

CRA CITIZEN ADVISORY COMMITTEE
OFFICIAL AGENDA
April 28, 2016
8:30 a.m.

Municipal Administration Building
City Manager's Conference Room
201 W. Central Avenue
Lake Wales, FL 33853

1. ROLL CALL

2. AGENDA ITEM

2.I. Approval Of Minutes: March 17, 2016 And April 21, 2016 Meeting

Documents: [2016-03-17CCAC.PDF](#), [2016-04-21CCAC.PDF](#)

2.II. Finalize List Of Objectives & Priorities For FY'2016-2017

The CRA Citizen Advisory Committee will meet on April 28 at 8:30 in the City Manager's Conference Room at the Municipal Administration Building to finalize its list of objectives and priorities for FY'2016-2017 to present to the CRA Board for consideration of including them in its FY'2016-2017 CRA budget.

Documents: [REVISED LIST FOR DISCUSSION AND CHANGES.PDF](#)

3. COMMUNICATIONS AND PETITIONS

Public participation is encouraged. If you are addressing the Commission, step to the podium and state your name and if city or county resident for the record. Please limit your discussions to five (5) minutes.

Note: The full staff memo will be incorporated into the official record

Minutes of the CRA Citizen Advisory Committee can be obtained from the City Clerk's Office. The minutes are recorded, but are not transcribed verbatim. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recording, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be the expense of the requesting party.

Persons who wish to appeal any decision made by the CRA Citizens Advisory Committee with respect to any matter considered during this meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the office of the City Clerk no later than 5:00 p.m. on the day prior to the meeting.

**CRA Citizen Advisory Committee
Regular Meeting Minutes
March 17, 2016
3:30 P.M.**

The March 17, 2016 CRA Citizen Advisory Committee meeting was held in the City Manager's Conference room in the Municipal Administration Building.

MEMBERS PRESENT: Robin Gibson; Narvell Peterson; Mark Bennett, chairman

MEMBERS ABSENT: None

CITY STAFF PRESENT: Clara VanBlargan, City Clerk; Kathy Bangley, Planning & Development Director

Chairman Mark Bennett called the meeting to order at approximately 3:35 p.m.

Agenda Item 1. ROLL CALL

Agenda Item 2. Approval of Minutes: February 18, 2016

Narvell Peterson made a motion to approve the January 21, 2016 meeting minutes as presented, Robin Gibson seconded the motion, and the Committee unanimously approved.

Agenda Item 3. Creating Objectives and Listing Priorities for FY'2016-2017

Mark Bennett said his goal today is to end with a list for staff to give to the City Commission for consideration in the upcoming fiscal year's budget. The Committee discussed the following list they came up with in its February 18 meeting minutes for revision and prioritizing:

Philosophical Statement

1. Community Redevelopment Agency: Emphasis on "Redevelopment".
2. Redevelopment of built infrastructure
3. Built infrastructure that is blighted (multiple ownership and vacancies)
4. Economic scheme expense to increase tax base
5. Emphasis on Code Enforcement
6. CRA funding should be focused on redevelopment (as opposed to infrastructure)
7. Fund projects that get more money (increase tax base)
 - Enhance tax base to create CRA increment
8. Use CRA funds for infrastructure redevelopment and not maintenance
9. Other funds should first be used for infrastructure
 - Gas tax for roads
 - Utility funds for utilities
10. CRA could be used for infrastructure but as a last option

Priorities

1. Demolition program
2. Code Enforcement program (City portion)
3. Amend CRA plan if needed to remove what has been done and include future goals & priorities
4. Downtown redevelopment
5. Grand hotel
6. Beautify Scenic Highway entrance to City (specifically north entrance)

7. Continued focus on northwest area
- 8.

Issues

1. Code Enforcement officer – CRA vs. General Fund
2. Need quarterly update on accomplishments
3. CRA Audit – Needed “Yes or No”
4. Grand Hotel - Should CRA do something to improve the area?
5. How to improve fertilizer property as part of CRA plan
6. CRA – 2 tax increments – County money will stay when CRA money goes away

Requests

1. Quarterly report from Code Enforcement Officer
2. Periodic CRA Audit – specific

During the discussion the list was revised and changed as follows:

