



**Monday, November 21, 2016
CRA Board Meeting**

**CRA Board Meeting
November 21, 2016
9:30 A.M.
City Hall, 2nd Floor
City Commission Chambers**

1. Call To Order

1.01 This is the portion of the agenda where the Call to Order takes place. There is no written material.

2. Public Comments on Agenda Items

2.01 This is the portion of the agenda reserved for public comments on agenda items on today's agenda.

3. Information Items

3.01 Project Updates

4. Consent Items

4.01 Approval of summary meeting minutes from the September 29, 2016 CRA Board Meeting and Public Hearing -- Rick McCraw, Tallahassee Community Redevelopment Agency

4.02 Fiscal Year 2016 City of Tallahassee Community Redevelopment Agency Budget Close-Out -- Sherri Curtis, Tallahassee Community Redevelopment Agency

5. Frenchtown Southside District Policy Formation and Direction

5.01 Approval of an \$18,440 Business Facility Improvement Program (BFIP) Grant for Earley's Kitchen at 1458 South Monroe Street -- Sheila Williams, Tallahassee Community Redevelopment Agency

5.02 Authorization to execute agreements for demolition of the former Shelter and Frenchtown Renaissance Community Center properties and related site improvements -- Rick McCraw, Tallahassee Community Redevelopment Agency

6. Downtown District Policy Formation and Direction

6.01 Approval of reimbursement of temporary stormwater expenses for 444 College Avenue/Onyx Developer -- Rick McCraw, Tallahassee Community Redevelopment Agency

7. Both Districts Policy Formation and Direction

8. Public Comments

8.01 This is the portion of the agenda reserved for citizen input on unagendaed agenda items. There is no written material.

9. Unagendaed Items/Discussion

9.01 This is the portion of the agenda reserved for unagendaed speakers. There is no written material.



Agenda Item Details

Meeting	Nov 21, 2016 - CRA Board Meeting
Category	4. Consent Items
Subject	4.01 Approval of summary meeting minutes from the September 29, 2016 CRA Board Meeting and Public Hearing -- Roxanne Manning, Tallahassee Community Redevelopment Agency
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	Option 1: Approve the summary minutes from the September 29, 2016 CRA Board Meeting and Public Hearing.

Public Content

For more information, please contact: Stacey Peter at 850-891-8356.

Statement of Issue

Attached for review and approval by the CRA Board are the draft summary minutes from the September 29, 2016 CRA Board Meeting and Public Hearing.

Recommended Action

Option 1: Approve the summary minutes from the September 29, 2016 CRA Board Meeting and Public Hearing.

Fiscal Impact

None

Supplemental Material/Issue Analysis

History/Facts & Issues

Attached for review and approval by the CRA Board are the draft summary minutes from the September 29, 2016 CRA Board Meeting and Public Hearing.

Recommended Action

Option 1: Approve the summary minutes from the September 29, 2016 CRA Board Meeting and Public Hearing.

Options

1. Approve the summary minutes from the September 29, 2016 CRA Board Meeting and Public Hearing.
2. Do not approve the summary minutes from the September 29, 2016 CRA Board Meeting and Public Hearing; provide staff with alternate direction.

Attachments/References

1. Draft Summary Tallahassee Community Redevelopment Agency Board Meeting and Public Hearing Minutes, September 29, 2016

[Attachment 1.pdf \(111 KB\)](#)

Draft MINUTES

TALLAHASSEE COMMUNITY REDEVELOPMENT AGENCY BOARD MEETING

Tallahassee, Florida
September 29, 2016

The Tallahassee Community Redevelopment Agency (CRA) Board met on September 29, 2016, in the Commission Chambers in City Hall with Mayor Gillum (CRA Chair), City Commissioners S. Maddox and Richardson and County Commissioners Lindley and Dozier present at the start of the meeting. Also present were Assistant City Manager Wayne Tedder, CRA Executive Director Roxanne Manning, CRA Program Director Rick McCraw, CRA Principal Planner Sherri Curtis and CRA Program Planner Sheila Williams. City Commissioner Miller and Ziffer were absent.

Mayor Gillum, CRA Chair called the meeting to order at 4:05 pm.

County Commissioner Proctor (Vice-Chair) and County Commissioner N. Maddox arrived at 4:28 pm and 4:34 pm respectively.

PUBLIC COMMENTS ON AGENDA ITEMS

Mr. David Brightbill, 1009 Commercial Drive, Making Awesome, addressed the Board to express his support for agenda **Item 5.01**. He indicated the exterior improvements are a needed update and the appearance will be an asset for the tenants and community events in Railroad Square.

INFORMATION ITEMS

Project Updates (Item 3.01)

Ms. Roxanne Manning provided the Board with several project and program updates. She noted the Firestone/Bloxham Annex request for proposal (RFP) has been issued and proposals are due on November 3, 2016. Several interested parties attended the meeting mandatory pre-bid meeting. The review committee will hold an initial meeting on November 9th with other meetings in November and a final recommendation made on December 15th. Staff will provide an updated to the Board at the 2017 January CRA Board meeting. She noted the proposals may include a tie-in supporting a community multi-use event space using the \$5 million performing arts funds.

She informed the Board the GAI Consultants conducting the market research and feasibility analysis will be in town October 3rd through the 6th conducting local research, meeting with City staff and various economic development, real estate and political stakeholders to assess redevelopment within the city at large and narrow the focus to the Greater Frenchtown/Southside and Downtown Districts. This part of the project should be in its final stages by November and staff will provide an update in January.

She updated the Board on the status of the demolition of the Shelter and Frenchtown Renaissance Community Center properties. She noted the invitation for bid will go out on October 2nd and bids are due on October 27th. An update will be provided in November.

Commissioner Richardson inquired about contamination on the Big Bend Cares site referenced in a recent Tallahassee Democrat article. He wanted verification that there were no new contaminants and requested assurances that Big Bend Cares plans to clean up the contamination at their cost prior to building. He inquired about the status of the Southside/Towne South shopping centers.

In response to Commissioner Richardson's question, Ms. Manning stated staff made contact with the Florida Department of Environmental Protection (FDEP) and provided them with information indicating these were known contaminants and clean-up/treatment is included in the phasing of the development. She indicated a letter from FDEP should be sent out within the upcoming weeks with the results of their findings. Regarding the Southside/Towne South shopping centers, she noted staff worked with City departments and Planning, Land Management and Community Enhancement (PLACE) to create a draft site plan with established costs for both sides of the shopping center. The next phase is to discuss refinement and implementation of the plan with the property owner.

Mr. Tedder noted the cost estimates on the draft site plans for the shopping centers are higher than anticipated and staff will come back to the Board and address those issues.

Commissioner Dozier requested clarity on the GAI meeting with stakeholder's and questioned if the consultants would meet with all Board members to address the nature of Tallahassee's political climate.

In response to Commissioner Dozier's question, Ms. Manning noted consultants typically meet with the elected official in the district that is being analyzed as a courtesy, but will not drive the results of the study. She also indicated the consultants are available to meet separately with all Board members.

Commissioner Dozier noted the influx of mural art interest in Tallahassee. She indicated the current limitations on funding and requested staff bring back an analysis in January for discussion and exploration of incorporating street art and mural funding using \$200,000 of the \$5.0 million in Performing Art Funds for a multi-year cycle program. She requested it tie-in with the discussion on the RFP for the Firestone and Bloxham Annex properties in January.

Commissioner Lindley agreed a discussion is needed to determine the legal restrictions on the Performing Arts Funds and the types of arts the performing arts dollars should be used to fund.

Verbal Update on Large Event Funding (Item 3.02)

Ms. Manning gave a brief update on the large event funding process. During the past year the Board has been asked to fund several large events. These events help define and bring people to the community. In order to assist with these types of events, staff is working on criteria and procedures for requesting and evaluating funds from the CRA. She noted staff met with several community stakeholders that support various types of events, and it was determined that

working together would help create a comprehensive, coordinated methodology for large event funding. She introduced Kerri Post, Executive Director of the Tourist Development Council (TDC) and Paige Carter-Smith, Executive Director of the Tallahassee Downtown Improvement Authority (DIA) as two primary partners the CRA was working with to establish large event criteria and procedures. Ms. Post and Ms. Carter-Smith gave a brief overview of the partnership between stakeholders on the event grants. Working with CRA, DIA, the City and Council on Culture and Arts (COCA), they recommended reviewing all grants (small, medium and large) holistically, determine how it all fits together, leverage limited resources to invest in the community and created a unified application process.

Commissioner Lindley supported the unified program. She indicated it will provide a streamlined process that is more effective.

Commissioner S. Maddox stated this is in-line with the Human Services partnership and COCA process. A similar model, collaboration between stakeholders, should be used to establish a unified process.

Commissioner Dozier wanted to ensure collaboration for large signature events remains in-line with the primary CRA mission. She expressed interest in knowing the amount of private sector funds raised by the applicant, as well as having a well-defined and adequate event timeline, before a funding request is made to the CRA.

Ms. Manning noted the independent nature of large event funding requests puts pressure on the Board and indicated staff is attempting to put context on the CRA's role for large event funding.

Commissioner Lindley emphasized the balance necessary to determine CRA's role in the significance of community building versus bricks and mortar projects. She also noted the importance of isolating real numbers in determining how many are in attendance at smaller promotional/special events.

Commissioner S. Maddox stated that, although his opinion of the CRA's role is to focus on bricks and sticks projects, these types of programs are well within the guidelines of CRA and he would like to ensure the CRA has the best processes to fund these types of events.

No action is needed on this item.

