



**CITY OF TALLAHASSEE COMMUNITY REDEVELOPMENT AGENCY**  
**MEETING AGENDA**

January 28, 2016, 9:30 AM  
City Commission Chambers  
City Hall, Second Floor

- I. **CALL TO ORDER**  
9:30 AM
  
- II. **PUBLIC COMMENTS ON AGENDA ITEMS**
  
- III. **CONSENT ITEMS**  
3.01 - Selection of CRA Chair and Vice Chair for 2016 – Rick McCraw, CRA Program Director  
  
3.02 – Approval of Modification to Commercial Façade Improvement Grant for 101 S. Adams Street – Rick McCraw
  
- IV. **POLICY FORMATION AND DIRECTION**  
4.01 – Fiscal Year 2015 City of Tallahassee CRA Budget Close-Out – Sherri Curtis, CRA Principal Planner  
  
4.02 – Approval of Grant Funding for the Piggly Wiggly Supermarket on South Monroe Street – Rick McCraw  
  
4.03 – Review of Returns to CRA Major Redevelopment Projects and Commercial Façade Improvement Grants – Roxanne Manning, CRA Executive Director  
  
4.04 – Project Updates (no agenda materials) – Roxanne Manning
  
- V. **PUBLIC COMMENTS**
  
- VI. **UNAGENDAED ITEMS/DISCUSSIONS (CRA BOARD)**



### Agenda Item Details

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Meeting	Jan 28, 2016 - CRA Board Meeting
Category	3. Consent Items
Subject	3.01 Selection of CRA Chair and Vice Chair for 2016 -- Roxanne Manning, Tallahassee Community Redevelopment Agency
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	Option 1: Designate City of Tallahassee Mayor Andrew Gillum as CRA Chair and Leon County Commissioner Bill Proctor as Vice-Chair for calendar year 2016.

### Public Content

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For more information, please contact: Rick McCraw at 850-891-8352.

#### *Statement of Issue*

On September 23, 1998, the City Commission adopted Ordinance No. 98-O-0046, which established the Board for the City of Tallahassee Community Redevelopment Agency (CRA). As codified in Chapter 6, Article II, Division 2, Section 6-52(c) of the Tallahassee Code of Ordinances, the CRA Board is authorized by the City Commission to annually designate the Chair and Vice-Chair of the CRA.

On February 25, 2008, the CRA Board approved a motion alternating the Chair and Vice-Chair position between the Mayor of Tallahassee and the Chair of the Leon County Commission, provided the Chair of the Leon County Commission is also a member of the CRA Board. For calendar year 2015, Leon County Commissioner Mary Ann Lindley served as the CRA Chair and City of Tallahassee Mayor Andrew Gillum served as the Vice-Chair.

For calendar year 2016, Mayor Gillum is nominated to serve as the CRA Chair, and Leon County Commissioner Bill Proctor is nominated to serve as the Vice-Chair. Commissioner Proctor was elected by the Leon County Board of County Commissioners as Chair of the County Commission on November 17, 2015. If approved, the change in the Chair and Vice-Chair positions will take place immediately.

#### *Recommended Action*

Option 1: Designate City of Tallahassee Mayor Andrew Gillum as CRA Chair and Leon County Commissioner Bill Proctor as Vice-Chair for calendar year 2016.

#### *Fiscal Impact*

There is no fiscal impact associated with this agenda item.

### Supplemental Material/Issue Analysis

#### *History/Facts & Issues*

On September 23, 1998, the City Commission adopted Ordinance No. 98-O-0046, which established the Board of Commissioners for the City of Tallahassee CRA. On September 25, 2002, the City Commission adopted Ordinance No. 02-O-11, which amended the structure of the CRA Board to comply with the opinion of the State Attorney General that having County Commissioners sit as members of a community redevelopment agency board would violate the dual office holding prohibition of the Florida Statutes. Subsequently, Section 163.356(2), Florida Statutes, was amended to permit members of a County Commission to serve as members of a community redevelopment agency board. In September 2006, the City, County

and CRA Board agreed, as part of the first amendment to the interlocal agreement governing the Downtown District Community Redevelopment Area, that membership on the CRA Board would be expanded to include the Mayor, the four members of the City Commission, and four members of the Board of County Commissioners. On June 27, 2007, the City Commission adopted Ordinance No. 07-O-35AA, which amended the structure of the CRA Board to be consistent with the first amendment of the CRA interlocal agreement.

As codified in Chapter 6, Article II, Division 2, Section 6-52(c) of the Tallahassee Code of Ordinances, the CRA Board is authorized by the City Commission to annually designate the Chair and Vice-Chair of the CRA. On February 25, 2008, the CRA Board approved a motion alternating the Chair and Vice-Chair position between the Mayor of Tallahassee and the Chair of the Leon County Commission, provided the Chair of the Leon County Commission is also a member of the CRA Board. For calendar year 2015, Leon County Commissioner Lindley served as the CRA Chair and Mayor Gillum served as the Vice-Chair.

For calendar year 2016, Mayor Gillum is nominated to serve as the CRA Chair, and Leon County Commissioner Bill Proctor is nominated to serve as the Vice-Chair. Commissioner Proctor was elected by the Leon County Board of County Commissioners as Chair of the County Commissioners on November 17, 2015. If approved, the change in the Chair and Vice-Chair positions will take place immediately.

#### ***Options***

1. Designate City of Tallahassee Mayor Andrew Gillum as CRA Chair and Leon County Commissioner Bill Proctor as Vice-Chair for calendar year 2016.
2. Do not designate City of Tallahassee Mayor Andrew Gillum as CRA Chair and/or Leon County Commissioner Bill Proctor as CRA Vice-Chair for calendar year 2016. Provide CRA staff with additional guidance.

#### ***Attachments/References***

None



### **Agenda Item Details**

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Meeting	Jan 28, 2016 - CRA Board Meeting
Category	3. Consent Items
Subject	3.02 Approval of Modification to Commercial Façade Improvement Grant for 101 S. Adams Street -- Roxanne Manning, Tallahassee Community Redevelopment Agency
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Budget Source	IB Tallahassee (Doubletree Hotel) Commercial Façade Grant, Project # 1500144
Recommended Action	Option 1: Approve the modification to the IB Tallahassee, LLC Commercial Façade Improvement Grant waiving the mortgage requirement.

### **Public Content**

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For more information, please contact: Lou Norvell at 850-891-8029.

#### ***Statement of Issue***

This item seeks approval to modify the terms of a previously approved commercial façade grant agreement to waive the requirement of a mortgage on the grantee's property.

On September 29, 2014 the City of Tallahassee Community Redevelopment Agency (CRA) Board approved a commercial façade grant to IB Tallahassee, LLC for façade improvements to the Doubletree hotel located at 101 S. Adams Street, on the southeast corner of the intersection of Park Avenue and Adams Street.

#### ***Recommended Action***

Option 1: Approve the modification to the IB Tallahassee, LLC Commercial Façade Improvement Grant waiving the mortgage requirement.

#### ***Fiscal Impact***

None

### **Supplemental Material/Issue Analysis**

#### ***History/Facts & Issues***

On September 29, 2014 the CRA Board approved a \$50,000 commercial façade grant to IB Tallahassee, LLC for façade improvements to the Doubletree Hotel located at 101 S. Adams Street, on the southeast corner of the intersection of Park Avenue and Adams Street. The approved façade improvements involved recladding the lower portion of the hotel exterior in 24 x 24 inch Carrera marble tiles. The marble tiles have been installed and the applicant is seeking their grant payment.

Under the grant guidelines, the grant is typically structured as a forgivable loan and secured by the mortgage on the property. There is an existing mortgage on the property and the owner's representative has informed CRA and City Attorney's Office staff that the existing lender has refused to consent to the imposition of an additional mortgage.

Due to the nature of the property, the amount of the owner's investment in the property and the history and continuous operation of the hotel at its current location, staff recommends waiving the mortgage requirement as a condition of the façade grant. There is no fiscal impact associated with this action; the approved commercial façade improvements have been completed.

***Options***

1. Approve the modification to the IB Tallahassee, LLC Commercial Façade Improvement Grant waiving the mortgage requirement.
2. Do not approve the modification to the IB Tallahassee, LLC Commercial Façade Improvement Grant waiving the mortgage requirement.

***Attachments/References***

1. IB Tallahassee, LLC Commercial Façade Agenda Item, September 29, 2014

[Attachment 1.pdf \(203 KB\)](#)



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**Agenda Item Details**

Meeting	Sep 29, 2014 - CRA Board Meeting
Category	4. Policy Formation & Direction
Subject	4.02 Approval of the Commercial Façade Improvement Grant Application for 101 S. Adams Street -- Roxanne Manning, Tallahassee Community Redevelopment
Access	Public
Type	Action, Discussion
Fiscal Impact	Yes
Dollar Amount	50,000.00
Budgeted	Yes
Budget Source	The project account balance for the Downtown District Commercial Façade Program (# 1400405) is \$100,000.00. Funding this request will leave a balance of \$50,000.00.
Recommended Action	Option 1 - Approve the application for grant funds in the amount of \$50,000 for the construction of façade improvements to the building located at 101 S. Adams St. Authorize CRA staff to enter into a commercial façade agreement with the applicant/property owner.

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**Public Content**

For more information, please contact: Charles Hubbard, Tallahassee CRA, (850) 891-8355

***Statement of Issue***

On June 28, 2006, the Community Redevelopment Agency (CRA) Board approved the guidelines for the Greater Frenchtown/Southside Community Redevelopment Area Commercial Façade Improvement Grant Program, providing one-to-one matching grants of up to \$50,000 for façade improvements on commercial structures. This program was extended to the Downtown Community Redevelopment Area as part of a pilot program in 2008, expanded to include all of the Downtown redevelopment area on October 19, 2009.

On August 8, 2014, CRA staff received a commercial facade application from IB Tallahassee, LLC (d/b/a Double Tree by Hilton Hotel Tallahassee) for the exterior renovation of the hotel located at 101 S. Adams Street, on the southeast corner of the intersection of Park Ave. and Adams Street. The overall scope of exterior renovations is extensive. The renovations covered by this grant will be a major focal element of the exterior by recladding the majority of the lower portion of the building exterior in Carrera marble. The marble will be traditional Carrera – white with grey veining, and will be installed in 12 x 24 inch tiles. The owner and architect believe that by incorporating this natural stone material, the building will be instantly updated and given a classic, timeless feel appropriate for this critical intersection in our city. The low bid for the qualified work items is \$258,500, for which the applicant is seeking a commercial façade improvement grant of \$50,000. The cost of both internal and external improvements on this project is estimated to be approximately \$1,500,000.

***Recommended Action***

Option 1 - Approve the application for grant funds in the amount of \$50,000 for the construction of façade improvements to the building located at 101 S. Adams St. Authorize CRA staff to enter into a commercial façade agreement with the applicant/property owner.

### ***Fiscal Impact***

The project account balance for the Downtown District Commercial Façade Program (# 1400405) is \$100,000.00. Funding this request will leave a balance of \$50,000.00. The Office of Budget and Policy has reviewed this agenda item and concurs that it meets budget guidelines.

