

AGENDA
Lake City Community Redevelopment Agency Meeting
January 21, 2014
6:30 p.m. at City Hall

1. Call to Order
2. Roll Call
3. Approval of Minutes-October 21, 2013
4. Approval of Agenda
5. Consider Art Gallery's Request of Second Year Operation Funds and Allocation of Funds for Relocation to Downtown (Jeanne Van Arsdall and Members of the Art League)
6. Consider Developer's Façade Grant Incentive Request-Marion Street Deli & Pub (Ron Robbins)

Note: Items "5" and "6" are recommendations from the CRA Advisory Committee Meeting held on January 14, 2014.

7. Other Comments
8. Schedule Next Meeting
9. Adjournment

The City Council in and for the citizens of the City of Lake City met as the Community Redevelopment Agency, on October 21, 2013, beginning at 6:45 P.M. in the City Council Chambers, located at City Hall, 205 North Marion Avenue, Lake City, Florida 32055.

Members

Mayor/Councilman	Stephen M. Witt
Vice Mayor/Council Member	Eugene Jefferson
City Council	Melinda Moses
	Zack Paulk
	George Ward

1. Call to order
Chairman Witt called the meeting to order at 6:45 P.M.
2. Roll Call
Attendance is indicated above.
3. Approval of Minutes
None
4. Approval of Agenda
Mr. Jefferson made a motion to approve the agenda as presented. Mr. Ward seconded this motion and the motion carried unanimously on a voice vote.

5. Consider Façade Grant Application - Guy Williams
Mr. Ward made a motion to authorizing the award of a Façade Grant to Guy Williams in the amount of \$5,000. Mr. Paulk seconded the motion. A roll call vote was taken and the motion passed.

Mr. Ward	Aye
Mr. Paulk	Aye
Mr. Jefferson	Aye
Ms. Moses	Aye
Chairman Witt	Aye

6. Other Comments
Mr. Johnson provided an update on the pavilion.

Ms. Kite reported the Trunk or Treat event would be expanding this year. She stated Fire on the Lake Night would be incorporated as well utilizing floating fire pits.

7. Schedule Next Meeting

The next CRA Meeting will be scheduled as needed.

8. Adjournment

There being no further business the meeting adjourned at 6:55 PM.

Stephen M. Witt, Chairman

Audrey E. Sikes, Secretary

MEETING DATE
March 4, 2013

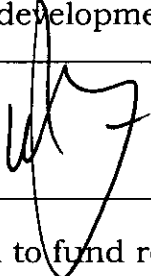
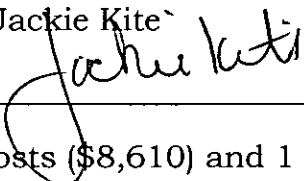
CITY OF LAKE CITY

Report to CRA

CRA AGENDA	
SECTION	
ITEM NO.	5

SUBJECT: Revised Request for Start-Up costs and 1 Year Operating Expenses

DEPT / OFFICE: Community Redevelopment Agency

Originator: Community Redevelopment Advisory Committee		
City Manager Wendell Johnson		Community Redevelopment Manager Jackie Kite` 
		Date 2/26/13
Recommended Action: Recommendation to CRA to fund relocation costs (\$8,610) and 1 Year revised Operating Expenses (\$22,037) to be invoiced and paid in 12 equal monthly payments) to the Art League of North Florida to relocate and continue operation of "Gateway Art" in the CRA district at 168 N. Marion Street.		
Summary Explanation & Background: Art League representatives initially appeared before the CRA on February 4, 2013 and again on March 4, 2013 and were consequently approved for funding to establish a not-for-profit Art Gallery at 461 SW Main Blvd within the CRA district. The CRA approved \$44,101.32 for annual operating and start-up costs at this location. Although the League has performed successfully at the Main Blvd. location since April 2013, they have endured noticeable parking problems and lack of walk-in traffic. The location at 168 N. Marion Street recently became available which offers a number of advantages over the current Main Street location: 1) Core Commercial District across from Olustee Park, 2) greatly improved parking availability, 3) availability of walk-in traffic and 4) lower operation costs. The CRA Advisory Committee met on January 14, 2014 and voted for CRA support the Art Gallery Funding for relocation and one year of operational costs.		
Alternatives: Deny the request		
Source of Funds: TIF		
Financial Impact: \$30,647		
Exhibit's Attached: Copy of Budget Request and supporting documentation.		

