

**Community Redevelopment Area Advisory Board  
Meeting Minutes  
Thursday, October 1, 2015  
3:00 – 5:00 PM  
City Commission Conference Room, City Hall**

**MEETING MINUTES**

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

Absent: Zelda Abram, Todd Baylis, Earl Johnson, Dr. Sylinda Fulse

Staff: Nicole Travis, Jim Studiale, Celeste Deardorff, Rick Perez, Judith Keller, Patricia Hendler

Guests: Chuck Barmby, Julie Townsend, LDDA

**Packets**

- Meeting Minutes dated September 3, 2015
- Memo – Oak Street Parking Lot
- Lincoln Square Conceptual Plan
- Memo – Lakeland Bike Share Program
- Letter requesting extension for Dixieland Post Office Building Façade Grant
- Letter requesting extension for Hillcrest Coffee Matching Grants
- Memo – Opportunity Space

**Handouts**

- Dixieland, Downtown, and Midtown Capital Improvement Plans

**Presentation**

- Charles (Chuck) Barmby, Transportation Planner, presented a review of the 2014 CRA funded traffic study on the Florida Avenue corridor through Dixieland. Chuck reported that he and CRA Staff would be meeting with FDOT on October 19 to discuss the scope of work for a FDOT funded study/economic impact analysis for a road diet on the corridor. The study is scheduled to begin in December 2015.

**Old Business**

**Meeting Minutes dated September 3, 2015**

Minutes were approved as submitted.

**Update 729-741 E. Parker Street**

Staff reported that Mark Misiaszek, MAI, had been engaged to prepare an appraisal for 729-741 E. Parker Street, the north half of the Parker Street block between Lake and Stella Avenues in preparation to consider a sale to Peace River which has indicated they are still interested in a purchase.

**Update Oak Street Parking Lot**

Staff reviewed the options for expansion of the Oak Street parking lot. Commissioner Malless made a motion to approve moving forward with the plan to add 72 spaces at a cost of \$128,134 including approval to move \$13,134 from the Downtown CRA unappropriated surplus to the budget line item for Oak Street Parking – Phase II. Dean Boring seconded the motion which passed unanimously. Ben Mundy suggested that consideration be given to revising the plan to allow for a connection of Phase I and Phase II at the east end of the lot in addition to the west end. This would result in fewer spaces than the 72 currently on the plan. Staff will discuss with City Engineers.

### **Update Former Salvation Army Site**

The lease with Your Pro Kitchen will go to the City Commission for approval on October 5. Staff is currently working on the lease for the apartment complex with Looks Great Enterprises. Jon Kirk continues to work on the renderings for the “campus” site plan, interior work, and façade improvements.

### **Update Lincoln Square Development**

Staff presented the proposed site plan for the redevelopment of Lincoln Square containing a total of 24 single family and attached housing units. Cliff Wiley made a motion to approve the site plan and move forward with the project as proposed. Brian Goding seconded the motion. Ben Mundy abstained and the motion passed unanimously.

## **New Business**

### **Update – Bay Street Development**

Staff reported that the NoBay project continues to move toward closing/groundbreaking which is anticipated to be in early November.

### **Update – Federal Building**

Staff reported that the first ranked RFQ respondent/developer, Broadway Real Estate, and City had come to an agreement regarding lease terms for the redevelopment of the Federal Building. Broadway is working on a lease document which will be submitted to the City Attorney and City Staff for review. CRA Manager, Nicole Travis reminded Advisory Board members that the Federal Building is a City owned property, but the City Manager’s office had asked CRA Staff to manage the RFQ process and real estate agreement.

### **Bike Sharing Request**

Julie Townsend, LDDA Executive Director, presented a request for funding for a bike sharing program. Since the suggestion by Brian Goding in the April Dixieland CRA Advisory Board meeting that the CRA look into providing a bike sharing program which would service Dixieland and Downtown, CRA Staff, City Planning Staff, and Julie have been working together to find a bike sharing company with which the City could work. Rick Perez, CoL Planner, had a summer intern who found Zagster’s which was the most economically viable and had experience working with communities the size of Lakeland’s core area which the bike service will initially service. Julie reviewed the costs associated with Zagster’s program, the number of stations and the proposed locations, sponsors who had signed on and those who were considering. She asked for a commitment to fund a five bike station for two years in Dixieland and in Midtown at a cost of \$9,000 per year, per station. Dean Boring made a motion to fund a station in each area for two years at a total cost of \$18,000 for Midtown and \$18,000 for Dixieland. Commissioner Malless seconded the motion. Cory Petcoff abstained from the vote which was unanimous for approval.

