

**AGENDA**  
**Community Redevelopment Advisory Committee Meeting**  
**August 21, 2012**  
**5:30 p.m. at City Hall**

1. Call to Order
2. Roll Call
3. Approval of Minutes-May 8, 2012
4. Approval of Agenda
5. Items for discussion:
  - Vann Building/NFBA Update
  - Phelps Building
  - Escambia Street Project
  - Downtown Roads
  - United Way
  - Farmers Market EBT/Debit/Credit Update
6. Other Comments
7. Schedule Next Meeting-September 11, 2012 at 5:30 p.m.
8. Adjournment

# COMMUNITY REDEVELOPMENT ADVISORY COMMITTEE

## MEETING MINUTES

MAY 8, 2012 5:30 PM

### MINUTES

There was a Community Redevelopment Advisory Committee Meeting held on May 8, 2012, in the City Council Chambers, located on the second floor of Lake City, City Hall, and beginning at 5:30 PM.

#### Committee Members:

Melinda Moses – Council Member/Committee Chair

Stephen Witt – Mayor/Council Member- absent

Beth Burlingame- absent

Lee Ann Hires

John Kuykendall

Lester McKellum

Jeff Simmons- absent

Gloria Spivey

Matt Vann

Wendell Johnson – City Manager

Jackie Kite – Community Redevelopment Administrator

Grayson Cason- Assistant City Manager

Herbert F. Darby- City Attorney

Michele Greene- Deputy City Clerk

#### 1. CALL MEETING TO ORDER

The meeting was called to order by Chairperson Melinda Moses at 5:30 PM.

#### 2. ROLL CALL

Ms. Moses asked Ms. Greene to call the roll. Attendance is indicated above.

#### 3. APPROVAL OF MINUTES

A. April 10, 2012

**Mr. Kuykendall made a motion to approve the April 10, 2012 minutes as published. Ms. Hires seconded the motion. The motion passed on a voice vote.**

#### 4. APPROVAL OF AGENDA

Ms. Moses asked to add the following items under item #5 Items for Discussion: Community Contribution Tax Credit Program presented by Lester McKellum, proposal from the Art League presented by Kent Harris, and Discussion relating to a Community Garden. **Mr. Kuykendall made a motion to approve the agenda as amended. Ms. Spivey seconded the motion. The motion passed on a voice vote.**

5. ITEMS FOR DISCUSSION

- Vann Building/NFBA Proposal

Mr. Johnson stated the General Manager of the North Florida Broadband Authority (NFBA) would be drafting a non-binding letter of intent to purchase the property for legal review.

- Shands at Lake Shore Hospital Access Road to Highway 90 Washington Street Project

Mr. Johnson stated an aerial map was received this morning from the County Engineer identifying potential concepts for an access road. He added the County Engineer would be the design authority on this project as well. Mr. Johnson stated the hospital authority may also be a participant in funding of this plan. Mr. Jack Berry with the Lake Shore Hospital Authority stated the Hospital Authority approved funds for the County to go toward the environmental and survey costs.

- Street Projects Update

Mr. Johnson provided members an update on the street projects in the CRA area. He added Columbia Street was an addition to this year project and Leon Street would be funded in next year's budget. Mr. Johnson reported the City Public Works Crews were able to save \$10,000 on the parking project for the Wolfson's Children's Hospital project at the Bank of America facility.

- Budget Update

Mr. Johnson presented an overview of the CRA budget as of April 2012 and discussed the TIF trust fund balance. Mr. Johnson also discussed the idea of grant opportunities for the CRA.

- Community Contribution Tax Credit Program (Lester McKellum)

Mr. McKellum discussed the Greater Lake City Community Development Corporation's recertification with the Community Contribution Tax Credit Program (CCTC). Mr. Johnson suggested having Mr. Burt Von Hoff come to Lake City possibly for a Chamber event to discuss the advantages of the CCTC Program.

- Art League (Kent Harris)

On behalf of the Art League, Mr. Harris stated they would like to partner with CRA to open a gallery in the downtown area. Mr. Harris asked the committee for suggestions of locations. Ms. Kite suggested Mr. Harris speak with the Church on the Way and she stated she would assist in setting up a meeting between the two groups.

- Community Garden

Ms. Moses stated Kyle Roberts with the Health Department had approached her about the idea of a community garden. Mr. Roberts stated he had funds available to start a garden project, however a location is needed. He stated he would need approximately one acre of property that had access to irrigation. Ms. Kite had some suggestions. Ms. Moses stated she would get Mr. Roberts in contact with Ms. Kite.

6. OTHER COMMENTS

None

7. NEXT MEETING – TUESDAY, JUNE 12, 2012 AT 5:30 PM

Next scheduled meeting will be on Tuesday, June 12, 2012 at 5:30 pm.

8. ADJOURNMENT

There being no further business before the committee, the Community Redevelopment Advisory Committee adjourned at 6:28 PM on a motion made and duly seconded.

