

# City of Groveland

**EVELYN WILSON**  
CHAIR

**RANDOLPH WAITE**  
VICE CHAIR



**BRIGGETT BRANNON**  
BOARD MEMBER

**BARBARA GAINES**  
BOARD MEMBER

**MIKE RADZIK**  
BOARD MEMBER

**COMMISSIONER DOUG SHIELDS**  
EX-OFFICIO MEMBER

**DINA SWEATT**  
BOARD MEMBER

**MIKE SMITH**  
BOARD MEMBER

**DAN MURPHY**  
CRA MANAGER

**COMMUNITY REDEVELOPMENT AGENCY (CRA)**  
**BOARD MEETING**  
**MARCH 1, 2022**  
**6:00 P.M.**

The Chair will ask for comments from the public, requesting that anyone desiring to speak on an item. When recognized by the Chair, please approach the podium and speak into the microphone, stating your name, address, if you are a citizen that lives in the Groveland City limits, and then present the information you desire. Each person has a maximum of five (5) minutes to speak.

Items listed in the "Consent Agenda" will be approved by the Board in their entirety by a single motion, unless otherwise indicated by the Board. These are routine items not anticipated to be controversial and are placed on the Consent Agenda to expedite the meeting. If a Board Member, staff member or member of the public wishes to discuss any item on the Consent Agenda, they can request the item be removed from the Consent Agenda for discussion. The remaining items on the Consent Agenda will be voted on with one motion being made for all items on the Consent Agenda. Then the item removed from the Consent Agenda will be separately considered and voted on.

Items identified with a double asterisk (\*\*) are quasi-judicial functions of the City Council other than land use; the Council Members disclose any ex-parte communications.

**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, member of the public shall limit their discussion or address to no more than five minutes. No question shall be asked a council member or city official except through the presiding officer.

If your address is exempt from public record you are not required to state it. In addition, do not give out your Social Security Number, phone number, email address or any other information you do not want others to have access to as the meetings are recorded and those recordings are considered public record.

**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 Statute,** persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's Office no later than 5:00 p.m. the day of the meeting.

**PUBLIC NOTICE OF THE GROVELAND COMMUNITY REDEVELOPMENT AGENCY GOVERNING BOARD REGULAR MEETING SCHEDULED TO CONVENE AT 6:00 PM, MARCH 1, 2022, IN THE E.L. PURYEAR BUILDING LOCATED AT 243 S. LAKE AVENUE, GROVELAND, FL 34736.**

As an alternate option, the public can attend the March 1, 2022, CRA Meeting virtually. The virtual meeting will be in “watch/listen mode” only; no public comments will be taken virtually. Instructions to participate have been posted to the City’s website under “public notices” at [www.groveland-fl.gov](http://www.groveland-fl.gov)

\*If you would like additional information regarding an agenda item, please contact the Clerk’s Office via email at [ciara.bender@groveland-fl.gov](mailto:ciara.bender@groveland-fl.gov) or (352) 429-2141, ext. 9172.

CHAIR	EVELYN WILSON
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BOARD MEMBER	MIKE SMITH
EX-OFFICIO	COMMISSIONER DOUG SHIELDS
CITY MANAGER	MICHAEL HEIN
CITY ATTORNEY	ANITA GERACI-CARVER
CRA MANAGER	DAN MURPHY
CRA COORDINATOR	JOHN M. JONES
SERGEANT-AT-ARMS	CHIEF SHAWN RAMSEY
RECORDING SECRETARY	CIARA BENDER

**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.”

**OPENING CEREMONIES**

- a. Pledge of Allegiance

**ROLL CALL**

## AGENDA

### CONSENT

#### Consideration of Approval:

1. Approval of December 7, 2021, Groveland CRA Governing Board Meeting Minutes

### OLD BUSINESS

None.

### NEW BUSINESS

2. Consideration of Approval: Broad Street Streetscape Façade and Signage Initiative
3. Consideration of Approval: Phase II Streetscape Project, Broad Street from Lake Avenue to Main
4. Consideration of Approval: Anchor Tenant Agreement Chefing It Up Pizza Cafe
5. Consideration of Approval: Demolition of Building at 171 E. Broad Street
6. Consideration of Approval: Extension and Modification of Contract with Anointed Community Services
7. Consideration of Approval: Removal of Solar Lighting and Consideration of Projects on Hold

### PUBLIC COMMENT

### REPORTS

- a) Board Member Reports
- b) CRA Manager Report
- c) City Attorney Report

### UPCOMING MEETING SCHEDULE\*

- March 28, 2022
- May 23, 2022
- July 25, 2022
- August 22, 2022 (CRA Budget Workshop)
- September 26, 2022 (CRA Budget Adoption)
- October 24, 2022
- November 28, 2022

