

MINUTES
LDDA BOARD OF DIRECTORS MEETING
City Commission Conference Room
Thursday, September 16, 2004
8:00 AM

PRESENT: Chris McLaughlin, Jerry Herring, Janet Tucker, Joe Mawhinney, Kevin Jones, Greg Mugg, Jim Verplanck, LeRoy Bradley, Glenn Higgins, Ford Heacock, David Bunch, Tamara Sakagawa, Steve Bissonnette, Anne Furr, Becky Abel

ABSENT:

MINUTES: Joe Mawhinney moved and Chris McLaughlin seconded the motion to accept the Minutes of the September 2, 2004 Board Meeting. Motion passed 5-0.

Greg Mugg and Jerry Herring arrived.

TREASURER'S REPORT: Net income for August was -\$17,515.10. Total expense in August was \$17,947.66. Stand-out expenditures include 8270 – Contract Services – Feasibility Study; and 8360 – Computer Services – laptop computer.

Joe Mawhinney pointed out that this report is in a new format with the changes requested by the Board in August. A Percent of Budget column has been added. The name of account number 6950 has been changed to Unappropriated Surplus.

DESIGN REVIEW PROCESS FOR DIXIELAND CRA: Tamara Sakagawa, CRA Coordinator, reported on the proposed new process for design review for Dixieland and the historic districts. The goal is to streamline the process so that authority is established, the application is refined and the total process is better defined. Comments from LDDA were praise to the Community Development Department for proposing these improvements and some suggestions for getting the word out to potential and current property owners that they are actually in an area that requires design review. (It was thought that a disclosure should be required upon closing at purchase.) Jerry Herring asked if a site visit would be required of the Historic Preservation Board volunteers who advise on approval of projects. Tamara will check to be sure. LDDA will monitor its own design review process to see if the proposed changes in Dixieland's process will be of benefit to LDDA.

COMMITTEES:

Design Review

- a. Certificate of Review Issued Since August 19, 2004 – 229 N. Florida Avenue: Allstate Insurance (Gow Fields') building paint colors approved. The building paint color is grey – the same color as the Bumper to Bumper colors across the street. The trim along the roof line is the same color of blue as the blue on the Allstate sign. Should this building have been reviewed by the Historic Preservation Board instead of the LDDA? Anne will follow up with Randy Mathews.
- b. Certificate of Review Request – 230 N. Florida Avenue: Business requests pylon sign due to the visibility problems of the property - especially from the north headed south. There are trees, walls and no building setbacks. Traditionally, that type of sign is not allowed in downtown. The Design Review Committee would like to visit the site to consider alternatives or exceptions. The Committee will make a recommendation at a later meeting. The business has applied to the Planning and Zoning Board for a conditional use. It will be heard in October. If approved, it will go to the City Commission in November.

DLP UPDATE: On a recent trip on I-4, LeRoy Bradley noted that the downtown billboards are down. He will investigate.

LeRoy stated that the Partnership has 103 members currently.

Fall Fest Brochures were distributed. Sponsors are needed for this event.

He reminded all of the Annual Luncheon and Auction to be held on October 6. LeRoy has forms for the annual awards nominations, and if you need a form, please ask him. Please get reservations for the

luncheon in, and if businesses can donate items for the auction, please let LeRoy know. Items are also needed to stuff the goody bags for the Lake Mirror Classic Auto Festival participants. The DLP purchased the canvas bags and request that LDDA pay for half of the cost of the bags. **Kevin Jones moved and Jerry Herring seconded the motion to pay for one half of the \$997.40 cost of the canvas bags, not to exceed \$500.00 and will be paid out of account 8920.15 – DLP. Motion passed 7-0.**

CITY COMMISSION REPORT: Jim Verplanck had no report.

CHAIRMAN’S REPORT: Janet Tucker stated that she would like to encourage the Board to move forward with expansion of the LDDA boundaries to the west. This topic will be discussed at a Board Meeting in October.

DIRECTOR’S REPORT:

Parker Street Sweep – No report due to time limitations.

LDDA Election – No report.

Creative Cities Summit – No report.

Wayfinding Design Consultants – No report.

October 21st LDDA Board of Directors’ Meeting – The conference in San Diego is Monday, October 18-Friday, October 22. The regular LDDA Board Meeting is scheduled for Thursday, October 21st. By consensus, the Board decided to cancel this regularly scheduled meeting.

NEW BUSINESS:

Container Garden Contract - The proposed contract for Jim Luna Landscaping was presented. This is the last year the contract is eligible for renewal; RFPs will be conducted after FY 2005. Changes proposed include the following:

- 1.) A 2% increase in the set up for new containers, of which 80 are planned. That brings the cost per new container to \$30.45 per pot from the former \$29.85 per pot.
- 2.) A 2% increase in per-container maintenance charges, \$7.50 to \$7.65 per container.
- 3.) Should the City forklift driver be needed to evacuate container gardens during a hurricane, the dollars to pay for that would be included.
- 4.) If there is more than one storm that requires the removal of all of the container gardens, a cost of \$3.15 per container to move to safety and return to locations will be included in the contract to Jim Luna Landscaping.

Greg Mugg moved and Chris McLaughlin seconded the motion to approve the proposed container garden contract with Jim Luna Landscaping. Motion passed 7-0.

The meeting was adjourned at 9:10 a.m.

The next LDDA Board Meeting will be held on Thursday, October 7, 2004 in the City Commission Conference Room, 3rd Floor, City Hall, at 8 a.m.