
COMMUNITY REDEVELOPMENT AGENCY

CITY OF LAKE CITY

July 06, 2021 at 5:00 PM

Venue: City Hall

AGENDA

The meeting will be held in the City Council Chambers on the second floor of City Hall located at 205 North Marion Avenue, Lake City, FL 32055. The meeting will also be available via communications media technology.

CMT instructions are located at the end of this Agenda.

Call to Order

Roll Call

Minutes

- [1.](#) February 16, 2021

Approval of Agenda

Persons Wishing to Address Council

Citizens are encouraged to participate in City of Lake City meetings. The City of Lake City encourages civility in public discourse and requests that speakers direct their comments to the Chair. Those attendees wishing to share a document and or comments in writing for inclusion into the public record must email the item to submissions@lcfla.com no later than noon on the day of the meeting. Citizens may also provide input to individual council members via office visits, phone calls, letters and e-mail that will become public record.

New Business

- [2.](#) Approval of the 2020 CRA Annual Report

Presentations

- [3.](#) Downtown Beautification Project (Tina Roberts)
4. Discussion and Possible Action - Downtown Beautification Project

Schedule Next Meeting

Adjournment

Zoom CMT Information

Members of the public may attend the meeting online at:
<https://us02web.zoom.us/j/85143910809> or

Telephonic by toll number (no cost to the city), audio only at: 1-346-248-7799

Meeting ID: 851 4391 0809#

Then it will ask for Participant id, just press #.

Telephonic by toll-free number (cost per minute, billed to the city, zero cost to the caller), audio only at: 1-888-788-0099

Meeting ID: 851 4391 0809#

Then it will ask for Participant id, just press #.

Public Participation

The public may participate at the appropriate time via: (i) video conference by utilizing the software chat function or raise hand function to request to speak; or (2) telephonically by dialing *9 to raise hand. The Chair will allow for sufficient time for all participants to be heard.

Those attendees wishing to share a document must email the item to **submissions@lcfla.com** no later than noon on the day of the meeting.

Instructions for meeting attendance and participation are also available at www.lcfla.com under the calendar entry for the corresponding City Council Regular Session Meeting.

To receive a copy of the agenda packet with supporting documentation, please contact the City Clerk's Office at **clerk@lcfla.com** or **386-719-5826**.

Pursuant to 286.0105, Florida Statutes, the City hereby advises the public if a person decides to appeal any decision made by the City with respect to any matter considered at its meetings or hearings, he or she will need a record of the proceedings, and that, for such purpose, he or she 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.

SPECIAL REQUIREMENTS: Pursuant to 286.26, Florida Statutes, persons needing special accommodations to participate in these meetings should contact the **City Manager's Office at (386) 719-5768**.

File Attachments for Item:

1. February 16, 2021

The City Council in and for the citizens of the City of Lake City, Florida, met as the Community Redevelopment Agency, on February 16, 2021 beginning at 5:30 P.M., at the Columbia County School Board Administrative Complex Auditorium located at 372 West Duval Street, Lake City, FL 32025. The meeting was also held via Communications Media Technology.

CALL TO ORDER – 5:34 P.M.

ROLL CALL

Mayor/Council Member
Vice Mayor/Council Member
City Council

Stephen M. Witt
Chris Greene
Jake Hill, Jr.
Eugene Jefferson
C. Todd Sampson
Frederick Koberlein, Sr.
Joseph Helfenberger
Chief Argatha Gilmore
Audrey Sikes

City Attorney
City Manager
Sergeant-at-Arms
City Clerk

MINUTES

1. April 20, 2020

Mr. Jefferson made a motion to approve the April 20, 2020 minutes as presented. Mr. Sampson seconded the motion and the motion carried unanimously on a voice vote.

APPROVAL OF AGENDA

Mr. Greene made a motion to approve the agenda as presented. Mr. Jefferson seconded the motion and the motion carried on unanimously on a voice vote.

PERSONS WISHING TO ADDRESS COMMUNITY REDEVELOPMENT AGENCY

Glenel Bowden requested to speak after the presentation.

Sylvester Warren requested to speak after the presentation.

NEW BUSINESS

2. Discussion and Possible Action – Improvements to Sally Mae Jerry Park

Mr. Helfenberger provided an update on the improvements to Sally Mae Jerry Park.

Public Comment: Sylvester Warren spoke in favor of using quality materials in the park and he would like to see a permanent stage and a bathroom.

Public Comment: Vanessa George spoke in favor of a permanent stage.

Public Comment: Glenel Bowden spoke in favor of a permanent stage.

Mr. Greene made a motion to approved the park redesign to include the addition of a permanent stage and restroom to Sally Mae Jerry Park. Mr. Sampson seconded the motion and the motion carried unanimously on a voice vote.

Mr. Greene	Aye
Mr. Sampson	Aye
Mr. Jefferson	Aye
Mr. Hill	Aye
Chairman Witt	Aye

Mr. Helfenberger reminded the ground-breaking ceremony would be held on February 27, 2021 at 11AM.

SCHEDULE NEXT MEETING

The next meeting will be scheduled as needed.

ADJOURNMENT

All matters having been handled, the meeting adjourned at 6:06 P.M. on a motion made and duly seconded.

Audrey Sikes, City Clerk/Secretary

Witt, Stephen Mayor/Chairman

File Attachments for Item:

2. Approval of the 2020 CRA Annual Report



CITY OF
LAKE CITY
Florida's Gateway Est. 1859

COMMUNITY
REDEVELOPMENT
AGENCY | **2020**



ABOUT LAKE CITY'S COMMUNITY REDEVELOPMENT AGENCY



Origins

The City of Lake City Community Redevelopment Agency (CRA) was established in 1981 to create opportunities for the downtown Central Business District to evolve into a more dynamic office, service, financial, entertainment, residential and governmental area. The CRA was created pursuant to Sections 163, Part III, F.S. The first CRA Master Plan was approved in 1989, revised in 1992 and most recently updated in November 2011. CRA boundaries have been expanded three times and in 2015 the life of the Downtown District was extended to 2031 to leverage a \$1.3 million Redevelopment Revenue Note to fund public projects.

Projects and Funding

CRA projects must have a public purpose with the intent to alleviate urban blight in the district. Examples of projects could be street-scapes, new buildings, parking lots/garages, neighborhood parks, planned low-moderate income housing developments, sidewalks and street landscaping. "Tax Increment Financing" (TIF) provides funding for projects in the CRA.

