



CITY OF CRESTVIEW CRA

OFFICE OF THE CITY CLERK

P.O. DRAWER 1209, CRESTVIEW, FLORIDA 32536

Phone # (850) 1560 Fax # (850) 682-8077

February 22, 2021

5:30 PM

Council Chambers

CRA Regular Meeting

The Public is invited to view our meetings on the City of Crestview Live stream a at <https://www.cityofcrestview.org> or the City of Crestview Facebook Page. You may submit questions on any agenda item in advance (by 3:00 PM Please) to cityclerk@cityofcrestview.org.

1. Call to Order
2. Pledge of Allegiance
3. Open Policy Making and Legislative Session
4. Approve Agenda
5. Action Items

5.1. Approval of Grant applications from Gordon Martial Arts

6. Comments from the Board
7. CRA Director Report
8. City Manager / CRA Administrator Report
9. Comments from the Audience
10. Adjournment

Note: The Presentations section is for items that were submitted by a citizen or group of Citizens no later than the Wednesday 2 weeks prior to the meeting to the Clerk's office for approval. These items will be scheduled under the section titles Presentations and Reports. Supporting documents must be submitted at this time to be on the regular agenda. All Action Item are for staff and elected officials only and must be submitted for

approval no later than the Wednesday 10 days prior to the meeting. Those not listed on the regular agenda who wish to address the council should fill out a yellow card. The Card must be submitted to the City Clerk. Speaking time should be three minutes or less, large groups may designate a spokesperson. All remarks should be addressed to the Council as a whole and not to individual members. All meeting procedures are outlined in the Meeting Rules and Procedures brochure available outside the Chambers. If any person decides to appeal any decision made by the City Council with respect to any matter considered at such meeting or hearing, 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. The City Council of the City of Crestview, Florida does not discriminate upon the basis of any individual's disability status. Anyone requiring reasonable accommodation as provided for in the American With Disabilities Act to insure access to and participation in the meeting should contact the Office of the City Clerk at (850)682-1560 prior to the meeting to make appropriate arrangements.



Staff Report

CRA MEETING DATE: February 22, 2021

TYPE OF AGENDA ITEM: Action Item

TO: CRA Board
CC: City Manager, City Clerk, Staff and Attorney
FROM: Elizabeth Roy, City Clerk
DATE:
SUBJECT: Approval of Grant to Gordon Martial Arts

BACKGROUND:

In 2020, the CRA board updated the grant application process. During the budgeting process, funding was set aside for the program.

DISCUSSION:

Tom Gordon of Gordon Martial Arts is in the process of a improving and upgrading the building located at 130 Oakdale. The improvements include building code improvements to the roof system, a new mansard, a new storefront and extensive improvements inside the building.

The total estimated cost of the project is \$120,000.00. Upon discussions with staff, Mr. Gordon was allowed to begin work on the building code improvement components because they are related to the roof and if delayed would have caused more damage to the building.

Provided with this application are the required quotes for the roof improvements. By choosing to lift the flat roof and construct a newly engineered roof system which complies with current Building Code requirements, the roof portion of this project is eligible under the Building Code Improvement Grant guidelines. The cost estimate for this portion of the project is \$53,846.14 making it eligible for the full \$25,000.00.

The remainder of the work is currently in the bidding process but is expected to well exceed the eligibility requirements for The Façade Grant program.

Staff is asking for approval of the Building Code Improvement Grant at \$25,000.00 and a conditional approval from the Board for up to \$10,000 in Façade Grant funding once the application is completed and bids are received.

Staff will provide the final amount of the façade grant along with the application and backup at the next CRA meeting.

GOALS & OBJECTIVES

This item is consistent with the CRA Strategic Plan 2020 Gateway to Opportunities as follows:

To revitalize the district capitalizing on current resources and recognized opportunities

1. Maintain and Strengthen the Façade Grant Program

To provide infrastructure for current and future needs

1. Develop and enforce building and site maintenance codes
2. Eliminate the informality in the enforcement of regulations

Enhance Public and Private partnerships

Enhance the Aesthetics of the District

1. Develop design guidelines for Facades, signage, landscaping , access and parking
2. Eliminate informality of enforcement of regulations

Economic Development in the District

1. Develop a commercial incentive program to encourage new development, economic activities and job creation

FINANCIAL IMPACT

The are funds for this request are available in the 2020 CRA Budget.

