



CCRA Board Meeting Minutes July 26, 2007

Roll Call

CCRA Board:

Stephen Thompson, Chairman
Irene Ingram, Vice Chair
Ed Leonard, Treasurer
Lynette Edwards
Steven Lezman

CCRA and City Staff:

William Lisch, City Attorney
Sherod Halliburton, Executive Director
Rebekah Brightbill, Community Dev. Specialist

Call to Order

Mr. Thompson calls the meeting to order at 5:01 PM and leads the Pledge of Allegiance. There is no quorum, so the items that do not require a quorum will be addressed first.

MLK Mixed Use Development

The project was on hold until the property tax reform impact was ascertained. The property's dimensions were different than initially thought, so the designs were reworked to the specifications of the actual dimensions. The build out time could vary greatly depending on the type of product chosen. The costs are still anticipated to remain the same. The CCRA is still anticipating borrowing \$1.5 million dollars for the project, with a line of credit set up so that the first payment can be made 12 months after the loan has been drawn down (with the properties being pre-sold). Ms. Ingram asks if the parking could be extended on the lot, and Mr. Halliburton responds that the lot is not as deep as it was thought in that portion of the lot. Mr. Thompson asks if the price points of \$107,100, \$132,300, and \$157,500 are still accurate. Mr. Halliburton responds that they are, and that they are the end prices to the purchaser, because of the partnership with the downpayment assistance program. The shell for the commercial units will be sold to a development entity. The rents may need to be subsidized for one year for businesses in the district, but they will be rented at market rates. There are 4,000 square feet of commercial space with the reworked plan. The City still needs to approve the site plan at the same time as the Request for Qualifications is being sent out.

Approval of Minutes

A quorum has been reached with the arrival of Mr. Lezman and Ms. Edwards. The May 24, 2007 Board Minutes are under review. Mr. Leonard makes a motion to approve the minutes, Mr. Lezman seconds, and the motion is approved unanimously with no further questions.

Manatee Coalition for Affordable Housing Proposal

The CCRA has been working with Manatee Coalition for the past two years. They work with individuals to educate them about home ownership. They are also the entity that the City and County uses to do their downpayment assistance education. Manatee Coalition regularly uses the CCRA facility to hold their classes. Angie Fuentes from Manatee Coalition is representing the agency to present their request. The additional funds will allow them to expand their services to do workshops such as lunch and learn sessions, one on one counseling session, and pull up credit reports on-site. There are additional equipment needs that they will have. Laptop computers will allow financial counselors to pull credit reports in one on one sessions, and do overheads in one on one sessions. Mr. Thompson asks how many people are being served by Manatee Coalition on a monthly basis. The class attendance is 35 in the homeowner sessions. Monthly, they see 12-25 people per month on a one on one basis. Mr. Thompson asks Mr. Leonard where these funds would come from in the budget. Mr. Leonard states that the budget has enough money in the economic development (equipment) portion. Mr. Lezman motions to approve Manatee Coalition's request for \$6,000 dollars, and Ms. Ingram seconds with discussion. Ms. Ingram asks if the motion could be for "up to \$6,000." Ms. Fuentes says that they would be amenable to any allocation that the CCRA would be able to provide. Mr. Lezman amends his motion, Ms. Ingram seconds, and the motion passes unanimously with no further discussion.

DCF Building

The CCRA's initial offer on the DCF building was rejected. It was a very low offer, but it was a starting point. While negotiating the purchase, the CCRA is simultaneously negotiating tenants that would allow the CCRA to fund the retrofitting in a fiscally responsible manner. The square footage is 28,000 square feet, and the asking price is \$3.2 million dollars. The CCRA feels that the true value is closer to \$2,000,000. With the planned renovations that will accommodate the CCRA and its partners, the CCRA would like to spend \$3.5 million dollars total. At completion, we anticipate Manatee Coalition for Affordable Housing doing home ownership, financial counseling, and credit counseling; the City's Community Development and Housing program; the CCRA CEDC business support and counseling services; the business incubator and accelerator; and businesses of the business incubator all operating out of this building. This is a very positive possibility, and an opportunity for people to come and discover the opportunities that are available within the district. With the board's blessing, Mr. Halliburton will continue to negotiate with the seller. Mr. Leonard asks if the \$3.5 million includes the land cost, and Mr. Halliburton responds that it does. Mr. Halliburton states that some potential tenants have expressed the sentiments that they would want the renovations to take place to move into the building. One of the potential tenants has looked at the renderings, and is very excited about the building, and is even more excited about a potential partnership with the CCRA. Ms. Ingram asks about the status of the lift station. Mr. Halliburton states that it will be moved underground in the next 18-24 months, if the CCRA can assist with the costs. The cost will be \$500,000, and

