

AGENDA

Community Redevelopment Area Advisory Board

Thursday, September 3, 2015 | 12:00 PM – 3:00 PM
City Commission Conference Room, City Hall, Third Floor

Board Members

DOWNTOWN: Zelda Abram, Todd Baylis, Cliff Wiley

DIXIELAND: Brian Goding, Ben Mundy, Cory Petcoff

MIDTOWN: Dean Boring, Dr. Sylinda Fulse, Earl Johnson

AT-LARGE: Pastor Eddie Lake

COMMISSION REP: Jim Malless

12:00pm Introductions

Lunch

12:30 History and Evolution of CRA Jim Studiale

12:45 CRA Basics Nicole Travis

1:15 Sunshine Law 101 Palmer Davis

1:25 Break

1:45 Business Meeting

A. Housekeeping

1. Bylaws* Patricia Hendler
2. Election of Officers* Steve Bissonnette
3. Budget Overview Nicole Travis

B. Old Business

1. Meeting Minutes
 - i. Downtown**
 - ii. Dixieland**
 - iii. Midtown**
2. Update – Lincoln Square Development
3. Update – Oak Street Parking Lot

C. New Business

1. Incentives
 - i. Commercial Corridor Façade & Site – United Caribbean Restaurant*
 - ii. Midtown Gateway Incentive – StoreRight*
 - iii. Façade Improvement Matching Grant – Nineteen 61*
2. Redevelopment of 820/830 N. Massachusetts Ave*
3. Opportunity Space*
4. 729-741 E. Parker Street - Peace River Proposal*

D. FYI

1. Boards & Committees Dinner at the Cleveland Heights Golf Course Thursday, September 17th 5:30 p.m. to 8 p.m.

NEXT REGULAR MEETING:

Thursday, October 1, 2015, 3:00 - 5:00 PM – City Commission Conference Room

Adjourn

*action required

** consent agenda

Community Redevelopment Area Advisory Board 2015 – 2016 Meeting Schedule

All meetings to be held from 3:00 pm – 5:00 pm in the City Commission Conference Room, 3rd Floor of City Hall

Thursday, October 1, 2015

Thursday, November 5, 2015

Thursday, December 3, 2015

Thursday, January 7, 2016

Thursday, February 4, 2016

Thursday, March 3, 2016

Thursday, April 7, 2016

Thursday, May 5, 2016

Thursday, June 2, 2016

Thursday, July 7, 2016

Thursday, August 4, 2016

**By-Laws
of the
Lakeland Community Redevelopment Area Advisory Board**

Rule 1 – Name and Terminology

- A. The name of this Board is the Lakeland Community Redevelopment Area (CRA) Advisory Board.

Rule 2 – Purpose

- A. The purpose of these By-Laws is to provide operating policies and procedures to enable the Advisory Board to make program and policy recommendations to the Lakeland Community Redevelopment Agency (hereinafter the “Agency”) which has been charged with carrying out implementation of the Downtown, Mid-Town, and Dixieland CRA Redevelopment Plans per Part III, Chapter 163 of the Florida Statutes, and City of Lakeland Resolution 5212.

Rule 3 – Advisory Board Members

- A. The Advisory Board (hereinafter the “Board”) consists of eleven (11) members appointed by the City Commission.

Three (3) voting members of the group must be business or property owners **or** be employed within the Downtown CRA district. Three (3) voting members of the group must be business or property owners **or** be employed within the Mid-Town CRA district. Three (3) voting members of the group must be business or property owners **or** be employed within the Dixieland CRA district. One (1) voting member will be a representative of the City of Lakeland at large and must work, live, or own a property or business within the City of Lakeland. One voting member will be a City Commissioner appointed by the Mayor and ratified by a majority of the City Commission.

- B. Within the authority granted by the City Commission as the Community Redevelopment Agency, the Board may make recommendations regarding the policies as are necessary to carry out the programs necessary to fulfill the purpose of the Community Redevelopment Act.

Rule 4 – Officers and Their Duties

- A. The **Chairman** has the general powers and duties of supervision and management usually vested in the office of the chairman of the board. The Chairman shall preside over all meetings of the Board and has supervision, direction and control of the business of the Lakeland CRA Advisory Board.
- B. The **Vice Chairman** shall have and may exercise the powers and functions of Chairman in the event of absence or disability of the Chairman. The Vice Chairman shall have such other powers and duties as may be assigned or delegated by the Chairman.

Rule 5 – Administration

- A. The **Community Redevelopment Area Manager** (hereinafter the “Manager”) shall be responsible for administration and management to carry out the policies and programs approved by the Board and the Agency. The Manager shall prepare and maintain all records. The Manager may conduct preliminary negotiations, subject to approval by the Board, as necessary to implement plans and programs previously approved by the Board and Agency. The Manager is the custodian of the records of the Lakeland CRA Advisory Board and is the clerk of the Lakeland CRA Advisory Board.

Rule 6 – Committees

- A. The Chairman of the Board may appoint such ad-hoc, special and standing committees as deemed necessary to carry out the policies, programs and responsibilities of the Lakeland CRA Advisory Board. When a final report is issued by the ad-hoc or special committee, the committee shall automatically cease to exist. Special committees may include members of the public who are not Board members.

Rule 7 – Appointment of the Advisory Board

- A. Voting and non-voting members of the Advisory Board shall be appointed by the City Commission for staggered three-year terms.
- B. Board members may not serve more than two (2) consecutive three-year terms. After having served two (2) consecutive three-year terms, members will not be eligible for reappointment until after the expiration of three years.
- C. Any member of the Board absent from 25% of the regular or special meetings of the Board within any 12-month period shall be considered to have vacated his/her position thereon.
- D. Nominations for voting Board members will be made by existing Board members and City Staff members in August of each year and subsequently passed along to the City Commission for consideration.
- E. If one of the voting members is a member of the City Commission, he or she must be appointed by the Mayor of the City of Lakeland no later than October.
- F. All terms of office begin in October .

Rule 8 – Election of Officers

- A. Nominations and election of officers shall occur at the annual meeting.
- B. A candidate receiving a majority vote shall be declared elected and shall serve for one (1) year.
- C. Officers may serve up to two (2) consecutive years.

Rule 9 – Vacancies

- A. In the event of a vacancy on the Board, voting Board members and City Staff members will nominate a new member to be appointed by the City Commission to serve the remainder of the term.
- B. In the event that a Board member no longer meets the business or property ownership requirements, the member shall be immediately replaced through the process outlined above.
- C. Vacancies in Officer’s positions shall be filled as follows:
 - 1. Upon vacancy of the office of Chairman, the Vice Chairman becomes Chairman.
 - 2. Upon vacancy of the office of Vice Chairman, a new election for the position shall be held.

Rule 10 – Meetings

- A. The Annual Meeting shall be held in September of each year. The first order of business shall be the nomination of new Board members and the election of Board officers.
- B. Regular meetings shall be held the first Thursday of each month in the City Commission Conference Room.
- C. Special meetings of the Board may be called by the Chairman or any three (3) members of the Board or the Manager with authorization by the Chairman.
- D. The Manager shall provide such notice of all meetings as required by Florida law.
- E. Any meeting of the Board and any committee thereof shall be open to the public, including the news media.
- F. Any meeting of the Board and any committee thereof shall be recorded and written minutes prepared and filed in the office of the Manager. Minutes shall be retained as a permanent record of the Board and tape recordings of meetings shall be retained for at least one year.

Rule 11 – Execution of Required Documents

- A. Non-financial documents shall be executed by the Chairman, or in the Chairman’s absence, by the Vice Chairman and then by the Manager, unless otherwise specified on the document or agreement providing for such document.

Rule 13 – Fiscal Year

- A. The Fiscal Year is the twelve-month calendar period beginning October 1 and ending September 30.

Rule 14 – Amendments

- A. A majority of the Board may amend or repeal these By-Laws or adopt new By-Laws.

Rule 15 – Effective Date

A. These By-Laws are effective immediately upon their approval by the Board.

CERTIFICATION OF ADOPTION OF THESE BY-LAWS

I, Nicole Travis, _____, hereby certify that these By-Laws were adopted by the Advisory Board of the Lakeland Community Redevelopment Area on this ____ day of September, 2015.

Nicole Travis, CRA Manager

Date Approved by Advisory Board

Midtown GUIDING PRINCIPLES:

The Mid Town Community Redevelopment Area Advisory Board will work with the community to plan, facilitate and implement redevelopment activities based on the following parameters:

1. The CRA Advisory Board is concerned with facilitating private market real estate development forces in a manner consistent with the redevelopment plan.
2. The Board is concerned with public and private improvements that boost the "image" of the district.
3. The Board will encourage networking and partnership opportunities. However, the Board will not fund social service programs.
4. The Board will leverage the Mid Town CRA's time and resources to maximize impact within the district. CRA resources will not be used to replace other available resources.

Downtown GUIDING PRINCIPLES:

5. **VISION/PLANNING** – Work in partnership with the City, stakeholders and residents to develop and implement a (current and) collective vision of downtown that is articulated (and updated) through adopted plans.
6. **REINVESTMENT** – Facilitate private market real estate development that supports a dynamic mixed use, walkable environment consistent with the redevelopment plan.
7. **RECRUITMENT** – Facilitate the attraction and retention of both business and development activities that promote economic growth and stability in a manner consistent with the redevelopment plan.
8. **DESIGN** – Advocate the highest design standards for all development in a way that complements historic resources and ensures that Lakeland's downtown is unique and memorable.

Dixieland GUIDING PRINCIPLES:

The Dixieland Community Redevelopment Area Advisory Board will work with the community to plan, facilitate and implement redevelopment activities based on the following parameters:

- 1.) The Board will encourage private improvements that enhance the image of the district in accordance with Development and Design Guidelines and the adopted Redevelopment Plan.
- 2.) The Board is committed to establishing long-term partnerships with the Florida Department of Transportation (FDOT) and the City of Lakeland to beautify and improve all public infrastructure within the district.
- 3.) The Board will provide regular communication with business/property owners and adjacent residents to develop a common sense of purpose.
- 4.) The Board will leverage the Dixieland CRA's time and resources to maximize impact within the district.
- 5.) The Board will seek to balance the preservation of historic resources with the desire for redevelopment in a way that benefits the entire district.

Guiding Principles for Redevelopment in CRAs

The Community Redevelopment Area Advisory Board will work with the community to plan, facilitate and implement redevelopment activities based on the following parameters:

1. encourage private improvements that enhance
2. encourage networking and partnership opportunities. However, the Board will not fund social service programs
3. leverage the CRA's time and resources to maximize impact within the district. CRA resources will not be used to replace other available resources
4. Facilitate the attraction and retention of both business and development activities that promote economic growth and stability in a manner consistent with the redevelopment plan
5. Facilitate private market real estate development that supports a dynamic mixed use, walkable environment consistent with the redevelopment plan.

**DIXIELAND COMMUNITY REDEVELOPMENT AREA
CAPITAL IMPROVEMENT PLAN**

| | ADJUSTED 2015 BUDGET | 2016 PROPOSED | 2017 PROJECTED | 2018 PROJECTED | 2019 PROJECTED | 2020 PROJECTED | 2021 PROJECTED | 2022 PROJECTED | 2023 PROJECTED | 2024 PROJECTED | 2025 PROJECTED |
|--|----------------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|--|----------------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|

REVENUES:

| | | | | | | | | | | | |
|------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Tax Increment | 166,012 | 179,445 | 183,000 | 187,000 | 191,000 | 195,000 | 199,000 | 203,000 | 207,000 | 211,000 | 215,000 |
| Interest Income | 15,800 | 15,800 | 9,400 | 2,700 | 3,300 | 4,300 | 5,300 | 6,300 | 7,300 | 8,300 | 9,300 |
| Unappropriated Surplus | 541,399 | 82,059 | 27,130 | 12,061 | 9,693 | (3,074) | (5,841) | (28,606) | (31,370) | (44,133) | (46,895) |
| TOTAL REVENUES | 723,211 | 277,304 | 219,530 | 201,761 | 203,993 | 196,226 | 198,459 | 180,694 | 182,930 | 175,167 | 177,405 |

EXPENSES:

Corridor Enhancements:

| | | | | | | | | | | | |
|------------------------------------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Small Project Assistance | 156,375 | 90,000 | 20,000 | 20,000 | 20,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| Parking and Access Program | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Redevelopment Plan Update | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 40,000 | 40,000 |
| Medians & Gateway Features - Const | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Alley Improvements | 358,034 | 0 | 40,000 | 20,000 | 20,000 | 20,000 | 20,000 | 0 | 0 | 0 | 0 |
| SFLA Test Projects | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| SFLA Corridor Improvements | 91,429 | 80,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 0 | 0 |