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

## **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.*

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# CONSENT AGENDA

**City of Groveland  
Minutes  
Community Redevelopment Agency Meeting  
Tuesday, December 07, 2021**

The Groveland City Community Redevelopment Agency (CRA) Meeting held a regularly scheduled meeting on Tuesday, December 7, 2021 in the E.L. Puryear Building located at 243 S. Lake Avenue, Groveland, FL 34736. Chair Evelyn Wilson called the meeting to order at 6:06 p.m. with Vice Chair Randolph Waite and the following board members present: Briggett Brannon, Barbara Gaines, Mike Radzik, Dina Sweatt, and Mike Smith. City officials present were CRA Manager Dan Murphy, Community Development Director Tim Maslow, City Manager Mike Hein, CRA Coordinator John Jones, Sergeant-at-Arms Lieutenant Marcio Cardoso and Recording Secretary Katherine Neill. Note: City Attorney Anita Geraci-Carve and Ex-Officio Member Commissioner Dough Shields had excused absences.

As an alternate option, the public was provided the opportunity to attend the December 7, 2021 City Council Meeting virtually in listen/watch mode only. A public notice with instructions to participate was posted to the City's website under "public notices" at [www.groveland-fl.gov](http://www.groveland-fl.gov), and in the display board at City Hall.

**OPENING CEREMONIES**

Pledge of Allegiance led by Board Member Brannon.

**CONSENT AGENDA**

**Consideration of Approval:**

**A. Approval of September 27, 2021 Groveland CRA Meeting Minutes.**

**Motion:** Board Member Sweatt moved to approve the Consent Agenda; seconded by Board Member Radzik.

**Public Comment:**

None

Motion passed with all Board Members present voting aye.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**1. Strategic Planning: Connecting Downtown Hub to City -Wide Redevelopment**

Community Development Director Tim Maslow introduced BerryDunn consultant Michelle Kennedy and described her work on the city-wide strategic plan. Ms. Kennedy held an open-floor interview to the Board via Zoom to discuss the phases of the strategic planning process, which follows a "Roadmap to Completing the Strategic Plan." The roadmap is as follows:

- November – December
  - External Stakeholder 1-on-1 interviews and focus groups

## DECEMBER 7, 2021 COMMUNITY REDEVELOPMENT MEETING MINUTES

- Complete the environmental scan
- Conduct visioning pre-work with Steering Committee
  
- Early January
  - Facilitate plan development with Steering Committee Jan 4-5
  
- January – February
  - Update City Council on Steering Committee’s work
  - Facilitate City leadership and departments in prioritizing and sequencing capital investments and forecasting revenue, budget, and staffing required for strategic plan priorities
  - Facilitate City leadership and departments in developing performance measures
  - Draft the Strategic Plan document and review with Steering Committee
  
- March
  - Solicit community comments on draft Strategic Plan
  - Review public comments with Steering Committee and finalize the plan
  - Present the final draft to City Council

Board Member Smith asked for clarification if the strategic plan meetings will include scenario-based planning. Ms. Kennedy responded yes. Ms. Kennedy asked the following questions:

- 1) Thinking about the CRA’s 4-Point Action plan, which actions do you believe are most strategic to addressing economic stagnation or decline (evidenced by the presence of “slum” and “blight”) within the expanded redevelopment area?
  
- 2) Considering the Activate Opportunity Sites identified in the 4-Point Plan, what strategic actions does the City and CRA, in collaboration with private sector partners need to take to make progress on the six sites?
  
- 3) What are the most important strategic actions needed to begin implementing the Infrastructure Improvements recommended in the 4-Point Plan?

Board Member Gaines responded that she believed economic development and affordable workforce housing are that need immediate addressing, stating she would support actions in the CRA’s 4-Point plan that address those issues. Board Member Radzik asked to see the 4-Point Action plan, which Ms. Kennedy shared.

Board Member Smith said that infrastructure is most important to him, followed by opportunity site development. Business recruitment was third and reinforced connections is fourth. Board Member Radzik agreed and shared thoughts about SR 50 and business accessibility.

Vice Chair Waite shared that he agreed with Board Member Smith’s ranking but expressed wanting to identify one opportunity site in the short term to garner community support. Board Member Radzik listed issues with immediate proceedings for each opportunity site. In response, Board Member Smith shared his opinion on what additions would improve the area and create a community in downtown.

