

REGULAR SESSION OF THE CITY OF KISSIMMEE COMMUNITY REDEVELOPMENT AGENCY SEPTEMBER 28, 2009

Description	Those in attendance: Commissioner/Chair Evans, Commissioner Cross, Commissioner Novak, Commissioner Foust, Commissioner Brooks, Commissioner Eck, CRA Director Hamilton, Development Services Director Holland, Administrative Assistant Grieb. Those absent: Commissioner/Vice-Chair Meyers		
Date	9/28/2009	Location	CRA Office – 320 E. Monument Avenue, Kissimmee, Florida, 34741
Time	Agenda	Minutes	
5:58:22 PM	I. Call to Order	Chairwoman Evans called the meeting to order.	
5:58:36 PM	II. Approval of Minutes	<p>Commissioner Cross moved to approve the minutes of the August 24, 2009 meeting. Motion died due to lack of second.</p> <p>Commissioner Novak moved to approve the minutes of the August 24, 2009 regular meeting and for the September 16, 2009 special meeting. Commissioner Foust seconded.</p> <p>Motion carried 6-0 Commissioner Meyers absent</p>	
5:59:40 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>CRA Director Hamilton requested Grants # 464 and # 465 be removed from Consent for discussion.</p> <p>Commissioner Novak moved to approve the remaining residential grants. Commissioner Cross seconded.</p> <p>Motion carried 6-0 Commissioner Meyers absent</p>	

		<p>A. Residential Grants</p> <p>Request approval of Grant # 456 - Matching Façade for 522 Mabbette, Grant # 458 – Paint Voucher for 308 S. Clyde, Grant # 459 – Owner Occupancy Incentive for 308 S. Clyde, Grant # 457 – Live Where You Work for 561 Brack Street, Grant # 460 – Paint Voucher for 561 Brack Street, Grant # 461 – Matching Façade for 561 Brack Street, Grant # 462 – Matching Rehabilitation for 561 Brack Street, Grant # 463 – Consulting Services for 561 Brack Street, and Grant # 466 – Matching Rehabilitation for 306 E. Drury Avenue.</p>
<p>6:00:49 PM</p>	<p>IV. Discussion Items</p>	<p>A. 1. Grants # 464 and # 465</p> <p>CRA Director Hamilton provided details on the Sumner Townhomes and the grant request for 901 Sumner.</p> <p>In response to Commissioner Eck, staff clarified the Sumner Townhomes are classified by the City as single-family. The Live Where You Work grant does not delineate between detached or attached.</p> <p>In response to Commissioner Novak, CRA Director Hamilton confirmed the CRA goal is to increase owner occupancy in the district but the CRA is also about creating taxable value. There is a risk if the other townhomes are not sold the value will not increase, but with the sale 901 Sumner it may help sell the remaining townhomes.</p> <p>CRA Director Hamilton requested the review of the grants for the 2009-2010 FY Year be tabled until City Staff and legal counsel has time to review the grants and make a recommendation to the Commission.</p> <p>Following discussion it was determined Grant # 465 – Owner Occupancy Incentive application does not meet the current criteria of the grant.</p>
<p>6:13:15 PM</p>		<p>Commissioner Novak moved to approve Grant # 464 – Live Where You Work for 901 Sumner Street pending the applicant providing all the necessary documentation. Commissioner Foust seconded.</p> <p>Motion carried 6-0 Commissioner Meyers absent</p>