BALANCE SHEET DECEMBER 31, 2013

ASSETS

Current Assets

Checking/Savings

Petty Cash \$50.00

Register Cash \$150.00

TD Bank \$3,707.08

Total Checking/Savings \$3,907.08

Total Current Assets \$3,907.08

Other Assets

Utility Deposit \$545.00

Total Other Assets \$545.00

TOTAL ASSETS \$4,452.08

LIABILITIES

Current Liabilities

Payroll Tax Payable Employee \$178.78

Sales Tax Payable \$122.07

Total Liabilities \$300.85

Company Operating Fund \$4,151.23

Future Site Fund \$11,005.29

INCOME & LOSS DECEMBER 31, 2013 FOR 10 MONTHS

Business Income

Display Service Fees		\$4,939.00
Sales by Artists	\$10,873.71	
Instruction	\$4,024.00	
Gross Revenue	<u>\$14,897.71</u>	
Artist/Inst Payments	<u>(\$8,846.52)</u>	
Gallery Net	\$6,051.19	\$6,051.19
Commissions		\$257.00
Donations		\$6,111.01
Interest Inc		\$5.29
Total Business Income		\$17,363.49
Grants		\$38,529.90
Total Operating Funds		\$55,893.39

Expense

Rent	\$12,000.00
Credit Card Charges	\$455.11
Curator Payroll	\$6,528.02
Receptions Artist	\$1,288.73
Advertisement	\$3,032.16
Electric	\$1,611.24
Water / Sewer	\$522.55
Trash	\$73.61
Phone Service	\$1,205.95
Alarm System	\$528.00
Pest Control	\$280.53
Supplies	\$2,764.95
Various	\$1,824.53
Start-up	\$8,226.03
Expenses	\$40,341.41

	2014 Feb-13 PROJECTION	2014 461 MAIN BLVD. PROJECTION	2014 168 MARION PROJECTION
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REVENUE

Display Service Fee	\$12,000.00	\$6,785.00	\$6,785.00
Gross Sales		\$15,450.00	\$15,450.00
Instruction	\$1,500.00	\$5,000.00	\$5,000.00
Payments Artist / Instructor		-\$13,315.00	-\$13,315.00
Net Gallery	\$1,400.00	\$7,135.00	\$7,135.00
Donations		\$1,200.00	\$1,200.00

TOTAL INCOME

	\$14,900.00	\$15,120.00	\$15,120.00
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EXPENSES

Rent	\$14,400.00	\$15,600.00	\$12,000.00
Credit Card Sales	\$450.00	\$637.00	\$637.00
Curator Payroll	\$9,721.92	\$10,904.00	\$10,904.00
Receptions for Artist		\$500.00	\$500.00
Advertising	\$5,000.00	\$5,000.00	\$5,000.00
Electric	\$3,600.00	\$2,200.00	\$2,700.00
Water / Sewer	\$920.00	\$680.00	\$680.00
Trash - Waste Pro	\$144.00	\$144.00	\$144.00
Phone service	\$1,020.00	\$1,345.00	\$1,345.00
Alarm system	\$600.00	\$552.00	\$552.00
General Liability Insurance	\$500.00	\$575.00	\$575.00
Pest Control		\$420.00	\$420.00
Supplies	\$850.00	\$850.00	\$1,200.00
Accountant	\$800.00	\$500.00	\$500.00

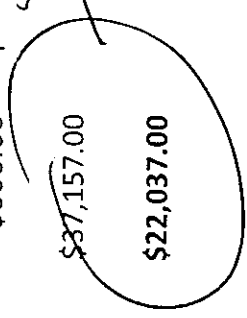
TOTAL EXPENSES

	\$38,005.92	\$39,907.00	\$37,157.00
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OPERATING GRANT REQUIRED

	\$23,105.92	\$24,787.00	\$22,037.00
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Total
\$30,647



