



CITY OF
CRESTVIEW
COMMUNITY REDEVELOPMENT AGENCY

**COMMUNITY REDEVELOPMENT AGENCY
REGULAR MEETING AGENDA
MARCH 27, 2023
5:00 PM
COUNCIL CHAMBERS**

The Public is invited to view our meetings on the City of Crestview Live stream 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 p.m.) to: cityclerk@cityofcrestview.org.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Open Policy Making and Legislative Session**
- 4. Approve Agenda**
- 5. Presentations and Reports**
 - 5.1. Check Presentation – Sofi’s Nails on Main Street
- 6. Consent Agenda**
 - 6.1. Approval of CRA Regular meeting minutes of November 14, 2022
- 7. Action Items**
- 8. CRA Director Report**
 - 8.1. Presentation of Annual Report
- 9. City Manager / CRA Administrator Report**
- 10. Comments from the Board**
- 11. Comments from the Audience**
- 12. Adjournment**

Florida Statute 286.0105. Notices of meetings and hearings must advise that a record is required to appeal. Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission 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 requirements of this section do not apply to the notice provided in s. 200.065(3). In accordance with Section 286.26, F.S., persons with disabilities needing special accommodations, please contact Maryanne Schrader, City Clerk at cityclerk@cityofcrestview.org or 850-628-1560 option2 within 48 hours of the scheduled meeting.



Staff Report

CRA MEETING DATE: March 27, 2023

TYPE OF AGENDA ITEM: Presentation

TO: CRA Board
CC: City Manager, City Clerk, Staff and Attorney
FROM: Elizabeth Roy, CRA Director
DATE: 3/23/2023
SUBJECT: Check Presentation - Sofi's Nails on Main Street

BACKGROUND:

Grants are available through the CRA for Beautification and Code Upgrades.

DISCUSSION:

The CRA has been working with Sofi's Nails on Main Street for property approvals, and the approvals have been completed.

The matching grant for Sofi's Nails is \$7,422.50.

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 recognizing opportunities.

1. Establish a revitalization task force to address economic and physical Revitalization
2. Maintain and Strengthen the Façade Grant Program
3. Develop and enforce building and site maintenance codes
4. Eliminate the informality in the enforcement of regulations
5. Develop a sidewalk restoration and maintenance program
6. Review to realign downtown streets for efficiency/eliminate dangerous intersections

Market the District

Enhance Public and Private partnerships

Enhance the Aesthetics of the District

1. Develop design guidelines for facades, signage, landscaping , access and parking
2. Develop area around new courthouse/add public amenities
3. Eliminate informality of enforcement of regulations

Expand Activity in the District

FINANCIAL IMPACT

The funds for the grant reimbursement are included in the 2022 CRA Budget.

RECOMMENDED ACTION

Presentation only.

Attachments

None



Staff Report

CRA MEETING DATE: March 27, 2023

TYPE OF AGENDA ITEM: Action Item

TO: CRA Board
CC: City Manager, City Clerk, Staff and Attorney
FROM: Maryanne Schrader
DATE: 11/30/2022
SUBJECT: Approval of CRA Regular meeting minutes of November 14, 2022

BACKGROUND:

Routine approval of minutes.

DISCUSSION:

The minutes were disbursed prior to the 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. Establish a revitalization task force to address economic and physical Revitalization
2. Maintain and Strengthen the Façade Grant Program
3. Develop green space, open space parks, and public plaza programs and promote connectivity within the community

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
3. Develop a sidewalk restoration and maintenance program
4. Review a realign downtown streets for efficiency/eliminate dangerous intersections

Market the District

1. Build and develop an active marketing and branding program
2. Promote CRA district on website and all social media platforms
3. Clearly identify "Historic Downtown Crestview" and direct visitors and locals to the district
4. Develop "Gateways to Crestview"
5. Develop a cohesive "family" of wayfinding signs to the district

