



Downtown Investment Authority
Retail Enhancement and Property Disposition Committee
Hybrid In-person/Virtual Meeting
Tuesday, October 15th, 2024, at 10:30 AM

Agenda amended to change the date, time, and location of meeting, name of Resolution 2024-10-02, and addition of Resolution 2024-10-07.

AMENDED RE&PD AGENDA

MEMBERS:

Melinda B. Powers, Esq., Committee Chair
Jill Caffey, Committee Member

Jim Citrano, Committee Member
Sondra Fetner, Esq., Committee Member

- I. CALL TO ORDER
- II. PUBLIC COMMENTS
- III. FORM 8B: VOTING CONFLICT DISCLOSURES
- IV. SEPTEMBER 12TH, 2024 RETAIL ENHANCEMENT AND PROPERTY DISPOSITION COMMITTEE MEETING MINUTES APPROVAL
- V. RESOLUTION 2024-10-02: DIA PROPERTY DUE DILIGENCE
- VI. RESOLUTION 2024-10-07: MARKET AND PROPERTY OPTIMIZATION STUDY
- VII. OTHER MATTERS TO BE ADDED AT THE DISCRETION OF THE CHAIR
- VIII. ADJOURN

PHYSICAL LOCATION

City Hall at St. James
117 West Duval Street
Don Davis Room
Jacksonville, FL 32202

VIRTUAL LOCATION

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

Join Zoom Webinar

<https://us02web.zoom.us/j/81447313912?pwd=8CGgXeO9lJepk9r9n9J2RWttE9Ps0B.1>



Downtown Investment Authority
Retail Enhancement and Property Disposition Committee
Hybrid In-person/Virtual Meeting
Tuesday, October 15th, 2024, at 10:30 AM

Meeting ID: 814 4731 3912
Passcode: 679409

One tap mobile

+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)

International numbers available: <https://us02web.zoom.us/j/81447313912>

TAB IV.

**SEPTEMBER 12TH, 2024 RETAIL ENHANCEMENT AND PROPERTY DISPOSITION
COMMITTEE MEETING MINUTES APPROVAL**



Downtown Investment Authority
Retail Enhancement and Property Disposition Committee Meeting
Thursday, September 12th, 2024
10:00 AM

Retail Enhancement and Property Disposition Committee Meeting
DRAFT MEETING MINUTES

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

Melinda B. Powers, Esq, Committee Chair Jill Caffey, Committee Member
Jim Citrano, Committee Member

DIA Staff Present: Lori Boyer, Chief Executive Officer; Steve Kelley, Director of Downtown Real Estate and Development; Guy Parola, Director of Operations; Allan DeVault, Project Manager; 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 10:01 a.m. by Melinda B. Powers, Committee Chair. This was followed by introductions.

II. PUBLIC COMMENTS

There were no public comments.

III. FORM 8B: VOTING CONFLICT DISCLOSURES

There were no voting conflict disclosures.

IV. MAY 9TH, 2024, RETAIL ENHANCEMENT AND PROPERTY DISPOSTION COMMITTEE MEETING MINUTES APPROVAL

Committee Chair Powers called for a motion on the meeting minutes.

Motion: Committee Member Citrano motioned to approve the meeting minutes as presented.

Second: Committee Member Caffey seconded the motion.

Committee Chair Powers called for a vote.

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

THE MOTION PASSED UNANIMOUSLY 3-0-0

V. RESOLUTION 2024-09-02 DOROTHY'S DOWNTOWN

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ACTING AS THE COMBINED NORTHBANK COMMUNITY REDEVELOPMENT AGENCY (“GRANTOR”) APPROVING THE AWARD OF A RETAIL ENHANCEMENT PROGRAM TARGETED RETAIL ACTIVATION: FOOD AND BEVERAGE ESTABLISHMENTS GRANT (FAB-REP) TO THE HIDDEN DISTRICT, LLC AND 21 E ADAMS ST, LLC (“GRANTEES”); AUTHORIZING THE CEO OF THE DIA TO NEGOTIATE A FORGIVABLE LOAN AGREEMENT AND RELATED SECURITY DOCUMENTS; AUTHORIZING THE DIA CEO TO EXECUTE SUCH AGREEMENTS; AND FINDING THAT THE DEVELOPMENT PLAN IS CONSISTENT WITH THE DIA’S BUSINESS INVESTMENT AND DEVELOPMENT PLAN, INCLUDING THE NORTHBANK CRA PLAN (“BID PLAN”) AND PROVIDING AN EFFECTIVE DATE.

