

**Community Redevelopment Area Advisory Board
Meeting Minutes
Thursday, September 3, 2015
12:00 – 3:00 PM
City Commission Conference Room, City Hall**

MEETING MINUTES

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

Absent:

Staff: Nicole Travis, Jim Studiale, Celeste Deardorf, Lynne Simpkins, D'Ariel Reed, Patricia Hendler

Guests: Steve Bissonnette, Palmer Davis, Elizabeth Hultz, Cindy Green, Phil Wegman, William Gardam, Julie Townsend, LDDA

Packets

- CRA Advisory board Meeting Schedule 2015-2016
- CRA Area Maps
- Power Point Presentation CRAs: The Basics
- Proposed By-Laws of the Lakeland Community Redevelopment Area Advisory Board
- Resolution No. 5212
- Proposed Guiding Principles for Consolidated CRA Advisory Board
- Dixieland, Downtown, and Midtown Capital Improvement Plans
- Dixieland Meeting Minutes dated April 21, 2015 and Downtown and Midtown Minutes dated May 7, 2015
- Memo – 317 W. Memorial Blvd Infrastructure Improvement Assistance Incentive Request
- Memo – Midtown Gateway Incentive Program – StoreRight Request
- Memo – Façade Improvement Request 1212 S. Florida Avenue
- Memo – 820-830 N. Massachusetts Avenue – Redevelopment
- Memo – Peace River Proposal for CRA owned Property 729-745 E. Lake Parker Avenue
- Memo – Lincoln Square Redevelopment Site

Handouts

- Lakeland Community Redevelopment Agency 2014 Annual Report
- Government in the Sunshine

Housekeeping

- Steve Bissonnette facilitated the orientation for the first meeting of the newly consolidated CRA Advisory Board. Advisory Board Members introduced themselves focusing on their history of involvement in Lakeland and what their association was within the CRA district each represents. Staff members introduced themselves. Jim Studiale narrated a History and Evolution of the CRA; Nicole Travis walked through a presentation of CRA Basics; and Palmer Davis presented “Sunshine Law 101”
- Proposed By-Laws were reviewed by Patricia Hendler and Palmer Davis proposed additional language defining a quorum as the majority of the board (6) and the percentage of votes needed to take action as being a majority of members present and voting. Commissioner Malless moved to recommend approval of the By-Laws to the City Commission as presented with the additional language regarding quorum and votes necessary to take action. Cory Petcoff seconded the motion which passed unanimously.
- Election of Officers. Steve Bissonnette asked for nominations for CRA Advisory Board Chair. Brian Goding nominated Cory Petcoff who accepted the nomination. Earl Johnson seconded the motion. There being no other nominations, Commissioner Malless moved that nominations be closed, Eddie Lake seconded that motion which passed unanimously. Cory Petcoff’s nomination as Chairman passed

unanimously. Jim Malless nominated Earl Johnson as Vice Chair. He accepted the nomination which was seconded by Cory and passed unanimously.

- Nicole Travis reviewed the three Community Redevelopment Areas' Capital Improvement Plans and explained the budget process for each of the areas.

Old Business

Meeting Minutes for Dixieland CRA Advisory Board Meeting dated April 21, 2015 and for Downtown and Midtown dated May 7, 2015.

Minutes were approved as submitted.

Update Oak Street Parking Lot

Staff reported that Phase I of the Oak Street Parking lot expansion was complete and 24 additional parking spaces were added. Design and permitting work is ongoing for Phase II of the expansion which will move forward to replace the parking spaces lost to the NoBay project. Although the Downtown CRA Advisory Board had recommended that there be an RFQ released for the Oak Street site seeking developers of mixed use projects including public parking, Staff recommended that this wait until the NoBay project is out of the ground before moving forward.

New Business

Incentives

Commercial Corridor Façade and Site – United Caribbean Restaurant

Staff reviewed the memo recommending approval of the application for Façade and Site incentives. Staff recommended approval of a matching grant not to exceed \$40,000 for signage, landscaping, fencing and other site improvements and Infrastructure Improvement Assistance in an amount not to exceed \$15,000 for connection fees for water and sewer, grease trap, and backflow preventer. Jim Malless made a motion to approve the incentives as recommended by Staff. Todd Baylis seconded the motion which passed unanimously.

Midtown Gateway Incentive - StoreRight

Staff reviewed the memo recommending approval of the application for the Gateway Incentive up to the maximum allowed through the program of \$150,000. Todd Baylis moved for approval of the award. Jim Malless seconded the motion. There was discussion regarding design standards for the Gateway program which are not presently in place. The motion passed unanimously and Staff will work on a revision of the Gateway Incentive including design standards.

Façade Improvement Request – 1212 S Florida Avenue

Staff reviewed the application for a matching grant seeking \$15,000 and recommended that \$14,130 be the maximum approved since \$870 had already been awarded on this building within the last five years. Brian Goding moved approval of the matching grant for an amount not to exceed \$14,130. Ben Mundy seconded the motion which passed unanimously.

Redevelopment of 820/830 N. Massachusetts Avenue

Staff reviewed the memo for the proposed redevelopment of the former Salvation Army Complex, 820 N. Massachusetts Avenue, and 360 E. Parker Street. Three lease proposals/letters of intent from Your Pro Kitchen, Looks Great Enterprises, and Artifacts have been received and Staff recommended that the Advisory Board recommend approval of those proposals to the City Commission and moving forward with improvements to the buildings for these tenants working with Jon Kirk of KMCH architects. Todd Baylis made a motion to approve up to \$100,000 for the interior work needed for the rehab of the Your Pro Kitchen space and a recommendation of approval of the lease terms for the tenant, and approval to spend up to \$300,000 for the exterior and interior improvements to the remainder of the properties and approval for Staff to move forward with lease negotiations for Looks Great Enterprises and Artifact. The motion was seconded by Pastor Eddie Lake. Ben Mundy abstained from the vote which passed unanimously.

729-741 E. Parker Street – Peace River Proposal

Staff reviewed the proposal from Peace River to purchase the north half of the block owned by the CRA and their request that the CRA donate the south half of the block. Staff recommended that the CRA consider selling the north half of the block only and that the CRA engage an appraiser to evaluate the north half of the block and use that information along with the knowledge of the cost that the CRA currently has expended on the property in making a proposal to Peace River. Commissioner Malless made a motion to hire an appraiser and consider the sale of the north half of the block to Peace River for their expansion and reconstruction. Pastor Lake seconded the motion which passed unanimously.

Lincoln Square Development – Proposal and Future Plans

Staff reviewed the purchase proposal from Gardner Capital Development for the purchase of the Lincoln Square site for redevelopment as low income housing for federal tax credits. The proposal would result in multifamily housing in excess of 100 units. Staff also reviewed a site plan done by Jon Kirk of KMCH showing 24 single family and attached housing units. Staff's recommendation was to move forward with the single family/attached housing development plans. Pastor Lake made a motion to decline the offer to purchase by Gardner Capital and move forward with the single family site plan development. The motion was seconded by Commissioner Malless. Ben Mundy abstained and the motion passed unanimously.

Other

Staff reminded Advisory Board members of the Boards and Committees Dinner at Cleveland Heights Golf Course Thursday, September 17 at 5:30.

Adjourned at 3:54 PM.

Next Meeting, Thursday, October 1, 2015, 3 PM, City Commission Conference Room.



Cory Petcoff, Chairman

4-6-2017
Date