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MICHELE GREENE, Deputy City Clerk



WJ 8-16-12

# North Florida Broadband Authority

Expanding Access to Broadband Throughout North Florida

August 9, 2012

RICHHELLE M. SUCARA, General Manager  
DANNY LORT, Sr Project Manager  
FAITH DOYLE, Clerk to the Board

Mark Vann  
131 West Duval Street  
Lake City, Florida 32055

Re: Vann Warehouse Property AKA Powers Building  
388 North Marion Avenue

**BOARD OF DIRECTORS**

- T LANGFORD, Chairman  
Gilchrist County
- PAT O'NEAL, 1<sup>st</sup> Vice Chairman  
City of Cedar Key
- WALTER MCKENZIE, 2<sup>nd</sup> Vice Chairman  
Town of White Springs
- DARRYL REGISTER, Baker County
- TODD MANNING, Columbia County
- CHUCK ELTON, Dixie County
- DANNY JOHNSON, Hamilton County
- KIRK REAMS, Jefferson County
- ERNEST JONES, Lafayette County
- CHAD JOHNSON, Levy County
- ALLEN CHERRY, Madison County
- BRAD PURCELL, Putnam County
- SHERRY MILLINGTON, Suwanee County
- TIM ALLEN, Union County
- TIMOTHY BARDEN, Wakulla County
- GARY POORE, Town of Cross City
- WENDELL JOHNSON, City of Lake City
- ROBERT FARLEY, City of Live Oak
- TOM VOGELGESANG, City of Monticello
- JOHN RIMES, City of Worthington Springs

Dear Mr. Vann:

The North Florida Broadband Authority (NFBA), of which Lake City ("City") is a member government, currently leases office space for its headquarters in downtown Lake City at 164 North Madison Street. As part of its planning process, NFBA has identified a property located at 388 North Marion Avenue ("Property") that may be able to house the NFBA on a more permanent basis.

It is our understanding that the building on the Property is currently vacant and that you are interested in selling this Property. The NFBA is interested in purchasing the Property with community redevelopment acquisition grant funds to be received from the City for the purpose of facilitating renovation and occupancy at this strategic downtown location, as part of the City's planning process. Please consider this correspondence as NFBA's non-binding letter of intent to own and occupy the Property.

More specifically, NFBA would negotiate a purchase and sale contract between itself and you as the owner of the Property based upon the Appraisal completed by Tompkins Appraisal Group for the City on August 11, 2011, as updated, and provided adequate funding and economically-feasible financing necessary to retrofit the building to meet NFBA's physical space needs can be timely secured. The City would also assist NFBA in obtaining such funding and financing.

In addition and particularly due to the fact that the Property's historic use includes an automobile dealership and servicing facility and, according to City staff, is within a designated Brownfield area, NFBA's purchase of the Property would be contingent upon the results of a Phase I environmental site assessment performed by a qualified, certified professional to be paid for by the City. In the event the Property contains contamination that under federal, state, or local law and regulations must be cleaned up, NFBA shall not be obligated to close on the purchase and sale, unless you agree to be responsible for all of the costs associated with any cleanup required by law.

You would also be responsible for providing clear title to the Property. The Property Appraiser's website indicates that the current owner is Samuel P. Vann, Sr.

Please let me know if you are interested in negotiating for the sale of the Property as described herein and do not hesitate to contact me if you need additional information or have any questions.

Sincerely,

Richelle Sucara  
General Manager

cc: Chairman Tommy Langford  
Wendell Johnson, City Manger  
Jennifer Springfield, Attorney

August 14, 2012

Jackie Kite, Community Redevelopment Administrator

Community Redevelopment Area:

**Escambia Street Project:** The Tank is currently empty and has been deemed inoperable due to deterioration. Sprint has been notified and it is estimated they will have all their equipment off the tower by December of this year. FPL will be contacted and power disconnected once the cell phone antenna have been removed and the power pole and fence can then be removed from the property. It is estimated to be early 2013 before the deconstruction of the tower can begin.

**Downtown Road Projects:** Storm water improvements along with a street upgrade on Franklin Street has begun and is projected to be completed sometime in mid October. The funding for this project is through Tax Bond dollars. Repairs to more roads in the Downtown District are being discussed for the 2013 calendar year with possible funding from the remaining Tax Bond funds.

Madison, Veterans, Hamilton, Hillsboro, and Leon Streets along with Alachua, Columbia and Hernando Avenues have all been upgraded with an overlay and stripping utilizing TIF Funds.

**Wilson Park:** To accommodate a CDS Water Purifying Unit in the Southeast end of Wilson Park, adjacent to the public parking, 13 pine trees have been removed. Upon completion all the road construction the park will be reseeded and fencing to match the current wooden rustic design will be installed. The Gazebo has been repainted in the last month using funds from the Public Works Budget.

**United Way Facilities:** Several meetings with The United Way Board members, staff and City staff to discuss their future building plans have taken place. Possible renovation of the current facility being occupied by The United Way has been discussed. The most recent discussions have included donating the property to The United Way and the City would partner with them to raise the current building and clear the lot which would allow The United Way to then build a more suitable building to house their Administrative Offices. A Meeting/Community room and Public Restrooms are all part of the discussions and footprint for the building that are being considered with funding possibilities from the City.

