

LAKELAND CRA

COMMUNITY REDEVELOPMENT AGENCY

AGENDA

Community Redevelopment Agency Advisory Board

Thursday, August 3, 2023 | 3:00 PM

*Lakeland Electric Conference Rooms 1A & 1B
501 E. Lemon Street*

A. Call to Order and Roll Call

B. Updates:

1. Welcome New Members: Jason Ellis, Ronald Roberts*
2. Monthly Reports*
3. Upcoming Events*
 - NAC Quarterly Meeting – Aug 3rd

C. Action Items

1. Meeting Minutes June 1, 2023 (Pg. 8-10)

D. Discussion Items

1. FY24 Budget Overview & Considerations
2. CRA Project Status Updates:
 - Oak Street
 - Downtown West
 - Others

E. Public Comments from Audience

F. Comments from Board Chair and Advisory Board Members

G. Adjourn

* For Information

NEXT REGULAR MEETINGS:

Thursday, September 7, 2023 – ANNUAL RETREAT, Location TBD

LAKELAND CRA

COMMUNITY REDEVELOPMENT AGENCY

Program Progression Report

July 2023

<i>District</i>	<i>Project</i>	<i>Active Grant(s)</i>	
Dixieland	Stone Cabin	Façade and Site & Infill Adaptive Reuse	
	Sanoba Law office	Infill Adaptive Reuse	
	Vanguard Room	Infill Adaptive Reuse	
	Unlimited DPI	Façade and Site, Design Assistance and Infill Adaptive Reuse	
	Total Amount Awarded: \$202,979	Reececliff;s	Infill Adaptive Reuse
		Steve Artman	Art infusion
Midtown	Farmers Insurance	Design Assistance	
	Richard Fox Plumbing *Pending close out	Infill Adaptive Reuse & Façade and Site	
	Dynamic Properties	Infill Adaptive Reuse & Façade and Site	
	Skate World	Infill Adaptive Reuse, EDGE & Façade and Site	
	Uncle Apps	Façade and Site	
	Hadley's School	Design Assistance	
	Vishal Shadadpuri Laundry Reno	Infill Adaptive Reuse	
	Payne Air	Design Assistance	
	Labor Finders	Design Assistance & Façade and Site	
	Total Amount Awarded: \$896,876	Medical Suites	Edge, Façade and Site & Infill Adaptive Reuse
		Kaprichos Bakery	Design Assistance
Downtown	TR Hillsborough	EDGE & Second Floor Renovations	
	Total Amount Awarded: \$655,440	Cat Café *Pending Close out	EDGE
		Gore Building	Infill Adaptive Reuse

LAKELAND CRA

COMMUNITY REDEVELOPMENT AGENCY

Project Progression Report

July 2023

	Project	Status	Phase	Funding Allocated	Notes
Multi-Year Infrastructure Improvements	Five Points Roundabout	ON TRACK	Pre-Construction	\$895,000	Construction Bid received and will be taken to City Commission in August.
	Providence Rd	ON TRACK	Planning	\$2,500,000	Project Estimated at \$7.1 million dollars; Programmed for FY 26-27
	Multi-Neighborhood Septic to Sewer Study	On Hold	Planning	\$50,000	Grant funding being reviewed and also to assist with prioritization for implementation
Development Agreement Commitments	N. Massachusetts Ave Development Agreement	ON TRACK	Agreement Pending	TBD	Developer Due Diligence; Contamination Monitoring Established
	Oak Street Development	ON TRACK	Site Plan Review	\$1,836,000	Exterior Design Approved, Site Plan review underway as well as infrastructure review by City Depts. Closing expected in September with construction to start late fall
	Mirrorton Substation Screening Wall	Near Completion	Construction	\$435,000	Construction underway
	Mirrorton Bay Street Streetscape	ON TRACK	Design	\$440,000	60% plans complete. Expected construction Fall 2024
Sidewalk/Trail Improvements	Central Avenue/Olive St Pedestrian Improvements	Complete	Complete	\$185,000	Project Complete. Actual Project Cost \$95,000
	N. Scott Avenue Sidewalk Improvement	ON TRACK	Design	\$235,680	60% plans complete, combined with Emma Street sidewalk. Expected construction Fall 2024
	Emma Street Sidewalk Improvement	ON TRACK	Design	\$200,000	Design in progress, combined with N. Scott Ave sidewalk
	Chase Street Trail	ON TRACK	Design	\$175,000	Design in progress, consideration of LAP/FDOT funding partnership
Strategic Planning Efforts	South Florida Ave Master Plan	ON TRACK	Complete	\$57,700	Final Report provided. Currently being modeled into Catalyst 2.0. Design to move forward with FDOT
	East Main District Plan	ON TRACK	Design	Action Plan \$74,900 ROW Design \$163,600	Final Report provided. Next phase to provide design docs for Rose Street construction
	Downtown West Master Plan	ON TRACK	Planning	\$150,000	2 nd Public Meeting held, final public survey available through Aug. 4 th . Final Plan reveal and adoption expected in October
	Catalyst 2.0	ON TRACK	Phase I/II Complete Phase III Underway	\$100,000	Platform built for Downtown inventory; Expansion underway for DT West, South Florida Ave and E. Main
	Mass Area Mixed Use Plan	ON TRACK	Planning	TBD	Review of parcels available, next steps RFP/RFQ. Currently seeking additional acquisitions