Contents Of This Report:

1. About Lake City's CRA
2. The CRA's History
3. CRA Projects
4. 2020 Financial Report

FY 2020 Lake City CRA Members:

- Mayor **Stephen M. Witt**
- Councilmember **Jake Hill, Jr.**
- Councilmember **Eugene Jefferson**
- Councilmember **Melinda Moses**
- Councilmember **Chris Greene**

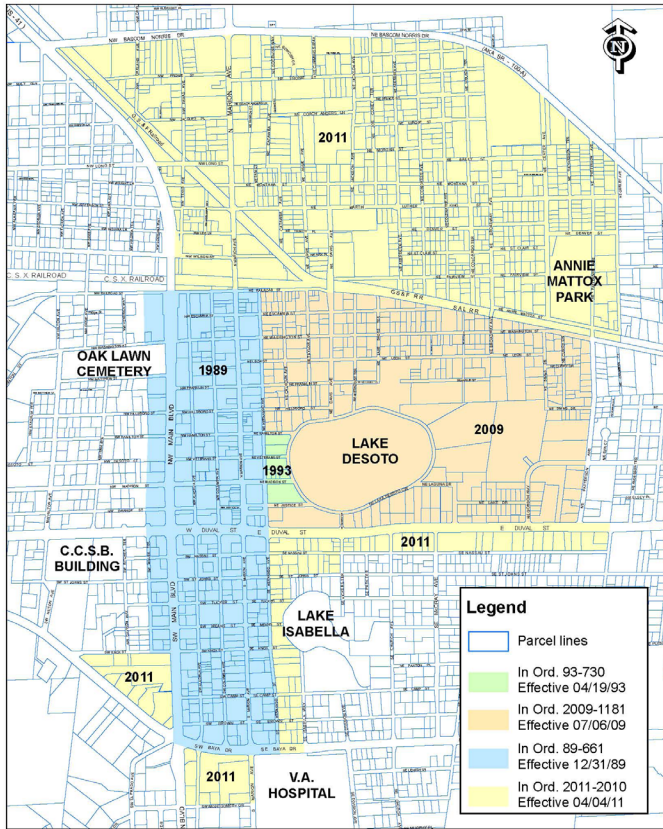
Lake City CRA Administrative Staff:

- **Joseph Helfenberger**
City Manager
- **David Young**
Growth Management Director



FY 2020 Lake City CRA Members

LAKE CITY CRA'S HISTORY & BOUNDARIES



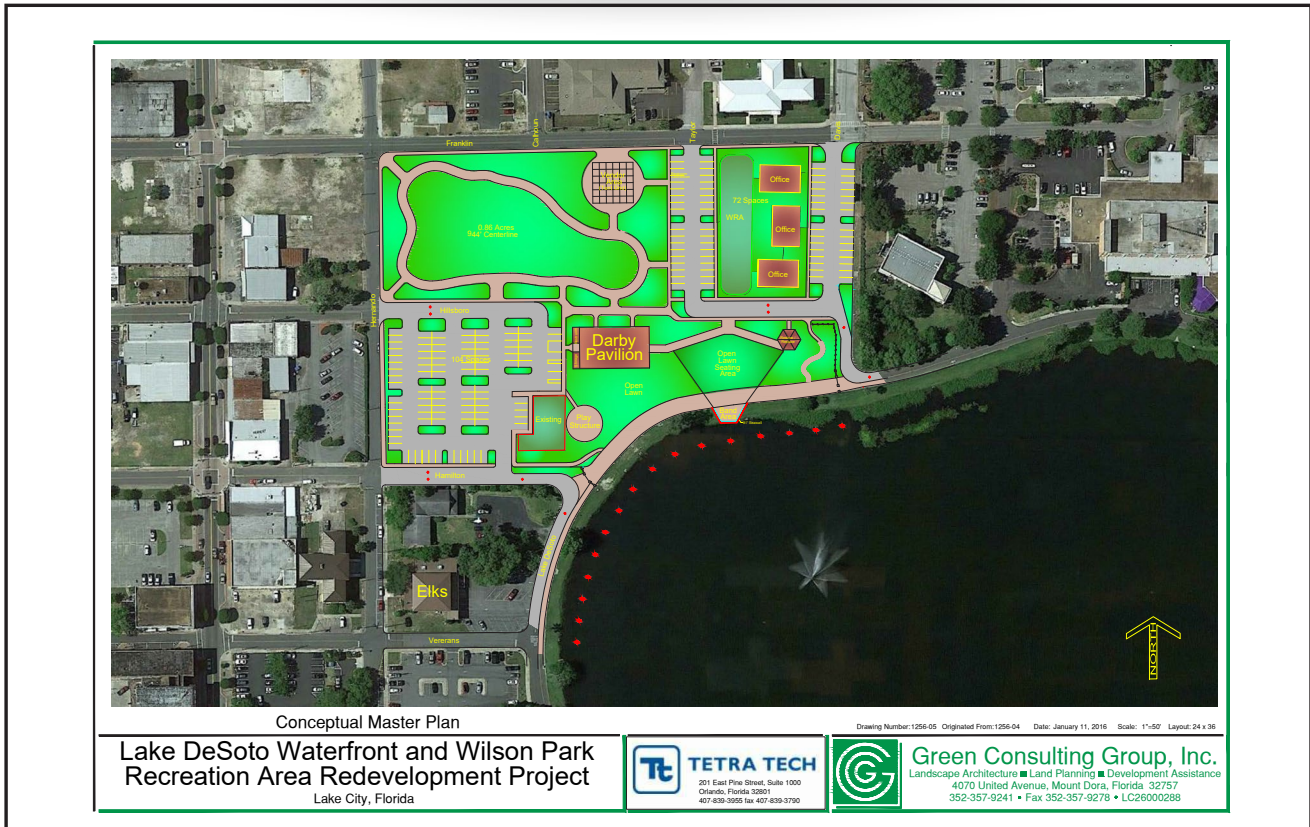
In May 1981(Resolution 81-16), the City of Lake City made a finding of necessity under Chapter 163 of the Florida Statutes and started the process of establishing a Community Redevelopment Agency. In June 1981 (Resolution 81-17) the City Council created the Community Redevelopment Advisory Committee to assist the Community Redevelopment Agency in obtaining the data and public input necessary to establish the boundaries of the redevelopment district in November 1989 (Resolution 89-97) and formulate the Community Redevelopment Plan in December 1989 (Resolution 89-98). In December 1989 (Ordinance 89-661), the City Council declared itself to act as the Lake City Community Redevelopment Agency (CRA) and established a Redevelopment Trust Fund as authorized under Chapter 163, Part III of the Florida Statutes. In November 1992 the Community Redevelopment Plan was revised (Resolution 92-069). In March of 1993, the City Council expanded and



amended the boundaries of the Community Redevelopment Area (Resolution 93-021) and in April of 1993, the City Council approved an amendment to the Community Redevelopment Plan (Resolution 93-028) to include the change in the boundaries (Ordinance 93-730). In February 2009, the CRA amended the Community Redevelopment Plan (Resolution CRA09-1.) The boundaries of the Community Redevelopment Area were amended by Ordinance 2009-1181. The latest expansion of boundaries was approved on April 4, 2011. (Ordinance 2011-2010.)

As a dependent special district of the city, audits of the CRA are performed annually and included as part of the city's audit. This Report is available for inspection during business hours in the office of the City Clerk, located in City Hall at 205 North Marion Avenue, Lake City, Florida 32055.