**Small Events Economic Impact Study of the Greater Frenchtown/Southside
Promotional/Social Events Program (Item 3.03)**

Ms. Sherri Curtis gave a brief update on the economic impact study of the Greater Frenchtown/Southside (GFS) Promotional/Special Events Program (PSE). She noted the study focuses on the GFS district because most of the small events are held there. For purposes of the evaluation, small events were defined as events with an overall budget of \$30,000 or less. Staff reviewed a total of 19 events, 14 were one-time events and the remaining five occurred twice or more during the evaluation period. The study was limited to the three-year period (FY14 through FY16) when applications were reviewed through a competitive evaluation process using standard event review criteria. Post events prepared by the host organization were used in the evaluation. The report contains the actual event budget (revenues and

expenses), estimated attendance, vendor participation and the host's determination of the event's success. Five components were used in the economic impact evaluation of the events:

- Ticket and admission sales: Only one event sold admission tickets, reporting a total of \$298 in revenue.
- Merchandise and food sales: Four events reported a total of \$2,680 in merchandise and food sales, with sales ranging from \$80 to \$1,500 per event. These are sales by the event organizer and do not include independent vendor sales.
- Number of lodging and room nights: Three events had overnight stays, mostly single night overnight stays for performers or guest of honor, with one event having out of town visitors stay for two nights.
- Number of vendors and vendor fees: Eleven events charged vendor fees, generating over \$6,000 in revenue. The number of vendors per event ranged from 2 to 25, as did the fees charged per vendor. This is an area where additional information can be requested to help determine the economic impact
- Estimated attendance from reoccurring events: Three of the five reoccurring events reported increased attendance. However, because most events do not charge a fee to attend, the tracking of attendance is mostly based on estimates.

Summarizing the results of the analysis, Ms. Curtis noted vendor participation and fees and event attendance may require additional information from the organizer to better track these components. The results indicate the host organizations are not utilizing admission fees or selling merchandise to generate revenue for their events and increase the economic impact. The general conclusion is these small promotional/special events provide more of a community benefit than an economic benefit, promoting positive impacts within the communities that may stimulate opportunities to address various blighting conditions.

Commissioner Richardson requested clarification on what is considered the community benefit.

In response to Commissioner Richardson's question, Ms. Curtis stated these events can help improve the image of the communities and neighborhoods where the events take place, replacing negative perceptions of Frenchtown/Southside communities with positive ones.

Ms. Manning noted the strong support of the GFS Citizens Advisory Committee for the promotional/special events program to improve applicant grant writing abilities and building an identity and pride for community residents.

Commissioner Dozier suggested working with COCA and their marketing grant program to assist with marketing and capacity building to help enhance the impact of these small events on the GFS communities.

No action is needed on this item.

CONSENT ITEMS

Commissioner Lindley moved **to approve staff's recommendations presented in Item 3.01 of the Consent Agenda.** Upon second by Commissioner S. Maddox, **the vote was as follows:**

AYE: Dozier, Gillum, Lindley, N. Maddox, S. Maddox, Proctor and Richardson

NAY: None

ABSENT: Miller and Ziffer

Item 1 – Approved the 2017 CRA Board Meeting Schedule

Item 2 – Approved the Summary Meeting Minutes for the June 23 and July 14, 2016 CRA Board Meetings.

FRENCHTOWN/SOUTHSIDE DISTRICT POLICY FORMATION AND DIRECTION

Approval of \$12,400 Business Facility Improvement Program (BFIP) Grant for 1015 Commercial Drive

Item 5.03 Introduced by Sheila Williams was a request for approval of a business facility improvement grant for 1015 Commercial Drive.

Ms. Manning noted the increased interest in the BFIP program due to staff's active marketing and outreach since it replaced the former commercial façade and painting programs. Because of the increased interest, staff is requesting an additional \$100,000 for the program in the FY 2017 CRA budget.

Ms. Williams gave an overview of the BFIP application for 1015 Commercial Drive. CRA staff received a BFIP grant application from Rachel E. Menasco, property owner, for \$12,400 to cover exterior and loading dock landing renovations to the commercial building at 1015 Commercial Drive. The applicant will provide an additional \$2,400 towards the improvements for a total renovation cost of \$14,800.

Commissioner Lindley made a motion to approve **Option 1 – approve the application for grant funds in the amount of \$12,400 for the construction of façade and other improvements to the property located at 1015 Commercial Drive. Authorize CRA staff to enter into a business facility improvement program grant agreement with the property owner,** upon second by Commissioner Dozier, further discussion ensued.

Commissioner Dozier stated her support of the grant application and also for the Making Awesome facility that is housed in the building.

Commissioner Richardson asked if the façade improvements increased the property values, resulting in increased property taxes.

In response to Commissioner Richardson's question, Ms. Manning stated due to the nature of the improvements, less than \$50,000, generally does not result in an increase in the property value. However, over time the increases to the quality and look of the neighborhood provides impact and allows businesses to focus their resources on other business-related items.

Following the discussion, a vote was taken on Commissioner Lindley's motion to approve **Option 1 – approve the application for grant funds in the amount of \$12,400 for the construction of façade and other improvements to the property located at 1015 Commercial Drive. Authorize CRA staff to enter into a business facility improvement program grant agreement with the property owner**, upon second by Commissioner Dozier, the vote was as follows:

AYE: Dozier, Gillum, Lindley, N. Maddox, S. Maddox, Proctor and Richardson

NAY: None

ABSENT: Miller and Ziffer

UNAGENDAED PUBLIC COMMENT

There were no unagendaed public comments.

Recess – The meeting recessed at 4:48 pm, and reconvened at 6:00 pm with Commissioners Dozier, Gillum, Lindley, N. Maddox, S. Maddox, Proctor and Richardson present.

PUBLIC COMMENTS ON PROPOSED FY 2017 CITY OF TALLAHASSEE COMMUNITY REDEVELOPMENT AGENCY BUDGET

Dr. Edward Holifield, 4032 Longleaf Court, addressed the Board concerning agenda **Item 10.01** and the inclusion of interest to Big Bend Cares as part of the FY 2017 budget. He expressed concern with contamination on the Big Bend Cares property and the possible impact it will have on infant mortality and the Southside community. He also expressed concern about Big Bend not providing service for the uninsured patient.

Ms. Rosa Morgan, 400 Capital Circle SE, Tallahassee, FL, addressed the Board about agenda **Item 10.01**. She requested an attachment containing accounting expenditures to date. She would like to ensure the funds allocated in the budget are expended. She noted this happens in November but requested it be included in the approved budget as a recap. She also requested a breakdown on project funding not expended within the prior year be included in the budget.

Commissioner Richardson suggested using some of Ms. Morgan's ideas in the future assessment of the budget.

Commissioner Dozier indicated the breakdown of project money for different years is somewhat confusing and questioned the separation of funding. She also requested staff consider ways to present a breakdown on the environmental impact the CRA has had in addressing contamination within the redevelopment districts.

In response to Commissioner Dozier's question, Ms. Manning noted because the CRA's tax increment funds have a three year life span, it is best to have separate projects for the years because it would be difficult to track if the funds were rolled over.

Mr. Wayne Tedder noted the City adopted a Brownfield designation for a large portion of the South Monroe corridor to help address the contamination in order to revitalize in the area.

**Adoption of the FY 2017 City of Tallahassee Community Redevelopment
Agency Budget**

Item 10.01 presented by Rick McCraw, CRA Program Director, was a request for adoption of the FY 2017 CRA Budget.

Mr. McCraw noted the CRA is projected to receive \$7,210,849 in revenue and access to prior year funds for FY 2017, \$4,250,679 for GFS District and \$2,960,170 for the DT District.

Mr. McCraw provided a brief overview of the significant changes to the budget from the previous budget review meeting in July.

- The City's millage rate was reduced from 4.2 to 4.1 mills, reducing the City's tax increment contribution by \$17,255 in the GFS District and \$21,391 in the DT District.
- Additional funding was added to the FY16 Master Project fund due to completed projects and funds committed for the current fiscal year. In the GFS District an additional \$80,027 was added to the FY16 GFS Master Project fund, and in the DT District an additional \$165,624 was added to the FY16 DT Master Project fund.
- The DT District Large Event Grants line item was included at \$100,000. Of this amount, \$37,500 has been allocated for the 2017 Word of South Literary Festival and \$37,500 will be provided as the second payment to the 2016 Florida Jazz and Blues Festival, leaving a balance of \$25,000. Staff will not accept any applications until program criteria and guidelines have been approved by the Board.
- The DT Commercial Façade and Painting Grant funding line items for \$150,000 and \$15,000, respectively are in the budget but are on hold until new program criteria and guidelines have been approved by the Board.

Commissioner Lindley asked when the South Monroe parcels from the expansion area of the GFS District will generate tax increment for the CRA.

Mr. McCraw stated the CRA would receive tax increment from the expansion parcels in FY 2018.

Commissioner S. Maddox moved to **adopt by resolution the proposed FY 2017 CRA Operating and Capital budget as described in this agenda item and authorize the CRA Chair, Tallahassee City Manager and CRA Executive Director to commit funds and approve expenditures consistent with the budget as proposed in the agenda item and**

with established program guidelines. Upon seconded by Commissioner Lindley, further discussion ensued.

Commissioner Proctor stated he would not support the budget because he has concerns with paying half of the interest payment to BBC in the FY17 Budget.