Manager's Report
June & July 2023

- **TEAM** Announcements: As of June 5th, the CRA Team is fully staffed.
- In June & July, the CRA Team responded to and met with 15 different **incentive project leads**. These varied from small business owners needing information on incentives and site development guidance. Separately, the Team also met with 8 **developers** seeking housing or mixed-use land opportunities in Lakeland.
- **Property management** remains ongoing. New tenant rates based on property taxes and utilities were provided to each tenant, effective in July's billing. Property purchase negotiations are underway with Yard on Mass, and potentially other tenants. More to come on these discussions.
- **Downtown West** planning work continues. Focus group sessions were held to review draft vision plan and recommendations with over 40 stakeholders. **July 11th Public Meeting** was held at RP Funding Center. The final Action Plan will be presented to Advisory Board and City Commission in the fall. Update to be reviewed at August meeting
- **Oak Street Development** continues to move forward under the City's development review process. Onicx has elected to extend its closing until September, with construction expected to commence in October. All permitted parking users have been relocated to alternative locations for the duration of the project. Updated to be reviewed at August meeting.
- **Land Bank Updates:** The 2nd round of the affordable housing infill land bank program closed with 47 interested parties submitting bids on the available lots. The Housing Division held the Selection Committee Review to rank bidders and proceed with further negotiation on lot selections and contracts. There are currently 57 lots in available in the Land Bank in this round.
- **Inaugural Biz Bash** was held on June 20th at RP Funding Center with over 240 registered attendees. The event gathered various business resources together so business owners, professionals and entrepreneurs were able to connect and see first-hand how many of us are cheering for their success.
- **Septic to Sewer** study is moving to further analysis over 5 neighborhoods, 4 within Midtown CRA. Initial analysis provided cost estimates and next phase will provide grant opportunities and prioritization plan in order to further implement study results.
- Continued refinement of **FY24 Budget and CIP**, with City Commission holding their Budget Workshop in July. Preliminary Assessed Values for each CRA district had been updated and will be reviewed with the Budget update at August meeting.

**REVENUE AND EXPENDITURE SUMMARY
LAKELAND COMMUNITY REDEVELOPMENT AGENCY**

**Dixieland
July-23**

	FY 22 Final	FY 23 Budget	To Date	Encumbered
REVENUES:				
Ad Valorem Taxes	\$322,069.35	\$380,654.00	\$387,597.32	
Other	\$51,960.85	\$54,000.00	\$50,764.59	
Unappropriated Surplus Year Prior	\$886,672.00	\$778,404.51		
Revenues Total	\$1,260,702.20	\$1,213,058.51	\$438,361.91	
EXPENSES:				
Operating	\$81,194.76	\$107,227.00	\$10,884.68	\$107,227.00
Community Improvement	\$3,447.00	\$7,134.00	\$5,350.50	\$7,134.00
<u>Incentives:</u>				
Small Project Assistance	\$205,913.97	\$350,000.00	\$2,148.00	\$77,979.00
Infill Adaptive Reuse Assistance	\$50,000.00	\$300,000.00	\$0.00	\$100,000.00
Arts & Entertainment	\$29,590.53	\$25,000.00	\$9,128.12	\$37,932.00
<u>Special Projects:</u>				
Alley Improvement Projects	\$429.39	\$108,484.00	\$1,328.84	\$108,484.00
SFLA Corridor	\$111,594.72	\$849,455.00	\$2,599.00	\$849,455.00
Dixieland Sign	\$127.32	\$12,446.00	\$5,761.77	\$10,000.00
Expenses Total	\$482,297.69	\$1,759,746.00	\$37,200.91	\$1,298,211.00
Unappropriated Surplus Surplus (Refer to CIP)	\$778,404.51	-\$546,687.49	\$401,161.00	

