



## DDA ITEM AGENDA REQUEST FORM

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**Meeting Date:**  
05/13/2024

**Staff Contact:** Phillip Trocquet

**Department:**

**Agenda Section:** Old Bus.

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### Staff Report:

#### Item Description:

Fire Station Redevelopment Project Update

#### Background/History:

Mr. Collins Woods and his team have presented a preliminary estimate from South Tree Commercial for completing the Fire Station building, totaling approximately \$1,500,000. However, Mr. Woods communicated to the Finance Sub-Committee that this amount exceeds what their investment team can provide. They have reaffirmed their commitment to \$100,000.

In coordination with the FCDA, it has been confirmed that the \$300,000 grant is flexible and can be allocated towards permanent improvements. Additionally, the Downtown Development Authority (DDA) holds \$100,000 in economic development funds. Together, these contributions total \$400,000.

#### Findings/Current Activity:

Mr. Woods proposed that this \$400,000 be used to make the building's exterior presentable, address structural issues, and complete minimal interior work to bring the space to a 'white box' state. Furthermore, Mr. Woods plans to establish a Food Truck operation at the site, which will be funded separately from the initial \$100,000 commitment. This initiative aims to activate the space and gradually raise additional funds needed to complete the construction of a permanent establishment.

Mr. Woods and his team believe this phased approach will allow for rapid progress and effectively meet the community activation goals of the project.

**Is this a budgeted item?** \_\_\_\_\_ **If so, include budget line number:** \_\_\_\_\_

**Actions/Options/Recommendations:**

If the board finds the proposal suitable, we will draft a new memorandum of understanding and a contract to reflect the revised project scope.

We request that the Board specify any essential requirements for this adjusted scope (e.g., completion of bay doors, building color, roof type). Please note that these requirements would be constrained by the reduced scope and budget.

Should the Board decide against proceeding under these proposed conditions, staff is ready to explore other options to advance the project. These include re-issuing an RFP or considering the issuance of a bond. Regardless of the decision, we highly recommend that efforts to make exterior and structural improvements continue.