Mr. McCraw provided a brief overview of the recommended \$5,800 BBC interest payment. In September 2015, the CRA Board approved a \$1.5 million grant to assist BBC in the construction of their new medical care facility. The funds will be provided to BBC over a four-year period (\$375,000 per year) once the facility receives a Certificate of Completion (CC). Staff anticipated the development would be complete in FY 2018 and programmed the \$375,000 annual payments to start then. BBC staff expects the development to be completed in FY 2017, which would require the first \$375,000 payment to take place that year. Because no grant funds are included in the FY 2017 budget, BBC has requested the CRA pay half the cost of the \$11,600 interest payment due in the fourth quarter of FY 2017 under the \$1.5 million construction loan they have in place until the CRA grant payments start. CRA staff believes this is a reasonable request. If BBC receives a CC in July a payment of \$5,800 would be made; if the facility receives a CC in August or September the interest payment would be reduced proportionally. No interest payment will be due if the facility receives a CC after September 30, 2017.

Commissioner S. Maddox moved to **adopt by resolution the proposed FY 2017 CRA Operating and Capital budget as described in this agenda item and authorize the CRA Chair, Tallahassee City Manager and CRA Executive Director to commit funds and approve expenditures consistent with the budget as proposed in the agenda item and with established program guidelines.** Upon seconded by Commissioner Lindley, **the vote was as follows:**

AYE: Dozier, Gillum, Lindley, N. Maddox, S. Maddox, and Richardson

NAY: Proctor

ABSENT: Miller and Ziffer

UNAGENDAED ITEMS/COMMISSION DISCUSSION

Commissioner Proctor inquired about the Leon County Commission's role in the signature approval lines and authorization for the CRA budget.

In response to Commissioner Proctor's question, Mr. McCraw noted this is standard language in the budget adoption because the annual rotation of the CRA chair between the City and County.

ADJOURNMENT

There being no further business to discuss, the CRA Board Meeting adjourned at 6:25 pm.



Agenda Item Details

Meeting	Nov 21, 2016 - CRA Board Meeting
Category	4. Consent Items
Subject	4.02 Fiscal Year 2016 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 2016 CRA Operating and Capital Budget Close-Out report as presented and authorize any year-end adjustments as outlined in the agenda item.

Public Content

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) 2016 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 2016.

On September 24, 2015, the CRA Board adopted its FY 2016 budget based on the 2015 Preliminary Tax Roll Values provided by the Leon County Property Appraiser (LCPA). The adopted tax increment revenues for FY 2016 for both the Greater Frenchtown Southside (GFS) and the Downtown (DT) districts were estimated at \$3,576,070. In addition to the adopted tax increment revenues, the adopted budget for both districts included projected loan revenues of \$63,796; parking revenues of \$133,980; reserves of \$782,514; the O'Connell land sale at \$200,000; and \$825,450 in available funds from FY 2015. The CRA's total projected, adopted revenue for FY 2016 was \$5,581,810.

The actual tax increment revenue received by both districts for FY 2016, based on the Final Taxable Values issued by the LCPA in October 2015, was \$3,522,630. In addition to the actual tax increment revenues received, other revenues received by both districts included parking revenues of \$142,116; reserves of \$891,331; Coal Shute Pond capacity revenue of \$36,989; year-end interest of \$106,262; loan payment revenues of \$241,308 and actual available funds from FY 2015 of \$756,718. The CRA's total actual revenues for FY 2016, including interest, were \$5,697,354.

The adopted FY 2016 operating budget was \$799,049, with \$465,233 committed to the GFS district and \$333,816 committed to the DT district. The actual FY 2016 CRA operating expenses for both districts totaled \$679,187.

The adopted capital budget was \$2,603,709, with \$1,269,800 in projected expenditures for the GFS district and \$1,333,909 for the DT district. Including additional expenditures approved by the CRA Board and CRA Executive Director following budget adoption, the actual capital budget expenditures for both districts were \$3,157,273.

The FY 2016 year ended with a combined surplus of \$618,206 for both districts. The surplus funds were transferred to the appropriate district's Reserve and FY 2016 Master Project accounts as directed by the approved FY 2016 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 2016 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 2016 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 consistent with CRA Board direction from the approved FY 2016 CRA budget and are in accordance with city accounting policies. The agenda item has been reviewed and approved by the Accounting Department.

Supplemental Material/Issue Analysis**History/Facts & Issues**

On September 24, 2015, the CRA Board adopted the FY 2016 budget based on the 2015 Preliminary Tax Roll values prepared by the LCPA in July 2015. 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 2016.

The CRA's adopted and actual FY 2016 budget, by redevelopment district, is reviewed below and is listed in Attachments 1 and 2 of this agenda item.

FY 2016 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 2016 for both districts were estimated at \$3,576,070 using the Preliminary Tax Values provided by the LCPA. In addition, the adopted budget included projected loan and parking revenues of \$63,796 and \$133,980, respectively. Also, included were anticipated revenues from the O'Connell land sale of \$200,000; available FY 2015 funds of \$825,450; and reserves of \$782,514 from both districts. The total projected revenues for both districts in the adopted FY 2016 budget were \$5,581,810.

The actual tax increment revenue received by both districts for FY 2016 was \$3,522,630. The actual parking revenues by both districts were \$142,116 and loan payment revenues were \$241,308. Additional actual revenues included year-end interest of \$106,262; reserves of \$891,331; available FY 2015 funds of \$756,718; and Coal Chute Pond capacity revenue of \$36,989. The closing on the O'Connell property did not take place during FY 2016 due to title issues with one of the state-controlled parcels. As a result, the \$200,000 was not received. The closing is now expected to take place during FY 2017. The CRA's total actual revenues for FY 2016, including interest, were \$5,697,354.

Table 1: GFS District Revenues

	FY 2016 Adopted Budget	FY 2016 Actual Budget	FY 2016 Variance
Revenues			
City of Tallahassee TIF	\$691,198	\$668,797	\$22,401
Leon County TIF	\$1,450,594	\$1,445,556	\$5,038
Year End Interest	\$0	\$67,796	(\$67,796)
FY 2015 Master Project Funds	\$543,727	\$511,226	\$32,501
Loan Payment Revenue	\$57,933	\$211,950	(\$154,017)
Parking Revenue	\$33,000	\$41,136	(\$8,136)
O'Connell Land Sale	\$200,000	\$0	\$200,000
Reserves (Fund 853)	\$191,627	\$218,991	(\$27,364)
Coal Shute Pond Capacity Revenue	\$0	\$36,989	(\$36,989)
Total Revenues	\$3,168,079	\$3,202,441	(\$34,362)

Table 2: DT District Revenues

	FY 2016 Adopted Budget	FY 2016 Actual Budget	FY 2016 Variance
Revenues			

City of Tallahassee TIF	\$692,846	\$680,286	\$12,560
Leon County TIF	\$741,432	\$727,991	\$13,441
Year End Interest	\$0	\$38,466	(\$38,466)
FY 2015 Master Project Funds	\$281,723	\$245,492	\$36,231
Loan Revenue	\$5,863	\$29,358	(\$23,495)
Parking Lease Revenue	\$100,980	\$100,980	\$0
Reserves	\$590,887	\$672,340	(\$81,453)
Total Revenues	\$2,413,731	\$2,494,913	(\$81,182)

FY 2016 Personnel and Operating Expenses

As shown in Tables 3 and 4 below, the adopted FY 2016 personnel and operating expenses for the GFS and DT districts totaled \$881,334. This total includes the anticipated refund of \$82,285 in Emergency Medical Services Municipal Services Taxing Unit (EMS MSTU) GFS district tax increment income to Leon County. Not including the annual EMS MSTU refund, the adopted personnel and operating budget totaled \$799,049 (\$465,233 for the GFS district and \$333,816 for the DT district). The actual FY 2016 personnel and operating expenses for both districts was \$679,187 (\$413,628 for the GFS district and \$265,559 for the DT district). This does not include the \$82,000 in EMS MSTU that was actually returned to Leon County.

The FY 2016 actual personnel and operating budget was 16 percent less than the adopted budget. 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.

Table 3: GFS District Personnel and Operating Expenses

	FY 2016 Adopted Budget	FY 2016 Actual Budget	FY 2016 Variance
Expenses			
Personnel	\$344,720	\$339,822	\$4,898
Operating/Administrative	\$120,513	\$73,806	\$46,707
EMS MSTU Refund to Leon County	\$82,285	\$82,000	\$285
Total Expenses	\$547,518	\$495,628	\$51,890

Table 4: DT District Personnel and Operating Expenses

	FY 2016 Adopted Budget	FY 2016 Actual Budget	FY 2016 Variance
Expenses			
Personnel	\$235,647	\$223,795	\$11,852
Operating/Administrative	\$98,169	\$41,765	\$56,404
Total Expenses	\$333,816	\$265,559	\$68,257

FY 2016 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.

On September 24, 2015, the CRA Board approved the GFS Investment Plan. The GFS Investment Plan is an implementation plan that consists of four programs and six projects designed to work together to address a variety of redevelopment-related goals and issues with the GFS District. On October 29, 2015, the CRA Board updated the FY 2016 GFS Capital Budget to include two programs and one project from the investment plan, which are listed below:

- Neighborhood Enhancement and Public Safety Program;
- Business Facility Improvement Grant Program; and
- Frenchtown Entry Feature Project.

In FY 2016, as part of the GFS Investment Plan, the Business Facility Improvement Grant (BFIP) Program replaced the Commercial Façade Improvement Grant Program and the Commercial Painting Grant Program. Similar to the Commercial Façade and Painting Programs, the BFIP is designed to assist commercial property owners and/or business operators in enhancing the exterior of their buildings, but also allows for site improvements such as parking surfaces, landscaping and stand-alone signage.

For FY 2016, the CRA continued its support of new and existing programs and projects, committing \$2,603,709 for both districts in support of capital programs and projects. The actual appropriations and expenditures, including the GFS Investment Plan programs and project, were \$3,157,273, with expenditures of \$1,913,273 for the GFS district and \$1,244,000 for the DT district. The higher expenditures experienced in the GFS district were mostly due to the Investment Plan programs and project allocations which were approved after the FY 2016 budget was adopted. The DT district experienced slightly lower expenditures than projected primarily due to the use of remaining FY 2015 funds to make grant payments for College Town and the Catalyst developments.