Miscellaneous:

| | | | | | | | | | | | |
|-----------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Landscape & Maintenance by Others | 1,000 | 1,000 | 1,030 | 1,061 | 1,093 | 1,126 | 1,159 | 1,194 | 1,230 | 1,267 | 1,305 |
| Operating Expenses | 103,711 | 97,102 | 99,000 | 101,000 | 103,000 | 105,000 | 107,000 | 109,000 | 111,000 | 113,000 | 115,000 |
| Annual Report | 852 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| Enhancements | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Publications and Promotions | 9,208 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 |
| Alley Maintenance | 2,602 | 1,702 | 2,000 | 2,200 | 2,400 | 2,600 | 2,800 | 3,000 | 3,200 | 3,400 | 3,600 |
| TOTAL EXPENSES | 723,211 | 277,304 | 219,530 | 201,761 | 203,993 | 196,226 | 198,459 | 180,694 | 182,930 | 175,167 | 177,405 |

UNAPPROPRIATED SURPLUS:

| | | | | | | | | | | | |
|-------------------|-----------|----------|----------|----------|---------|--------|--------|--------|---------|---------|---------|
| Beginning Balance | 713,970 | 172,571 | 90,512 | 63,382 | 51,321 | 41,628 | 44,703 | 50,544 | 79,150 | 110,520 | 154,653 |
| Sources / (Uses) | (541,399) | (82,059) | (27,130) | (12,061) | (9,693) | 3,074 | 5,841 | 28,606 | 31,370 | 44,133 | 46,895 |
| Ending Balance | 172,571 | 90,512 | 63,382 | 51,321 | 41,628 | 44,703 | 50,544 | 79,150 | 110,520 | 154,653 | 201,548 |

**DOWNTOWN COMMUNITY REDEVELOPMENT AREA
CAPITAL IMPROVEMENT PLAN**

| | ADJUSTED 2015 BUDGET | 2016 PROPOSED | 2017 PROJECTED | 2018 PROJECTED | 2019 PROJECTED | 2020 PROJECTED | 2021 PROJECTED | 2022 PROJECTED | 2023 PROJECTED | 2024 PROJECTED | 2025 PROJECTED |
|------------------------|----------------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| REVENUES: | | | | | | | | | | | |
| Tax Increment Revenues | 907,988 | 985,252 | 1,025,000 | 1,066,000 | 1,087,000 | 1,109,000 | 1,131,000 | 1,154,000 | 1,177,000 | 1,201,000 | 1,225,000 |
| City Subsidy | 40,000 | | | | | | | | | | |
| Investment Income | 24,927 | 10,048 | 9,316 | 9,256 | 9,896 | 11,463 | 13,833 | 17,239 | 21,562 | 26,838 | 28,180 |
| Misc. Revenues | 67,101 | 14,280 | | | | | | | | | |
| Unappropriated Surplus | 305,996 | 48,214 | (22,611) | 2,415 | (21,202) | (46,687) | (72,915) | (101,117) | (131,172) | (964,341) | (991,281) |
| TOTAL REVENUES | 1,346,012 | 1,057,794 | 1,011,705 | 1,077,671 | 1,075,694 | 1,073,776 | 1,071,918 | 1,070,122 | 1,067,390 | 263,497 | 261,899 |

| | | | | | | | | | | | |
|--|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|----------------|----------------|
| EXPENSES: | | | | | | | | | | | |
| Debt Service : | | | | | | | | | | | |
| Downtown Streetscape Loan (Paid 2015) | 59,878 | | | | | | | | | | |
| Lake Mirror Park (Paid 2016) | 350,000 | | | | | | | | | | |
| Debt Service-Residential Redevelopment | 802,228 | 802,228 | 802,228 | 802,228 | 802,228 | 802,228 | 802,228 | 802,228 | 802,228 | | |
| Miscellaneous Projects: | | | | | | | | | | | |
| Residential Redevelopment-Land Acquisition | 350 | | | | | | | | | | |
| Mowing | 22,056 | 10,300 | 10,403 | 10,507 | 10,612 | 10,718 | 10,825 | 10,934 | 11,043 | 11,153 | 11,265 |
| Oak Street Parking - Phase I | 30,000 | 10,000 | 12,000 | 14,000 | 16,000 | 18,000 | 20,000 | 22,000 | 24,000 | 26,000 | 28,000 |
| Oak Street Parking - Phase II | | 115,000 | | | | | | | | | |
| Operating: | | | | | | | | | | | |
| Tax Increment Refunds | 55,000 | 60,000 | 125,000 | 187,000 | 181,000 | 175,000 | 169,000 | 163,000 | 156,000 | 150,000 | 144,000 |
| Annual Audit/Reporting Requirements | 4,500 | 4,800 | 4,944 | 5,092 | 5,245 | 5,402 | 5,565 | 5,731 | 5,903 | 6,080 | 6,263 |
| Other Operating Expenses | | 55,466 | 57,130 | 58,844 | 60,609 | 62,427 | 64,300 | 66,229 | 68,216 | 70,263 | 72,371 |
| Saturday Garbage Collection | 17,000 | | | | | | | | | | |
| Bay Street | 5,000 | | | | | | | | | | |
| TOTAL EXPENSES | 1,346,012 | 1,057,794 | 1,011,705 | 1,077,671 | 1,075,694 | 1,073,776 | 1,071,918 | 1,070,122 | 1,067,390 | 263,497 | 261,899 |

| | | | | | | | | | | | |
|--------------------------------|-----------|----------|---------|---------|---------|---------|---------|---------|---------|-----------|-----------|
| UNAPPROPRIATED SURPLUS: | | | | | | | | | | | |
| Beginning Balance | 493,081 | 187,085 | 138,871 | 161,482 | 159,067 | 180,268 | 226,956 | 299,871 | 400,988 | 532,159 | 1,496,500 |
| Sources/(Uses) | (305,996) | (48,214) | 22,611 | (2,415) | 21,202 | 46,687 | 72,915 | 101,117 | 131,172 | 964,341 | 991,281 |
| Ending Balance | 187,085 | 138,871 | 161,482 | 159,067 | 180,268 | 226,956 | 299,871 | 400,988 | 532,159 | 1,496,500 | 2,487,782 |

**MID-TOWN COMMUNITY REDEVELOPMENT AREA
CAPITAL IMPROVEMENT PLAN**

| | ADJUSTED 2015 BUDGET | 2016 PROJECTED | 2017 PROJECTED | 2018 PROJECTED | 2019 PROJECTED | 2020 PROJECTED | 2021 PROJECTED | 2022 PROJECTED | 2023 PROJECTED | 2024 PROJECTED | 2025 PROJECTED |
|--|----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
|--|----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|

| REVENUES: | | | | | | | | | | | |
|---|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Tax Increment | 1,644,854 | 2,174,949 | 2,218,000 | 2,262,000 | 2,307,000 | 2,353,000 | 2,400,000 | 2,448,000 | 2,497,000 | 2,547,000 | 2,598,000 |
| Interest Income | 184,000 | 138,000 | 71,000 | 28,000 | 26,000 | 26,000 | 35,000 | 38,000 | 36,000 | 48,000 | 47,000 |
| Residential Redevelopment - Rental Income | 20,000 | 20,000 | | | | | | | | | |
| Misc. Revenues | 860,117 | | | | | | | 147,580 | | | |
| Unappropriated Surplus | 3,359,027 | 1,945,687 | 1,062,495 | 924,215 | 39,305 | 6,778 | (235,356) | (219,666) | 45,602 | (301,282) | 14,277 |
| TOTAL REVENUES | 6,067,998 | 4,278,636 | 3,351,495 | 3,214,215 | 2,372,305 | 2,385,778 | 2,199,644 | 2,413,914 | 2,578,602 | 2,293,718 | 2,659,277 |

| EXPENSES: | | | | | | | | | | | |
|--|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| Neighborhoods: | | | | | | | | | | | |
| Ingraham Avenue Enhancements | 7,330 | 8,400 | 8,652 | 8,912 | 9,179 | 9,454 | 9,738 | 10,030 | 10,331 | 10,641 | 10,960 |
| Northeast Neighborhood | 650,917 | 400,000 | 250,000 | 250,000 | 300,000 | 300,000 | 300,000 | 300,000 | 350,000 | 350,000 | 350,000 |
| Parkview Place Pedestrian Improvements | | | | | | | | 300,000 | 300,000 | | 350,000 |
| Northwest Neighborhood | 608,829 | 990,000 | 600,000 | 600,000 | 300,000 | 300,000 | 300,000 | 300,000 | 350,000 | 350,000 | 350,000 |
| Brunnell Parkway (Memorial to 10th Street) | | 50,000 | | | | | | | | | |
| Brunnell Parkway (W. Parker St to Memorial) | 50,000 | | | | | | | | | | |
| Landscape US 98 - Memorial to 10th Street | 11,177 | 15,600 | 16,068 | 16,550 | 17,047 | 17,558 | 18,085 | 18,627 | 19,186 | 19,762 | 20,354 |
| Landscape US 98 - Griffin to 10th Street | 10,882 | 15,600 | 16,068 | 16,550 | 17,047 | 17,558 | 18,085 | 18,627 | 19,186 | 19,762 | 20,354 |
| Landscape Parker Street | 4,520 | 8,400 | 8,652 | 8,912 | 9,179 | 9,454 | 9,738 | 10,030 | 10,331 | 10,641 | 10,960 |
| Providence Rd. - W. 10th St. to Griffin Road | 350,000 | 350,000 | | | | | | | | | |
| Landscape Intown Bypass | | 8,400 | 8,652 | 8,912 | 9,179 | 9,454 | 9,738 | 10,030 | 10,331 | 10,641 | 10,960 |
| MLK - (Memorial to 10th Street) | | 8,400 | 8,652 | 8,912 | 9,179 | 9,454 | 9,738 | 10,030 | 10,331 | 10,641 | 10,960 |
| 820 N. Massachusetts Ave | 35,277 | | | | | | | | | | |
| E. Main Street Landscaping Maintenance | 11,092 | 12,500 | 12,875 | 13,261 | 13,659 | 14,069 | 14,491 | 14,926 | 15,373 | 15,835 | 16,310 |

| Corridor Enhancements: | | | | | | | | | | | |
|--|-----------|---------|---------|---------|---------|---------|---------|---------|---------|---------|---------|
| E. Main Street Connector | 27,969 | | | | | | | | | | |
| Lake Beulah Enhancements | 20,000 | | | | | | | | | | |
| W. Lake Parker/Lakeshore Trail Improvements | 340,273 | 350,000 | 350,000 | | | | | | | | |
| Bella Vista Trail | 601,835 | | | | | | | | | | |
| Rose Street Enhancements | 40,000 | | | | | | | | | | |
| Citrus Connection Services (LAMTD Agreement) | | 155,000 | 155,000 | 155,000 | | | | | | | |
| Memorial Blvd | 1,260,000 | 300,000 | 300,000 | 500,000 | 550,000 | 550,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 |
| Intown By-Pass | 12,750 | | | | | | | | | | |

| Miscellaneous: | | | | | | | | | | | |
|---|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Operating Expenses | 285,885 | 295,536 | 304,402 | 313,534 | 322,940 | 332,628 | 342,607 | 352,885 | 363,472 | 374,376 | 385,607 |
| Small Project Assistance | 727,580 | 250,000 | 250,000 | 350,000 | 350,000 | 350,000 | 350,000 | 350,000 | 400,000 | 400,000 | 400,000 |
| Property Management | 62,460 | 51,000 | 52,530 | 53,581 | 54,652 | 55,745 | 56,860 | 57,997 | 59,157 | 60,340 | 61,547 |
| Affordable Housing | | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 | 5,000 |
| Medical District Master Plan | 7,787 | | | | | | | | | | |
| Redevelopment of Massachusetts Ave Properties | 859,195 | 500,000 | 500,000 | 400,000 | | | | | | | |
| CRA Annual Report | | 4,800 | 4,944 | 5,092 | 5,245 | 5,402 | 5,565 | 5,731 | 5,903 | 6,080 | 6,263 |
| East Main Street Master Plan | 82,240 | 500,000 | 500,000 | 500,000 | 400,000 | 400,000 | 400,000 | 300,000 | 300,000 | 300,000 | 300,000 |
| TOTAL EXPENSES | 6,067,998 | 4,278,636 | 3,351,495 | 3,214,215 | 2,372,305 | 2,385,778 | 2,199,644 | 2,413,914 | 2,578,602 | 2,293,718 | 2,659,277 |

| UNAPPROPRIATED SURPLUS: | | | | | | | | | | | |
|--------------------------------|-------------|-------------|-------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Beginning Balance | 8,421,972 | 5,062,945 | 3,117,258 | 2,054,763 | 1,130,548 | 1,091,243 | 1,084,465 | 1,319,821 | 1,539,487 | 1,493,885 | 1,795,166 |
| Sources / (Uses) | (3,359,027) | (1,945,687) | (1,062,495) | (924,215) | (39,305) | (6,778) | 235,356 | 219,666 | (45,602) | 301,282 | (14,277) |
| Ending Balance | 5,062,945 | 3,117,258 | 2,054,763 | 1,130,548 | 1,091,243 | 1,084,465 | 1,319,821 | 1,539,487 | 1,493,885 | 1,795,166 | 1,780,890 |

**Downtown Community Redevelopment Area Advisory Board
Meeting Minutes
Thursday, May 7, 2015
8:00 – 10:00 AM
City Commission Conference Room, City Hall**

MEETING MINUTES

Board Members: Eric Belvin, Margaret Stephens, Brandon Eady, Greg Sanoba, Grant Miller, Chris McArthur, Sara Olson, Don Selvage, Bretta Christakos

Absent: Todd Baylis

Staff: Nicole Travis, Patricia Hendler

Guests: Julie Townsend, LDDA; Jack Strollo and Matt Clark, Broadway Real Estate Services; Mark Thomas

Packets

- Meeting Minutes dated March 5, 2015
- Downtown CRA Action Items for 2015
- Memo - Oak Street Parking Lot RFQ
- Memo – NOBAY TIF Request
- Downtown Community Redevelopment Area – Capital Improvement Plan

Handouts

- none

Housekeeping

- Bretta Christakos new CRA Advisory /LDDA Board Member was introduced.
- The July 2 Advisory Board meeting is cancelled due to the July 4th holiday.

