

**Community Redevelopment Agency (CRA)
Meeting Minutes February 18, 2020
(Approved)**

2/18/2020 - Minutes

1. CALL TO ORDER & ROLL CALL

Board Members present: Chair Robin Gibson, Mayor Eugene Fultz, Commissioner Goldstein, Commissioner Howell, Commissioner Curtis Gibson.

Staff Present: Kenneth Fields, CRA Director; Albert C. Galloway Jr, City Attorney; Jennifer Nanek, City Clerk; Karen Thompson, Assistant Director of the CRA

Chair Robin Gibson called the meeting to order at approximately 5:30 p.m.

2. Minutes - January 14, 2020

Commissioner Howell said she wanted to clarify about the budget transfer that it is going to be changed to \$500,000.

Mayor Fultz made a motion to approve the minutes of January 14, 2020. Commissioner Howell seconded the motion.

By voice Vote:

ALL "YES"

Motion passed 5-0.

3. Contract Award – Chastain-Skillman, Inc.

[Begin Agenda Memo]

SYNOPSIS:

Staff is requesting CRA Board approval to enter into a Consulting Agreement with Chastain-Skillman, Inc. that will provide professional services related to the Park Avenue Streetscape design in accordance with the Lake Wales Connected plan.

RECOMMENDATION

It is recommended that the CRA Board take the following action(s):

1. Approve the consulting agreement with Chastain-Skillman, Inc.
2. Authorize the Executive Director of the CRA to execute the agreement on behalf of the CRA
3. Authorize the expenditure of \$365,631
4. Authorize a budget amendment in the amount of \$15,631

BACKGROUND

Pursuant to FS 287.055 (C.C.N.A), the CRA via the City of Lake Wales solicited statements of qualifications (RFQ# 20-467) from firms qualified to provide expertise related to the public improvements outlined within the "Lake Wales Connected" downtown revitalization plan, including design and

constructions drawings for Phase 1 of the Park Avenue Streetscape project. The services requested in the RFQ include, at a minimum, civil engineering and landscape architecture.

Five firms submitted statements of qualifications in response to RFQ# 20-467. Each firm was evaluated against the following criteria in accordance with the Consultants Competitive Negotiation Act:

- Adequacy of Personnel
- Experience and Past Performance
- Project Approach
- References
- Certified MBE/DBE/WBE
- Geographic location of firm in relation to Lake Wales

After independent evaluations of each firm's qualifications were conducted by City staff members (Representatives from Dover Kohl also reviewed and provided feedback on the firms), the firms were ranked as follows:

Ranking Firm Score Maximum

1st Chastain-Skillman 366 400

2nd Kimley-Horn 364 400

3rd KCI Technologies 330 400

4th CPWG 328 400

5th Calvin, Giordano & Assoc. 305 300

The primary tasks provided by Chastain-Skillman through the proposed agreement are (1) Preliminary Planning and Design, (2) Final Design & Construction Drawings, (3) Permitting of Site Work, (4) Construction Bid Support, and (5) Construction Observation Services.

OTHER OPTIONS

The CRA Board may direct staff to reject the proposal submitted by Chastain-Skillman.

FISCAL IMPACT

The fiscal impact is \$365,631. \$350,000 is appropriated in the CRA FY'20 operating budget for professional engineering services. A budget amendment of \$15,631 is requested to fund the balance.

[End Agenda memo]

James Slaton, Deputy City Manager, reviewed this item. Kenneth Fields, Executive Director, explained that they followed state mandated CCNA procedures for this selection process. Dover-Kohl did not participate in the selection process but said that they had worked with all of the companies in the past that were under consideration. Chair Robin Gibson asked about the terms of the contract. Mr. Slaton reviewed the contract.

Commissioner Howell made a motion to approve the contract and all 4 recommendations. Commissioner Goldstein seconded the motion.

By voice Vote:

ALL "YES"

Motion passed 5-0.