Enhance Public and Private partnerships

1. Re-emphasize and incentivize the Crestview Main Street Program
2. Refocus the Historic Preservation Board
3. Enhance the SR 85 Bridge

Enhance the Aesthetics of the District

1. Develop design guidelines for Facades, signage, landscaping , access and parking
2. Develop area around new courthouse/add public amenities
3. Eliminate informality of enforcement of regulations

Expand Activity in the District

1. Promote Arts in the downtown and entire CRA district

Economic Development in the District

1. Amend Comprehensive plan to mixed use for downtown district
2. Develop a commercial incentive program to encourage new development, economic activities and job creation

Connectivity

1. Develop an access road from Industrial Drive to Twin Hills Park
2. Develop a Bike path/pedestrian trail link to between downtown and Twin Hills Park
3. Connect Industrial Drive to Twin Hills park with new entrance

FINANCIAL IMPACT

n/a

RECOMMENDED ACTION

Staff respectfully requests a motion to approve the minutes of November 14, 2022.

Attachments

1. 11142022 Community Redevelopment Agency Minutes

Community Redevelopment Agency Minutes -DRAFT
November 14, 2022
5:30 p.m.
Council Chambers

1. Call to Order

The Regular meeting of the Crestview CRA was called to order at 5:31 p.m. by Chair Nathan Boyles. Members present: Doug Capps, Andrew Rencich, Cynthia Brown, Joe Blocker, Ryan Bullard, and Margareth Larose-Pierre. Board member Linda Parker was excused. Also present were City Manager Tim Bolduc, City Clerk Maryanne Schrader, CRA Director Elizabeth Roy, City Attorney Jonathan Holloway, and staff members.

Chair Nathan Boyles congratulated Board member Ryan Bullard and welcomed him to the Board.

2. Pledge of Allegiance

The Pledge of Allegiance was led by Chair Nathan Boyles.

3. Open Policy Making and Legislative Session

4. Approve Agenda

Chair N. Boyles called for action.

Motion by Board member Andrew Rencich and seconded by Board member Cynthia Brown to approve the agenda, as presented.

Roll Call: Nathan Boyles, Joe Blocker, Margareth Larose-Pierre, Andrew Rencich, Cynthia Brown, Doug Capps, Ryan Bullard. All ayes. Motion carried.

5. Presentations and Reports

6. Consent Agenda

Chair N. Boyles called for action.

Board member Cynthia Brown and seconded by Board member Andrew Rencich to approve the Consent Agenda, as presented.

Roll Call: Nathan Boyles, Joe Blocker, Margareth Larose-Pierre, Andrew Rencich, Cynthia Brown, Doug Capps, Ryan Bullard. All ayes. Motion carried.

6.1. Approval of Special meeting minutes of June 27, 2022

6.2. Approval of Special meeting minutes of August 8, 2022.

7. Action Items

7.1. 2022-2023 Main Street Agreement

CRA Director Elizabeth Roy came forward to review the agreement. She said the Veterans Parade has been added.

Discussion ensued on the details of the agreement.

Motion by Board member Andrew Rencich and seconded by Board member Cynthia Brown to approve the Memorandum of Understanding between the City/CRA and Main Street Crestview Association.

Roll Call: Nathan Boyles, Joe Blocker, Margareth Larose-Pierre, Andrew Rencich, Cynthia Brown, Doug Capps, Ryan Bullard. All ayes. Motion carried.

8. CRA Director Report

CRA Director Elizabeth Roy reported that the next event is December 3rd, the Christmas Parade.

9. City Manager / CRA Administrator Report

City Manager T. Bolduc stated we are working with the railroad company regarding purchase or extension of the lease for the City Hall parking lot. He explained that CSX owns the building which is on the lot adding the goal is to increase our parking in the downtown area. We hope to get started after the first of the year at the latest. He has had meetings with the business owners downtown about extending their hours, as well. He mentioned that the events at the Bush House have been successful.