Old Business

Meeting Minutes dated March 5, 2015

Minutes were approved as submitted.

Update on Bay Street Redevelopment Site

Staff reported that the Broadway's development team met with the Development Review Team to go over revised plans for the site. Current plans are for 50 residential units and 10 commercial units. Groundbreaking is anticipated to be in fall of 2015.

Update on McKeel Academy/Oak Street Parking Lot

Staff reported that the Oak Street parking lot has applied for a SWFMD permit to convert the entire Oak Street lot to parking in two phases. The first phase will be a paved addition of 25 spaces on the northern edge of the current lot and SWFMD has signed off on that work. Public Works is putting together final costs now and work is planned for summer when McKeel is on vacation. The second phase will depend on availability of funding for the improvement once the SWFMD permit has been approved.

Update on North Downtown Development Site

Staff contacted FDOT with Advisory Board member Greg Sanoba's suggestion that Staff ask for the transfer of the remaining property along the northern edge of the site in FDOT's possession be in the form of a Corrective Deed since the FDOT believed they had already transferred the lot to the City of Lakeland. Staff received an email this week confirming that FDOT had agreed to that and would be forwarding the corrective deed. The next step necessary will be to transfer the right of way properties into CRA ownership and then complete the rezoning of the property. Staff is working with Community Development to hire a consultant to do a bubble site plan for the property that will allow for RFQ awards to multiple developers.

Update on Federal Building

Staff reported that an RFQ for developers is being written and the plan is for that to be released May 29th with a due date of July 17 for responses.

Trash Compactors

Chairman Belvin asked what progress was being made on trash compactors for Downtown locations. He said the need was great in Preservation Alley especially behind Linksters and Black and Brew and pointed out that when the bar on the corner of Main and Tennessee opens there would be even more demand. Staff has followed up with Public Works for which the next step will be a fee assessment analysis. CRA Staff will follow up with Public Works to monitor progress.

New Business

Bay Street TIF Request

Staff reviewed the NOBAY TIF request memo, and Matt Clark, Broadway Real Estate Services, reviewed the status of the development to date. He expressed concern that the amount of TIF reimbursement anticipated under the program had been revised to reflect the fact that the LDDA no longer contributes to the CRA Trust Fund and therefore that additional 2 mills of taxation would not be part of the reimbursement. Eric Belvin asked for a motion to adjourn the CRA meeting and reconvene as LDDA. The motion was made and passed and the LDDA addressed the issue. A motion was made and seconded to reconvene as the CRA and passed unanimously. Greg Sanoba made a motion to recommend approval of the TIF request as submitted limited to reimbursement of TIF funds within the CRA Trust Fund. Sara Olson seconded the motion which passed unanimously. Staff will prepare a TIF Agreement for submission to the City Commission as CRA.

Oak Street RFQ

After review and discussion of the proposed RFQ for the redevelopment of the Oak Street lot, Commissioner Selvage made a motion to approve the RFQ with the CRA Advisory Board being named as the Selection committee and the removal of the word "structured" from the first paragraph of the document. Greg Sanoba seconded the motion which passed unanimously. Staff will prepare the document for release by the Purchasing Department. There was discussion regarding the proposed consolidation of the three CRA Advisory Boards in terms of the Selection Committee then being the newly formed board.

Commission Report

Commissioner Selvage reported the following: The Fire Assessment Fee will likely pass, but the assessment will be for a lesser amount than initially proposed. Support and focus on Downtown and the support of development through infrastructure improvements were endorsed by the City Commission at their budget retreat.

Other

Staff passed out copies of the CRA Annual Report for 2014. An effort was made to include all relevant information as required by law in an easy to read and understand as well as attractive format for a lower cost than previous Annual Reports. The report is posted on the website in addition to being available in hard copy.

Adjourned at 9:38 AM.

Next Meeting, Thursday, June 4, 2015 City Commission Conference Room.

Eric Belvin, Chairman

Date

Dixieland Community Redevelopment Area Advisory Board

Meeting Minutes

Tuesday, April 21, 2015

4:00 – 5:30 PM

City Commission Conference Room, 3rd Floor

MEETING MINUTES

Dixieland Board Members: Brian Goding, Tom Waller, Jim Steinbauer, Cory Petcoff, Mary Smith
Staff: Patricia Hendler

Old Business

Meeting Minutes

Meeting minutes dated February 17, 2015 were approved unanimously. **Motion to approve: Tom Waller/ Brian Goding.** Motion passed unanimously.

New Business

Update: S. Florida Avenue - FDOT

As a result of ongoing communications with FDOT, DOT has agreed to conduct and fund a traffic study of S. Florida Avenue. There are no promises for lane reductions along the corridor, as there are a number of items that will be revealed by the traffic study; S. Florida Ave traffic volume, what local roads will absorb the diverted traffic, how can a road-diet be phased. There are a number of follow-ups to this ongoing topic. Staff will continue to keep the Advisory Board abreast of all development.

1053 S. Florida Avenue – Façade Improvement Matching Grant Request

A Façade Improvement Matching Grant was requested by Mr. Scott McBride in the amount of \$15,000, property owner of Dixieland Post Office located at 1053 South Florida Avenue. Mr. McBride was the recipient of a Dixieland Design Assistance Grant, which was awarded in February 2015. Mr. McBride proposed moving forward with improvements as designed by Sam Sheets, Architect. The proposed exterior modifications will require approval from the Historic Preservation Board's Design Review Committee.

Improvements will result in a complete transformation of the exterior of the approximately 4,200 square foot structure which is currently the Dixieland Post Office. The proposed improvements include removal of the mansard roof and new signage. The application received a score of 90 out of 120 points per the scoring criteria and was recommended for approval by staff.

Motion to approve: Brian Goding / Tom Waller Motion passed unanimously.

1113A S. Florida Avenue – Food-Related Services Matching Grant Request

A Food Related Services Matching Grant request was received from Jennifer Smurr, owner of Born & Bread Bakehouse.

The request for the Food Related Services Matching Grant will be used for a bread oven, three compartment sink, walk-in cooler and installation. The estimated cost of the leasehold improvements is approximately \$29,000.

Per the Food Related Services Matching Grant scoring criteria, this project received a score of 70 out of 120 points. Staff recommended approval of the request.

Brian Goding / Tom Waller Motion passed unanimously

Vacating of Right-of-Way

Staff was contacted by Nancy Maminsky of Pink Piano; 1015 S. Florida Avenue about grant information for food-related expenses. Ms. Maminsky was then notified that the area she was proposing a brick oven encroached on City property. On this block, there are at least three buildings that encroach on the City's property. In an effort to clean up the encroachments and reduce the City's liability, staff is recommending to vacate or deed a portion of the right-of-way to the adjacent property owners.

Staff engaged the City's Surveyor to draft the encroachments and the wheel stops in the parking lot as they exist today for approximately \$1,400. The funds were taken from the Alley Improvement line item.

Staff requested the Board's support in recommending the City Commission deed the portion of land to the adjacent property owners. The additional 300+/- square footage will ultimately decrease the City's liability on the property and assistance business owners that would like to use the extra space.

Brian Goding / Jim Steinbauer Motion passed unanimously

FYI

1. Platform Art submitted receipts for reimbursement of the base for the sculpture located in Dixieland. The Board thanked Cory Petcoff for allowing Platform Art to have a sculpture on his property.
2. Brian Godding submitted a request for grant extension. There is an active permit on the property and every week there is progress.
3. In response to a request for Board members to brainstorm on some incentives or programs that would benefit the Dixieland Commercial Corridor, Brian Godding suggested a bike shared program. Bike racks would be installed in a convenient location in the district and available for renting. Staff will investigate opportunities for a bike share program.
4. Mary Smith and Brian Godding expressed an interest in pursuing murals in the district.

Adjourned at 4:45 PM.

Signed:

Chairman, Cory Petcoff

Date

**Mid Town Community Redevelopment Area Advisory Board
Meeting Minutes
Thursday, May 7, 2015
3:00 PM – 5:00 PM
City Commission Conference Room – City Hall**

MEETING MINUTES

Board Members: Jim Malless, Sylinda Fulse, Ryan Reis, Dean Boring, Frank Lansford, Nancy Martinez

Absent: Deborah Beall Boynton

Staff: Nicole Travis, Jim Studiale, Patricia Hendler

Guest: Mark Thomas

Packet Items

- Mid Town CRA Action Items for 2015
- Meeting Minutes dated April 2, 2015
- Memo Dream Center Request for Donation of Property – 645 4th Street
- Midtown CIP

Housekeeping

Staff introduced new Advisory Board Member Sylinda Fulse

Old Business

Meeting Minutes Dated April 2, 2014

Approved as presented– moved by Jim Malless/ Nancy Martinez

Update East Main Street Small Area Study

Staff met with Brighthouse regarding fiber services to be provided in area. Although costs were not provided, Brighthouse has indicated they would like to be the go to provider for area. Brighthouse has promised to provide a menu of services that can be provided for users.

Update Lincoln Square

Staff recommended that in order to best design affordable housing for the site it would be best to engage an architect. Staff would like to also develop an incentive plan for both builders of housing and end users. Jim moved that staff be authorized to engage an architect for design services and develop an incentive package. Dean seconded and the motion passed unanimously.

Update 621 Iowa

621 Iowa purchase contract will go to City Commission for approval April 20, 2015.

Update 727 E. Magnolia Street, 412 and 602 N. Stella Avenue

Demolition contract has been awarded and will start in the next 20 days and be finished within 60 days.

Update 409 Stella Street

This sale has closed to purchaser Habitat for Humanity. proceeding. Staff also mentioned concern about the Habitat homes in the Parker Street that were beginning to look distressed.

Incentive Programs Update

The newly approved incentive programs have been posted on the LCRA website and a press release was distributed resulting in an item in the Ledger.

Update on LAMTD

In response to budgetary constraints, the LAMTD Board approved service cuts that would negatively impact the workforce in the Midtown district. In an effort to mitigate those service reductions, staff entered into negotiations with LAMTD to fund the costs of reinstating limited service. The CRA agreed to fund the cost of this service for a 3 year period. Staff is proposing to use the budget line item “team transit” to fund this service. The “team transit” line item has been used in the past to fund bus shelters in the district. As development occur along the district, bus shelters are being incorporated as a part of the development, therefore, making this funding available.

Mike Cooper Dream Center – Reconsideration of Decision to Lease CRA Owned Property

Mike Cooper of the Dream Center presented to the Advisory Board the Dream Centers plan for their neighborhood. He also expressed that leasing the CRA property is not ideal because the Dream Center would be limited in the improvements that they would be able to do. Mr. Cooper expressed his interest in being gifted or purchasing the CRA property again.

Dream Center Request for Donation

Mike Cooper of the Dream Center who came to last month’s meeting is requesting reconsideration of his proposal to purchase or have donated the lot at 645 4th Street. There was discussion of the various options. Dean made a motion to lease the lot to Dream Center for \$50 per year for one year with four options to renew and a cancellation clause for either party. Seconded by Sylinda and passed unanimously.

Memorial Boulevard RFP Update

Staff had an internal meeting with Community Development to discuss options for the redevelopment of Memorial Boulevard and the scope of an RFP. Staff will proceed with this initiative.

