



# CRA ADVISORY BOARD

## MEETING MINUTES

**Meeting Date:** March 3, 2022, 3:00 PM

**Location:** Lynn Haven Senior Activity Center  
905 Pennsylvania Ave., Lynn Haven, FL 32444

**TOPIC No.1. Meeting Called to Order by:** Joe Brown at 3:01 PM

**Present Board Members:** Joe Brown, Gay Speights, Carrie Baker, John Cannon, Michael Lovchuck Antonio Bellamy

**Absent Board Members:** John Cannon (excused), Bob Schultz (excused)

**Staff:** Bernd "Ben" Janke, CRA Director

**Public Audience:**

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**TOPIC No.2: Public Commentary:** none.

**TOPIC No.3: Approval of Meeting Minutes from January 24, 2022:** Carrie Baker entertained a motion to approve the meeting minutes as presented. Michael Lovchuck second the motion. Approved unanimously.

**TOPIC No.4: Update on CRA projects:** Joe Brown started the conversation about this topic. Ben Janke provided a status update on each CRA project (project list attached). The following changes were discussed:

- Increase budget for Storefront Assistance Program by \$10,000 to \$60,000
- Remove grant funded projects from project list. These projects won't have a financial impact on the CRA budget.
- Add a new project to the list: engineering services for developing a regional stormwater system to the project list. Joe Brown commented on this new project idea. Ms. Baker asked a question about stormwater. Mr. Janke showed an example of the stormwater issue that prohibits any new development in the historic part of Lynn Haven on small commercial properties.

Michael Lovchuck entertained a motion to recommend the proposed changes to the CRA Board for the mid-year budget changes. This motion was second by Ms. Gay Speights. Approved unanimously.

Joe Brown briefed the Advisory Board on a discussion he had with the Mayor and City Manager how to update the CRA's vision, especially for Florida Ave. Also, Ben Janke briefed the Advisory Board on the upcoming CRA Board meeting and the workshop regarding the Marina Island development, aka Fuel Depot.

**TOPIC No.5: Adjourn:** Meeting was adjourned at 4:34 PM.

## CRA PROJECTS FY 2021/2022 - ORIGINAL BUDGET

**CRA VISION**

To promote a family-oriented, walkable community with a vibrant small-business friendly downtown area that preserves our local, small-town heritage.

1/24/2022

SECTION	PROJECT	CRA PLAN	ACCOUNT # 701-559-	BUDGET	Comments
Town Center	Storefront Assistance Program	47	582050-21012	\$ 50,000	1 application approved
Town Center	install historic markers on Florida Ave.			\$ 10,000	
<del>Town Center</del>	<del>Improvements to Florida Ave. and Ohio Ave.</del>	<del>48</del>			<del>CDBG HRP grant: \$4.5M; design phase</del>
Town Center					
Housing	Residential Incentive Program	49	582050-21013	\$ 65,000 ✓	received 3 applications
Housing	Residential Paint Program	49	582050-21014	\$ 5,000 ✓	3 residents expressed interest
Housing	Drainage Improvements along 1600 Alabama Ave.	49	563000-21006	\$ 70,000	Engineer is designing improvements
<del>Housing</del>	<del>Improving Public Infrastructure along 10th St.</del>	<del>50</del>			<del>CDBG DR grant: \$5.25M</del>
Recreation	Pocket Park 17th St. / RailsToTrails	50		\$ 50,000	cleared the property; design phase
Recreation	Implementation of Rails To Trails project	43			CC to sign agreement w/ FDOT in Jan
Transportation	sidewalk on East 5th St. (Ohio Ave. to Penn Ave.)	48	563000-21010	\$ 40,000	design 90% complete
<del>Transportation</del>	<del>SRTS sidewalk project around LHES</del>	<del>51</del>			<del>FDOT grant funding: \$500K</del>
Transportation					
<b>TOTAL</b>			\$ -	\$ 290,000	

