

MINUTES

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

PRESENT: Chris McLaughlin, Jerry Herring, Jim Verplanck, Greg Mugg, Joe Mawhinney, Kevin Jones, Janet Tucker, Anne Furr, Becky Abel, Kevin Cook, Steve Kruse, Rachel Pleasant, H.B. Holmes, Glenn Higgins, Kelly Koos

ABSENT:

OATH OF OFFICE – NEW MEMBERS: Kelly Koos, City Clerk administered The Oath of Office to Janet Tucker and Jerry Herring. (Janet and Jerry were re-elected to the Board to serve in 2004.)

NOMINATING - ELECTION OF OFFICERS: Jim Verplanck, Chairman of the Nominating Committee presented the following slate of officers: Janet Tucker, Chairman; Kevin Jones, Vice-Chairman; Joe Mawhinney, Treasurer. There were no additional nominations from the floor. The slate was approved unanimously.

INSTALLATION OF OFFICERS: Kelly Koos installed each of the new officers to their respective offices.

RECOGNITION OF CHAIRMAN: Outgoing Chairman, Jerry Herring was presented with a plaque thanking him for his year of service as the LDDA Board Chairman. Jerry thanked the Board and Executive Director Anne Furr for making his job easier. The gavel was presented to incoming Chairman Janet Tucker.

MINUTES: Jim Verplanck moved to accept the Minutes of the December 4, 2003 regular Board Meeting. Motion seconded by Greg Mugg. Motion passed 7-0.

SIGNATURE CARDS:

SunTrust Bank – checking, money market – Anne Furr explained that the change of officers on the Board requires that signature cards be changed for the checking and money market accounts held at SunTrust Bank. Jerry Herring would be removed as a signer and Joe Mawhinney would be added. Janet Tucker and Kevin Jones would remain as current signers. **Motion to change the signature cards as indicated was made by Jim Verplanck and seconded by Kevin Jones. Motion passed 7-0.**

FloridaFirst – Jumbo CD, Savings – Historically, these accounts have the Chairman, the Treasurer and the Secretary (Anne Furr) as signers. It was requested that Janet Tucker, Chairman and Joe Mawhinney, Treasurer be added as signers. Kevin Jones' and Jerry Herring's names would be removed, and Anne Furr would remain as a current signer. **Motion to change the signature cards as indicated was made by Jim Verplanck and seconded by Kevin Jones. Motion passed 7-0.**

TREASURER'S REPORT:

November 2003 – Total ordinary income was \$13,031.63. Total ordinary expenses were \$53,192.72. Higher than usual expenses are attributable to an annual matching payment to the DLP, payment to Glatting-Jackson, annual computer networking charges and audit fees. Net income was <\$39,812.85>.

December 2003 – Total ordinary income was \$133,267.36. Tax receipts are starting to come in, adding to the income boost in December. Total ordinary expenses were \$9,073.50 for a net income of \$124,400.18.

Ratification of change for FY 2003 Budget – When Baylis & Company presented the draft audit findings at the December 2003 Board Meeting, the LDDA needed to adjust line item 9300-Tax Increment payment to the LCRA. The original Budget was \$130,691.00. The actual payment was \$131,434.00. LDDA needs to adjust the budget to \$132,000.00 to reflect this expenditure. **Jim Verplanck moved and Jerry Herring seconded a motion to ratify the budget change in line item 9300. Motion passed 7-0.**

WI-FI SERVICE PRESENTATION: Kevin Cook, City Public Information Officer, and Steve Kruse, City Chief Information Security Officer, presented information on “Surf Lakeland”, the City’s new wireless internet service in downtown. The service will be tested beginning January 15, 2004 and will “go public” February 2, 2004. Kevin explained how the service would work with two antennas installed on cantilevered traffic poles – one at the corner of Kentucky and Main, and the other at Kentucky and Lemon. During the testing period, the exact range of the service will be determined, and whether the signal will penetrate storefronts. The planned coverage area is from Massachusetts Avenue to Tennessee Avenue on Lemon Street, and from Lemon Street to Bay Street on Kentucky Avenue, plus Munn Park. Laptops or PDAs would need to be equipped with a special card in order to work with the network. The service will be free to users, but is not intended for corporate use. Filters will be in place to block objectionable (pornographic) websites.