## **Supplemental Material/Issue Analysis**

### ***History/Facts & Issues***

The CRA Board approved the Greater Frenchtown/Southside Community Redevelopment Area Commercial Façade Improvement Grant Program on June 28, 2006. In 2009, this program was extended to include the Downtown Community Redevelopment Area. The façade program is designed to assist property owners and tenants in restoring or renovating the exterior of their buildings, thereby reducing blighting influences and improving the area's physical characteristics, which will lead to increased occupancy and property values within the redevelopment area. To date, 30 commercial façade projects have been approved and 27 of these projects have been completed, providing \$1,125,319 in grant funds for redevelopment projects that have had total costs of approximately \$6.2 million.

The program provides eligible commercial property owners or tenants with up to \$50,000 in grant funds for commercial façade improvements. The grant funds are provided in the form of a forgivable loan, with a requirement that the property owner or tenant provide a minimum match of 100 percent. The grant/loan is forgiven over a five-year prorated period, at a zero percent interest rate, provided the property is maintained as commercial. Other major components of the program include:

- a. The CRA Executive Director approves grant requests of \$10,000 or less.
- b. The CRA Board approves grant requests in excess of \$10,000.
- c. Properties must be maintained as commercial for five years following completion of construction. If they are not maintained as commercial, any outstanding balance of the prorated deferred loan must be repaid to the CRA.
- d. Multi-year applications for the same property are possible, but total grant funds for any one property cannot exceed \$50,000.
- e. A grant in excess of \$10,000 is secured by a mortgage and subject to restrictive covenants; a grant of less than \$10,000 is subject to restrictive covenants.
- f. Applicants are required to submit three bids from licensed contractors; funding awarded an applicant will be based on the lowest bid.
- g. Technical assistance in preparing applications is available to all applicants.

Mr. J. T. Burnette, as owner of IB Tallahassee, LLC, submitted a grant application on August 8, 2014, requesting assistance in the renovation of the building located at 101 S. Adams St., on the southeast corner of the intersection of Park Ave. and Adams Street. A summary of the application is at Attachment 1. The owner/applicant plans a complete renovation of the building as well as extensive interior renovations and updates. The \$50,000 in funds requested through the commercial façade grant program will be used to cover the majority of the lower portion of the building exterior in Carrera marble. The marble will be the traditional Carrera – white with grey veining, and will be installed in 12 x 24 inch tiles. The applicant/owner and architect believes that by incorporating this natural stone material the building will be instantly updated and given a classic, timeless feel appropriate for this critical intersection in our City. The low bid for the qualified exterior work items totaled \$258,500, while the cost of all exterior and interior renovations is expected to be approximately \$1,500,000, with approximately \$1,000,000 invested in interior furnishings, fixtures and equipment for the hotel.

As part of the application, the owner has also agreed to sign the Restrictive Covenants, as well as the other legal documents related to the commercial façade improvement grant and application.

If the CRA Board approves the application, the owner will enter an agreement with the City and will be required to maintain the property as a commercial structure for five years. The grant will be treated as a five-year, zero interest deferred loan, and

will be subject to an agreement and restrictive covenants, including a provision that will require the property to continue as a taxable entity during the duration of the agreement. The amount of the deferred loan will be amortized in monthly installments over a 60-month (five year) period, beginning one month after certification of completion by the City Building Inspector, or as agreed to with the CRA Executive Director, and with CRA staff verification that the work was completed as proposed in a satisfactory and professional manner.

***Outstanding Grant Application Issues and Staff Recommendation***

There are no outstanding grant application issues that need to be resolved.

***Options***

1. Approve the application for grant funds in the amount of \$50,000 for the construction of façade improvements to the building located at 101 S. Adams St. Authorize CRA staff to enter into a commercial façade agreement with the applicant and property owner.
2. Do not approve the application; provide staff with other guidance.

***Attachments/References***

1. Application Summary for 101 S. Adams St.

[Attach 1.pdf \(188 KB\)](#)

**Administrative Content**

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## STAFF REVIEW/APPLICATION SUMMARY

CITY OF TALLAHASSEE COMMUNITY REDEVELOPMENT AGENCY  
DOWNTOWN DISTRICT COMMUNITY REDEVELOPMENT AREA  
COMMERCIAL FAÇADE IMPROVEMENT PROGRAM

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### I. APPLICANT AND BUSINESS INFORMATION

Date of Application: August 8, 2014

Name of Applicants: IB Tallahassee, LLC (d/b/a Double Tree by Hilton Hotel Tallahassee)

Name of Business: Doubletree Hotel

Business Address: 101 S. Adams St.

Telephone Number: (850) 508-0261 Fax Number:

E-mail Address: kim@inkbridge.com

Type of Business: hotel Parcel ID Number: 2136251771615

This property is located in the: Downtown District Community Redevelopment Area

Zoning Designation (this section must be reviewed by the Land Use and Environmental Division of the City's Growth Management Department, 850-891-7100):

Use is allowable: X Use is not allowable:     

Growth Management Planner/Reviewer and Date: Cindy Smith 09/03/14

Are there any liens or existing code violations on the property? Yes      No X

Code Enforcement Reviewer and Date: Sherrie Ashline 09/03/14

### II. PROPERTY OWNER INFORMATION (if different from Applicant)

Name of Owner: same as applicant

Telephone Number:           Email:

III. PROJECT FINANCING INFORMATION

Total Project Cost: \$258,500      Amount of Grant Funds Requested: \$ 50,000

PROJECT SUMMARY

The proposed exterior renovations will be for the Doubletree Hotel at 101 S. Adams St. The overall scope of the exterior renovations is extensive and is depicted in the attached renderings. The renovations covered by this grant will be a major focal element of the exterior by recladding of the majority of the lower portion of the building exterior in Carrera marble. The marble will be traditional Carrera – white with grey veining, and will be installed in 12x24 inch tiles. The owner and architect believe that by incorporating this natural stone material the building will be instantly updated and given a classic, timeless feel appropriate for this critical intersection in our city. The low bid for the qualified exterior work items totaled \$258,500, while the cost of all exterior and interior renovations is expected to be approximately \$1,500,000, with approximately \$1,000,000 invested in interior furnishings, fixtures and equipment for the hotel.

This application applies only to the placement of the Carrera marble on the lower portion of the Double Tree Hotel; it does not include the pergola-like structure located on the sidewalk in “After” images.

IV. ADDITIONAL SUBMISSIONS (required)

- Color photographs of the existing building exterior. Need to show all sides of the building, with emphasis on the area to be improved.
- Sketches or conceptual drawings of the project when completed.
- Three (3) bids from licensed contractors for all qualifying work items
- A legal description of the property.
- Proof of property ownership or, if a tenant, a copy of the lease;
- Tenants must provide written documentation verifying the property owner approves the proposed enhancements and will sign the restrictive covenants and/or mortgage;
- Documentation from all lending institutions verifying all mortgage payments on the property are current and that the lending institutions will provide updated information upon request by the Community Redevelopment Agency;
- Documentation demonstrating all property tax payments are current;
- Certificate of Appropriateness issued by the Tallahassee-Leon County Architectural Review Board is attached, if appropriate.
- Proof of property insurance

CRA Staff review was completed on: 9 Sept 14

Recommend:  Approval  Denial  Other (explain below)

Charles Hubbard  
Name (print)

  
Signature

CRA Program Director review was completed on: 8 Sep 14

Recommend:  Approval  Denial  Other (explain below)

Richard McCraw  
Name (print)

  
Signature

CRA Executive Director review was completed on: 9-9-14

Recommend:  Approval  Denial  Other (explain below)

Roxanne M. Manning  
Name (print)

  
Signature

“Before” Photos



untitled-591



untitled-595

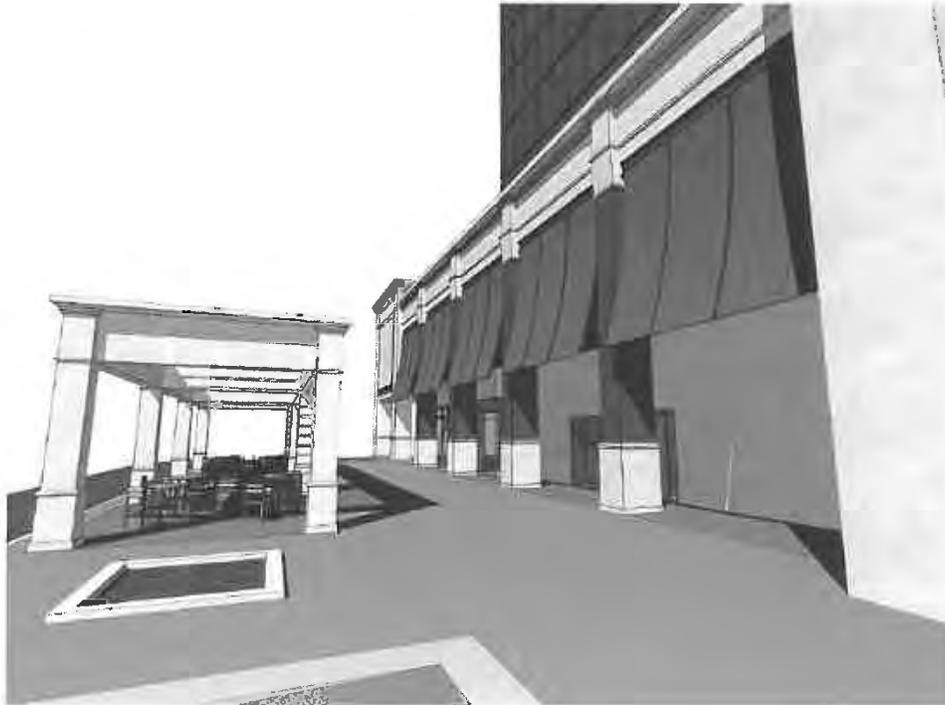


untitled-601



untitled-605

“After” Renditions



<b>LISTING OF BIDS FOR QUALIFIED WORK ITEMS</b>			
101 Adams St			
<b>Work Item</b>	<b>Contractor</b>	<b>Contractor</b>	<b>Contractor</b>
	<b>Kaiser Kane</b>	<b>Whitley Contracting</b>	<b>Shelton Dean Inc.</b>
<b>Labor to install Carrera Marble</b>	<b>\$101,000</b>	<b>\$115,200</b>	<b>\$109,800</b>
<b>Materials</b>	<b>\$157,500</b>	<b>\$157,500</b>	<b>\$157,500</b>
<b>TOTAL</b>	<b>\$258,500</b>	<b>\$272,700</b>	<b>\$267,300</b>



### Agenda Item Details

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Meeting	Jan 28, 2016 - CRA Board Meeting
Category	4. Policy Formation & Direction
Subject	4.01 Fiscal Year 2015 City of Tallahassee Community Redevelopment Agency Budget Close-Out -- Roxanne Manning, Tallahassee Community Redevelopment Agency
Access	Public
Type	Action, Discussion
Fiscal Impact	No
Recommended Action	Option 1: Accept the FY 2015 CRA Operating and Capital Budget Close-Out report as presented and authorize any year-end adjustments as outlined in the agenda item.