LAKE DESOTO/WILSON PARK RECREATION AREA DEVELOPMENT



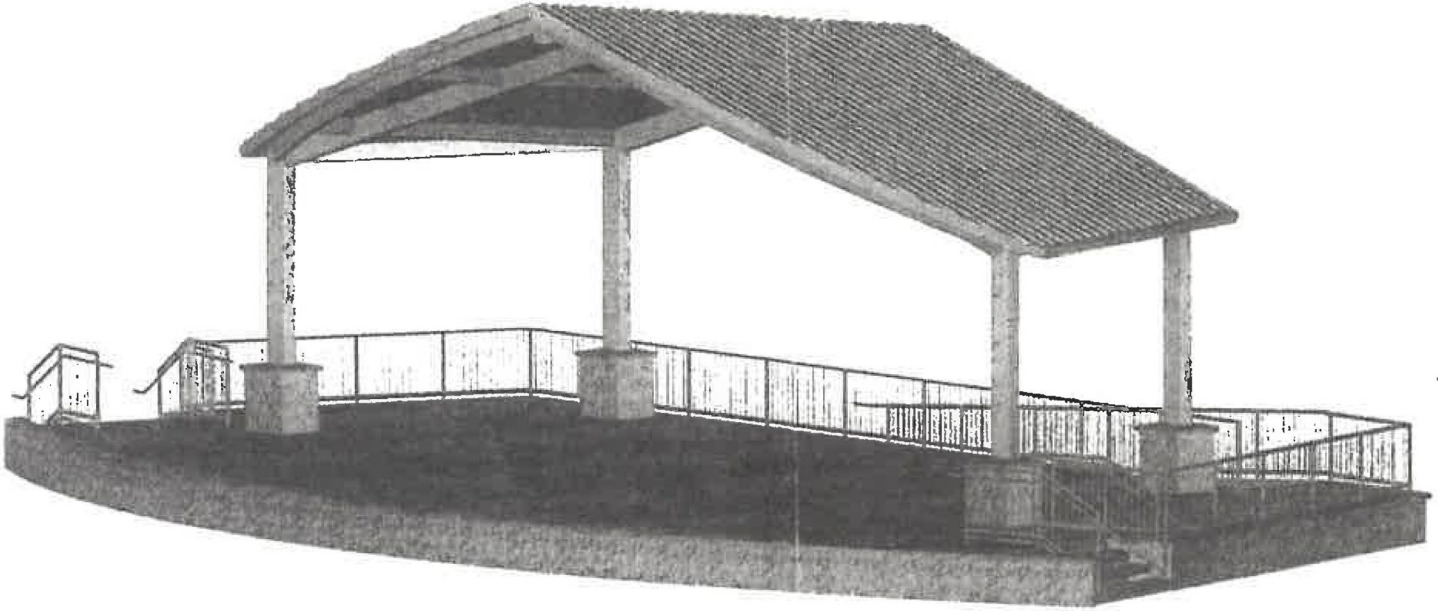
In order to create and enhance the Waterfront Entertainment District and create a “Premiere Event Destination” in the Historic Downtown which was earmarked as a “key” community asset in the 2011 “Lake City Community Redevelopment Area Master Plan” an expansion and enhancement project for the Lake Desoto Water Front District and adjoining Wilson Park was designed and construction began in late fall of 2018. Construction on the approximately \$1,000,000 planned improvements was completed in late fall 2019.

A LIST OF THESE IMPROVEMENTS:

- Outdoor Speaker System throughout Wilson Park for events.
- Landscaping and Trees for Wilson Park and Parking Lot areas.
- Irrigation throughout the Wilson Park.
- Completed Veterans Plaza Pedestrian Park



LAKE DESOTO/WILSON PARK RECREATION AREA DEVELOPMENT



2021 Wish List and Future Projects for Park Expansion will include combining CDBG, Tourist Development, FDOT and Civic Organization Grant opportunities for the following projects:



- Stage area over the water at Wilson Park/Lake Desoto
- Park Welcome Sign at Wilson Park
- Deck over the Retention Pond at Wilson Park
- Total renovation of Sallie Mae Jerry Park

VETERAN'S STREET PLAZA

This project was created in conjunction with the Veterans' Street Parking project. The pedestrian mini-park between the Blanche Hotel and the Kuykendall building has made the downtown area more pedestrian

friendly. The park provides safe access between the public parking lot and North Marion avenue. The development of the park included brick pavers, landscaping, and seating.



2020: FINANCIAL REPORT

REVENUES

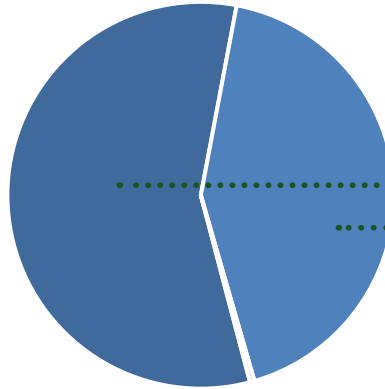
TAX REVENUE SOURCES

COUNTY TIF	\$178,971.03
CITY TIF	\$133,455.58

OTHER REVENUE SOURCES

INTEREST INCOME	\$473.05
RENTAL INCOME, DARBY PAVILION	\$700.00
DONATIONS.....	\$--

TOTAL REVENUE..... \$313,599.66



2020 MAJOR REVENUE SOURCES

EXPENSES

PERSONNEL EXPENSES

PERSONNEL SERVICES.....	\$--
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OPERATING EXPENSES

PROFESSIONAL FEES	\$1,220.91
ACCOUNTING.....	\$1,815.20
CONTRACTUAL SERVICES.....	\$2,916.57
COMMUNICATION EXPENSE	\$4,254.76
POSTAGE.....	\$--
UTILITY SERVICES	\$3,480.03
INSURANCE/REP & MAINTENANCE.....	\$13,985.89
PRINTING & BINDING.....	\$--
OTHER CURRENT CHARGES.....	\$13,100.47
OPERATING SUPPLIES.....	\$--
TOTAL OPERATING EXPENSES	\$40,773.83

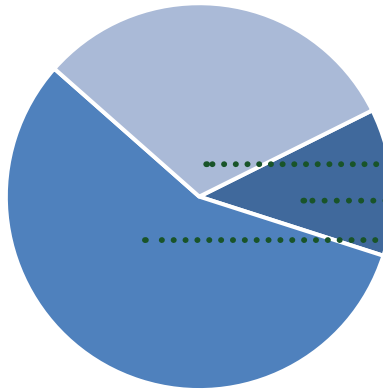
CAPITAL EXPENSES

INFRASTRUCTURE.....	\$187,437.50
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DEBT SERVICE

INTEREST EXPENSE	\$18,072.57
PRINCIPAL	\$83,076.53
TOTAL DEBT SERVICE.....	\$103,149.10

TOTAL EXPENSES\$331,360.43



TOTAL 2020 EXPENSES

TOTAL ASSESSED CITY REAL PROPERTY VALUES

1989 BASE YEAR ASSESSMENT:
\$13,911,256

2010 BASE YEAR ASSESSMENT:
\$6,586,754

2012 BASE YEAR ASSESSMENT:
\$24,818,927

File Attachments for Item:

3. Downtown Beautification Project (Tina Roberts)

PROPOSAL TO THE CRA
FROM: THE LAKE CITY BEAUTIFICATION
COMMITTEE
DATE: June 14, 2021

The Lake City Beautification Committee, requests your consideration to use CRA Funds in the amount of, \$120,000.00, to improve our Downtown area. This project would cover our beautification needs from South Baya Avenue to SR 100 when completed.

The Project consists of six phases, as follows:

Phase I

Remove (21) Drake Elm trees on Marion Avenue, beginning at the south city gate, which will be known as Block 1, to block 5 ending at Nana's/Keaton Locksmith.

