

REGULAR SESSION OF THE CITY OF KISSIMMEE COMMUNITY REDEVELOPMENT AGENCY APRIL 26, 2010

Description	Those in attendance: Commissioner/Chair Evans, Commissioner/Vice-Chair Meyers, Commissioner Cross, Commissioner Novak, Commissioner Foust, Commissioner Eck, CRA Director Hamilton, Development Services Director Holland, Admin. Assistant Grieb. Those absent: Commissioner Brooks.		
Date	4/26/2010	Location	City Commissioner Chambers, 101 Church Street, Kissimmee, FL 34741
Time	Agenda	Minutes	
6:12:23 PM	I. Call to order	Commissioner/Chair Evans called the meeting to order	
6:12:40 PM	II. Approval of Minutes	Commissioner Novak moved to approve the minutes of the February 22, 2010 meeting. Commissioner Foust seconded. Motion Carried 6-0 Commissioner Brooks absent	
6:13:15 PM	III. Consent Agenda	<p>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.</p> <p>Commissioner Meyers moved to approve the consent agenda as presented. Commissioner Cross seconded.</p> <p>Motion carried 6-0 Commissioner Brooks absent</p> <p>A. Commercial Grants</p> <p>Request approval of Grant # 476 – Water and Sewer Impact Fee Assistance for 10 E. Dakin Avenue for \$19,237.76.</p> <p>B. Residential Grants</p> <p>Request approval of Grant #472, #473 – Paint Voucher and Matching Façade for 306 E. Drury for \$1,274.40 and \$ 700, Grant # 474 – Matching Façade for 605 Mabbette Street for \$1,500, Grant #477, #478 – Paint Voucher and Matching</p>	

		Rehabilitation for 526 Lakeshore Blvd. for \$ 641.68 and \$ 5,000, Grant #479 – Consulting Services for 212 S. Rose Avenue for \$1,000, Grant #480, #481 – Live Where You Work and Owner Occupancy Incentive for 407 S. Dillingham for \$10,000 each. Grant #475 was canceled by staff due to a façade grant was previously awarded to this property.
6:14:17 PM	IV. Discussion Items	<p>C. 804 Bryan Street, Phase I - Change Order #5</p> <p>CRA Director Hamilton requested approval of change order #5 in the amount of \$ 8,886. Changes required based on the Florida State building codes and the inability to reuse existing railings.</p> <p>Commissioner Cross moved to approve Change Order #5 with Durable Restoration. Commissioner Eck seconded.</p> <p>Motion carried 6-0 Commissioner Brooks absent</p>
6:16:20 PM		<p>D. 804 Bryan Street, Phase II - Contract for Services</p> <p>CRA Director Hamilton introduced Bill Zammit, Burkhardt Construction, and project manager for 804 Bryan Street. Bill spoke in regards to the projects historic significance. The objective to keep the project moving forward and to occupy the building as soon as possible. Bill discussed some of the changes to the plans to bring the cost down. Bill Zammit presented three options and commented the numbers being presented are very competitive.</p>
6:24:56 PM		CRA Director Hamilton explained the itemized cost list is not being presented the project manager in the event the commissioners choose Option #3 to develop a Request for Proposals and to solicit bids for Phase II.
6:26:46 PM		Bill Zammit clarified, because this is a commercial building, it requires more extensive code requirements to be met.
6:27:58 PM		In response to Commission Novak, CRA Director Hamilton stated staff will pursue in-kind services and confirmed the new budget begins October 1 st .
6:32:25 PM		Commissioner Foust moved to approve Option B – to Complete Phase IIA, a Modified Scope of Work that does not complete the Master Plan, the Guaranteed Maximum Price development by Durable Restoration Company Inc. at \$599,738. Commissioner Eck seconded.

