

AGENDA

Lake City Community Redevelopment Agency Meeting

February 4, 2013

6:30 p.m. at City Hall

1. Call to Order
2. Roll Call
3. Approval of Minutes-January 22, 2013
4. Approval of Agenda
5. Art League of North Florida-Funding Proposal
6. Other Comments
7. Schedule Next Meeting
8. Adjournment

The City Council in and for the citizens of the City of Lake City met as the Community Redevelopment Agency, on January 22, 2013, beginning at 6:45 P.M. in the City Council Chambers, located at City Hall, 205 North Marion Avenue, Lake City, Florida 32055.

Members

Mayor/Councilman	Stephen M. Witt
Vice Mayor/Council Member	George Ward
City Council	Eugene Jefferson
	Melinda Moses
	Zack Paulk

1. Call to order
Chairman Witt called the meeting to order at 6:54 P.M.
2. Roll Call
Attendance is indicated above.
3. Approval of Minutes
 - A. August 6, 2012
 - B. September 4, 2012
 - C. October 1, 2012

Ms. Moses made a motion to approve the August 6, 2012, September 4, 2012, and October 1, 2012 minutes as presented. Mr. Jefferson seconded the motion and the motion carried unanimously on a voice vote.

4. Approval of Agenda
Ms. Moses made a motion to approve the agenda as presented. Mr. Ward seconded this motion and the motion carried unanimously on a voice vote.
5. Consider Façade Grant Application - John Kuykendall, Trustee
Community Redevelopment Administrator Jackie Kite stated that Gulf Coast Financial received a grant in 2011 in the amount of \$4,693.00. City Attorney Herbert Darby stated it is his interpretation that Façade Grant funds are limited to a total of \$10,000. There was discussion as to the eligibility of the application. Melanie Costino was in attendance representing Gulf Coast Financial. After discussion it was determined this application was eligible for \$5,000. **Mr. Ward made a motion to approve the Façade Grant Application in the amount of \$5,000 for John Kuykendall. Mr. Paulk seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Ward	Aye
Mr. Paulk	Aye
Mr. Jefferson	Aye
Ms. Moses	Aye
Chairman Witt	Aye

6. Other Comments
None

7. Schedule Next Meeting
The next CRA Meeting will be scheduled as needed.

8. Adjournment
There being no further business the meeting adjourned at 7:10 PM.

Stephen M. Witt, Chairman

Audrey E. Sikes, Secretary

MEETING DATE
February 4, 2013

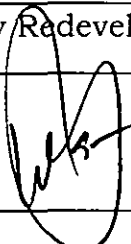
CITY OF LAKE CITY

Report to CRA

CRA AGENDA	
SECTION	
ITEM NO.	5

SUBJECT: Request for Start-Up costs and 1 Year Operating Expenses

DEPT / OFFICE: Community Redevelopment

Originator: Community Redevelopment Advisory Committee		
City Manager Wendell Johnson	 1-31-13	Community Redevelopment Manager Jackie Kite
		Date 1/29/13
Recommended Action: Recommendation to CRA to fund Start-Up costs (\$12,132.00) and 1 Year Operating Expenses (\$30,428.00 to be Invoiced and paid in 12 equal monthly payments) to the Art League of North Florida to establish and operate "Gateway Art" in the downtown district.		
Summary Explanation & Background: The applicant's appeared before the Community Redevelopment Advisory Committee on January 22, 2012 with a proposal to establish an Art Center in downtown Lake City. The Art League of North Florida, have 74 paying members and is continuously growing in membership numbers. They wish to establish a permanent shop to showcase and sell local works of art to the public on a daily basis as well as offer scheduled art classes and other similar educational offerings. They have chosen the "Old Capell's Shoe Store Building" located at 273 N Marion Avenue, between Rowand's and Second Hand Rose. This building is large enough to accommodate hanging and displaying a wide variety of artwork as well as providing ample classroom space and storage area for classroom supplies and other items needed for artists.		
Alternatives: Deny the request		
Source of Funds: TIF		
Financial Impact: Start-Up Costs \$12,132.00 Initial one time funds First Year Operating Expenses \$30,428.00 to be Invoiced and paid in 12 equal monthly installments		
Total Grant Funds Request \$42,560.00		
Exhibit's Attached: Copy of Budget Request and supporting documentation.		



