

PUBLIC NOTICE OF THE GROVELAND COMMUNITY REDEVELOPMENT AGENCY GOVERNING BOARD SPECIAL MEETING IS SCHEDULED TO COMMENCE IMMEDIATELY FOLLOWING THE CRA BUDGET WORKSHOP WHICH CONVENES AT 6:00 PM, AUGUST 31, 2020

Please note: In order to reduce public gatherings and the spread of COVID-19, the August 31, 2020 Community Redevelopment Agency Governing Board Meeting will be held using telephonic video conferencing as authorized by Governor DeSantis in Executive Order 20-69. The public can attend the virtual meeting. Instructions to participate have been posted to the city's website under "public notices" at www.groveland-fl.gov. However, the public is advised to check the city website for up-to-date information on any changes to the manner in which the meetings will be held.

CHAIR
VICE CHAIR
BOARD MEMBER
BOARD MEMBER
BOARD MEMBER
BOARD MEMBER
BOARD MEMBER
CITY ATTORNEY
CRA MANAGER
CRA COORDINATOR

EVELYN WILSON
MIKE RADZIK
DINA SWEATT
RANDOLPH WAITE
MIKE SMITH
BRIGGETT BRANNON
(vacant)
ANITA GERACI-CARVER, ESQ.
DAN MURPHY
JOHN M. JONES

CITY MANAGER
RECORDING SECRETARY
SERGEANT-AT-ARMS

MICHAEL HEIN
CIARA BENDER
CHIEF SHAWN RAMSEY

Please note: Most written communication to or from government officials regarding government business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

Call to Order

PLEDGE OF CONDUCT

- We may disagree, but we will be respectful of one another.
- We will direct all comments to issues.
- We will avoid personal attacks.
- Audience members wishing to speak must be recognized by the Chair.
- Speaking without being recognized will be considered "Out of Order."

AGENDA

OPENING CEREMONIES

- a. Pledge of Allegiance

ROLL CALL

OLD BUSINESS

1. Consideration of Approval of July 27, 2020 Groveland CRA Governing Board Meeting Minutes
2. Consideration of Approval of Resolution 2020-43 Commercial Property Improvement – Façade Grant Program Revisions

NEW BUSINESS

3. Discussion: Groveland CRA Plan Schedule Update and Upcoming Events & Activities
4. Discussion: Fiscal Year 2020/2021 Service Contract Renewal Anointed Community Services International
5. CRA Manager's Report
6. City Attorney's Report
5. Upcoming Meeting Schedule*
 - September 28th 2020
 - November 23rd 2020

*The CRA meetings are held at 6:00 p.m.

PUBLIC COMMENT

ADJOURNMENT

Groveland Code of Ordinances Sec. 2-58 (f). Any person desiring to address the council shall first secure the permission of the presiding officer and shall give his name and address for the record. All remarks shall be addressed to the council as a body and not to any member thereof unless permission to do so is first granted by the presiding officer. Unless further time is granted by the presiding officer or the council, members of the public shall limit their discussion or address to no more than five minutes. No question shall be asked a councilmember or city official except through the presiding officer.

Pursuant to the provisions of Chap. 286, F.S., Sec. 286.0105, if a person decides to appeal any decision made by this body with respect to any matter considered at this meeting, 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 may include the testimony and evidence upon which the appeal is to be based and is advised to make such arrangements at his or her own expense.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's Office 72 hours prior to the date of the meeting.

Old Business

**City of Groveland
Minutes
Community Redevelopment Agency Special Meeting
Monday, July 27, 2020**

The Groveland Community Redevelopment Agency (CRA) held a Special Meeting on Monday, July 27, 2020 that was held using telephonic video conferencing in order to reduce public gatherings and the spread of COVID-19, as authorized by Governor DeSantis in Executive Order 20-69. The public was able to attend the virtual meeting. Instructions to participate were posted to the City's website under "Public Notices" at www.groveland-fl.gov and at City Hall in the display board. Chair Evelyn Wilson called the meeting to order at 6:00 p.m. with the following members present: Vice Chair Mike Radzik and Board Members Mike Smith, Dina Sweatt, Briggette Brannon and Randolph Waite. City officials present were City Manager Mike Hein, City Clerk Virginia Wright, CRA Manager Dan Murphy, CRA Coordinator John Jones, City Attorney Anita Geraci-Carver, and Assistant to City Clerk Ciara Bender.

OPENING CEREMONIES

Pledge of Allegiance led by Vice Chair Radzik.

Chair Wilson read the following into the record:

Pursuant to Executive Order No. 20-69, issued by Governor DeSantis on March 20, 2020, municipalities may conduct meetings of their governing boards without having a quorum of its members present physically or at any specific location. Further, municipalities may utilize telephonic or video conferencing to hold public meetings.

Thank you for joining us for the City's CRA Board meeting being held through the Zoom platform. On behalf of myself, all board members and staff we hope you and your families are well.

All votes will be received by roll call vote. For board member discussion I will call on each board member individually to avoid members talking over one another. If you wish to speak again after your initial comments or have additional questions, please click on "Raise Hand" so you can be recognized.