## DECEMBER 7, 2021 COMMUNITY REDEVELOPMENT MEETING MINUTES

Board Member Gaines questioned what could be done for incoming businesses while the City waits on the realignment. Chair Wilson stated that people will not invest in the City and build buildings waiting to be displaced by the SR 50 realignment. Mr. Maslow stated that breaking the land up for developers is key.

Board Member Radzik shared which opportunity sites he believed could be developed in conjunction with the SR 50 realignment. Board Member Radzik asked what the particular goal was of answering Ms. Kennedy's questions. Mr. Maslow answered that one goal of the interview is to assist in sequencing and determining the prioritization of different projects. Ms. Kennedy stated the questions provide insight for the steering committees about sequencing, prioritization, and resources.

Board Member Gaines asked what the City's response would be to an incoming business regarding growth versus alignment. Mr. Maslow stated that it would depend on the location in the downtown.

Mr. Murphy stated that the purpose of the planning section is to identify developments that could happen within the next five years. He stated that he felt like development is imminent within the next two years.

Board Member Radzik stated that opportunity sites with high-return TIF give the City the opportunity to fund the SR 50 realignment in the short-term. Mr. Maslow shared that one of the first steps he believes should be taken is putting City-owned land on the market to see what offers come in. Board Member Radzik inquired why the City was not currently advertising the land online. Chair Wilson inquired if the City had a broker. Mr. Maslow stated no. Mr. Murphy stated that the CRA is fully prepared to market the properties once they are identified.

Ms. Kennedy asked which projects would be most important for preserving City's natural charm. Mr. Murphy stated that ideally all projects would. Ms. Kennedy asked what new projects the Board believed could grow from the CRA's 4-Point plan. Chair Wilson asked what the other Board members saw as a vision for Groveland.

Board Member Gaines shared her vision of accessible one-stop buildings. Board Member Smith shared his vision of two Groveland's merging, one modern and one small-town. Board Member Radzik agreed with Board Member Smith's vision. Board Member Sweatt shared her vision of downtown being a heavily involved community, including shopping, landscaping, and walkability. Board Member Brannon stated that it is hard to have a vision in the downtown's current state with blight and heavy traffic. Vice Chair Waite expressed the need for a developer/broker meeting to begin development. He shared his vision of a safe and walkable downtown. Chair Wilson shared her vision of an all-inclusive Groveland following the SR 50 realignment.

Board Member Radzik stated that people need to be excited about development. He inquired if the meeting would prompt a use for the Annex building. Mr. Maslow stated the centennial celebration would activate the Annex's involvement in downtown redevelopment. Board Member Smith said he would like to see a model for the downtown. Board Member Gaines inquired what the CRA would do to get her, and others, excited for the centennial. Board Member Radzik suggested using the Annex as a center for redevelopment and growth.

## DECEMBER 7, 2021 COMMUNITY REDEVELOPMENT MEETING MINUTES

Due to time constraints, Mr. Maslow thanked the Board for their answers and participation in the discussion. Chair Wilson thanked the Board for their feedback. Board Member Radzik asked for a consensus to have a short-term plan for the Annex at the January 24, 2022 CRA Meeting. The Board unanimously agreed. Mr. Murphy stated he will coordinate the effort.

### 2. **Request for CRA Board Approval: Façade Grant for 133 S. Orange Street**

Mr. Murphy introduced a façade grant application for 133 S. Orange Street at the Papi Pincho restaurant establishment. Mr. Diaz and Mr. Dubois submitted an application for construction of a pergola attached to the existing building. The estimated cost is \$115,290 and the applicants sought a \$20,000 façade grant. Mr. Murphy explained that the project elements included erecting a pergola, including concrete, electric, and plumbing.

Board Member Sweat commented that she was looking forward to the improvements. Board Member Radzik pointed out inconsistencies with the figures listed, and Mr. Murphy asked to correct the award amount to \$20,000.

Board Member Smith asked for clarification on the property boundaries. Mr. Murphy clarified the layout of the Papi Pinchos establishment. Mr. Maslow expressed the need for an engineered site plan in accordance with a zoning review from the Planning & Zoning team.

Board Member Radzik asked for clarification on the property owner. Mr. Murphy said Mr. Dubois is the property owner and illustrated the layout of the project in conjunction with the current property line. Board Member Radzik asked for updated maps and specifics for the property in the interim of approving the façade award. Mr. Maslow informed the Board that the grant approval does not mean immediate project construction. Mr. Maslow suggested the next façade applications presented have site plans and concept maps included for reference.

**Motion:** Board Member Smith moved to approve the façade grant application for 133 S. Orange Street; seconded by Board Member Sweatt.

**Public Comment:**

None

Motion passed with all Board members present voting aye.