### Public Content

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For more information, please contact: Sherri Curtis at 850-891-8354.

#### *Statement of Issue*

The purpose of this agenda item is to present the fiscal year (FY) 2015 City of Tallahassee Community Redevelopment Agency (CRA) Budget Close-Out Report to the CRA Board for acceptance and authorize staff to make the year-end adjustments as outlined in the agenda item. The agenda item compares the adopted and actual CRA revenues and expenditures for FY 2015.

On September 29, 2014 the CRA Board adopted its FY 2015 budget based on the 2014 Preliminary Tax Roll Values provided by the Leon County Property Appraiser (LCPA). The adopted tax increment revenues for FY 2015 for both the Greater Frenchtown Southside (GFS) and the Downtown (DT) districts were estimated at \$2,749,300. In addition to the adopted tax increment revenues, the adopted budget for both districts included projected loan revenues of \$67,917; parking revenues of \$161,313; reserves of \$555,452; the O'Connell land sale of \$560,000; and \$1,472,743 in available funds from FY 2013 and FY 2014. The CRA's total projected, adopted revenue for FY 2015 was \$5,566,725.

The actual tax increment revenue received by both districts for FY 2015, based on the Final Taxable Values issued by the LCPA in October 2014, was \$2,713,729. In addition to the actual tax increment revenues received, other revenues received by both districts included loan revenues of \$73,103; parking revenues were \$125,859; reserves of \$619,570; Coal Chute Pond Capacity revenue of \$503; year-end interest of \$88,089; and actual available funds from FY 2013 and FY 2014 of \$1,110,047. The CRA's total actual revenues for FY 2015, including interest, were \$4,730,900.

The adopted FY 2015 personnel and operating/administrative budget was \$713,437, with \$380,644 committed to the GFS district and \$332,793 committed to the DT district. The actual FY 2015 CRA personnel and operating/administrative expenses for both districts totaled \$571,902, not including the reimbursement of \$59,372 in Emergency Medical Services Municipal Services Taxing Unit (EMS MSTU) related tax increment to Leon County.

The adopted capital budget was \$2,514,678, with \$1,452,500 in projected expenditures for the GFS district and \$1,062,178 for the DT district. The actual capital budget expenditures for both districts were \$2,294,249.

The FY 2015 year ended with a surplus of \$429,089 representing both districts. The surplus funds were transferred to the appropriate Reserve accounts as directed with the approved FY 2015 budget. These funds are reserved for future use in support of programs and projects approved by the CRA Board.

Details on the adopted and actual FY 2015 revenues and expenses are covered in the body of the agenda item.

This presentation is unaudited and is subject to final audit results. Although the audited numbers may differ from those in the close out report, we do not believe that there will be any material differences.

### **Recommended Action**

Option 1: Accept the FY 2015 CRA Operating and Capital Budget Close-Out report as presented and authorize any year-end adjustments as outlined in the agenda item.

### **Fiscal Impact**

None. All adjustments described in this agenda item are in accordance with city accounting policies. The agenda item has been reviewed by Accounting Services within the Department of Management Administration.

## **Supplemental Material/Issue Analysis**

### **History/Facts & Issues**

On September 29, 2014 the CRA Board adopted the FY 2015 budget based on the 2014 Preliminary Tax Roll values prepared by the LCPA in July 2014. The actual amount of tax increment received by the CRA is based on the Final Tax Roll values issued by the LCPA in October. This agenda item compares the adopted budget with the actual revenues and expenditures for FY 2015.

The CRA's adopted and actual FY 2015 budget, by redevelopment district, is reviewed below and is listed in Attachments 1 and 2 of this agenda item.

### FY 2015 Revenues

Illustrated in Table 1 and 2 below are the adopted and actual revenues for both the GFS and DT districts. The adopted tax increment revenues for FY 2015 for both districts were estimated at \$2,749,300 using the Preliminary Tax Values provided by the LCPA. In addition, the adopted budget included projected loan and parking revenues of \$67,917 and \$161,313, respectively. Also, included were anticipated revenues from the O'Connell land sale of \$560,000; available FY 2013 and FY 2014 funds of \$1,472,743; and reserves of \$555,452 from both districts. The total projected revenues for both districts in the adopted FY 2015 budget were \$5,566,725.

The actual tax increment revenue received by both districts for FY 2015 was \$2,713,729. The actual loan revenues by both districts were \$73,103 and parking revenues were \$ 125,859. Additional actual revenues included year-end interest of \$88,089; reserves of \$619,570; available FY 2013 and FY 2014 funds of \$1,110,047; and Coal Chute Pond capacity revenue of \$503. The closing on the sale of the O'Connell property did not take place during FY 2015 due to title issues with one of the state-controlled parcels; hence the \$560,000 was not received. The closing is expected to take place during the second quarter of FY 2016. The CRA's total actual revenues for FY 2015, including interest, were \$4,730,900.

Table 1: GFS District Revenues

	<b>FY 2015 Adopted Budget</b>	<b>FY 2015 Actual Budget</b>	<b>FY 2015 Variance</b>
<b>Revenues</b>			
City of Tallahassee TIF	\$442,951	\$439,355	\$3,596
Leon County TIF	\$1,055,229	\$1,046,663	\$8,566
Year End Interest	\$0	\$47,925	(\$47,925)
FY 2013 & FY 2015 Available Funds	\$897,948	\$678,007	\$219,941
Loan Revenue	\$59,886	\$62,630	(\$2,744)
Parking Revenue	\$60,333	\$24,879	\$35,454
O'Connell Land Sale	\$560,000	\$0	\$560,000
Reserves	\$71,408	\$99,268	(\$27,860)
Coal Shute Pond Capacity Revenue	\$0	\$503	(\$503)
<b>Total Revenues</b>	<b>\$3,147,755</b>	<b>\$2,399,230</b>	<b>\$748,525</b>

Table 2: DT District Revenues

	<b>FY 2015 Adopted Budget</b>	<b>FY 2015 Actual Budget</b>	<b>FY 2015 Variance</b>
Revenues			
City of Tallahassee TIF	\$564,907	\$554,337	\$10,570
Leon County TIF	\$686,213	\$673,374	\$12,839
Year End Interest	\$0	\$40,164	(\$40,164)
FY 2013 & FY 2014 Available Funds	\$574,795	\$432,040	\$142,755
Loan Revenue	\$8,031	\$10,473	(\$2,442)
Parking Lease Revenue	\$100,980	\$100,980	\$0
Reserves	\$484,044	\$520,302	(\$36,258)
<b>Total Revenues</b>	<b>\$2,418,970</b>	<b>\$2,331,670</b>	<b>\$87,300</b>

#### FY 2015 Personnel and Operating/Administrative Expenses

The FY 2015 adopted personnel and operating/administrative expenses for GFS and DT districts were \$713,437. As shown in Table 3 and 4, the actual personnel and operating/administrative expenses for both districts totaled \$571,902, which is 22 percent less than projected.

Table 3: GFS District Personnel and Operating Expenses

	<b>FY 2015 Adopted Budget</b>	<b>FY 2015 Actual Budget</b>	<b>FY 2015 Variance</b>
Expenses			
Personnel	\$304,800	\$333,921	(\$29,121)
Operating/Administrative	\$75,844	\$31,543	\$44,301
EMS MSTU Refund to Leon County	\$59,858	\$59,372	\$486
<b>Total Expenses</b>	<b>\$440,502</b>	<b>\$424,836</b>	<b>\$15,666</b>

Table 4: DT District Personnel and Operating Expenses

	<b>FY 2015 Adopted Budget</b>	<b>FY 2015 Actual Budget</b>	<b>FY 2015 Variance</b>
Expenses			
Personnel	\$262,015	\$196,418	\$65,597
Operating/Administrative	\$70,778	\$10,020	\$60,758
<b>Total Expenses</b>	<b>\$332,793</b>	<b>\$206,438</b>	<b>\$126,355</b>

The actual FY 2015 administrative expenses for both redevelopment districts were less than expected. The savings were primarily the result of minimal outside legal expenses and marginal payments for outside professional services, which were the largest line items in the adopted budget.

#### FY 2015 Start of Year Refund

The CRA Board has traditionally approved the reimbursement of the EMS MSTU related tax increment the Agency receives each year to Leon County. These funds provide valuable emergency services to the entire community, including both redevelopment districts. Based on the Preliminary Tax Values, the FY 2015 adopted budget included the anticipated transfer/refund of \$59,858 in EMS MSTU related tax increment to Leon County. The actual EMS MSTU refund amount for FY 2015 was \$59,372.

#### FY 2015 Capital Budget Review

Beginning in June 2006, the CRA started implementing standing programs designed to provide incentives to property owners and/or tenants within both redevelopment areas in an effort to promote property redevelopment/renovation, assist in business development/expansion and help support special events. This has included programs and projects in support of affordable housing, commercial façade renovations, commercial building painting, promotional activities/special events, and major redevelopment projects.

For FY 2015, the CRA continued its support of these programs and projects in the adopted capital budget, committing \$2,514,678 for both districts to capital programs and projects. The actual appropriations and expenditures were \$2,294,249, with expenditures of \$1,212,783 for the GFS district and \$1,081,466 for the DT district. The DT district experienced slightly higher expenditures than projected primarily due to unanticipated expenditures such as the Springtime Tallahassee Music Fest and the Experience Tallahassee Festival. The budgeted and actual capital expenses and appropriations are described in Tables 5 and 6 below.