We will be taking public comment during the meeting. The procedures for public participation will be explained by the City Attorney shortly.

City Attorney Anita Gerarci Carver provided explanation of public participation procedures as follows:

Public notice of this meeting was provided on the City's website and posted at City Hall. The public notice included directions for how members of the public can

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BOARD MEETING MINUTES

participate. The public has the option to join the Zoom meeting remotely using a computer to watch and listen to the meeting. Or the public can call into the meeting on their telephone and listen to the meeting. Regardless of which option, all attendees from the public are added in listen-mode only.

The notice also provided direction for members of the public who need special accommodation to participate in the meeting in accordance with the ADA to contact the City Clerk not later than 3 business days before the meeting.

The public has been given the opportunity to submit public comments in advance of the meeting by e-mailing the Recording Secretary. Public comments received before 3 p.m. on the meeting date have been shared with the CRA Board prior to this evening's meeting. The Recording Secretary will read the comments into the record during the meeting. Any public comments received after 3 p.m. will be shared with the CRA Board after the meeting and will be retained as a public record.

No public comments were received by the Recording Secretary.

OLD BUSINESS

1. Consideration of Approval: May 4, 2020 Groveland CRA Governing Board Meeting Minutes

Note: Board Member Brannon's absence at the May 4th meeting was marked as excused.

Motion: Vice Chair Radzik moved to approve the May 4, 2020 Groveland CRA Governing Board Meeting Minutes; seconded by Council Member Waite.

Motion passed with all Board Members present voting aye.

NEW BUSINESS

2. Consideration of Approval: CPWG Streetscape Design for Broad Street

Dan Murphy, CRA Manager introduced the following representatives from CPWG: Steve Tarte, Grace Harrison and Matti Rukholm; who presented the proposed streetscape design for Broad Street.

Mr. Rukholm stated the three (3) main elements of the design include trees and shrubs, lighting, and irrigation. The trees would consist of the Natchez crape myrtle, bald cypress, and live oak. Soil cells would be added to help the trees survive in an urban environment. The shrubs would consist of the Dwarf

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Bufford Holly, the better john bottlebrush, and the summer sunset jasmine. Other plants would include Muhly grass, Emerald Goddess, and the African Iris.

The proposed lighting consists of the open deluxe acorn LED fixture for pedestrian lighting and an energy-efficient roadway LED fixture for street lighting. Costs were estimated to be up to \$167,310. Mr. Tarte advised there is an option to light one side of the street for an approximate cost saving of \$70,000 - \$80,000.

Mr. Rukholm provided the street irrigation design. Estimated costs for landscaping and irrigation are approximately \$149,184.75.

Board Member Smith asked if the cables for the lighting would be underground and how big the live oak trees would be. Mr. Rukholm replied the cables would be underground. The live oak trees would be 5.5 inches tall.

Vice Chair Radzik expressed his concern for live oak and cathedral trees ripping up the sidewalks as they grow. Mrs. Harrison stated it wouldn't be a concern due to a proposed root barrier that would direct the tree roots in a specific direction as they grow.

Vice Chair Radzik asked if money received from the FDOT program could be used for upgrades to side streets. Mr. Jones stated he would research this item and report his findings.

Board Member Smith asked if the pole light requirements would apply to Broad Street, once it is no longer an arterial street due to the State Road 50 Realignment project. Mr. Tarte advised the pole lighting will not be a requirement at that time and the City would be able to change them.

Chair Wilson inquired as to how long it could take to begin on the project. Mr. Tarte stated possibly within 30 days from contract.

Board Member Brannon asked if there was money in the budget for the streetscape design. If so, should it be used for items such as the stormwater issue. Mr. Murphy stated there was about \$35,000 left in the streetscape budget for this year and \$273,000 allocated for next year.

Board Member Brannon also asked if this project would need to be reconstructed once the State Road 50 Realignment project began. Mr. Murphy stated the State Road 50 Alignment Project was considered in the design of the Broad Street Streetscape.

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Motion: Vice Chair Radzik moved to approve the CPWG Streetscape Design for Broad Street in the not-to-exceed amount of \$316,000; seconded by Board Member Sweatt.

Motion passed with all Board Members present voting aye.

3. Consideration of Approval: Façade Grant – Coyote Rojo

Mr. Murphy stated he has been actively promoting façade grants to local businesses. Coyote Rojo completed an application to be considered for an award of \$20,000. Currently, the Façade Grant allows up to \$10,000 of applicable expenses to be reimbursed.

Chair Wilson inquired as to the best way to move forward. City Attorney Geraci-Carver stated it would be best to approve the initial \$10,000 contingent on the ordinance being amended to allow for another \$10,000 to be awarded.

Board Member Smith asked how much the applicant would be responsible for. City Attorney Geraci-Carver stated the proposed split would be 80/20 in the amended ordinance.

Vice Chair Radzik expressed concern for the City being able to secure its investment in the event the business decided relocate outside of the City.

Mr. Murphy stated the business would be required to repay a percentage of the loan if they relocated within a certain period of time.