6:14:22 PM		<p>B. 804 Bryan Street Dawson Multimedia Videos Contract for Services</p> <p>CRA Director Hamilton request approval of a contract with Multimedia Videos to document the restoration and history of the Carson Bryan House Project. The contract is for one year based on the construction schedule at a cost of \$5,000.</p>
6:17:44 PM		<p>Commissioner Eck moved to approve the \$5,000 contract with Multimedia Videos. Commissioner Brooks seconded.</p> <p>Motion carried 6-0 Commissioner Meyers absent</p>
6:18:01 PM		<p>C. Use of CRA Logo for Winter Blast Event Marketing</p> <p>CRA Director Hamilton informed the Commissioners the Winter Blast Committee is requesting use of the CRA logo on the event website. The logo would be placed on the top of the web page. The website would be posted from now until the end of December 2009.</p>
6:22:06 PM		<p>Randy Austin, Winter Blast Co-Chair, provided the latest details of the event.</p>
6:24:09 PM		<p>Commissioner Brooks moved to approve use of the “Historic Downtown Kissimmee” logo on the Winter Blast web site. Seconded by Commissioner Foust.</p> <p>Motion carried 6-0 Commissioner Meyers absent</p>
6:24:31 PM		<p>D. Request to Advertise for Update to the Master Redevelopment Plan</p>
6:24:50 PM		<p>Commissioner Brooks moved to approve the request to advertise. Commissioner Foust seconded.</p> <p>Motion carried 6-0 Commissioner Meyers absent</p>
6:24:58 PM		<p>E. Downtown Streetscape Phase II Schematic Design</p> <p>CRA Director Hamilton request approval of agreement with Burkhardt Construction as part of the current Design/Build contract to provide schematic Design Development and FDOT/NEPA Environmental Evaluation for Phase II of the downtown streetscapes. The total cost is a not-to-exceed \$47,700.</p>

6:38:19 PM		<p>Commissioner Novak moved to approve the agreement with Burkhardt Construction for a not-to-exceed \$47,700. Commissioner Eck seconded.</p> <p>Motion carried 6-0 Commissioner Meyers absent</p>
6:38:37 PM		<p>F. CRA Local Grants - 2009/2010</p> <p>CRA Director Hamilton requested input from the Commissioners on any recommended changes to the grants for the 2009/2010 FY Year.</p> <p>Commissioner Brooks questioned if there is a possibility of increasing the available funding for the grants.</p> <p>Commissioner Novak spoke in favor of increasing the Residential Matching Façade grant to \$2,500.</p> <p>CRA Director Hamilton requested this item be tabled until the October meeting and give legal counsel and staff time to review the current grants and make recommendations to the Commission.</p>
6:49:17 PM	<p>V. Information Items</p>	<p>G. Kissimmee Main Street</p> <p>Cheryl Fish, Main Street Executive Director, provided an update on Main Street activities.</p>
6:54:16 PM		<p>H. Osceola Winter Blast – Special Event with Sales</p> <p>Craig Holland, Development Services Director, provided details.</p>
6:55:52 PM	<p>VI. Hear Audience</p>	<p>None</p>
6:55:54 PM	<p>VII. Hear Director</p>	<p>CRA Director Hamilton informed the Commissioners the selection committee for the Ruby Plaza Public Art ranked the 3 short listed art pieces and the findings will be presented to the City Commission on Tuesday, September 29th. 804 Bryan Street is on schedule and staff is currently working with the contractor to review the wood roof alternate. Staff is currently working on a medical center incubator for City Centre. John Reich is constructing a building at Oak and Palmway and is seeking developer incentives. He is currently working creating a project that will meet the intent of the Master Redevelopment Plan.</p>

		<p>Staff continues to work with the County on a parking garage. Jodi Rubin of Preservation Concepts is looking at the window restoration needed at 330 New York. There is a need for a master storm water plan in order to support any new development in the downtown. Dakin Avenue streetscape is moving forward. Staff has met with various developers interested in sites in the downtown including Toho Square.</p> <p>CRA Director Hamilton welcomed Gail Eck to the Commission.</p>
7:05:47 PM	VIII. Hear Commissioners	<p>In response to Commissioner Novak, Development Services Director and CRA Director Hamilton confirmed staff is checking the streets before and after each of the Dakin Street closings and noting any damage. D.S. Director Holland added the City has a deposit from applicant to cover damages.</p>
7:15:07 PM		<p>Commissioner Cross mentioned the need for increase policing in the downtown.</p>
7:24:41 PM	Adjourn	<p>There being no further business to come before the CRA Commission, Chairwoman Evans adjourned the meeting.</p> <p>_____</p> <p>Sherry Evans, Chairwoman</p> <p>_____</p> <p>Gail Hamilton, CRA Director</p>