

**Community Redevelopment Area Advisory Board  
Meeting Minutes  
Thursday, June 2, 2016  
3:00 – 5:00 PM  
City Commission Conference Room, City Hall**

**MEETING MINUTES**

Board Members: Cliff Wiley, Brian Goding, Ben Mundy, Cory Petcoff, Pastor Eddie Lake, Commissioner Jim Malless, Zelda Abram, Todd Baylis, Dean Boring

Staff: Nicole Travis, Judith Keller, Celeste Deardorff, Patricia Hendler, Charles Barmby

Guests: Grant Miller, Brooke Agnini, Chris Guinn, Gregory Fancelli, Tim Mitchell, Barry Friedman

**Packets**

- Projects Status Report
- Working Budgets and CIPs Dixieland, Midtown, and Downtown
- Meeting Minutes dated May 5, 2016
- Email to Board members with Downtown CIP Budget Option 2
- Memo Re: Draft CRA Budgets for 2017-2026
- Letter of Intent from Prestige Worldwide Group
- Job Creation Incentive Pilot Program - revised

**Housekeeping**

The Board was asked to decide if there will be a meeting on July 7, 2017. Nicole Travis stated that she did not anticipate activity that would require a vote. Commissioner Malless moved to cancel the July meeting and the motion was seconded by Pastor Lake. The motion was passed. Nicole Travis added that if something did arise she could circulate the information and hold an electronic vote.

**Presentation**

City of Lakeland Transportation Planner, Charles Barmby, presented studies being conducted about Memorial Drive. Topics being evaluated include crosswalks at Lincoln, pedestrian lighting at Kettles, a pedestrian refuge island between Florida and Massachusetts. The largest focus is on the area between Massachusetts and Ingraham because of the large number of mid-block crossings. The DOT is working with the city to reduce the bike and pedestrian safety issues on this corridor that have plagued the city for years. He told the board that aesthetic enhancements might be a CRA opportunity, but that the study is at an early stage right now. Nicole pointed out to the Board that funds have already been set aside in the existing budget for Memorial Boulevard enhancements if the Board chooses to do that in the future.

**Action Items – Old Business**

**Meeting Minutes dated May 5, 2016**

Commissioner Malless moved to approve the minutes from May 5, 2016 and Dean Boring seconded. The minutes were approved without corrections.

**Peachtree Extension**

Nicole Travis explained to the Board that this item is old business that was not on the agenda. The board had instructed her to ask the Public Works department to participate in the project to re-establish the grid at Peachtree if the CRA purchased the real estate. She went back to Public Works twice and was turned down both times. After hearing Nicole Travis' report, the board decided to not act towards purchasing the property at this time.

## **Action Items – New Business**

### **Budgets**

Nicole Travis explained that the city budget process spans out in 10 year periods. Downtown revenues increased 5.5% on taxable values; Dixieland increased 3%; and Midtown increased 9.5% on taxable values. The Downtown CRA has been burdened with debt service and has not been contributing its fair share to personnel and operating costs. She went on to say that in the proposed 2017 budget, a shift can be seen in operating expenses and that each CRA is contributing its share of operating expense based on acreage. Downtown would contribute to cover 11% of operating expenses, Dixieland 1.4 % of operating expenses and Midtown would cover 87.6 %. The newest expense placed into the budget is community policing expenses which also will be a shared cost based on acreage. The policing program was approved for three years to be evaluated before budgeting beyond that time.

Mrs. Travis went on to explain that after the recent strategic planning for the city, the city priority to develop downtown and a meeting with the city finance director that occurred after the meeting packet went out, there is a revised Downtown budget on the table. The debt for the Downtown CRA can be re-structured so the CRA debt service can go from \$802,000 annually to \$400,000 by extending the debt out to 2033 from 2023. This will free up about \$350,000 a year for infrastructure projects in the Downtown CRA and \$50,000 for other projects or programs. The Board was given the choice of refinancing the debt service or not. Mr. Petcoff commented that if the Downtown CRA doesn't have that many projects there is nothing preventing the board from taking funds and using them to retire the debt before 2033. Commissioner Malless moved to approve the Downtown budget option 2 that restructures the debt, and that the LDDA be asked to participate in the funding of infrastructure for Downtown. Dean Boring seconded the motion, and it was passed.

Nicole Travis explained to the board that there was nothing new in the Dixieland Budget but for the addition of the community policing initiative and the operating expenses were adjusted to reflect the new increment. She also placed \$40,000 in budget year 2024-2025 for a study to see if the life of the CRA should be extended. The only encumbrance is an alley improvement behind the Tudor house. Commissioner Malless moved to approve the Dixieland budget and Todd Baylis seconded the motion. The motion was passed.

Nicole Travis presented the Midtown budget. She also made the distinction about how the community policing costs were allocated in 2016 for hotspot policing and a license plate reader and the future expenses are for capital costs and police salaries. Commissioner Malless moved to approve the Midtown budget as presented and Pastor Lake seconded the motion and the motion was passed.

### **Prestige Worldwide/Parker Street Ministries**

Nicole Travis told the Board about a meeting held with Gregory Fancelli and about the investment he wants to make with Parker Street Ministries to build infill housing and the interest in building on CRA owned lots. Gregory Fancelli also spoke and described how he envisioned the efforts of the partnership would work. After a discussion about how to proceed, a motion was made by Brian Goding to lease the lots to Parker Street Ministries for \$1.00 per year for 18 months, so that the homes could be built; when the home is sold to a homesteader using the CRA down payment assistance program, the lot would be paid for out the proceeds of the sale and the amount the CRA would accept as payment is 120% of the assessed value of the lot. The motion was seconded by Dean Boring and passed.

## **Discussion Items**

### **Jobs Creation Program**

Patricia Hendler informed the board that the changes that were requested for the program going forward were now incorporated into the program document.

**Mass Market Update**

Nicole Travis reported that demolition is about 95% complete and there were a lot of discoveries. Everything is moving forward. She also was pleased to report that there is a lot of desirable activity by the tenants of lofts and there are no problems with respect to the timeline or risks to the project.

**Adjourned at 4:45 PM**

**Next Meeting, Thursday, August 4, 2016, 3 PM, City Commission Conference Room.**

  
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Cory Petcoff, Chairman

4-6-2017  
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Date