



**Downtown Investment Authority**  
**Retail Enhancement and Property Disposition Committee Meeting**  
**Thursday, April 11<sup>th</sup>, 2024**  
**10:00 AM**

**Retail Enhancement and Property Disposition Committee Meeting**  
***DRAFT MEETING MINUTES***

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

Patrick Krechowski, Esq, Chair  
Carol Worsham

Sondra Fetner, Esq.  
Braxton Gillam, Esq.

**DIA Board Members Participating:** Jim Citrano, Board Chair Ex Officio, Melinda Powers, Esq.  
(Via Zoom)

**DIA Staff Present:** Lori Boyer, Chief Executive Officer; Steve Kelley, Director of Downtown Real Estate and Development; 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 10:02 a.m. by Patrick Krechowski, 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. FEBRUARY 15<sup>TH</sup>, 2024, RETAIL ENHANCEMENT AND PROPERTY DISPOSITION COMMITTEE MEETING MINUTES APPROVAL**

Committee Chair Krechowski called for a motion to approve the February 15th, 2024, Retail Enhancement and Property Disposition Committee Meeting Minutes.

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

**Second:** Committee Member Gillam seconded the motion.

Committee Chair Krechowski called for a vote.

**Vote:      Aye: 5                  Nay: 0                  Abstain: 0**

**THE MOTION PASSED UNANIMOUSLY 5-0-0**

**V.      RESOLUTION 2024-04-06 CO-OP OF JACKSONVILLE FAB REP**

**A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ACTING AS THE DOWNTOWN ECONOMIC DEVELOPMENT AGENCY (“GRANTOR”) APPROVING THE AWARD OF A RETAIL ENHANCEMENT PROGRAM FORGIVABLE LOAN TO CO-OPS OF JACKSONVILLE, LLC AND 218 W CHURCH, LLC (“GRANTEES”); AUTHORIZING THE CEO OF THE DIA TO NEGOTIATE A 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 the purpose of the resolution, stating that it was the first of three food and beverage retail enhancement programs, its location and co-applicants, its budget and eligible funding, the Frose and Eatery concept and scoring rubric.

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

**Motion:**                  Committee Member Gillam moved to approve the resolution.  
**Seconded:**              Board Chair Citrano seconded the motion.

Committee Chair Krechowski opened the floor for discussion.

Committee Member Fetner asked if the 12-month timeframe for completion was achievable. Mr. DeVault confirmed that the 12-month timeframe for completion is achievable and explained how the performance schedule was put together. Cyndy Trimmer, on behalf of the applicant, expressed that they are confident they will be able to meet the project deadlines.

Committee Member Gillam mentioned the Board’s promise to provide retail and entertainment and expressed his excitement for the project and applicant.

Committee Chair Krechowski called for a vote.

**Vote: Aye: 5                  Nay: 0                  Abstain: 0**

**THE MOTION PASSED UNANIMOUSLY 5-0-0**

**VI. RESOLUTION 2024-04-07 POUR TAPROOM FAB REP**

**A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ACTING AS THE DOWNTOWN ECONOMIC DEVELOPMENT AGENCY (“GRANTOR”) APPROVING THE AWARD OF A RETAIL ENHANCEMENT PROGRAM FOOD AND BEVERAGE RETAIL ENHANCEMENT (FAB-REP) FORGIVABLE LOAN TO GATHERTAP, LLC AND VYSTAR CREDIT UNION, LLC (“GRANTEES”) AS CO-APPLICANTS AND A SIDEWALK ENHANCEMENT GRANT TO GATHERTAP, LLC AS THE SOLE APPLICANT; AUTHORIZING THE CEO OF THE DIA TO NEGOTIATE A 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 presented an overview of the resolution which included general information on the co-applicants, the project location, the shared kitchen and separate dining room, the self-serve taproom, and the entertainment concepts. He also reviewed the project’s budget, eligible funding, and scoring rubric.

CEO Boyer reminded everyone that program guidelines require a minimum score of 30 and pointed out that this project scored 39 and 42.

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

**Motion:** Committee Member Gillam moved to approve the resolution.  
**Seconded:** Committee Member Fetner seconded the motion.

Committee Chair Krechowski opened the floor for discussion.

Board Chair Citrano asked if there was going to be two leases or a lease and sub-lease. Mr. DeVault advised that there would be two leases.

Board Chair Citrano also asked if the landlord would be VyStar. Mr. DeVault’s response was yes.

Committee Member Gillam mentioned that VyStar is a great partner for Downtown and that he’s happy to support the project.

Committee Chair Krechowski also expressed his excitement for the project.

Tony Draper, Pour Taproom representative, mentioned that he was thrilled to be a part of downtown and that he appreciated the opportunity to make that corner as active as possible.

Committee Chair Krechowski called for a vote.

**Vote: Aye: 5      Nay: 0      Abstain: 0**

**THE MOTION PASSED UNANIMOUSLY 5-0-0**

**VII. RESOLUTION 2024-04-08 URBAN DOUGH FAB REP**

**A RESOLUTION OF THE DOWNTOWN INVESTMENT AUTHORITY (“DIA”) ACTING AS THE DOWNTOWN ECONOMIC DEVELOPMENT AGENCY (“GRANTOR”) APPROVING THE AWARD OF A RETAIL ENHANCEMENT PROGRAM FOOD AND BEVERAGE RETAIL ENHANCEMENT (FAB-REP) FORGIVABLE LOAN TO URBAN DOUGH, LLC AND VYSTAR CREDIT UNION, LLC (“GRANTEES”) AS CO-APPLICANTS AND A SIDEWALK ENHANCEMENT GRANT TO GATHERTAP, LLC AS THE SOLE APPLICANT; AUTHORIZING THE CEO OF THE DIA TO NEGOTIATE A 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.**

Again, Mr. DeVault introduced the co-applicants and explained the resolution was the companion to Resolution 2024-04-07. He pointed out that the sidewalk and buildout costs were smaller. He reviewed the scoring sheet which included employees, services, service hours, and budgets.