Art League of NORTH FLORIDA

P.O. Box 393 Lake City, Florida 32056

December 23, 2012

Mr. Wendell Johnson
City Manager
0000 Marion Avenue
Lake City, FL 32055

Re: North Florida Art League Grant

Dear Mr. Johnson:

Thank you for the opportunity to submit our request to CRA for assistance through the City's Grant Program designed to aid the downtown revitalization.

We have high hopes for a successful joint -venture with the city and feel certain the public will welcome an Art Gallery. It will definitely add a spark of interest and culture to the area. We have many artists in our league who are currently exhibiting in other cities because we don't have a permanent location in Lake City. Our league has grown continually over the past ten years to the current membership of 74 paying members.

We are attaching a copy of our Income and Expense Projection for your perusal. Of course, the largest expense for us is going to be the start-up because of the essential items we will have to purchase to start and maintain our business. We are asking for two years assistance and have broken this projection into the two years as we feel it will take the entire first year to get started. This will also give us a little time to build up our income so we can pay the rent. It will take us the first year to learn the finer aspects of the business and establish our name in the community. Once the general public and out-of-town artists see the success of our Gallery we feel certain our income numbers will escalate, but we will need some time to accomplish this.

Please know that we sincerely appreciate this opportunity and will be available for any meetings or discussions you or CRA may deem necessary.

Sincerely,

Jeanne Van Arsdall, President

Herb Ellis, Vice President

Mike Helvey, Treasurer

GATEWAY ART GALLERY

REVENUE	Initial Startup	2013	2014
Wall Space & Commission		\$4,800.00	\$12,000.00
Sales		\$600.00	\$1,400.00
Instruction		\$800.00	\$1,500.00
TOTAL REVENUE		\$6,200.00	\$14,900.00

EXPENSES

Petty Cash	\$125.00		
Credit Card	\$150.00	\$600.00	\$850.00
Rent	\$749.00	\$8,988.00	\$8,988.00
Advertising		\$4,000.00	\$5,000.00
Electric	\$373.00	\$3,600.00	\$3,600.00
Water / Sewer	\$160.00	\$840.00	\$920.00
Trash - Waste Pro		\$132.00	\$144.00
Phone system	\$35.00		
Phone service	\$185.00	\$1,020.00	\$1,020.00
Alarm system	\$500.00	\$600.00	\$600.00
Curator		\$9,048.00	\$9,984.00
Federal Tax		TBD	TBD
Unemployment tax		TBD	TBD
FICA		TBD	TBD
Insurance	\$400.00	\$400.00	\$400.00
Supplies			
Artist Contracts	\$35.00		
Sales slips	\$25.00		
Computer paper	\$45.00		
Cartridges	\$85.00		
Coffe Etc.	\$50.00		
Light bulbs	\$30.00		
Keys	\$15.00		
Miscellaneous	\$100.00		
subtotal	\$385.00	\$600.00	\$850.00
Attorney	\$185.00		
Account		\$600.00	\$800.00
TOTAL EXPENSES	\$3,632.00	\$30,428.00	\$33,156.00

GATEWAY ART GALLERY

	Initial Startup	2013	2014
Equipment			
Partitions 8X8X6 (3)	\$800.00		
Wall frame installation	\$1,000.00		
easels	\$200.00		
Tables	\$600.00		
Chairs	\$600.00		
Cash register	\$170.00		
Computer	\$500.00		
Software	\$150.00		
Printer	\$80.00		
Credit card machine			
TOTAL	\$4,100.00		
Repair			
demo secondary area	\$150.00		
Doors	\$250.00		
Paint	\$500.00		
Insruction area	\$2,000.00		
Bathrooms	\$1,500.00		
TOTAL	\$4,400.00		
TOTAL STARTUP	\$12,132.00		