In accordance with the Board's approval of the FY 2016 CRA Budget on September 24, 2015 and the FY 2017 CRA Budget on September 29, 2016, the remaining balance of the FY 2016 capital expenditures were placed in the appropriate district's FY 2016 Master Project fund and committed against projects identified in the FY 2017 CRA Capital and Operating Budget. The budgeted and actual capital expenses and appropriations for FY 2016 are described in Table 5 and 6.

Table 5: GFS District Capital Expenses and Appropriations

	FY 2016 Adopted Budget	FY 2016 Actual Budget	FY 2016 Variance
Capital Expenses			
DJV - Block and Deck Grant Payment	\$582,000	\$3,876	\$578,124
Block and Deck Public Garage	\$37,800	\$0	\$37,800
Property Management	\$15,000	\$15,000	\$0
Shelter and RCC Site Work	\$300,000	\$300,000	\$0
Affordable Housing Program	\$300,000	\$300,000	\$0
Promotional/Special Events Program	\$35,000	\$0	\$35,000
Business Facility Improvement Program	\$0	\$39,739	(\$39,739)
Neighborhood Enhancement Public Safety	\$0	\$150,000	(\$150,000)
Frenchtown Entry Feature	\$0	\$350,000	(\$350,000)
GFS Redevelopment Plan Update	\$0	\$10,267	(\$10,267)
Amtrak Station Painting	\$0	\$25,000	(\$25,000)
Piggly Wiggly Renovations	\$0	\$205,000	(\$205,000)
SoMo Mural on South Monroe	\$0	\$5,000	(\$5,000)
FY 2015 Capital Expenditures	\$0	\$509,391	(\$509,391)
Total Capital Expenditures	\$1,269,800	\$1,913,273	(\$643,473)

Table 6: DT District Capital Expenses and Appropriations

	FY 2016 Adopted Budget	FY 2016 Actual Budget	FY 2016 Variance
Capital Expenses			
College Town Grant Payment	\$366,409	\$91,862	\$274,547
Catalyst Grant Payment	\$219,000	\$0	\$219,000
601 South Copeland Grant Payment	\$50,000	\$50,000	\$0
Gateway Vacancy Grant Payment	\$146,000	\$146,000	\$0
Gateway Grant Payment	\$70,000	\$57,718	\$12,282
Word of South Lit Fest Payment	\$0	\$37,500	(\$37,500)
Firestone and Bloxham Annex Site Work	\$275,000	\$275,000	\$0

Property Management	\$6,500	\$6,500	\$0
Commercial Façade Improvement Grant	\$150,000	\$150,000	\$0
Commercial Painting Program	\$15,000	\$15,000	\$0
Promotional/Special Events Program	\$35,000	\$0	\$35,000
Downtown Juror Bus Ticket Reimbursement	\$1,000	\$1,000	\$0
Bicycle Blvd Electrical Lines	\$0	\$161,000	(\$161,000)
Florida Jazz & Blues Festival	\$0	\$6,937	(\$6,937)
FY 2015 Capital Expenditures	\$0	\$245,483	(\$245,483)
Total Capital Expenditures	\$1,333,909	\$1,244,000	\$89,909

FY 2016 Master Project Funds

Funds remaining in the respective redevelopment area's FY 2016 Master Project totaled \$267,513 (\$188,121 from the GFS district and \$79,392 from the DT district). These funds will be the first used in FY 2017 for capital project expenditures, including redevelopment reimbursements from CRA grants, using the first-in, first-out accounting principal.

FY 2016 End of Year Transfers

At the end of FY 2016, a surplus of \$618,206 existed, with \$384,593 for GFS district (Attachment 1, second page, highlighted) and \$233,613 for DT district (Attachment 2, second page, highlighted). The surplus represents funds from parking revenue of \$142,116, loan payment revenue of \$241,308, Coal Chute Pond capacity revenue of \$36,989, interest earned of \$106,262 and residual operational funds of \$91,531. As noted above, the adopted FY 2016 CRA budget approved the transfer of year-end surplus funds to the appropriate district's Reserve and FY 2016 Master Project 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 2016 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 2016 CRA Operating and Capital Budget Close-Out report; provide staff with other direction.

Attachments/References

1. FY 2016 Budget Closeout Spreadsheet - Greater Frenchtown Southside Community Redevelopment Area
2. FY 2016 Budget Closeout Spreadsheet - Downtown District Community Redevelopment Area

[Attachment 1.pdf \(55 KB\)](#)

[Attachment 2.pdf \(55 KB\)](#)

Greater Frenchtown Southside CRA
FY2016 Budget Closeout

	FY2016 Adopted Budget	FY2016 Actual Budget	FY2016 Variance
Revenues			
City of Tallahassee TIF	\$691,198	\$668,797	\$22,401
Leon County TIF	\$1,450,594	\$1,445,556	\$5,038
Year-End Interest	\$0	\$67,796	(\$67,796)
FY 2015 Master Project Funds	\$543,727	\$511,226	\$32,501
Loan Payment Revenue	\$57,933	\$211,950	(\$154,017)
Parking Revenue	\$33,000	\$41,136	(\$8,136)
O'Connell Land Sale	\$200,000	\$0	\$200,000
Reserves (Fund 853)	\$191,627	\$218,991	(\$27,364)
Coal Shute Pond Capacity Revenue	\$0	\$36,989	(\$36,989)
Total Revenues	\$3,168,079	\$3,202,441	(\$34,362)
Expenditures			
Personnel	\$344,720	\$339,822	\$4,898
Operating/Administrative	\$120,513	\$73,806	\$46,707
EMS MSTU Refund to Leon County	\$82,285	\$82,000	\$285
Total Expenditures & Refunds	\$547,518	\$495,628	\$51,890
Surplus (Deficit) before Capital Expenditures	\$2,620,561	\$2,706,813	(\$86,252)
Capital Expenditures/Appropriations			
DJV - Block and Deck Grant Payment	\$582,000	\$3,876	\$578,124
Block and Deck Public Garage	\$37,800	\$0	\$37,800
Property Management	\$15,000	\$15,000	\$0
Shelter and RCC Site Work	\$300,000	\$300,000	\$0
Affordable Housing Program	\$300,000	\$300,000	\$0
Promotional/Special Events Program	\$35,000	\$0	\$35,000
Business Facility Improvement Program	\$0	\$39,739	(\$39,739)
Neighborhood Enhancement Public Safety	\$0	\$150,000	(\$150,000)
Frenchtown Entry Feature	\$0	\$350,000	(\$350,000)
GFS Redevelopment Plan Update	\$0	\$10,267	(\$10,267)
Amtrak Station Painting	\$0	\$25,000	(\$25,000)
Piggly Wiggly Renovations	\$0	\$205,000	(\$205,000)
SoMo Mural on South Monroe	\$0	\$5,000	(\$5,000)
FY 2015 Capital Expenditures	\$0	\$509,391	(\$509,391)
Total Capital Expenditures	\$1,269,800	\$1,913,273	(\$643,473)

Greater Frenchtown Southside CRA
FY2016 Budget Closeout

	FY2016 Adopted Budget	FY2016 Actual Budget	FY2016 Variance
Balance: FY Inter-Fund Transfer: Uncommitted Funds (612400 - FY16 GFS Master Project)	\$1,033,719	\$188,121	\$845,598
Balance: FY Inter-Fund Transfer: Uncommitted Funds (612400 - FY15 GFS Master Project)	\$0	\$1,835	(\$1,835)
Total Reserves	\$282,560	\$218,991	\$63,569
Total Capital Expenditures, Master Project & Reserves	\$2,586,079	\$2,322,220	\$263,859
Net Surplus (Deficit)	\$0	\$384,593	(\$384,593)
Transfers			
Transferred to Non-TIF Reserves (Revenue Accounts)		\$290,075	
Transferred to 2016 Interest Reserves		\$67,796	
Transferred to 2016 Master Project		\$26,722	
Total Transfers	\$0	\$384,593	(\$384,593)
Balance	\$0	\$0	\$0

	FY2016 Adopted Budget	FY2016 Actual Budget	FY2016 Variance
Revenues			
City of Tallahassee TIF	\$692,846	\$680,286	\$12,560
Leon County TIF	\$741,432	\$727,991	\$13,441
Year End Interest	\$0	\$38,466	(\$38,466)
FY 2015 Master Project Funds	\$281,723	\$245,492	\$36,231
Loan Payment Revenue	\$5,863	\$29,358	(\$23,495)
Parking Lease Revenue	\$100,980	\$100,980	\$0
Reserves	\$590,887	\$672,340	(\$81,453)
Total Revenues	\$2,413,731	\$2,494,913	(\$81,182)
Expenditures			
Personnel	\$235,647	\$223,795	\$11,852
Operating/Administrative	\$98,169	\$41,765	\$56,404
Total Expenditures	\$333,816	\$265,559	\$68,257
Surplus (Deficit) before Capital Expenditures	\$2,079,915	\$2,229,353	(\$149,438)
Capital Expenditures/Appropriations			
College Town Grant Payment	\$366,409	\$91,862	\$274,547
Catalyst Grant Payment	\$219,000		\$219,000
601 South Copeland Grant Payment	\$50,000	\$50,000	\$0
Gateway Vacancy Grant Payment	\$146,000	\$146,000	\$0
Gateway Grant Payment	\$70,000	\$57,718	\$12,282
Word of South Lit Fest Payment	\$0	\$37,500	(\$37,500)
Firestone and Bloxham Annex Site Work	\$275,000	\$275,000	\$0
Property Management	\$6,500	\$6,500	\$0
Commercial Façade Improvement Grant	\$150,000	\$150,000	\$0
Commercial Painting Program	\$15,000	\$15,000	\$0
Promotional/Special Events Program	\$35,000		\$35,000
Downtown Juror Bus Ticket Reimbursement	\$1,000	\$1,000	\$0
Bicycle Blvd Electrical Lines	\$0	\$161,000	(\$161,000)
Florida Jazz & Blues Festival	\$0	\$6,937	(\$6,937)
FY 2015 Capital Expenditures	\$0	\$245,483	(\$245,483)
Total Capital Expenditures	\$1,333,909	\$1,244,000	\$89,909

