

Community Redevelopment Agency (CRA)
Meeting Minutes May 9, 2023
(DRAFT)

5/9/2023 - Minutes

1. CALL TO ORDER & ROLL CALL

CRA Members Present: Chair Robin Gibson, Keith Thompson (arrived late), Mayor Hilligoss, Danny Krueger, Daniel Williams

Staff Members Present: James Slaton, Executive Director; Jennifer Nanek, City Clerk; Albert C Galloway, Jr., City Attorney

Chair Robin Gibson called the meeting to order at approximately 2:00 p.m.

2. COMMENTS AND PETITIONS

3. Election Of Chair And Vice-Chair

Mayor Hilligoss nominated Robin Gibson to serve as Chair. Commissioner Williams seconded the nomination.

There were no other nominations. Commissioner Gibson accepted the nomination.

Commissioner Gibson was accepted by acclamation.

Commissioner Williams nominated Commissioner Krueger to serve as Vice-Chair. Mayor Hilligoss seconded the nomination.

There were no other nominations. Commissioner Krueger accepted the nomination.

Commissioner Krueger was accepted by acclamation.

4. Minutes - April 11, 2023

Commissioner Krueger made a motion to approve the minutes of April 11, 2023. Commissioner Williams seconded the motion.

By voice vote:

ALL "YES"

Motion approved 4-0.

5. CRA Expansion/Extension Update Report

[Begin Agenda Memo]

SUBJECT: Proposal for Lake Wales Community Redevelopment Plan Update from Inspire Placemaking Collective

SYNOPSIS: The process to expand the CRA Boundary has been moving forward since August 2022. The

Findings of Necessity was adopted in January. This adoption also authorized for the CRA to amend the Plan.

RECOMMENDATION A recommendation to accept Inspire Placemaking Collective CRA Plan Update Proposal dated March 21, 2023.

BACKGROUND At the August 9, 2022 meeting, the CRA Board authorized S&ME to determine the feasibility of expanding the community redevelopment area, called a Finding of Necessity (FON) study. The study was completed; submitted to the CRA Board on January 10, 2023; presented to the City Commission on January 17, 2023 with a resolution to adopt the FON study and authorize an amendment to the CRA Redevelopment Plan.

FISCAL IMPACT \$41,700

[End Agenda Memo]

Laura Canary with Inspire Placemaking gave an update on the expansion effort. She shared a slide showing the boundaries and slides showing examples of slum and blight. The primary objectives of this 2023 update will be to capture the new boundary, to do new tif projections for the CRA and expansion area and identify new projects for expansion area. We need synergy in the planning efforts between existing area and expansion area. New strategies and Conceptual Plan will need updating. There should not be too many changes to the objectives, goals and policies as they apply to the whole CRA but they will be reviewed for small changes. She reviewed the next steps. There is an open house planned for June. There will be stakeholder briefings. Final draft should be ready in July for review. It will be reviewed by the Planning board. In August the CRA will approve the plan and then it will be approved by the City Commission. Some of the County approval process will run concurrently. There are two steps for a approval on the county level. There will be efforts to get public input on projects for expansion area.

Chair Robin Gibson asked about the potential expansion area. Ms. Canary showed the map and said the area is in blue.

Commissioner Thompson arrived.

Chair Robin Gibson said we need to be mindful of impacts to City budget. He said he has spoken to the County Commission members on this. He hopes to be helpful.

Commissioner Krueger asked how much money might come into the City. Chair Gibson said the study will help determine that.

Commissioner Williams asked about help for the mall. Chair Gibson said its a possibility but let's follow the program.

Ms. Canary said we need to tell the story of the area and how projects can improve the lives of those living in the area.

Chair Gibson said the town is more aware of all that a CRA can do.

6. Down Payment Assistant (DPA)

[Begin Agenda Memo]

SYNOPSIS: The purpose of this request is to consider the increase of Down Payment Assistance (DPA) to \$20,000.

RECOMMENDATION It is recommended the CRA Board consider the following action(s) 1. The CRA Board authorizes the increase in down payment assistance from \$15,000 to \$20,000.

BACKGROUND Under the DPA program, the Lake Wales CRA has been able to provide eight (8) first-time homeowners down payment assistance. The program started out at \$15,000 but due to the rise in construction costs, the CRA had to increase the DPA amount. The DPA program is designed to attract homebuyers that are at 120% or below the Area Median Income.

LAKE WALES CONNECTED PLAN ACTION STEPS

Action # Description 39

Provide down payment assistance and low-interest loans mortgages for infill housing.

FISCAL IMPACT The Cost to the CRA will be \$20,000

OTHER OPTIONS Not accept CRA staff recommendation.

[End Agenda Memo]

James Slaton, Executive Director, reviewed this item.

Commissioner Thompson asked if the increase is enough. Mr. Slaton said they think so.

Commissioner Krueger asked if we know what the increase in real estate values has been. Mr. Slaton said city wide about 19.6% last year. Chair Gibson asked about the CRA area. Mr. Slaton said the tax increment has been 40% over a 12 month period. The downtown is 19%.