**Farmers Market:** Consultant Sharon Yeago per her Quote for Services October 2011- September 2012 to continue to explore and develop a plan for funding and operating EBT SNAP program at the market including redemption, marketing, and incentives has obtained state funding along with private partnership sponsorship. Sponsorship funds of \$6,040 have been obtained from Suwannee Valley Community Foundation Grant and will be matched with estimated funds of \$1,000 from USDA Food Nutrition Service, and Florida Department of Children and Families for installation of EBT Technology at the Lake DeSoto Farmers Market.

We are exploring several possibilities for the implementation of EBT Technology at our market, based on other regional area farmers markets and will be scheduling several meetings with our City Finance Department Director and City Manager to determine the most feasible option for the City of Lake City.

In addition, the farmers market received its first corporate sponsorship from Speedy Signs through their Unity in Humanity Program, which donated \$400 in new signs and banners to the market. Both the Suwannee Valley Community Foundation and Speedy Signs will receive ongoing recognition for their contributions.

**Michele Greene**

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**From:** Joyce Bruner  
**Sent:** Monday, August 20, 2012 11:02 AM  
**To:** Argatha Gilmore; Audrey Sikes; Beth Burlingame (ishopsaturdays@yahoo.com); Destiny Hill; Gloria Spivey (spiveyglo@hotmail.com); Grayson Cason; Hannah Brown (hbrown@lakecityreporter.com); HERBERT F. DARBY; Jackie Kite; jeff Simmons; John Kuykendall (jkuykendall@gulfcoastfinancial.net); karl burkhardt; Lee Ann Hires (leeann@diverite.com); Lester McKellum; Matt Vann (mattvann77@comcast.net); Melinda Moses; Michele Greene; Purchasing (Department); Robert Bridges; Second Hand Rose (secondhandroselc@yahoo.com); Stephen Witt; Stew Lilker (StewLilker@ColumbiaCountyObserver.com); todd wilson; Wendell Johnson  
**Subject:** Community Redevelopment Advisory Committee Meeting  
**Attachments:** Agenda-Community Redevelopment Advisory Committee 082112.pdf

**REMINDER**

A Community Redevelopment Advisory Committee Meeting is ***scheduled for Tuesday, August 21, 2012, at 5:30 p.m. in the Council Chambers.*** The agenda and supporting documents are attached. Thank you.

Joyce Bruner  
Executive Assistant

Office of the City Manager  
City of Lake City  
205 North Marion Avenue  
Lake City, FL 32055  
Phone: 386-719-5768  
Fax: 386-752-4896  
Email: [brunerj@lcfla.com](mailto:brunerj@lcfla.com)

## Michele Greene

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**From:** Joyce Bruner  
**Sent:** Tuesday, August 07, 2012 3:54 PM  
**To:** Argatha Gilmore; Audrey Sikes; Beth Burlingame (ishopsaturdays@yahoo.com); Destiny Hill; Gloria Spivey (spiveyglo@hotmail.com); Grayson Cason; Hannah Brown (hbrown@lakecityreporter.com); HERBERT F. DARBY; Jackie Kite; jeff Simmons; John Kuykendall (jkuykendall@gulfcoastfinancial.net); karl burkhardt; Lee Ann Hires (leeann@diverite.com); Lester McKellum; Matt Vann (mattvann77@comcast.net); Melinda Moses; Michele Greene; Purchasing (Department); Robert Bridges; Second Hand Rose (secondhandroselc@yahoo.com); Stephen Witt; Stew Lilker (StewLilker@ColumbiaCountyObserver.com); todd wilson; Wendell Johnson  
**Subject:** Community Redevelopment Advisory Committee Meeting

Due to the Primary Election on Tuesday, August 14, the Community Redevelopment Advisory Committee Meeting is **rescheduled for Tuesday, August 21, 2012, at 5:30 p.m.** in the Council Chambers at City Hall. The agenda will be sent out prior to the meeting. Thank you.

Joyce Bruner  
Executive Assistant

Office of the City Manager  
City of Lake City  
205 North Marion Avenue  
Lake City, FL 32055  
Phone: 386-719-5768  
Fax: 386-752-4896  
Email: [brunerj@lcfla.com](mailto:brunerj@lcfla.com)



**NOTICE OF MEETING  
COMMUNITY REDEVELOPMENT ADVISORY COMMITTEE  
CITY OF LAKE CITY**

**NOTICE IS HEREBY GIVEN** that the Community Redevelopment Advisory Committee for the City of Lake City, Florida will hold a meeting on Tuesday, August 21, 2012 at 5:30 P.M., in the Council Chambers located on the second floor of City Hall at 205 North Marion Avenue, Lake City, Florida.

All interested persons are invited to attend.

**SPECIAL REQUIREMENTS:** If you require special aid or services as addressed in the American Disabilities Act, please contact the City Manager's Office at (386) 719-5768.

AUDREY E SIKES, MMC.  
City Clerk