Table 5: GFS District Capital Expenses and Appropriations

	<b>FY 2015 Adopted Budget</b>	<b>FY 2015 Actual Budget</b>	<b>FY 2015 Variance</b>
Capital Expenses			
Commercial Façade Improvement	\$200,000	\$200,000	\$0
Commercial Painting Program	\$30,000	\$30,000	\$0
Promotional/Special Events Program	\$35,000	\$35,000	\$0
Block and Deck Public Garage	\$53,000	\$10,000	\$43,000
Four Points Hotel Grant Payment	\$25,000	\$25,000	\$0
Affordable Housing Program (Wallis St)	\$200,000	\$7,488	\$192,512
Shelter & RCC Site Work	\$105,000	\$128,320	(\$23,320)
Property Management	\$4,500	\$0	\$4,500
Frenchtown Heritage Farmers Market	\$500,000	\$368,218	\$131,782
South Towne/South City Mall Renovations	\$200,000	\$200,000	\$0
Frenchtown Investment Plan	\$50,000	\$0	\$50,000
Southside Investment Plan	\$50,000	\$0	\$50,000
Bardhi 505 W Georgia Improvements	\$0	\$21,818	(\$21,818)
Land Acquisition & Related Expenses	\$0	\$185,059	(\$185,059)
Declaration Public Art	\$0	\$1,880	(\$1,880)
<b>Total Capital Expenses</b>	<b>\$1,452,500</b>	<b>\$1,212,783</b>	<b>\$239,717</b>

Table 6: DT District Capital Expenses and Appropriations

	<b>FY 2015 Adopted Budget</b>	<b>FY 2015 Actual Budget</b>	<b>FY 2015 Variance</b>
Capital Expenses			
Commercial Façade Improvement	\$125,000	\$100,000	\$25,000
Commercial Painting Program	\$15,000	\$0	\$15,000
Downtown Public Arts Program	\$30,000	\$30,000	\$0
Promotional/Special Events Program	\$35,000	\$35,000	\$0
Word of South Lit Fest Payment	\$37,500	\$37,500	\$0
Downtown Juror Bus Ticket Reimbursement	\$1,000	\$0	\$1,000
College Town Grant Payment	\$366,409	\$366,409	\$0
Catalyst Grant Payment	\$194,892	\$190,847	\$4,045
601 South Copeland Grant Payment	\$50,000	\$50,000	\$0
Gateway Vacancy Grant Payment	\$94,877	\$91,331	\$3,546
Firestone & Bloxham Annex Site Work	\$106,000	\$106,000	\$0
Property Management	\$6,500	\$6,500	\$0
Springtime Tallahassee Music Fest	\$0	\$25,000	(\$25,000)
Railyard Lofts	\$0	\$161,000	(\$161,000)
Experience Tallahassee Festival	\$0	\$5,000	(\$5,000)

DD Retail Incentives Loan Program	\$0	(\$125,000)	\$125,000
Declaration Public Art	\$0	\$1,880	(\$1,880)
<b>Total Capital Expenses</b>	<b>\$1,062,178</b>	<b>\$1,081,466</b>	<b>(\$19,288)</b>

#### FY 2015 Master Project Funds

In accordance with the Board's approval of the FY 2015 on September 29, 2014 and the FY 2016 CRA Budget on September 24, 2015, the remaining balance of the FY 2015 capital expenditures were placed in the appropriate district's FY 2015 Master Project fund and committed against projects identified in the adopted FY 2016 CRA Capital and Operating Budget. Funds remaining in the respective redevelopment district's FY 2015 Master Project totaled \$756,718 (\$511,226 from the GFS District and \$245,492 from the DT District). These funds will be the first used on capital project expenditures, including redevelopment reimbursements from CRA grants, using the first-in, first-out accounting principal.

#### FY 2015 End of Year Transfers

At the end of FY 2015, a surplus of \$429,089 existed, with \$151,117 for GFS district (Attachment 1, second page, highlighted) and \$277,972 for DT district (Attachment 2, second page, highlighted). The surplus represents funds from parking and loan revenue of \$199,465, interest earned of \$88,089 and residual operational funds of \$141,535. As noted above, the adopted FY 2015 CRA budget allows for the transfer of year-end surplus funds to the appropriate Reserve accounts for future use in support of programs and projects approved by the CRA Board.

The revenues, expenditures, allocations, program reserves and project transfers described in this agenda item are also outlined in a balance sheet format in Attachments 1 and 2.

#### ***Options***

1. Accept the FY 2015 CRA Operating and Capital Budget Close-Out report as presented and authorize any year-end adjustments as outlined in the agenda item.
2. Do not accept the FY 2015 CRA Operating and Capital Budget Close-Out report; provide staff with other direction.

#### ***Attachments/References***

1. FY 2015 Budget Closeout Spreadsheet - Greater Frenchtown Southside Community Redevelopment Area
2. FY 2015 Budget Closeout Spreadsheet - Downtown District Community Redevelopment Area

[Attachment 1.pdf \(117 KB\)](#)

[Attachment 2.pdf \(116 KB\)](#)

Greater Frenchtown Southside CRA  
FY2015 Budget Closeout

	FY2015 Adopted Budget	FY2015 Actual Budget	FY2015 Variance
<b>Revenues</b>			
City of Tallahassee TIF	\$442,951	\$439,355	\$3,596
Leon County TIF	\$1,055,229	\$1,046,663	\$8,566
Year-End Interest	\$0	\$47,925	(\$47,925)
FY 2013 and 2014 Available Funds	\$897,948	\$678,007	\$219,941
Loan Payment Revenue	\$59,886	\$62,630	(\$2,744)
Parking Revenue	\$60,333	\$24,879	\$35,454
O'Connell Land Sale	\$560,000	\$0	\$560,000
Reserves	\$71,408	\$99,268	(\$27,860)
Coal Shute Pond Capacity Revenue	\$0	\$503	(\$503)
<b>Total Revenues</b>	<b>\$3,147,755</b>	<b>\$2,399,230</b>	<b>\$748,525</b>
<b>Expenditures</b>			
Personnel	\$304,800	\$333,921	(\$29,121)
Operating/Administrative	\$75,844	\$31,543	\$44,301
EMS MSTU Refund to Leon County	\$59,858	\$59,372	\$486
<b>Total Expenditures &amp; Refunds</b>	<b>\$440,502</b>	<b>\$424,836</b>	<b>\$15,666</b>
<b>Surplus (Deficit) before Capital Expenditures</b>	<b>\$2,707,253</b>	<b>\$1,974,394</b>	<b>\$732,859</b>
<b>Capital Expenditures/Appropriations</b>			
Block and Deck Public Garage	\$53,000	\$10,000	\$43,000
Four Points Hotel Grant Payment	\$25,000	\$25,000	\$0
Shelter and RCC Site Work	\$105,000	\$128,320	(\$23,320)
Property Management	\$4,500	\$0	\$4,500
Commercial Façade Improvement Grant	\$200,000	\$200,000	\$0
Commercial Painting Program	\$30,000	\$30,000	\$0
Promotional/Special Events Program	\$35,000	\$35,000	\$0
Affordable Housing Program (Wallis St)	\$200,000	\$7,488	\$192,512
Frenchtown Heritage Farmers' Market	\$500,000	\$368,218	\$131,782
South Towne/South City Mall Renovations	\$200,000	\$200,000	\$0
Frenchtown Investment Plan Improvements	\$50,000	\$0	\$50,000
Southside Investment Plan Improvements	\$50,000	\$0	\$50,000
Bardhi 505 W Georgia Improvement	\$0	\$21,818	(\$21,818)
Land Acquisition	\$0	\$185,059	(\$185,059)
Declaration Public Art	\$0	\$1,880	(\$1,880)
<b>Total Capital Expenditures</b>	<b>\$1,452,500</b>	<b>\$1,212,783</b>	<b>\$239,717</b>

Greater Frenchtown Southside CRA  
FY2015 Budget Closeout

	FY2015 Adopted Budget	FY2015 Actual Budget	FY2015 Variance
Balance: FY15 Master Project	\$1,063,126	\$511,226	\$551,900
Total Reserves	\$191,627	\$99,268	\$92,359
Total Capital Expenditures, Master Project & Reserves	\$2,707,253	\$1,823,277	\$883,976
Net Surplus (Deficit)	\$0	\$151,117	(\$151,117)
Transfers			
Transferred to Non-TIF Reserves (Revenue Accounts)		\$88,012	(\$88,012)
Transferred to 2015 Interest Reserves		\$47,925	(\$47,925)
Transferred to 2015 Master Project		\$15,180	(\$15,180)
Total Transfers	\$0	\$151,117	(\$151,117)
Balance	\$0	\$0	\$0

Downtown CRA  
FY2015 Budget Closeout

	FY2015 Adopted Budget	FY2015 Actual Budget	FY2015 Variance
<b>Revenues</b>			
City of Tallahassee TIF	\$564,907	\$554,337	\$10,570
Leon County TIF	\$686,213	\$673,374	\$12,839
Year End Interest	\$0	\$40,164	(\$40,164)
FY 2013 and 2014 Available Funds	\$574,795	\$432,040	\$142,755
Loan Payment Revenue	\$8,031	\$10,473	(\$2,442)
Parking Lease Revenue	\$100,980	\$100,980	\$0
Reserves	\$484,044	\$520,302	(\$36,258)
<b>Total Revenues</b>	<b>\$2,418,970</b>	<b>\$2,331,670</b>	<b>\$87,300</b>
<b>Expenditures</b>			
Personnel	\$262,015	\$196,418	\$65,597
Operating/Administrative	\$70,778	\$10,020	\$60,758
<b>Total Expenditures</b>	<b>\$332,793</b>	<b>\$206,438</b>	<b>\$126,355</b>
<b>Surplus (Deficit) before Capital Expenditures</b>	<b>\$2,086,177</b>	<b>\$2,125,232</b>	<b>(\$39,055)</b>
<b>Capital Expenditures/Appropriations</b>			
College Town Grant Payment	\$366,409	\$366,409	\$0
Catalyst Grant Payment	\$194,892	\$190,847	\$4,045
601 South Copeland Grant Payment	\$50,000	\$50,000	\$0
Gateway Vacancy Grant Payment	\$94,877	\$91,331	\$3,546
Word of South Lit Fest Payment	\$37,500	\$37,500	\$0
Firestone and Bloxham Annex Site Work	\$106,000	\$106,000	\$0
Property Management	\$6,500	\$6,500	\$0
Commercial Façade Improvement Grant	\$125,000	\$100,000	\$25,000
Commercial Painting Program	\$15,000	\$0	\$15,000
Downtown Public Arts Program	\$30,000	\$30,000	\$0
Promotional/Special Events Program	\$35,000	\$35,000	\$0
Downtown Juror Bus Ticket Reimbursement	\$1,000	\$0	\$1,000
Springtime Tallahassee Music Fest	\$0	\$25,000	(\$25,000)
Railyard Lofts	\$0	\$161,000	(\$161,000)
Experience Tallahassee Festival	\$0	\$5,000	(\$5,000)
DD Retail Incentives Loan Program	\$0	(\$125,000)	\$125,000
Declaration Public Art	\$0	\$1,880	(\$1,880)
<b>Total Capital Expenditures</b>	<b>\$1,062,178</b>	<b>\$1,081,466</b>	<b>(\$19,288)</b>

Downtown CRA  
FY2015 Budget Closeout

	FY2015 Adopted Budget	FY2015 Actual Budget	FY2015 Variance
Balance: FY15 Master Project	\$430,945	\$245,492	\$185,453
Total Reserves	\$593,055	\$520,302	\$72,753
			\$0
Total Capital Expenditures, FY15 Master Project	\$2,086,178	\$1,847,260	\$238,918
Net Surplus (Deficit)	\$0	\$277,972	(\$277,972)
Transfers			
Transferred to Non-TIF Reserves (Revenue Accounts)		\$111,453	(\$111,453)
Transferred to 2015 Interest Reserves		\$40,164	(\$40,164)
Transferred to 2015 Master Project		\$126,355	(\$126,355)
Total Transfers	\$0	\$277,972	(\$277,972)
Balance	\$0	\$0	\$0



### Agenda Item Details

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Meeting	Jan 28, 2016 - CRA Board Meeting
Category	4. Policy Formation & Direction
Subject	4.02 Approval of Grant Funding for the Piggly Wiggly Supermarket on South Monroe Street -- Roxanne Manning, Tallahassee Community Redevelopment Agency
Access	Public
Type	Action, Discussion
Fiscal Impact	Yes
Dollar Amount	205,000.00
Budgeted	No
Budget Source	FY 2015 Greater Frenchtown/Southside Master Project
Recommended Action	Option 1: Authorize CRA staff to negotiate an agreement with Cogen, Inc. for \$205,000 in grant funding for interior improvements to the Piggly Wiggly supermarket at the Southside Shopping Center consistent with this agenda item and direction provided by the CRA Board.