Chair Wilson asked if the color of the building could be stipulated. City Attorney Geraci-Carver stated the stipulation is already in the ordinance, but it could also be a condition of grant approval. Mr. Hein stated staff would work with the owner on the color stipulation for the amended ordinance.

Chair Wilson inquired if the parking lot would be included in the repairs.

Mr. Murphy advised it would not.

Board Member Brannon asked if the first \$10,000 would need to be used before the end of the current fiscal year. Mr. Jones reported the funds could be rolled over into next year's budget if not used.

Motion: Board Member Sweatt moved to approve the Façade Grant for Coyote Rojo for \$10,000 contingent upon a natural color scheme; seconded by Vice Chair Radzik.

Motion passed with all Board Members present voting aye.

4. Consideration of Approval: Façade Grant - Cashwell Steel Building

Mr. Murphy stated the Cashwell building is located on Garden Avenue. The owner would like to make updates to building, as it is included in the entry to Groveland. This grant would also be for \$20,000 once the amended ordinance allowed for the additional \$10,000.

Motion: Vice Chair Radzik moved to approve the Façade Grant for the Cashwell Steel Building for \$10,000; seconded by Board Member Brannon.

Motion passed with all Board Members present voting aye.

5. Consideration of Approval: Job Growth Incentive Grant and Building Permit Fee Grant – Traffic Control Devices

Mr. Murphy reported the owner of Traffic Control Devices (TCD) is planning to invest \$1.1 million to renovate its current structure and add an additional structure. The company installs road and traffic control signs for the State of Florida and intends to employ up to 26 people at higher than 115 percent of the median wage for the County; qualifying TCD for the Job Growth Incentive Grant. Due to the capital investment, the company qualifies for a waiver of permit fees up to \$20,000.

Board Member Sweat asked where the company is located. Mr. Murphy stated it is near Groveland Elementary School on Anderson Street.

Mr. Jones reported the job growth incentive would be included in a performance agreement where the company agrees to hire employees at a certain salary level within a certain period of time, and also agrees to retain those positions for a certain period of time. Should the company not comply with these requirements, a percentage of the award would be required to be paid back by way of a surety instrument.

Vice Chair Radzik inquired if TCD would be required to provide a report to remain compliant. Mr. Jones stated yes, an annual report would be required.

Board Member Waite asked if it would be required for TCD to hire locally. Mr. Jones stated the incentive program is designed to encourage companies to hire locally. The company would receive an extra amount per job created if the employee is a Groveland resident.

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Board Member Smith asked if the company could hire locally, but require that employee to work somewhere other than Groveland. Mr. Jones reported the agreement only specifies the company would need to relocate or hire a set number of employees and retain them for a set number of years. Therefore, it is possible the company could place employees at another location. However, the company would have to sign their annual report stating they are in compliance and would be held responsible if found not to be.

Vice Chair Radzik inquired as to how much in ad valorem taxes TCD stands to generate for the City. Mr. Jones reported an approximate \$7,348 per year. He noted the approval would be a positive addition to the Groveland economy and would encourage other businesses to evaluate participation in the incentive program.

Motion: Vice Chair Radzik moved to approve the \$10,000 Job Growth Incentive Grant and Building Permit Fee Grant up to \$20,000 for Traffic Control Devices; seconded by Board Member Sweatt.

Motion passed with all Board Members present voting aye.

REPORTS

CRA Manager

Mr. Murphy reported the following:

- Howard Fertilizer is making some cosmetic upgrades to their building, starting with a fresh coat of paint. They've also put a new green cloth fence to help with appearance.
- McDonald's new sign includes Groveland's logo and is back-lighted.
- The next CRA Board Meeting is scheduled for September 28, 2020 and will include the Anointed Community Services International funding.

City Manager Hein

City Manager Hein reported the following:

- The Governor vetoed the funding for the train station, as the line item did not survive budget cuts. Mr. Hein is still in discussions to possibly lease, gift or relocate the facility with the owners.
- The Public Safety Complex is expected to be completed on time and is under budget. A request for proposal (RFP) will be drafted to reuse the old police and fire buildings for an alternative business.

Anita Geraci-Carver

Nothing to report at this time.

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ADJOURNMENT

Mayor Wilson thanked everyone who attended and participated in the meeting. Mayor Wilson adjourned the meeting at 7:44 p.m.



Evelyn Wilson, Chair

Attest:

Ciara Bender, Recording Secretary



DISCUSSION AND CONSIDERATION FOR APPROVAL FAÇADE GRANT PROGRAM REVISIONS

MEETING DATE: August 31, 2020

ITEM NUMBER: 2
AGENDA ITEM: Façade Grant Program - Commercial Property Improvement Program Revisions
PREPARED BY: John Jones, CRA Projects Coordinator
DATE: August 26, 2020

BACKGROUND:

This item is to request consideration to adopt the attached Resolution (Attached) for approval of revisions to the Groveland CRA Façade Grant (Commercial Property Improvement) program.

The Community Redevelopment Agency, after discussion with past and potential future façade grant program users has identified several revisions to the program that are designed to increase ease and utility of the program to users and facilitate a greater use of the program by businesses located within the CRA.