Drake Elm Trees need ADEQUATE room to grow, 50 feet tall-40 feet wide. The Drake Elms are leaning; the limbs are covering lampposts, the tree limbs are damaging store awnings. Drake Elms are a huge nuisance with the falling leaves and seeds they drop which leaves a mess on sidewalks and the road.

Remove any shrubbery that is damaged in Block 1 to Block 5.

Use bricks in the areas where trees were removed, which match other areas on Marion Street.

Pressure wash and Resurface the sidewalks where needed to refresh the look and for safety purposes.

Estimated cost:
In house construction of the Public Works Department

PHASE 2

Where trees are removed and covered with brick pavers. An Urban 31" self

Watering planter will be placed in the location, in addition, there will be 5 areas with combo Planters. (Combo = (1) 41 inch wide and (2) 31 inch wide)

See attached hand drawn maps for locations of Planters and hanging baskets for Blocks 1-5.

An estimated cost for (38), planters, (2)baskets,

\$15,720.00

Shipping \$813.00

38 planters soil, fertilizer and plants for Blocks 1=5 @\$150.00 each

\$5,700.00

See attached bid sheet from Earth Planters. For blocks 1-5

Total \$ 22,223.00

NOTE: \$3,080.00 ...20% Discount applied ,if ordered prior to July 1, 2021.

Phase 3

Remove Drake Elm trees on Marion Avenue, beginning at Marion and Hillsborough to the North End City Gate .

Drake Elm Trees need ADEQUATE room to grow, 50 feet tall-40 feet wide. The Drake Elms are leaning; the limbs are covering lampposts, awnings on Business are being damaged by growing limbs, Drake Elms are a huge nuisance with the falling leaves and seeds they drop.

Remove any shrubbery that is damaged in Block 6 to Block 11.

Use bricks in the areas where trees were removed, which match other areas on Marion Street.

Pressure wash and Resurface the sidewalks where needed to refresh the look and for safety purposes.

Estimated cost: In house construction of the Public Works Department.

Phase 4

Where trees are removed and covered with brick pavers. An Urban 31" self Watering planter will be placed; in addition, there will be 5 areas with combo Planters. (Combo = (1) 41 inch wide and (2) 31 inch wide)

Estimated based on Blocks 1-5

\$22,223.00

Phase 5

Address greater beautification needs from US 90 to Baya Avenue
Estimated cost

Phase 6

Address greater beautification needs from NW Railroad Street to SR 100
Railroad
Estimated cost \$

Special Note:

The Lake City Garden Club agreed to plant flowers in the Self-watering planters.

The self-watering planters that are being recommended have a lifetime warranty and are made in the USA

The Self-watering 31" planters hold 18 gallons of water, The 41" holds 40 gallons and the hanging baskets hold 4 gallons of water.

We have inquired with the business owners, located downtown. They all

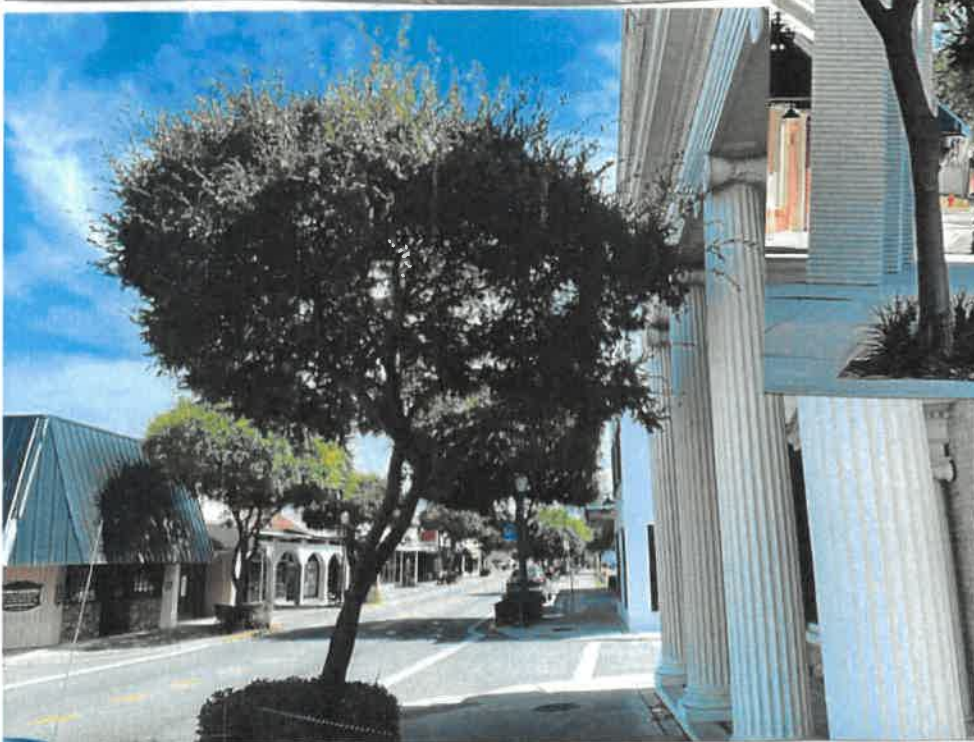
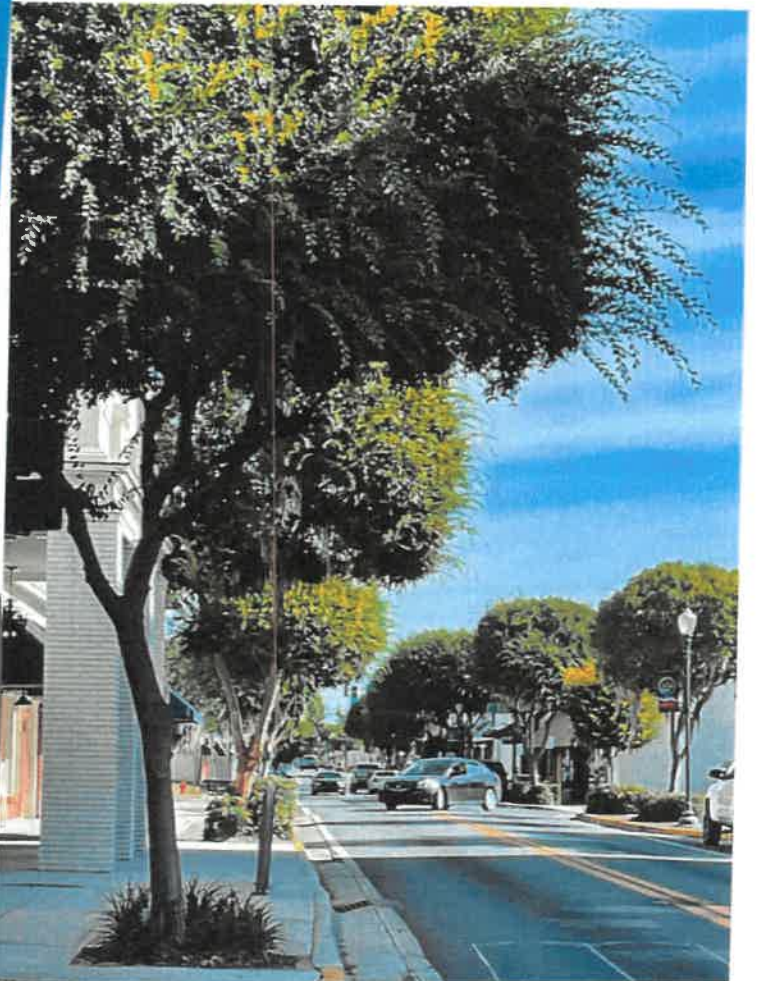
Welcome this Project and are in agreement for the Drake Elms to be removed.