	FY2016 Adopted Budget	FY2016 Actual Budget	FY2016 Variance
Balance: FY Inter-Fund Transfer: Uncommitted Funds (612400 - FY16 DT Master Project)	\$152,952	\$79,392	\$73,560
Balance: FY Inter-Fund Transfer: Uncommitted Funds (612400 - FY15 DT Master Project)	\$0	\$9	(\$9)
Total Reserves	\$593,055	\$672,340	(\$79,285)
			\$0
Total Capital Expenditures, FY15 Master Project & Reserves	\$2,079,916	\$1,995,740	\$84,176
Net Surplus (Deficit)	\$0	\$233,613	(\$233,613)
Transfers			
Transferred to Non-TIF Reserves (Revenue Accounts)		\$130,338	(\$130,338)
Transferred to 2016 Interest Reserves		\$38,466	(\$38,466)
Transferred to 2016 Master Project		\$64,809	(\$64,809)
Total Transfers	\$0	\$233,613	(\$233,613)
Balance	\$0	\$0	\$0



Agenda Item Details

Meeting	Nov 21, 2016 - CRA Board Meeting
Category	5. Frenchtown Southside District Policy Formation and Direction
Subject	5.01 Approval of an \$18,440 Business Facility Improvement Program (BFIP) Grant for Earley's Kitchen at 1458 South Monroe Street -- Roxanne Manning, Tallahassee Community Redevelopment Agency
Access	Public
Type	Action, Discussion
Fiscal Impact	Yes
Dollar Amount	18,440.00
Budgeted	Yes
Budget Source	FY 2017 GFS Business Facility Improvement Program Grant Project #1718343
Recommended Action	Option 1: Approve the application for grant funds in the amount of \$18,440 for site improvements to the property located at 1458 South Monroe Street. Authorize the CRA staff to enter into a business facility improvement program grant agreement with the property owners.

Public Content

For more information, please contact: Sheila Williams at 850-891-8355.

Statement of Issue

On September 24, 2015, the CRA Board approved the CRA Investment Plan for the GFS which included the new Business Facility Improvement Program (BFIP). The BFIP is a combination of the old Commercial Painting and Commercial Façade Improvement Grant Programs within the GFS District.

The BFIP grant allows eligible applicants to receive up to \$50,000 for exterior improvements to commercial structures and properties located within the boundaries of the GFS District. The first \$10,000 of the grant does not require a match by the applicant/property owner for qualified work items. Grant funds above \$10,000 (up to a maximum of \$40,000) require a dollar-for-dollar match.

On October 7, 2016, the CRA staff received a GFS District BFIP grant application from James F. and Anita Morrell with Simply Soul Food, Inc. (dba Earley's Kitchen) for numerous site improvements to the property located at 1458 South Monroe Street. The lowest bid for the qualified facade items is \$26,880, for which the applicant is requesting an \$18,440 grant. If approved, \$10,000 of the request will be in the form of a non-matching grant and \$8,440 will be matching grant funds. The applicants will provide at least \$8,440 towards the \$26,880 improvements.

Recommended Action

Option 1: Approve the application for grant funds in the amount of \$18,440 for site improvements to the property located at 1458 South Monroe Street. Authorize the CRA staff to enter into a business facility improvement program grant agreement with the property owners.

Fiscal Impact

The FY 2017 GFS Business Facility Improvement Program Grant (Project #1718343) has a balance of \$300,000. Funding this request will leave a balance of \$281,560 for additional FY 2017 GFS BFIP grant requests. The Financial Management Department has reviewed this agenda item and concurs that it meets budget guidelines.

Supplemental Material/Issue Analysis

History/Facts & Issues

The BFIP is designed to assist commercial property owners and/or business operators in enhancing the exterior of their buildings. The goal of the program remains to reduce blighting influences and improve the area's physical characteristics, which will lead to increased commercial activity and improved property values. To date, there have been 52 improvement grant applications approved (40 Commercial Façade Improvements and 12 BFIP), providing an estimated \$1.7 million in grant funds for redevelopment projects that have a total estimated cost of approximately \$10.7 million. The CRA Board reviews and approves grant requests in excess of \$10,000; the CRA Executive Director reviews and approves grant requests of \$10,000 or less.

On October 7, 2016, James F. and Anita Morrell, applicants and property owners with Simply Soul Food, Inc. (dba Earley's Kitchen) at 458 South Monroe Street submitted a grant application for numerous site improvements, which are listed below and described in Attachment 1. The eligible grant work items from the application consist of the following:

- Site mobilization;
- Excavation of a broken curb and a 15 feet x 15 feet grass area, rebase and pave;
- Excavate and remove a small tree and old wooden bridge located on-site;
- Installation of a trench drain;
- Form and pour a six-inch thick 12 feet x 12 feet dumpster pad;
- Construct a 212-foot, six-inch thick curb;
- Remove all existing on-site asphalt;
- Restripe parking spaces including one ADA parking space;
- Mechanically clean the asphalt surface and regrade;
- Pave vehicular use area with 1 ½ inch Type 9.5 hot mix asphalt; and
- Restripe 23 parking spaces including a handicap space to Florida Department of Transportation (FDOT) specifications.

The lowest bid for the qualified facade improvements is \$26,880 for which the applicant is requesting an \$18,440 grant. If approved, \$10,000 of the request will be in the form of a non-matching grant and \$8,440 will be matching grant funds. The applicants will provide at least \$8,440 towards the \$26,880.00 improvements.

In 2014 the subject property was approved for CRA grant funding, under the previous GFS Commercial Façade Improvement Grant program, in the amount of \$29,260.55, as a dollar-for-dollar matching grant. The total cost for the earlier approved exterior improvements was \$58,521.10 and consisted of various facade renovations, including the repair and replacement of exterior wood walls; painting; the framing and replacement of old plate glass storefront windows and doors with energy efficient windows and doors; the upgrading of the existing parapet located on all sides of the building with modern style metal panels, trim/flashing, aluminum soffit; the addition of signage attached to the building; and a concrete patio at the front of the building for outdoor seating. Because the applicants did not receive the full \$50,000 in grant funds they were eligible for under the GFS Commercial Façade Improvement Grant program, they are eligible to apply for the remaining balance of \$20,739.45. In addition, because of the earlier grant required a dollar-for-dollar match on all grant funds received, the applicants are eligible to receive the first \$10,000 of this application as a non-matching grant.

If the CRA Board approves the application, the applicant will enter an agreement with the CRA 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, restrictive covenants and a mortgage, including a provision that will require the property to continue as a commercial 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

Staff recommends the application be approved on the condition that there are no outstanding liens or delinquencies with the City or County for the property, business and/or property owners. While it has been determined there are no outstanding code enforcement issues for the subject property, a review for other City and County liens and delinquencies had not been completed as of the date this agenda item was prepared. If any outstanding liens or delinquencies are noted, the CRA will not enter into an agreement with the applications until the liens or delinquencies are addressed.

Options

1. Approve the application for grant funds in the amount of \$18,440 for site improvements to the property located at 1458 South Monroe Street. Authorize the CRA staff to enter into a business facility improvement program grant agreement with the property owners.
2. Do not approve the application for site improvements at 1458 South Monroe Street; provide staff with other direction.

Attachments/References

1. Staff Review/Application Summary – 1458 South Monroe Street

[Attachment 1.pdf \(551 KB\)](#)

STAFF REVIEW/APPLICATION SUMMARY

CITY OF TALLAHASSEE COMMUNITY REDEVELOPMENT AGENCY (CRA)
GREATER FRENCHTOWN/SOUTHSIDE COMMUNITY REDEVELOPMENT AREA
BUSINESS FACILITY IMPROVEMENT GRANT PROGRAM

.....

I. APPLICANT AND BUSINESS INFORMATION

Date of Completed Application: October 25, 2016

Name of Applicants: James F. Morrell and Anita Morrell

Name of Business: Simply Soul Food, Inc. dba Earley's Kitchen

Business Address: 1458 South Monroe Street

Telephone Number: (850) 224-1739 Fax Number: (850) 681-6821

E-mail Address: earleyskitchen@gmail.com

Type of Business: Restaurant Parcel ID Number: 41-01-20-130-0001

This property is located in the: Greater Frenchtown/Southside 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: John Reddick, 9/14/16

Code Enforcement Reviewer and Date: Jim Longhurst, 9/14/16

Yes No: X

II. PROPERTY OWNER INFORMATION (if different from Applicant)

Name of Owner: Same As Above

Telephone Number: Same As Above Email: Same As Above

III. PROJECT FINANCING INFORMATION

Total Project Cost: \$ 26,880 Amount of Grant Funds Requested: \$ 18,440

Anticipated Number of Temporary construction jobs: 3

Anticipated Number of Permanent jobs to be created:

Full Time (36+ hrs/week): 0

Part Time (less than 36 hrs/week): 0

(Note: No new jobs were created from this CRA grant funding request. A total of five (5) full time and six (6) part time jobs were created from a previous CRA GFS Commercial Façade grant application).