**Motion:** Committee Member Gillam moved to approve the resolution.  
**Seconded:** Committee Member Worsham seconded the motion.

CEO Boyer pointed out that all three resolutions are using funds from the Downtown Economic Development Fund and not the CRA.

Committee Chair Krechowski opened the floor for discussion.

Committee Member Worsham expressed how happy she was to see projects of that caliber.

Committee Member Gillam asked DIA staff to explain why that particular application qualified for more funding (percentage wise) for the street front work. Mr. DeVault responded that it’s based on the total development cost instead of square footage. He continued that there has to be a match for the incentive offered.

Committee Member Gillam reiterated his question but wanted to focus specifically on sidewalk enhancements. Mr. DeVault responded that a stand-alone sidewalk project would be eligible for about \$4,000, but if it's coupled with the FAP REP it's eligible for a considerably higher amount of \$15,000.

Committee Member Gillam asked what can be done to help the proposed business maintain the sidewalks. CEO Boyer advised that the state law prohibits tax increment dollars from being used for maintenance. She mentioned additional funding is provided to Public Works to address downtown maintenance and that they can report the areas in need of sidewalk maintenance.

After Committee Member Gillam pointed out that a problem area is Bay Street, east of Ocean, Lori advised that Public Works would make that a priority.

Ramon Bollesteros, Pour Taproom representative, expressed his gratitude to work with the City of Jacksonville and VyStar and mentioned that he believes they have put together a robust partnership.

Committee Member Fetner mentioned how she helped to create the FAB Rep Guidelines. She added that she can't wait to walk into the newly developed VyStar garage, which is her everyday route.

Committee Chair Krechowski called for a vote.

**Vote: Aye: 5      Nay: 0      Abstain: 0**

**THE MOTION PASSED UNANIMOUSLY 5-0-0**

**VIII. DISCUSSION OF RIVERFRONT DEVELOPMENT PAD B**

CEO Boyer provided an update on the project's progress including the movement of the restaurant, the Architectural RFP, the notice of disposition, and the American Lions development proposal. She mentioned that the Board needed to decide if the timing is right to put out a new notice of disposition, what would be the terms, and if they want to change some of the requirements.

Committee Chair Krechowski opened the floor for discussion.

Committee Chair Krechowski asked what the negatives of moving forward with an RFP would be when you're unsure of what you may see. CEO Boyer mentioned that there may be negative media coverage and perception if there's only one bid or no bids. She added that there may be negative financial impact if you get two or three bids, and they all want a substantial completion grant.

Committee Member Gillam mentioned that he didn't know what entities were interested in the property, but he expressed that the site was special, and the desired development was for something iconic. CEO Boyer discussed a few interested entities and their preference for hotel development versus residential development. She agreed that the property was a premium property.

Committee Member Worsham expressed that she believed the criteria and designs developed between Perkins and Will and American Lions were excellent and she wouldn't want to change anything. She mentioned that she wasn't opposed to a hotel, but she questioned what would be done behind the Beer Garden to make sure there is a lot of public access. CEO Boyer responded that there could be public parking there until they did a disposition or temporary activations in lieu of parking.

Board Chair Citrano expressed that he was in favor of not doing a disposition and doing phase two infrastructure independent of the building. He also mentioned that he believes if phase one is delivered, it would add value to the property. He concluded that the prudent decision is to not fight the market right now.

Committee Member Fetner asked what phase two of the development includes. CEO Boyer responded that DIA has no responsibility for phase two of the park and then mentioned that it's a part of the CIP project.

Committee Member Fetner asked if the City had funds for phase two since it is a CIP project. CEO Boyer responded that phase two is not funded at all, but a request has been submitted and a contract has been entered into with Haskell for phase one and two.

Committee Member Fetner also mentioned that the terms are too specific and might be the reason why there was only one bid. She added that she hopes they can go back and be a little more flexible.

Board Chair Citrano mentioned how the infrastructure work and temporary uses of the pad would reveal what the site and community would support. He added that this is the benefit of waiting.

Committee Member Worsham asked if they were just discussing the development pad and what would be next. CEO Boyer responded that she hadn't planned on taking it to the Board at that point, but the idea was to get the sentiment of the Committee and she would draft a resolution to that effect.

Committee Chair Krechowski expressed that he didn't disagree with what had been said but that the deal seemed difficult to pull off. He added that he was more worried about losing momentum. He stressed that he believed they should keep moving forward.

Committee Member Fetner asked if they would have to fill the space on the other side of the retaining wall to activate it. CEO Boyer's response was no and that it could be activated at grade. She then explained the details.

Committee Member Fetner asked if it was premature to start building the restaurant, beer garden, etc. if there is no notice of disposition. CEO Boyer responded that she didn't think that was possible. She added that the park was 100% designed, the CIP project park is under contract to build the entire park, and it is the Administration's intention to deliver the park as soon as possible. She concluded that any suggestion to delay phase two of the park would not be received well.

Committee Member Worsham advised that she would not be in favor of any changes to the park designs that are already completed and under contract.

It was concluded that this discussion should be brought before the entire Board. CEO Boyer suggested it be discussed at the June Board meeting.

**IX. ADJOURNMENT**

Seeing no further discussion, Committee Chair Krechowski adjourned the meeting at 11:17 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](mailto:avah@coj.net) to acquire a recording of the meeting.*