### Public Content

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For more information, please contact: Rick McCraw at 850-891-8352.

#### *Statement of Issue*

Cogen, Inc. is requesting \$205,000 in City of Tallahassee Community Redevelopment Agency (CRA) grant funds to assist in the renovation of the former Harvey's Grocery Store in the Southside Shopping Center at 2526 South Monroe Street into a Piggly Wiggly supermarket. Cogen currently operates four Piggly Wiggly supermarkets in the Florida Panhandle and South Georgia, including a store in Quincy.

Since the closing of the Harvey's supermarket in the Southside Shopping Center in March 2014, there has been strong interest in finding a replacement full-service grocery store for this part of the Southside community. Following a series of negotiations between the Southside Shopping Center owner, Talcot NAI, the BI-LO supermarket chain (which operates Harvey's supermarkets, among others) and the Applicant, the Applicant was able to enter into an agreement with the Southside Shopping Center landlord to locate a 20,500 square-foot Piggly Wiggly in the shopping center. The interior renovations are currently underway with an opening planned for late February or early March.

#### *Recommended Action*

Option 1: Authorize CRA staff to negotiate an agreement with Cogen, Inc. for \$205,000 in grant funding for interior improvements to the Piggly Wiggly supermarket at the Southside Shopping Center consistent with this agenda item and direction provided by the CRA Board.

#### *Fiscal Impact*

The \$205,000 would be funded from the FY 2015 Greater Frenchtown/Southside (GFS) Master Project.

### Supplemental Material/Issue Analysis

#### *History/Facts & Issues*

Full-service supermarkets within the Southside community are fairly limited. Until early 2014, there were two full-service supermarkets on South Monroe Street within the vicinity of Orange Avenue – a Harvey's supermarket in the Southside Shopping Center at 2526 South Monroe Street and a Winn-Dixie supermarket at 110 E Paul Russell Road. Both Harvey's and Winn-Dixie

are part of the BI-LO supermarket chain. In March 2014, BI-LO closed the Harvey's location, apparently in an effort to increase sales at the Winn-Dixie on Paul Russell Road, which is within one mile of the closed Harvey's location.

Since the closing of the Harvey's supermarket, there has been an effort by Southside community members, the City and County and the CRA to find a suitable replacement, full-service supermarket able to provide affordable, quality food products in an area of the community considered a food desert. Beginning in early 2015, CRA staff began a series of conversations with Cody and Kevin McDaniel, the principals of Cogen, Inc., about possibly locating a Piggly Wiggly at the former Harvey's location. Following a series of negotiations with the Southside Shopping Center owner, Talcor NAI, BI-LO, and the Applicant, the Applicant was able to enter into a lease agreement to open a Piggly Wiggly at the Southside Shopping Center. Renovations are currently underway and the opening of the Piggly Wiggly supermarket is planned for late February or early March.

At the December 14, 2015 Greater Frenchtown/Southside Citizens' Advisory Committee (CAC) meeting, Cody McDaniel provided a general overview of the planned renovations and general operating guidelines. He also discussed Cogen's application for \$205,000 in CRA grant funds. These funds would assist with \$1,575,000 in interior renovations (electrical, mechanical, plumbing, refrigeration, lighting, cosmetic appearances, as well as equipment installation). If approved, the CRA funds will be matched with a bank loan of \$975,000 and owner cash of \$395,000. The Applicant is requesting the funds be provided once the renovations are complete and the project receives a Certificate of Occupancy or Certificate of Completion, as appropriate, from the City's Growth Management Department. The presentation/request is included as Attachment 1.

In addition to the funding discussion, Mr. McDaniel provided an overview of Cogen's management philosophy and planned commitment to the Southside. These are highlighted below and are also on pages 2 and 7 of Attachment 1.

- Cogen will use local contractors and subcontractors, which has a greater impact on the local community.
- The location of a Piggly Wiggly supermarket in the Southside Shopping Center increases food options for residents and reduces travel time and expenses in an area considered a food desert.
- The supermarket will employ 80 to 95 employees; 60 – 70 of those positions will be new jobs. Cogen commits to filling many of these positions with Southside residents. In addition, the company philosophy is to train and promote from within, even for store managers.
- The hourly salary of inexperienced, entry level positions will be \$8.50 to \$9.00; more experienced employees will earn \$10.50 to \$16.00 per hour, depending on level of responsibility; and the store manager and salaried employees will make between \$32,000 and \$75,000 per year.
- The store manager has the authority to purchase fresh produce locally, including from urban farm plots. This can increase access to fresh foods and put money back into the community where the supermarket is located.
- The Cogen stores employ a “go green” philosophy by investing in new technologies and energy efficient equipment designed to leave a smaller environmental footprint and promote a more sustainable environment.

The CAC members were supportive of the presentation and the anticipated funding request, but because the presentation was not a formal request for funding, no action was taken at the December meeting. In discussions involving CAC members and the audience, several CAC members were pleased to hear of Cogen's willingness to hire prior-offenders, depending on the offense and the position within the supermarket. There was also a suggestion by an audience member to increase the request by \$50,000 and use the additional funds for supermarket-related jobs training, such as for butchers.

The \$205,000 in gap financing requested by Cogen represents 13 percent of the total project cost, which is above the average CRA financial assistance range of 7 to 10 percent of total project cost. However, because the Piggly Wiggly supermarket will result in such a significant improvement in food quality access to the Southside, as well as the commitment Cogen is prepared to make to the Southside community, staff recommends approval. Staff does not recommend approval of the additional \$50,000 for jobs training. Although jobs training is a laudable initiative, it is not a part of the CRA mission and Cogen provides in-house training and promotion.

The CAC has not made a formal recommendation on the funding request; this was planned for the January 11th CAC meeting. However, due to member scheduling conflicts the meeting was rescheduled for January 21st. Staff will make the same \$205,000 recommendation described above to the CAC on January 21, 2016. We will provide the results of the formal CAC recommendation in our presentation to the CRA Board.

### ***Options***

1. Authorize CRA staff to negotiate an agreement with Cogen, Inc. for \$205,000 in grant funding for interior improvements to

the Piggly Wiggly supermarket at the Southside Shopping Center consistent with this agenda item and direction provided by the CRA Board.

2. Do not authorize staff to negotiate an agreement with Cogen, Inc. for \$205,000 in grant funding interior improvements to the Piggly Wiggly supermarket at the Southside Shopping Center. Provide staff with additional guidance.

***Attachments/References***

1. Cogen, Inc. Presentation and Funding Request, November 12, 2015

[Attachment 1.pdf \(392 KB\)](#)

PIGGLY WIGGLY FOOD FOR LESS



2425 SOUTH MONROE STREET

Piggly Wiggly Food For Less

To: Rick McCray, AICP  
From: Cody McDaniel, Kevin McDaniel  
Date: 11/12/2015

Please find attached information presented in support of the Piggly Wiggly Food For Less grant request. We are requesting a grant in the amount of \$205,000 to assist in the financing of this project. It is critical to the success of this project for the grant request to be awarded in full. We feel we would be valuable partners in the efforts to revitalize and redevelop the Southside Community. The assistance from the CRA Board would add needed capital and increase the viability of this project. There is a large degree of difficulty in opening a supermarket of this size in a depressed economic area such as the Southside, and we hope that the CRA Board will take this into consideration when making their decision to approve our full grant request.

We feel this project is aligned well with the goals of the Southside and Frenchtown revitalization efforts. As a designated "food desert," the residents of the Southside community currently have limited choices when deciding where to shop for food and other home essentials. We feel that this community needs more buying choices and more convenient shopping destinations. By adding more competition, local food prices will be lowered for this community. In addition to this, this community will also be positively impacted by the addition of new employment opportunities, and the visual improvement of a newly renovated building. We expect that the CRA Board feels the same way about the project's significant positive impact it will have on the community.

Thank you for consideration of our request. Enclosed is a pro forma containing a brief project narrative, cost breakdown, and other relevant material.

Sincerely,

Cody McDaniel

Kevin McDaniel

## Piggly Wiggly Food For Less

To Whom It May Concern:

As the CRA board is well aware, the closing of the Harvey's Supermarket on South Monroe in March of 2014 left Southside residents with even fewer choices for fresh produce, meats, and selection of groceries. The community, as well as city officials, were upset about losing yet another small business when there has been so much effort to revitalize and redevelop this area. On behalf of Cogen, Inc., we are excited to request funds in the amount of \$205,000 for the purpose of aiding in the cost of construction of a new Piggly Wiggly grocery store which will be located in the former location of Harvey's Grocery Store in the South Side Shopping Center at 2526 South Monroe Street, Tallahassee FL. The overall cost of the for the new store is estimated to be \$1,575,200. The renovation will include work to the electrical, mechanical, plumbing, refrigeration, lighting, and cosmetic appearance as well as additional equipment installations such as freezer cases, walk in coolers, and freezers.

There are more than 600 Piggly Wiggly stores in 17 states, all of which are independently owned and operated. Cogen, Inc. is a part of the Piggly Wiggly Alabama Distributing Company, located in Birmingham, Alabama. PWADC is a Co-Op warehouse, in which the owners hold stock in the company. Capturing the profit of the warehouse lowers the cost of operating the store, resulting in lower prices for Piggly Wiggly customers.

We plan to serve and work alongside this community to truly make a difference in the lives of its residents. We are committed to having a positive impact on the communities that we partner with in several ways:

- We will use local contractors and subcontractors in the renovation of the Southside location in Tallahassee whenever possible. By hiring locally for the new store construction, we have a greater impact on the communities we serve.
- We see the need for a supermarket in this community. The choices are few for the local shopper and the distance to those choices are not convenient to many in the Southside Community. Many of the shoppers in this area use public transportation to commute. A supermarket in this location would help reduce the cost of this service to the city.
- We are also committed to empowering the local Southside community that we will be serving. The new store will create between 60-70 new jobs. We will employ a large number of those jobs from people of the Southside community. We train all of our employees and self-promote with in the store, versus hiring managers from other stores.
- Whenever possible, the store will buy produce from local urban farmers, as they currently do in all of their other locations. Local shoppers can sell their fresh produce to the store. Because the produce is not sent to a distribution center first, our customers get really fresh products, and we put money back into the community by buying local.
- We "go green" in all of our stores by investing in new technologies and energy efficient equipment. We desire to leave a smaller environmental footprint that will lead to a more sustainable environment.
- We donate a portion of our profits to local charities and organizations.