### 3. **Request for CRA Board Approval: Façade Grant for 139 E. Broad Street**

Mr. Murphy introduced a façade grant application for 139 E. Broad Street. The tenant, Ms. Saintard, had a soft opening for the Caribbean Zest and Bar and approached the CRA for assistance following several code violations.

With the façade grant, Mr. Murphy plans to address the signage, awning, painting, and window restoration on the building. Mr. Murphy is utilizing a new façade fund for businesses located within the Broad Streetscape project. Board Member Smith asked if the CRA has been in negotiations

## DECEMBER 7, 2021 COMMUNITY REDEVELOPMENT MEETING MINUTES

with other properties along Broad Street. Mr. Murphy responded yes and said he commissioned concept drawings from an architect to address the needs of each building. He stated he is also in communication with each business owner to address façade renovations before bringing the information to the Board.

Board Member Smith expressed his opinion of the concept art and his approval of renovating other businesses in the downtown area. Board Member Sweatt expressed approval of the concept designs.

Board Member Gaines said she attended the soft opening of the Caribbean Zest and Bar and shared her concerns for the current state, as well as her hopes for future renovations. Chair Wilson thanked Board Member Gaines for her report. Chair Wilson also shared her concerns for a neighboring business and expressed the desire to improve the façade and, in turn, inspire internal changes.

Board Member Radzik questioned if the Board could approve the concept prior to having an inspector check the fire wall of the building. Board Member Radzik said he could not support expending the funds prior to an inspection. Mr. Murphy said the fire inspector checked the building and the code violations have been brought to the building owner's attention. Mr. Murphy stated he reached out to several community members, such as the Cheffing it Up restaurant, to assist the tenant in starting her business.

Board Member Radzik asked for clarification on the owner's investment as the application asked for an initial \$10,000 award for a \$13,000 estimated project cost. Mr. Murphy estimated the owner will contribute between \$15,000 and \$20,000 to bring the building up to code.

Board Member Brannon inquired if the building currently had brick. Mr. Murphy said yes. Mr. Maslow asked if the render painted over the current brick. Mr. Murphy said the façade would have a painted block and he would encourage the business owner to use funds to improve the buildings. Board Member Brannon said she is looking for brick veneer rather than painted block; Mr. Maslow said he and Mr. Murphy are working with their team to adjust final design details.

Board Member Gaines asked Chair Wilson what her concerns were for the Groveland Pharmacy beside the Caribbean Zest and Bar. Chair Wilson shared her perspective and said she would like to do more shopping in the downtown area. Board Member Gaines commented that she wanted nothing more than to see the business succeed as a women and minority-owned small business and is supportive of the façade grant.

Vice Chair Waite commented that one item he believes will help the business' success will addressing the concrete exterior and taking out walls with years of smoke damage.

**Motion:** Board Member Smith moved to approve the façade grant application for 139 E. Broad Street; seconded by Board Member Sweatt.

## DECEMBER 7, 2021 COMMUNITY REDEVELOPMENT MEETING MINUTES

**Amended Motion:** Board Member Smith amended the motion to approve the façade grant award contingent upon 139 E. Broad Street passing inspection in compliance with building and fire code; seconded by Board Member Gaines.

**Public Comment:**

None

Motion passed with all Board members present voting aye.

#### 4. **Presentation: Updates on In-Depth Analysis of Opportunity Sites**

Mr. Murphy provided a PowerPoint presentation from BusinessFlare as follows:

- Goals: CRA 4-Point Action Plan
  - Activate Opportunity Sites
  - Infrastructure Improvements
  - Business Recruitment & Retention
  - Reinforce Connections
  
- Opportunity Sites Overall
  - Estimated project cost of \$142.5M and an estimated 20-year TIF of \$26.4M
  - Locations: Cortese Corners, Lakefront Hotel, Inner Loop, Civic Square
  - Cortese Corners
    - 10.8 Acres; estimated project cost of \$70M; 20-year TIF of \$13.7M
    - High site feasibility
    - City of Groveland owns 5.4 acres; majority of land is shovel-ready
    - Interested parties
  - Lakefront Hotel
    - 2.2 Acres; estimated project cost of \$30.5M; 20-year TIF of \$5.9M
    - Medium-high site feasibility
    - City of Groveland owns 3.6 acres
  - Inner Loop
    - 9.3 Acres; estimated project cost of \$37M; 20-year TIF of \$6.8M
    - Medium-high site feasibility
    - Interested single owner; majority of land is shovel-ready
    - Needs infrastructure
  - Civic Square
    - 2.3 Acres; estimated project cost of \$5M
    - Medium-low site feasibility
    - City of Groveland owns 0.27 acres; land is mostly occupied; multiple owners
  