Chair recalled that Roy Chastain was the City Engineer for Lake Wales for years. His son is now partner in this firm. There is heritage with this firm.

[Begin Agenda Memo]

SYNOPSIS

A request is being made to amend two line items in the FY 19/20 CRA Budget to facilitate additional participation in Development Incentives and to cover the professional services contract for the Park Avenue project.

RECOMMENDATION

Staff recommends the approval of Resolution 2020-01.

BACKGROUND

In 2016, an economic analysis of the Community Redevelopment Area was conducted which revealed that there is an unmet consumer demand for restaurants, breweries and businesses open after 5pm, within the core Downtown Historic District and Northwest Redevelopment Area. The plan specifically recommended that attracting new businesses with evening hours will be critical to the success of the redevelopment and revitalization of the commercial portions of the Redevelopment Area. Incentives are intended to attract restaurateurs and entrepreneurs to locate, relocate or establish another location in the Downtown Historic District and Northwest Redevelopment Area. This program is designed to incentivize private investment. Due to the success of the program, the Community Redevelopment Agency will be asking that the Development Incentive line in the FY 19/20 Budget be increased to \$500,000.00 from its original \$200,000.00. All improvements to the property must adhere to the incentive guidelines and requirements.

In October of 2019 the Lake Wales Connected Plan was adopted for the revitalization of our City. The first project to be undertaken per the plan will be Park Avenue. The CRA will consider a contract with Chastain Skillman for the development of design and construction drawings for the project. A budget amendment is requested to adjust the Professional Services Engineering line in the FY 19/20 budget to increase from \$350,000 to \$400,000 to cover contract costs.

FISCAL IMPACT

The Resolution does not have a fiscal impact. The subsequent budget amendment to be considered by the City Commission would put the changes into effect.

OTHER OPTIONS

Actual amounts could be adjusted by the Board.

[End Agenda Memo]

Jennifer Nanek, City Clerk, read **RESOLUTION 2020-01** by title only.

RESOLUTION 2020 - 01

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF LAKE WALES, POLK COUNTY, FLORIDA, REQUESTING A BUDGET AMENDMENT TO THE DEVELOPMENT INCENTIVE LINE OF THE APPROVED FY 19/20 BUDGET YEAR.

Kathy Bangley, Assistant City Manager, reviewed this item.

Commissioner Howell made a motion to adopt **RESOLUTION 2020-01**. Mayor Fultz seconded the motion.

By voice Vote:

ALL "YES"

Motion passed 5-0.

5. Purchase Of The 1919 Hardman School Building

[Begin Agenda Memo]

SYNOPSIS

The Lake Wales Charter Schools ("LWCS") desires to purchase the 1919 Hardman School property from the City of Lake Wales Community Redevelopment Agency ("CRA") for use as the permanent location for Bok Academy North middle school.

RECOMMENDATION

It is recommended that the CRA Board authorize the Executive Director to negotiate the sale of the 1919 Hardman School property to the Lake Wales Charter Schools for use as Bok Academy North.

BACKGROUND

In 2017 the LWCS requested that the City of Lake Wales CRA donate the 1919 Hardman School property to the LWCS for use as Bok Academy North at no cost. At the time, the CRA Board declined the request. As a result, the LWCS has used other locations in the City as a temporary home for Bok Academy North as it has grown over the past two years. With the upcoming school year, Bok Academy North will grow to its full size of three grades and now desires a permanent home for all of its students in one location. The LWCS have investigated other possible locations but they are either located outside the City's boundaries or financially infeasible.

The LWCS have again approached the City about taking over the 1919 Hardman School property as the permanent location for Bok Academy North but this time are willing to purchase the property from the CRA under certain conditions; that an acceptable price can be agreed to and that the LWCS may pay the purchase price over a period of time with no interest. In addition, the LWCS seek the use of two adjacent lots on a temporary basis while the Hardman School property is prepared as the permanent location of the Bok North Academy campus. Finally, the LWCS would be interested in acquiring the Kirkland Gym at some future time after the City acquires a replacement community center. In the meantime, the LWCS would request access to the Gym during school hours in coordination with the City.