We thank you for your consideration of our grant request. Should the grant be awarded, this investment would provide generational benefits for this community for many years to come by affording the people of the Southside community with a more convenient location to shop, lower prices on groceries, good paying jobs, contributions to local charities and organizations, an environmentally conscious partner, and a more self-sustaining community.

Sincerely,

Cody G McDaniel

President, Cogen, Inc

Piggly Wiggly Food For Less

## Project Narrative

Name: Piggly Wiggly Food For Less  
Principals: Cody McDaniel, Kevin McDaniel  
Loan Request: \$975,200  
Loan to Value: 62%  
Project Cost: 1,575,200  
Contractor: Northwest Construction  
Developer: Cogen, Inc.  
Description: Interior buildout and renovation of a 20,500 square foot retail supermarket space.  
Funding Requirements: The developer is seeking long term financing at a 62% LTV for a 3 month construction period.

Thank you for consideration of this project. Cody McDaniel may be reached at

850-209-1191 for any questions or additional information.

Construction Budget

# Construction Budget

Demolition / Debris Removal	\$ 25,000.00
Framing	\$ 20,000.00
Concrete work/ Repairs	\$ 5,000.00
Sprinkler	\$ 10,000.00
HVAC	\$ 16,000.00
Electrical	\$ 45,000.00
Flooring	\$ 82,000.00
LED Lighting	\$ 55,000.00
Interior Build out (Doors/Restrooms/Sinks)	\$ 57,000.00
Signage / front	\$ 69,000.00
Plumbing	\$ 37,000.00
Refrigeration / Installation / Piping	\$ 164,000.00
<b>Total Buildout</b>	<b>\$ 585,000.00</b>
<b>Equipment / Inventory</b>	<b>\$ 915,200.00</b>
<b>Fees Engineering / Contractor Fees</b>	<b>\$ 25,000.00</b>
<b>Grand Opening Advertising / Operating Capital</b>	<b>\$ 50,000.00</b>
<b>Total Project Cost</b>	<b>\$ 1,575,200.00</b>

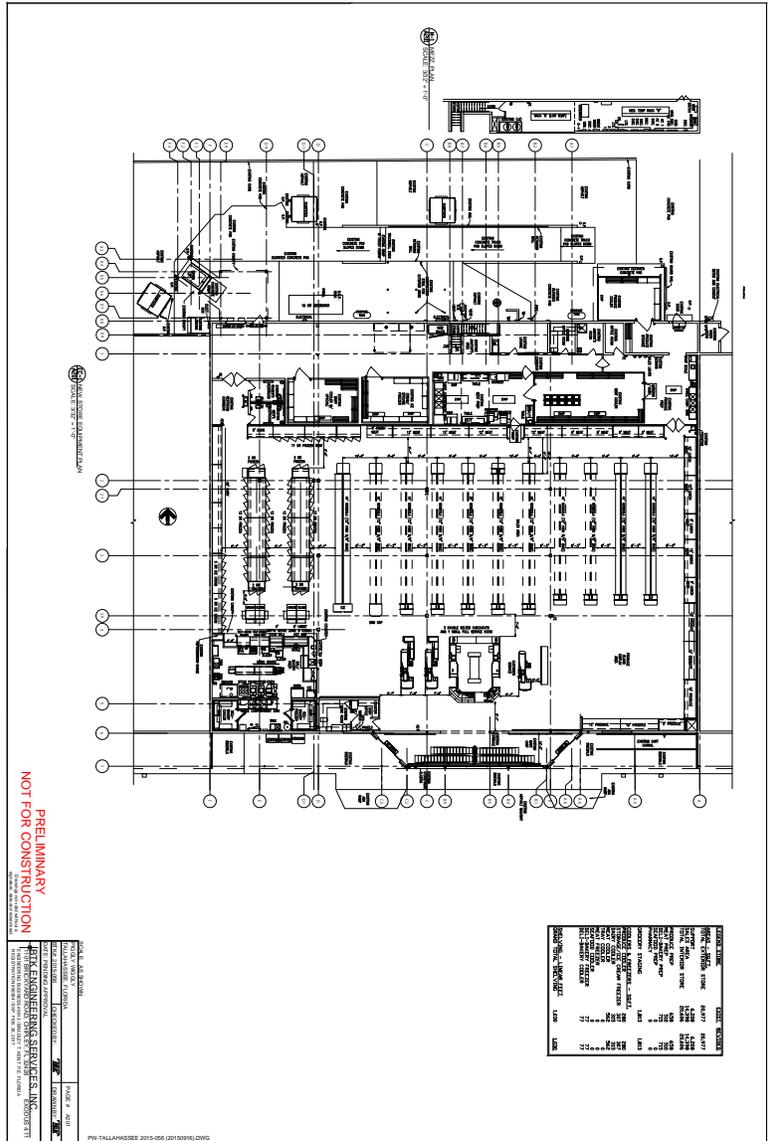
Piggly Wiggly Food For Less

Proforma

	Year One	Year Two	Year Three	Year Four	Year Five
<b>Annual Sales</b>	\$14,784,536	\$15,320,396	\$16,472,664	\$16,966,820	\$17,475,848
<b>EBTDA</b>	\$546,954	\$647,429	\$743,594	\$949,011	\$993,775
<b>EBTD</b>	\$466,590	\$563,666	\$656,288	\$858,012	\$898,928
<b>EBT</b>	\$376,590	\$481,666	\$580,288	\$788,012	\$832,928
<b>EBT / Sales</b>	2.5%	3.1%	3.5%	4.6%	4.8%
<b>Debt Balance</b>	\$894,837	\$811,074	\$723,768	\$632,769	\$537,921

piggly wiggly food for less

Fixture Plan



Piggly Wiggly Food For Less

## Employment Impact

As a supermarket operating in a 20,500 square foot building, we anticipate employment of 80-95 employees. Hourly pay for inexperienced entry level positions will range from \$8.50-\$9.00 per hour. More experienced positions will pay \$10.50-\$16 and hour, depending on level of responsibility of position and level of experience needed to fulfill job duties. Manger and salaried employees will make between \$32,000-\$75,000 per year. We will hire 5-10 employees before the end of December to aid in overseeing store layout, fixture placement, construction oversight and pricing coordination. Another 75-85 employees will be hired in the month of January for training in our other locations. The anticipated date we will open to the public is the end of January.

Piggly Wiggly Food For Less

## Sources and Uses

### Uses of Funds

Construction Cost	\$585,000
Equipment / Inventory	\$915,200
Fees Engineering / Contractor Fees	\$25,000
Grand Opening Advertising / Operating Capital	\$50,000
<b>Total Use</b>	<b>\$ 1,575,200</b>

### Sources of Funds

Bank Loan	\$975,200
Owners Cash Injection	\$395,000
Gap Funding Request	\$205,000
<b>Total Funds</b>	<b>\$ 1,575,200</b>



### Agenda Item Details

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Meeting	Jan 28, 2016 - CRA Board Meeting
Category	4. Policy Formation & Direction
Subject	4.03 Review of Returns to CRA from Major Redevelopment Projects and Commercial Façade Improvement Grants -- Roxanne Manning, Tallahassee Community Redevelopment Agency
Access	Public
Type	Action, Discussion
Fiscal Impact	No
Recommended Action	There is no recommended action for this agenda item. Information only.

### Public Content

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For more information, please contact: Roxanne Manning at 850-891-8353.

#### *Statement of Issue*

A primary goal of community redevelopment agencies, as provided by FS 163, is the reduction of blighted conditions within a defined redevelopment district. The impact of meeting this goal is manifold. For example: improving blighted conditions improves property values and helps attract private investment to the district.

Selective investment in redevelopment can be a powerful stimulus for private economic development. By improving specific areas with infrastructure and property based investment, the CRA is able to provide a higher level of certainty to developers. For example: a developer may consider it less of a risk and be encouraged to invest in an area when they can see what the area will look like in the future. Gaines Street is a good example of that effect. To this end, the City of Tallahassee Community Redevelopment Agency (CRA) has created several programs designed to address these issues and accomplish our statutorily defined goals. The programs include:

- Investments in large scale development projects,
- Commercial Facade Improvement Grant (now the Business Facility Improvement Grant),
- Special and Promotional Event Grants,
- Funding for Affordable Housing, and
- The newly adopted Investment Plan.

In order to give the CRA Board and the public accurate information regarding the impact of the CRA's redevelopment activities, staff has prepared a summary of the agency's economic impact over the life of the Agency. Tools staff uses to assess the economic impact of the agencies programs include key indicators such as:

- Pre and post-development changes in property value, both on individual sites and the district level,
- Tax increment generation over time for each CRA district, and
- The amount of private investment in projects.

Staff has prepared a summary of information for each district and has reviewed the change in property tax values affected by CRA projects, by site and by district. Additionally, staff has also considered the amount of private investment generated by CRA projects. This is especially important because private investment dollars typically go directly into the local economy.

This agenda item also breaks out the impact of large-scale development projects and Commercial Façade Improvement Grant projects. Finally, there is a summary on the reorganization of the Agency, the Board's policy development and recent special

project work.

These programs and their impacts are described in greater detail in the body of the agenda item.

### ***Recommended Action***

There is no recommended action for this agenda item. It is for information only.

### ***Fiscal Impact***

There is no fiscal impact for this agenda item.

## **Supplemental Material/Issue Analysis**

### ***History/Facts & Issues***

The City of Tallahassee Community Redevelopment Agency (CRA) consists of two redevelopment districts: the Greater Frenchtown/Southside Community Redevelopment Area (GFS District) and the Downtown District Community Redevelopment Area (DT District). The boundaries of each district are shown on Attachment 1. The purpose of a community redevelopment program is to reduce instances of blight and slum conditions, and conditions that contribute to blight and slum. The main way to accomplish this is to make investments that both reduce blight and add value to the redevelopment area that can be used for further reinvestment. This is generally done through large scale development efforts. Since 2004, the CRA Board has approved approximately \$16.8 million in grants and loans for 13 major development projects within both redevelopment districts.

In order to give the Board and the public an accurate look at the impact of the CRA's economic development activity, staff has prepared a summary of the Agency's economic impact over the life of the Agency. Tools to assess the economic impact of the agencies programs include key indicators such as:

- Pre and post-development change in property value, both on individual sites and the district level,
- Tax increment generation over time by CRA district, and
- Amount of private investment in projects.

### ***Program Summaries and Impacts***

#### ***Large Scale Development Projects Impacts – Both Districts***

Investment in large scale development projects is the CRA's most effective program because they typically have a large impact on property values. Large scale projects also are an indicator that an area is improving, as demonstrated by significant private and civic investments. This can attract new investment as adjacent property owners see the improvement on the subject site.

Large-scale projects are generally valued at more than \$2.0 million when completed and added to the tax roll. The post-development taxable value of the large-scale developments funded by the CRA ranges from \$2.8 million for the Lofts on Gaines to an estimated \$32.3 million for the Onyx mixed-use development at College Avenue and Macomb Street.