Allan DeVault, Project Manager for DIA, explained that the resolution was a plan for the bottom floor and patio of the building located at 21 E. Adams Street, which was the previous home of the Burrito Gallery. Using a staff report and term sheet, Mr. DeVault, described the operation plan and concept, square footage, development budget, eligible expenses, and additional infrastructure plans.

CEO Boyer introduced and welcomed DIA’s newest board member Jill Caffey. She then explained the criteria and scoring rubric that DIA staff used to determine if the applicant was eligible to receive the grant.

Committee Chair Powers called for a motion on the resolution.

Motion: Committee Member Citrano moved to approve the resolution.

Seconded: Committee Member Caffey seconded the motion.

Committee Chair Powers opened the floor for discussion.

Committee Member Citrano welcomed Jill Caffey and then asked Mr. DeVault if he was tracking the number of applications received in the past year. Mr. DeVault advised that he was and there were 4 applications received since the beginning of 2024.

Committee Member Citrano also asked if the targeted enhancement incentive was established right before Covid. CEO Boyer responded that it was established during COVID. Committee Member Citrano then mentioned that 4 applications was good momentum and asked if there was a history on the project. Mr. Jorge Gonzalez, the Owner of Dorothy’s Downtown, described the timeline of events leading to submitting the application and how it was developed so quickly.

Committee Chair Powers expressed her excitement for the project and then called for a vote.

Vote: Aye: 3 Nay: 0 Abstain: 0

THE MOTION PASSED 3-0-0

VI. RESOLUTION 2024-09-03 PRUDENTIAL CLUB

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ACTING AS THE SOUTHBANK COMMUNITY REDEVELOPMENT AGENCY (“GRANTOR”) APPROVING THE AWARD OF A RETAIL ENHANCEMENT PROGRAM GRANT TO PLAYERS GROUP, LLC (“PRUDENTIAL CLUB” OR “GRANTEE”), TO ESTABLISH A RESTAURANT, LOUNGE AND PATIO GARDEN BUSINESS IN A PROPERTY LOCATED AT 1430 PRUDENTIAL DRIVE JACKSONVILLE, FL 32207 WHERE APPLICANT ALSO OWNS THE BUILDING; 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 SOUTHSIDE CRA PLAN (“BID PLAN”) AND PROVIDING AN EFFECTIVE DATE.

Allan DeVault explained that the resolution was a concept plan for a freestanding building located at 1430 Prudential Drive and that has a large parking lot in the back. Using a staff report and term sheet he shared the previous uses of the building, the development team and concept, square footage, staff members, operating revenue and expenses, and the garden. Mr. DeVault also discussed the project’s eligible cost, development budget, and scoring rubric results. He finished by pointing out a scrivener’s error and advised that it would be corrected for the board meeting.

Committee Member Caffey expressed her excited for the project.

Committee Member Citrano asked the applicant to explain how they came up with the idea. Philip Visali, CEO of Prudential Club, explained that he has always wanted to open a bar and/or restaurant and how he loves going to nice establishments. He described his history working with the co-applicant, Dominic Raices and how they have worked on several personal office buildings, but his desire was to open a high-end bar or lounge. He added that he loves the City of Jacksonville and assured everyone that it would be very nice. Dominic Raices added what the motivation was for the project from the consumerism perspective.

Committee Chair Powers mentioned that she was also excited for the project and the high-scale dining experience and then called for a motion on the resolution.

Motion: Committee Member Citrano moved to approve the resolution.

Seconded: Committee Member Caffey seconded the motion.

Committee Chair Powers then called for a vote.

Vote: Aye: 3 Nay: 0 Abstain: 0

THE MOTION PASSED UNANIMOUSLY 3-0-0

CEO Boyer advised that the Public Works Department hired Alan Mosley to work as a permitting ombudsman which would help to get their permits moved more quickly. She then advised that the requested information on the disposition of riverfront properties needed to be deferred until the board meeting. She did, however, provide an update on the information DIA staff had gathered so far and what the board could expect.

