

**Community Redevelopment Area Advisory Board  
Meeting Minutes  
Thursday, April 6, 2017  
3:00 – 5:00 PM  
City Commission Conference Room, City Hall**

**MEETING MINUTES**

Board Members: Cory Petcoff (Chair), Ben Mundy (Vice-Chair), Todd Baylis, Dean Boring, Brian Goding, Pastor Eddie Lake, Frank Lansford and Cliff Wiley

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

Guests: Anu Saxena and Dan Thumberg

**Packets**

- Meeting Minutes dated February 2, 2017
- Working Budgets Dixieland, Downtown, and Midtown
- Memo – Dream Center
- Memo – Tax Increment Finance Request
- Memo – Lakeshore Neighborhood
- FY 2016 Financial Statement

**Handouts**

**Housekeeping**

- CRA Manager, Nicole Travis, introduced the new CRA Project Manager, Valerie Vaught, who gave a brief description of her professional background as it related to her role in the CRA.
- Mrs. Travis thanked the Board for their support with the Mass Market development and showed a video of the Mass Market Bonanza created by LKLDTV.

**Action Items – Old Business**

**Meeting Minutes dated February 2, 2017**

Todd Baylis moved approval of the February 2, 2017 minutes as submitted. Ben Mundy seconded the motion and it passed 8-0.

**Action Items – New Business**

**Dream Center Property Request**

Nicole Travis reminded the Board that Mike Cooper with the Dream Center previously requested the CRA lease him property for parking; the Board denied the request. He has approached staff again requesting to purchase the property to create a park/community space.

Alis Drumgo stated the property’s assessed value is \$19,970 and generally the CRA sells residential property at 120% of assessed value, \$23,976. Staff recommended the transfer of the property with the following conditions: the construction of a five to six-foot-high fence with wrought iron fencing and concrete or brick pillars, 10’ on center, is required. The fence will enclose the proposed park, acquired property and signage delineating the Dream Center Campus. The improvements shall be equal to or exceed \$23,976. No transfer will occur until final inspection and review of invoices documenting improvements were made. Any

additional land acquisition on the adjoining block would receive an extension of the fence treatment as permitted in the Land Development Code.

In response to Cory Petcoff, Mr. Drumgo confirmed that Mr. Cooper is amenable to the proposed condition.

Ben Mundy moved approval of staff's recommendation. Todd Baylis seconded the motion and it passed 8-0.

### **TIF Request**

Patricia Hendler introduced Anu Saxena, the owner of the property located at 115 and 117 Pine Street. She explained that the property sits on the shore of Lake Wire and has been vacant for many years. Mr. Saxena currently has a lease with Swan Brewing for a craft brewing pub with an outdoor patio. The request complies with the TIF requirements as the proposed property improvements are over 50% of the current Assessed Valuation. It complies with the TIF goals set for the Lake Wire District by providing a restaurant facility, encouraging and attracting visitors from surrounding communities, promoting a public green space and engaging pedestrians.

Nicole Travis explained that Mr. Saxena has met with Chuck Barmby, the City's Transportation Planner, as well as the Public Works Department about Right-of-Way transactions to allow for on-street parking next to Mr. Saxena's property. His site currently has 90 degree spaces because of the building's configuration. This is independent of the TIF request.

Mrs. Hendler clarified that the Board is recommending approval of the TIF contract which will be voted on by the Community Redevelopment Agency/City Commission.

Frank Lansford moved approval of staff's recommendation. Todd Baylis seconded the motion and it passed 8-0.

### **Lakeshore Neighborhood**

D'Ariel Reed provided an update on the existing Fix-It Up incentive: approximately \$75,000 completing 14 projects. Before and after pictures were presented. She informed the Board that staff receives an enormous amount of calls/applications from homeowners outside the target areas wanting to use Fix-It Up. Staff is making a two-part recommendation: the addition of the Lakeshore Neighborhood as a target area and restricting the previously approved Garden District Target Area to homeowners only.

Ben Mundy moved approval of staff's recommendation as presented. Cliff Wiley seconded the motion and it passed 8-0.

In response to Pastor Eddie Lake, staff explained, the Board approved a maximum of \$100,000 for the first year of the program but no limit was set for subsequent years. Cory Petcoff suggested the Board increase the maximum allocation to \$200,000 annually.

Nicole Travis informed the Board that staff has paired the Fix-It Up program with our Alley Vacation initiative.

Pastor Eddie Lake moved to accept staff's recommendation and to include an increase to the annual allocation of the Fix-It Up Program to \$200,000. Todd Baylis seconded the motion and it passed 8-0.

### **Other**

In response to Cory Petcoff's inquiry about the last offer to purchase the property located at 802 North Massachusetts Avenue. Patricia Hendler stated that an offer of \$195,000 cash in September 2016 was made to the property owner. The owner's asking price was \$400,000 and he countered at \$395,000. The Property Appraiser's 2016 assessment is \$121,000 and the owner purchased in 2004 for \$137,900. She explained the benefits of owning the property and that when doing assemblages, you pay more for the last piece.

There was significant discussion on the benefits of owning the last parcel on the block of the CRA's Mass Market investment.

Dean Boring moved staff's pursuit of the purchase of 802 North Massachusetts Avenue up to \$395,000, the owner's last counter offer. Pastor Eddie Lake seconded the motion and it passed 7-0. Ben Mundy had to leave during the discussion.

## **Discussion Items**

### **FY 2016 Financial Statement**

Nicole Travis informed the Board that staff received the audit for the 2016 financial statements and it included a material weakness finding. This type of finding occurs when closing the fiscal year and any invoices are credited to the previous fiscal year. The auditor's threshold amount is unknown but the City's threshold is \$50,000. The CRA had eight separate invoices that totaled \$50,000. They were never flagged in Finance as a total because they were different invoices submitted at different times for different amounts. No one invoice was over \$50,000. The auditors would like to lower the threshold for the CRA to apply funds to the previous fiscal year. However, the Finance Department is recommending against it. Staff's recommendation is to push our vendors to submit their invoices earlier towards the end of the fiscal year.

### **Other**

Nicole Travis shared a letter staff received from Karen Moore in support of the South Florida Avenue Road Diet.

**Adjourned at 4:41 PM**

**Next Meeting, Thursday, May 4, 2017, 3 PM, City Commission Conference Room.**

  
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Cory Petcoff, Chairman

5-4-2017  
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Date