Philosophical Statement

- Community Redevelopment Agency with emphasis on “Redevelopment”.
- Redevelopment of built infrastructure if shown to enhance tax base
- Built infrastructure that is blighted (multiple ownership and vacancies)
- Economic scheme expense to increase tax base
- Emphasis on Code Enforcement
- Fund projects that get more money (increase tax base)
 - Enhance tax base to create CRA increment
- Use CRA funds for infrastructure redevelopment and not maintenance
- Other funds should first be used for infrastructure
 - Gas tax for roads
 - Utility funds for utilities
- CRA could be used for infrastructure but as a last option

Priorities

- Downtown redevelopment & part of downtown redevelopment including Walesbilt Hotel
- Demolition program
- Code Enforcement program (City portion)
- Continued focus on northwest area
- Amend CRA plan if needed to remove what has been done and include future goals, priorities & extension

Issues

- Code Enforcement officer – CRA vs. General Fund (preferred)
- Need quarterly report on Code Enforcement progress and accomplishments

Requests

- Quarterly report from Code Enforcement on its progress and accomplishments

- Periodic CRA Audit

Narrowing the philosophical statements, Mr. Gibson came up with the following:

- Community Redevelopment Agency with emphasis on “Redevelopment.”
- Sponsor only projects that enhance the tax base. Tax base is the life blood of the CRA.
- Redevelopment for the vertical, built environment, particularly historic structures.
- Expenditure for infrastructure only if it can be shown that it will enhance the tax base and produce tax increment.

Mr. Bennett said we still need another meeting to finalize the list and asked the City Clerk to schedule another meeting for April in hopes of finalizing the list. He asked her to email him Mr. Gibson's four philosophical statements that he came up with in the meeting and then got a consensus from the Committee for him to meet with the City Clerk sometime during the week before the next meeting to work on finalizing the overall list for the committee members to review, make changes, and bring it to the April meeting for discussion and finalizing.

OTHER COMMENTS

The Committee asked the City Clerk to schedule a meeting for April and to let them know when that is.

There being no more business to discuss, Chairman Bennett adjourned the meeting at approximately 4:51 p.m.

Chairman/Vice-Chairman

ATTEST

City Clerk Clara VanBlargan, MMC

**CRA Citizen Advisory Committee
Regular Meeting Minutes
April 21, 2016
3:30 P.M.**

The April 21, 2016 CRA Citizen Advisory Committee meeting was held in the City Manager's Conference room in the Municipal Administration Building.

MEMBERS PRESENT: Robin Gibson; Mark Bennett, chairman

MEMBERS ABSENT: Narvell Peterson

CITY STAFF PRESENT: Clara VanBlargan, City Clerk; Kathy Bangley, Planning & Development Director

Chairman Mark Bennett called the meeting to order at approximately 3:51 p.m.

There was no quorum so no action was taken at the meeting.

Agenda Item 1. ROLL CALL

Agenda Item 2. Approval of Minutes: February 18, 2016

Because there was no quorum the Committee did not discuss or approve the February 18, 2016 meeting minutes.

Agenda Item 3. Creating Objectives and Listing Priorities for FY'2016-2017

The Committee discussed the following list that was presented in the meeting agenda packet and made changes using underline and strikeout.

March 17, 2016 - Philosophical Statements, priorities, issues, and requests

List after discussion and revisions at the March 17, 2016 meeting as revised by Mark Bennett:

Philosophical Statement

1. The Community Redevelopment Agency (CRA) should have an emphasis on "Redevelopment."
2. The CRA should only sponsor projects that enhance the tax base. Tax base is the life blood of the CRA.
3. Focus Redevelopment for the vertical, built environment, particularly historic structures.
4. Expend funds for infrastructure only if it can be shown that it will enhance the tax base and produce tax increment.
5. Enhance tax base to create CRA increment.
6. Use CRA funds for infrastructure redevelopment and not maintenance.
7. Other funds should first be used for infrastructure projects:
 - a. Gas tax for roads
 - b. Utility funds for utilities
8. The CRA could be used for infrastructure projects, but as a last option.

Priorities

- Focus on downtown redevelopment & part of downtown redevelopment including Walesbilt Hotel.
- Continue demolition program & establish a rebuilding program.
- Support Code Enforcement program (City/non-CRA funded portion).

- Beautify Scenic Highway entrance to City (specifically north entrance).
- Update CRA plan if needed to remove what has been done and include future goals, priorities & extension of CRA.

Requests

- Provide quarterly report from Code Enforcement on its progress and accomplishments.
- Provide Periodic CRA Audit.
- Funding for Code Enforcement Officer – CRA vs. General Fund (general fund sourcing preferred).