**REVENUE AND EXPENDITURE SUMMARY
LAKELAND COMMUNITY REDEVELOPMENT AGENCY**

**Downtown
July-23**

	FY 22 Final	FY 23 Budget	To Date	Encumbered
REVENUES:				
Ad Valorem Taxes	\$2,071,240.24	\$3,153,716.00	\$3,181,694.10	
Other	\$148,976.86	\$103,000.00	\$164,372.18	
Unappropriated Surplus Year Prior	\$2,074,444.00	\$2,588,656.95		
Revenues Total	\$4,294,661.10	\$5,845,372.95	\$3,346,066.28	
EXPENSES:				
Operating	\$119,286.28	\$192,448.00	\$28,386.96	\$192,448.00
Community Improvement	\$30,756.00	\$56,053.00	\$42,039.72	\$56,053.00
TIF Agreement Payments	\$187,879.97	\$1,011,305.00	\$891,835.80	\$891,835.80
Debt Service	\$400,000.00	\$400,000.00	\$300,000.00	\$400,000.00
Property Management	\$4,225.36	\$103,690.00	\$1,796.96	\$0.00
Incentives:				
Small Project Assistance	\$152,163.39	\$699,305.00	\$342,959.58	\$655,440.00
Infill Adaptive Reuse Assistance	\$60,000.00	\$0.00	\$0.00	\$0.00
Arts & Entertainment	\$14,502.99	\$10,000.00	\$10,000.00	\$10,000.00
Special Projects:				
Catalyst Development	\$548,891.72	\$241,108.00	\$62,500.00	\$100,000.00
Mirrorton Substation Screenwall	\$49,575.94	\$469,193.00	\$314,729.67	\$446,933.41
Bay St Streetscape & Drainage	\$0.00	\$25,655.00	\$9,283.11	\$25,655.00
Downtown Streetscape	\$33,608.10	\$140,000.00	\$12,409.36	\$100,000.00
Downtown Corridor Enhancements	\$0.00	\$224,345.00	\$0.00	\$0.00
Five Points Roundabout	\$24,800.00	\$311,096.00	\$20,631.89	\$311,096.00
SFLA Corridor	\$80,314.40	\$649,247.00	\$62,397.50	\$649,247.00
Lake Mirror Promenade	\$0.00	\$150,000.00	\$0.00	\$150,000.00
Expenses Total	\$1,706,004.15	\$4,683,445.00	\$2,098,970.55	\$3,988,708.21
Unappropriated Surplus				
Surplus (Refer to CIP)	\$2,588,656.95	\$1,161,927.95	\$1,247,095.73	

**REVENUE AND EXPENDITURE SUMMARY
LAKELAND COMMUNITY REDEVELOPMENT AGENCY**

**Midtown
July-23**

	FY 22 Final	FY 23 Budget	To Date	Encumbered
REVENUES:				
Ad Valorem Taxes	\$5,535,129.39	\$6,964,892.00	\$7,070,540.99	
Other	\$265,915.29	\$124,000.00	\$321,851.00	
Rental Income & Reimbursements	\$190,369.99	\$152,000.00	\$276,924.35	
Unappropriated Surplus Year Prior	\$4,224,732.00	\$6,786,177.43		
Revenues Total	\$10,216,146.67	\$14,027,069.43	\$7,669,316.34	
EXPENSES:				
Operating	\$511,722.46	\$952,195.00	\$337,469.27	\$949,013.00
Community Improvement	\$444,468.33	\$446,388.00	\$334,791.00	\$449,570.00
Property Management	\$264,730.10	\$337,496.00	\$189,324.89	\$337,496.00
<u>Incentives:</u>				
Small Project Assistance	\$376,435.37	\$1,243,457.00	\$250,733.49	\$896,876.00
Arts & Entertainment	\$0.00	\$35,310.00	\$1,404.09	\$15,000.00
Job Creation Incentive	\$208,000.00	\$212,000.00	\$0.00	\$208,000.00
Affordable Housing	\$203,402.45	\$2,934,171.00	\$290,672.22	\$350,000.00
<u>Special Projects:</u>				
Redevelopment Mass Ave Properti	\$510,352.35	\$793,245.00	\$107,467.41	\$200,000.00
114 E Parker Construction	\$242,669.93	\$0.00	\$0.00	\$0.00
E. Main District	\$262,580.00	\$869,314.00	\$11,520.00	\$750,000.00
Olive Street Sidewalk	\$2,523.73	\$185,000.00	\$94,293.14	\$185,000.00
N. Scott Ave Sidewalk	\$12,311.59	\$235,688.00	\$1,513.28	\$235,688.00
Emma St Sidewalk	\$0.00	\$200,000.00	\$0.00	\$200,000.00
Chase St Trail	\$0.00	\$300,000.00	\$0.00	\$300,000.00
Five Points Roundabout	\$2,319.46	\$572,961.00	\$1,012.49	\$572,961.00
Providence Road	\$124,661.75	\$775,104.00	\$46,221.43	\$775,104.00
W. Lake Parker/Lakeshore Trail	\$27,865.58	\$77,509.00	\$2,800.00	\$4,200.00
Memorial Blvd	\$0.00	\$550,000.00	\$0.00	\$550,000.00
Midtown Landscape/Median Maint.	\$21,557.23	\$96,780.00	\$21,870.27	\$25,000.00
NW Neighborhood	\$142,881.54	\$1,188,587.00	\$12,857.88	\$200,000.00
NE Neighborhood	\$71,487.37	\$746,233.00	\$7,416.27	\$200,000.00
Midtown Infrastructure	\$0.00	\$250,000.00	\$0.00	\$0.00
Expenses Total	\$3,429,969.24	\$13,001,438.00	\$1,549,367.13	\$7,403,908.00
Unappropriated Surplus				
Surplus (Refer to CIP)	\$6,786,177.43	\$1,025,631.43	\$6,119,949.21	