6:32:47 PM		CRA Director Hamilton responded to Commissioner Novak clarifying Option B includes Phase IIB to complete the balance of the finishes and items in the Master Plan in the new budget year.
6:36:40 PM		Motion carried 6-0 Commissioner Brooks absent
6:37:05 PM		E. East Oak Plaza - Developers Incentive CRA Director Hamilton requested approval of the Developer Incentives Agreement for East Oak Plaza pending all conditions are met by the developer/applicant. The incentive was approved at the October 26, 2009 CRA meeting. CRA Director Hamilton read the conditions into the record.
6:40:53 PM		In response to Commissioner Meyers, D.S. Director Holland the church will be torn down after completion of the new building.
6:42:38 PM		Commissioner Meyers questioned if anyone has looked into salvaging any items of the church before demolition. Cheryl Fish, Main Street Director and CRA Director Hamilton confirmed they would look into it.
6:43:12 PM		Commissioner Meyers moved to approve. Commissioner Novak seconded. Motion carried 6-0 Commissioner Brooks seconded.
6:43:43 PM		F. 421 Broadway – Annual Lease Agreement Renewal CRA Director Hamilton requested approval of the Annual Lease Agreement of 421 Broadway with Kissimmee Main Street. Staff requests an addition to the lease agreement requiring KMS to pay the annual Fire Fee and to require annual pest control services of the building.
6:45:45 PM		Commissioner Eck announced her abstention from the vote.
6:46:08 PM		Commissioner Cross moved for approval of the lease renewal with the addition of the requirements KMS pay the annual fire fees and requirement for annual pest control. Commissioner Foust seconded.
6:46:39 PM		KMS Executive Director Cheryl Fish did not see any issues with the agreement as presented.

6:47:01 PM		Motion carried 5-0-1 Commissioner Eck abstained Commissioner Brooks absent
6:47:09 PM	V. Information Items	G. Downtown Streetscape - Phase II, Presentation CRA Director Hamilton introduced Brian Good with Kimley-Horn and Associates.
6:49:36 PM		Brian Good provided an overview, benefits, and funding sources of the Phase II Streetscape for downtown.
7:31:31 PM		H. East Oak Plaza - PUD Zoning Development Services Director Holland provided details of the zoning request.
7:32:29 PM		I. Kissimmee Main Street Cheryl Fish, Executive Director, thanked the commission for the renewal of the lease. Cheryl stated there were 247 visitors at the Welcome Station during the month of March however the retail sales are not at the level that was hoped for. Staff has increased the print media promotion of the store. Social media is also being utilized. The web site is changing on a regular basis and also the use Facebook and Twitter has been added. Cheryl reported on the past and upcoming events.
7:38:36 PM	VI. Hear Audience	Sherry Marcoe praised the Main Street Director for her job over the past year and thanked the CRA for their continued support.
7:38:44 PM	VII. Hear Director	CRA Director Hamilton informed the Commission the CRA office has moved to 3 Courthouse Square which on the first floor of the Historic Courthouse. City Staff continues to work on master retention plan. Staff is working on a Request for Qualifications for Toho Square and the Hansell Plant. The Monument Avenue streetscaping continues to move forward. Mr. Wheeler, who is a relative of the Carson/Bryan family, has been in touch with staff to express his interest in the restoration of the house. An ad was placed in Visitflorida.com. The ad gives the internet link to CRA website. Staff is currently working on budget and will providing it at the next board meeting.
7:42:42 PM	VIII. Hear Board of Commissioners	CRA Director Hamilton confirmed Commissioner Eck's question, the bricks on the streets will be saved.
7:43:51 PM		Commissioner Eck commented on how accommodating the

		Burkhardt Construction crew is. CRA Director Hamilton confirmed she will pass the information along to their main office.
7:45:11 PM		Commissioner Foust commented on the need for a Bed & Breakfast in the downtown.
7:46:16 PM	Adjourn	<p>Adjourn There being no further business to come before the CRA Commission, Chairwoman Evans adjourned the meeting.</p> <hr/> <p>Sherry Evans, Chairwoman</p> <hr/> <p>Gail Hamilton, CRA Director</p>