



**CITY OF KISSIMMEE
COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING AGENDA
MONDAY, JANUARY 26, 2009, 6:00 p.m.
CRA Office
320 Monument Avenue
Kissimmee, FL 34741**

- I. Call to Order
- II. Approval of Minutes
- III. Consent - none
- IV. Presentations
 - A. Request for Proposals for 421 Broadway
 - 1. Breck's Gourmet Cookies
 - 2. Matav Fashion Jewelry
 - 3. Kissimmee Main Street
- V. Discussion Items
 - B. 2009 CRA Public Meeting Dates
 - C. Under grounding of Electric Lines – Orlando Avenue
 - D. 804 Bryan Street – Request for Qualifications
- VI. Information Items
 - E. Kissimmee Main Street
 - F. Oak Medical Complex, Vacation of Right of Way
- VII. Hear Audience
- VIII. Hear Director
- VIII. Hear Board of Commissioners

Adjourn

In accordance with Florida Statute 286.0105: Any person wishing to appeal any decision made by the Community Redevelopment Agency with respect to any matter considered at such meeting or hearing will need a record of the proceeding, and for such purposes may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is made.

In accordance with Florida Statute 286.26, persons needing assistance to participate in any of these proceedings should contact the office on the City Clerk, 407-518-2309 prior to the meeting.

IV. A. REQUEST FOR PROPOSALS FOR 421 BROADWAY

REQUEST: The CRA Board review the three proposals submitted for the use of the Key's Station at 421 Broadway. Rank the proposals and direct staff to negotiate lease agreement with top ranked business.

EXPLANATION: The Request for Proposals for 421 Broadway was advertised in the local newspaper on December 13 and 18, 2008 with a mandatory pre-submittal meeting on January 7, 2009. The deadline for submission was 3:00 p.m. on January 9, 2009. Three proposals were submitted in the following order:

Breck's Cookies
Matav Fashion Jewelry
Kissimmee Main Street

The proposals were provided to the CRA Commissioners for review in advance of the meeting, the three businesses have been invited to attend tonight's meeting and present their proposal to the board and answer questions.

RECOMMENDATION: Staff requests the Board rank the proposals and direct staff to negotiate lease agreement.

V. B. 2009 CRA PUBLIC MEETING DATES

REQUEST: Staff request approval of 2009 Public Meeting Dates for the Community Redevelopment Agency.

EXPLANATION: The regular scheduled meeting dates are held on the fourth Monday of each month. Three meetings in 2007 fall on or during a holiday. The May 26th meeting falls on Memorial Day, the November 23rd meeting falls on the week of the Thanksgiving holiday and the December meeting falls on the 28th, the Monday following the Christmas holiday. Staff request the May meeting be canceled and the November and December meetings be combined and moved to December 14th.

RECOMMENDATION: Staff recommends approval of the requested meeting date changes for 2008 and closure of CRA office during the Christmas holiday.

V. C. UNDERGROUNDING OF ELECTRIC LINES – ORLANDO AVENUE

REQUEST: Board approval of a not to exceed amount of \$2600 per property affected by the under grounding of utility lines on South Orlando Avenue.

EXPLANATION: The CRA approved the installation of the CRA pedestrian lights and under grounding of the electric lines to provide a better pedestrian access from the county parking lot at Bryan and Orlando to Emmett Street and downtown. Several businesses were under construction and made aware of the change or their electric lines did not extend from Orlando but three properties were required to make changes to their electric service due to the under grounding. Staff requested estimates from local electric contractors to estimate cost to change electric service and received estimate from Vroom Electric of \$2599.96.

RECOMMENDATION: Board approval of a not to exceed amount of \$2600 per property owner from the Developer's Incentives to compensate affected property owners for the cost they incurred due to the upgrading and under grounding of electric lines on Orlando.

V. D. 804 BRYAN STREET – REQUEST FOR QUALIFICATIONS

REQUEST: Board approval to advertise Request for Qualifications from general contractors for the historic restoration of the Carson Bryan House at 804 Bryan

EXPLANATION: The structural plans for the building have been completed. Phase One of the restoration include the foundation, porches (first and second floor) and roof. The next step is to qualify a general contractor that has experience with historic preservation projects and negotiate a contract. The project is partially funded through CDBG grants and will follow all federal guidelines.

RECOMMENDATION: Staff recommends approval to advertise RFQ from qualified contractors with historic preservation experience.

VI. E. KISSIMMEE MAIN STREET MINUTES

The Kissimmee Main Street minutes from the November and December meetings are included for informational purposes. Melissa Bancroft, Main Street Board President, will be available to address any questions.

VI. F. Oak Medical Complex, DRC #09-004: Vacation of Right-of-Way

The subject right-of-way is an alley located between Lake Street and Oak Street, immediately west of Robinson Avenue in the B-3 (General Commercial) zoning district. The applicant is requesting approval of a vacation of Right-of-Way request to vacate an existing unused alley.

This request will be reviewed by the Development Review Committee on Tuesday, January 27, 2009.