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**HIGH SPRINGS
COMMUNITY REDEVELOPMENT AGENCY
MINUTES
April 19, 2018**

Meeting called to order by Chair Lavin at 6:31 p.m.

Invocation by Member Byran Williams

Pledge of Allegiance.

ROLL CALL:

Chair Nancy Lavin- Present
Vice Chair Gloria James- Present
Member Byran Williams- Present
Member Scott Jamison- Absent
Member Linda Jones-Present

STAFF PRESENT:

Ed Booth, CRA Executive Director
Kristina Wright, CRA Directors
Jenny Parham, City Clerk
Angela Stone, Assistant City Clerk
Courtney Johnson, City Attorney

APPROVAL OF AGENDA:

Motion Member Williams to approve the agenda as presented.

Second Vice Chair James.

Motion carried 4-0.

APPROVAL OF MINUTES:

Motion Member Jones to approve the minutes of the January 25, 2018 and March 27, 2018 CRA Meeting.

Second Member Williams.

Motion carried 4-0.

BUSINESS ITEMS

APPROVAL OF THE AMENDED 2017-2018 FY CRA BUDGET.

Jennifer Stull, Finance Director, gave an overview of the amended items.

**Motion Member Jones to approve the Amended 2017-2018 FY CRA Budget.
Second Vice Chair James.
Motion carried 4-0.**

Chair Lavin introduced the new CRA Director Kristina Wright.

APPROVE PURCHASE OF PROPERTY LOCATED AT 23666 NW 185TH ROAD.

Mr. Booth advised that this is a historic building within the CRA. He states that the CRA Director will be housed there.

Heather Caberello asked if they can use the building for the building department if it is purchased with CRA Funds. She questioned where the Public Works Department would be located. Discussion on the Old School House and it being restricted for educational use only. Attorney Johnson states staff will look into this.

Chair Lavin asked if the Planning Development and Codes would pay rent for use of the building to the CRA so there are no questions.

Mr. Booth states that we have to move the employees in PDC and Public Works soon, as there is mold in the doublewides they are currently located in.

Chair Lavin states that the building is already ADA Compliant.

Mr. Booth states that we do not know what the renovation costs would be, but we are in a situation that we are going to need a place, and it is a historic building.

Attorney Johnson stated staff will have an appraisal and did a title search.

Chair Lavin asked if we can go out for bids or need to wait until after we close.

**Motion Member Jones to approve the purchase of the property located at 23666 NW 185th Road.
Second Member Williams.
Motion carried 4-0.**

DISCUSS AWARDING CRA GRANTS THROUGHOUT THE YEAR.

Mr. Booth advised that in talking to people regarding grants, not many knew of them, so he has been trying to sell the grants. He spoke about the County not being in favor of us giving residential grants, but they were okay with us giving grants to businesses. He spoke to some businesses and there are some interested in getting grants for awnings for their businesses.

Chair Lavin asked CRA Director Kristina Wright what her ideas would be with these grants. She speaks that opening times for when grants can be applied for could help; thinks that it should be open for applications for when they need them.

Chair Lavin asked about setting limits or number of grants they can get. Ms. Wright spoke of the benefits of smaller caps. Attorney Johnson gave an overview of the current set caps.

Discussion on changing policy from set times that applications could be submitted and just have open and caps.

Attorney Johnson stated we could have staff bring back a proposed policy.

Vice Mayor James states she likes the idea of having the lower caps, so more businesses can have access.

Motion Vice Chair James to open the grants, have the \$5,000 cap for businesses, with the understanding that we do not have to approve the \$5,000.00 maximum, but can approve anything under the maximum and have staff work on a policy.

Second Member Jones.

Motion Carried 4-0.

CHAIR REPORT.

Chair Lavin spoke of visiting with CRA Director Wright talking about ideas for the Douglas Neighborhood, and is looking forward to working with her.

EXECUTIVE DIRECTOR REPORT.

- **SIDEWALK UPDATE**

Mr. Booth advised that these are DOT sidewalks. He talks how the engineering came in a few months back to design the sidewalks the way DOT wanted, but we are to pay for this. In the design, the buildings will not withstand the jarring from the work that would need to be done. DOT advised that we would be liable for any damage. He states that he has halted the project.

- **RELOCATION OF CRA AND PDC OFFICES**

Mr. Booth stated that this was discussed in a previous item.

- **UPDATE ON CRA EXPANSION.**

Mr. Booth advised that we have received our lots back. He states that we will take a survey of all the land that we own. He states he feels like we need to do a lot of code enforcement and use all funds from the sale of the homes, the County deeds over to the City for non-paid taxes, in that area.

Mr. Booth said he will talk to the County Manager about doing this expansion.

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Member Williams stated the community should give input to what they want to have over there. Ms. Wright stated we can form an advisory board to the CRA Board.

Member Williams stated that the neighborhood does not want rental apartments, and to become the projects; so, he wants to make sure they have input.

Vice Mayor James asked for a list of the property's we obtained back from High Springs Land Development.

Discussion on next meeting.

Consensus to meet on May 24th at 5:30 p.m.

Motion Vice Mayor James to adjourn.

Second Member Jones

Chair Lavin adjourned the meeting at 7:45 p.m.