2014 RELOCATION TO 168 MARION AVE

Extra Months Rent	\$	1,300.00
Security System	\$	600.00
Floor Covering	\$	800.00
Ceiling Tiles	\$	580.00
Paint	\$	485.00
Installation back wall	\$	300.00
Kitchen Cabinets & Counter	\$	630.00
Kitchen Sink & Faucet	\$	425.00
Water Heater and Supplies	\$	375.00
Labor Moving and Installation	\$	545.00
Dividers	\$	2,100.00
Refrigerator	\$	470.00
RELOCATION REQUEST	\$	8,610.00

MEETING DATE
January 21, 2014

CITY OF LAKE CITY

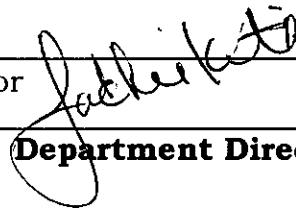
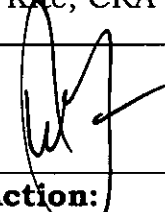
Report to Community Redevelopment Agency (CRA)

COUNCIL AGENDA	
SECTION	
ITEM NO.	6

SUBJECT:

Developer's Façade Grant Incentive – Marion Street Deli & Pub

DEPT / OFFICE:

Originator: Jackie Kite, CRA Administrator 		
City Manager Wendell Johnson 	Department Director	Date 1/15/14
Recommended Action: CRA Advisory Committee recommends CRA approval of Construction Incentive Grant in the amount of \$65,100.		
Summary Explanation & Background: Mr. Ronald Robbins d.b.a., Marion Street Deli & Pub, has requested CRA construction grant assistance to apply toward redevelopment of his proposed restaurant located within the CRA at 281 N Marion Avenue. The investment committed by Mr. Robbins for this redevelopment project is \$494,000 which includes an exterior "open air" seating area for up to 40 patrons at a cost of \$86,800. Mr. Robbins has requested a 75% CRA construction incentive (\$65,100) for this portion of the project with his remaining construction, equipment and miscellaneous costs totaling approximately \$281,000. Redevelopment of this property into the Marion Street Deli & Pub will create up to 20 new jobs. This project meets the goals and objectives of the City's CRA Redevelopment Master Plan. The CRA Advisory Committee met on January 14, 2014 and unanimously recommended for CRA approval of the construction incentive grant as requested by Mr. Robbins.		
Alternatives: Deny the funding/reduce the funding (not recommended)		
Source of Funds: CRA Trust Fund		
Financial Impact: \$65,100 "one-time" CRA capital investment into a qualified redevelopment project. City will gain CRA Tax Value and collateral benefit of new jobs in downtown CRA.		
Exhibits Attached: Application and Financial Data		

**CITY OF LAKE CITY, FLORIDA
COMMUNITY REDEVELOPMENT AGENCY
205 N. Marion Avenue, Lake City, FL 32055 (386) 719-5766
FAÇADE GRANT APPLICATION FORM**

(Please print or type requested information)

APPLICANT NAME: RONALD ROBBINS

PROPERTY OWNER'S NAME: RONALD ROBBINS

PROPERTY ADDRESS: 281 AND 277 N. MARION AVE.

PARCEL NUMBER: 12655-000 § 12656-000

TELEPHONE: (Business) 826-1454 FAX: _____

DESCRIBE TYPE OF IMPROVEMENTS PLANNED OR PROVIDE CONTRACTOR'S ESTIMATE:

FAÇADE RENOVATIONS ON BOTH N. MARION AVE (TWO PROPERTIES)
AND NE HAMILTON ST. INCLUDING IMPROVEMENTS TO PROVIDE
COVERED OUTDOOR SEATING AREA FOR 36 (PATIO) ON N. MARION AVE.

TOTAL COST OF PROPOSED IMPROVEMENTS: \$ 86,800 AMOUNT OF FUNDING REQUESTED: \$ 65,100 (May not exceed \$5,000 each storefront/business)
(SEE ATTACHED ENGINEER'S ESTIMATE)

CONTRACT ACKNOWLEDGEMENT

I/we acknowledge, as evidenced by my/our signature(s) below, that I/we have received, read, understand and agree to comply with the terms and conditions as set forth in the CRA's Façade Grant Program Policy Guide. We further acknowledge that any breach of this contract may result in my being required to refund any funds awarded to me under this program.

