

MINUTES

LDDA BOARD OF DIRECTORS MEETING CITY COMMISSION CONFERENCE ROOM Thursday, May 8, 2003 8:00 AM

PRESENT: Jerry Herring, Greg Mugg, Kevin Jones, Joe Mawhinney, Janet Tucker, Chris McLaughlin, Jim Verplanck, Anne Furr, Becky Abel, Tammy Sakagawa, Rick Lilyquist

ABSENT:

CALL TO ORDER: The meeting was called to order by Jerry Herring at 8:00 AM.

MINUTES: Janet Tucker moved approval of the Minutes of the April 24, 2003 Board of Directors Meeting. Motion seconded by Jim Verplanck. Motion passed 4-0-1. (Chris McLaughlin abstained.)

Kevin Jones and Joe Mawhinney arrived.

DESIGN REVIEW

Certificate of Review Requests

- a. **201 S. Florida Avenue, EGP, Inc. – Lighted sign:** The sign would be 16 square feet (2' x 8'). The committee recommends approval. **The Board approved the committee's recommendation 7-0.**
- b. **200 N. Kentucky Avenue, State Building – Cooling Tower Installation:** The tower height will be increased by 42". The committee felt that the height of the parapet wall should be increased to accommodate the increased height of the tower. The contractor has no objection to complying with increasing the parapet's height, but would need to go to the State for additional funding for the project. The committee recommends approval as long as the block wall that is removed is replaced with a wall that will screen the new cooling towers and that the existing parapet wall be increased in height to screen the cooling towers on all four sides of the building. **The Board approved the committee's recommendation 7-0.**

COMMITTEES:

Downtown Park & Ride –Anne reported that Performance Construction, Inc. has been selected to install the pad and sidewalks and supervise the installation of the shelter by Play Services, Inc. They have subcontracted with Play Services to install the shelter when it arrives. The shelter will be equipped ready to wire for electricity, but the connections will need to be hooked up.

Finance Committee –

CRA Proposed FY 2004 Budget – Kevin Jones produced a draft copy of the FY 2004 CRA budget. Jerry asked how TIF was paid. It was explained that the property owner pays the taxes on the property and then submits documentation to receive the payment from TIF funds. It is required that once a request is received that the payment be made to the property owner within 30 days. Kevin explained that the Tax Increment Revenues were conservatively figured at a 5% increase per year. Proceeds from the internal loan from the City will be at 6%. These funds are to provide streetscape on the public property on Lemon Street south of the Regency, Massachusetts Avenue to the west of the Regency just to the north of the parking that enters off of Massachusetts Avenue, and along Orange

Street from Iowa to Lake Avenue, and Lake Avenue from Orange Street to Main Street. It was felt that the rate the City is charging on this loan (6%) is too high. Anne will investigate the possibility of a lower rate. In the expense column, the budget reflects an additional streetscape cleaning once per year. Public Works has a line item in its budget for another downtown streetscape cleaning. The CRA contribution to the LDDA is projected to increase 2% per year. Kevin explained that Mike Brossart of the City Finance Department suggested that the debt service on the continuing streetscape loan be consolidated to a flat payment, and will end in 2009. The expense for the Tax Increment Refunds was figured without the Regency project included. Janet asked why the container garden maintenance line item decreased in 2008 and 2009. Anne will double-check the figures.

The committee recommends approval of the draft budget for FY2004, with the possible adjustment of container garden maintenance figures. **The Board approved the Proposed FY 2004 CRA Budget 7-0.** Anne stated that the proposed budget would go before the City Commission and have two public hearings in September of 2003.

Quarterly Financial Report – It was noted that the quarterly reports prepared by Baylis & Co. were included in agenda packets for review.

DOWNTOWN PARKING GARAGES: Rick Lilyquist, Director of Public Works, was present to explain current parking plans, particularly pertaining to the State Garage, Main Street Garage, and the Verizon Property. Rick distributed a layout map of how the Verizon lot will be improved. Improvements to the Verizon property would create 141 spaces. Currently, there is no overflow lot on the south side. It will be very costly and a few years away to add levels to the State Garage. Since the current parking needs center more on the southern end of downtown, it was felt that spaces could be shifted to utilize new space in the Verizon lot and free up spaces elsewhere. Jerry Herring was concerned about people's resistance to being shifted, but all felt the plan would work. Rick stated that the surface lot at Bay Street is underway and should be complete in 30-45 days. **Janet Tucker moved and Jim Verplanck seconded that the LDDA Board endorse the plan as presented. Motion passed 7-0.** Anne will write a letter to Roger Haar stating our endorsement of the parking plan.