These revisions include modification to grant award amounts and award matching levels. A summary of the proposed revisions are attached in a ~~Strikethrough~~ and Underline format to denote the revisions to the existing program.

DISCUSSION

The revised façade grant program is based on extensive research of other successful façade grant programs. The revised façade grant program has been reviewed and endorsed by the City Attorney for legal sufficiency and compliance with existing City and State regulations.

The terms and conditions of the revised Façade Grant Program will be applicable to Façade Grant applications heretofore provisionally approved pending the adoption of this Resolution.

Available Funding

The Groveland Community Redevelopment Agency has allocated \$60,000 for FY 2020/2021 for the Façade Grant/Business Assistance program.

<p>STAFF RECOMMENDATION: Staff recommends the CRA Governing Board adopt the attached Resolution and approve the revised Groveland CRA Façade Grant Program and authorize the City Manager, CRA Manager and or their designee(s) to execute necessary agreements and documents to implement this program.</p>

Attachments:

City of Groveland Community Redevelopment Agency Commercial Property Improvement Program Description showing revisions.

Resolution 2020-43 - Commercial Property Improvement Program

REVIEWED BY CITY MANAGER:

COUNCIL ACTION:

MOTION BY:

SECOND BY:

ATTACHMENT 1

City of Groveland

City of Groveland Community Redevelopment Agency **COMMERCIAL PROPERTY IMPROVEMENT GRANT**

About the program

The Groveland CRA Commercial Property Improvement Grant Program is an incentive program available to businesses and property owners located within the CRA priority area along SR 50, as hereinafter defined. The purpose is to improve the visible appearance and street presence of properties as well as enhance the functionality of businesses within the priority area.

Through this program the CRA may provide grants up to \$20,000 based on the Funding Guidelines below. All grant recipients are required to provide a minimum 20% match for their projects. The Commercial Property Improvement Grant Program (Program) is subject to funding availability unless otherwise authorized by the Groveland CRA Board. All applications will be scored by CRA staff based upon the specific criteria herein and in the event that multiple completed applications are received within a 30-day window, the highest scoring applications shall prevail.

The CRA Priority Area included properties along SR 50 which also consists of Broad Street and Orange Street.

Eligibility Criteria

- a. Property must be located within the Groveland CRA Priority Area.
- b. Primary and principle property use must be commercial. Residential uses are ineligible.
- c. Exterior improvements must adhere to the City of Groveland Building Code and Zoning Regulations and all Federal, State and Local Requirements.
- d. Improvements must support the objectives and goals of the Groveland CRA Redevelopment Plan.
- e. Properties “for sale” or listed on the MLS at the time of application are not eligible.
- f. Property Owners may not reapply if they have received the maximum funding amount within a 5-year period under this or any other grant program administered by the Groveland CRA except as otherwise provided
- g. The property’s use must be a legally conforming use per the City of Groveland Zoning Code.
- h. Property to be improved, must not have any delinquent ad valorem taxes, be free of all municipal and county liens, judgments and encumbrances of any kind. This provision can be waived by the CRA Board if development plans for the property meet the goals and objectives as set forth in the Groveland CRA Plan, as determined by the Board. Upon grant approval the property must remain free of all municipal and county liens, judgments or encumbrances of any kind under the term of the Grant Program.

Funding Guidelines

- a. Maximum Award Amount - The Groveland CRA is making available to commercial and/or mixed use properties within the CRA Priority Area matching grants for improvements up to a maximum grant award as follows:
 - o For properties with 60 to 120 feet or more of priority street frontage – **Up to \$20,000**
 - o For properties with less than 60 feet of priority street frontage – **Up to \$10,000**

The intent is to encourage multiple property owners within a priority area to engage in property improvements simultaneously and in areas where public investment has or is planned to occur.

- b. Applicants applying for funding below the maximum award amount may reapply, but are only entitled to the total Maximum Award Amount within a 5-year period of initial approval. If a property has received funding to the Maximum Award Amount, reapplication may not be made for a period of 5 years.

- c. Applicants are required to match the grant award with a minimum of 20% of the project costs. Only after the Applicant has paid the match amount will the CRA begin to disburse grant funds.
- d. Properties that are sold or transferred or if there is a change of use within twenty-four months of receiving grant funding, the Applicant must repay the full amount of the Program grant. A Declaration of Restrictive Covenant shall be recorded in the public records of Lake County, Florida against the property in order to secure the CRA's right of repayment.
- e. Program Grant Agreement and the Declaration of Restrictive Covenants ("Program Documents") shall be executed within 30 days following approval of the grant by the CRA Board.
- f. Building Permit applications must be submitted within 60 days following execution of the grant Agreement and construction to begin immediately after permit approvals.
- g. Executed Declaration of Restrictive Covenants must be recorded in the Lake County public records and a recorded copy provided to the CRA within ten days of receipt of the executed Program Grant Agreement. No funds will be disbursed for the project before this has been done.