PROJECT SUMMARY

The property is located at 1458 South Monroe Street and is currently utilized as a restaurant. The property owners intend to further redevelop the property by making additional site improvements and enhancements.

The proposed eligible work items include:

- Site mobilization;
- Excavation of a broken curb and a 15' x 15' grass area, rebase and pave;
- Excavate and remove an small tree and old wooden bridge located on-site;
- Installation of a trench drain;
- Form and pour a 6" thick 12' x 12' dumpster pad;
- Construct a 212' six inch thick curb;
- Remove all existing on-site asphalt;
- Restripe parking spaces including one ADA parking space;
- Mechanically clean the old asphalt area surface and regrade;
- Pave vehicular use area with 1 ½ inch Type 9.5 hot mix asphalt; and
- Restripe twenty-three (23) parking spaces including a handicap space to Florida Department of Transportation (FDOT) specifications.

The low bid for the eligible work items is \$26,880 for which the applicant requested a **\$18,440** grant. Of which \$10,000 will be a non-matching grant and \$8,440 as a dollar-for-dollar grant. Grant funds issued cannot exceed the cost of the lowest bid received for the project.

On February 27, 2014, the property was approved for a dollar-for-dollar commercial façade grant under the CRA Greater Frenchtown Southside Commercial Façade Grant program in the amount of \$29,260.55, for total improvements of \$58,521.10.

James F. and Anita Morrell, owners of Simply Soul Food Inc. (dba Earley's Kitchen) signed the application agreeing to the proposed work and agreeing to sign the Restrictive Covenants as well as the other legal documents accompanying the grant within 30 days of approval or the application is null and void.

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;

NA Tenants must provide written documentation verifying the property owner approves the proposed enhancements and will sign the restrictive covenants and/or mortgage; 9/9/16 Applicants are the property owners.

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;

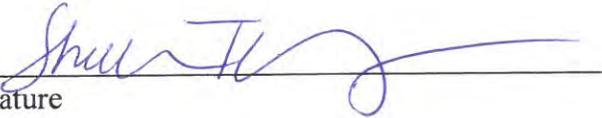
NA Certificate of Appropriateness issued by the Tallahassee-Leon County Architectural Review Board is attached, if appropriate. 10/25/16 Not required for this property.

Proof of property insurance.

CRA Staff review was completed on: 11/2/16

Recommend: Approval Denial Other (explain below)
with conditions

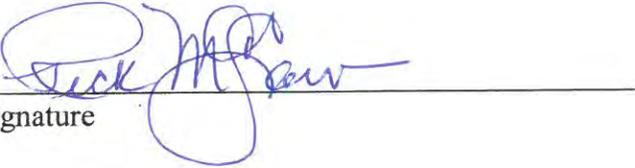
Sheila Williams, Program Planner
Name (print)


Signature

CRA Program Director or Principal Planner review was completed on: 3 Nov 16

Recommend: Approval Denial Other (explain below)
with conditions

Rick McCraw/Sherri Curtis
Name (print)


Signature

CRA Executive Director review was completed on: 11/2/17

Recommend: Approval Denial Other (explain below)
with conditions

Roxanne M. Manning
Name (print)


Signature

Photos



1458 South Monroe Street – Front View
Earley's Kitchen



1458 South Monroe Street
Rear Parking Area



1458 South Monroe Street
On-Site Tree – To be removed



1458 South Monroe Street
Demolition – Add refuse collection area

**Listing of Bids for Qualified Work Items
1458 South Monroe Street**

<u>Work Item</u>	<u>Subcontractors</u>		
	<i>North Florida Asphalt, Inc.</i>	<i>Pigott Asphalt and Sitework</i>	<i>Peavey & Son Asphalt Paving</i>
Site mobilization	Included in Bid Below	\$ 750.00	\$ 1,500.00
Excavation of a broken curb and a 15' x 15' grass area, rebase and pave	\$ 500.00	\$ 1,200.00	\$ 750.00
Excavate and remove a small tree and old wooden bridge located on-site	\$ 750.00	\$ 1,200.00	\$ 1,750.00
Installation of a trench drain	\$ 1,700.00	\$ 850.00	\$ 1,500.00
Form and pour a 6" thick 12' x 12' dumpster pad	\$ 800.00	\$ 900.00	\$ 1,200.00
Construct a 212' six inch thick curb	\$ 4,600.00	\$ 3,000.00	\$ 4,200.00
Remove all existing on-site asphalt	\$ 5,800.00	\$ 6,800.00	\$ 6,500.00
Mechanically clean the old asphalt area surface and regrade	\$ 1,200.00	\$ 2,500.00	\$ 500.00
Pave vehicular use area with 1 ½ inch Type 9.5 hot mix asphalt	\$ 10,680.00	\$ 13,750.00	\$ 18,975.00
Restripe twenty-three (23) parking spaces including a handicap space	\$ 850.00	\$ 600.00	\$ 575.00
TOTALS	\$ 26,880.00	\$ 31,550.00	\$ 37,450.00



Agenda Item Details

Meeting	Nov 21, 2016 - CRA Board Meeting
Category	5. Frenchtown Southside District Policy Formation and Direction
Subject	5.02 Authorization to execute agreements for demolition of the former Shelter and Frenchtown Renaissance Community Center properties and related site improvements -- Roxanne Manning, Tallahassee Community Redevelopment Agency
Access	Public
Type	Action, Discussion
Fiscal Impact	Yes
Dollar Amount	89,087.00
Budgeted	Yes
Budget Source	Shelter/Renaissance Properties Project# 1400432
Recommended Action	Option 1: Authorize the CRA Executive Director to execute an agreement with Great Southern Demolition, Inc. in the amount of \$89,087 for demolition of the former Shelter and Frenchtown Renaissance Community Center Properties. Option 2: Authorize the CRA Executive Director to execute separate agreements, if needed, for demolition related activities, consistent with this agenda item and direction provided by the CRA Board.

Public Content

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

Statement of Issue

On October 3, 2016, the City of Tallahassee Community Redevelopment Agency (CRA) released an Invitation for Bids (IFB) soliciting proposals for the demolition of the improvements on the former Shelter and Frenchtown Renaissance Community Center (FRCC) parcels, collectively the Properties.

On October 27, 2016, three proposals were submitted in respond to the IFB. The total proposed cost of the demolition ranged from a low of \$84,761 to a high of \$259,148.60, depending on the contractor proposals and which alternates were added to the base demolition bid. As discussed in the agenda item, staff recommends demolition consist of (1) the base demolition bid which, among other things, removes all remaining materials from the buildings, removes all property improvements and requires the properties to be graded along their natural slope; and (2) Alternate 6 which requires all disturbed areas with a slope of less than 4:1 to be treated with a hydro seed mixture of Bahia and Rye grass seeds. The lowest bid for this demolition approach was submitted by Great Southern Demolition, Inc. at \$89,087. Staff recommends the Board authorize the CRA Executive Director to execute an agreement with Great Southern Demolition, Inc. for the demolition of the former Shelter and FRCC improvements.

Other demolition related activities (such as fencing, sodding select areas and installation of a temporary irrigation system) may be required in the spring. As part of this agenda item staff is also requesting the CRA Board authorize the CRA Executive Director to enter into agreements, if needed, with service providers who have continuing service agreements with the City of Tallahassee to provide these types of services.

This agenda item has been reviewed by Procurement for compliance with City purchasing procedures, and Financial Management for consistency with budget guidelines.

Recommended Action

Option 1: Authorize the CRA Executive Director to execute an agreement with Great Southern Demolition, Inc. in the amount

of \$89,087 for demolition of the former Shelter and Frenchtown Renaissance Community Center Properties.

Option 2: Authorize the CRA Executive Director to execute separate agreements, if needed, for demolition related activities, consistent with this agenda item and direction provided by the CRA Board.

Fiscal Impact

The demolition and follow-on services, if required, will be funded from the Shelter/Renaissance Properties Project (856-450101-1400432) which, as of November 3, 2016, has a balance of \$323,313.30.

Supplemental Material/Issue Analysis

History/Facts & Issues

On November 25, 2013, the CRA Board approved the purchase of the former Shelter and FRCC parcels in the GFS District for \$1.95 million. The purchase of the former Shelter and FRCC parcels was completed by June 10, 2014. Following the purchase, the Properties were leased by the CRA to The Tallahassee-Leon Shelter, Inc. and the Renaissance Community Center for homeless sheltering and related services until the Kearney Center opened on Municipal Way in May 2015. Since the Properties were vacated in May 2015, the CRA has been readying the properties for demolition by removing and/or disposing of remaining office materials, recycling equipment from the buildings (kitchen equipment, office equipment, HVAC units, Freon, etc.) and removing asbestos contaminated materials.

On October 3, 2016, the CRA, through the City's Procurement Department, released an IFB soliciting proposals for the demolition of the improvements on the Properties (see aerial of Properties at Attachment 1). The IFB, as amended, included the base bid for the demolition and removal of the improvements and six alternates for additional demolition related services, such as the use of Centipede or Bahia sod instead of seed, two fencing options, installation of a temporary irrigation system and hydro seeding bare and disturbed areas instead of seeding or sodding the areas.

The IFB was released on October 2, 2016 through Demandstar, notifying a total of 369 service providers of the proposal, 23 of whom requested a copy of the IFB. Six contractors were represented at the mandatory pre-submittal meeting on October 11, 2016, of which two (Council Contracting and Florida Developer, Inc.) were certified MWSBE firms (Attachment 2). On October 27, 2016, three bids were received in response to the IFB – Sandco, LLC, Great Southern Demolition, Inc., and Allen's Excavation, Inc. (Attachment 3). The total proposed cost of the demolition ranges from a low of \$84,761 to a high of \$259,148.60, depending on the contractor proposal and which alternates are added to the base demolition bid.