RECOMMENDED ACTION

Staff respectfully requests that the CRA Board approve the Building Code Improvement Grant application for \$25,000 and a not to exceed amount of \$10,000 in the Façade Grant program.

Attachments

1. Crestview CRA Building Code Compliance Upgrade Incentive

Crestview CRA Building Code Compliance Upgrade Incentive

Step 1

Introduction

Introduction In support of the Community Redevelopment Agency's mission to encourage redevelopment within the CRA district the CRA Board has established various incentive grants. These incentives/grants include the master plan's catalyst projects and recommendations. Incentive/grant policy, funding levels, dollar match or non-match requirements, completion timelines, application submissions, terms and conditions are all at the discretion of the CRA Board and can be changed without a modification to the CRA Plan.

Grant Program Guidelines - Building Code Compliance Upgrade

This CRA incentive is specifically designed for potential investors who find it very difficult to finance older buildings and qualify for a loan when required inspections reveal building code violations. To bring buildings up to code can drastically increase the cost of the investment, disqualifying an investor. The purpose of this incentive is to address eliminating this form of blight, increasing redevelopment and public safety. Only property owners or tenant with property owner approval for locations within the CRA district may apply for this grant. Government-owned properties are not eligible nor are tenants in government owned properties. All approved applicants will be required to present proper permitting and/or zoning changes from the Community Development Department prior to receiving grant funds. After approval from the Community Redevelopment Staff and CRA Director, the Grant application will be presented to the CRA Board for final approval. ALL GRANT APPLICATIONS MUST RECEIVE THIS APPROVAL BEFORE ANY CONSTRUCTION CAN COMMENCE. Awarded funds will only be presented upon completion and final inspection by the city of approved project.

Application Information

All applications are to be submitted to the CRA Director and will be reviewed on a first come first serve basis. Applications may be submitted by use of this form or hard copy (please click the link below) Applications received at least 3 weeks before the CRA Board meetings will be considered at the next meeting for approval.

Building Code Compliance Upgrade Application [Building Code Compliance Upgrade Application](#)

Applicant/Owner/Property Information

Applicant Information Thomas Gordon/ Gordon Martial Arts

Email Address tg@gordonair.com

Applicant Address 130 West Oakdale Ave

City Crestview

State	FL
Zip Code	32536
Phone Number	8506825214
Business Name	Gordon Martial Arts
Building Name (if Applicable)	
Building Physical Address	130 West Oakdale Ave
City	Crestview
State	FL
Zip Code	32536
Building Owner Name (if different)	Same
Tax ID of Business (if known)	17-3N-23-2490-0068-0070
Business Information <i>• If the business is a partnership, attach a sheet listing name, address, and telephone number of each partner. • If the business is a corporation, attach a sheet listing name, address, and telephone number of each shareholder and officer who owns any portion of the corporate stock. Publicly held companies are exempt.</i>	
Please upload requested information Here	All information attached
Description of Building Code Compliance Upgrade	The roof on the building is a flat roof that is currently in disrepair and not constructed to current building codes. With the use of this grant we will improve the building by constructing an entirely new engineered roof system that will meet current building code requirements. This is an improvement from just re-roofing as is, in that it will be more code compliant, last longer, look better and withstand hurricanes. This is one part of a project which will improve an old building both aesthetics and structurally.
Additional Improvement Information	n/a

Cost of Building Code Compliance Upgrade

Please provide cost estimates for the planned Building Code Compliance Upgrade. If any improvement cost exceeds \$7,500 then provide three (3) bid estimates and list preferred bid amount below. Please attached any Quotes received.