### **1057 S. Florida Avenue Grant Extension Request**

Staff reviewed the request from the property owner to extend the time requirement for the work to begin on the façade improvement. Ben Mundy moved to approve the request. Brian Goding seconded the motion which passed unanimously.

### **119 Hillcrest Street Grant Extension**

Staff reviewed the request for a 90 day extension of the time to complete the work for the matching grants for façade and food related services to the property at 119 Hillcrest Street. Ben Mundy made a motion for approval and Pastor Lake seconded the motion. Brian Goding abstained from the vote which passed unanimously.

### **Opportunity Space**

Staff reported that the CRA currently owns over 100 properties many of which are individual residential lots primarily in Midtown. Loopnet had been used successfully to market multi-family properties, but it is both expensive and less effective for the marketing of individual residential lots. Staff recommended engaging Opportunity Space, a real estate marketing company which works only with government owned properties

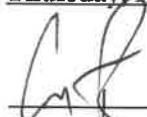
and provides assistance to potential buyers who may be eligible for Federal, State, and or local incentive programs available to them. Commissioner Malless made a motion to engage Opportunity Space to market the properties East of Massachusetts Avenue, south of Parker Street, and north of the Intown Bypass excluding the development block currently being considered for sale to Peace River. Dean Boring seconded the motion which passed unanimously. Staff will initiate work on an agreement with Opportunity Space.

**Other**

North Downtown Public Vision Workshop, October 28, 10 AM – 3 PM at the Magnolia Building followed by Presentation and Comments at 6 PM to 8 PM.

**Adjourned at 5 PM.**

**Next Meeting, Thursday, November 5, 2015, 3 PM, City Commission Conference Room.**

  
\_\_\_\_\_  
Cory Petcoff, Chairman

4-6-2017  
\_\_\_\_\_  
Date

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <b>GODING BRIAN EDWARD</b>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <b>CITY OF LAKELAND CRA ADVISORY BOARD</b>	
MAILING ADDRESS <b>1005 SOUTH BLVD</b>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY <b>LAKELAND</b>	COUNTY <b>POLK</b>	<input checked="" type="checkbox"/> CITY	<input type="checkbox"/> COUNTY
DATE ON WHICH VOTE OCCURRED <b>10/1/15</b>		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTEE	

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies equally to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing the reverse side and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

**PRIOR TO THE VOTE BEING TAKEN** by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

**WITHIN 15 DAYS AFTER THE VOTE OCCURS** by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you otherwise may participate in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on other side)

**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

**IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:**

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, BRIAN EDWARD GODING, hereby disclose that on OCTOBER 1, 20 15:

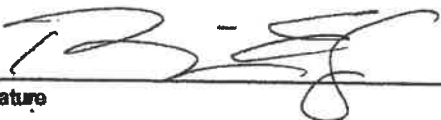
(a) A measure came or will come before my agency which (check one)

- Inured to my special private gain or loss;
- Inured to the special gain or loss of my business associate, \_\_\_\_\_;
- Inured to the special gain or loss of my relative, \_\_\_\_\_;
- Inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- Inured to the special gain or loss of \_\_\_\_\_, which is the parent organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I AM THE OWNER / MANAGING MEMBER OF HILLCREST COFFEE, LLC.  
THE FACADE IMPROVEMENT GRANT AND FOOD-RELATED SERVICES MATCHING GRANT WERE APPROVED PRIOR TO MY APPOINTMENT TO THE BOARD.  
THE REQUEST FOR GRANT EXTENSION WAS NECESSARY DUE TO UNEXPECTED DELAYS. THE EXTENSION WILL BENEFIT HILLCREST COFFEE WHEN THE MATCHING GRANT FUNDS ARE RECEIVED.

10/7/15  
Date Filed

  
Signature

**NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.**