they would want the CCRA contribution to be \$250,000. The lift station could be moved off of 13th Avenue completely, to a parcel a few blocks away, if the CCRA purchases some of the land that could be included with the DCF building purchase. Ms. Ingram states that over a year ago, the board had discussed the City moving the lift station underground, as part of the City's plan. Ms. Ingram inquires when this was added onto the CCRA's project list. Mr. Halliburton states that the CCRA would only need to contribute now, if they would like to have it done now. It is on the City's list to be put underground, but it is further down the list. If the CCRA does not contribute, it could take 3-5 years. Ms. Ingram states that she inquired for the purpose of budget scheduling, and would be amenable to partnering on this, inasmuch as the area needs to look appealing to partners using the building. Ms. Ingram asks if the CCRA is securing letters of intent from the partners the CCRA is hoping to secure as tenants. Mr. Halliburton states that the CCRA is, and will have letters of intent before any deal is secured with the purchaser. Mr. Thompson asks 1) if the lift station is an issue of aesthetics and 2) what the current plans are for the parcel across from Tropicana where the training center had initially been planned for. Ms. Edwards and Ms. Ingram state that one of the problems with the lift station has always been an issue of odor. Mr. Halliburton states that the intent of moving it underground would be two-fold: to deal with aesthetics and to deal with functional issues, where they will be putting in new equipment. Mr. Thompson asks who owns the surrounding parcels nearby. Ms. Edwards indicates that it would possibly not be a good idea to relocate the lift station to the alternate location, because it is in closer proximity to residential districts. Ms. Ingram would be more in favor of leaving it where it is and improving the existing facility. Mr. Thompson asks about the status of the next offer. Mr. Halliburton states that the CCRA is seeking an audience with them before the CCRA makes a second offer.

Norma Lloyd Park

The press box is coming out of the ground. The County Commission has committed \$100,000, the CCRA has committed \$100,000, and 13th Avenue has accepted a \$100,000 on their part. The press box will be finished in November by the end of the season. As a whole, \$250,000 has been committed by the CCRA to the engineering on the park as a whole. The CCRA just received a second FRDAP grant to be used for basketball courts, pavilion, and parking areas. The application is underway for a third FRDAP grant for the splash park. (The first was received for soccer fields, and the CCRA has 2 years to complete it.) The final building at Norma Lloyd was demolished, so 13th Avenue Community Center is free to proceed. The announcement on whether or not 13th Avenue will receive the \$750,000 in CDBG dollars will be coming in 30-45 days.

Economic Planning Committee Report

Mr. Halliburton calls Ms. Allison Hewitt before the board to report on the CEDC's activities. The application has been submitted for the CEDC to become a non-profit corporation. The incorporation papers were already submitted. In thirty days, we anticipate receiving the confirmation papers that the non-profit status was awarded. The CCRA has been compiling information packets to give out to potential partners. These packets give information on CRA's in general, the CCRA, and the CEDC. The CCRA has been working closely with Jeana Winterbottom in pursuing the Ford Foundation grant. A letter of enquiry has been submitted to

the Knight Foundation, and an initial meeting has been made with them. They were initially so interested that they asked if we could consider as part of our funding documenting being a model project. The next step would be that they would invite the CCRA to apply. Their September funding cycle is full, so the next funding cycle would be in December. Additionally, an application has been submitted for \$100,000 of CDBG funds. Last Friday Congresswoman Castor held office hours at the CCRA office to do constituent outreach. The Congresswoman's Office Director requested information about the CEDC project, because the office has earmarked funds coming up, so the CCRA staff will be pursuing that. Mr. Thompson asks how much the City will be requesting from the Ford Foundation for the CCRA/CEDC, and Ms. Hewitt states that Ms. Winterbottom has not reached that stage of the grant process yet.

Ms. Veatrice Farrell, Business Financial Consultant, for the CCRA CEDC presents a report on the Community Development Financial Institution process, and the financial status of the CEDC. Currently, she is trying to obtain an answer as to whether or not there can be an overlap of CEDC and CDFI board members. The CEDC is also working to establish relationships with banks, so that partnerships can be established once the CDFI is in place. Also, the CEDC is seeking to forge a stronger relationship with the SBA to take advantage of their services and resources. This will help promote the CEDC as a resource that is useful for business both within and without the neighborhood. Additionally, the CEDC is continuing to do loan packaging for all businesses in the area. The CEDC services are for businesses in the CRA, but it will provide services for anyone.