In response to Board member A. Rencich regarding the funding mitigation, City Manager T. Bolduc replied that the DOT has allowed us an extension on where to apply the funds. City Manager T. Bolduc said we have worked on rehabilitating the latest acquisition of property downtown, which was the old post office. A tree surgeon has been secured to ensure the tree on the property remains. In response to Board member J. Blocker for an update on current projects, City Manager T. Bolduc replied that the parking lot and improvements on Main Street are what staff is working on currently.

10. Comments from the Board

Board member C. Brown mentioned she has attended the last two events at the Bush House and appreciates their hard work. She added they need volunteers.

11. Comments from the Audience

No one came forward.

12. Adjournment

Chair N. Boyles adjourned the meeting at 5:47 p.m.

Minutes approved this 27th day of March 2023.

Chair Nathan Boyles

ATTEST:

Maryanne Schrader, City Clerk
Proper notice having been duly given



Staff Report

CRA MEETING DATE: March 27, 2023

TYPE OF AGENDA ITEM: Presentation

TO: CRA Board
CC: City Manager, City Clerk, Staff and Attorney
FROM: Elizabeth Roy, CRA Director
DATE: 3/23/2023
SUBJECT: Presentation of Annual Report

BACKGROUND:

Every year, Florida Redevelopment Agencies must publish an annual report with set information from the previous year.

This report is due by March 31st.

DISCUSSION:

The Annual report is to be posted on the website of the Redevelopment Agency.

Copies are also to be kept in the City Clerk's office and the office of the CRA, if located in a different location.

The Annual report for fiscal year 2022 will be posted to the City of Crestview website on the Community Redevelopment Agency section.

Copies are available in the required locations.

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FINANCIAL IMPACT

The financial impact of the annual report is included in the annual budget each year.

RECOMMENDED ACTION

No action is needed. Information only.