Tourists and locals alike will be welcomed with cleanliness, beautiful flowers and plants .It is an economic decision to improve our City.

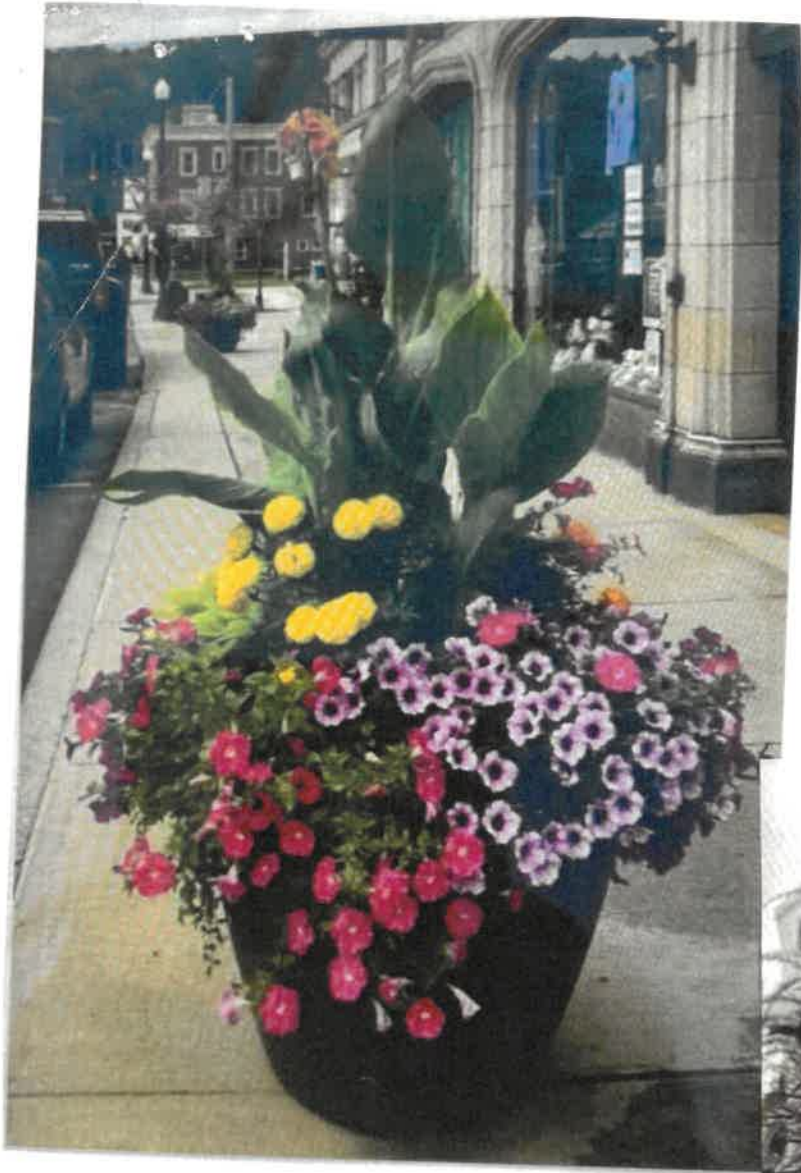
A handwritten signature in black ink that reads "Tina Roberts". The signature is written in a cursive style and is positioned above a solid blue horizontal line.

Tina Roberts

On behalf of the Beautification Committee



Downtown



Block 1

City gate

Parking lot **Remove tree**



South Marion St. Lake City

Block 1

Lisa Schlitzkus Law Offices 2 planters by door

Southern Sisters 2 Planters by door

Empty

Empty

Lake City cellular



Block 1
HWY 90



Parking AREA
 Combo
 (31) (31) (41) LISA
 Schlitzus
 Law office

Planters
 2 - 41"
 6 - 31"

