

# COMMUNITY REDEVELOPMENT ADVISORY COMMITTEE

## MEETING MINUTES

May 13, 2014 5:30 PM

### MINUTES

There was a Community Redevelopment Advisory Committee Meeting held on May 13, 2014, 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  
Wendell Johnson – City Manager  
Jackie Kite – Community Redevelopment Administrator  
Audrey Sikes- City Clerk  
Herbert Darby – City Attorney

Beth Burlingame  
Lee Ann Hires – absent  
John Kuykendall – absent  
Lester McKellum  
Jeff Simmons  
Gloria Spivey – absent  
Matt Vann

#### Other attendees

Grayson Cason – Assistant City Manager  
Katy McCrary – Deputy City Clerk  
Charles Williams, Jr. and guest (Façade Grant Applicant)

1. CALL MEETING TO ORDER  
The meeting was called to order by Chairperson Melinda Moses at 5:35 PM.
2. ROLL CALL  
Ms. Moses asked Ms. Sikes to call the roll. Attendance is indicated above.
3. APPROVAL OF MINUTES (February 18, 2014 and April 8, 2014)  
**Mr. Simmons made a motion to approve the February 18, 2014 and the April 8, 2014 minutes as presented. Mr. McKellum seconded the motion. The motion passed unanimously on a voice vote.**
4. APPROVAL OF AGENDA  
**Mr. Vann made a motion to approve the agenda as presented. Mr. Simmons seconded the motion. The motion passed unanimously on a voice vote.**
5. ITEMS FOR DISCUSSION:
  - A. Williams Façade Grant Application Review/Recommendation – Ms. Kité  
**Mr. Vann made a motion to recommend to the Community Redevelopment Agency (CRA) approval of the Façade Grant Application in the amount of \$3,433.50 for**

**Charles Williams, Jr. Mr. Simmons seconded the motion. The motion passed unanimously on a voice vote.**

- B. Downtown Business Canopies – Mr. Johnson  
Ms. Kite reported Mr. Darby is working on including this information into our Façade Grant. Ms. Kite provided letters and applications to all businesses for the one time application opportunity. Applications are due by the end of June. Applications will come back at the July meeting.
- C. Lake Shore Hospital Authority Property & 205 NE Hillsboro Street Property Acquisition – Mr. Johnson  
Mr. Johnson provided members with an update of this proposal and his vision of use for this property (parking lot). Mr. Johnson stated first we need to gain successful acquisition of the property and address the two story structure on the property. Mr. Johnson stated by next meeting he should have more to report. The appraised value of the property is \$64,700.
- D. Chamber Mixer and Ribbon Cutting Ceremony at Darby Pavilion – Ms. Kite  
Ms. Kite reminded members this would take place on May 29, 2014 at 5:00 PM and encouraged members to attend.

6. OTHER COMMENTS

- A. Committee member suggestions and ideas.
  - 1. Street Banners – Matt Vann  
Mr. Vann suggested incorporating decorative flags on the antique light poles from Highway 90 to Railroad Street. Ms. Kite will conduct some research on some options. Mr. Johnson also suggested the possibility of kiosks on the light poles. Staff will come up with some suggestions and information for the members. Mr. Simmons will check FPL's banner agreement to ensure there will not be any issues with banner installation on the poles that currently do not have the appropriate hardware.
  - 2. Mr. Vann discussed modification of landscape in the downtown area. Mr. Johnson reported an architectural design would have to be submitted and approved by the Florida Department of Transportation.
  - 3. Mr. Johnson discussed the declining Trust Fund Balance. The balance at the end of April was approximately \$400,000. At the end of the budget year the anticipated balance will be \$300,000. Mr. Johnson reported the source of income had been provided via the 1988 initial CRA District tax base. The initial CRA sunsets in 2018. Mr. Johnson reported if nothing is done to change the sunset status, those funds will disappear. Mr. Johnson suggested evaluation by the committee of leveraging new revenue via bond revenue that will carry through to 2028. Mr. Johnson suggested for the committee to consider the following questions:
    - A. Do we want to seek new revenue via a bond?
    - B. Do we seek a conventional bond?
    - C. How much?

Mr. Simmons felt the following question should be added as well:

- D. What are we going to do with the funds?

7. NEXT MEETING – June 10, 2014 at 5:30 PM

8. ADJOURNMENT

There being no further business before the committee, the Community Redevelopment Advisory Committee adjourned at 6:35 PM on a motion made and duly seconded.

  
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AUDREY E. SIKES, MMC City Clerk