- Approaches & Benefits
  - Economic solutions
    - Streamlined Permitting

## DECEMBER 7, 2021 COMMUNITY REDEVELOPMENT MEETING MINUTES

- Additional Units
- Parking Reduction
- Land Acquisition
- Land Discount
- TIF Recapture
- Infrastructure Grant
- Flexible Financing
- Benefits
  - City can have more predictability on physical outcomes
  - Capitalized on areas where City has the most influence and potential cash flow; makes the projects feasible for investment
- Case Studies
- Moving Forward
  - Topics for Discussion
    - Comprehensive financial analysis of sites
    - Clarify expressions of interest from current interested parties
    - Continue informative workshops on P3s and processes/benefits
    - Build stakeholder consensus

Board Member Radzik commented that the development of Cortese Corners may seem more hopeful since the City owns acreage in the opportunity site but expressed concern for others. Mr. Murphy stated that a developer would look at the current market and analyze what rate they could receive. Board Member Radzik commented that each opportunity site is a great prospective project but questioned how the city could ensure the return on TIF would match the projected return in the presentation. Mr. Murphy said that exploring developer ideas would help ensure the return TIF.

Mr. Murphy stated the City owned 2.1 acres of an opportunity site rather than the listed 3.6 acres. He stated that the Lakefront Hotel has received two unsolicited proposals. Mr. Murphy also offered short-term project ideas in place of the hotel site.

Regarding the inner loop opportunity site, Mr. Murphy said a developer could purchase the land for a reasonable cost without breaking the land into parcels. Mr. Murphy commented that the CRA perceives a need for a new city hall and office suites, feasible with the Civic Square site. Mr. Murphy reiterated the need for a developer conference to begin approving opportunity sites.

Following the presentation, Board Member Smith commented it would be interesting to see more information on CDDs if the Board were to approve moving forward with developing opportunity sites. He stated that he desired a comprehensive analysis of costs and rewards to have a better understanding, particularly for Cortese Corners and the Lakefront Hotel site. Board Member Radzik agreed on a need for a comprehensive financial analysis.

## DECEMBER 7, 2021 COMMUNITY REDEVELOPMENT MEETING MINUTES

Board Member Radzik asked why there was not more information on developers approaching the CRA regarding the opportunity sites. He inquired about the need for a developer's conference. Mr. Murphy stated that making arrangements with one of the developers would reduce the need for a conference; however, both he and Mr. Maslow have contacts that may be interested in the opportunity sites. Mr. Murphy stated that holding a developer's conference would help the City select the best developer for the projects.

Mr. Maslow informed the Board that he would work with Mr. Murphy to contact developers and reaffirm proposals, reminding the Board that the City recently adopted a process for addressing unsolicited proposals.

Board Member Radzik stated that the return to the City is not solely monetary and thanked Mr. Maslow on the need for swift decisions. Vice Chair Waite commented that before contacting developers, he would like a proposed date for the developer conference, so developers know the City is interested in their potential offers.

### 5. **Request for CRA Board Approval: FY 2021-22 CRA Budget Amendment**

Mr. Murphy introduced an item on behalf of the Finance Director, Ms. Jo-Anne Drury, to address a discrepancy in the FY 2021-22 CRA Budget. The initial budget was approved at \$304,000 in carryforward as of September 30, 2021. The amount did not reflect an additional \$17,324 in carryforward, bringing the total final budget to \$321,524. With Mr. Murphy's approval, the additional funds would be appropriated for the Streetscape Project.

Board Member Smith clarified that requirements state the CRA Board must either return the funds or allocate them to an account within the budget. Board Member Radzik stated that the motion would forward the item to City Council.

**Motion:** Vice Chair Smith moved to approve Resolution 2021-68, FY2021-2022 CRA Budget Amendment; seconded by Board Member Radzik.

**Amended Motion:** Vice Chair Smith moved to approve Resolution 2021-68, FY2021-2022 CRA Budget Amendment and to place an ordinance on the next City Council meeting agenda for consideration of approval; seconded by Board Member Radzik.

**Public Comment:**

None

Motion passed with all Board Members present voting aye.

### **PUBLIC COMMENT**

None.

**REPORTS**

**Board Member Gaines**

Nothing to report at this time.

**Board Member Brannon**

Nothing to report at this time.

**Board Member Radzik**

Nothing to report at this time. However, Board Member Radzik shared his appreciation for the conversation and ability to share ideas with his fellow Board members.

**Board Member Sweatt**

Nothing to report at this time.