3 * = Tree-shrub
 every tree
 will be replaced
 by planters

Combo 1 41" ○
 2 31" ○○

Lake City Cellular

Block 1

Block 2

NO Trees to remove

Edward Jones

Music Academy

Downtown nutrition

Furnishing on Marion **shrubby needs replaced**

Gateway art gallery **2 planters**

Blue Goose Studio **4 planters**

Nearly new **2 planters**

Chandler and Moses **2 planters**

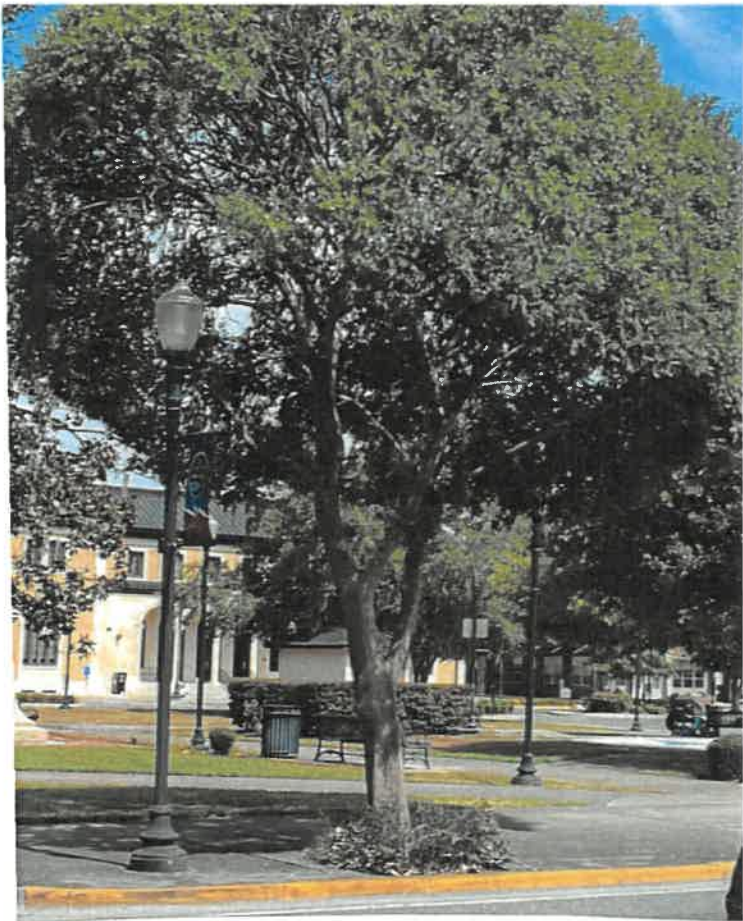




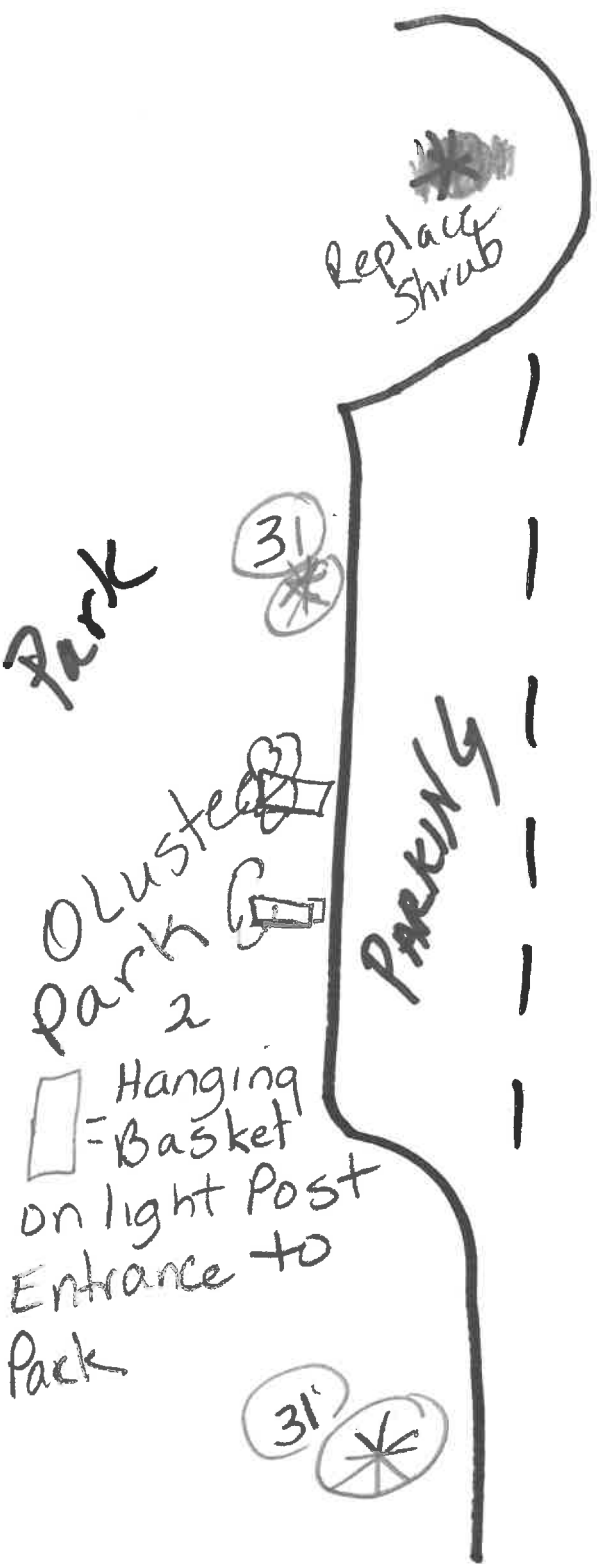


Block 2

Remove trees Olustee Park



Block 2



Park

Replace Shrub

31

Cluster
Park 2

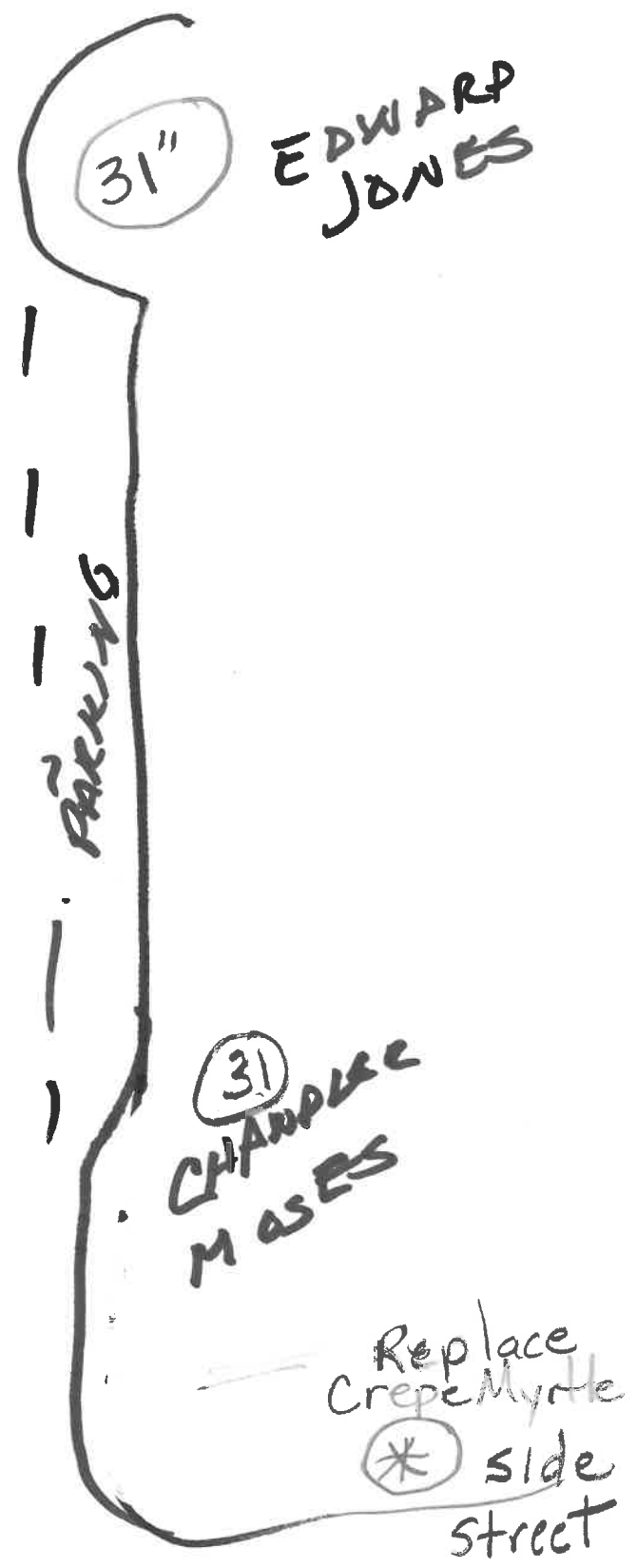
□ Hanging Basket
on light Post
Entrance to
Park

31

PARKING

2 Hanging Baskets
Doubt -

Total 2 - 2 sides
Hanging Baskets



EDWARD JONES

31

PARKING

31
CHANDLER
MOSES

Replace
Crepe Myrtle
* side
street

3 Trees Removed
4 - 31"
1 crepe Myrtle



BLOCK 3

City Hall

Tree Removed Parking for city hall





Block 3
3 Trees Remove
The Blanche





Block 3

5 trees removed

8-31"

2-41"

ALLEY

Parking

31 *

31 *

Blacks

41
31
31 *



* NOTE
Veterans
street
Need flowering
plants in
planters
2 Bottle Brush
4 crepe Myrtle

Block 3

Block 4

Veterans St.

