

## REGULAR SESSION OF THE CITY OF KISSIMMEE COMMUNITY REDEVELOPMENT AGENCY OCTOBER 26, 2009

<b>Description</b>	Those in attendance: Commissioner/Chair Evans, Commissioner/Vice-Chair Meyers, Commissioner Cross, Commissioner Novak, Commissioner Brooks, Commissioner Eck, CRA Director Hamilton, Dev. Services Director Holland, Admin. Assistant Grieb. Those absent: Commissioner Foust		
<b>Date</b>	10/26/2009	<b>Location</b>	CRA Office – 320 E. Monument Avenue, Kissimmee, FL 34741
<b>Time</b>	<b>Agenda</b>	<b>Minutes</b>	
<a href="#">6:00:36 PM</a>	<b>I. Call to Order</b>	Chairwoman Evans called the meeting to order.	
<a href="#">6:00:49 PM</a>	<b>II. Approval of Minutes</b>	Commissioner Novak noted second and motion missing for item IV. C. Use of CRA Logo.	
<a href="#">6:01:51 PM</a>		Commissioner Cross moved for approval of minutes with noted correction. Commissioner Brooks seconded.  Motion carried 6-0 Commissioner Foust absent	
<a href="#">6:02:04 PM</a>	<b>III. Consent Agenda</b>	<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 Brooks moved to approve the Consent agenda as presented. Commissioner Meyers seconded. Motion carried 6-0</p> <p><b>A. Commercial Grant</b></p> <p>Request approval of a Grant # 468 – Matching Sign for 219 Broadway Avenue with conditions for a not-to- exceed \$ 464.62.</p> <p><b>B. Residential Grant</b></p> <p>Request approval of Grant # 467 – Matching Rehabilitation for 310 E. Drury Avenue for a not-to-exceed \$ 5,000.</p>	
<a href="#">6:02:57 PM</a>	<b>IV. Discussion Items</b>	CRA Director requested item IV. F. <u>Carson Bryan House Restoration Modifications</u> be moved to the beginning of the Discussion Items.	
<a href="#">6:03:24 PM</a>		<p><b>F. Carson Bryan House Restoration Modifications</b></p> <p>CRA Director Hamilton presented item and requested board approval of Change Orders #1, #2, and #3 which include structural changes, roofing material, siding, embellishments and painting.</p>	

<a href="#">6:06:15 PM</a>		Commissioner Brooks mentioned researching the shingles and was satisfied with the product and its warranties.
<a href="#">6:07:06 PM</a>		In response to Commissioner Brooks, Shawn Beckwith, Durable Restoration, addressed how they would be rehabilitating the wood. Scott Schoerer, Durable Restoration, further addressed the process.
<a href="#">6:10:24 PM</a>		Commissioner Novak asked at what point a final cost will be determined for the completion of this project. Bill Zammit, Burkhardt Construction, commented most of the hidden elements have been exposed for Phase I and once items/fixtures are identified for Phase II the final cost should be easily determined.
<a href="#">6:12:08 PM</a>		In response to Commissioner Brooks, John Link, Architect, addressed meeting the handicap accessibility code requirements without detracting from the building.
<a href="#">6:15:18 PM</a>		Commissioner Novak moved to approve C.O. # 1 in the amount of \$ 110,465.98 to address required structural changes. Commissioner Eck seconded.  Motion carried 6-0 Commissioner Foust absent
<a href="#">6:15:42 PM</a>		Commissioner Novak moved to approve C.O. #2 in the amount of \$ 28,630 for Life Pine Wood Shingle roof alternate. Commissioner Brooks seconded.  Motion carried 6-0 Commissioner Foust absent
<a href="#">6:16:33 PM</a>		Commissioner Novak moved to approve C.O. #3a in the amount of \$ 29,000 for installation of siding and painting alternate. Commissioner Meyers seconded.  Motion carried 6-0 Commissioner Foust absent
<a href="#">6:16:52 PM</a>		Commissioner Novak moved to approve C.O. #3b in the amount of \$ 4,550 for installation of embellishments and painting. Commissioner Cross seconded.  Motion carried 6-0 Commissioner Foust absent
<a href="#">6:17:38 PM</a>		<b>C. Chair/Vice Chair Appointments</b>
<a href="#">6:17:52 PM</a>		Commissioner Brooks nominated Commissioner Sherry Evans for Chair and Commissioner Kenneth Meyers for Vice Chair. No objections.  Commissioner Brooks motioned to appoint Commissioner Evans and Commissioner Meyers for Vice Chair.  Motion carried 6-0 Commissioner Foust absent
<a href="#">6:18:22 PM</a>		<b>D. Art and Cultural Group Additional Services</b>  CRA Director Hamilton requested approval of additional services for the Lakefront Park Public Art Selection Process in the amount of \$15,190.43.