Since 2004, the CRA Board has approved approximately \$16,849,600 in grants and loans for 13 large-scale development projects within both redevelopment districts. This ranged from \$359,000 in grant and loan funds for the renovation of the Four Points by Sheraton to nearly \$5.6 million in support of the Deck and Block developments on Gaines Street. CRA funds are invested in specific aspects of the projects. For example, the CRA may provide funds for public parking or to enhance retail, exterior and pedestrian spaces. Following the review and approval process, these improvements are included in a development agreement between the CRA and the developer. In most cases, the CRA funds are provided as a reimbursement after the project is completed and added to the tax rolls. This helps assure the CRA-funded improvement is completed as agreed before CRA funds are provided.

The 13 large-scale development projects funded over the life of the CRA have or are projected to add approximately \$162 million in new taxable value to the redevelopment districts. The private investment generated by these projects is approximately \$257.9 million. A complete list of the projects is provided below and a map of large-scale development projects is included at Attachment 1.

#### ***Site Specific Economic Impact of Large-Scale Development in the Greater Frenchtown/Southside (GFS) District***

Within the GFS District, the CRA has committed approximately \$7.6 million in support of six large-scale development efforts. The CRA investment has been matched with an estimated \$89.6 million in private investment, resulting in nearly \$52.1 million in actual and projected taxable property value increases on project sites. These projects are highlighted in Table 1 below and in

## Attachment 1.

Table 1: GFS District Major Redevelopment Investments

Project Name	CRA Investment	Estimated Private Investment	Pre-Development Taxable Value	Post-Development Taxable Value	Increase in Taxable Value
Goodbread Hills	\$925,000	\$12,275,000	\$0	\$0	\$0
Lofts on Gaines	\$705,000	\$5,294,020	\$399,039	\$2,802,601	\$2,403,563
Four Points by Sheraton	\$359,000	\$13,200,000	\$2,240,368	\$7,290,940	\$5,050,572
The Deck	\$3,700,000	\$28,550,000	\$867,583	\$30,332,323	\$29,464,740
The Block	\$1,900,000	\$18,050,000	\$586,827	\$15,782,262	\$15,195,435
Big Bend Cares Medical Facility	\$1,500,000	\$12,200,000	\$1,305,394	\$TBD	\$TBD
<b>Total</b>	<b>\$9,089,000</b>	<b>\$89,569,020</b>	<b>\$5,399,211</b>	<b>\$56,208,126</b>	<b>\$52,114,309</b>

Several points need to be raised related to the CRA investments in the GFS District. While supporting projects that increase taxable values is important, it is not the only consideration used by the Board to approve major redevelopment projects. The replacement of the former Ebony Gardens with the Goodbread Hills affordable apartment development is a prime example. The Goodbread Hills development replaced the blighted Ebony Gardens project with 93 new townhomes and garden style affordable apartments. It leveraged \$925,000 in CRA funds with nearly \$12.3 million in tax credits and permanent mortgage financing provided in partnership with the Tallahassee Housing Authority and Pinnacle Housing. The development has no taxable value but has had a positive impact on the Greater Frenchtown community by replacing blighted, sub-standard housing development with quality affordable housing its residents and a development that also enhances the neighborhood.

Some projects have other beneficial impacts. For example, the Big Bend Cares project on South Monroe will provide healthcare to community residents and also removes an entire block of underdeveloped properties in an area that has a critical need for new development and private investment. Additionally, the project will bring an estimated 13 new full-time professional positions and still to be determined contractual support positions, with a commitment to give area residents consideration in hiring.

Not all CRA assistance is in the form of a grant. The CRA assistance provided to the Lofts on Gaines and Four Points by Sheraton include \$405,806 and \$122,000 in loans, respectively. As the loan payments are made to the CRA, additional, non-tax increment funds will be available for reinvestment in the district.

CRA grant funds are not typically provided to developers at the start of a project; generally they are provided once the project is completed, and the project is added to the tax rolls generating tax increment income based on the new improvements. For example, the reimbursement of the Deck and Block retail and public space improvement incentives are being provided to the owner now that the developments are completed and on the tax rolls. The tax increment generated by these developments will be returned to the owner annually until the balance is fully refunded. As a result of these payments, some of the increases in property values will not be immediately available for reinvestment in the GFS District.

Beginning in 2015, in an effort to better describe the anticipated community and financial benefits potential projects have in the two redevelopment districts, the CRA began preparing Community Benefit Statements for large-scale projects. The Community Benefits Statement looks beyond the anticipated financial return to the CRA, and includes other benefits a project will have within the redevelopment district, such as the estimated number of temporary and permanent jobs created and how the project

might impact future development in the area.

*Site Specific Economic Impact of Large-Scale Development in the Downtown (DT) District*

The DT District, while much smaller than the GFS District, is experiencing similar improvements, with approximately \$7.7 million in CRA incentives supporting seven major redevelopment projects. These funds have been matched with approximately \$168.3 million in private investment, resulting in nearly \$109.9 million in actual and projected taxable property value increases. These projects are highlighted in Table 2 below and in Attachment 2.

Unlike some of the GFS District projects, none of the projects listed below are tax exempt. Each project listed below will result in an increase in taxable value that will provide additional tax increment for reinvestment and redevelopment within the DT District. Although all the CRA investments listed below are grant funds, similar to the GFS District, staff anticipates making more loan recommendations in the future, especially for developments in the Gaines Street district. Finally, the incentives listed below for College Town, the Catalyst, the Gateway Tallahassee and the Onyx are primarily funded through the reimbursement of all or a portion of the tax increment generated by the redevelopment once it has been completed and added to the tax rolls. The tax increment generated by these developments, including some interest payments, will be returned to the developer annually until the balance is fully refunded. As a result, some of the increases in property values will not be immediately available for reinvestment in the DT District.

Table 2: DT District Major Redevelopment Investments

Project Name	CRA Investment	Estimated Private Investment	Pre-Development Taxable Value	Post-Development Taxable Value <sup>1</sup>	Increase in Taxable Value
Marriott Residence Inn	\$495,000	\$11,505,000	\$588,166	\$7,918,995	\$7,330,829
Alliance Center	\$495,000	\$16,952,987	\$1,282,584	\$8,886,255	\$7,603,671
College Town, Phase 1	\$2,382,000	\$17,018,000	\$1,207,059	\$15,430,318	\$14,223,259
The Catalyst	\$911,800	\$25,488,000	\$881,328	\$27,262,132	\$26,380,804
601 Copeland	\$395,000	\$21,105,000	\$0	\$18,236,447	\$18,236,447
Gateway Tallahassee	\$1,475,220	\$12,991,780	\$2,120,484	\$6,960,324	\$4,839,840
The Onyx (444 College Avenue) <sup>2</sup>	\$1,606,780	\$55,493,220	\$980,505	\$32,300,000	\$31,319,495
<b>Total</b>	<b>\$7,760,800</b>	<b>\$160,554,987</b>	<b>\$7,060,126</b>	<b>\$116,994,471</b>	<b>\$109,934,345</b>

Notes:

1. With the exception of The Onyx, which will be added to the tax rolls in 2016, the post-development values in Table 2 are the 2015 certified values.
2. The Onyx Post-Development and Increase in Taxable values are projections. Preliminary and Final taxable values will be available from the Leon County Property Appraiser starting in July 2016.

**Commercial Façade Improvement Grant Program**

Although large-scale development projects have the greatest impact on eliminating conditions of blight and establishing a foundation for additional major development projects, there was a need for a funding source that could easily be used by small

businesses. With direction and support from the GFS Citizens' Advisory Committee (CAC), the Commercial Façade Improvement Grant Program was established in 2006. The intent of the program is to remove conditions of blight by providing commercial property owners or tenants with matching grant funds of up to \$50,000 for improvements to the exterior of their property and/or business. A secondary purpose of the grant program is to help promote small business expansion by reducing the out-of-pocket façade expenses to the business owner, thus freeing capital for other business investments. The commercial façade grant program remains one of the most popular CRA programs, and one that provides a solid return in addressing blight conditions. In September 2015 as part of the Greater Frenchtown/Southside Investment Plan, this program was restructured to allow easier access and greater flexibility. The enhanced program continues as the **Business Facility Improvement Grant**. A map and listing of commercial façade grant recipients is included in Attachment 3.

The first façade grant recipient was approved in FY 2007 for exterior improvements to Innovation Realty at 1617 South Adams Street. For this renovation the \$45,473 in CRA grant funds was matched with nearly \$86,000 in applicant expenses for both exterior and interior improvements. To date, 39 commercial façade applications have been approved, and \$1.5 million in grant funds awarded. Of the 39 approved applications, 23 have requested grant funds of \$40,000 or more and eight requested less than \$10,000. The lowest grant request was for \$803 to assist with the purchase and installation of awnings. The grant funds have been matched with an estimated \$9.9 million in total project cost. However, for several façade grants, the amount of grant funds awarded is probably not directly attributable to the total project cost.

Unlike the major development projects discussed above, a typical commercial façade improvement by itself does not result in an increase in the taxable value of the property. However, one of the unanticipated benefits of the program is that many applicants also made improvements that greatly exceeded the required dollar-for-dollar match (up to the \$50,000 maximum), often making major improvement to the use of the building which resulted in an increase in the taxable value of the property. Examples of façade projects that had matches that greatly exceeded the required match by greater than a factor of four (4) include Venture East (the Crepevine and Krewe de Gras restaurants on N. Monroe Street), the Urban Outfitters store in College Town, Garages on Gaines and 227 N. Bronough Street (the "Federal" office building). If the total project cost is limited to a factor of four (four times the façade grant amount) to account for façade projects with a very large total project cost, the grant fund match is reduced to \$5.2 million, which still represents a strong return on the CRA's \$1.5 million investment.

#### Overall Impact of CRA Redevelopment by District

While it is important to note the overall impact of the CRA program has been positive in both districts, the economic downturn of 2008 had a significant impact on the property values and development activity in each district. Fortunately, the City, County and the CRA were able to utilize the slowdown to complete the Gaines Street project. When the economy recovered and the development community was ready to resume activity, there was a new area ripe for redevelopment. Since that time, the growth in both districts has been significant. Staff looked at the economic growth in two ways: on a pre and post development basis using completed projects and on a district wide basis over the life of each district.

#### The overall impact of all CRA redevelopment activities in the GFS District follows:

Total GFS District value for all properties in 1999: \$167,640,940

Total GFS District value for all properties in 2015: \$340,271,858,

**This yields \$172,630,918 or a 102.9% increase since 1999.**

Site specific pre-development property value for CRA large scale redevelopment and commercial façade projects: \$11,484,812

Site specific post-development property value for CRA large scale redevelopment and commercial façade projects: \$68,834,084

**This yields a site based property value increase of \$57,349,272, which is a 499% increase over pre-development values.**

#### The overall impact of all CRA redevelopment activities in the DT District follows:

Total DT District value for all properties in **2004**: \$238,244,226

Total DT District value for all properties in **2015**: \$408,741,995,

**This yields a \$170,497,769 or a 71.5% increase since 2004**

Total pre-development property value for CRA large scale redevelopment and commercial façade projects: \$25,284,560

Total post-development property value for CRA large scale redevelopment and commercial façade projects: \$138,911,471

**This is a site based property value increase of \$113,626,911 or a 449% increase over pre-development values.**

These figures clearly show that the value of redeveloped properties increases at a dramatically higher rate than the rest of the

district.