Staff has examined the base bid and alternate options, and recommends the demolition include the base bid and Alternate 6, the use of a hydro seed mix of Bahia and Rye grass seeds. The low bid for this approach, \$89,087, was received from Great Southern Demolition, Inc. The bid does not include the cost of the demolition and related permits, which will be paid directly by the CRA. Because the base and alternate bid is under \$100,000, MWBE participation was not a factor in evaluating the proposals, only cost was considered.

Following discussions with Planning, Parks, Recreation & Neighborhood Affairs, and Underground Utilities & Public Infrastructure, CRA staff believes the best demolition options at this time, and considering seasonal weather changes, are to remove the materials remaining in the buildings, demolish the existing buildings and/or improvements and regrade the bare and disturbed areas back to their natural contour (the base bid) and the use of a Bahia and Rye hydro seed mix on the bare and disturbed areas (Alternate 6). If it is later determined the hydro seeding was not effective as expected, sod can be installed at the start of spring. Similarly, fencing and a temporary irrigation system can be installed at a later date if they are needed. Quotes for the installation of fencing, sod and a temporary irrigation system can be requested from companies operating under a continuing services agreement with the City for less than the \$50,211 to \$77,827 proposals contained in the IFB responses.

Staff also recommends the CRA Board authorize the CRA Executive Director to execute agreements, if needed, with landscapers and related service providers who have continuing service agreements with the City of Tallahassee to provide the types of services listed above and described in the IFB.

Staff recommends approval of Options 1 and 2.

Options

1. Authorize the CRA Executive Director to execute an agreement with Great Southern Demolition, Inc. in the amount of \$89,087 for demolition of the former Shelter and Frenchtown Renaissance Community Center Properties.
2. Authorize the CRA Executive Director to execute separate agreements, if needed, for demolition related activities, consistent with this agenda item and direction provided by the CRA Board.
3. Do not authorize the CRA Executive Director to execute an agreement with Great Southern Demolition, Inc. for demolition of the former Shelter and Frenchtown Renaissance Community Center Properties; provide further direction to staff.
4. Do not authorize the CRA Executive Director to execute separate agreements for demolition related activities consistent with this agenda item; provide further direction to staff.

Attachments/References

1. Aerial of Former Shelter and Frenchtown Renaissance Community Center Properties
2. IFB 002-17-RWT-BC Mandatory Pre-Submittal Meeting Sign-In Sheet
3. IFB 0002-17-RWT-BC Bid Response Spreadsheet

[Attachment 1.pdf \(560 KB\)](#)

[Attachment 2.pdf \(422 KB\)](#)

[Attachment 3.pdf \(193 KB\)](#)

Aerial Date: January 2015

N MARTIN LUTHER KING JR. BLVD.

W. VIRGINIA ST.

W. TENNESSEE ST.

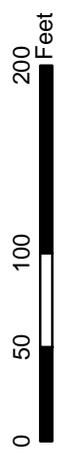
N. MACOMB ST.



This product has been compiled from the most accurate source data from Leon County and the City of Tallahassee, and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein or any use of the information contained herein or any basis resulting therefrom.



Map Created: May 5, 2016



Former Shelter & FRCC
Demolition Properties

PRE-BID/PROPOSAL CONFERENCE / SITE VISIT ATTENDANCE RECORD Page 1 of 1

(FB)/RFQ/RFP No. 0002-17	Title: Demolition - former Shelter & other properties		
Time/Date: 9:00AM	Chairperson: Rick McCraw	Mandatory	<input checked="" type="checkbox"/> Non-Mandatory
Location: Growth Mgmt Conf. Room - Renaissance Center			

Company/Firm: Sandco LLC	Rep Name: Abraham Aviles		
Address: 4708 Capital Circle NW Tallahassee FL 32303			
Phone: (850) 519-2937	Fax: ()	E-Mail: aaviles@sandcofl.com	
Company/Firm: ALLEN'S EXCAVATION INC.	Rep Name: NICK HALL		
Address: 6403 WOODVILLE HWY TLA FL 32305			
Phone: (850) 421-6872	Fax: (850) 421-2391	E-Mail: NHALL.ALLEN.S.EXC@HOTMAIL.COM	
Company/Firm: Council Contracting	Rep Name: Edmund Council		
Address: 5767 LaFrance Rd			
Phone: (850) 878-7159	Fax: (850) 942-5327	E-Mail: councilcci@AOL.com	
Company/Firm: GREAT SOUTHERN DEMOLITION	Rep Name: Scooter Avery		
Address: 4435 ENTREPOT BLVD			
Phone: (850) 422-3366	Fax: (850) 422-0135	E-Mail: Scooter@great-southern-demo.com	
Company/Firm: Crowder Excavating	Rep Name: Rick Register		
Address: 901 GEDDIE RD			
Phone: () 545-0735	Fax: ()	E-Mail: Kim & Jinnie Crowder.com	
Company/Firm: COT	Rep Name: Hal Avery		
Address: 300 S. ADAMS STREET			
Phone: (850) 891-8932	Fax: ()	E-Mail: hal.avery@talgov.com	
Company/Firm: COT	Rep Name: SRI TAMMISETTI		
Address: 300 S Adams Street			
Phone: (850) 891-8563	Fax: ()	E-Mail: SRINIVAS, TAMMISETTI@talgov.com	
Company/Firm: OEV MINSBE	Rep Name: Latanya Ruffington		
Address: 315 S. Calhoun St Ste 450			
Phone: (850) 300-7566	Fax: ()	E-Mail: LRuffington@OEVforBusiness.org	
Company/Firm: COT	Rep Name: David Rosenfeld		
Address:			
Phone: () x 8222	Fax: ()	E-Mail: david.rosenfeld@talgov.com	

PRE-BID/PROPOSAL CONFERENCE / SITE VISIT ATTENDANCE RECORD Page of ___

IFB/RFQ/RFP No.	Title:		
Time/Date:	Chairperson:	Mandatory	Non-Mandatory
Location:			

Company/Firm: City of Tallahassee	Rep Name: Adrienne Bellflower		
Address: 306 S Adams Street			
Phone: (850) 891-8381	Fax: (850) 891-0504	E-Mail: adrienne.bellflower@talgov.com	
Company/Firm: COT	Rep Name: Michael Chbat		
Address: 300 S. Adams St.			
Phone: (850) 891-6538	Fax: (850) 891-6592	E-Mail: Michael.Chbat@talgov.com	
Company/Firm: Florida Developers Inc.	Rep Name: Frank W. Williams		
Address: 642 West Brevard St			
Phone: (850) 224-6002	Fax: (850) 222-8010	E-Mail: frank@fldevelopers.com	
Company/Firm: Sandco	Rep Name: Carlton Jackson		
Address: 4708 NW Cap Circle			
Phone: () 694-2387	Fax: ()	E-Mail: cjackson@sandcofl.com	
Company/Firm: TLC PD	Rep Name: Jeremy Floyd		
Address:			
Phone: (850) 891-6477	Fax: ()	E-Mail: Jeremy.Floyd@talgov.com	
Company/Firm: Florida DEVELOPER	Rep Name: Randy Mitchener		
Address: 642 WEST Brevard			
Phone: (501) 844-9415	Fax: ()	E-Mail: Randy@FLDevelopers.com	
Company/Firm:	Rep Name:		
Address:			
Phone: ()	Fax: ()	E-Mail:	
Company/Firm:	Rep Name:		
Address:			
Phone: ()	Fax: ()	E-Mail:	
Company/Firm:	Rep Name:		
Address:			
Phone: ()	Fax: ()	E-Mail:	

IFB 0002-17-RWT-BC Bid Summary

Base Bid and Alternates

	<u>Base Bid:</u>	<u>Alt 2:</u>	<u>Alt 3:</u>	<u>Alt 4:</u>	<u>Alt 5:</u>	<u>Alt 6:</u>	<u>Total</u>
	Demolition	Centipede Sod	Temp. Irrigation	Chainlink Fence	Aluminum and Chainlink Fence	Hdryo Seed	
Sandco ¹	\$89,500.00	\$22,150.00	\$13,000.00	\$21,750.00	\$7,200.00	\$7,050.00	\$160,650.00
Great Southern	\$84,761.00	\$10,815.00	\$6,000.00	\$22,976.00	\$33,396.00	\$4,326.00	\$162,274.00
Allen's Excavation	\$144,114.00	\$26,064.00	\$13,312.50	\$26,840.00	\$38,450.00	\$10,368.10	\$259,148.60

Recommended: Base Bid and Alternate 6 (Hydro Seed)

	<u>Base Bid:</u>	<u>Alt 6:</u>
	Demolition	Hdryoseed
Sandco	\$89,500.00	\$7,050.00
Great Southern	\$84,761.00	\$4,326.00
Allen's Excavation	\$144,114.00	\$10,368.10
		\$96,550.00
		\$89,087.00
		\$154,482.10

Note:

1. The bid from Sandco for the combination aluminum and chainlink fence cannot be correct, is less than the quote for a chainlink fence only.



Agenda Item Details

Meeting	Nov 21, 2016 - CRA Board Meeting
Category	6. Downtown District Policy Formation and Direction
Subject	6.01 Approval of reimbursement of temporary stormwater expenses for 444 College Avenue/Onyx Developer -- Roxanne Manning, Tallahassee Community Redevelopment Agency
Access	Public
Type	Action, Discussion
Fiscal Impact	No
Dollar Amount	140,000.00
Budgeted	Yes
Budget Source	Campus Investors 444 College Ave Project# 1718356
Recommended Action	Option 1: Approve the reimbursement of \$140,000 in temporary stormwater facility expenses as part of stormwater improvements under agreement No. 3247 between the CRA and Campus Investors FSU College Avenue, LLC.