DLP: Janet Tucker reported that Spring Obsession would be March 13, 2004 in Munn Park. The Spring Walk-About is scheduled for Friday, April 2nd, 2004 from 6-9 p.m.

COMMITTEES:

Design Review – Jim Verplanck reported that the committee had visited Lake Morton Plaza (400 S. Florida Avenue) to observe the rust/clay exterior paint color and the beige trim. The awning and window frames on the first floor of the Lime Street side of the building will remain teal with a band above the awning also teal. If the teal does not look correct, the owner has the ability to change the color to the beige trim. Jim noted that it was a good opportunity for the members of the committee to meet the owner of the building, who happened to be present the day the committee met on site. The colors were approved.

On January 5, 2004, the Design Review Committee reviewed and approved the replacement of two existing signs at One Lake Morton Drive. The signs would read “Gray Robinson Attorneys at Law”.

DIRECTOR’S REPORT:

Preservation Alley – George L. Gaines Jeweler, Inc. is responsible for the work to be performed for the structural repairs to the exterior of their building. Once a schedule for completion of the structural work has been approved and completed, the City’s Public Works Department said that it would take approximately two weeks to complete the remainder of Preservation Alley.

Downtown Farmer’s Market – Jim Luna, Jim Luna Landscaping, is interested in working with the LDDA on a Downtown Farmer’s Market. November 7, 2003, a meeting was attended by Jim Luna, Bill Tinsley, Pam Page, Randy Mathews, Tamara Sakagawa, Kevin Cook, Anne, and Ron Moore, City of Winter Park Parks and Recreation Department, who runs the Winter Park Farmer’s Market. The purpose of the meeting was to hear how Winter Park runs their market and how it is organized. The Winter Park Market has been in existence for 23 years, running on Saturdays from 7:30-1. Since that date, Anne has attended another meeting with City staff to get their input. Parks & Recreation staff suggested the market be done as a pilot for one month, but LDDA felt that may not be enough to get the

market established or to iron out issues that may occur. Parks & Recreation stated that they would be supportive of the market, but could not take it on as a project. After some discussion, Jim Verplanck suggested that continued consideration of this project should take place during the LDDA retreat on January 15.

George L. Gaines Settlement – On December 15, 2003, the City Commission approved the proposed settlement agreement with Doris Gaines regarding the damage caused as part of the Preservation Alley activities. Without admitting liability, the City agreed to pay the Gaines for the actual costs and expenses of foundation repair up to \$75,000.00. In addition, the City agreed to reimburse the Gaines for cosmetic repairs not to exceed a total of \$110,000.00 for both structural and cosmetic repairs. The owners of the property will provide detailed estimates prior to the work. The work should begin sometime this month.

LDDA Board Retreat – The Retreat is next Thursday, January 15, 2004. In order to accommodate those who wish to attend the Economic Forecast Breakfast that morning, the start time for the Retreat will be 9:30 a.m. and will be held at Peterson & Myers Board Room on the 3rd floor of Heritage Plaza, 225 E. Lemon Street. Please park in designated Peterson & Myers' parking spaces.

2003 Audit with Management Letter and LDDA Response – Included in agenda packets.

Florida Sunshine Law and Code of Ethics Update – Included in agenda packets.

NEW BUSINESS:

Trader's – The owner of the property plans to reopen the establishment. He will hire a new manager. The owner's wife will also be working onsite. Anne has requested a meeting to discuss his plans for the property.

Regency – The building's renovation is progressing. The building is gutted and Lemon Street is closed from Massachusetts Avenue east to Iowa Street. This allows for scaffolding along the south side of the structure and an elevator.

The meeting was adjourned at 9:25 a.m.

The next LDDA Board Meeting will be the Annual Retreat, to be held on January 15, 2004 in the Peterson & Myers, PA Conference Room, 3rd Floor, Heritage Plaza, 225 E. Lemon Street. The Retreat will begin at 9:30 AM and adjourn at 5 PM.