

# City of Clearwater

*Main Library - Council Chambers  
100 N. Osceola Avenue  
Clearwater, FL 33755*



## Meeting Minutes

**Monday, May 12, 2025**

**1:00 PM**

**Main Library - Council Chambers**

**Community Redevelopment Agency**

**Roll Call**

**Present** 5 - Chair Bruce Rector, Trustee Ryan Cotton, Trustee Michael Mannino, Trustee David Allbritton, and Trustee Lina Teixeira

**Also Present:** Jennifer Poirrier – City Manager, Daniel Slaughter – Assistant City Manager, David Margolis – City Attorney, Rosemarie Call – City Clerk, Nicole Sprague – Deputy City Clerk, and Jesus Niño – CRA Executive Director

*To provide continuity for research, items are listed in agenda order although not necessarily discussed in that order.*

**Unapproved****1. Call to Order – Chair Rector**

*The meeting was called to order at 1:17 p.m.*

**2. Approval of Minutes**

- 2.1 Approve the minutes of the April 28, 2025 CRA meeting as submitted in written summation by the City Clerk.

**Trustee Teixeira moved to approve the minutes of the April 28, 2025 CRA meeting as submitted in written summation by the City Clerk. The motion was duly seconded and carried unanimously.**

**3. Citizens to be Heard Regarding Items Not on the Agenda**

*Kelly Myer expressed concerns with the proposed vacation of Garden Avenue, supported the proposal submitted by Reconnect Clearwater, and requested the Reconnect Clearwater proposal be added to the May 15, 2025 council meeting agenda.*

**4. New Business Items**

- 4.1 Present May Business Spotlight to Clear Sky on Cleveland.

Clear Sky on Cleveland as the fifth recipient of the Business Spotlight Program

**STRATEGIC PRIORITY:**

- 2.1 Strengthen public-private initiatives that attract, develop, and retain diversified business sector.  
3.1 Support neighborhood identity through services and programs that empower community pride and belonging.

*CRA Specialist Tasha Hadley provided video presentation.*

- 4.2** Approve a Downtown Clearwater Commercial Grant for Vital Life Fitness, LLC, located at 1280 Court St, Clearwater, FL 33756 in amount not to exceed \$101,297.66 and authorize appropriate officials to execute same.

The Downtown Clearwater Commercial Grant Program is designed to support commercial property and business owners within the Downtown Clearwater Community Redevelopment Area (DTCRA) by providing financial assistance for improvements that enhance the appearance, functionality, and economic viability of properties. The program consolidates previous grant offerings into a single, more accessible structure to better serve applicants and advance the goals of the Downtown Redevelopment Plan.

On December 30, 2024, CRA staff received a grant application from Vital Life Fitness, LLC for a series of building and site improvements. The proposed work includes:

- Bathroom demolition and relocation of showers
- Tree removal and site preparation
- New entry driveway installation
- Parking lot and asphalt repairs
- Drywall and stucco work
- Plumbing and electrical upgrades
- New windows and doors
- Interior trim and painting
- Signage
- HVAC system improvements

The total estimated cost of the project is \$184,177.57, and the applicant will provide a 45% match, totaling \$82,879.91.

This grant aligns with the Clearwater Downtown Redevelopment Plan and the City's Strategic Plan. Staff recommends approval of the grant in an amount not to exceed \$101,297.66.

If approved, CRA staff will work with the applicant to execute a grant agreement outlining the terms and conditions. Grant funds will be disbursed upon submission and verification of all required documentation, including permits, itemized budgets, and photographic evidence of work performed.

**APPROPRIATION CODE AND AMOUNT:**

Funds for this new grant are available in R2003- Economic Development-City in an amount not to exceed \$101,297.66.

**STRATEGIC PRIORITY:**

**Clearwater Downtown Redevelopment Plan**

Downtown will be a dynamic built environment of dense and livable patterns and active and attractive streets through quality urban design and architecture. (Urban Design Goals, page 48)

- Objective 4A: Encourage redevelopment that contains a variety of building forms and style
- Objective 4D: Encourage renovation, restoration, and reuse of existing historic structures to maintain the character of Downtown's neighborhoods.