Lakeshore Trail Improvements Update

Staff has met with Public Works engineers to discuss improvements to the Lakeshore Trail including addition of a bicycle track, turn lanes, etc. There will be a public meeting June 30th unveiling various options for the bike track and change of turn lanes, etc. Advisory Board members endorsed Staff proceeding with designation of the historic district.

New Business

FYI

Meeting Adjourned at 4:00 PM

Next Meeting, June 4, 2015, 3:00 – 5:00 PM, City Commission Conference Room.

Ryan Reis, Chairman

Date

Memo

To: CRA Advisory Board
From: Nicole Travis
CC: Richard Ramchand
Date: August 27, 2015
Re: Commercial Corridor & Site Improvement Request
Midtown CRA Infrastructure Improvement Assistance – 317 W. Memorial Blvd

Attached is the first Commercial Corridor Façade & Site Improvement matching grant request. The applicant is Richard Ramchand, business and property owner of United Caribbean Restaurant located at 317 W. Memorial Boulevard.

This matching grant request is for landscaping along W. Memorial Blvd and Virginia Ave; paving of parking lot along the alley; signage; installation/connection of sewer lines; installation/connection of water lines to water main; installation of grease trap; installation of backflow preventer. The requested grant amount is \$75,000.

The Midtown Façade and Site Improvement Matching Grant program was created to financially assist commercial property owners and business owners in targeted commercial corridors for façade and site improvements. The intent of the program is to support the revitalization of the commercial corridors in the MidTown CRA by stimulating private investment in improvements that enhance the appearance of buildings and properties and eliminate blight and non-conforming design standards. Moreover, it is the intent of the program to encourage improvements to private properties that go well beyond what is required under the City of Lakeland's Land Development Code to enhance the form, function and design quality of this redevelopment district.



Mr. Ramchand has painted his building prior to applying for this grant. Therefore that expense is ineligible for reimbursement. However, the scope of work being proposed is primarily infrastructure and site work. The estimates from the three contractors range from \$61,000 to \$75,000. Based on the scoring criteria for the Façade and Site Improvement Matching Grant, this project received 70 out of 125 points.

This project received a score 45 points out of 90 based on the scoring criteria for the Midtown CRA infrastructure Improvement Assistance program.

Staff recommends approval of the Façade and Site Improvement Matching Grant in an amount not to exceed \$40,000 for signage, landscaping, fencing and other site improvements. Staff is also recommending approval of Infrastructure Improvement Assistance in an amount not to exceed \$15,000 for connection fees for water and sewer, grease trap and backflow preventer items.

The Board reserves the right to approve or amend the amount for each of the grant awards.

| MIDTOWN CRA INFRASTRUCTURE IMPROVEMENT ASSISTANCE | | |
|--|----------------------------------|-----------------------------|
| CRITERIA | POINTS* | 317 W. Memorial Blvd |
| <u>Location</u> | <u>65 points possible</u> | |
| Kathleen Road | 25 | |
| N. Florida Avenue/US 98N | 25 | |
| Lakeland Hills Boulevard | 35 | |
| Griffin Road | 25 | |
| Memorial Boulevard | 25 | 25 |
| Within Small Area Study boundaries | 25 | |
| Corner parcel | 15 | 15 |
| | | |
| <u>Potential Redevelopment Enhancement</u> | <u>25 points possible</u> | |
| Impacts two or fewer properties | 5 | 5 |
| Impacts more than two properties | 10 | |
| Impacts the entire street or block | 25 | |
| | | |
| | 90 points possible | 45 points |

**Projects that receive less than 35 points will be recommended for denial.*

| FAÇADE & SITE IMPROVEMENT SCORING CRITERIA | | 317 W Memorial Blvd. |
|---|-------------------------|-----------------------------|
| CRITERIA | POINTS* | |
| <u>Private Contribution</u> | <u>20 points total</u> | |
| Less than \$50,000 | 10 | |
| Between \$50,000 and \$150,000 | 20 | 20 |
| Between \$150,000 and \$300,000 | 15 | |
| More than \$300,000 | 10 | |
| | | |
| <u>Location</u> | <u>40 points total</u> | |
| Memorial Boulevard | 25 | 25 |
| 98N/Florida Avenue | 25 | |
| Martin Luther King Blvd | 25 | |
| Other Eligible Corridors | 10 | |
| Corner property | 15 | 15 |
| | | |
| <u>Aesthetic Enhancement</u> | <u>65 points total</u> | |
| Principal Building Improvement | 15 | |
| Site Improvement | 5 | 5 |
| Building and Site Improvement | 25 | |
| Implementing results of Design Assistance Grant | 10 | |
| Compatibility of proposed improvements to the surrounding structures/styles | | |
| Good | 15 | |
| Fair | 5 | 5 |
| Poor | 0 | |
| | | |
| | 125 points total | 70 points |

**Projects that receive less than 55 points will be recommended for denial.*

Community Redevelopment Agency
228 South Massachusetts Avenue
Lakeland, Florida 33801

Date: 6/16/15

Business Name: United Caribbean Rest LLC Type of Business: Food Service
Location of Business: 317 W. Memorial Blvd
Property Owner: Richard Ramchand Phone: 863-934-3832
Contact Person (If different from owner): Yvonne Pinnock
Email Address: ucllc317@gmail.com
Property owner's Mailing Address: 705 W. Daughtery Road Lakeland, FL 33809

The Commercial Corridors Façade & Site Improvement Matching Grant is a \$15,000 dollar-for-dollar matching grant that can be used towards any exterior architectural improvements to the street-side façade.

Estimated number of linear feet facing a public-right-of-way: 100 (If the building faces onto more than one street, such as a building located on a corner, give the estimated Frontage feet of the secondary facade 100)

Requested Grant Amount \$ 75,000

General description of proposed improvements:

Façade Awnings/Canopies Signs Walls/Fencing/Landscaping

Community Redevelopment Coordinator, Staff use only

Date of initial contact: _____ Electronic submission In person

Staff representative: _____

Design Professional: _____

Pre-Application Meeting Post-Application Meeting

CRA Advisory Board: Approved Denied

Property Site File Number: _____

Proposed Scope of Work:

Please provide a brief, general description of the work to be performed, materials to be used, color and material samples (if applicable).

Exterior Walls (Includes front façade, second façade (if applicable), structural, decorative and non-functional elements)

Windows/Doors

Awnings/Canopies

Walls/Fencing/Landscaping

landscaping along front on W. Memorial and side of building (Virginia Ave) . Paving of lot on otherside of building facing alley.

Painting

Signage

signs for front and side of building

Other

installation of sewer lines to street, installation of water lines to city , installation of grease trap,

Attachments: Application submittal should include the following attachments:

- Project Schedule
- Photographs of the existing building and proposed project area
- Schematic drawings illustrating proposed work, or pictures with project description outlines
- Certificate of Review from the Historic Preservation Board
- Three cost estimates

Owner's Signature

Richard Ramchand

Rodman Development Inc.

Joe Rodman President
1034 Martin Luther King Jr. Ave
Lakeland, Florida 33801
Phone 863-682-4193
Cell 863-409-8498
Fax 863-284-2615

RDI

Date: August 6, 2015

To: Richard Ramchand

From: Joe Rodman

Ref: Site work proposal

Loc: 317 W. Memorial Blvd.

Lakeland, Fl. 33805

Rodman Development, Inc. hereby proposes to provide all materials, labor, and insurances, to complete the site work per the drawings and specification dated Nov. 25th, 2008, and presented by Richard Ramchand. The scope of work shall include but not limited to: ASPHALT PARKING LOT, ENCLOSED DUMPER PAD, GREASE TRAP, BACK FLOW PREVENTER, CHAIN LINK FENCE, CONCRETE, AND LANDSCAPING.

Rodman's proposed cost = \$74,380.00

Joe N. Rodman Sr.
8-6-2015



July 30, 2015

Richard Ramchand
705 West Daughtery
Lakeland, Florida 33809

**RE: Richard Ramchand
317 Memorial Blvd
Lakeland, FL, 33801**

Asphalt Parking w/ ADA Striping & Signage

Dear Richard,

Thank you for the opportunity to offer our construction services to install the Asphalt Parking, 5' Sidewalk and Dumpster Enclosure for the above referenced project.

We will provide the labor, materials, equipment and supervision for the temporary protections, demolition, prep, pour and finish 3000 PSI concrete. We have included cost of and will clean up debris generated during this process at the address located in Lakeland, Florida.

Our proposal is per our site visit and request July 8, 2015, and Plans prepared by BCI Engineering dated November 25, 2008. We have no knowledge of any Addenda or Revisions.

Total price is **\$61,405.00 (Sixty One Thousand Four Hundred Five Dollars and No Cents)**

Thank you again for this opportunity. I look forward to working with you on this project. Should you have any questions, feel free to call.

Sincerely,
James Burt
James Burt, President



Sanford Garland

7511 Oak Terrace Dr. Lakeland, FL 33810

LIC. #CGC032892

(863)670-2915

To: Richard Ramchand
705 W. Daughtery Road
Lakeland, FL 33809

Proposal

Scope of work:

Landscaping along front on W. Memorial and side of building (Virginia Ave). Paving of lot on other side of building facing alley. Signs for front and side of building. Installation of sewer lines to street, installation of water lines to city, installation of grease trap.

Proposal for plumbing

Install ¾ in. RPZ backflow preventer W/ freeze protector and concrete pad W/ protection poles

Install gas from new meter to stove, fryer, and water heater

Connect grease trap and sanitary sewer to city sewer

Install 1000 gal. grease trap

Install sample port

Install owner supplied 3 compartment sink

Provide and install fixtures listed below

Fixtures

2-Handicap toilets

2-20X18 ADA wall hung lavatory's with single handle Mainline faucets

1-24X24 floor mop sink W/ wall faucet

1-40 gallon natural gas water heater

1-¾ in. RPZ backflow preventer W/ freeze protector

1-1000 gallon grease trap

1-sample port in sewer line

1-Krowne HS2L SS hand sink and faucet

We hereby propose to furnish materials and labor, complete in accordance with the above specifications, for the sum of: \$14,500.00

Total cost of this proposal \$75,000.00

Thank You for letting us bid on this project.



Memo

To: CRA Advisory Board

From: Nicole Travis

CC: Shaun Puri

Matt Clark

Date: August 27, 2015

Re: Midtown Gateway Incentive Program – StoreRight (Lakeland VI, LLC)

Attached is an application from Lakeland VI LLC for consideration of the Midtown Gateway Incentive Program for a proposed storage facility to be located on the corner of Kathleen Road and 5th Street. The property is currently under contract for the purchase price of \$475,000 by the applicant. The storage facility will have approximately 73,000 square feet of interior storage space and 19,000 square feet of exterior storage space for boats, automobiles and RVs.



The intent of the Gateway Incentive Program is to stimulate investment in real property at the “gateways” or entrances to the Midtown Community Redevelopment Area. The Midtown Community Redevelopment Area includes a number of aging commercial corridors which often provide residents and visitors with the first impression of our city. The Midtown Gateway Incentive Pilot Program is intended to incentivize large property owners, who have the greatest potential for high quality employment for our residents, to make significant investments in the expansion or upgrade of real property in order to improve the appearance of our entrances and to stimulate additional redevelopment activity.

While the proposed project will not provide opportunities for high quality employment, the investment of \$3.8 million dollars is a significant investment in one of the identified gateways. The proposed project meets the criteria of the existing Midtown Gateway Incentive program. The project scored 65 points out of 95 available points. Staff recommends approving the grant request for the maximum allowed through this program, \$150,000.

| Scoring Criteria | | StoreRight |
|--|----------------------------|-------------------|
| CRITERIA | POINTS* | |
| <u>Proposed Use</u> | <u>50 points possible</u> | |
| Office | 15 | |
| Residential | 15 | |
| Manufacturing | 20 | |
| Retail | 25 | |
| Warehouse | 20 | 20 |
| Mixed Use | 25 | |
| | | |
| New Business | 10 | |
| Relocation | 15 | |
| 2 nd Location | 20 | 20 |
| | | |
| <u>Site</u> | <u>15 points possible</u> | |
| New construction | 15 | 15 |
| Expansion | 10 | |
| Renovation | 5 | |
| | | |
| <u>Proposed Investment (Building Permit Value)</u> | <u>20 points possible</u> | |
| \$250,000 - \$500,000 | 15 | |
| \$501,000 - \$2,000,000 | 20 | |
| \$2,000,001+ | 10 | 10 |
| | | |
| <u>Aesthetic Enhancement</u> | <u>25 points possible</u> | |
| New construction or renovation goes above and beyond minimum development standards for exterior design, landscaping, site work | 25 | |
| | | |
| TOTAL | 110 points possible | 65 points |

**Projects that receive less than 50 points will be recommended for denial.*

August 14, 2015

VIA HAND DELIVERY

Lakeland Community Redevelopment Agency
Attn: Nicole Travis
228 S. Massachusetts Ave.
Lakeland, FL 33801

RE: Request for Approval of Application for incentives pursuant to the Mid Town Gateway Incentive Pilot Program.