The following is the above list showing the underline and strikethrough changes made by the Committee. Because there was no quorum no action was taken:

March 17, 2016 - Philosophical Statements, priorities, issues, and requests

List after discussion and revisions at the March 17, 2016 meeting as revised by Mark Bennett:

Philosophical Statements

1. The Community Redevelopment Agency (CRA) should have an emphasis on "Redevelopment."
2. The CRA should only sponsor projects that enhance the tax base. The tax base, and the resulting tax increment. Tax base is the life blood of the CRA.
3. ~~Focus~~ The priority for Redevelopment should be for the vertical, built environment, particularly historic structures.
4. Expend funds for infrastructure only if it can be shown that it will enhance the tax base. ~~and produce tax increment.~~
5. ~~Enhance tax base to create CRA increment.~~
6. Use CRA funds for infrastructure redevelopment and not maintenance.
7. Other funds should first be used for infrastructure projects, such as:
 - a. Gas tax for roads
 - b. Utility funds for utilities
8. The CRA could be used for infrastructure projects, but as a last option.
9. Unless the issue is public safety, demolition of a structure should be accompanied by a program for reconstruction on the property in question.

Priorities

1. Focus on downtown redevelopment & ~~part of downtown redevelopment~~ including Walesbilt Hotel.
2. Continue demolition program & establish a rebuilding program.
3. Support Code Enforcement program as a method to enhance the tax base. (~~City/non-CRA funded portion~~).
4. Beautify Scenic Highway entrances to City (initially the specifically north entrance).
5. Update CRA plan if needed to ~~remove what has been done and~~ include future goals, priorities & extension of CRA.

Requests

1. Provide quarterly CRA progress report, including from Code Enforcement

- ~~actions, to the CRA. on its progress and accomplishments.~~
2. Provide Periodic CRA Audit.
 3. ~~Provide Need quarterly CRA data (is this accurate?).~~
 4. ~~General Fund is the preferred funding source for Funding for Code Enforcement. Officer—
CRA vs. General Fund (general fund sourcing preferred).~~

OTHER COMMENTS

The Committee asked the City Clerk to schedule its next meeting for April 28, 2016 at 8:30 a.m. to go over the list with Committee member Narvell Peterson and to make final changes before approving the list.

There being no more business to discuss, Chairman Bennett adjourned the meeting at approximately 4:51 p.m.

Chairman/Vice-Chairman

ATTEST

City Clerk Clara VanBlargan, MMC

March 17, 2016 - Philosophical Statements, priorities, issues, and requests

List after discussion and revisions at the March 17, 2016 meeting as revised by Mark Bennett:

Philosophical Statements

1. The Community Redevelopment Agency (CRA) should have an emphasis on "Redevelopment."
2. The CRA should only sponsor projects that enhance the tax base. The tax base, and the resulting tax increment, Tax base is the life blood of the CRA.
3. ~~Focus~~ The priority for Redevelopment should be for the vertical, built environment, particularly historic structures.
4. Expend funds for infrastructure only if it can be shown that it will enhance the tax base. ~~and produce tax increment.~~
5. ~~Enhance tax base to create CRA increment.~~
6. Use CRA funds for infrastructure redevelopment and not maintenance.
7. Other funds should first be used for infrastructure projects, such as:
 - a. Gas tax for roads
 - b. Utility funds for utilities
8. The CRA could be used for infrastructure projects, but as a last option.
9. Unless the issue is public safety, demolition of a structure should be accompanied by a program for reconstruction on the property in question.

Priorities

1. Focus on downtown redevelopment ~~& part of downtown redevelopment~~ including Walesbilt Hotel.
2. Continue demolition program & establish a rebuilding program.
3. Support Code Enforcement program as a method to enhance the tax base. (City/non-CRA funded portion).
4. Beautify Scenic Highway entrances to City (initially the specifically north entrance).
5. Update CRA plan if needed to ~~remove what has been done~~ and include future goals, priorities & extension of CRA.

Requests

1. Provide quarterly CRA progress report, including ~~from~~ Code Enforcement actions, to the CRA. ~~on its progress and accomplishments.~~
2. Provide Periodic CRA Audit.
3. ~~Provide Need quarterly CRA data (is this accurate?).~~
4. General Fund is the preferred funding source for Funding for Code Enforcement. ~~Officer — CRA vs. General Fund (general fund sourcing preferred).~~