eg. services for regional storm water system

Lovecraft 2. Speights ✓

eg



## CRA EXPENDITURES

Lynn Haven CRA 2022 Annual Budget

701559 ACCOUNT	ACCOUNT DESCRIPTION	2021 BUDGET	2022 BUDGET	\$ AMOUNT CHANGE	% AMOUNT CHANGED
<b>OPERATING EXPENDITURES</b>					
531045	CONSULTING FEES - CRA	\$1,000	\$1,000	\$0	0%
531081	PROFESSIONAL SERVICES-OTHER	\$13,245	\$10,000	-\$3,245	-24%
532000	ACCOUNTING & AUDITING	\$0	\$5,000	\$5,000	100%
540000	TRAVEL & PER DIEM	\$2,500	\$1,000	-\$1,500	-60%
540001	TRAINING & CERTIFICATION	\$3,000	\$3,000	\$0	0%
541000	COMMUNICATIONS	\$500	\$500	\$0	0%
546001	R & M VEHICLES	\$2,000	\$600	-\$1,400	-70%
546099	DEMOLITION	\$35,000	\$15,000	-\$20,000	-57%
547000	PRINTING, BINDING & IMAGING	\$500	\$0	-\$500	-100%
549002	LEGAL NOTICES & FILING FEES	\$1,500	\$1,000	-\$500	-33%
549010	BANK FEES	\$100	\$0	-\$100	-100%
551000	SUPPLIES, OFFICE	\$500	\$700	\$200	40%
552001	SUPPLIES, SIGN MAKING	\$61,792	\$0	-\$61,792	-100%
552200	FUEL	\$1,000	\$1,000	\$0	0%
554000	DUES/PUBLICATIONS/SUBSCRIPTION	\$2,000	\$1,500	-\$500	-25%
563000-	CAPITAL OUTLAY, IMPROVMENTS (Stormwater Alabama Ave)	\$0	\$70,000	\$70,000	N/A
563000-21006	CAPITAL OUTLAY, IMPROVEMENTS (Beautification Grocery Outlet)	\$5,000	\$0	-\$5,000	-100%
563000-21007	CAPITAL OUTLAY, IMPROVEMENTS (Pocket Park 15th/Michigan Ave)	\$50,000	\$0	-\$50,000	-100%
563000-21008	CAPITAL OUTLAY, IMPROVEMENTS (Bus Stop Covers 1115 Penn Ave)	\$20,000	\$0	-\$20,000	-100%
563000-21009	CAPITAL OUTLAY, IMPROVEMENTS (Beautification of FL Ave ROW 7-9th)	\$15,000	\$0	-\$15,000	-100%
563000-21010	CAPITAL OUTLAY, IMPROVEMENTS (5th Sidewalk ImprovementS)	\$35,000	\$40,000	\$5,000	14%
563000-21011	CAPITAL OUTLAY, IMPROVEMENTS (Florida Ave Decorative Street Lights)	\$165,000	\$0	-\$165,000	-100%
563000-21037	CAPITAL OUTLAY, IMPROVEMENTS (105 West 12th St Bus Stop Covers)	\$20,000	\$0	-\$20,000	-100%
563000-	CAPITAL OUTLAY, IMPROVEMNETS (Pocket Park 17th St./Rails to Trails)	\$0	\$50,000	\$50,000	100%
563000-	CAPITAL OUTLAY, IMPROVEMENTS (Install Historic Markers on Florida Ave.)	\$0	\$10,000	\$10,000	100%
582002	AID TO POLICE DEPARTMENT	\$10,000	\$0	-\$10,000	-100%
582050-21012	COMMUNITY GRANTS & AID (Storefront Assistance Program)	\$55,000	\$50,000	-\$5,000	-9%
582050-21013	COMMUNITY GRANTS & AID (Residential Incentive Program)	\$50,000	\$65,000	\$15,000	30%
582050-21014	COMMUNITY GRANTS & AID (Residential Paint Program)	\$0	\$5,000	\$5,000	100%
599099	RESERVE	\$0	\$74,073	\$74,073	100%
<b>TOTAL OPERATING EXPENDITURES</b>		<b>\$549,637</b>	<b>\$404,373</b>	<b>-\$145,264</b>	<b>-26%</b>