000, (THE “PROPERTY”, EXHIBIT ‘A’); ESTABLISHING THE TERMS OF THE PUBLISHED NOTICE OF DISPOSITION; FINDING THAT THIS RESOLUTION FURTHERS THE BUSINESS INVESTMENT AND DEVELOPMENT (“BID”) PLAN, INCLUDING THE COMMUNITY REDEVELOPMENT AREA PLAN; AUTHORIZING THE CEO OF THE DIA TO TAKE ALL ACTION NECESSARY TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, via Ordinance 2012-0364-E, the City Council created the Downtown Investment Authority, designating the DIA as the City’s Community Redevelopment Agency for the Combined Northbank Downtown Community Redevelopment Area and authorizing it to approve and negotiate economic development agreements and dispose of City-Owned property; and

WHEREAS, the City is the owner of real property identified by Duval County Tax Parcel Number RE# 130570-0000 (the “City Parcel”) assigned to DIA for redevelopment; and

WHEREAS, the DIA has been approached by JEA for use of an approximately 2.0-acre portion of the City Parcel (“Property”) for use as a laydown yard and staging area corresponding to their extension of chilled water services necessary to serve development east of A Phillip Randolph Boulevard;

WHEREAS, the DIA does not have immediate plans for the redevelopment of the Property, desires to retain ownership of the Property at this time, and recognizes that the temporary requested use of the Property furthers private investment in the area; and

WHEREAS, the DIA finds that the requested 2.0-acre portion of the City Parcel has an expected annual lease rate value of \$2.70 per square foot, equating to a \$235,224 annual lease; and

WHEREAS, the JEA has proposed in-kind consideration of services and capital in the form of a minimum of \$300,000 in utility improvements to Park Street to coincide with the City Park Street Road Diet project for an initial one-year term, as may be extended at a per diem amount at \$644.45 per day for any extensions granted; and

WHEREAS, the DIA finds that the Negotiated Disposition authorized by this Resolution directly furthers the following Redevelopment Goal contained within the Combined Northbank Community Redevelopment Agency Plan:

Redevelopment Goal No. 8 | Simplify and increase the efficiency of the approval process for Downtown development and improve departmental and agency coordination,

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

Section 1. The recitals set forth above are true and correct and are hereby incorporated herein by this reference.

Section 2. The DIA instructs the Chief Executive Officer of the Downtown Investment Authority to take all necessary action necessary to effectuate the thirty (30) day Notice of Disposition for the Property in accordance with its Negotiated Notice of Disposition Process and pursuant to the terms and conditions set forth below:

- A. The term of the easement is from the later of the actual date of utilization of the Property by easement holder or February 1, 2024, extending for an initial period of 365 calendar days with an ability for the DIA Chief Executive Officer to extend this initial period by up to an additional 180 calendar days at the Chief Executive Officer's sole discretion.
- B. The Property will be returned to the City in the condition in which it was received by the easement holder.
- C. All contractors acting on behalf of the easement holder and a single point of contact for each will be provided to and approved by the Downtown Investment Authority Chief Executive Officer prior to entering the License Area.
- D. The Property must be secured by easement holder at all times.
- E. It is the responsibility of easement holder to adhere to any and all environmental restrictions or regulations or other governing document or agreement regarding the environmental condition of the site, and it is their responsibility to coordinate with the appropriate environmental department or division with the City governing such.
- F. The Property will not be closer than fifty (50) feet from the landward side of the existing bulkhead.
- G. For consideration of use of the Property as identified herein, JEA will provide a minimum of \$300,000 in utility improvements to Park Street to coincide with the City Park Street Road Diet project benefiting the Downtown Investment Authority and the City of Jacksonville, the values of which exceed the initial one-year rental value of \$235,224. Any extension beyond the initial one-year term will have a per-day value of \$644.45, offset by in-kind value provided by JEA exceeding the initial \$235,224.
- H. The terms of this offer are subject to final JEA approval as may be required pursuant to JEA policies and procedures.

Section 3. Through a Notice of Disposition, the DIA will solicit alternative proposals providing that such proposals agree to the terms and conditions identified in A through F above;

include a consideration value for use of the Property equal to or greater than those identified in G above; and otherwise furthers the Combined Northbank Community Redevelopment Agency Plan, and meets the requirements of Chapter 163, Florida Statutes, and Chapter 122, Jacksonville Code of Ordinances, as they relate to the disposition of property within a Community Redevelopment Area. If no alternate responsive and qualified proposals are received, or if they are determined by the CEO to be lower in value or otherwise a less desirous proposal than that negotiated with the Developer, no further action by the DIA is required and its CEO may proceed with concluding negotiations of an easement, license or access agreement, or functional equivalent with JEA, the terms and conditions of which shall be consistent with Section 2, items A through G.

Section 4. The DIA Board hereby authorizes the CEO of the Downtown Investment Authority to take all action necessary to effectuate the purposes of this Resolution.

Section 5. This Resolution, 2024-01-01, shall become effective on the date it is signed by the Chair of the DIA Board.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Jim Citrano, Chair

Date

VOTE: In Favor: ____ Opposed: ____ Abstained:



**A PORTION OF DUVAL COUNTY TAX PARCEL 130570 0000
ADDRESSED AS 950 BAY STREET EAST
COMPRISED OF APPROXIMATELY 2.0 ACRES**

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not to scale

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