Eligible Expenses

Eligible expenses are those reasonable costs associated with undertaking a substantial façade improvement and/or substantial site improvements that are visible from a major corridor or street within the Groveland CRA Priority Area. Eligible expenses include design, permitting, labor and materials related to the construction or installation of eligible improvements. The following are eligible improvements to be funded under the program:

- a. Eligible improvements:
 - Façade improvements
 - Landscaping (trees, shrubs and perennials)
 - Signage
 - Awnings
 - Impact resistant windows
 - Parking lot improvement
 - Exterior painting and repair
 - Other site improvements complimentary to the above
- b. All work must be performed in a first class workmanlike manner in compliance with ordinances and regulations of the City of Groveland and must meet all building and other applicable codes, including state and federal regulations.
- c. To be eligible for this grant, Applicants must undertake a comprehensive improvement project undertaking two or more of the eligible improvements.
- d. Due to limited funding, CRA staff will evaluate the submission and may request additional improvements to make projects more comprehensive prior to CRA Board consideration.

Ineligible Expenses

Ineligible expenses include general maintenance items: parking lot repairs (not related to a comprehensive improvement of the overall appearance of the property); roofing; air conditioning systems and ductwork; interior repairs or renovations; or correction of code violations and; ADA compliance, except in limited instances where these expenses are mandated as part of eligible improvements by the City of Groveland Community Development Department. Any improvements undertaken prior to execution of the Program Documents will be ineligible for reimbursement.

Step 1: Application Process

- a. Schedule an appointment with Groveland CRA staff to discuss potential project and make sure it meets Program intent. Please call 352 429-2141 ex 2101 or e-mail dan.murphy@groveland-fl.gov.

- b. Submit a completed application with a check for \$100 made payable to City of Groveland for zoning review. Incomplete applications will not be considered for funding until a complete application and all supporting documents are received by the CRA. Applications must be signed by the fee simple owner of the property: tenants and/or other occupants are ineligible to participate in the Program and are prohibited from filing an application on behalf of an owner, unless otherwise authorized in writing by the property owner.
- c. Groveland CRA will complete the application review within 30 days of receipt and notify Applicants of any missing information or deficiencies in terms of eligibility for the Program.
- d. Upon determination of completeness and eligibility, CRA staff will place the Application on the next available CRA Board agenda for consideration. The CRA Board meets every other month on the fourth Monday at 6 p.m.
- e. Applicants are strongly encouraged to attend the CRA Board meeting. The decision of the CRA Board shall be final.
- f. Applicants not approved may apply again with modifications. A fully executed and approved Program Grant Agreement between the Groveland CRA and the Applicant together with the Declaration of Restrictive Covenants shall be executed within 30 days of Board approval and shall serve as a Notice to Proceed.
- g. Project must commence and be completed within nine months of Program Agreement execution.
- h. Should project delays arise, it is at the discretion of the CRA Manager to grant no more than one 6-month extension to the Agreement prior to its expiration. Extensions will not be considered once the Agreement has expired.

Step 2: Construction/Payment by the CRA/City of Groveland

- a. If the contractor agrees to await payment until a final check is issued by the Groveland CRA, Applicant will submit invoices for all work and correspondence confirming completion of work to the satisfaction of the business owner and/or property owner.
- b. If the contractor requires payment upon completion of the work, Applicant must pay the invoice and submit copies of all invoices and copies of cancelled checks for payment to the City of Groveland. Submission of a release from obligation to the contractor is also advised.
- c. A CRA and City of Groveland staff member will visit the property to review work, document with photographs and authorize final payment to the Applicant.

PLEASE READ THE FOLLOWING PRIOR TO APPLICATION SUBMITTAL

- An application must include **all** of the following items: Photographs of current condition of site and structures; architectural renderings in color of proposed façade improvements; a detailed outline of all proposed improvements with cost estimate and; a Compact Disk or other electronic device containing copies of all required documents. If any components of the project pertain to paving, fencing, landscaping, etc. a survey showing location of work shall also be required.
- Owners of properties that are for sale may not apply for grant funding. Properties sold within twenty-four months of receiving grant funding **must repay the full grant amount**.
- After approval by the CRA Board, the CRA will provide the Applicant with an approved Grant Agreement and Declaration of Restrictive Covenants for signature. The property owner shall not begin construction until the Grant Agreement and Declaration is signed by all parties and the Declaration of Restrictive Covenants has been recorded in Lake County public records. Improvements completed prior to approval by the CRA Board will not be eligible for reimbursement.
- If deemed necessary, the CRA reserves the right to have the application and its contents evaluated and analyzed by an outside third party including but not limited to: the proposed business plan, partnership/ownership information with equity positions, mortgage on the property, lease agreements, letter of intent from lending institution and any other documents provided by the Applicant.
- If the site plan or Application request includes landscaping, the landscaping must consist of a species and varieties of native plants that are drought tolerant, require little irrigation and withstand the environmental

conditions of Groveland. Irrigation systems must prevent over spray and water waste and it is recommended a drip irrigation system be installed.

- Property to be improved must not have any delinquent ad valorem taxes, be free of all municipal and county liens, judgments and encumbrances of any kind. This provision can be waived by the CRA Board if development plans for the property meet the goals and objectives set forth in the City of Groveland CRA Plan. Upon grant approval, the property must remain free of all municipal and county liens, judgments or encumbrances of any kind under the term of the agreement.