Committee Member Citrano asked who would be doing the due diligence for a market study. Mr. Parola advised that it would have to be bid out as a professional service. He also asked if the City was spearheading it. Mr. Parola responded yes.

Committee Chair Powers welcomed Member Caffey and then thanked everyone for their attendance and participation.

VII. ADJOURNMENT

Seeing no further discussion, Committee Chair Powers adjourned the meeting at 10:34 am.

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 2024-10-02: DIA PROPERTY DUE DILIGENCE

RESOLUTION 2024-10-02

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY FOR THE COMBINED NORTHBANK COMMUNITY REDEVELOPMENT AREA, INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO DEVELOP A SOLICITION FOR DUE DILIGENCE SERVICES FOR THOSE PROPERTIES IDENTIFIED IN SECTION 2 OF THIS RESOLUTION, WITH THOSE SERVICES SOUGHT MORE FULLY IDENTIFIED IN EXHIBIT B, AND FURTHER SUBJECT TO FUNDING APPROVAL BY THE DIA BOARD; INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO IDENTIFY FUNDING SOURCES INCLUDING A DRAFT BUDGET TRANSFER FOR CONSIDERATION BY THE DIA BOARD AT ITS NOVEMBER 2024 BOARD MEETING; INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Cross Regions has submitted various documents to DIA and requested that we enter into a negotiated disposition for the redevelopment of that property commonly referred to as the “East Landing Lot”, the location of which is shown on Exhibit A to this resolution; and

WHEREAS, in response to that request and the terms proposed by Cross Regions, on August 26th 2024 the Downtown Investment Authority held a workshop to discuss:
The adopted Property Disposition Processes;
The Cross Regions proposal;
East Landing Lot site overview; and

WHEREAS, it was requested that staff provide further detail on East Landing Lot Due Diligence as well as Market – Property Optimization Study options and recommendations as the September 19th, 2024, DIA Board Meeting; and

WHEREAS, staff provided a memorandum dated September 16th, 2024, outlining in further detail East Landing Lot Due Diligence and Market – Property Optimization Study options at the September 19th, 2024 DIA Board Meeting, at which time it was recommended by the DIA Board Chair that further discussion should take place in a DIA Board Committee; and

WHEREAS, after discussion at the October 10th, 2024, Retail Enhancement and Property Disposition Committee Meeting, the Committee recommended that the DIA Board authorize staff to solicit proposals for Due Diligence activities identified in Exhibit B for the following DIA properties, as shown on Exhibit A:

WHEREAS, it is anticipated that costs for Due Diligence efforts is estimated not to exceed \$700,000, the funding of which is to be determined by the DIA Board at their November 2024 Board Meeting,

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 its Chief Executive Officer to seek solicitations for Due Diligence activities in accordance with Exhibit B for the following properties:

Section 3. The DIA instructs its Chief Executive Officer to provide recommended funding sources, including draft Budget Transfers, at a DIA Budget and Finance Committee meeting in November for final action by the DIA Board at its November 2024 meeting.

Section 4. The DIA authorizes its Chief Executive Officer to take all necessary action to effectuate the purposes of this Resolution.

Section 5. This Resolution shall become effective on the date of which it is signed by the DIA Board Chair.

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Witness

Patrick Krechowski, Esq., Chair

Date

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



RESOLUTION 2024-10-02
EXHIBIT A



EXHIBIT B

The following Due Diligence Services will be procured through competitive solicitation. The services may be procured through a single solicitation for all services, or through multiple solicitations for discrete services. Additional services as may be recommended by the Office of General Council, the Department of Public Works, JEA or the Florida Department of Transportation may be included, provided that the services are consistent with and in furtherance of the intent of Resolution 2024-10-02.

As to the East Landing Lot:

- Environmental (Phase I) and geotechnical investigation
- Title Search
- Subsurface Utility Engineering (“SUE”) and physical (“soft dig”) utility locate confirmation

Additionally, as part of Due Diligence, DIA will obtain estimates of costs for:

- Main Street Bridge Ramp Removal: engineering and demolition (note: in 2020, costs estimated for design and demolition at \$3,200,000)
- JEA electrical duct bank relocation: design and relocation
- Based on SUE Report and “soft dig” utility locate confirmation, cost estimates for design, demolition and relocation of utilities and infrastructure
- The estimated cost of relocation of the JEA sanitary sewer line that parallels the Riverwalk to a location closer to the Riverwalk in order to maximize the size of the developable pad.