**Community Redevelopment Area Advisory Board
Meeting Minutes
Thursday June 1, 2023
3:00 PM – 5:00 PM
Lakeland Electric Conference Rooms 1A & 1B**

Attendance

Board Members: Terry Coney, Chrissanne Long, Katy Martinez and Teresa O’Brien

Absent: Tyler Zimmerman, Commissioner McCleod, Christine Goding and Harry Bryant

Staff: Valerie Ferrell, Shelley Guiseppi, Jonathan Rodriguez, Sandra Fairall and Carlos Turner

Guests: Assistant Director Jason Willey, James Randolph and Sarah Walsh

Packets

- Meeting Minutes dated April 6, 2023
- Financial Update
- Project Progression Report
- Managers’ Report
- Staff Updates

Housekeeping

Action Items – Old Business

Financial Update & Project Tracker

Valerie stated financials are up to date and projects are on track. Shelley Guiseppi has been working on finishing up current projects and working on upcoming projects. Some projects have been removed from project list due to different circumstances.

Regarding the Progression report, one major update is the 5 Point Roundabout which has been released for request for proposals with an update to come soon. The North Mass Ave agreement should be presented in August or September. Oak Street is still under site plan review and updates are coming in for that project.

Valerie introduced new CRA Project Manager Jonathan Rodriguez and advised another new team member, Karen Thompson will begin on June 5th. Jonathan provided some background on his experience and his excitement to work in the CRA again. He then introduced new city intern Hannah Brackett. Hannah is assisting with the Neighborhood Outreach program.

Valerie stated board member Harry Bryant resigned due to health reasons and applications are being reviewed for new Board members.

The Managers report provided highlights of the CRA Managers current work and Valerie asked Shelley Guiseppi to provide an update on projects.

Shelley advised she has been working on the Midtown mural. The wall has been prepped and is waiting on the artist to begin work. The reimbursement funds for The Gore building has been disbursed and they are currently working on securing a tenant for the building. The TR Hillsborough project will be completed when the elevator installation is completed. Payne Air will be starting on their design and construction next week.

Sandra Fairall stated she has been working on property management in the Mass Market area. She will soon meet with the property owners to discuss and resolve any other issues.

Teresa O'Brien provided her feedback from her LPD ride along with NLO/CRA Officer Hammersla.

The Solsmart presentation will be shown at the City Commission meeting on Monday June 5th.

The Inaugural Biz Bash will be on Tuesday June 20th at the RP Funding Center.

The next public workshop for Downtown West will be in July. Dates and venue are being secured and that information will be provided later.

Housekeeping

Meeting Minutes Dated April 6, 2023

Chrissanne Long motioned to approve.
Teresa O'Brien seconded which passed unanimously.

Action Items – New Business

No new business.

Discussion Items

Valerie listed priorities for the FY 2024 budget and asked for suggestions. She provided a brief explanation of what is expected as the budget is put into the capital improvement plan within the City. The draft budgets for the three districts will be staggered to assist with the plan for the extension of the CRA.

Chrissanne Long questioned the data analytics and what marketing strategies are being used.

Valerie clarified that marketing strategies would be handled by our new Community Engagement Coordinator.

Discussion ensued.

Teresa O'Brien questioned the land and housing in the Orangewood community.

Valerie stated all properties in that area are available.

Discussion ensued.

Terry Coney discussed questions he has been receiving from people of the Community and stated accurate information should be distributed to help eliminate misinformation.

Adjourned at 4:22 PM

Next Meeting, Thursday, August 3, 2023, at 3:00 PM.

Terry Coney, Chairman

Date