Improvement Costs	New roof trusses, hurricane straps and metal roofing material \$53,846
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Quote Information	attached
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Applicant Acknowledgement

Please Check each item below	The undersigned applicant agrees to utilize any grant funds received in strict conformance with the guidelines set forth by the Community Redevelopment Agency, All Grant applications must receive approval by the CRA Board before any construction can commence. No grants will be awarded on an application if work has been started or completed. , All approved applicants will be required to present proper permitting and/or zoning changes from the Community Development Services Department prior to receiving grant funds., All applicants that are awarded a grant understand that when submitting for reimbursement detailed receipts must be presented for auditing requirements—NO EXCEPTIONS., Only commercial properties located within the Community Redevelopment Area (CRA) are eligible for this grant. , All grant recipients must complete a W-9 Tax Form and will receive a 1099 Tax Form for their award.
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Electronic Signature Agreement	I agree.
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Electronic Signature	Tom Gordon
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Step 2

Step 3

Application Status	Filed
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Approved by Staff	2/17/21.
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If Application Not Approved, please give reasons	<i>Field not completed.</i>
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Date for CRA Board
Submission

2/22/2021

Amount Awarded

Final Inspection and Funding

Date of Final Inspection

Inspected by:

Inspection Status

If Failed, reasons

Grant Distributed

Grant Distributed to:

Anglin Home Builders LLC

PO Box 1497
Crestview FL 32536
850-240-0890

Invoice No: 130

Job: Gordon

INVOICE

Customer

Name Gordon Martial Arts
Address 130 Oakdale Ave West
City Crestview State FL ZIP 32536
Phone 850-305-9546

Date 02-01-2021
Order No.
Rep
FOB

Qty	Description	Unit Price	TOTAL
	- Install high temp peel and stick membrane over roof deck and up adjacent walls 12 inches		
	-Install new metal eve drip		
	-Install Galvalume 26 GA, Gulf-seam standing seam on roof with 1.75inch rib height with panel drip Installation method.		
	-Install neoprene vent boots		
	-Install z closures on all side walls with angle wall flashing.		
	-add metal wall cap after siding has been installed above roof line.		
	-clean up and remove debris		

Thank you! We appreciate your business!

Payment Details

- ☐ Cash
☐ Check
☐ Credit Card (PayPal)

Date: _____

Name _____

Expires _____

SubTotal

Taxes

TOTAL \$61,500

Office Use Only

Terms: 50% Down and remainders at Completion



CQ Roofing Company
750 Industrial Drive
Crestview, FL 32536
Phone: 850-683-4169

Company Representative
Chris Quarrier
Phone: (850) 683-4169
Chris@CQRoofing.com

Standing seam metal roof estimate

01/22/2021

Tom Gordon
Gordon Martial Arts
130 Oakdale Avenue West
Crestview, FL 32536 (850) 305-9546

Job: Tom Gordon

Standing Seam Metal Roof

- Install high temp peel and stick membrane over roof deck, and up the adjacent parapet walls 12"
- Next, install new drip edge metal along eave
- Install 26 gauge Galvalume, Gulf-Seam standing seam metal panels to cover roof surface (1.75" rib height with a panel clip installation method)
- Add neoprene boot on roof penetration
- Install z-closures along all side walls followed by angle wall flashing
- Once the approved siding is installed on the perimeter walls above roof line, we will return and add the metal coping /wall cap on top.
- Clean up and haul away all job related debris
- CQRoofing Company is fully licensed and insured and will maintain all safety requirements during the job.
- Woek carries a 5 year workmanship warranty from leaks and a 20 year manufacturer warranty from defects.

\$53,846.14

TOTAL

\$53,846.14

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Estimate pricing good for 30 days

Terms:

- Payment made in full within 14 calendar days of invoice date . Payments made after this period are subject to a 10% fee. Warranty is void if account is delinquent after 30 days from invoice date.
- Price reflects a cash or check discount. Fees may apply if alternate forms of payment are used
- CQ Roofing Company is not liable for any damage to property as a result of deliveries, or to water lines, electrical lines, gas lines, or any telecommunication lines that are not installed up to the current building code.
- Leak warranty when stated, covers standard weather conditions and excludes natural disasters i.e. hurricanes, tropical storms, tornadoes, etc.

Acceptance of proposal : The above prices, specifications, and estimates are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined in the terms above.

Signature_____Date_____

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