**City's Strategic Plan**

2.1 Strengthen public-private initiatives that attract, develop, and retain diversified business sectors.

2.2 Cultivate a business climate that welcomes entrepreneurship, inspires local investment, supports Eco-friendly enterprises, and encourages high-quality job growth.

2.3 Promote Clearwater as a premier destination for entertainment, cultural experiences, tourism, and national sporting events.

3.1 Support neighborhood identity through services and programs that empower community pride and belonging.

**Trustee Allbritton moved to approve a Downtown Clearwater Commercial Grant for Vital Life Fitness, LLC, located at 1280 Court St, Clearwater, FL 33756 in amount not to exceed \$101,297.66 and authorize appropriate officials to execute same. The motion was duly seconded and carried unanimously.**

- 4.3** Authorize the City of Clearwater Community Redevelopment Agency (CRA) Executive Director to enter into negotiations with Tampa Bay Neighborhood Housing Services to acquire and rehabilitate the mixed-use property owned by the CRA located at 1105 Carlton Street.

October 2023 the CRA purchased property at the southeast corner of North Martin Luther King, Jr. Avenue and Calton Street, in the amount of \$350,000 using American Rescue Plan Act fund (ARPA) related funding. Prior to purchase there were two appraisals that were completed, James Millspaugh and Associates, Inc. valued the property at \$224,000 and Tobias Realty

Advisors, LLC valued the property at \$297,000. After the second appraisal was completed, staff conducted an appraisal using more recent sales data and valued the property at \$323,400. At the time of purchase, staff and leadership understood that the acquisition price was over market value, according to the appraisals received by the city, however the decision was made to acquire the property in order to stimulate development on the MLK Corridor.

The CRA issued a request for Letters of Interest (LOI) for any interested party to acquire and rehabilitate the mixed-use property located at 1105 Carlton Street. The mixed-use structure is concrete block construction, approximately 2,440 SF and requires significant rehabilitation. The property has a total land area of .08 acres and is zoned Commercial. Preference will be given to proposals that include restoration of the present structure, income restricted rental units, and a mixed-use component.

The CRA received one response to the LOI being the proposal from Tampa Bay Neighborhood Housing Services (TBNHS). The LOI review committee (Committee) read the proposal and evaluated the project budget, a financial strategy, and a plan of redevelopment.

TBNHS is proposing to redevelop 1105 Carlton Street into a small mixed-use project with one ground floor commercial rental space and one apartment rental unit above the commercial space. The 3-bedroom apartment would be approximately 900 square feet and be available to families earning below 80% of the area median income. TBNHS intends to make the rental apartment available to families that participate in the Housing Choice Voucher Program from Clearwater Housing Authority.

The estimated total development costs for the project are \$1,345,200. This includes a \$144,000 developer fee. The proposed financing structure includes a conventional 1st mortgage from one of TBNHS' commercial lending partners. TBNHS proposes that the CRA provide a cash flow loan for \$350,000. Based on the proposed operating proforma, TBNHS would make annual payments of \$8,279. The balance of funds required for the development of this project (\$633,000) would be secured by a Land Use Restriction Agreement.

Certain points to be discussed with TBNHS during the negotiations include:

- Terms for the property will be a donation or sale
- Terms for closing conditions
- Terms for the \$350,000 in increment funds that TBNHS is requesting
- The CRA's participation in vetting the business for commercial space on the first floor

This item was presented to the North Greenwood Citizens Advisory Committee. They approved moving forward with bringing this item before the CRA Trustees for approval to negotiate, but asked they there be a term for TBNHS to partner and work with Clearwater Urban Leadership Coalition on their project which is at the adjacent parcel.

Meets North Greenwood CRA Goal for Area Wide Recommended and Use Change and Redevelopment Opportunities by partnering with an

organization(s) to redevelopment lots in single family neighborhoods as affordable units.

**APPROPRIATION CODE AND AMOUNT: N/A**

**STRATEGIC PRIORITY:**

2.1 Strengthen public-private initiatives that attract, develop, and retain diversified business sectors.

3.2 Preserve community livability through responsible development standards, proactive code compliance, and targeted revitalization.

