

**Community Redevelopment Area Advisory Board
Meeting Minutes
Thursday, February 4, 2016
3:00 – 5:00 PM
City Commission Conference Room, City Hall**

MEETING MINUTES

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

Staff: Nicole Travis, Celeste Deardorff, Judith Keller, Patricia Hendler

Guests: Dustin Olson – Fat Maggie’s, Laura Helm and Sarah Nederveld – Ashton Events, Jordan Weiland – Jordan Weiland Photography, Julie Townsend – LDDA, Lieutenant Ruben Garcia – LPD, William Wainwright – Parker Street Ministries, Gail Bagley – Friends and Neighbors, Jon Kirk – KCMH Architects,

Packets

- Meeting Minutes dated December 3, 2015
- Neighborhood Stabilization Strategies – Target Area Maps
- CIP’s Dixieland, Midtown, and Downtown
- Property Information Sheet 205 E. Orange St.
- Property Information Sheet 802 N. Massachusetts Ave.
- Request for extension to finish renovations on 728 E. Peachtree
- Request for extension to complete Hillcrest Coffee project
- Memo – Design Assistance Grant – 1645 Lakeland Hills Blvd.
- Memo – Commercial Corridor Façade and Site Improvement Grant – 311 E. Parker Street
- Memo – Homeowner’s Down Payment Assistance Grant

Handouts

- Tax Increment Financing Revised Program Analysis
- Proposal from Dustin and Heather Olson for 820 and 830 N. Massachusetts Avenue
- Proposal from Laura Helm – Ashton Events for 820 and 830 N. Massachusetts Avenue
- Aerial Map of Massachusetts Avenue block from Parker Street to Plum Street

Discussion

- Staff provided a brief overview of the Neighborhood Stabilization Midtown Target Areas and asked Advisory Board members to review the Strategies and maps for discussion at next month’s meeting.

Old Business

Meeting Minutes dated December 3, 2015

Minutes were approved as submitted.

Update Oak Street Parking Lot

Staff reported that work on the parking lot is finished except for landscaping. New lighting is LED and provides brighter light in more locations; this was done in response to safety concerns received from Downtown business owners, their employees, and customers. The project will come in under budget and final numbers will be reported at the March meeting.

Update Lincoln Square Development

Staff continues to work with Jon Kirk on the design of the proposed houses for the redevelopment of Lincoln Square. The property is in the process of being rezoned and will go to Planning and Zoning for the second hearing in February and then final approval by City Commission.

Update Bay Street Development

Bay Street construction continues to move at a rapid pace.

Update Federal Building

The lease with Federal Building, LLC was approved by the City Commission and has been signed. An article in the Ledger discussed the deal. CRA staff shared the article on our Facebook page. Staff encouraged Advisory Board Members to “Like” our page.

Update Opportunity Space/Marketing CRA Property

Staff reported that although Opportunity Space had offered as part of their services that they would have a local presence with Opportunity Space staff attending neighborhood association meetings, local Realtor meetings, etc., their proposed listing agreement required they be reimbursed for travel expenses for flights, hotel rooms, rental cars, etc. When questioned about this, they acquiesced about those charges, but CRA Staff had doubts that their presence would be as frequent as promised since there would be no reimbursement and Opportunity Space had still not signed agreements with the other Florida communities they had indicated they were going to service. At the same time, CRA Staff saw that a local broker, Donna Williams of RE/MAX Paramount Properties had listed a vacant lot in the Parker Street area. She lives in Lakeland and has been licensed for seven years selling and managing properties in Northwest Lakeland. Donna came in to speak with CRA Staff; and after talking with her about CRA properties and goals in Parker Street and Lincoln Square, Staff recommended that the Parker Street lots be listed with Ms. Williams. Pastor Lake made a motion to enter into a listing agreement for the vacant lots in Parker Street with Ms. Williams and that the valuation for the lots be handled by her but the minimum price be 120% of Assessed Valuation. Brian Goding seconded the motion which passed unanimously.

Update -TIF Incentive Program Old vs. New

Staff reviewed the change in the TIF Program approved by the Advisory Board in December in terms of the effect it would have had on two different properties 205 E. Orange and 640 E. Main Street. In each example the reimbursement amount would have changed because of the increase in the “base year” amount. These awards were both approved under the old program and their TIF reimbursement will not be affected by this change.