~~Tree removed~~ Gulf Coast financial one planter

NFL Family counseling

~~Tree removed~~ parking area corner by red light



BLOCK 4

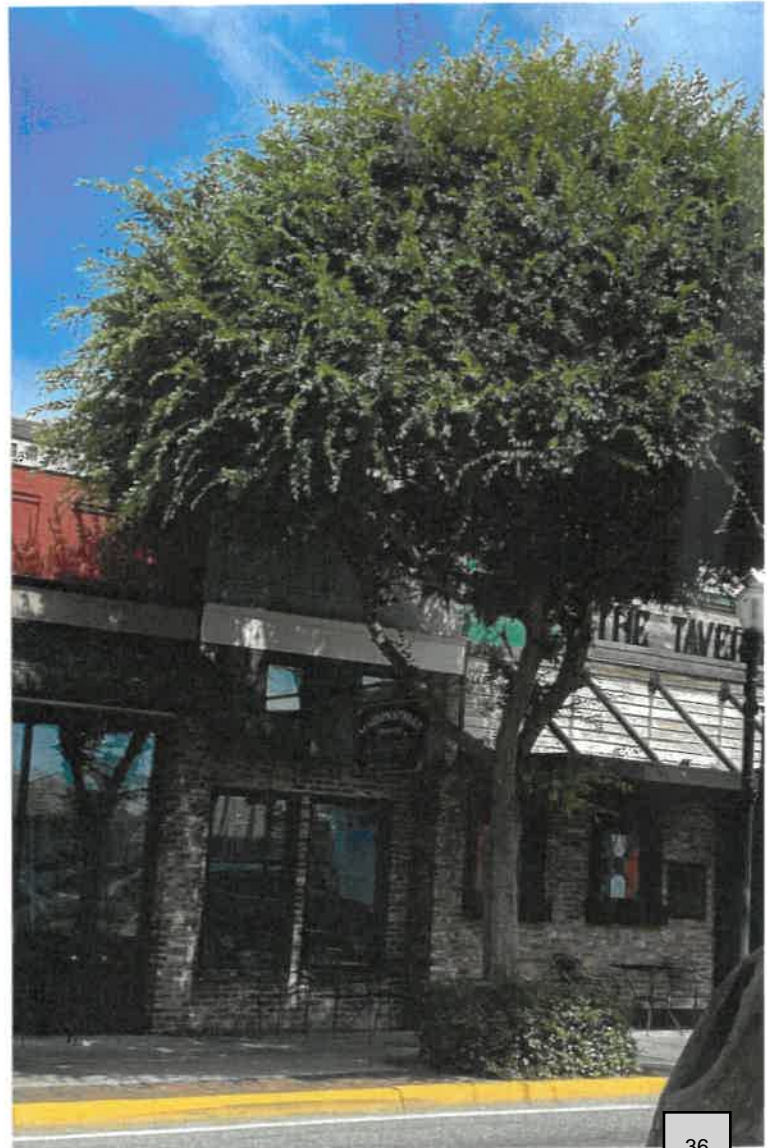
Feagle Parking Lot

Decker Law firm 2 planters

Tavern



Tree Removed Marion street cafe 2 planters



Block 4

FEARLE
FRANK

31
31
41
Rep lace
with
Combo

BANK

TAVERN

MARION ST
CAFE

31*

*
11/3
Gulf
Coast

MURAL WALL

PARKING
LOT

*19
Redlight

4 Trees

5-31"

1-41"

