
COMMUNITY REDEVELOPMENT ADVISORY COMMITTEE MEETING

CITY OF LAKE CITY

November 13, 2020 at 12:00 PM

Venue: City Council Chambers

AGENDA

Due to the COVID-19 social distancing requirements, the City of Lake City will have limited seating available in the Council Chambers. 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

Approval of Agenda

Updates, Discussion and Action Items

- [1.](#) Approval of Minutes - May 19, 2020
2. Update regarding Sally Mae Jerry Park (Joe Helfenberger/Thomas Henry)
3. Update regarding tennis courts (Joe Helfenberger/Thomas Henry)
4. Update regarding Gwen Lake (Joe Helfenberger/Thomas Henry)
5. Update regarding Wilson Park (Joe Helfenberger/Thomas Henry)
6. Main Street Program (Joe Helfenberger/Terri Phillips)
- [7.](#) Holiday Market (Joe Helfenberger/Terri Phillips)
- [8.](#) Holly Jolly Christmas Carols in Olustee Park (Joe Helfenberger/Terri Phillips)

Future Topics

Public Comments

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.

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**.

Contingency Information

Contingency Plan Meeting: This will be activated and held if the City experiences connection or web conferencing failure. Any meeting taking place via the contingency

plan will be held and/or reconvened via a conference call utilizing the information provided below.

The public may attend the contingency plan meeting as follows:

1-844-992-4726 (toll free)

Enter access code: 173 541 6832#

Then it will ask for attendee ID number, just press #

The public may participate in the contingency plan meeting at the appropriate time when the chair requests public comment. The Chair will allow for sufficient time for all participants to be heard.

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.***

COMMUNITY REDEVELOPMENT ADVISORY COMMITTEE
May 19, 2020 5:30 P.M.

There was a Community Redevelopment Advisory Committee Meeting held on May 19, 2020 at 5:30 P.M. via communications media technology.

Committee Members:

Melinda Moses – Council Member/Committee Chair
Stephen Witt – Mayor/City Council
Joe Helfenberger-City Manager

Brandon Beil – absent
Lee Ann Hires
Glenn Hunter – absent
John Kuykendall – absent
Lester McKellum – absent
Janet Moses – absent
Teresa Pinto – absent
Jeff Simmons
Gloria Spivey
Matt Vann

Also in attendance:

Vince Akhimie – Assistant City Manager
Thomas Henry – Public Works Director
Fred Koberlein, Sr. – City Attorney
Audrey Sikes – City Clerk
David Young – Growth Management Director

1. Call to order
Chairperson Moses called the meeting to order at 5:37 P.M.
2. Roll Call
Chairperson Moses asked Ms. Sikes to call the roll. Attendance is indicated above.
3. Approval of Minutes
A. March 10, 2020
Ms. Hires made a motion to approve the March 10, 2020 minutes as presented. Mayor Witt seconded the motion. The motion passed unanimously on a voice vote.

4. Approval of Agenda

Mayor Witt made a motion to approve the agenda as presented. Ms. Spivey seconded the motion. The motion passed unanimously on a voice vote.

5. Update regarding Wilson Park (Joe Helfenberger/Thomas Henry)

Mr. Helfenberger reported council appointed a Citizens Advisory Task Force (CATF). The City Attorney confirmed there is no conflict of interest in having a husband and wife serving on the task force together. He stated the CATF needed to meet at least once before the 750K grant application submission. Mr. Helfenberger reported September is the new application deadline due to COVID.

Mr. Henry provided the following updates:

- picnic tables have arrived
- irrigation bids are being sent out
- security cameras to equip the entire park will cost 65K
- sound system will be bid out by the end of the week
- sign for Wilson Park has been designed, working on pricing

6. Update regarding Sally Mae Jerry Park (Joe Helfenberger/Thomas Henry)

Mr. Helfenberger reported the City Council authorized four (4) items; signage, picnic tables with canopies, working with Florida Power and Light (FPL) on lighting and pursuing foreclosure on the lot. The City is pursuing foreclosure on the lot and have discovered there are two (2) deceased owners and nine (9) total heirs. Mr. Helfenberger discussed the possibility of using plans Mr. Henry prepared versus professionally drawn plans for the park. If the members concur, a consultant would review the plans prepared by Mr. Henry. Mr. Henry explained the diagrams he prepared with the members.

Per Mr. Henry, the CRA approved lights, water fountain, signage and picnic tables. After his discussion with Mr. Helfenberger, the plan is to wait for all items to come in before installation and to seek guidance from council as to what kind of park they want this park to be. Members expressed concerns with the use of the park and not having enough room for playground equipment and a restroom.

Ms. Moses will invite Mr. Jefferson to the next meeting to gain his thoughts as to what his district wants the parks use to be.

7. Update regarding tennis courts (Joe Helfenberger/Thomas Henry)

Mr. Helfenberger reported bidding on this project came in twice as much as there are funds budgeted. Mr. Helfenberger recommends piece milling the project and feels confident by doing it incrementally it will come in under budget. He is trying to have this complete before November.

8. Consider creation of a dog park (Joe Helfenberger/Thomas Henry)
Mr. Helfenberger reported there is a location on St. Margaret's Street that would be ideal for a dog park. Mr. Henry priced out every piece of equipment sold by Gametime for dog parks. The total for all equipment is \$14,500. Mr. Henry has met with Norbie Ronsonet about potential funding via Kiwanis Club for the park. Ms. Moses stated since St. Margaret's is not in the CRA, funding would be addressed through the City Council. Members concurred it was a good idea for Mr. Henry to approach Kiwanis to gauge interest and provide an update back to the committee.
9. Update regarding the Blanche Hotel (Dennille Decker/Mr. Helfenberger)
Ms. Decker provided a general overview and reported the venue would host a wedding next weekend. She stated, prior to COVID they had four (4) letters of interest but is uncertain now. Ms. Decker reported the plan is to host a tour/meeting for the CRAC committee at the Blanche when they can.
10. Future Topics
None
11. Public Comments
Stew Lilker asked if it was permissible for Mr. and Mrs. McKellum to serve on the same Citizens Advisory Task Force Committee. Mr. Koberlein responded, "Yes".
12. Schedule Next Meeting
Ms. Moses stated the next meeting would be on June 9, 2020 at 5:30
13. Adjournment
There being no further business before the committee, the Community Redevelopment Advisory Committee adjourned at 6:19 p.m.

Audrey Sikes, Acting Secretary

** Please note this meeting was held via Webex.

*Join us for the City of
Lake City's*

HOLIDAY Market

Saturday, December 12

**Olustee Park
Lake City, FL**

10:00AM-5:00PM

*Vendors selling
soap, crafts,
candles, gifts, and
holiday goodies*

We encourage social distancing

For more information contact
Terri Phillips 386-758-5427



HOLLY JOLLY CHRISTMAS CAROLS IN OLUSTEE

**DECEMBER 5, 12, AND 19
6:00-8:00 IN THE EVENING
IN OLUSTEE PARK**

Bring a blanket, a chair, or sit on one of our park benches and enjoy the music of carolers strolling through the park as we celebrate together the season of Christmas.

We encourage you to grab dinner at one of our downtown restaurants and visit our downtown merchants for your gift giving needs. Oh, and don't forget to sit on Santa's lap.

We encourage social distancing