Attachments

1. CRA FYE 2022



2022

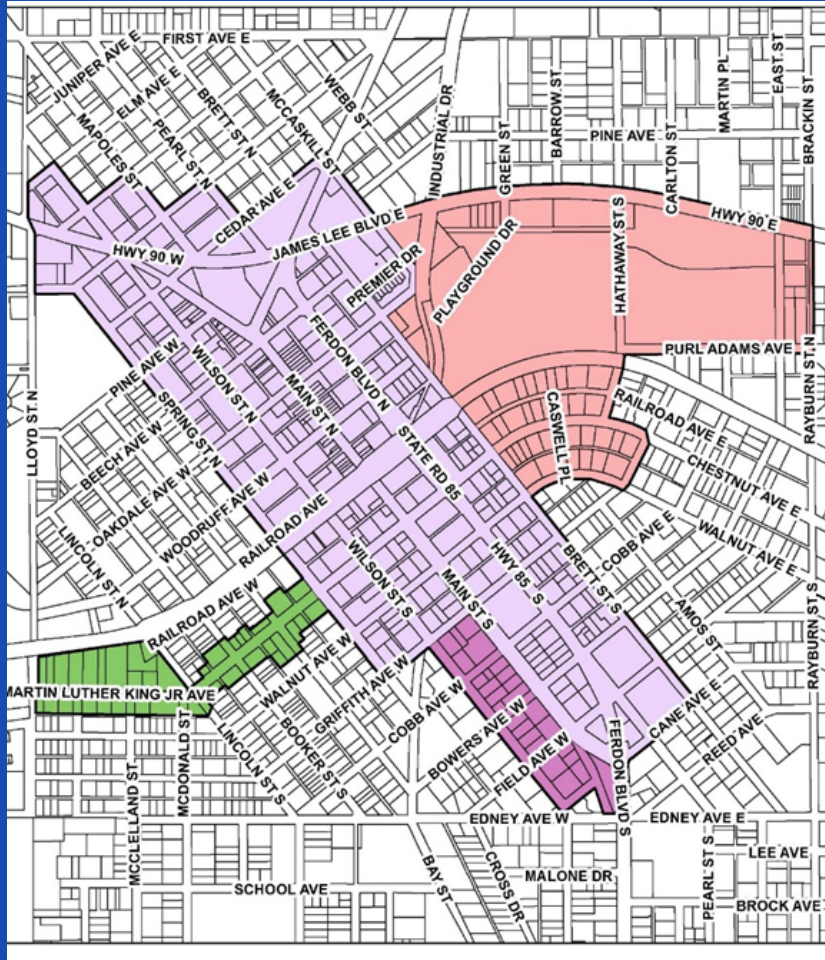
ANNUAL REPORT



PREPARED BY

Elizabeth Roy, CRA Director

CRA AREA MAP



PROPERTY VALUES

BASE YEAR:	\$12,452,562
CURRENT YEAR:	\$35,831,186



CRA

BOARD AND STAFF

ONE
CITY
ONE
MISSION



Andrew Rencich



Cynthia Brown



Doug Capps



Joe Blocker



Ryan Bullard



Margareth Larose-Pierre



Linda Parker



Nathan Boyles,
Chairman
Ad Hoc Member



Elizabeth Roy
CRA Director



Tim Bolduc
City Manager



CRA VISION

"TO ENCOURAGE REDEVELOPMENT WITHIN THE DISTRICT THAT WILL ENHANCE THE QUALITY OF LIFE OF THE COMMUNITY, WHILE MAINTAINING HISTORICAL SIGNIFICANCE."



CRA MISSION

"TO ENHANCE THE QUALITY OF LIFE THROUGH REDEVELOPMENT"



CRA STRATEGIC PLAN



IN JULY OF 2019, THE CRESTVIEW COMMUNITY REDEVELOPMENT AGENCY DEVELOPED A STRATEGIC PLAN TO GUIDE THE CRA THROUGH THE COMING YEARS IN REDEVELOPMENT.

8 FOCUS AREAS WERE DETERMINED TO BE THE MOST IMPORTANT MOVING FORWARD, WHILE STAYING WITHIN THE ESTABLISHED CRA PLAN.

THE ENTIRE CRA STRATEGIC PLAN MAY BE VIEWED ON THE WEBSITE AT:
WWW.CITYOFCRESTVIEW.ORG

OR A COPY MAY BE RECEIVED BY CONTACTING THE CRA DIRECTOR AT
cra@cityofcrestview.org



CRA
2021-2022
FINANCIAL REVIEW



REVENUES 2021-2022

CASH CARRY-FORWARD (revised) \$ 908,850

GENERAL FUNDS \$ 251,779

Interest \$ 1,079

Other (Grant) \$ 250,000

Other \$ 700

TAX INCREMENT FUNDS \$ 247,581

County TIF \$ 85,186

City TIF \$ 162,395

TOTAL REVENUES INCLUDING CARRY FORWARD \$1,408,210



CRA

2021-2022 FINANCIAL REVIEW



EXPENDITURES 2021-2022

ADMINISTRATIVE \$ 41,171

Supplies	\$ 2,290
Administrative	\$ 692
Dues/Insurance	\$ 3,993
Conference/Training	\$ 2,196
Auditing Fees	\$ 5,000
Director Salary	\$ 27,000

CRA PROGRAMS \$ 810,070

Marketing	\$ 1,996
Engineering Fees/Main Street	\$ 292,560
Main Street Partnership	\$ 50,000
Sanitary Services	\$ 860
Signage	\$ 4,493
Downtown Beautification	\$ 8,688
Bush House Renovation	\$ 402,954
Grants, Incentive	\$ 36,019
Mobility Study Implementation	\$ 12,500

TOTAL EXPENDITURES \$ 851,241

FUND BALANCE \$ 556,969

TOTAL (UNAUDITED) ASSETS AS OF 9/30/2022 \$ 556,969



CRA 2021-2022



*In 2021, the Crestview CRA completed the
Downtown Mobility Study.
The study outlined plans to take Downtown
Crestview from the current conditions:*



CRA 2021-2022



To a vibrant downtown community with wider sidewalks, easier business access and beautiful landscaping.