CITY COMMISSION REPORT: Jim Verplanck reported that the recent joint meeting of the Historic Preservation Board and Historic Lakeland at the Magnolia Building elicited positive remarks about the building's renovation. Jim elaborated on the Heritage Plaza remediation project that involves ground water wells to monitor water quality. There will be a monitoring station installed on the southeast end of the property and Parks and Recreation has been asked to screen the station to reduce visible impact.

CHAIRMAN'S REPORT: Jerry Herring did not have a report.

DIRECTOR'S REPORT:

Quarterly Meeting with City Commission – May 19, 2003 – Anne asked how the Board wished to present the upcoming report. If Jerry Herring is available, he will be the main presenter, and other Board Members will be available to comment if needed on the areas they oversee. If Jerry is out of town, Janet Tucker, as Vice-Chairman will present to the City Commission.

Spring IDA Conference – Anne reported on the IDA Conference in Memphis. She noted that Memphis did residential emphasis first and is now tackling retail improvements. The trip was very informative and she has handouts and materials in the office for anyone who would like to review them. She thanked the Board for the opportunity to attend.

City of Lakeland Leased Parking Study for Main Street Garage – Distributed in agenda packets.

Heritage Plaza Remediation – Anne explained additional details of the remediation.

Two Articles – Included in the agenda packet: 1) Tips on designing a consumer-friendly downtown and 2) the importance of creative communities.

Dixieland CRA Advisory Board Meeting – Anne shared the Agenda for the Dixieland CRA Advisory Board Meeting scheduled for Tuesday, May 13, 2003. Their Board will be discussing the Dixieland corridor study and streetscape master plan, along with a kickoff for the design guideline standards. LDDA members are encouraged to attend.

Gaines Jewelers – Anne shared that Suzanne Gaines requested that she set up a meeting at George L. Gaines Jewelers to show the cosmetic damage that has occurred in her building. Since LDDA is not a responsible party, it would not be appropriate. Those who wish to do so may set up an individual meeting with Suzanne.

Blight Study and Revelopment Plan – Anne reported that she had attended a meeting with Tammy Sakagawa, Randy Mathews and Pete Sechler of Glatting Jackson about a section of property just to the north of the In-Town Bypass in the Midtown CRA concerning a Midtown small area study. It seems to make sense to combine the work of Mr. Sechler in doing the blight study and redevelopment plan for the LDDA expanded area at the same time since it is the area to the south of the In-Town Bypass. Anne will seek an estimate for the two studies.

Main Street Garage Leasing – Anne read a draft of a policy stating how decisions on lease requests will be made. For 9 or fewer spaces, the request will go to the Parking Superintendent on a month to month agreement. For more than 9 spaces, the request will go to Rick Lilyquist, Director of Public Works, to the LDDA, and finally to the City Commission for approval. It was discussed that the requests need to be tracked to prevent someone from requesting less than 9 for several months in a row, thereby having an unfair number of spaces they control.

The City Commission granted Jeff Holden's request for 16 spaces at the old Attorney's Title building at 123 N. Kentucky Avenue for 5 years at market rate, with an option to renew for another 5 years upon mutual agreement by the City and the owner of 123 N. Kentucky Avenue. The spaces go with the building and not with the owner of the building.

NEW BUSINESS:

Preservation Alley – Chris McLaughlin asked if there was something that could be done to expedite the completion of the work on Preservation Alley. The movement of the building has not been resolved yet, but he wondered if there was a way to determine the cost of re-excavation if pavers are put into place along the top of the "T". Molly McHugh's has a dumpster right at the edge of its eating area and the whole project has dragged on a long time, generally looking unsightly. Anne will ask whether it is feasible to complete some portions to improve the looks of the area.

The next regular LDDA Board meeting will be held on Thursday, June 12, 2003, from 8 a.m. – 10 a.m. in the City Commission Conference Room.