**Board Member Smith**

Board Member Smith reported that he received confirmation from Mr. Fish, Public Works Director, regarding the Board's concerns on the lack of maintenance and paving on Crittenden Street. He shared that Mr. Fish said they will resurface Crittenden and would address repainting the markings along SR 33 across from Crittenden. Board Member Smith also offered insight to veneer options relating to the Broad Street business façades.

**Vice Chair Waite**

Nothing to report at this time.

**Chair Wilson**

Chair Wilson informed the Board and the public of the second Friday farmer's market, as well as the City's Martin Luther King Jr. Celebration in January. Chair Wilson asked Vice Chair Waite if he would be available on December 19, 2021 for a meeting regarding Trilogy. Vice Chair Waite responded yes. Chair Wilson advised Vice Chair Waite to respond to the City Clerk's invitation.

**CRA Manager Murphy**

Mr. Murphy reported the Streetscape project is near completion. An issue stalling completion is Duke's light removal and installation of FDOT lights along the North side of Broad Street. Mr. Murphy reported installation was scheduled for the end of July with only human-scale lights being installed along the South side of Broad Street. Mr. Murphy spoke to Duke's corporate office regarding the project and problems, requesting action.

Board Member Radzik commented that if the performance has cost the City extra funds, Mr. Murphy is to hold the issue against their performance bond. Mr. Murphy agreed.

Mr. Murphy informed the Chair that the next scheduled CRA Board meeting is January 24, 2022.

**City Attorney Geraci-Carver**

Nothing to report at this time.

DECEMBER 7, 2021 COMMUNITY REDEVELOPMENT MEETING MINUTES

**UPCOMING MEETING SCHEDULE**

- January 24, 2022
- March 28, 2022
- May 23, 2022
- July 25, 2022
- August 22, 2022 (Budget Workshop)
- September 26, 2022 (Budget Adoption)
- October 24, 2022
- November 28, 2022

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

**ADJOURNMENT**

Chair Wilson adjourned the meeting at 8:55 p.m.



\_\_\_\_\_  
Evelyn Wilson, Mayor

Attest:

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Virginia Wright, City Clerk

NEW  
BUSINESS



## AGENDA ITEM 2

TO: HONORABLE CRA CHAIR AND BOARD MEMBERS

VIA: MIKE HEIN, CITY MANAGER

FROM: DAN MURPHY, CRA MANAGER

SUBJECT: CONSIDERATION OF APPROVAL: BROAD STREET  
STREETSCAPE FAÇADE AND SIGNAGE INITIATIVE

DATE: MARCH 1, 2022

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### **Background:**

In 2021 the Groveland CRA finished Phase I of the Broad Street streetscape, with new trees and plants in a pleasant array of irrigated beds with buried electric lines, new pedestrian lighting, benches and other amenities. The improvements revealed a state of disrepair on the facades of buildings on the block as well as numerous code violations. The CRA engaged architectural firm Eleven 18 to study and propose façade improvements for the nine buildings on the block. Staff engaged professional estimates to paint, replace awnings, add brickwork and perform other construction tasks and engaged Groveland firm Affordable Signs to recommend new code compliant signage. The total project estimates were for \$75,000 construction costs and \$30,000 signage:

- Groveland pharmacy: \$12,446 paint and brickwork and \$3,525 signage
- Groveland laundry: \$4,458 paint and awning repair
- Cricket: \$5,605 paint
- Prosperity Financial \$5,275 paint and brickwork and \$3,525 signage
- Supermercado Jalisco: \$9,980 paint, windows and \$5,425 signage
- Ice cream/tortillas: \$6,305 paint, brickwork and \$5,175 signage
- Barber/beauty: \$9,356 paint, awning and \$4,410 signage
- Thrift store: \$10,710 paint or pressure wash
- Laboratory/yoga: \$5,500 paint and \$3,525 signage

The project has been reviewed with Community Development staff for code compliance, permit-ability and aesthetic contribution. During a walkthrough it was determined that electric lighting of signage, later estimated at \$38,000, and City-sponsored improvements estimated at an additional \$15,000 should be completed. The CRA worked with individual building owners to obtain approval of the improvements. The façade initiative is expected to dramatically improve the

downtown streetscape but also to set an example for signage and code compliance issues that will involve other business owners.

**Staff Recommendation**

Staff recommends CRA Board approve up to \$150,000 be expended from the streetscape “other projects” line item, 630 for the façade initiative.

**BUDGET NOTICE:**

The \$150,000 in funding would reduce the total \$326,000 remaining in line item 360, “other projects” during FY 2021/22.