Commissioner Krueger made a motion to approve the increase. Commissioner Williams seconded the motion.

by voice vote:

Commissioner Krueger "YES"

Commissioner Williams "YES"

Commissioner Thompson "YES"

Mayor Hilligoss "YES"

Chair Gibson "YES"

Motion approved 5-0.

7. Legacy Housing Rehabilitation Program

[Begin Agenda Memo]

SYNOPSIS: The purpose of this memorandum is to request the CRA Board's authorization of payment for the Legacy Housing Rehabilitation Program project located at 605 Dr. J. A. Wiltshire Ave. that totaled \$167,521.99

RECOMMENDATION It is recommended that the CRA Board approve the following action:

1. Authorize the Executive Director of the CRA to approve the payment of \$167,521.99 to Keystone Challenge Fund for their completed work for the Legacy Housing Rehabilitation Program project located at

605 Dr. J. A. Wiltshire Avenue.

BACKGROUND In 2021, the CRA Board approved the Legacy Housing Rehabilitation Program to the seniors in the Northwest Neighborhood by doing exterior improvements to their homes. These improvements include repairs or replacements of the roof and painting the outside of the home. (Mainly in the Northwest neighborhood) Since its inception, the Legacy Housing Rehabilitation program has rehabbed fourteen (14) homes in the Northwest neighborhood with another three homes currently being worked on. During the fall of 2022, we used 605 Dr. J. A. Wiltshire Ave. as major rehab pilot project. The goal was to conduct a complete renovation of the home as a model of what the program could produce once a year. The project was a complete success.

LAKE WALES CONNECTED PLAN ACTION STEPS

Action # Description 30

Explore potential for funding forgivable loans or grants for

FISCAL IMPACT The Cost to the CRA will be \$167,521.99

OTHER OPTIONS None

[End Agenda memo]

James Slaton, Executive Director, reviewed this item.

Darrell Starling, Consultant, reviewed this project and shared before and after pictures of the house. He reviewed the project.

Chair Gibson asked if Keystone is out the money. Mr. Starling confirmed that we will be reimbursing Keystone.

Mayor Hilligoss asked if a specific amount was approved. Mr. Slaton said no but we may set caps in the future.

Commissioner Krueger made a motion to approve this payment. Mayor Hilligoss seconded the motion.

by voice vote:

Commissioner Krueger "YES"

Mayor Hilligoss "YES"

Commissioner Williams "YES"

Commissioner Thompson "YES"

Chair Gibson "YES"

Motion approved 5-0.

8. Legacy Housing Rehabilitation Program Homes

[Begin Agenda memo]

SYNOPSIS: The purpose of this memorandum is to request the CRA Board's authorization of the Legacy

Housing Rehabilitation Program projects located at 402 Pearl St, 333 Pearl St, 646 Carver Dr. and 334 Jewel St for a total of \$82,532.00.

RECOMMENDATION It is recommended that the CRA Board approve the following action:

1. Authorize the Executive Director of the CRA to approve the payment of \$82,532 to Keystone Challenge Fund for their completed work for the Legacy Housing Rehabilitation Program.

BACKGROUND In 2021, the CRA Board approved the Legacy Housing Rehabilitation Program to the seniors in the Northwest Neighborhood by doing exterior improvements to their homes. These improvements include repairs or replacements of the roof and painting the outside of the home and light construction work. (Mainly in the Northwest neighborhood) Since its inception, the Legacy Housing Rehabilitation program has rehabbed fourteen (14) homes in the Northwest neighborhood with another three homes currently being worked on. Due to the rise in construction the average home rehab cost per home in the Legacy Housing Rehabilitation Program is approximately \$25,000.

LAKE WALES CONNECTED PLAN ACTION STEPS Action # Description 30 Explore potential for funding forgivable loans or grants for

FISCAL IMPACT The Cost to the CRA will be \$82,532.00

OTHER OPTIONS None

[End Agenda Memo]

James Slaton, Executive Director, reviewed this item.

Commissioner Krueger made a motion to approve the expenditure. Commissioner Williams seconded the motion.

by voice vote:

Commissioner Krueger "YES"

Commissioner Williams "YES"

Commissioner Thompson "YES"

Mayor Hilligoss "YES"

Chair Gibson "YES"

Motion approved 5-0.

Commissioner Krueger asked if a developer could tear down a house and rebuild it. Mr. Slaton said that could be discussed. Chair Gibson said what to do with the occupant would be a question. This was discussed.

9. EXECUTIVE DIRECTOR'S REPORT

James Slaton, Executive Director, reported that Karen Thompson has resigned to take a position in Lakeland. Ronni Wood will serve as interim director until an updated contract is approved. Chair Gibson said its good for us to draw top flight people and being an incubator for qualified individuals as we will draw more just like them. We need to be selective in who we hire. Mayor Hilligoss asked whose responsibility it is to hire the Main Street Director. Mr. Slaton said right now the Director reports to the MainStreet Board.

The appointment is the City Manager's responsibility with the Board. He will propose a different arrangement in the future.

10. ADJOURN

The meeting was adjourned at 2:46 p.m..

Chair/Vice-Chair

ATTEST:

City Clerk/Deputy City Clerk