*In response to a concern, CRA Executive Director Jesus Niño said the proposal calls for activation on the first floor, which is commercial space, and a residential unit on the second floor that caters to 8% AMI (Area Median Income) or below. He said the North Greenwood Citizen Advisory Committee recommended the organization partner with the Clearwater Urban Leadership Coalition on the abutting container project.*

**Trustee Mannino moved to authorize the City of Clearwater Community Redevelopment Agency (CRA) Executive Director to enter into negotiations with Tampa Bay Neighborhood Housing Services to acquire and rehabilitate the mixed-use property owned by the CRA located at 1105 Carlton Street. The motion was duly seconded and carried unanimously.**

- 4.4** Approve a Guaranteed Maximum Price (GMP) proposal from Biltmore Construction Co., Inc of Belleair, Florida, in the amount of \$272,437 for the demolition of the former Fire Station 45, pursuant to the continuing contract awarded in Request for Qualifications (RFQ) 51-24, and authorize the appropriate officials to execute same.

The Community Redevelopment Agency (CRA) acquired the property, located at 610 Franklin Street, in 2019 for the purposes of redevelopment in accordance with the Downtown Clearwater Redevelopment Plan. The vacant Fire Station 45 consists of two unoccupied structures built in 1975, located on the property. The CRA is requesting funding to demolish these structures. The scope of demolition includes asbestos abatement, removal of both buildings, and site grading. This site will be used temporarily as either parking or staging during construction downtown that is set to begin Fall 2025. Existing asphalt parking will remain, and all State-mandated asbestos monitoring and reporting will be provided by the contractor. After the construction downtown is completed the CRA will dispose of the property for redevelopment.

The buildings on the property are vacant and not suitable for alternative uses. This demolition supports the plan by preparing the site for future redevelopment use.

**APPROPRIATION CODE AND AMOUNT:**

Funds for this demolition are available in R2004- Economic Development-County

**STRATEGIC PRIORITY:**

3.2 Preserve community livability through responsible development standards, proactive code compliance, and targeted revitalization.

**Trustee Cotton moved to approve a Guaranteed Maximum Price (GMP) proposal from Biltmore Construction Co., Inc of Belleair, Florida, in the amount of \$272,437 for the demolition of the former Fire Station 45, pursuant to the continuing contract awarded in Request for Qualifications (RFQ) 51-24, and authorize the appropriate officials to execute same. The motion was duly seconded and carried unanimously.**

**4.5 Downtown Revitalization.**

A monthly opportunity for CRA Trustees to exchange ideas and address downtown-related topics and priorities.

**STRATEGIC PRIORITY:**

2.1 Strengthen public-private initiatives that attract, develop, and retain diversified business sectors.

2.3 Promote Clearwater as a premier destination for entertainment, cultural experiences, tourism, and national sporting events.

*In response to questions, Interim Planning and Development Director Lauren Matzke said DeNunzio was set to mobilize in the next week or so. She said she will contact them about scheduling a ground breaking. Regarding the affordable housing project in the East Gateway area, she said construction is progressing very well and the developer has been utilizing private providers for the inspections. The City Attorney said the Gotham portion of the project is on the old city hall site; closing must be completed by March 1, 2026 at the latest if they wish to get the early closing incentive. The City has already closed on the Harborview parcel with DeNunzio. DeNunzio has received their building permits for the proposed hotel and retail project.*

**5. Director's Report**

*Mr. Niño said staff continues to work with Public Works, Parks and Recreation, and Planning and Development to schedule a few community meetings in Downtown during June to discuss the upcoming development projects. He said staff is also working with other city departments to move the lighting in the 400 and 500-block of Cleveland Street to implement the decorative lighting. He said staff has completed the work needed, such as evaluation criteria, to accept and review proposals for the Main Library. Staff has received calls regarding the Main Library RFP from entities all over Florida and other parts of the country.*

**6. Adjourn**

*The meeting adjourned at 1:41 p.m.*

Attest

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Chair  
Community Redevelopment Agency

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City Clerk