<a href="#">6:20:50 PM</a>		Commissioner Brooks moved to approve. Commissioner Novak seconded.  Motion carried 6-0 Commissioner Foust absent
<a href="#">6:21:13 PM</a>		<b>E. Carson Bryan House Continuing Service Contract w/Kimley-Horn</b>  CRA Director Hamilton made a request for approval of Continuing Services Contract for Phase I Construction Services, Phase II Architectural Services, and Phase II Construction Services.
<a href="#">6:23:06 PM</a>		Commissioner Meyers moved to approve the Continuing Service Contract totaling \$ 85,700 with Kimley-Horn. Commissioner Brooks seconded.  Motion carried 6-0 Commissioner Foust absent
<a href="#">6:23:24 PM</a>		<b>G. Purchase and Sale Agreement APAC Southeast</b>  CRA Director Hamilton requested approval and ratification of extension of 30 days to satisfy closing conditions as set forth in Section 11 of the Purchase and Sale Agreement as amended between the CRA and APAC Southeast.
<a href="#">6:26:34 PM</a>		Commissioner Novak moved to approve and ratify extension of 30 days of the Purchase and Sale Agreement with APAC Southeast.  Motion carried 6-0 Commissioner Foust absent
<a href="#">6:27:15 PM</a>		<b>H. East Oak Plaza Developers Incentive</b>  CRA Director Hamilton provided details of the Developers Incentive for façade upgrades to the East Oak Plaza and requested approval pending city approval.
<a href="#">6:32:22 PM</a>		In response to Commissioner Brooks, Craig Holland confirmed the plan is almost complete with approval process for a Planned Unit Development.
<a href="#">6:35:02 PM</a>		In response to Commissioner Brooks, John Reich, developer stated the project is being accepted into the city drainage.
<a href="#">6:35:26 PM</a>		Craig Holland discussed master retention that staff is currently working on for downtown.
<a href="#">6:35:44 PM</a>		Commissioner Eck moved to approve the \$ 36,000 in Developer Incentives with conditions. Commissioner Brooks seconded.  Motion carried 6-0 Commissioner Foust absent
<a href="#">6:36:27 PM</a>		<b>I. Local Matching Grants 2009/2010</b>  CRA Director Hamilton requested board review and recommendation of changes to the current commercial and residential grants.

<a href="#">6:37:53 PM</a>		Following discussion it was decided to not make any changes to the residential grants.
<a href="#">6:49:14 PM</a>		Commissioner Novak moved to approve changes to the Commercial Matching Façade or Sign Grant, dropping the Façade, increasing the match to \$1000 for signage, and require a building permit application be submitted to the City prior to grant submittal. Commissioner Eck seconded.  Motion carried 6-0 Commissioner Foust absent
<a href="#">6:49:54 PM</a>	<b>V. Information Items</b>	<b>J. Kissimmee Main Street</b>  Executive Director Cheryl Fish gave an update on the Main Street activities. Cheryl Fist announced they will be hosting trick and treat downtown from 4 to 6 on Friday, October 30 <sup>th</sup> and the Sculpture Gala will be held on Saturday, November 7, 2009.
<a href="#">6:54:39 PM</a>		<b>K. Osceola Regional Expansion, Site Plan</b>  Development Services Director Holland provided details of site plan.
<a href="#">6:55:30 PM</a>	<b>VI. Hear Audience</b>	None
<a href="#">6:55:32 PM</a>	<b>VII. Hear Director</b>	CRA Director Hamilton mentioned the Master Redevelopment Plan Update Request for Qualifications submittal deadline is October 29th. The Community Garden is moving forward on Sumner next to fire station. There will be a Florida Redevelopment Association mobile tour downtown on Wednesday.
<a href="#">6:57:51 PM</a>	<b>VIII. Hear Board of Commissioners</b>	No comments.
<a href="#">6:57:55 PM</a>	<b>Adjourn</b>	Adjourn There being no further business to come before the CRA Commission, Chairwoman Evans adjourned the meeting.  _____ Sherry Evans, Chairwoman  _____ Gail Hamilton, CRA Director