I have read completely and understand the program requirements including the application guidelines and grant reimbursement process.

Signature

Date _____

Printed Name and Title



ATTACHMENT 2

RESOLUTION 2020-43

A RESOLUTION OF THE CRA OF THE CITY OF GROVELAND, FLORIDA, APPROVING THE COMMERCIAL PROPERTY IMPROVEMENT GRANT PROGRAM; AUTHORIZING GRANT AWARDS TO NON-RESIDENTIAL PROPERTIES IN THE CRA PRIORITY AREA IN AN AMOUNT UP TO \$20,000; REQUIRING MATCHING FUNDS OF 20 PERCENT; DESIGNATING A CRA PRIORITY AREA; SPECIFYING EXPENSES ELIGIBLE FOR REIMBURSEMENT AND INELIGIBLE EXPENSES; SPECIFYING AN APPLICATION PROCESS; PROVIDING FOR CONFLICTS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Community Redevelopment Agency of the City of Groveland has funded façade improvements in the CRA and realized success; and

WHEREAS, the Community Redevelopment Agency Board desires to revise the façade grant program and adopt a Commercial Property Improvement Grant Program as outlined herein.

NOW THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY BOARD OF THE CITY OF GROVELAND, LAKE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The City of Groveland Community Redevelopment Agency, Commercial Property Improvement Grant, **a copy of which is attached hereto**, is approved.

Section 2. That all or parts of ordinances, resolutions or approvals of the Community Redevelopment Agency in conflict herewith are hereby repealed.

Section 3. This resolution shall take effect immediately upon its adoption by the City Council of the City of Groveland, Florida.

PASSED AND RESOLVED this _____ day of _____, 2020, by the Community Redevelopment Agency Board of the City of Groveland, Florida.

Evelyn Wilson, Mayor/Chairperson
City of Groveland, Florida

ATTEST:

Virginia Wright, City Clerk



Approved as to Form:

Anita Geraci-Carver
City Attorney

Board Member _____ moved the passage and adoption of the above and foregoing Resolution. Motion was seconded by Board Member _____ and upon roll call on the motion the vote was as follows:

	YEA	NAY
Mike Radzik		
Mike Smith		
Dina Sweatt		
Randolph Waite		
Evelyn Wilson		
Brigette Brannon		

New Business



REQUEST FOR CRA REVIEW AND APPROVAL

MEETING DATE: August 31, 2020

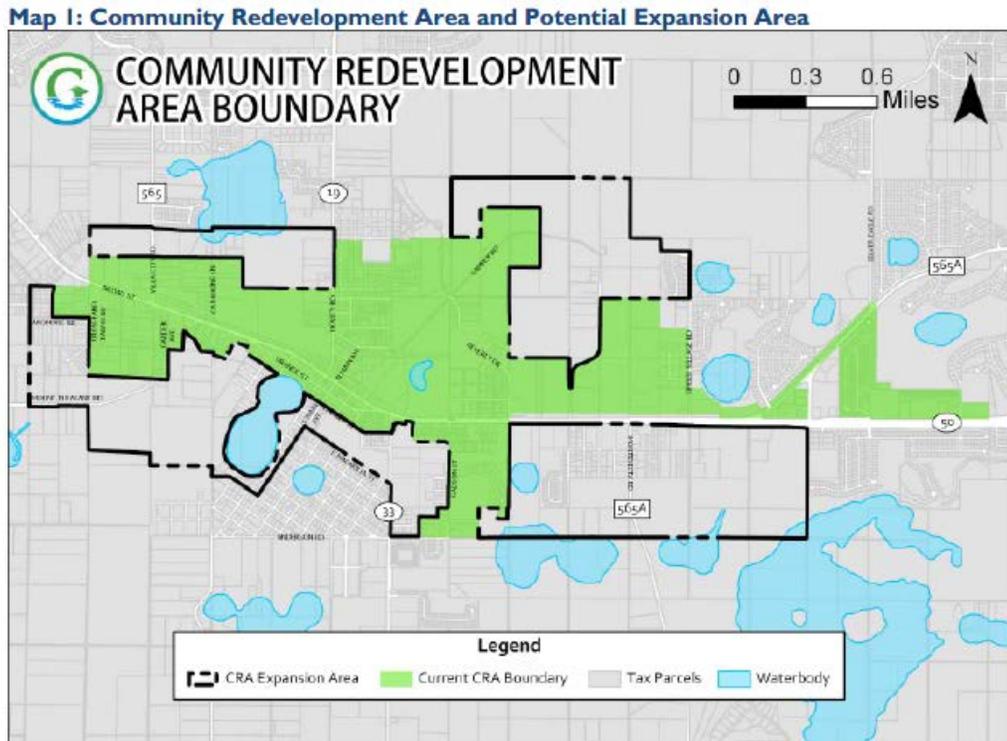
ITEM NUMBER:	3
AGENDA ITEM:	Community Redevelopment Plan Update and Schedule
PREPARED BY:	John Jones, CRA Projects Coordinator
DATE:	August 26, 2020

STATUS:

This item is to provide a status report to the CRA Governing Board regarding the production schedule of the Groveland CRA Plan update and public workshop dates.