**Attachments**

1. Construction/signage cost estimate spreadsheet
2. Nine (9) packets including owner request, façade photo
3. Architect before/after recommendations
4. Signage proposal



## AGENDA ITEM 3

TO: HONORABLE CRA CHAIR AND BOARD MEMBERS

VIA: MIKE HEIN, CITY MANAGER

FROM: DAN MURPHY, CRA MANAGER

SUBJECT: CONSIDERATION OF APPROVAL: PHASE II STREETSCAPE PROJECT, BROAD STREET FROM LAKE AVENUE TO MAIN

DATE: MARCH 1, 2022

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### **Background:**

Following completion of the 2021 Broad Street Streetscape between Main Street and Indiana Avenue the CRA ordered analysis and design of a companion Broad Street streetscape from Main Street west to Lake Avenue as Phase II of the City's ongoing downtown renovation. A team including landscape architects, lighting specialists and construction managers from CPWG Madrid was engaged and prepared the attached drawings and construction cost estimate.

Phase II is projected to replace existing trees with newly configured foliage beds including native plants and flowers as well as a balanced set of new oak trees. The beds will feature silva cells to protect root balls, will be fully irrigated and will include buried conduit for electrical lines. The streetscape will be made complete with new pedestrian and FDOT required lighting, benches and trash receptacles. The design was favorably reviewed by staff and discussed with Florida Department of Transportation and Duke Energy.

### **Staff Recommendation**

Staff recommends CRA Board approve the streetscape design and authorize contracting of construction not to exceed \$295,811.

### **BUDGET NOTICE:**

The \$295,811 streetscape construction project was anticipated in the 2021-22 CRA budget approved by the CRA Board.

**Attachments**

1. Streetscape design, Phase II
2. Construction budget estimate, streetscape Phase II



AGENDA ITEM 4

TO: HONORABLE CRA CHAIR AND BOARD MEMBERS

VIA: MIKE HEIN, CITY MANAGER

FROM: DAN MURPHY, CRA MANAGER

SUBJECT: CONSIDERATION OF APPROVAL: ANCHOR TENANT AGREEMENT CHEFING IT UP PIZZA CAFE

DATE: MARCH 1, 2022

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**BACKGROUND:**

One of the first new downtown Groveland food service investors in the past five years, Chefing It Up Pizza, has built a following and steadily expanded operations from a 500 sq ft kitchen and takeout counter. Despite the challenges of the COVID environment, the restaurant has improved operations to include patio and alleyway service, supplementing City events at Lake David Park. The departure of another tenant in the building has presented the owners with the opportunity to expand by 500 sq ft to increase kitchen space and add full table service and a bar area, an investment estimated at \$100,000.

The owners have requested to participate in the City's Anchor Tenant incentive program. The program provides a 5-year loan to grant of up to 35 percent of capital investment. The loan terms include 20% forgiveness each year and full conversion to a grant after five years. In the event the business moves or fails, the agreement places a lien on equipment/

**Staff Recommendation**

Staff recommends CRA Board approve a \$35,000 Anchor Tenant loan-to-grant agreement with Chefing It Up owners Vincent and Eliana Ascolese.

**Attachments**

1. Anchor Tenant Agreement between City and owners
2. Budget estimate



## AGENDA ITEM 5

TO: HONORABLE CRA CHAIR AND BOARD MEMBERS

VIA: MIKE HEIN, CITY MANAGER

FROM: DAN MURPHY, CRA MANAGER

SUBJECT: CONSIDERATION OF APPROVAL: DEMOLITION OF  
BUILDING AT 171 E. BROAD STREET

DATE: MARCH 1, 2022

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### **BACKGROUND:**

The CRA has worked with Marco Pineda, owner of the 2-story building at 171 Broad in downtown Groveland, for more than two years in an attempt to either renovate a deteriorating structure or demolish and build a new commercial office building. City staff and third party construction experts have deemed the existing structure unsafe and determined the space challenges and cost to repair insurmountable. The CRA engaged Professional Air Monitoring to conduct an asbestos survey and determined minimal asbestos content only in a few flooring tiles.

As an incentive to the owner to build a modern new mixed use structure, the CRA proposed to pay for demolition of the facility. At the direction of fire safety and building department to expedite demolition of the unsafe structure, prospective service providers have been identified and a budget limit set at \$18,000.

### **Staff Recommendation**

Staff recommends CRA Board approve \$18,000 to demolish the building at 171 Broad and authorize the CRA manager to contract the services.