Dear Nicole:

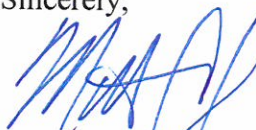
On behalf of StoreRight (Lakeland XI), LLC (the "Applicant"), this letter constitutes our formal request for review and approval of our Application for incentives pursuant to the Mid Town Gateway Incentive Pilot Program. Attached, please find the following documentation for your review:

1. Completed Application for incentives pursuant to the Mid Town Gateway Incentive Pilot Program (the "Application");
2. Executed Purchase and Sale Agreement (the "Purchase Agreement") by and between Herring Family Partnership, LTD and StoreRight Management, LLC, having an Effective Date of January 14, 2015, for the purchase of approximately 10.04 acres, more or less, located at the intersection of Kathleen Road and Fifth Street in Lakeland, Florida (the "Property");
3. An aerial photograph identifying the Property;
4. A copy of the elevations for the self-storage facility to be constructed on the Property;
5. A copy of the Site Plan which has been submitted to the City of Lakeland by JSK Consulting, our Project Engineer for development of a self-storage facility on the Property;
6. A copy of the executed Construction Contract (AIA Document A101-1997 and AIA Document A201-2007), dated July 17, 2015, as amended, by and between the Applicant and PAR Builders, II, Inc. (the "General Contractor"), for construction of the self-storage facility on the Property; and
7. A copy of the construction schedule provided the General Contractor.

We are excited to work with the City of Lakeland in this development project. Pursuant to the Purchase Agreement, we are set to close on the Property on or before September 14, 2015. The Applicant hereby acknowledges that approval of our Application is expressly contingent upon us closing on the purchase of the Property.

Please do not hesitate to contact me if you should have any questions, concerns or need any additional information regarding our Application. Thank you for your time and attention to this matter.

Sincerely,


Matthew R. Clark

100 S Kentucky Ave, Ste 290
Lakeland, Florida 33801

OFFICE 863-216-8000
FAX 863-683-1066

Mid Town Gateway Incentive Pilot Program

Mid Town Community Redevelopment Area:

Prior to completion of this application, please contact the LCRA to review this process at (863) 834-6011 lcra@lakelandgov.net.

Date 8/14/15

Lakeland Community Redevelopment Agency
228 South Massachusetts Avenue
Lakeland, Florida 33801
863-834-6011

Applicant Name StoreRight (Lakeland XI), LLC

Location of Property Intersection of Kathleen Rd. and Fifth Street
(Street address, name of building if applicable)

Property Owner Herring Family Partnership, LTD Phone (863) 581-1848

Property Owner Mailing Address 3703 S. Atlantic Ave. #1106, Daytona Beach Shores, FL 32118

Contact (if different from Owner) Matthew R. Clark

Email Address mclark@resbroadway.com

Project Architect _____

Project Engineer JSK Consulting

Contractor PAR Builders II, Inc.

Community Redevelopment Area Manager, Staff use only

Date of initial contact: _____ Electronic submission Phone interview In person

Staff representative: _____

Site Information: Land Use _____ Zoning _____ Acreage _____

Estimated Construction Cost: _____

Pre-Application Meeting Post-Application Meeting Advisory Board: Approved Denied

Advisory Board Approval NTE Amount: _____ Date: _____

Final Building Permit Value (confirmed by Building Inspection): _____ Date: _____

Final Incentive Amount: _____ Date Disbursed: _____

Project Description:

Please provide a brief, general description of the project.

Describe the property's existing use(s) vacant land

Describe the property's proposed use(s) (specify square footage for each use type if possible) The proposed use is self-storage facility offering both interior storage units and outdoor storage for automobiles, boats and RV's. Total proposed for interior storage is 72,850 square feet. Total proposed outdoor storage is 19,992 square feet.

Describe the proposed improvements which will be visible to the public- particularly any demolition, new construction, site work, landscaping and signage improvements Visible to the public will be a clean, modern, brand new storage facility, having attractive landscaping, signage with a digital reader board and blue and green dummy roll-up doors facing Kathleen Rd.

Attachments: The following attachments are required:

- Project schedule and projected construction budget
- Photographs of existing site or buildings as appropriate
- Proposed site plan, elevations. Must include information and descriptions of any landscaping, signage, sidewalks, transit amenities, etc.
- All non-owners must have a letter signed and notarized by the Property Owner giving permission to apply for the incentive

PURCHASE AND SALE AGREEMENT

This Purchase and Sale Agreement ("Agreement") is made by and between **HERRING FAMILY PARTNERSHIP, LTD.**, a Florida limited partnership, whose address is 3703 South Atlantic Ave., #1106, Daytona Beach Shores, FL 32118 ("Seller"), and **STORERIGHT MANAGEMENT, LLC**, a Florida limited liability company, whose address is 100 South Kentucky Avenue, Suite 290, Lakeland, Florida 33801, or its assigns, ("Buyer").

In consideration of the mutual covenants and provisions herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Seller and Buyer agree as follows:

DESCRIPTION OF PROPERTY

1.1 Purchase and Sale of Property. Seller hereby agrees to sell, assign, and convey to Buyer, and Buyer agrees to purchase from Seller, that certain parcel of real property located to the west of Kathleen Road and to the southwest of the intersection of Kathleen Road and W. 5th Street in Lakeland, Polk County, Florida, more particularly shown in yellow in Exhibit "A" attached hereto and incorporated by reference herein, consisting of approximately 10.04 acres, more or less (the "Land"), all improvements thereon, all appurtenances pertaining thereto including all development and environmental rights allocable to the Land, and all rights, title and interest of Seller in and to any easements, adjacent streets, roads, or rights of way pertaining to the Land (collectively referred to as the "Property"). The exact legal description of the Property will be determined by the Survey (hereinafter defined) Buyer is obtaining as provided for in Paragraph 6.3.

PURCHASE PRICE

2.1 Purchase Price. The total purchase price for the Property which Buyer agrees to pay to Seller shall be **FOUR HUNDRED SEVENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$475,000.00)** ("Purchase Price").

2.2 Payment of Purchase Price. Buyer shall pay to Seller the Purchase Price as follows:

| | |
|---|--------------|
| Earnest Money (pursuant to Section 3.1) | \$25,000.00 |
| Balance of Purchase Price | \$450,000.00 |
| Total Purchase Price | \$475,000.00 |

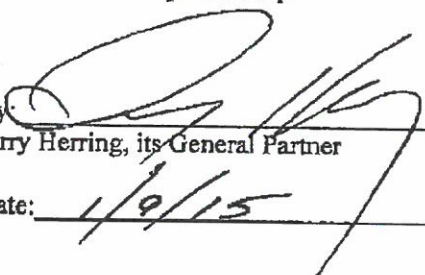
EARNEST MONEY

3.1 Amount: Terms. Buyer shall deliver to Clark, Campbell, Lancaster & Munson, P.A., whose address is 500 South Florida Avenue, Suite 800, Lakeland, Florida 33801 (the "Escrow Agent"), within three (3) business days after the Effective Date of this Agreement, the sum of **TWENTY-FIVE THOUSAND AND NO/100 DOLLARS (\$25,000.00)** ("Earnest Money"). If the sale of the Property is closed, the Earnest Money and any accrued interest thereon shall be applied to the payment of the Purchase Price.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year written below.

SELLER:

HERRING FAMILY PARTNERSHIP, LTD.
a Florida limited partnership

By: 
Jerry Herring, its General Partner

Date: 1/9/15

BUYER:

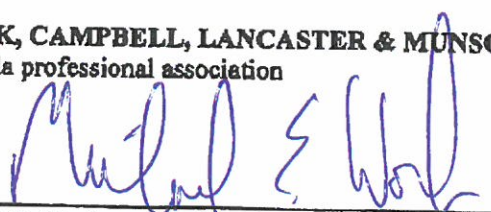
STORERIGHT MANAGEMENT, LLC,
a Florida limited liability company

By: 
Matthew R. Clark, its President

Date: 1-14-15

ESCROW AGENT:

CLARK, CAMPBELL, LANCASTER & MUNSON, P.A.,
a Florida professional association

By: 
Michael E. Workman, its Vice-President

Date: 1-14-2015

EXHIBIT "A"

LEGAL DESCRIPTION

Commence at the Northeast corner of the Southeast 1/4 of the Southeast 1/4 of Section 11, Township 28 South, Range 23 East, Polk County, Florida and run S21°03'00"E, 42.86 feet to the Point of Beginning. Thence S89°42'00"W, parallel with the North boundary of said Southeast 1/4 of the Southeast 1/4, 343.85 feet; thence S00°18'00"E, 180.63 feet to a point on the Northeasterly right of way line of CSX Railroad; thence S48°44'00"E along said right of way line, 799.88 feet; thence N00°04'00"E, 70.87 feet; thence N89°56'00"E, 300.00 feet to a point on the Westerly right of way line of State Road S-35A (Kathleen Road); thence N00°04'00"W along said Westerly right of way line, 623.78 feet; thence N60°12'54"W, 30.20 feet to a point on the South right of way line of Fifth Street; thence S90°00'00"W along said South right of way line, 531.31 feet to the Point of Beginning. Being a portion of Block H of Fruit Growers Express Co. Subdivision as recorded in Plat Book 29, Page 29 of the Public Records of Polk County, Florida. Contains 10.54 acres.

August 10, 2015

**VIA FIRST CLASS U.S. MAIL AND
EMAIL AT JERRYHERRING@GMAIL.COM**

Herring Family Partnership, Ltd.
Attn: Jerry Herring
P.O. Box 3633
Placida, FL 33946

VIA FIRST CLASS U.S. MAIL

Herring Family Partnership, Ltd.
Attn: Jerry Herring
3703 S. Atlantic Ave., #1106
Daytona Beach Shores, FL 32118

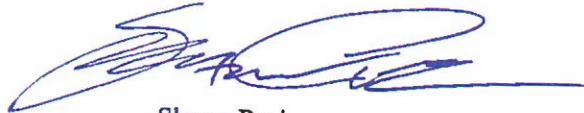
RE: Purchase and Sale Agreement by and between Herring Family Partnership, LTD. and StoreRight Management, LLC dated April 14, 2015, as amended (the "Agreement");
Notice of Exercise of Third Closing Extension;
Check Having Check Number 7598 in the amount of \$2,000.00.

Dear Jerry:

Pursuant to Section 9.1 of the Agreement, StoreRight Management, LLC ("Buyer") hereby exercises its third, thirty day closing extension. Pursuant to your instruction today, and as required by the Agreement, we are mailing check number 7598 made payable to Herring Family Partnership, LTD. in the amount of Two Thousand and No/100 Dollars (\$2,000.00) to the following addressee:

MidFlorida Credit Union
Attn: Lori Katz
129 S. Kentucky Ave.
Lakeland, FL 33801

Thank you,



Shaun Puri

cc. **VIA FIRST CLASS U.S. MAIL**

MidFlorida Credit Union
Attn: Lori Katz
129 S. Kentucky Ave.
Lakeland, FL 33801

Peter J. Munson, Esq.
Clark, Campbell Lancaster & Munson PA
500 S. Florida Ave., Suite 800
Lakeland, FL 33801

100 S Kentucky Ave, Ste 290
Lakeland, Florida 33801

OFFICE 863-216-8000
FAX 863-683-1066

AIA DOCUMENT A101-1997

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a STIPULATED SUM

AGREEMENT made as of the 17th day of July
in the year 2015
(In words, indicate day, month and year)

BETWEEN the Owner:
(Name, address and other information)

StoreRight Lakeland XI, LLC
100 S. Kentucky Avenue, Suite 290
Lakeland, Florida 33801

and the Contractor:
(Name, address and other information)

Jerome Joseph Ciaravino, State of Florida License Holder
PAR Builders II Inc
1038 Belcher Road South
Largo, Florida 33771

The Project is:
(Name and location)

StoreRight Self Storage
Kathleen Road
Lakeland, Florida

Per site layout of Rabco Corp. dated 3/19/15, Job: B 421 1ph1,
for conceptual purposes only.

The Architect is:
(Name, address and other information)

N/A

The Owner and Contractor agree as follows.



This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201-1997, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

This document has been approved and endorsed by The Associated General Contractors of America.