[Signature]
APPLICANT SIGNATURE:

12-23-13
DATE

PROPERTY OWNER SIGNATURE (If other than applicant)

Date Received by Growth Management _____

Zoning C-CBD conforming use Y N

Date Received by CRA Staff 12/23/13

Date Approved by CRA _____

[Signature]

Projected expense analysis

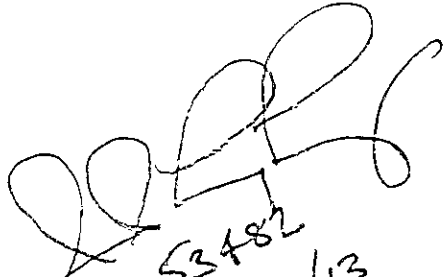
Purchase of 281 N. Marion Ave and 277 N. Marion Ave	\$144,000
Demolition expense	\$ 30,000
Façade project (Marion and Hamilton St.)	\$ 90,000
Interior renovation of both buildings	\$120,000
Restaurant equipment	\$ 70,000
Permitting, licensing...	\$ 5,000
General (local advertising, printing...)	\$ 15,000
Miscellaneous	<u>\$ 20,000</u>
Projected project expense	\$ 494,000

FACIA RENOVATIONS AND IMPROVEMENTS
MARION STREET DELI AND PUB

ENGINEER'S COST ESTIMATE

BUILDING PERMIT, DEMO PERMIT	\$ 500
MARION AVE FACADE INCL CORNER	
DEMOLITION	11,200
CONSTRUCTION	51,800
HAMILTON ST. FACADE	
DEMOLITION	2,800
CONSTRUCTION	12,700
	<hr/>
	\$ 78,500
ENGINEER'S DESIGN FEES	7,800
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TOTAL PROJECT COST	\$ 86,800

GEROME J. LESZKIEWICZ, P.E.


53482
12/22/13

Columbia County Property Appraiser

CAMA updated: 12/3/2013

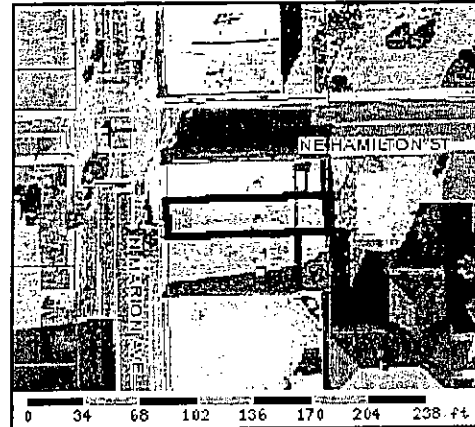
2013 Tax Year

Parcel: 00-00-00-12656-000

Search Result: 1 of 1

Owner & Property Info

Owner's Name	EQUITY TRUST COMPANY CUSTODIAN		
Mailing Address	C/O GEORGE PIHAKIS 11 3000 N ATLANTIC AVE #24 DAYTONA BEACH, FL 32118		
Site Address	277 N MARION AVE		
Use Desc. (code)	STORES, 1 (001100)		
Tax District	101 (City)	Neighborhood	850317
Land Area	0.053 ACRES	Market Area	06
Description	NOTE: This description is not to be used as the Legal Description for this parcel in any legal transaction.		
C DIV: BEG 22 FT S OF NW COR, RUN S 22 FT, E 1 05 FT, N 22 FT W 105 FT TO POB, BLOCK 10, ORB 765-666,785-1055,ORB 1121- 1364,QC 1225-1570 & CT 1250-784			



Property & Assessment Values

2013 Certified Values		
Mkt Land Value	cnt: (0)	\$14,437.00
Ag Land Value	cnt: (1)	\$0.00
Building Value	cnt: (1)	\$49,298.00
XFOB Value	cnt: (0)	\$0.00
Total Appraised Value		\$63,735.00
Just Value		\$63,735.00
Class Value		\$0.00
Assessed Value		\$63,735.00
Exempt Value		\$0.00
Total Taxable Value		\$63,735
	Cnty: \$63,735	
	Other: \$63,735 Schl:	
	\$63,735	

2014 Working Values

NOTE:
2014 Working Values are NOT certified values and therefore are subject to change before being finalized for ad valorem assessment purposes.