Mr. Halliburton requests that the CCRA approve the establishment of a small checking account for the CEDC. Mr. Lezman asks if the board members can act as the CEDC (pertaining to Ms. Farrell's previous questions). Ms. Farrell clarifies that the question pertains to board overlap on the CDFI, and whether or not the CCRA is considered a governmental entity, and the board members that are appointed by the mayor are considered elected officials. Mr. Halliburton withdraws his request that the board consider his request for the creation of a CEDC checking account at this meeting. He states that the CCRA master plan has called for the creation of a CEDC, because of the things it allows the CCRA to do, though a CDC or a CDFI, that it can not do as a government entity. Currently, there are not many CDC's that are also CDFI's, so this is a good opportunity for the CCRA/CEDC to locate additional funding sources. Throughout the process, the CCRA/CEDC will be consulting the federal entities and city legal counsel to ensure that the proper procedures are being followed. The CCRA staff would like for the same board members to be on each board, but the staff are waiting to hear if that is permissible. To Mr. Halliburton's knowledge, there are no other CRA's in Florida that have created a CDFI, and one other has moved to create a business incubator. The Florida Redevelopment Association is pleased to see the CCRA moving in this direction. The CCRA is ahead of the curve in trying to promote the economic development functions that redevelopment functions that redevelopment agencies usually do not do—the CEDC allows the non-profit arm to do these activities, since they are outside the scope of activities traditionally done by redevelopment agencies.

Finance Report

Mr. Leonard presented the finance report. The net assets statement shows over \$3,700,000 worth of property purchased by the CCRA, and this includes the Williams property. \$1,157,831 are in

the bank, as of June 30, 2007. There are still many carryover requirements for those funds. The revenue statement reflects \$1,561,857, and total expenses \$1,709,631.92. When the 2006/2007 budget was passed, it was not clear what the revenue would be, or the carryover from the previous year, and these figures are greater than anticipated because of increased rental income and the carryover from the MLK Streetscape project being completed later than anticipated. On the Strategic Plan Initiatives, other than Norma Lloyd Park Initiative, no property acquisitions were planned, but the Bradley and Williams properties were purchased, so the budget had to be increased for that. Economic Development was decreased because the IDA program was not moved forward. The other large difference is in capital projects on the expenditure side. Martin Luther King capital projects were carried over from the previous year, and there are some additional expenditures for this year. Also, \$750,000 were budgeted for Norma Lloyd Park, but there will be \$850,000 committed. In summation, the original budgeted expenditures were \$2,089,400, but the revised expenditures are \$2,346,400, with a potential estimated carryover of \$583,100 in 2007/2008. Mr. Leonard calls that a motion be made that the revenue figures be revised to \$2,929,500, and the expenditures be revised to \$2,346,400. Ms. Ingram makes a motion to approve the revised 2006/2007 budget numbers, Ms. Edwards seconds, and the motion carries unanimously. Mr. Leonard recommends that the next Joint Committee Meeting be a budget workshop. Ms. Ingram asks what the Hope IV B amount is. Mr. Leonard says that it is the estimated amount on the scattered sites.

Director's Report

Mr. Halliburton will be attending the ICSC Retailer's Conference in August to begin to build relationships with retailers, to attempt to bring retailers into the district. It is complicating matters to negotiate with retailers, because the CCRA does not have site control over any of the potential sites, but in the intervening time, the CCRA will continue to move forward with relationships.

Board Comments

Ms. Ingram asks if the MLK Flags will be revisited. Mr. Halliburton says that he will bring the info to the next meeting.

Mr. Lezman asks what the status is on the Love Apartment area of Washington Park. Mr. Halliburton states that the CCRA is still seeking to move forward on the necessary property acquisitions, while attempting to transition residents to other locations. The daycare property is under contract, so that will free up funds for further acquisitions. The CCRA is still seeking to divest itself of the other property outside the stamp of focus area.

Citizen Comments

None.

Motion to Adjourn

Mr. Lezman motions to adjourn, Ms. Ingram seconds, and the motion carries unanimously. The meeting adjourns at 6:38 PM.

Minutes Submitted By: _____

Minutes Approved By: _____