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AIA DOCUMENT A101-1997
OWNER-CONTRACTOR
AGREEMENT

The American Institute
of Architects
1735 New York Avenue, N.W.
Washington, D.C. 20006-5292

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement; these form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. An enumeration of the Contract Documents, other than Modifications, appears in Article 8.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except to the extent specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

3.1 The date of commencement of the Work shall be the date of this Agreement unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

(Insert the date of commencement if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)

If, prior to the commencement of the Work, the Owner requires time to file mortgages, mechanic's liens and other security interests, the Owner's time requirement shall be as follows:

3.2 The Contract Time shall be measured from the date of commencement.

3.3 The Contractor shall achieve Substantial Completion of the entire Work not later than (11) months ~~days~~ from the date of commencement, or as follows:

(Insert number of calendar days. Alternatively, a calendar date may be used when coordinated with the date of commencement. Unless stated elsewhere in the Contract Documents, insert any requirements for earlier Substantial Completion of certain portions of the Work.)

, subject to adjustments of this Contract Time as provided in the Contract Documents.

(Insert provisions, if any, for liquidated damages relating to failure to complete on time or for bonus payments for early completion of the Work.)



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OWNER-CONTRACTOR
AGREEMENT

The American Institute
of Architects
1735 New York Avenue, N.W.
Washington, D.C. 20006-5292

Two handwritten signatures in black ink, one appearing to be 'J' and the other 'MAY'.

ARTICLE 4 CONTRACT SUM

4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Three Million, Three Hundred Ninety Eight Thousand, One Hundred Twenty Eight Dollars (\$3,398,128.), subject to additions and deductions as provided in the Contract Documents.

4.2 The Contract Sum is based upon the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:

(State the numbers or other identification of accepted alternates. If decisions on other alternates are to be made by the Owner subsequent to the execution of this Agreement, attach a schedule of such other alternates showing the amount for each and the date when that amount expires.)

4.3 Unit prices, if any, are as follows:

N/A

ARTICLE 5 PAYMENTS

5.1 PROGRESS PAYMENTS

5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows: Contractor to invoice Owner on the 25th of each month, to be paid by Owner or Owner's Lender by the 10th of the following month, for Work In Place and Stored Materials (on site), subject to Owner's Lender approval

5.1.3 Provided that an Application for Payment is received by the Architect not later than the 25th day of a month, the Owner shall make payment to the Contractor not later than the 10th day of the following month. If an Application for Payment is received by the Architect after the application date fixed above, payment shall be made by the Owner not later than (10) days after the Architect receives the Application for Payment. Subject to Owner's Lender approval

5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.



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AIA DOCUMENT A101-1997
OWNER-CONTRACTOR
AGREEMENT

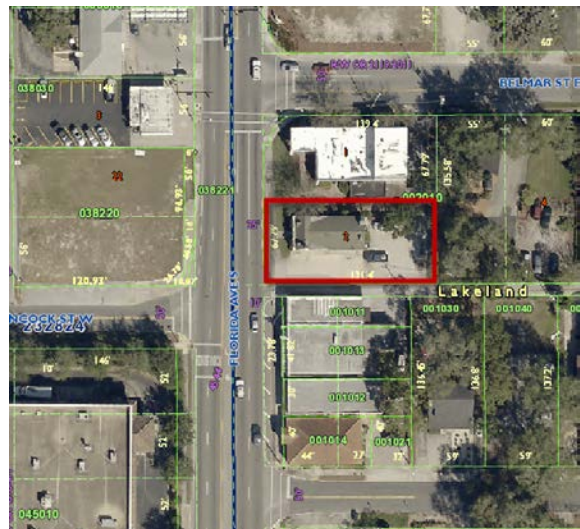
The American Institute
of Architects
1735 New York Avenue, N.W.
Washington, D.C. 20006-5292

Two handwritten signatures in black ink, one appearing to be a stylized 'J' and the other a more complex scribble.

Memo

To: CRA Advisory Board
From: Nicole Travis
CC: Marcos Fernandez
Date: August 26, 2015
Re: Façade Improvement Request – 1212 South Florida Avenue

Enclosed is a Façade Improvement request from Marcos Fernandez, business owner of Nineteen 61 Restaurant located at 1212 South Florida Avenue. The property is owned by Linda Vinesett. Marcos is the former Executive Chef at the Yacht Club and has been professionally cooking for 17 years. The restaurant will serve Latin Fusion food with a local emphasis.



This Façade Improvement Matching Grant request is for the stripping, patching and repainting of the building; adding a door on rear of the building for a walk-in cooler; new awnings; 18x23 pergola over garden area; wall sign on Florida Avenue. The amount being requested is the full matching grant amount, \$15,000.

A Certificate of Review from the Historic Preservation Board has been issued for the proposed pergola. This property received a nominal Façade Improvement matching grant of \$870.00 in November 2011. The Dixieland Façade Improvement Matching Grant programs states that a property is only eligible for grant funding once every five years. The budget for this project is \$30,000 pending approval of the matching grant.

Per the Façade Improvement Matching Grant scoring criteria, this project receives a score of 85 out of 120 points. Since a nominal amount was approved for this property less than five years ago, staff recommends approving the matching grant in the amount of \$14,130, as the proposed project enhances the overall value of the property, improves the aesthetics of the corridor and it consistent with the Dixieland Commercial Corridor Redevelopment Plan. The Board reserves the right to approve the matching grant for the requested \$15,000.

| Scoring Criteria | | 1212 S. Florida Ave. |
|---|-------------------------|-----------------------------|
| CRITERIA | POINTS | |
| <u>Private Contribution</u> | <u>20 points total</u> | |
| Less than \$10,000 | 10 | |
| Between \$10,000 and \$50,000 | 20 | 20 |
| Between \$50,000 and \$100,000 | 15 | |
| More than \$100,000 | 10 | |
| | | |
| <u>Location</u> | <u>40 points total</u> | |
| On S. Florida Avenue | 25 | 25 |
| Corner property | 15 | |
| | | |
| <u>Historic Preservation</u> | <u>5 points total</u> | |
| Historically significant structure | 5 | |
| | | |
| <u>Aesthetic Enhancement</u> | <u>55 points total</u> | |
| Principal Building Improvement | 15 | |
| Site Improvement | 5 | |
| Building and Site Improvement | 25 | 25 |
| Implementing results of Design Assistance Grant | 15 | |
| Compatibility of proposed improvements to the surrounding structures/styles | | |
| Good | 15 | 15 |
| Fair | 5 | |
| Poor | 0 | |
| | | |
| | 120 points total | 85 |

**South Florida Avenue
Façade Improvement Application
Dixieland Community Redevelopment Area: Commercial Corridor**

Prior to completion of this application, please contact the CRA to review this process at
(863)834-6011 or lcra@lakelandgov.net.

Date 9-19-15

Community Redevelopment Agency
228 South Massachusetts Avenue
Lakeland, Florida 33801

Name and Type of Business Nineteen 61 Restaurant

Location of Business 1212 South Fl Ave
(Street address, name of building if applicable)

Property Owner Linda Kelly Vinesett Phone _____

Contact (if different from owner) Marcos Fernandez 904-316-4132

Email Address Fernandez3061@bellsouth.net

Property Owner Mailing Address 1212 South Fl Ave

The Façade Improvement Matching Grant is a \$15,000 dollar-for-dollar matching grant that can be used towards any exterior architectural improvements to the street-side façade.

Estimated number of linear feet facing a public-right-of-way: 400 sq ft (If the building faces onto more than one street, such as a building located on a corner, give the estimated frontage feet of the secondary façade _____)

Requested Grant Amount \$ 15,000.00

General description of proposed improvement:

- Façade Awnings/Canopies Signs Walls/Fencing/Landscaping

Community Redevelopment Coordinator, Staff use only

Date of initial contact: _____ Electronic submission In person

Staff representative: _____

Design Professional: _____

Pre-Application Meeting Post-Application Meeting

CRA Advisory Board: Approved Denied Date _____

Property Site File Number _____

Received

AUG 21 2015

Community Development
Department

Proposed Scope of Work:

Please provide a brief, general description of the work to be performed, materials to be used, color and material samples (if applicable).

Exterior Walls (Includes front facade, second façade (if applicable), structural, decorative, and non-functional elements) Strip Paint, Patch & Re Paint Add Door in the Rear of Building for Walkin cooler.

Windows/Doors Resurface, strip & Stain windows & Door.

Awnings/Canopies New Awnings installed using Black Fabric w/white Logo

Walls/Fencing/Landscaping Pergola 18x23 over garden w/ oak beam to remain Add Birds of Paradise one on each column of the front of Building. Add Landscaping to South Wall Along side wall, install brick pavers in courtyard.

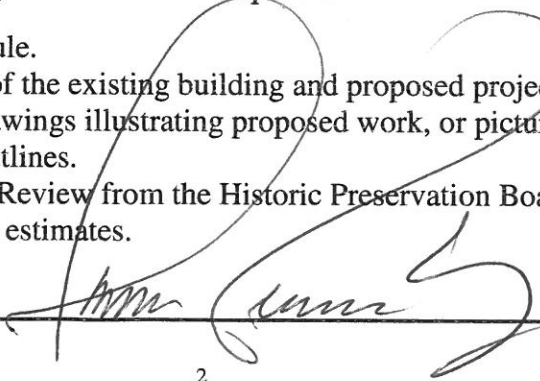
Painting Paint using SW 7533 Khaki & Faux terra cotta finish on columns

Signage Re hang ~~sign~~ sign in middle window of front Building & on Awnings

Other Replace exterior Light

Attachments: The following attachments are required:

- Project schedule.
- Photographs of the existing building and proposed project area.
- Schematic drawings illustrating proposed work, or pictures with project description outlines.
- Certificate of Review from the Historic Preservation Board.
- Three (3) cost estimates.

Signature of Owner 

Pricing Summary:

Exterior scope of work for restaurant **1961**

Project address: 1212 South Florida Avenue
Lakeland, FL 33803

- Repaint building using SW7533 Khaki; paint building columns in a faux terra cotta finish.
- Install two 3' X 2' window signs (total of 12 SF for both).
- Replace fabric on existing awnings with new fabric.
- Install 23' X 18' wood pergola in existing courtyard area to the north of the building.
- Install brick pavers in courtyard area, approximately 23' X 18' in area, under the pergola.
- Install a 70 SF walk-in modular cooler on rear (east) wall of building, not visible from S. Florida Avenue.
- Paint all window & door trim
- Paint plenum chase in back of building
- Landscaping & minor grassing
- Replace exterior lights

TOTAL INVESTMENT SUMMARY

\$ 31,960.00



M-N-M Construction

Work Authorization Scope of work

Pricing Summary:

Services to Be Provided:

- Prep structure for painting
- Paint exterior of building
- Paint all doors and window trim
- Construct 18'x23' pergola – PT wood
- Paint pergola and add weather coating
- Pour pergola post in concrete
- Pour concrete slab for cooler
- Assemble walk-in cooler
- Check all exterior light & replace, check electrical outlet
- Replace exterior doors
- Landscaping & grassing

| | |
|---------------------|--------------|
| Total Cost Estimate | \$42, 888.00 |
|---------------------|--------------|

This work authorization form is hereby included and made part of agreement (“AGREEMENT”) signed by and between M-N-M Construction and 1961, LLC. In the event of conflict between the terms and conditions of the Agreement and the terms and conditions contained herein, the terms and conditions of this Work Authorization Form shall supersede and govern. The parties hereby agree and accept the following Work Authorization Form as final contract agreement for services provided.