Preliminary discussions have centered on the following:

- The LWCS are willing to pay for the building, especially if the purchase price can be paid over time.
- The property is on the Polk County Property Appraiser roll at approximately \$1.2 million.

The final price will depend upon an independent appraisal and negotiations.

- Specific price and timetable for payments and other terms would be approved by the CRA Board if a sale is negotiated.

- The LWCS may also be interested in the Kirkland Gym and temporary use of other parcels.

The LWCS is willing to work with the City to obtain funding for a new community recreation center.

- Details of transitioning ownership and relocation or colocation of the Boys and Girls Club would need to be worked out, but the LWCS is under time pressure for the next school year. To facilitate rehabilitation of the site for the next school year, an immediate lease of the property and adjacent lots for \$1 for one year would be agreed to.

Staff believes the sale of the 1919 Hardman School meets the following CRA Plan goals:

- The Agency shall identify community stakeholders and partners to assist in the implementation of the Redevelopment Goals, Objectives, and Projects.

- Preserve and maintain historic and architecturally significant structures within the redevelopment area.

OTHER OPTIONS

The CRA could issue a Request for Proposals for other uses of the property. This would result in the LWCS not having the property available for use next school year as the selection process would not leave enough time for necessary work on the site to take place for school purposes.

FISCAL IMPACT

If the property is transferred at a price of \$1,200,000 payable over twenty years, the CRA would receive an annual payment of \$60,000. The actual amount would depend on the sales price and term of the sales contract.

[End Agenda Memo]

Chair Robin Gibson explained that as he serves as counsel to the Lake Wales Charter Schools and has been advised by the Florida Ethics Commission that he should recuse himself from this discussion and vote. He let the Board know that he plans to discuss this issue outside of the CRA meetings and to continue to raise funds for the Charter Schools.

Chair Robin Gibson turned the gavel over to Vice-Chair Curtis Gibson and left the chamber.

Kenneth Fields, Executive Director, reviewed this item.

Andy Oguntola, Vice-Chair of the Charter School Board of Trustees, said he wanted to clarify rumors about Bok north. There are rumors that certain students in Lake Wales aren't welcome to attend Bok North. He said their charter was amended to automatically accept any Lake Wales student that applies on time to attend. Additionally they would like to pay for the building and put in \$5million into the property causing nearby property values to go up. He hopes the money paid for the building might go to additional recreation facilities nearby. They are not requesting to purchase the Kirkland Gym or the Lake Wales Little Theater. They don't want to eliminate the Boys and Girls Club. They would like to help relocate them. They want to be sure students are taken care of. Mr. Fields said that they are getting appraisals done on the building.

Commissioner Goldstein said he is concerned about the timeline that this purchase won't be done for the next school year. The Commission may change soon in May and again next year. Mr. Fields said that they will start with a lease that will allow them to begin work until the sale is completed. Mayor Fultz said he is concerned about the Boys and Girls Club and asked about the timeline for taking the building. Mr. Oguntola said they are planning for 600 students next year and will need the building. Mayor Fultz had a question for Curtis Reddick, Director of the Boys and Girls Club, asking what kind of time they need to plan their program without disruption. Mr. Reddick said they would like 3-4 months to plan their programs. He said they don't wish to interfere with this plan. They are fine working with the Charter Schools on this if the community wants this as long as it works for everyone. Mr. Oguntola said he has met with Mr. Reddick and that the Boys and Girls club serves a need in our City and we don't want to stop that. We want to make sure we meet their needs.

