

**Community Redevelopment Area Advisory Board
Meeting Minutes
Thursday, May 4, 2017
3:00 – 5:00 PM
City Commission Conference Room, City Hall**

MEETING MINUTES

Board Members: Cory Petcoff (Chair), Ben Mundy (Vice-Chair), Brian Goding, Pastor Eddie Lake, Frank Lansford, Commissioner Jim Malless and Cliff Wiley

Staff: Nicole Travis (CRA Manager), Celeste Deardorff (Assistant Director), Alis Drumgo, Patricia Hendler, D'Ariel Reed, Michael Smith and Valerie Vaught

Guests: Jennifer Canady, Gail Bagley, Libby Norman and Barry Friedman

Packets

- Meeting Minutes dated April 6, 2017
- Memo – Lakeland Christian School Urban Farm
- Memo – CRA Budgets for FY 2018-2027
- E. Main Design District Gateway Painting Flyer

Handouts

Housekeeping

Action Items – Old Business

Meeting Minutes dated April 4, 2017

Nicole Travis, CRA Manager, informed the Board about a few changes made to the minutes after distribution. The motion to approve staff's recommendation regarding the Lakeshore Neighborhood was revised to reflect Ben Mundy as making the motion instead of Dean Boring. The motion setting the annual Fix-It Up maximum was revised to reflect Pastor Eddie Lake as making the motion and Todd Baylis seconding the motion. Lastly, the vote count regarding the purchase of 802 North Massachusetts Avenue was revised to reflect that Ben Mundy left before the vote.

Commissioner Jim Malless moved approval of the April 4, 2017 minutes as revised. Pastor Eddie Lake seconded the motion and it passed 7-0.

LCS Urban Farm Lease

Michael Smith explained that the Urban Farm lease is a part of the Mass Market development; it will be located at the corner of Massachusetts Avenue and Plum Street. In partnering with the Lakeland Christian School's RISE program, the CRA will contribute up to \$15,000 over a three-year period. Lakeland Christian School is confident they will raise grant funds to support future costs. The LCRA approved a maximum of \$63,245 for improvements. Lakeland Christian proposed using an outside contractor for a portion of the work. Staff recommended the approval of the lease agreement between the Lakeland CRA and Lakeland Christian School.

In response to Commissioner Jim Malless, Cory Petcoff recommended that the CRA's contribution is distributed via direct invoice payments up to the maximum of \$63,245.

In response to Bun Mundy, Mrs. Travis explained that the \$15,000 grant can be distributed over three years or obtained upfront. She also explained that with the level of infrastructure and resources being put into the site and asking the school to partner with the CRA, only guaranteeing a lease for five-year is not long enough.

Jennifer Canady gave a presentation on the Lakeland Christian School's RISE program.

Commissioner Jim Malless moved approval of staff's recommendation. Brian Goding seconded the motion and it passed 7-0.

Action Items – New Business

FY18 Budget

Nicole Travis explained that the budget is still in the black. Midtown received their revenue with a 6.3 percent increase in the taxable value from 2015; Dixieland received an eight percent increase and Downtown, an 8.6 percent increase. Historically Downtown has not contributed to the funding of personnel cost. In 2016, the Board approved said cost to be distributed proportionate to the size of the redevelopment district. There are still a few changes that need to be made as Dixieland is still too heavy in Operations. We've been working with Finance to ensure that salaries and benefits are being pulled from the correct accounts. Staff recommended funding a Code Enforcement Officer for the three redevelopment areas. Currently, staff is filling the role of the Code Enforcement Officer; we are constantly calling Code Enforcement to site problem properties. This will be another tool in being aggressive halfway through the CRA's existence.

In response to Cliff Willey, Mrs. Travis confirmed that this Code Enforcement Officer will be dedicated to the three CRAs and will be funded in the same manner as personnel and the Police Department. There will be a one-time set up cost of \$21,500 for a vehicle and computer and the annual cost, including benefits, is \$65,159.46.

In response to Cliff Willey, Mrs. Travis explained that refinancing Downtown's debt has resulted in Downtown having enough funds to contribute to the Code Enforcement Officer's Salary.

In response to Ben Mundy, Mrs. Travis confirmed that the initial period for the Code Enforcement Officer will be three years.

Commissioner Jim Malless requested the statistics report from Chief Larry Giddens on the Community Policing Initiative.

Mrs. Travis explained that the only new item, in terms of programs and expense, is the budgeting of \$250,000 in 2022 to leverage funds with Transportation to install sidewalks on Gilmore Avenue from Parkview and Bella Vista.

Commissioner Jim Malless moved approval of the three budgets. Cliff Wiley seconded the motion and it passed 7-0.

In response to Pastor Eddie Lake, Patricia Hendler provided an explanation for the unusual increase in tax value in Downtown in comparison to Midtown. The increase in Downtown is a result of new construction and an increase in property values as recognized by Marsha Faux. Pastor Lake requested a five-year snap shot of the tax values.

Annual Report

Nicole gave a brief overview of the Annual Report and informed the Board that she presented it to the City Commission on April 17th. She explained that the Annual Report is a snap shot of how the CRA funds were spent. The CRA is required to produce, post online and send the Annual Report to the Taxing Authorities by March 31st, per Florida Statute.

Edgewater Drive/Thornton Park District Visit

Nicole Travis informed the Board that staff has scheduled the trip to Edgewater Drive and the Thornton Park District for July 7, 2017. Cory Petcoff requested a videographer be invited to record interviews with the merchants for the Benefit of the Board Members unable to attend.

Discussion Items

Framework Update

Nicole Travis explained that staff is continuing to discuss, with Framework, the development of the 10-acre site. The intended use is still primarily residential. At the Commission’s request, staff moved forward with the vision document and market study and the responses received were primarily for Residential.

In response to Ben Mundy, Patricia Hendler stated the development will be dense as the proposed residential types include multi-story, multi-family and single-family Attached.

Lincoln Square


Nicole Travis informed the Board that staff issued the horizontal RFP for the second time. It included additional scope; a piece of property from the School Board on the north side of the property and street signage is being revised to improve the queuing of traffic with the Lincoln Academy parent pick-up line. The vertical RFP is scheduled to be issued next week. She recommended the required home ownership period be extended from five to 10 years.

Commissioner Jim Malless moved Lincoln Square contract be modified to require homestead for a minimum of 10 years. Ben Mundy seconded the motion and it passed 6-0. Cliff Wiley left after the Fiscal Year 2018 Budget vote.

In response to Cory Petcoff, Patricia Hendler informed the Board that the CRA is in Contract with Enrique Lopez to purchase the property located at 802 North Massachusetts for \$375,000 with proposed closing in 45 days. She has contacted two companies for a Phase I; we have one proposal for \$2,700 from Cardno and are waiting for ACT.

Adjourned at 4:25 PM

Next Meeting, Thursday, June 1, 2017, 3 PM, City Commission Conference Room.



Cory Petcoff, Chairman

7-20-17

Date