Authorized Signature

Date

**SULLIVAN CONSTRUCTION &
MANAGEMENT**

2405 Coventry Ave.

Lakeland, FL 33803

863-604-6904 -Lic. # CGC-1515458

ESTIMATE

| | |
|-----------|------------|
| DATE | ESTIMATE # |
| 7/29/2015 | 253 |

| NAME / ADDRESS |
|---|
| 1961 RESTAURANT ATTN: MARCOS FERNANDEZ 1212 SOUTH FLORIDA LAKELAND, FL 33803 |

| Description | Qty | Cost | Total |
|--|-----|------|--------------------------|
| <p>RE: EXTERIOR SITE IMPROVEMENT SCOPE OF WORK. WE ARE OFFERING ALL LABOR, EQUIPMENT AND MATERIALS TO THE IMPROVEMENTS REQUESTED.</p> <p>Prep structure for painting: pressure wash entire structure, scrap old paint from building area showing signs of peeling, tape all windows & doors, add new caulking to all seams(doors, windows, corners, below fascia, around lights, and any other objects mounted on structure).</p> <p>Prime and paint entire building: Building body Khaiki Shade & column Terra Cotta All columns to have Faux finish Build 18'x23' pressure treated pergola per architectural design Add brick pavers to match existing pavers, many pavers may need to be mixed for a consistent result Pour concrete slab for cooler Assemble walk-in cooler Check all electrical for existing building lights, & GFCI outlets Add sod, shrubs, and landscaping check and fix existing irrigation, replace many heads that are broken, trim trees. Scrap/prime/and paint all window and door trim Add signage per customer/architect design replace awning in front of S. fl ave. replace existing rusty light fixture repair and or replace fascia metal cap as needed Exterior doors to all be repaired and or replaced</p> | | | |
| TOTAL ESTIMATE | | | TOTAL \$46,712.00 |

Memo

To: CRA Advisory Board
From: Patricia Hendler
CC: Nicole Travis
Date: August 28, 2015
Re: 820 – 830 N. Massachusetts Avenue - Redevelopment

In 2003 the LCRA engaged the consulting firm Glattig Jackson Kercher Anglin Lopez Rinehart, Inc. to carry out a small area study of the Midtown CRA area bounded by North Iowa Avenue on the east, North Florida Avenue on the West, Memorial Blvd on the north, and the In Town Bypass to the south. Specific issues identified within the area included recognition of the impacts of homeless services, the In Town Bypass as a sheared urban edge isolating the area from Downtown, loss of residents from once established residential areas, and underperforming commercial properties. Recommendations of the study included working with social agencies serving the homeless on possible relocation of services, stabilization of neighborhood edges, and creating special opportunities for commercial property development. The CRA has begun this work with the purchase of the Salvation Army complex and subsequent relocation of their operation, the incentive provided to the Polk County Tax Collector's redevelopment of 916 N. Massachusetts Avenue, the purchase of 820 N. Massachusetts Avenue and 306 E. Parker Street, the support and incentives for Parker Street Ministries in their redevelopment of 719 N. Massachusetts Avenue and creation of the Parker Street model block area.

The previous acquisition of the Salvation Army complex, 820 N. Massachusetts Avenue, and 306 E. Parker Street affords the CRA an opportunity for continued redevelopment of a major artery that serves not only as an entryway into the Downtown employment center for government, finance, and services but the connector of Downtown to Lakeland's medical district another major employment center and economic driver for the city.

The Salvation Army complex (830 N. Kentucky) is 1.6 acres with 260' of frontage on Massachusetts and Kentucky Avenues and 267' of frontage on Plum. There are four buildings on the property that total 29,092 SF: Center of Hope 10, 348 SF, Halo Center 7,150 SF, Apartment Building 8,544 SF with 12 two-bedroom units, and Office and Storage 3,050 SF. 820 Massachusetts Avenue is a 15,600 SF brick warehouse building on .86 of an acre with 142' of frontage on Massachusetts and Kentucky Avenues, and 306 E. Parker Street is a vacant lot with

200' of frontage on Kentucky Avenue and 135' of frontage on E. Parker Street. Combined purchase price for the three properties including incentives to Salvation Army for relocation totals \$2,388,000. In 2014 the CRA entered into a contract to sell the Salvation Army site and 820 N. Massachusetts Avenue to Green Mills, a developer of tax credit work force housing for a purchase price of \$785,000. Green Mills was not successful in achieving a low enough lottery number for the project to be awarded but they were awarded on another project on Aida Street in Midtown. The development of the Aida Street property as tax credit workforce housing disqualifies the development of the Salvation Army/820 N. Massachusetts Avenue site as workforce tax credit housing for the next two to three years because of its proximity to the Aida Street location. It is unlikely that a market rate development will proceed at this location without substantial involvement/incentives from the CRA. With those circumstances in mind, CRA staff has solicited proposals from various potential users of the properties.

The commercial hood in the Salvation Army Center of Hope kitchen led Staff to approach local restaurateurs, bakers, etc., and we now have a proposal from Your Pro Kitchen for a shared commercial kitchen and culinary incubator. Your Pro Kitchen is a franchise operation with five locations in Florida including an 11,500 SF space in Largo, their original location. We are working with Cindy Pickering who is the founder of the franchise. This proposal is attached and Staff would like to proceed with this lease and is seeking a recommendation from the Advisory Board to finalize a lease agreement for approval by the City Commission.

The availability of a "market" where users of Your Pro Kitchen could sell their goods would greatly enhance the success of the commercial kitchen. Staff has approached several developers regarding the redevelopment of 820 N. Massachusetts Avenue as a market modeled on East End Market at the edge of Winter Park. Staff expects to receive a proposal from a developer/market manager and would like Advisory Board approval to proceed with those discussions. We have a proposal in hand for the rear half of 820 N. Massachusetts from Elizabeth Hults, a freelance designer and artist and graduate of Florida Southern College who proposes to use the space for gallery and artist studio.

The apartment complex has a proposal from Looks Great Enterprises, Inc. which manages the CRA's properties. The leasing of the apartment complex to an operator would remove the CRA from the landlord/tenant relationship with individual residential tenants. Mr. Seeley is also involved with the Repurpose Art Studio, who is proposing to use the office/storage area attached to the apartment complex to house the Studio's job training program. All of the above referenced proposals are attached.

Staff is also showing the properties to other non-profits involved in the arts and educational services. It will be necessary to invest more money in the properties which have been left in poor repair. Monies have already been expended on roof leaks, fire alarm and sprinkler inspections, and environmental abatement. Staff is requesting the approval of the CRA Advisory Board to continue the necessary repair work on the properties and the authority to move forward on negotiating lease agreements which will be brought to the Advisory Board for recommendation of approval to the City Commission.

July 24, 2015

Patricia Hendler
Project Manager
Community Redevelopment Agency
City of Lakeland
228 S. Massachusetts Avenue
Lakeland, FL 33801

RE: Letter of Intent – Lakeland Shared Kitchen & Culinary Incubator

Dear Ms Hendler:

Your Pro Kitchen is pleased to present the following proposal for your consideration.

Intended Use: Your Pro Kitchen intends to lease the property located at 830 N Massachusetts Avenue in Lakeland, FL for the purpose of operating a shared kitchen and culinary incubator.

Buildings: Preliminary analysis, subject to final site plan, indicates that Tenant will require approximately 4,000 square feet of commercial kitchen, food processing and office space in the building formerly known as the Center of Hope. Multiple parking spots would be required for car and food truck parking.

Construction: The building would need to comply with current building codes and must be able to be licensed by the Florida Department of Business and Professional Regulation (DBPR) as a licensed kitchen. Typical DBPR requirements for a successful plan review include (not all inclusive list):

- washable floors, walls, ceiling and cove base
- separate hand wash and 3 compartment sinks (2 each)
- mop sink
- designated dry storage and chemical areas
- public access to restrooms which does not go through the prep, storage or ware washing areas
- water heating device
- municipal water supply
- grease traps as required
- dumpster on nonabsorbent pad close to rear door
- lighting at 50 foot-candles in food prep area and 20 foot-candles in ware washing areas
- bathrooms ventilated with self-closing doors
- exit doors opening outward

Equipment: Your Pro Kitchen plans to install commercial cooking and prep equipment in the lease space including multiple sinks, commercial ovens, stoves, cooktops, prep tables and cold storage. Landlord to provide workable hood and plumbing for two 3-compartment sinks, two hand wash sinks, a mop sink and (if required) separate prep sink. Landlord will ensure grease interceptors are workable and to code. Landlord to provide sufficient hot water supply which may include a tankless hot water source. Tenant will operate the facility in compliance with all food industry safety practices and applicable government regulations and will maintain and clean waste handling areas, grease traps and hoods as required.

Lighting: Landlord to provide sufficient lighting to meet building code and DBPR requirements. Outside safety and security lighting is required and to be provided by Landlord. Windows should be clear and free of paint.

Heating and Cooling: Landlord to provide sufficient air conditioning and handling equipment per code and which is able to maintain an average year round temperature of 76 degrees Fahrenheit within the space. Dry storage must be maintained at no more than 70 degrees.

Electrical/Gas: Landlord to verify that building has workable gas lines and single phase electric power. Outlets should be located approximately every three to five feet with high and low locations.

Base Lease Term: Five (5) year, six month lease with six months of free base rent from lease inception. Base rent of \$6.50/sq ft with additional operating expenses as negotiated.

Sublet Provisions: Tenant will have the right to sublet the space and the food truck parking spaces to subtenants.

Security Deposit: Tenant will provide a cash security deposit equal to one month's rent.

Renewal Terms: Five (5) years from expiration of the base lease term at 95% of market net rents and terms prevailing in the fourth year of the base term.

Occupancy: Lease will commence thirty (30) days after the end of construction as evidenced by receipt of a building certificate of occupancy and delivery of clear and marketable title to Tenant.

Retail: Upon request from the City of Lakeland, Your Pro Kitchen will manage the retail food space located at 820 N Massachusetts Avenue in Lakeland, FL. This includes leasing the space from the City of Lakeland and, similar to the operation of the kitchen, subleasing space to tenants providing food service.

Non-Binding: It is understood that this is not a reservation of space nor is it binding to either Tenant or Landlord until a mutually acceptable lease document has been executed by both Parties. This letter has been prepared for the purpose of outlining the parameters of the lease transaction so that we may proceed with preparation and execution of a formal lease contract.

Please sign a copy of this letter where indicated so as to confirm the foregoing terms and we shall proceed with preparation of the formal contract.

Confidential: This proposal and all discussions related thereto shall be held in confidence by Landlord and Tenant and Tenant's Agent and will not be discussed with third parties except on an "as needed" basis.

Accepted this ____ day of _____, 2015

By: _____
Cindy Pickering
CEO
Your Pro Kitchen, LLC

By: _____
Patricia Hendler
Project Manager
Community Redevelopment Agency
City of Lakeland

Memo

To: CRA Advisory Board

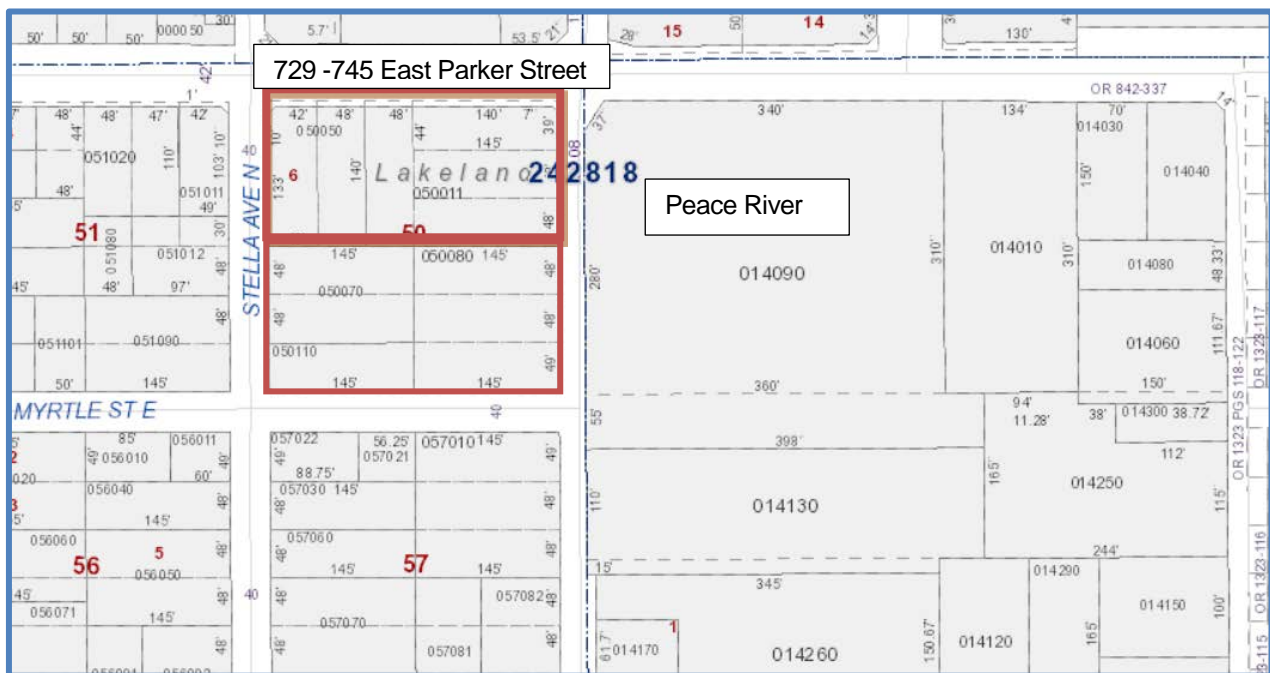
From: Patricia Hendler

CC: Nicole Travis

Date: August 28, 2015

Re: Peace River Proposal for CRA owned property at 729 – 745 E. Lake Parker Street

Attached is a proposal from Peace River Center for the donation of land owned by the CRA at 729-745 E. Lake Parker Street, the northern half of an entire block owned by the CRA. At the January 8, 2015 Midtown CRA Advisory Board meeting, Staff reported that a representative from Peace River called to inquire about the Parker Street development site on the block bounded by Stella, Parker Street, Lake Avenue and Myrtle Street. Peace River's representative expressed interest in expanding the services they provide at their location immediately to the east of the CRA's property and inquired about a possible purchase. They were proposing to build a crisis intake center as well as expand outpatient clinic services at their present location and having more land would enable them to better accomplish their goals. Advisory Board members discussed the use and asked Staff to contact Peace River with a request that they present a more detailed description of services to be offered at the location, what the site plan including parking would look like with and without the extra CRA land, an estimate of employees and clients on location, and a description of who the clients would be, hours of operation, etc. Staff contacted Peace River and their architects at Furr Wegman and shared the Advisory Board's request.