Work is now underway to turn the plan into reality. Follow our progress at:

www.cityofcrestview.org/Downtown-Crestview-Redevelopment-Information



CRA 2021-2022 ACCOMPLISHMENTS



The major accomplishment for 2022 was the renovation of the Lorenza Bush House.

The Bush House is significant to the History of Crestview through its association with the Louisville & Nashville Railroad and the development of the of the Florida Panhandle. The house was built in 1925 by Lorenza Bush, who was a Supervisor of Tracks for the Louisville & Nashville Railroad.

The renovation of the House was aided in part by a grant from the State of Florida, Department of State.

*The Bush House is now home to the
Crestview History Museum
and also houses the
City of Crestview Cultural Services Division
City of Crestview Sister City Program
City of Crestview Historic Preservation Board*



CRA

2021-2022

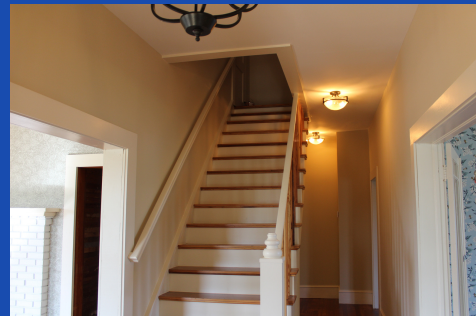
BUSH HOUSE RENOVATIONS



BEFORE



AFTER



CRA

2021-2022

BUSH HOUSE RENOVATIONS



BEFORE



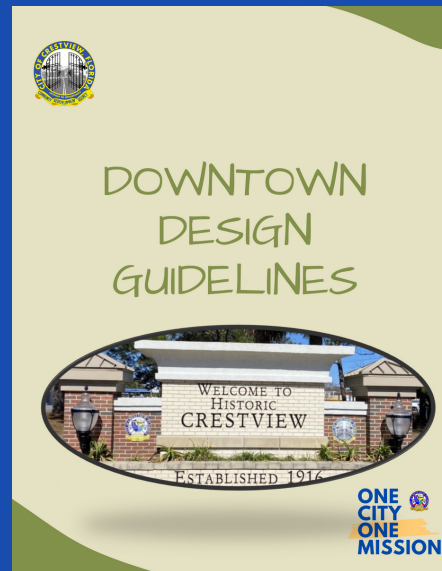
AFTER



CRA 2021-2022 ACCOMPLISHMENTS



*During fiscal 2022, the CRA Office
developed Design Guidelines for
Commercial Businesses in the CRA District*



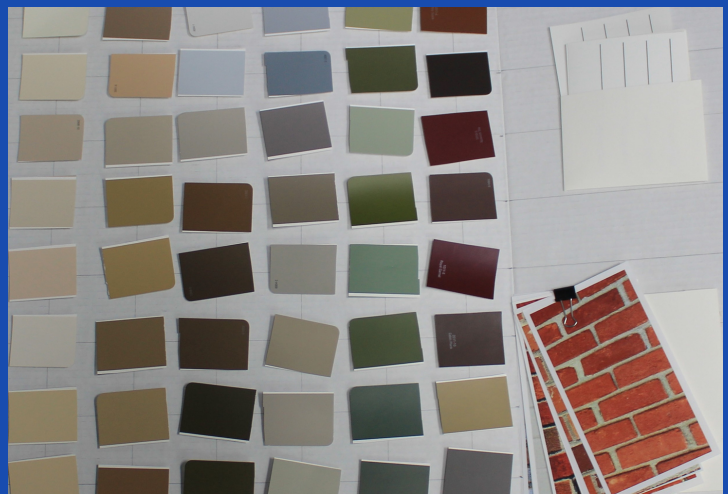
*Photographs of all the different types of bricks in the CRA district
were combined with various historical colors to help business owners
determine the best renovation colors for their businesses to keep the
historical look of the Downtown Crestview area. Other
helpful hints are also included,
and the entire booklet is available online.*



