

**COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING
MONDAY, MARCH 23, 2009
CRA OFFICE CONFERENCE ROOM
320 E. MONUMENT AVENUE
KISSIMMEE, FLORIDA**

Those in attendance: Commissioner/Chair Evans, Commissioner/Vice-Chair Meyers, Commissioner Cross, Commissioner Jackson, Commission Novak, Commissioner Foust, Commissioner Brooks, CRA Director Hamilton, Development Services Director Holland. Those absent: Administrative Assistant Grieb

I. Call to Order

Chairwoman Evans called the meeting to order at 6:02 p.m.

II. Approval of Minutes

Motion to approve the minutes of the February 23, 2009 regular meeting was approved by Commissioner Brooks. Seconded by Commissioner Foust.

Motion carried 6-0
Commissioner Jackson absent

III. Consent Agenda

The Consent Agenda is a technique designed to expedite handling of routine and miscellaneous business of the Community Redevelopment Agency. The CRA, in one motion, may adopt the entire Agenda. The motion for adoption is non-debatable and must receive unanimous approval. By request of any individual member, any item may be removed from the Consent Agenda and placed upon the Regular Agenda for debate.

There were no Consent Agenda Items

IV. Discussion Items

A. 804 Bryan Street Continuation of Services

CRA Director Hamilton requested approval of Continuation of Services contract with Jodi Rubin to provide historical consulting services as part of the Carson Bryan Restoration project. Director Hamilton confirmed the services that have been provided to date.

Commissioner Brooks moved to approve an addition services for up to 40 hours at \$100 per hour. Commissioner Novak seconded.

Motion carried 6-0
Commissioner Jackson absent

B. 8 Broadway – Developer Incentive

CRA Director Hamilton request approval of a Developer’s Incentive Agreement for improvements to 8 Broadway. The intention is to build four storefront entrances on Ruby Avenue and replace the awnings on the building to create a more pedestrian friendly atmosphere. The total construction list is \$30,975. The Developer Incentives were created to assist with total restoration of buildings facades. This façade could be addressed through the standard grants which would provide up to \$10,000 in funding which staff is recommending.

Commissioner Foust moved to approve \$10,000 in Developer Incentive funds for the rehabilitation of the façade for 8 Broadway. Seconded by Commissioner Novak.

Motion carried 6-0
Commissioner Jackson absent

V. Information Items

C. 804 Bryan Street – Request for Proposal

CRA Director Hamilton informed the Commissioners seven construction companies responded to the Request for Qualifications. Based on the responses three firms were short-listed to submit a bid package. Those that were short were: Dooley Mack Constructors of South Florida, LLC, SEMCO Construction, Inc., The Durable Restoration Company. A mandatory pre-bid meeting and walk-through on Monday, March 23, 2009 and the bids are due on Tuesday, March 31, 2009 by 3 p.m. with the opening at that time.

In response to Commissioner Evans, Director Hamilton stated she did not know an estimated cost of the work at this time, but will continue to look for grant dollars to help fund the project.

Director Hamilton added a request has been made the contractors use local businesses for sub-contractors.

Commissioner Brooks questioned who would be overseeing the work representing the CRA. CRA Director Hamilton stated Burkhardt Construction is currently assisting staff through this process, John Link is the Architect, Kimley-Horn is the structural engineer, and Jodi Rubin from Preservation Concepts is overseeing the historical aspects of the project.

D. Kissimmee Main Street

CRA Director Hamilton introduced the new Kissimmee Main Street Executive Director, Cheryl Fish. M.S. Director Fish gave an update on the Kowtown Festival and informed the Commission of upcoming activities.

E. Beaumont Right of Way Vacation, DRC #09-018

Development Services Director Holland gave a brief overview of the right of way request.

Commissioner Jackson arrived.

VI. Hear Audience

No comment

VII. Hear Director

CRA Director Hamilton informed the commissioners the Orlando Avenue under grounding is near completion and new sidewalks will be poured. The second Patrick Street home has been closed on. For the lakefront park 60% plans have been reviewed by staff, the 90% drawings are to be completed within 30 days. Staff has been working with IT to create a web site for the park and the City has purchased the domain name Lakefrontpark.org. The City is starting on the Dakin Street extension within 30 days which is the beginning of the lakefront park. CRA Staff did a walkthrough of 421 Broadway with Main Street. Sarah Logan, CRA Attorney will be sending the current tenants a 30 day notice. The Vine Street Committee has started meeting again to address the issues on 192. The CRA is partnering with Public Works on a storm water plan for the CRA Overlay District to address water quality. Staff is working with County Staff on the permitting required for APEC to move onto the June Street property. The CRA purchased a pressure cleaner in order for Public Works to clean the sidewalks.

VIII. Hear Board of Commissioners

Commissioner Cross mentioned the rollout cans on Broadway and the issue with the garbage being picked up.

Adjourn

The meeting adjourned at 6:50 p.m.

Sherry Evans, Commissioner/Chair

Gail Hamilton, CRA Director