Background Expansion of CRA Boundaries

The CRA had prepared a Finding of Necessity (FON) Study to authorize the expansion of the CRA Area. The Findings of the FON were adopted by the Groveland CRA earlier this year. The expanded CRA boundaries are shown below.



Next Step in Process (Update CRA Plan)

The next step in the process is to update the Groveland CRA Plan to reflect the new boundaries, changes in conditions in the CRA since the last CRA Plan update and to identify new CRA Projects and Redevelopment Programming to address the City's long-term redevelopment objectives. The following schedule presents the activities and task associated with the completion of the Groveland CRA Plan update.

2020

August 20 - September 16

Preparation for Public Open House and follow up Virtual Workshop

September 17

Public Open House (In-Person All day at Puryear Facility and ZOOM Meeting Virtual Option)

September – October

Plan Development (Strategies, GOPs, Capital Projects)

November 23

Presentation of Draft CRA Plan Update to CRA Board

December 3

Presentation of Draft CRA Plan Update to P&Z Board

2021

On or Before January 15 (2021)

Notification of Taxing Authorities

January 25 (2021)

Presentation of Revised CRA Plan Update to CRA Board for adoption (Resolution)

February 1 (2021)

CRA Plan Adoption (City Council) 1st Reading of Ordinance

February 15 (2021)

CRA Plan Adoption (City Council) 2nd Reading of Ordinance

The above schedule addresses the public notice and hearing requirements contained in Florida Statutes and allows the new CRA boundaries to be included in next year's TIF calculation and payment from Lake County.

STAFF RECOMMENDATION: No formal action needed. Staff recommends the CRA Governing Board reserve time to attend the in-person or virtual workshop on September 17, 2020 and reserve time on their calendars to attend the CRA Plan review and adoption hearings outlined above.

Attachments: Groveland Finding of Necessity Study

REVIEWED BY CITY MANAGER:

COUNCIL ACTION:

MOTION BY:

SECOND BY:



**DISCUSSION AND CONSIDERATION FOR APPROVAL
FUNDING FOR SERVICE ANOINTED SERVICES
INTERNATIONAL**

MEETING DATE: August 31, 2020

ITEM NUMBER: 4
AGENDA ITEM: Anointed Services Contract Renewal
PREPARED BY: John Jones, CRA Projects Coordinator
DATE: August 26, 2020

BACKGROUND:

This item is to request consideration for approval of funding the contract renewal for Anointed Services for FY 2020/2021. The Groveland City Council has approved the professional services contract with Anointed Services International to continue their successful education and community support services at the Elese Tomlin Center. This request is to approve CRA funding for the continued service provision at the Elese Tomlin Center during FY 2020/2021.

Anointed Services is requesting \$44,000 to provide the services and accommodate additional virtual and ZOOM meetings during the Covid-19 pandemic.

Available Funding

The Groveland Community Redevelopment Agency has allocated \$150,000 for FY 2020/2021 in the Professional Services account.

STAFF RECOMMENDATION: Staff recommends the CRA Governing Board approve the \$44,000 in funding to support the educational and community building services provided by Anointed Services and authorize the City Manager, CRA Manager and or their designee(s) to execute necessary agreements and documents to implement this project.
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Attachments: Letter-Dated August 1, 2020, Anointed Services International

REVIEWED BY CITY MANAGER:
COUNCIL ACTION:
MOTION BY:
SECOND BY:

ATTACHMENT 1



August 1, 2020

To: Mr. Dan Murphy, CRA Manager
From: Linda Cowels, President of Anointed Community Services Int'l
Subject: Annual Contract for the Elese Tomlin Community Center

Anointed Community Services International is incredibly pleased to be able to manage the Elese Tomlin Community Center. We would like to request that our contract continues another year. With this request, we would be grateful for a 10% increase (\$44,000 annually) to cover additional needs, staff and expenses as outlined below:

- COVID-19, has required that we hire a part-time driver who works up to 10 hours per week/40 hours per month. She delivers meals to senior citizens and developmentally disabled adults 3 days per week, which we anticipate increasing to 5 days per week. We deliver ready made food in partnership with First United Methodist Church and Second Harvest Food Bank of Central Florida. With this increase in transportation services, it demands an increase in gas and unexpected maintenance on the van. Just this past month, we had to have the brakes replaced along with the master cylinder and also incurred transmission work in the amount of \$1,500.
- COVID-19 has also changed the way we tutor the youth. Some of the tutoring will take place virtually, using Zoom and other software. Many thanks to the City of Groveland for donating 5 wireless desktops with built in web cameras. However, we have 5 other desktops that need additional hardware such as webcams and new headsets.

We have invited students to attend the After-School Tutoring Program one of two ways; in person or virtually. Those who attend virtually will be engaging in tutorial exercises online from the privacy of their homes, while those who attend in person may have an in-person tutor or a virtual tutor; depending on the desires of the tutor.

Anointed Community Services will also resume on-site computer classes for our Women's Inspire Network members and the community at-large in September. The women frequent the community center to watch videos on Parenting, Budgeting and Job Skills. After watching one of these videos, they are given a gas or grocery card.

