

CITY OF ST. CLOUD
COMMUNITY REDEVELOPMENT AGENCY (CRA)
AGENDA
1300 9TH STREET; BUILDING A, 3RD FLOOR, CITY COUNCIL CHAMBERS
THURSDAY, April 11, 2019 6:00pm

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

- Chair Nathan Blackwell
- Vice Chair Linette Matheny
- Member Dave Askew
- Member Chuck Cooper
- Member Keith Trace
- Member Joel Davis
- Member Dwight Loeding

IV. APPROVAL OF MINUTES

March 14, 2019 Minutes

V. OLD BUSINESS

- A. Property Acquisition: 918 New York Avenue
- B. HWY 192 Irrigation Project
- C. CRA Financials

VI. NEW BUSINESS

VII. STAFF REPORT/UPDATE

VIII. MEMBERS UPDATE

IX. PUBLIC COMMENT

X. INFORMATION

Next CRA Meeting – Thursday June 6, 2019

XI. ADJOURNMENT

If a person decides to appeal any decision made by the Committee/Board, with respect to any matter considered at such hearing/meeting, such person will need a record of the proceedings and that, for this purpose, such person 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 to be based, and which record is not provided by the City of St. Cloud. (FS 286.0105) In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the Secretary / Clerk of the Committee / Board listed below, prior to the meeting (FS286.26) Jessie Light; 1300 9th Street; St. Cloud, FL 34679; (407) 957-8427 or Jessie.light@stcloud.org.

**CITY OF ST. CLOUD
COMMUNITY REDEVELOPMENT AGENCY (CRA)
MINUTES
1300 9TH STREET; BUILDING A, 3RD FLOOR, CITY COUNCIL CHAMBERS
THURSDAY, MARCH 14, 2019 6:00PM**

I. OPENING BUSINESS

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

- Chair Nathan Blackwell (present)
- Vice Chair Linette Matheny (present)
- Member Dave Askew (present)
- Member Chuck Cooper (present)
- Member Keith Trace (present)
- Member Joel Davis (absent)
- Member Dwight Loeding (present)

IV. APPROVAL OF MINUTES – FEBRUARY 7, 2019

Member Askew provided a motion to approve the minutes. Member Loeding provided a second to the motion. *The vote was 6-0 with all members voting “aye.”*

V. OLD BUSINESS

- A. Property Acquisition: 918 New York Avenue – Update
Mr. Dan Mantzaris, City Attorney provided an update to the property under contract. He informed the Board that the due diligence inspection expires on March 28, 2019 and if the Board proceeds with the acquisition of the property then closing will occur 15 days after, which will be on April 12, 2019. The title work on the property has been completed and has been deemed a clean title. Also, a Phase I Environmental Study has been completed by Ardaman and Associates, and from this study a map from 1915 shows that there was a 250 gallon gasoline tank underground, just south of the property. Mr. Mantzaris goes on to inform the Board that Ardaman and Associates recommends that a Phase II Environmental Study be completed to test the soil for any contamination from the tank.

Member Trace provided a motion to retain the services of Ardaman and Associates with an estimate of \$6,000 to conduct the Phase II Environmental Site Assessment, and if the results come back negative then proceed as the Board has currently outlined, if it comes back that there are issues with the assessment then an authorization of extension with the seller or a termination of contract would be an option. Member Askew provided a second to the motion. *The vote was 6-0 with all members voting “aye.”*

VI. NEW BUSINESS

- A. 2018 CRA Annual Report

Ms. Shelley Watson presented the 2018 CRA Annual Report that is required by statute to provide a copy to all taxing authorities, Osceola County and to the State of Florida.

Member Askew provided a motion to approve the 2018 CRA Annual Report. Member Matheny provided a second to the motion. The vote was 6-0 with all members voting “aye.”

B. CRA Board Training Update

Ms. Watson stated that Redevelopment Management Associates RMA has been contacted and provided general topics to the Board asking, specifically, what type of training they would like to see.

- The Board discussed this agenda item and concluded that they would like to see CRA general objectives, best practices, and an emphasis of CRA projects in other cities.

VII. STAFF REPORT/UPDATE

Ms. Watson provided an update to the HWY 192 Irrigation Project Re-Bid stating that this was advertised on February 10, 2019 and the bid opening was March 12, 2019.

VIII. MEMBERS UPDATE

IX. PUBLIC COMMENT

X. INFORMATION

Next CRA Meeting – Thursday April 4, 2019

XI. ADJOURNMENT 6:18pm

Respectfully submitted:

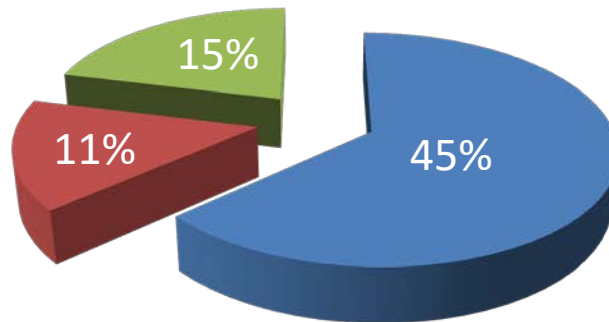
Nathan Blackwell, Board Chairman

Date

Jessie Light, CRA Secretary

Date

Percentage of Budget Expended to Date



	Budgeted	Actual	Balance	Percentage Expended to Date
Personnel	\$ 116,736.00	\$ 52,954.00	\$ 63,781.33	45%
Operations	\$ 376,804.00	\$ 42,544.71	\$ 334,259.29	11%
Grants and Projects	\$ 834,652.00	\$ 128,412.05	\$ 706,239.95	15%

COMMUNITY REDEVELOPEMNT AGENCY (CRA)

Budget - Actual - Balance as of April 3, 2019

		2019 Approved Budget	2019 Amended Budget (including Rollover)	Expenditures / Encumbrances to date	Current Balance
Personnel	SALARIES & WAGES	\$ 80,152.00	\$ 80,152.00	\$ 36,626.08	\$ 43,525.92
	OVERTIME	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 1,000.00
	SPECIAL PAY	\$ -	\$ -	\$ 177.68	\$ (177.68)
	EMPLOYER FICA	\$ 6,116.00	\$ 6,116.00	\$ 2,685.54	\$ 3,430.46
	PENSION/ICMA	\$ 14,802.00	\$ 14,802.00	\$ 6,676.94	\$ 8,125.06
	HEALTH INSURANCE	\$ 13,540.00	\$ 13,540.00	\$ 6,271.65	\$ 7,268.35
	DENTAL INSURANCE	\$ 474.00	\$ 474.00	\$ 220.56	\$ 253.44
	LIFE INSURANCE	\$ 175.00	\$ 175.00	\$ 79.17	\$ 95.83
	DISABILITY INSURANCE	\$ 321.00	\$ 321.00	\$ 145.31	\$ 175.69
	WORKERS COMPENSATION INS	\$ 156.00	\$ 156.00	\$ 71.74	\$ 84.26
Operations	PROFESSIONAL SERVICES	\$ 250,000.00	\$ 142,769.00	\$ 23,548.45	\$ 119,220.55
	AUDIT FEES	\$ 3,772.00	\$ 3,772.00	\$ 1,179.58	\$ 2,592.42
	OTHER CONTRACTUAL SERVICE	\$ 174,000.00	\$ 174,000.00	\$ -	\$ 174,000.00
	TRAVEL & PER DIEM	\$ 11,269.00	\$ 11,269.00	\$ 3,540.53	\$ 7,728.47
	COM.SERV/DEV/ACCESSORIES	\$ 600.00	\$ 600.00	\$ 293.04	\$ 306.96
	MAIL & FREIGHT	\$ 250.00	\$ 250.00	\$ 13.40	\$ 236.60
	UTILITY SERVICES	\$ 2,700.00	\$ 2,700.00	\$ 1,887.85	\$ 812.15
	RENTALS & LEASES	\$ 1,586.00	\$ 1,586.00	\$ 777.74	\$ 808.26
	INSURANCE	\$ 2,574.00	\$ 2,574.00	\$ -	\$ 2,574.00
	PRINTING & BINDING	\$ 5,500.00	\$ 5,500.00	\$ -	\$ 5,500.00
	PROMOTIONAL ACTIVITIES	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 1,500.00
	OTHER CURRENT CHARGES	\$ 1,400.00	\$ 1,400.00	\$ 704.74	\$ 695.26
	ALLOCATED ADMIN CHARGES	\$ 17,604.00	\$ 17,604.00	\$ 7,335.05	\$ 10,268.95
	OFFICE SUPPLIES	\$ 500.00	\$ 500.00	\$ 69.99	\$ 430.01
	OPERATING SUPPLIES	\$ 2,500.00	\$ 2,500.00	\$ -	\$ 2,500.00
	TAXABLE UNIFORM	\$ 200.00	\$ 200.00	\$ 179.34	\$ 20.66
BOOKS,PUBS,SUBS & MEMBSHP	\$ 2,190.00	\$ 2,190.00	\$ 175.00	\$ 2,015.00	
TRAINING	\$ 5,890.00	\$ 5,890.00	\$ 2,840.00	\$ 3,050.00	
Grants and Projects	LAND	\$ -	\$ 78,000.00	\$ -	\$ 78,000.00
	BUILDINGS	\$ -	\$ 425,000.00	\$ -	\$ 425,000.00
	C/O EQUIPMENT & MACHINERY	\$ 130,000.00	\$ 65,000.00	\$ -	\$ 65,000.00
	AID TO PRIVATE ORGANIZ.	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ -
	BLDG & SITE IMPROV.GRANTS	\$ 200,000.00	\$ 206,652.00	\$ 68,412.05	\$ 138,239.95
	BUS/VETERANS LOC.GRANTS	\$ 90,000.00	\$ -	\$ -	\$ -
Balance		\$ 1,080,771.00	\$ 1,328,192.00	\$ 223,911.43	\$ 1,104,280.57