

**Community Redevelopment Area Advisory Board  
Meeting Minutes  
Thursday, January 4, 2018  
3:00 – 5:00 PM  
City Commission Conference Room, City Hall**

**Attendance**

Board Members: Cory Petcoff (Chair), Ben Mundy (Vice-Chair), Brian Goding, Pastor Edward Lake, Frank Lansford, Commissioner Stephanie Madden, Cliff Wiley, Dean Boring and Zelda Abram

Absent:

Staff: Nicole Travis (CRA Manager), Celeste Deardorff (Community Development Interim Director), Jasmine Denson, Alis Drumgo, Valerie Ferrell, D'Ariel Reed, Jonathan Rodriguez and Michael Smith

Guests: Lisa Malott (Wish Rental), Rene Vargas and Sandra Vargas (Tapatios), Aaron Banks (Platform Arts), Victor Prebor (Prebor Fowler) and Susan Spelios and Cynthia Haffey (Platform Art)

**Packets**

- Meeting Minutes dated December 7, 2017
- Financial Update
- Memo – Midtown Affordable Housing Program Update
- Memo – 114 East Parker Street Update
- Memo – Fix-It Up Incentive Update
- Memo – Tapatios Grant Request

**Housekeeping**

Cory Petcoff introduced the new Board member; Commissioner Stephanie Madden.

**Action Items – Old Business**

**Meeting Minutes dated December 7, 2017**

Ben Mundy informed staff of two mistakes in the minutes prior to the meeting. D'Ariel Reed informed the Board that the minutes were revised to show that the request for Mr. Bucklew to submit a business plan and financial statement and the request for the Bucklews to invest their money into the renovation of the property as opposed to a reserved deposit, were both comments made by Cliff Wiley and not Ben Mundy. Additionally, Mr. Mundy requested confirmation of the not-to-exceed amount allotted for the acquisition of the Word Alive properties located at 0, 902, 910 North Kentucky Avenue and 0 North Tennessee Avenue. Staff confirmed that the amount was \$230,000.

Ben Mundy moved approval of the December 7, 2017 minutes as amended. Dean Boring seconded the motion and it passed unanimously.

**Financial Update**

Nicole Travis presented a monthly report of expenses, encumbrances and available funds for each CRA district.

### **Midtown Affordable Housing Program Update**

Michael Smith reviewed the details of the program and need for affordable housing in the Midtown district. Currently the CRA offers a down payment assistance program to encourage buyers to move into Midtown, but the number of available houses is very low. With only twenty-one homes available at Lincoln Square, and nearly four hundred interested buyers inquiring about the project, Staff is proposing to continue with the neighborhood stabilization strategy by assisting with making quality affordable homes available in the district. Staff is requesting approval to purchase homes in the designated target areas, through tax deed sale and/or direct purchase with an annual amount of \$400,000. This budget would give staff the flexibility to purchase, renovate and sell approximately five houses per year.

Eddie Lake moved approval of staff's recommendation. Zelda Abram seconded the motion and it passed unanimously.

### **114 East Parker Street Update**

Alis Drumgo provided an update on Platform/Wish Rental's interest in the space per the Board's instruction at the November 2, 2017 meeting. The Board requested the two businesses explore the following and return in sixty (60) days: shared use of the space, in an open concept, with a design amenable to both parties; master tenant/sublease structure and proposed lease structure. Both parties expressed that shared space without subdivision is impractical and disinterested in being a landlord as they prefer being direct tenants of the CRA.

Noting the applicant's non-compliance with the Board's request, Staff requested direction from the Board.

Discussion ensued regarding the costs of renovation, property marketing, other interested companies and the Board's desire for each future deal to be better than those prior.

Dean Boring moved to direct Staff to: market all vacant CRA properties, accept proposals from other potential tenants and gather renovation cost proposals to include tenant improvements over and above vanilla boxing, to be presented to the Board no later than the March 1, 2018 meeting. Cliff Wiley seconded the motion and it passed unanimously.

### **Fix-It Up Incentive Update**

D'Ariel Reed reviewed the terms of the incentive program noting a lack of impact on the aesthetics of the neighborhood, safety and property values due to the prohibitions currently in place.

Staff is proposing the Fix-It Up Incentive be broken up into three levels; Level I would keep the standing \$5,000 allotment for exterior repairs or enhancements to the property and matching grant for landlords. Level II would increase the maximum grant amount to \$25,000, accessible to homes needing roof repair/replacement and/or exterior wood treatment. Staff would attempt to have homesteaders utilize their home owner's insurance with regard to roof replacement and the grant funds would be used to cover their deductible. Level III will allow a full assessment of the house to determine whether the home needs a major renovation or demo and rebuild. This level will allow for interior repairs limited to systems (Electrical, Plumbing, HVAC, etc.) only.

Discussion ensued regarding the exclusion of landlords from the Fix-It Up program and increasing the program's annual maximum by \$100,000 to allow for four Level II homes. The total annual budget for the Fix-It Up program will be \$300,000.

Eddie Lake moved approval of eliminating landlords from the Fix-It-Up program. Dean Boring seconded the motion and it passed unanimously.

Eddie Lake moved approval of staff's recommendation as amended. Brian Goding seconded the motion and it passed unanimously.

## Action Items – New Business

### Tapatios Grant Request

Alis Drumgo reviewed the renovation request submitted on behalf of Sandra & Rene Vargas, owners and operators of Tapatios Mexican Restaurant, located at 724 East Memorial Boulevard. The Vargas' would like to make their business more attractive, efficient, and accessible for clients with disabilities. There are also issues with exterior lighting, security deficiencies and lot circulation issues that need reconciliation. The Vargas' are seeking a partnership that will provide this long-standing business with the funding to proceed with the project and provide a model for what the CRA hopes to establish along the Memorial Boulevard corridor.

With building and construction costs being approximately \$540,000, Tapatios is seeking funding from the CRA for their remodel above the grant allotment. After reviewing preliminary costs from Furr & Wegman Architects, staff is recommending the CRA cover the cost of site lighting and ADA compliance at 100%. In addition, the recommendation is for the CRA to pay 100% of construction documents and civil engineering fees in the amount of \$62,368 which accounts for 43% of Tapatios's soft costs. The total CRA contribution would not exceed \$340,000. The owner's contribution would be \$1,030,208 including the building purchase.

Discussion ensued regarding the schematics of the renovation and cost configurations. Ben Mundy requested reallocation of grant funds, limiting coverage of the "Soft" Construction Costs to 20% in order to remain consistent with the current precedent.

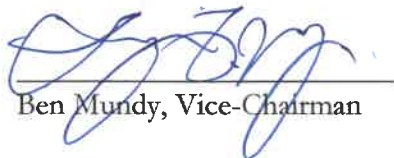
Dean Boring moved approval of staff's recommendation as amended. Eddie Lake seconded the motion and it passed 8-0. Cory Petcoff left during this discussion.

### **Discussion Items**

In response to Ben Mundy, Nicole Travis confirmed that the South Florida Avenue Road Diet is moving forward, a formal test is being organized by the Florida Department of Transportation (FDOT) and funds are being set aside by the CRA to contribute to the success of the test area.

**Adjourned at 4:32 PM**

**Next Meeting, Thursday, February 1, 2018, 3 PM, City Commission Conference Room.**

  
Ben Mundy, Vice-Chairman

2/1/18  
Date