Dan, we believe that the services we offer in this community are much-needed and we hope the City will consider our contract continuation along with this request for a modest increase in compensation.

Once again, it is a pleasure to work with the City and we strive to provide excellent and meaningful services to the Groveland community.

Passionately serving,

Linda D. Cowels

RESOLUTION 2020-42

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GROVELAND, FLORIDA, APPROVING THE THIRD AMENDMENT TO AGREEMENT BETWEEN CITY OF GROVELAND AND ANOINTED COMMUNITY SERVICES INTERNATIONAL, INC. RELATING TO THE ELISE TOMLIN COMMUNITY CENTER; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, ACSI, the CRA and the City of Groveland entered into that certain Agreement dated February 23, 2018 (the "Agreement"); and

WHEREAS, ACSI, the CRA and the City of Groveland extended the initial term to September 30, 2019, and thereafter extended the term to September 30, 2020; and

WHEREAS, ACSI, the CRA Board and City Council desire to extend the term to three years, contingent on annual appropriation of funding by the CRA Board.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GROVELAND, LAKE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The Third Amendment to Agreement Between City of Groveland and Anointed Community Services International, Inc., a copy of which is attached hereto, is approved.

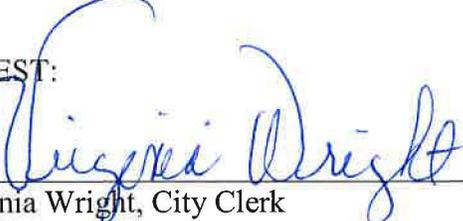
Section 2. The Council authorizes the Mayor to execute the Third Amendment to Agreement.

Section 3. This resolution shall take effect immediately upon its adoption by the City Council of the City of Groveland, Florida.

PASSED AND RESOLVED this 24th day of August, 2020, by the City Council of the City of Groveland, Florida.



Evelyn Wilson, Mayor
City of Groveland, Florida

ATTEST:


Virginia Wright, City Clerk





Approved as to Form:

Anita Geraci-Carver
Anita Geraci-Carver
City Attorney

Passed First Reading August 24, 2020

Council Member Smith moved the passage and adoption of the above
and foregoing Resolution. Motion was seconded by Council Member
Waite and upon roll call on the motion the vote was as follows:

	YEA	NAY
Mike Radzik	✓	
Mike Smith	✓	
Dina Sweatt	✓	
Randolph Waite	✓	
Evelyn Wilson	✓	

THIRD AMENDMENT TO AGREEMENT

This **Third Amendment to Agreement** is made effective on July 1, 2020 by and between **Anointed Community Services International, Inc.**, a Florida Not-For-Profit 501(c)3 organization, 840 S. Grand Highway, #122D, Clermont, FL 34711, hereinafter “ACSI” and the **City of Groveland Community Redevelopment Agency**, 156 S. Lake Avenue, Groveland, Florida 34736, hereinafter “CRA” and the **City of Groveland**, 156 S. Lake Avenue, Groveland, Florida 34736.

WHEREAS, ACSI, the CRA and the City of Groveland entered into that certain Agreement dated February 23, 2018 (the “Agreement”); and

WHEREAS, ACSI, the CRA and the City of Groveland entered into that certain First Amendment to Agreement dated April 9, 2018 extending the initial term to September 30, 2019, and further extended the term to September 30, 2020 in the Second Amendment to Agreement executed September 23, 2019; and

WHEREAS, ACSI, the CRA Board and City Council desire to extend the term to three years, contingent on annual appropriation of funding by the CRA Board.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. The parties agree that Paragraph 2 of the Agreement is amended to read:

Term of Agreement

The Agreement shall be extended for an additional term commencing October 1, 2020 and ending September 30, 2023 (“Additional Term”), contingent on annual appropriation of funding by the CRA Board, unless terminated as provided herein. The parties agree that provided ACSI is not in default of any of the terms and conditions contained herein, upon mutual agreement of the parties no less than 90 days prior to the expiration of the Additional Term, the Agreement may be extended. In the event the CRA does not appropriate funding for the ensuing year, the Agreement shall terminate on September 30 of the then current year.

2. Except to the extent modified herein, the terms and conditions set forth in the Agreement between ACSI, CRA and the City of Groveland Dated February 23, 2018 shall remain in the effect.

3. The Effective Date of this Second Amendment is July 1, 2019.

Approved by the CRA Board at a meeting held the ___ day of _____, 2020.

Approved by the City Council of City of Groveland at a regular meeting held in Groveland, Lake County, Florida, the 24th day of August, 2020

Signature page to follow

**CITY OF GROVELAND COMMUNITY REDEVELOPMENT AGENCY, AND
CITY OF GROVELAND, FLORIDA**



CHAIRPERSON/MAYOR

ATTEST:

(SEAL)

VIRGINIA WRIGHT, CITY CLERK

Dated: _____

ANOINTED COMMUNITY SERVICES INTERNATIONAL, INC.,

By: _____
LINDA D. COWELS-MURRAY,
CEO

Dated: _____