On August 12, Phil Wegman requested a meeting and subsequently met with Tony Delgado to discuss Peace River's expansion plans and express their desire to acquire the block. After that discussion, Deputy City Manager Delgado shared the plans with CRA Staff and asked CRA Staff to follow up. Staff made contact with Mr. Wegman and William Gardam, Chief Executive Office of Peace River and explained CRA's policy of obtaining an appraisal prior to selling property, evaluating the investment CRA had made to date in the property, and the necessity to publish a 30-day Notice of Disposition prior to entering in to a contact for sale. Peace River requested that the CRA publish the Notice of Disposition in preparation to sell the property and arranged for their Board of Directors member Stan Reed to prepare an appraisal of the property.

Prior to these discussions with Peace River, in late 2012 the CRA entered into contract to sell the entire block to Arrington Developers LLC out of Tampa, FL. Arrington was interested in developing this site as multi-family senior tax credit apartments. After discussion with the Midtown CRA Advisory Board, it was determined that a project of this type was consistent with the Midtown CRA Redevelopment Plan as well as subsequent area-specific studies, and therefore the Advisory Board agreed in November 2012 to proceed with the public process for disposition of this property.

The CRA subsequently entered into a contract with Arrington Developers LLC to sell the property for the **higher** of appraised value (to be completed prior to closing at the expense of the Seller) or \$330,000 and proceeded with a rezoning of the land from RA-4 to MF-22 to allow for future multifamily development. The process for the Tax Credit awards is a lottery and the developer did not qualify for the award in the 2013 cycle. Arrington approached the CRA again for the 2013-2014 award cycle, but the Midtown CRA Advisory board declined to enter into another contract.

The current proposal from Peace River asks that the north half of the block (approximately .93 acres or 40,532 square feet) be donated immediately for the development of an 8,500 SF institutional building serving outpatients with a further contribution of the remainder of the block out of concern that future development may impact Peace River's proposed investment in the proposed redevelopment project. The appraisal of the property prepared by Peace River Board Member Stan Reed values the north half of the property at \$1 psf or \$40,500.

The CRA purchased the north half of the property in two different transactions in 2006 and 2007 for a total of \$265,000. The southern half of the property was acquired in 2008 in three different transactions for a total of \$335,000. Currently there is a duplex at 707-709 N. Stella which is leased for at \$1,000 per month to long term tenants.

Staff does not recommend approval of the donation of the property as proposed by Peace River. The development of the north half of the block as an outpatient clinic is an appropriate use of the property. This would allow for development of housing facing the model block Parker Street neighborhood in which the CRA has made substantial investment over the last 10 years. If a purchase of the northern half of the property is of interest to Peace River, a property valuation should be prepared by an objective appraiser and consideration should be given to three things: 1. that there has been at least one other interested purchaser, 2. the purchase price paid for the property by the CRA and 3. Property that is sold to a not-for-profit does not increase the tax base of the redevelopment area.

Please come prepared to discuss and vote.

Peace River Center®

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August 24, 2015

Jim Studiale, Director of Community Development
City of Lakeland
228 S. Massachusetts Ave
Lakeland, FL 33801

**Re: Peace River Center for Personal Development, Inc. request to the Lakeland
Community Redevelopment Agency**

Dear Mr. Studiale:

Please accept this packet of information as a request from Peace River Center regarding CRA property located on the south side of East Parker Street from North Lake Avenue to North Stella Avenue, Lakeland with the street addresses of 729 and 741 East Parker Street.

These parcels are immediately adjacent and to the west of land already owned by Peace River Center. We are interested in using these parcels and the remainder of the full block controlled by the CRA for current and future potential site development. As you will see in the attached, our initial proposal calls for the construction of a new, state-of-the-art inpatient psychiatric crisis stabilization unit with outpatient services that will bring increased employment and economic stability to the area.

Thank you for your consideration of our proposal. We look forward to working with you for development of our properties.

Sincerely,



William Gardam, MBA
Chief Executive Officer

Helping, Healing, Offering Hope

Peace River Center for Personal Development, Inc.

Services Currently Provided at the Existing Gateway Building that will no longer be provided and for which we are seeking a location to provide

Peace River Center has been providing services at our existing Gateway Campus for many years. The site is conveniently located for both staff and client access. At this time, approximately 55 to 60 people are present on this campus Monday through Friday weekly. As we have assessed client need in the area, we underwent a strategic planning process. This process identified the need for additional inpatient crisis stabilization services to serve Lakeland and all of Polk County. Peace River Center reviewed owned/controlled property in Lakeland and proceeded to develop plans to expand our inpatient capacity at what we refer to as the Gateway Campus located at North Lake Avenue and East Parker Avenue. Preliminary analysis indicated the inpatient and outpatient services could be added to the 3.2 acre parcel in addition to the existing building and services. However, a recent more detailed analysis conducted by Furr & Wegman, Architects and Kimley-Horn, Civil Engineers, has indicated that the proposed inpatient and outpatient facilities and services with proposed staffing cannot fit on the 3.2 acre site without removal or repurposing of the existing building. The addition of inpatient services and beds is a priority for Peace River Center and the existing owned site will be used to develop these services. As a result of this determination, Peace River Center is working to identify a new location for the continuation of the existing Gateway Building Services, as described below, while continuing to develop our existing property. Peace River Center will either develop and build a new building adjacent to our existing campus or pursue other construction or lease options for these services in Lakeland or another community.

1. Number of outpatient clients served: 40
2. Number of employees: 15
3. Total Number of people on Campus: 55 to 60
4. Services provided:
 - a. Mental Health School (known within the industry as Psychosocial Rehabilitation Services (PSR)) is a 4-hour program offered five days per week. Mental Health School provides clients with the opportunity to understand their mental illness, to learn how to live and cope successfully with it on a daily basis, and assists clients to be active and engaged in the community of their choice, much as one would learn to understand and cope with having diabetes or heart disease on a daily basis. This service helps clients to grow and become empowered in group and individual settings to develop and enhance skills necessary for improved mental health and recovery. Classes are provided on decision making, coping skills, socialization, banking and budgeting, healthy lifestyles and other topics. Other services offered by Peace River Center for these clients includes: supportive housing, supportive employment, Club Success (also operated in Lakeland), adult case management services, therapy and medication management and integrated medical services.
 - b. Adult Case Management assesses persons with mental illnesses for service needs and links them to needed community resources to successfully live and be active in the community of their choice, such as Social Security benefits, Medicaid/ Medicare, housing and food assistance, educational programs as well as supportive housing, supportive employment, Club Success, mental health school, medication

management and integrated medical services. Case management assists people in planning short and long-term goals for mental health recovery while monitoring progress on reaching their goals. Case managers serve as an advocate for the people they case manage in order to insure they have the needed supports and resources to remain successful in the community. Much of the work of case managers takes place in the homes of the persons they are case managing.

- c. Medication Management provides persons the opportunity to have their mental health symptoms diagnosed, treated and managed on an ongoing basis by a Peace River Center Psychiatrist or Psychiatric Advanced Registered Nurse Practitioner (ARNP). Medication management is provided on site, one day per week, for four hours.
- d. Community Meetings - 12 Step and other meetings are held by volunteer groups from the community that are not directly affiliated with Peace River Center. These programs are sensitive to the needs of persons with mental illness and other illnesses that can happen at the same time as mental illness, such a substance use or medical illnesses (collectively known as “co-occurring” problems).

Services to be Provided on the New Crisis Stabilization Unit Campus at North Lake Avenue and East Parker Avenue

| | |
|---|---|
| 1. Number of inpatient beds: | 20 |
| 2. Inpatient clients to be served: | 2,000/year |
| 3. Number of outpatient providers: | 5 (3 therapists and 2 medical professionals) |
| 4. Outpatient sessions to be provided: | 8,750/year |
| 5. Outpatient unique clients: | 972 (clients seen an average of 9 times/year) |
| 6. Number of total employees: | 65 (48 inpatient staff + 17 outpatient staff) |
| 7. Outpatient clients on campus daily: | 35 to 40 outpatients |
| 8. Inpatient/CSU clients on campus daily: | 10 to 25 (inpatients + observation) |

Peace River Center is proposing to construct and operate a new 20-bed inpatient crisis stabilization unit (CSU) with observation beds and outpatient services in Lakeland. The CSU is projected to serve 2,000 clients/year with an average length of stay of 3.5 to 4.2 days. This facility is needed to meet a growing community need. Peace River Center currently operates a 30-bed CSU in Bartow which operates with a very high census resulting in many clients not being able to be admitted for psychiatric crisis stabilization services in the community.

This project is a direct response to better serving the need for services based on a high census, a documented need for more CSU bed capacity based on State planning data and an ongoing need to divert persons with crisis mental illness from costly local medical center emergency departments to a psychiatric crisis stabilization unit. It is important to note that though the services provided are crisis mental health services, clients are not brought to Peace River Center for medical emergencies or services or needs – we are not a medical provider.

This project will add more bed capacity for this critical community service improving access to services, reducing the current strain on existing medical emergency departments, while also lowering the cost of care in the community. This project is projected to have a positive

economic impact on the region through increased employment and the purchase of goods and services. The Central Florida Regional Planning Council has projected an annual \$5.7 million positive economic impact to the economy with the addition of the 20 inpatient beds. The addition of outpatient services and employees is projected to increase this economic impact to over \$7 million annually when operating at full capacity.

Area Improvement Investment To Be Made by Peace River Center

The proposed budget for construction of the new CSU and outpatient services to be on the existing Gateway Campus as originally projected by Furr & Wegman is:

| | |
|---|----------------------|
| 1. Land Acquisition | -0- |
| 2. CSU Construction | \$3,700,000 (Note 1) |
| 3. Furniture & Fixtures | \$350,000 |
| 4. Equipment | \$160,000 |
| 5. Renovation of Existing Building | \$850,000 (Note 2) |
| 6. Demolition of Gymnasium | \$50,000 (Note 3) |
| 7. Site Development | \$300,000 |
| 8. Design Cost | \$290,000 |
| 9. Total Projected cost without financing | \$5,700,000 |

Notes:

- 1: Inpatient Treatment Unit area of 10,443 sf plus 8,748 sf for outpatient and business office area.
- 2: Renovation area of 7,135 sf. with proposed addition of 1,595 sf.
- 3: Existing building.

CRA Owned Property located at 729 & 741 E. Parker Street – discussion and proposal

(the approximate north ½ of the block extending from E. Parker Street to E. Myrtle Street of approximately 0.93 acres or 40,532 square feet)

Peace River Center requests the Lakeland Community Redevelopment Agency (CRA) contribute the above identified property to Peace River Center at zero cost with the intent of Peace River Center to develop its proposed project as described above.

In addition, we request the CRA to contribute the remainder of the block to Peace River Center to complete the parcel given that no current plans exist for site development and concerns regarding future impact on our almost \$6 million investment. This will result in Peace River Center owning adjoining parcels on two ends of the property, given our existing Group Home that is located at 722 E. Myrtle Street and existing site located at 715 N. Lake Avenue.

Peace River Center proposes to invest \$5.7 million to develop inpatient and outpatient services and buildings which will improve access to services for the Lakeland and Polk County area and serve as an anchor for continued economic redevelopment of the East Parker Area. This investment is projected to generate a \$5.7 million annual positive economic impact to the economy with the addition of 20 inpatient beds. The addition of outpatient services is projected to increase the economic impact to over \$7 million annually when operating at full capacity. Relocation of the existing services (Mental Health School, Adult Case Management, Medication Management and Community Programs) and construction of a new building for these services was not an original part of the project scope but has evolved overtime based on more recent review of site development requirements by Furr & Wegman and Kimley-Horn.

As part of our review of the area, an appraisal of the adjacent CRA controlled property located at the approximate north ½ of the block extending from E. Parker Street to E. Myrtle Street and known as 729 and 741 E. Parker Street was recently conducted by Reed Appraisal Company. The appraisal confirmed the subject property is vacant as well as the economic status of the area with no sales of similar comparable property within the past 3.5 years and a weak demand for residential land and development in this area.