For both CRA districts the total increase in property values is \$343,128,687.

### **Agency Reorganization and Other Activities**

Beginning in 2014, in addition to the Agency's regular workload, staff began a process of reorganization and priority clarification. The goal of these processes was to assess the work already completed by the Agency and prepare to address the current needs and priorities of the districts through the upcoming Redevelopment Plan update. In order to properly address the issues, the process occurred in specific steps as follows:

#### **2014**

1. Audit by City Auditor and follow-up actions: January - Present
2. CRA Board Priorities adopted: January
3. Agency reorganization, including addition of new position and reclassification of existing positions: January - August
4. CRA Project Approval Standards and Policies adopted: March & October
5. Staff begins development of the GFS Investment Plan: December

#### **2015**

1. CRA performance measures adopted: April
2. Community Benefit Agreements initiated: September
3. Investment Plan workshops completed and plan adopted: September (implementation begins in October)

At the same time CRA staff began work on several special projects that are related to the CRA's mission. These projects include:

1. Bed Tax/Performing Arts Funds transfer and Interlocal Agreement Amendment: December 2014
2. O'Connell/Firestone/Bloxham Annex Property Sale and Exchange: June 2014 - ongoing
3. Purchase of former Shelter and FRCC properties and subsequent management of redevelopment activities: January 2014 – ongoing
  - a. Market and Feasibility Analysis Request for Qualifications released in December 2015
4. Purchase of property for the Frenchtown Farmer's Market and related development activities: April 2015 - ongoing
5. Arts/Culture/Heritage Use selection process: February 2015 - ongoing
6. Firestone/Bloxham Annex Request for Proposals process approval: October, December 2015 - ongoing
7. Big Bend Cares Medical Facility funding request approved, including property for Southside Farmers Market: September 2015 - ongoing

Now that the analytical and prioritization process, subsequent reorganization and Investment Plan processes are complete, during the coming year, staff recommends that the Agency focus on completing the above special projects and handling the Agency's regular work load before undertaking additional new or special projects not already included in the GFS Investment Plan and adopted budget.

### **Options**

There is no recommended action for this agenda item. Information only.

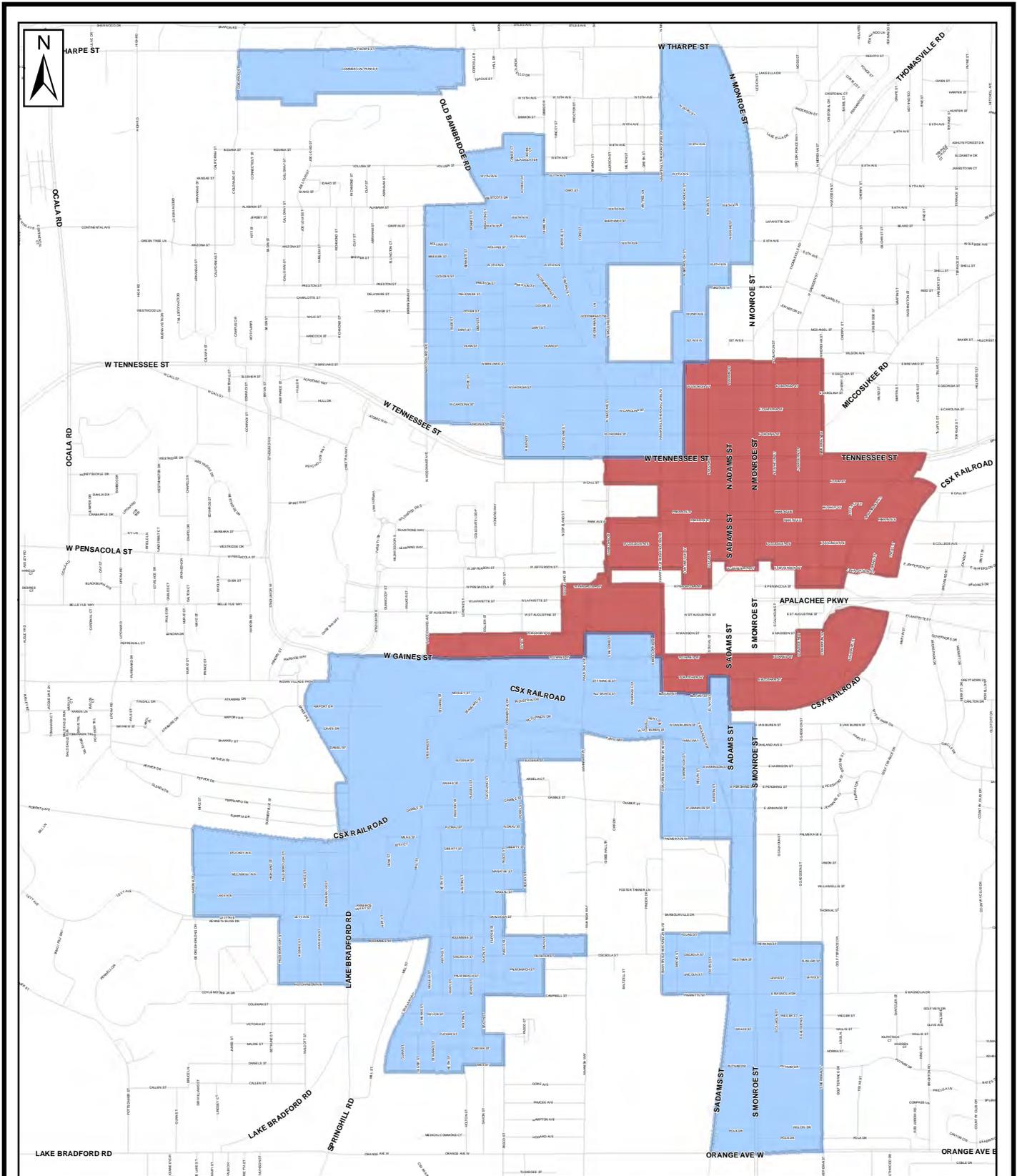
### **Attachments/References**

1. Map of the CRA Districts: Greater Frenchtown/Southside District Community Redevelopment Area and Downtown District Community Redevelopment Area
2. Map of Large Scale Development Projects, 2004 to 2015, by District
3. Map of Commercial Façade Improvement Grants, 2007 to 2015, by District

[Attachment 1.pdf \(391 KB\)](#)

[Attachment 2.pdf \(291 KB\)](#)

[Attachment 3.pdf \(710 KB\)](#)



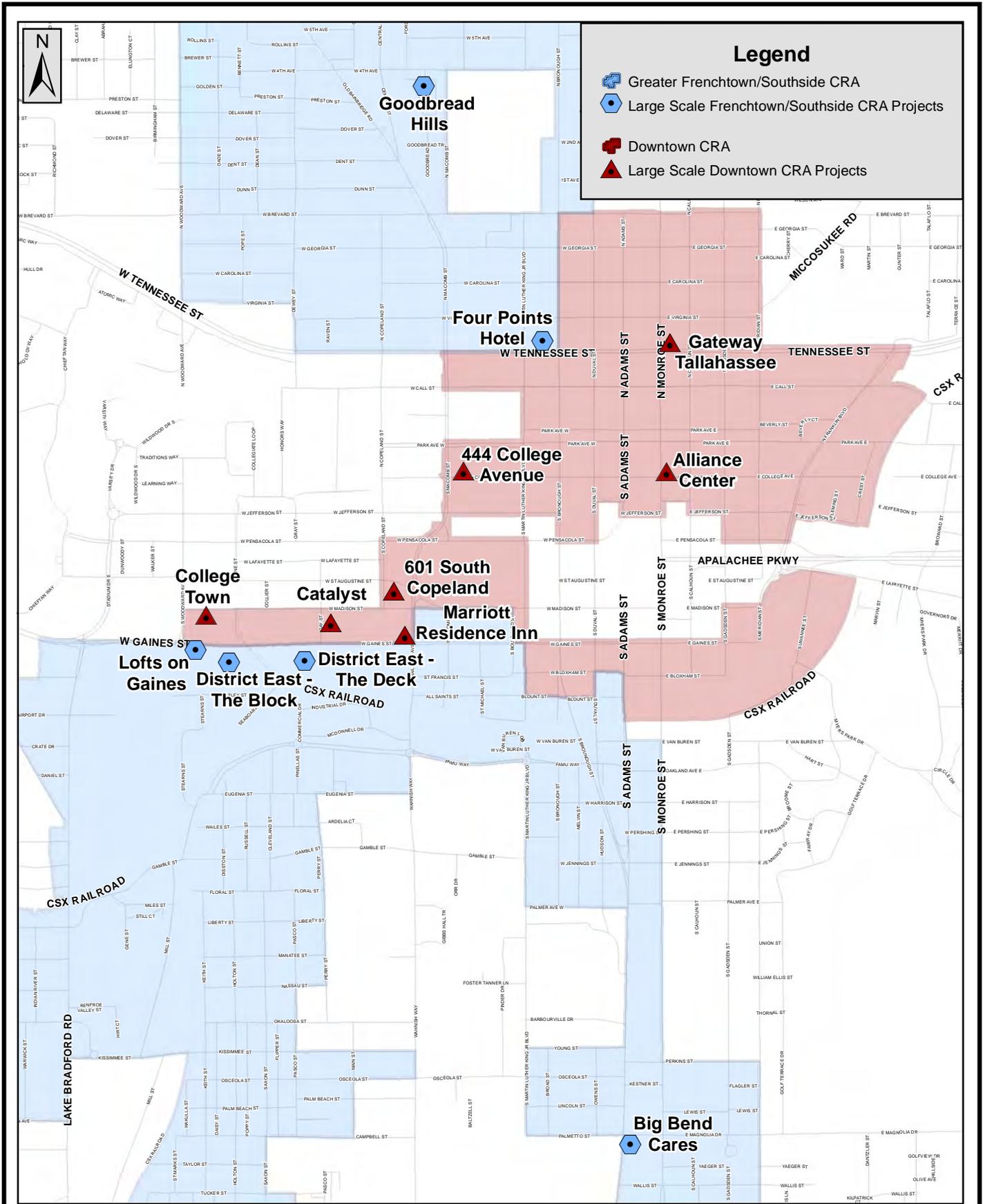
## Greater Frenchtown/Southside Community Redevelopment Area and Downtown Community Redevelopment Area

- Greater Frenchtown/Southside CRA
- Downtown CRA



Map Created: January 11, 2016

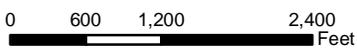
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### Legend

- Greater Frenchtown/Southside CRA
- ⬡ Large Scale Frenchtown/Southside CRA Projects
- Downtown CRA
- ⬡ Large Scale Downtown CRA Projects

Large Scale CRA Projects  
2004 - 2015



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