Block 4

BLOCK 5

Tree removed Frankies Place

Fred's leather shop

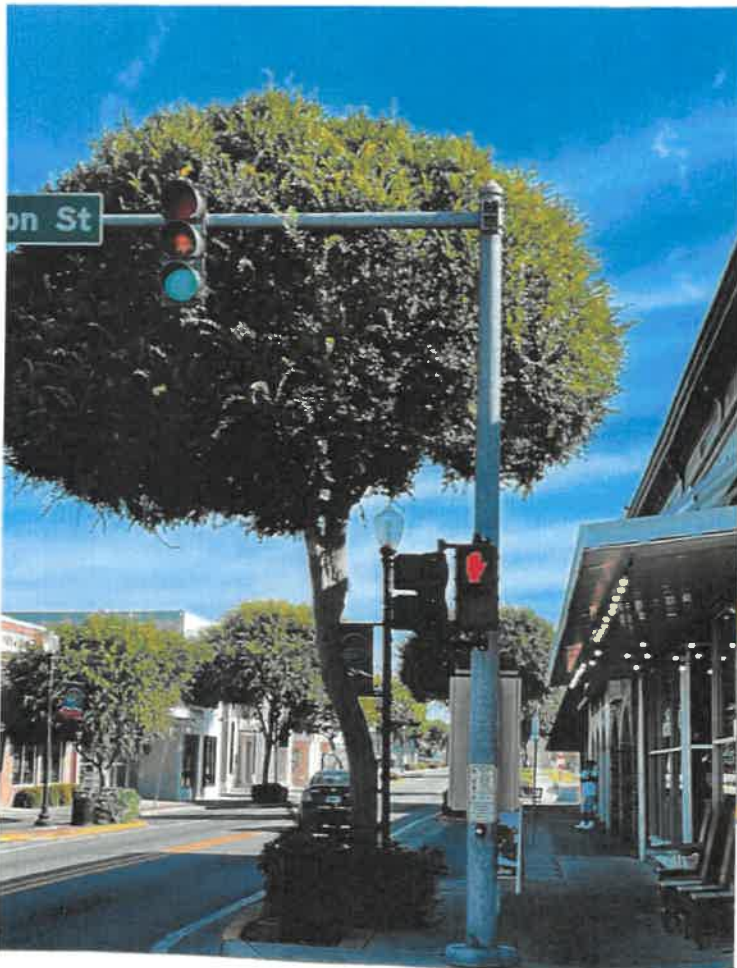
Bakery XAPA

House a Fades

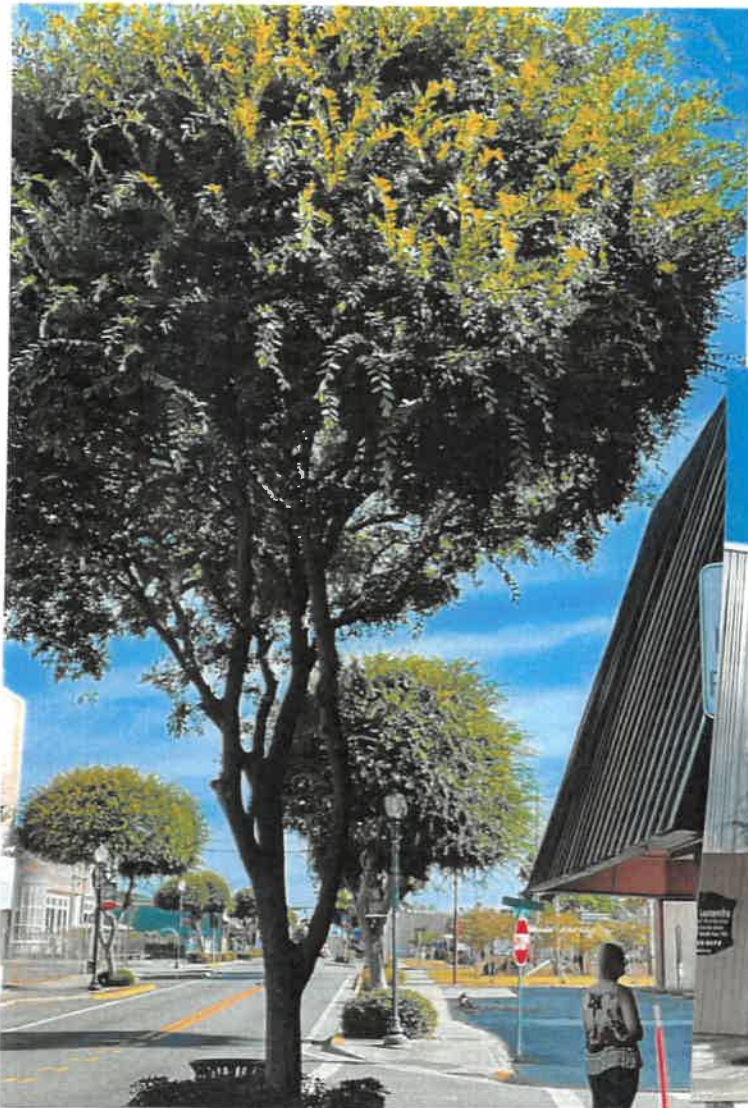
empty

Delaine spradley photography

Nana's Nook



BLOCK 5



Block 5

Parking lot with rope

Tree Removed Hairs

Brazilian jiu jitsu

Tree removed Olas beauty shop



Block 5

FRANKIES

31 *

Parking

31 *

Parking

31 *

Keaton

* 31 empty Lot

Parking

31 *

HAIRS

6 Trees
31"-6

Parking

31 *

50/0

0/10

From: **EarthPlanter** sales@earthplanter.com
Subject: **Welcome to EarthPlanter**
Date: **Jun 14, 2021 at 10:20:59 AM**
To: **tinacroberts@hotmail.com**



Welcome to EarthPlanter

Hi Tina Roberts,

Thank you for requesting a quote with EarthPlanter.com. We've automatically created an account for you. That way you can login to EarthPlanter.com to view your current quote, and your previous quotes. Feel free to share this login information with anyone at your company.

Once you receive your final quote, and if you accept your EarthPlanter quote, you must be logged into this account if you'd like to pay online.

To login, go to EarthPlanter.com and click login at the top of our website.

Your username is the email you used to create your quote (aka the email you're using right now).

Your password has been automatically generated: **QeE17OfeO*hB**

You can change your password to anything you'd like.

Request #24267

Product	Quantity	Unit Cost	Extended Price
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Urban Vase

5

\$479.00

\$2,395.00

41 - Blackstone (#EPMV41-)



Urban Vase

29

\$319.00

\$9,251.00

31 - Blackstone (#EPMV31-)



Brackets -

2

\$179.00

\$358.00

Double Pole Bracket (#EPBDA20-)



Pro-Series 22	4	\$159.00	\$636.00
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Self Watering Hanging Basket -
Black (#EPPS22-)

Subtotal before Discounts: (subtotal based on List Price)	\$15,720.00
Discount Applied:	-\$3,080.00
Shipping:	\$813.00 via FedEx Freight Economy
Tax:	\$0.00
Total:	\$13,453.00

Shipping Appointment Phone: [386-623-5293](tel:386-623-5293)

Proposal Notes:

- June Sale Pricing Applied. 20% Quantity Discount. Sale ends 6/30.
- Stone effect colors included at no extra charge.
- Bracket Size TBD - Completed Questionnaire Required.
- Shipping FedEx Freight to a commercial location with a dock or forklift for unloading. Additional FedEx fees will apply for special

service such as liftgate.

- **Total Pallets: (5)**
- **100% Made in the USA, Lifetime Planter Warranty Included.**
- **Note: a price increase is expected to go into effect starting July 1.**

Emails being CC'ed: None

Billing address

*Tina Roberts
City of Lake City
1711 SE CR 252
Lake City, FL 32025
386-623-5293
tinacroberts@hotmail.com*

Shipping address

*Tina Roberts
City of Lake City
1711 SE CR 252
Lake City, FL 32025*

An EarthPlanter representative will respond to your inquiry shortly. Thank you.

Not All Self-Watering Planters (or Companies) Are Created Equal
Questions to ask before purchasing your self-watering planter.

PRODUCT FEATURES	EARTHPLANTER	COMPETITION
BASED & MADE IN THE USA	<p>Industry Exclusive EarthPlanter is the only dedicated US based commercial manufacturer.</p>	NO
LIFETIME PLANTER WARRANTY	<p>Industry Exclusive EarthPlanter is the only manufacturer to offer this quality promise. These will be the last planters you ever purchase.</p>	<p>NO If a warranty is offered, typically it will only be a 5-10 Year commitment.</p>
PROVEN & GUARANTEED WICKING SYSTEM	<p>YES Our wicks are integrated into our planters and arrive ready to go, requiring no prep, or routine replacement of wicking material. 5 Year Warranty Included.</p> <p>This is at the heart of our planter design. EarthPlanter wicks have been in service since 2012 without a single failure or replacement ordered.</p>	<p>NO Inferior cotton ropes, fabric bags, or toxic material (i.e rock wool)</p>
BUILT-IN INTERNAL WATER OVERFLOW	<p>Industry Exclusive A built-in internal water overflow allows excess water to drain out of the bottom.</p> <p>Our internal overflow assembly eliminates unsightly holes. Provides superior protection from over-watering while eliminating insect intrusion, potential clogging, and hard water staining of your planters.</p>	<p>NO Hole drilled in side of planter.</p>
DRAIN PLUG INCLUDED - WITH EASY SIDE ACCESS.	<p>Industry Exclusive All EarthPlanter ground models include a drain plug. This makes releasing water extremely easy.</p>	<p>NO Must tip over a heavy planter to drain, requiring additional labor.</p>
PRICE MATCH GUARANTEE	<p>Industry Exclusive We are committed to working with you and becoming a lifelong partner.</p>	?
PRODUCT CONSTRUCTION	<p>Linear Low-Density Polyethylene (LLDPE). UV Inhibitors to protect against sun fade Rotational Molded for Strength & Durability.</p>	?
STACKING AND STORAGE	<p>Yes All EarthPlanters can be either stacked inside each other or pyramid style to maximize storage</p>	?
WINTERIZED	<p>Yes Once drained EarthPlanters can remain outdoors year-round.</p>	?

Our Commitments to You

Considerations for Choosing the Company You Work With.

PRODUCT FEATURES	EARTHPLANTER	COMPETITION
CUSTOMER SERVICE	<p>Rated A+</p> <p>We pride ourselves in creating lifelong partnerships with our customers.</p>	?
EARTHPLANTER BRAND	<p>#1 Selling & Recommended Commercial Self-Watering Planter</p> <p>With hundreds of commercial accounts & 45,000+ installed, EarthPlanters are recommended by every customer & over 100 Professional Grounds Managers</p>	?
COMPANY	<p>Established in 1946</p> <p>EarthPlanter is a part of Bo-Mer Plastics, a leader in thermo and rotational molding for over 70 years</p>	?
MANUFACTURING	<p>100% Designed, Manufactured & Shipped from our Facility</p> <p>EarthPlanter never sub-contracts its manufacturing. Every part is made in Auburn NY, just outside Syracuse</p>	?
AFFILIATIONS	<p>Professional Grounds Management Society Main Street America</p> <p>International Downtown Association America in Bloom</p> <p>Our close partnership with these organizations places us in a unique position to understand & solve the challenges of our customers</p>	?