Commissioner Howell said that the Charter Schools are not always truthful. She said that this issue is not an emergency for us. She is fine with them paying over time. She asked about not going out for an RFP as we did for B Street lots. She said she had a list of concerns and conditions. She said that the future plans concerning the gym should be spelled out as plans to replace it may not happen soon. She said the help with a future complex should be spelled out. The benefits to all children should be considered not just Bok North students. She asked what the property is that's being considered. Mr. Fields said between 3rd & 4th Streets. She recommended a reverter clause if they ever get done with it. Mr. Fields said that is possible but may interfere with the Charter Schools' ability to get grants. Commissioner Howell said security and parking concerns need to be discussed. The parking lot across the street is used by the Little Theater too. Mr. Fields said that those are all legitimate issues that need to be discussed if we move forward with negotiations. Mr. Fields said it was their intention to go out for an RFP but the Charter Schools approached the City on this. This follows the CRA plan goals as far as finding community partners and restoring historic

building. Commissioner Howell said that it feels as if we are telling folks what they want in one area and in another we are letting the community say what they want.

Commissioner Goldstein said that this building has been empty for a long time. We need to find a place for these students. This could be a great school which is important to everyone.

Commissioner Curtis Gibson said he is not against the Charter Schools but is for education. He said he is glad that the Charter Schools are now willing to pay for the building. He said he is glad the Little Theater is not part of this. He said he is glad that the Boys and Girls Club is at the table and part of the discussion. He is in favor of moving forward in these negotiations and wants the issues that have been brought up to be addressed.

Commissioner Howell said she just wants the Charter Schools to be fair.

Mayor Fultz made a motion to authorize the Executive Director to negotiate the sale of the 1919 Hardman School property to the Lake Wales Charter Schools for use as Bok Academy North. Commissioner Goldstein seconded the motion.

by voice vote:

ALL "YES"

Motion passed 4-0.

Chair Robin Gibson came back and resumed chairing the meeting.

6. EXECUTIVE DIRECTOR'S REPORT

Kenneth Fields, Executive Director, reported that a new business opened downtown Exquisite Designs that handled the decorations for the Cities' Ridge League Dinner event.

7. COMMUNICATIONS AND PETITIONS

James Wells, resident, asked about the Boys and Girls Club if they will be part of the negotiations. Mr. Fields confirmed they would be. He said he hopes they will not be left without a building.

Terry Christian, non-resident, said he agreed with the concern about different parts of the City. He said he followed the rules in trying to buy the property on B Street back in November. He said the City purchased the property for \$30,000 with the idea of putting in a parking lot or possibly a police substation. The Chair asked if Mr. Christian offered to purchase the property in response to invitation. Mr. Christian said he did and the offer is still on the table. Mr. Fields said an RFP had not been issued before on the property. Mr. Christian said he discussed this with Karen Thompson. He brought his documentation about this last time. Commissioner Howell said she was concerned about this that we are telling the Northwest area what they want with the property. Commissioner Goldstein said that Mr. Christian deserves a response to his proposal. Chair Robin Gibson said that projects need to comply with the redevelopment plan. Mr. Christian said his plans conform to the plan. The Chair said this issue cannot be resolved by committee. They have to carry out the steps discussed to redevelop that area.

Michelle Threatt, resident, said she hasn't seen much going on in their area. Lincoln Avenue is a hot mess. She wanted to hear what opportunities are available to residents. She said residents in their area aren't treated fairly. She wants to learn what steps are required or what's available. She said she has a food truck that she has recently purchased. Commissioner Goldstein said he is glad she coming to offer her input. Mr. Fields invited her to speak with Karen Thompson about the food incentive program.

Burney Hayes, resident, recommended inviting the School Board to see if they want the property for McLaughlin. He said a lot of young people need the gym as a refuge and a place to be.

Anita Wells, resident, expressed support for the Boys and Girls and hopes the parents will be notified and included. Mr. Fields said that the Boys and Girls Club will be involved in the discussion and they will notify parents of any changes.

8. ADJOURN

The meeting was adjourned at 7:01 p.m.

Chair/Vice-Chair

ATTEST:

City Clerk/Deputy City Clerk