CRA 2021-2022 ACCOMPLISHMENTS



*Storyboards of Bricks and Paint colors
were also developed to aid businesses in selection of
Historical Colors.*



CRA 2021-2022 ACCOMPLISHMENTS



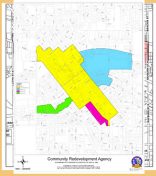
*CRA Office developed a brochure to use
at events and meetings to further explain the purpose of the
CRA*



How we Started:

The City of Crestview formally adopted the Community Redevelopment Agency concept in 1995 for the express purpose of development and redevelopment within a defined community redevelopment area, which encompasses all of the downtown area. The CRA Board (consisting of the five city councilmembers) adopted a Community Redevelopment Plan, which was sanctioned by the Florida Department of Community Affairs.

The CRA operates only within the established CRA district, as defined by the map below.



CRA Vision

"TO ENCOURAGE REDEVELOPMENT WITHIN THE DISTRICT THAT WILL ENHANCE THE QUALITY OF LIFE OF THE COMMUNITY, WHILE MAINTAINING HISTORICAL SIGNIFICANCE."

CRA Mission

"TO ENHANCE THE QUALITY OF LIFE THROUGH REDEVELOPMENT"

CRA Strategic Plan

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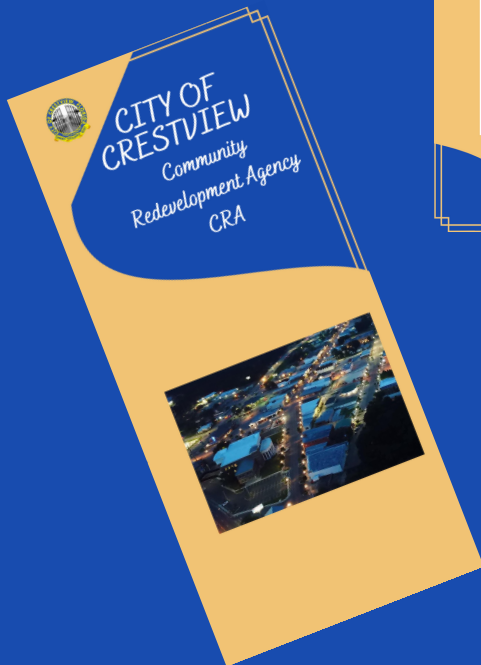


The Future:

The CRA is working closely with the City of Crestview for the redevelopment of Main Street. The CRA also offers Beautification and Code Compliance Grants, as well as Design Guidance for the CRA Area.

More information is available on the Community Redevelopment Agency Pages at: www.cityofcrestview.org





For More Information about the Crestview CRA:

Please contact
Elizabeth Roy
CRA Director
cra@cityofcrestview.org
850-612-6074
or visit the
Community Redevelopment
Agency Page at:
www.cityofcrestview.org

CRESTVIEW CRA

C
Community
R
Realizing
A
Dream

"The CRA District is the heart of the City of Crestview. We are looking forward to strengthening the area to keep the heart beating strongly for years to come."

Elizabeth Roy



CRA 2021-2022 ACCOMPLISHMENTS



*The CRA, along with the City of Crestview,
dedicated the Tower Sign at the corner of
US 90 and 85
to long-time
City Attorney Ben Holley
Mr. Holley served the City and the CRA
for over 30 years.*



CITY OF CRESTVIEW COMMUNITY REDEVELOPMENT AGENCY



WORKING TO CREATE A

C
Community
R
Realizing
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Dream

"The CRA District is the heart of the City of Crestview. We are looking forward to strengthening the area to keep the heart beating strongly for years to come."



Elizabeth Roy