Update – Mass Market

Staff reviewed the project schedule and the response to the Sealed Bid for the site/building project. Two companies, Strickland Construction and New Vista submitted bids, but only one was qualifying. The qualifying bidder was Strickland Construction with a \$2,554,870 bid. Upon review with architect Jon Kirk, Staff believes that we can do some value engineering and perhaps some change in scope to bring that price down with the understanding that there will be change orders which will add cost for the further renovation of the remaining spaces in both 820 and 830 N. Massachusetts which have not yet been leased but which have proposals for lease. Staff would like to complete work on those spaces during this construction project as leases are signed. Advisory Board members had questions about the cost of the project in terms of price per square foot as it compared to cost of building new, and the numbers (\$68 psf for 820 N. Mass, \$50 psf for the Your Pro Kitchen Space, and \$60 psf for the Loft Apartments office building and exterior work) compared favorably. Commissioner Malless made a motion to recommend approval to enter into a contract with Strickland Construction for the bid amount. Dean Boring seconded the motion which passed unanimously.

The only portion of the Mass Market block which is not owned by the CRA has had a For Sale sign posted on it. The lot is at the southeast corner of the block and has a used car sales business in operation. Staff called to inquire about the asking price which is \$400,000 or about \$17 psf. Advisory Board members discussed the advantages of owning this remainder piece on the block. After some discussion about approaching the owner directly or through a third party, it was agreed that Staff would discuss process with the City Attorney’s office. Cliff Wiley made a motion to authorize an offer of \$150,000 for the lot subject to a clean environmental report. Dean Boring seconded the motion which passed unanimously.

801 N. Massachusetts Avenue

The appraisal report for the property offered for sale to the CRA at the northwest corner of Parker Street and Massachusetts Avenue came back at \$85,000. There is one building on site and it is in need of roof repair. Two storage buildings are also on the property. The owner is willing to sell for \$85,000 but wants the CRA

to pay all closing costs including property taxes for 2015 (current pay off would be \$1,446.99) and 2016 property taxes. Commissioner Malless made a motion to approve the purchase of the property at \$85,000 plus closing costs and property taxes. Dean Boring seconded the motion which passed unanimously. Staff will prepare a contract for review by City Attorney's office.

New Business

Letters of Intent for 820 and 830 N. Massachusetts Avenue

Staff distributed two proposals for the remainder space in the Mass Market project and the Advisory Board went into a closed session to hear separately from each proposer and to allow questions from the Advisory Board. The proposals were from Dustin and Heather Olson, proprietors of Fat Maggie's in Dixieland and Laura Helm who owns Ashton Events. Zelda Abram made a motion authorizing Staff to continue discussions with both of the entities with the goal of coming back with firm proposals from each for consideration by the Advisory Board at the next meeting. If another proposal is made, that should be brought to the Advisory Board as well. Commissioner Malless seconded the motion which passed unanimously. Advisory Board members suggested that proposals contain information including costs of interior work to be completed by CRA and tenant, resumes showing experience with the business being proposed, financial statements, and business plans. Cory Petcoff recommended that a revenue sharing/percentage rent be suggested for the event space.

728 Peachtree Extension Request

Staff reviewed the history of the agreement between the CRA and Parker Street Ministries for the renovation of three properties including 728 Peachtree which is the only one not completed. The renovation is close to being complete, and Staff visited the property to confirm the progress. Commissioner Malless moved to approve an extension of 120 days for completion of the project. Ben Mundie seconded the motion which passed unanimously.

119 Hillcrest Grant Extension Request

Staff reviewed the history of the Façade Improvement and Food-Related Services Matching Grant for 119 Hillcrest and the request for an extension of the time for completion. Property Owner Brian Goding confirmed that 120 days should be enough to complete the remaining work. Commissioner Malless made a motion to approve a 120 day extension. Ben Mundie seconded the motion. Brian Goding abstained and the motion passed unanimously.

1645 Lakeland Hills Blvd. – Design Assistance Grant Request

Staff presented the request for Design Assistance brought by Jean Wright for her office building. Staff recommended approval of the request for \$4,125. Brian Goding made a motion to approve the grant request. Zelda Abram seconded the motion which passed unanimously.

311 E. Parker Street – Façade and Site Improvement Grant Request

Staff presented the request for Façade and Site Improvement brought by Frank Kendrick. The project will be implementing the design which was produced using a CRA Design Assistance Grant so Staff recommendation was to approve a matching grant of up to \$90,000. Commissioner Malless made a motion to approve a matching grant of up to \$90,000. Ben Mundie seconded the motion which passed unanimously.

Other

Because of time constraint the Homestead Down Payment Assistance Grant will be moved to next month's agenda. Advisory Board members asked that items needing a vote be moved to the beginning of the agenda for all future meetings.

Adjourned at 5:18 PM.

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



Cory Petcoff, Chairman

4-6-2017

Date