Sales History

Sale Date	OR Book/Page	OR Code	Vacant / Improved	Qualified Sale	Sale RCode	Sale Price
2/13/2013	1250/784	CT	I	U	18	\$100.00
11/23/2011	1225/1570	QC	I	U	11	\$100.00
6/8/2007	1121/1364	WD	I	Q		\$95,000.00
7/24/2002	958/1723	WD	I	Q		\$45,000.00
1/25/1994	785/1055	WD	I	Q		\$33,000.00

Building Characteristics

Bldg Item	Bldg Desc	Year Blt	Ext. Walls	Heated S.F.	Actual S.F.	Bldg Value
1	STORE RETL (003500)	1920	COMMON BRK (19)	2080	2222	\$46,951.00
Note: All S.F. calculations are based on exterior building dimensions.						

Extra Features & Out Buildings

Code	Desc	Year Blt	Value	Units	Dims	Condition (% Good)
NONE						

Land Breakdown

Columbia County Property Appraiser

CAMA updated: 12/3/2013

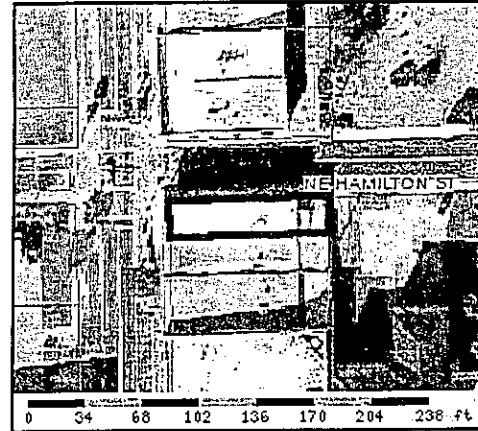
2013 Tax Year

Parcel: 00-00-00-12655-000

Search Result: 1 of 1

Owner & Property Info

Owner's Name	ROBBINS RONALD A		
Mailing Address	792 SE EVERGREEN DR LAKE CITY, FL 32025		
Site Address	281 N MARION AVE		
Use Desc. (code)	STORES, 1 (001100)		
Tax District	101 (City)	Neighborhood	850317
Land Area	0.053 ACRES	Market Area	06
Description	NOTE: This description is not to be used as the Legal Description for this parcel in any legal transaction.		
C DIV: BEG NW COR, RUN S 22 FT, E 105 FT, N 22 FT, W 105 FT TO POB, BLOCK 10. ORB 766-145, 951-961, DC 1101-2476, WD 1121- 1223, WD 1264-2732			



Property & Assessment Values

2013 Certified Values		
Mkt Land Value	cnt: (0)	\$14,437.00
Ag Land Value	cnt: (1)	\$0.00
Building Value	cnt: (1)	\$39,757.00
XFOB Value	cnt: (0)	\$0.00
Total Appraised Value		\$54,194.00
Just Value		\$54,194.00
Class Value		\$0.00
Assessed Value		\$54,194.00
Exempt Value		\$0.00
Total Taxable Value		\$54,194
	Cnty: \$54,194 Other: \$54,194 Schl: \$54,194	

2014 Working Values

NOTE:
2014 Working Values are NOT certified values and therefore are subject to change before being finalized for ad valorem assessment purposes.

Sales History

Sale Date	OR Book/Page	OR Code	Vacant / Improved	Qualified Sale	Sale RCode	Sale Price
11/8/2013	1264/2732	WD	I	U	30	\$90,000.00
5/31/2007	1121/1223	WD	I	Q		\$95,000.00
4/17/2002	951/961	WD	I	Q		\$62,000.00
10/6/1992	766/145	WD	I	Q		\$25,000.00

Building Characteristics

Bldg Item	Bldg Desc	Year Blt	Ext. Walls	Heated S.F.	Actual S.F.	Bldg Value
2	STORE RETL (003500)	1900	COMMON BRK (19)	2084	2288	\$37,864.00
Note: All S.F. calculations are based on exterior building dimensions.						

Extra Features & Out Buildings

Code	Desc	Year Blt	Value	Units	Dims	Condition (% Good)
NONE						

Land Breakdown

Lnd Code	Desc	Units	Adjustments	Eff Rate	Lnd Value
001100	STORE 1FLR (MKT)	2310 SF - (0000000.053AC)	1.00/1.00/1.25/1.00	\$6.25	\$14,437.00