### **Attachments**

1. Agreement between City and owner



## AGENDA ITEM 6

TO: HONORABLE CRA CHAIR AND BOARD MEMBERS

VIA: MIKE HEIN, CITY MANAGER

FROM: DAN MURPHY, CRA MANAGER

SUBJECT: CONSIDERATION OF APPROVAL: EXTENSION AND  
MODIFICATION OF CONTRACT WITH ANOINTED COMMUNITY  
SERVICES

DATE: MARCH 1, 2022

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### **Background:**

The Groveland City Council approved a professional services contract with Anointed Services International to continue the successful education and community support services at the Elese Tomlin Center through 2023. The CRA Board approved funding for the continued service provision at the Center during FY 2021/22 in the amount of \$48,400. In January, the CRA was notified of a Livewell Grant award involving Anointed Services and the Elese Tomlin Center: \$2.2 million was awarded to design and construct a new permanent community center and provide staffing and equipment to Anointed Services. The increased and enhanced services to be provided by Anointed Services during the three-year buildout of the Center provoked the following considerations:

- The term of agreement between the City of Groveland and Anointed Services should be reviewed for a possible 5-year period with additional 1-year extensions or other agreement consistent with grant provisions
- Staffing levels funded by the CRA should be increased in FY 2021/22 and FY 2022/23 to provide expanded Anointed service levels even as the community center is being designed and built.
- The City of Groveland should proceed to provide a city-owned transportation van to Anointed Services for exclusive operations related to Elese Tomlin Center.

CRA Staff has reviewed staffing levels with Ms. Linda Cowels, Anointed Services director. The proposal is to engage part-time high school teacher; WIN assistant, administrative assistant and increase the director's salary for the remainder of FY 2021/22 and to increase funding for FY 2022/23 to \$125,000. The increase for the remainder of 2021/22 would be to \$9,226 from \$4,033 monthly, a net increase of \$36,347.

The CRA Board may also make recommendations to the City Council regarding contract terms and the provision of a vehicle to Elese Tomlin operations.

**Staff Recommendation**

Staff recommends CRA Board approve increased funding for Anointed Services professional services at Elese Tomlin Center by \$36,347 in FY 2021/22

**BUDGET NOTICE:**

The \$36,347 in funding would increase line item 346, contract services to a total of \$84,747 for Anointed Services during FY 2021/22.

**Attachments**

1. Memo from Ms. Linda Cowells



## AGENDA ITEM 7

TO: HONORABLE CRA CHAIR AND BOARD MEMBERS

VIA: MIKE HEIN, CITY MANAGER

FROM: DAN MURPHY, CRA MANAGER

SUBJECT: CONSIDERATION OF APPROVAL: REMOVAL OF SOLAR LIGHTING AND CONSIDERATION OF PROJECTS ON HOLD

DATE: MARCH 1, 2022

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### **Background:**

The Groveland CRA has engaged professional services to develop recommendations on numerous projects during the past 18 months. These projects are being presented to obtain CRA Board approval to remove solar lighting from the downtown area and to solicit Board comments regarding the other projects.

- Fourteen solar lights were installed in a 7-block radius of downtown. Half are not functioning and the manufacturer has gone out of business with no replacement part availability. An estimate of \$17,766 has been obtained to remove and dispose of the lights.
- Designs were sought to pave and landscape a parking lot at Main Street and Cherry where the old city hotel once sat. No decision has been made on the project, estimated at between \$70,000 and \$100,000 depending upon paving material.
- Designs were sought to pave and landscape a parking lot between Crittenden and Railroad Street in downtown Groveland behind the businesses on the north side of Broad Street. No decision has been made on the project, estimated at between \$175,000 and \$220,000 depending on paving material and design.
- The CRA Board directed staff to evaluate the area on East Broad Street adjacent to Walker Attorney where plants were dying. City crews repaired irrigation and a recommendation was received to replace only a small area and conduct landscape training for city crews. No decision has been made on the project estimated at \$33,000.

The solar lighting removal is preliminary to a comprehensive lighting proposal for downtown Groveland and CRA staff seek Board approval for the project. Board consensus is sought regarding the other pending projects.

### **Staff Recommendation**

Staff recommends CRA Board approve \$17,766 be expended from the streetscape “other projects” line item, 630, and removal of solar lighting be accomplished immediately in FY 2021/22.

**BUDGET NOTICE:**

The \$17,766 in funding would reduce the total \$326,000 remaining in line item 360, “other projects” during FY 2021/22.

**Attachments**

1. Cost estimate, Removal of Solar Lighting
2. Landscape plan Cherry-Main parking lot
3. Cost Estimate Cherry Main parking lot
4. Landscape plan Railroad Street parking lot
5. Cost Estimate Railroad Street parking lot
6. Landscape plan Broad Street splitter
7. Cost Estimate Broad Street splitter