As to Riverfront Plaza Development Site (Pad B):

As to City Hall Annex:

As to Ford On Bay:

TAB VI.

RESOLUTION 2024-10-07: MARKET AND PROPERTY OPTIMIZATION STUDY

RESOLUTION 2024-10-07

A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY FOR THE COMBINED NORTHBANK COMMUNITY REDEVELOPMENT AREA, INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO DEVELOP A SCOPE OF SERVICES, SCORING CRITERIA AND MINIMUM QUALIFICATIONS FOR SELECTION OF A CONSULTANT TO PREPARE A MARKET – LAND USE OPTIMIZATION STUDY FOR THE AREA IDENTIFIED ON EXHIBIT A; FURTHER INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO PROVIDE THE AFOREMENTIONED FOR CONSIDERATION BY THE DIA BOARD AT ITS NOVEMBER 2024 BOARD MEETING; INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO IDENTIFY FUNDING SOURCES INCLUDING A DRAFT BUDGET TRANSFER FOR CONSIDERATION BY THE DIA BOARD AT ITS NOVEMBER 2024 BOARD MEETING; INSTRUCTING ITS CHIEF EXECUTIVE OFFICER TO TAKE ALL NECESSARY ACTION TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The DIA has previously issued notices of disposition seeking proposals for redevelopment of the Riverfront Plaza Development Site (Pad B) and the Ford on Bay development parcel; and

WHEREAS, Cross Regions has submitted various documents to DIA and requested that DIA enter into a negotiated disposition for the redevelopment of that property commonly referred to as the “East Landing Lot”; and

WHEREAS, on July 24, 2024, the Downtown Investment Authority held a workshop to discuss the disposition schedule and criteria for riverfront parcels in DIA inventory including the East Landing Lot; and

WHEREAS, in response to the terms proposed by Cross Regions, on August 26th 2024 the Downtown Investment Authority held an additional workshop to discuss:

The adopted Property Disposition Processes;

The Cross Regions proposal;

East Landing Lot site overview; and

WHEREAS, in response to Board direction provided at the August 26 workshop, staff provided a memorandum dated September 16th, 2024 outlining in further detail the rough cost and timelines associated with Due Diligence and Market – Land-Use Optimization Study options at the September 19th 2024 DIA Board Meeting, at which time it was recommended by the DIA Board Chair that further discussion should take place in a DIA Board Committee; and

WHEREAS, after discussion at the October 10th, 2024, Retail Enhancement and Property Disposition Committee Meeting, the Committee recommended that the DIA Board authorize staff to solicit proposals for a Market – Land Use Optimization Study for the geographic area shown on Exhibit A; and

WHEREAS, it is anticipated that costs for Market – Land Use Optimization study is estimated at \$250,000, the funding of which is to be determined by the DIA Board at their November 2024 Board meeting,

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 has determined that it wishes to have prepared a Market – Land Use Optimization Study for the properties identified on Exhibit A, identifying optimal uses for each City-owned property in light of surrounding uses, identifying opportunities for and recommended optimal uses for private parcels appropriate for redevelopment, and including such height, use, and setback and similar restrictions as may be necessary to achieve optimal use.

Section 3. The DIA instructs its Chief Executive Officer to develop a scope of services, scoring criteria and minimum qualifications for selection of a consultant to prepare the study recommended in Section 2 above; further instructing its Chief Executive Officer to provide the same to the DIA Board at its November 2024 Board Meeting

Section 4. The DIA instructs its Chief Executive Officer to provide recommended funding sources, including draft Budget Transfers, at a DIA Budget and Finance Committee meeting in November for final action by the DIA Board at its November 2024 meeting.

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

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

WITNESS:

DOWNTOWN INVESTMENT AUTHORITY

Witness

Patrick Krechowski, Esq., Chair

Date

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



RESOLUTION 2024-10-07
EXHIBIT A

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NOT TO SCALE
FOR ILLUSTRATIVE PURPOSES ONLY

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