Public Content

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

Statement of Issue

On February 24, 2014, the City of Tallahassee Community Redevelopment Agency (CRA) Board approved up to \$1,606,780 in grant funds in support of 444 College Avenue (now the Onyx), a mixed-use student housing development on College Avenue, in the Downtown District (DT District). The grant funds were approved to partially compensate the Campus Investors FSU College Avenue, LLC (the Developer) for retail space expenses and enhanced public space and infrastructure improvements. The funds will be provided to the Developer through the reimbursement of 75 percent of the tax increment generated from the increased value of the new development when it is added to the tax rolls.

One of the approved infrastructure improvements was \$140,000 towards increased stormwater capacity on College Avenue. However, the Developer did not incur any additional expenses to increase the stormwater outflow capacity on College Avenue. The City of Tallahassee (City) covered the additional cost to install larger stormwater pipes. Since the enhanced stormwater improvements (beyond what was required for the Onyx alone) were paid by the City, there are no additional costs to reimburse the Developer.

However, the Developer is requesting the CRA consider the \$145,556 they spent to construct a temporary stormwater facility on the property as an allowable stormwater expense. The completion of the City's required downstream stormwater improvements to support the Onyx development did not coincide with the Developer's start of construction schedule. Due to the large amount of impervious area added as part of the Onyx development, and the desire of the Developer to move forward with the project prior to the downstream improvements being implemented, a temporary facility was required so not to overtax the existing downstream conveyance system. This allowed the Developer to begin construction based on a schedule that would have the development ready for occupancy at the start of the fall 2015 semester. The alternative would have been to delay the start of construction for a year and have the development ready for occupancy at the start of the fall 2016 semester.

Staff recommends the CRA Board approve the reimbursement of \$140,000 in temporary stormwater facility expenses to the Developer as stormwater improvements under the agreement between the CRA and the Developer.

This agenda item has been reviewed by Financial Management for consistency with budget guidelines.

Recommended Action

Option 1: Approve the reimbursement of \$140,000 in temporary stormwater facility expenses as part of stormwater improvements under previously approved agreement No. 3247 between the CRA and Campus Investors FSU College Avenue, LLC.

Fiscal Impact

None. The reimbursement of up to \$1,606,780 in grant funds are already committed under agreement No. 3247.

Supplemental Material/Issue Analysis**History/Facts & Issues**

On February 24, 2014, the CRA approved up to \$1,606,780 in grant funds in support of the Onyx, a mixed-use student housing development in the DT District. When the agenda item was prepared the pre-development taxable value of the unimproved property was \$997,376. The Onyx was completed in the fall of 2015 and was added to the tax rolls in 2016, generating tax increment for the CRA starting in FY 2017. The Leon County Property Appraiser set the post-development taxable value of the Onyx at \$48,154,359, which will generate \$385,027 in tax increment for the CRA in FY 2017, of which \$288,771 (75 percent) will be reimbursed to the Developer. The CRA will annually reimburse the Developer 75 percent of the tax increment generated by the Onyx until the final grant amount, set at a maximum of \$1,606,780, is provided.

With the project complete and on the tax rolls, the Developer is working with staff to verify that the various CRA-funded components of the Onyx were completed consistent with the approved agenda item and development agreement. Table 1 below lists the six development components that received CRA funding, the maximum amount of CRA grant funds approved in the agenda item and the amount of tax increment reimbursement approved by CRA staff.

Table 1

CRA Approved Item	Maximum Grant Amount	Recommended Reimbursement
Assist in the design and build-out of 11,903 sq. ft. of retail space	\$819,280	\$819,280 (12,000 sq. ft. retail space)
Upgrades to stormwater lines to enhance capacity on College Ave	\$140,000	TBD (\$140,000 for temp. stormwater facility - pending)
Place OH electric lines underground	\$275,000	\$171,779 (actual expenses)
Screening of parking deck to comply w/MMTD standards	\$250,000	\$250,000 (actual expenses - \$466,374)
Streetscape/landscape improvements	\$90,000	\$90,000 (actual expenses - \$99,172)
Hardscape setbacks and improvement	\$32,500	\$32,500 (actual expenses - \$116,945)
Total	\$1,606,7780	\$1,363,559

Working with Developer representatives, CRA staff has been able to confirm the final square foot build-out of retail and project expenses as listed in the "Recommended Reimbursement" column of Table 1, above. The draft final reimbursement amount is \$1,363,559; however, this does not include the \$140,000 in temporary stormwater facility expenses the Developer is requesting be approved as an allowable College Avenue stormwater enhancement expense.

As discussed earlier, the \$140,000 approved by the CRA Board in February 2014 for stormwater improvements was intended for enhancements that would improve the outflow capacity of College Avenue between Macomb Street and S. Martin Luther King, Jr. Boulevard and enhance the redevelopment potential of properties that contributed stormwater to those lines. To increase the stormwater outflow capacity on College Avenue, the new stormwater lines were increased from 24 and 36-inch diameters to 36 and 48-inch diameters. This increased the stormwater-related costs from \$131,895 (to serve the Onyx only) to \$150,355 (for enhanced College Avenue service). The \$18,460 increase was covered by City Underground Utilities. As a result, the Developer incurred no expenses directly related to the increased stormwater outflow capacity on College Avenue.

The Developer has requested the CRA consider the \$145,556 (Attachment 2) in expenses they incurred to install a temporary stormwater facility on the development site as an eligible stormwater improvement reimbursement. The Developer desired to start construction soon after the CRA Board approved their funding request and they received their building permits in order to have the development ready for occupancy at the start of the fall 2015 semester for the area universities. However, the completion of the City's required downstream stormwater improvements to support the Onyx development did not coincide with the Developer's start of construction schedule. Due to the large amount of impervious area added as part of the Onyx development, and the desire of the Developer to move forward with the project prior to the downstream improvements being implemented, a temporary facility was required so not to overtax the existing downstream conveyance system. The alternative would have been to delay the start of construction for an entire year and have the development ready in time for the fall 2016 semester. Staff believes it was better to start the redevelopment project as originally planned rather than run the risk a one-year delay would turn into a multi-year delay. In the end, the development was completed on time, at a taxable value greater than originally anticipated and generating tax increment that should allow the CRA commitment to be completed by FY 2022.

For these reasons, staff recommends the CRA Board approve Option 1. If the Board approves staff's recommendation, the total reimbursement amount due the Developer will be \$1,503,559 (\$1,363,559 from Table 1 + \$140,000), a reduction of \$103,221 from the maximum reimbursement of \$1,606,780 approved by the Board in February 2014. The grant funds will be provided to the Developer through the annual reimbursement of 75 percent of the increased tax increment generated from the Onyx until all grant funds have been provided.

Options

1. Approve the reimbursement of \$140,000 in temporary stormwater facility expenses as part of stormwater improvements under previously approved agreement No. 3247 between the CRA and Campus Investors FSU College Avenue, LLC.
2. Do not approve the reimbursement of \$140,000 in temporary stormwater facility expenses as part of stormwater improvements under previously approved agreement No. 3247; provide further direction to staff.

Attachments/References

1. CRA Agenda Item – CRA Approval of Financial Support for the Proposed 444 College Avenue Development; February 27, 2014
2. Onyx Temporary Stormwater Facility Expenses

[Attachment 1.pdf \(3,895 KB\)](#)

[Attachment 2.pdf \(570 KB\)](#)



Agenda Item Details

Meeting	Feb 27, 2014 - CRA Board Meeting
Category	4. Policy Formation & Direction
Subject	4.01 Approval of CRA Financial Support for the Proposed 444 College Avenue Development -- Roxanne Manning, Tallahassee Community Redevelopment Agency
Access	Public
Type	Action, Discussion
Budget Source	
Recommended Action	Option 1 - Approve grant funds through the annual rebate of 75 percent of the tax increment generated by the Project (the 444 College Avenue development) during the remaining term of the Downtown District Community Redevelopment Area not to exceed \$1,234,280, as further described and conditioned in this agenda item. Authorize staff to enter into an agreement with the Developer (CA Student Living), or their designated subsidiary, outlining the terms and conditions of the CRA participation.

Public Content

For more information, please contact: Rick McCraw, Tallahassee CRA, 850-891-8352

Statement of Issue

CA Student Living (the Developer) is proposing to develop 444 College Avenue (the Project), a mixed-use student residential development on approximately 2.6 acres of vacant land between College Avenue, Park Avenue and Macomb Street. The proposed Project will consist of 219 residential units (a mix of studio; and one, two, three and four-bedroom units), with 583 beds, 11,903 square-feet of retail space, and a 309 space parking garage that will include 38 public/retail parking spaces. The Developer initially requested \$2.7 million in CRA financial assistance in support of the Project. The original request included funding for the retail parking spaces; development of the retail space; sewer, water and tap fees; screening of the parking deck; streetscape landscaping; hardscape setbacks; a bus stop; and security measures. The request was subsequently revised to exclude the parking spaces because criteria for their purchase could not be met. This resulted in a request for \$2.1 million dollars. The proposed Project is located in the Downtown District (DD) Community Redevelopment Area, in a section that is often referred to as the College Park District.

After several introductory meetings, the Developer submitted an application for financial assistance, with a specific amount, to CRA staff on January 24, 2014. The Developer made an informational presentation of the proposed Project and the funding request at the February 11th meeting of the Downtown Redevelopment Commission (DRC), an advisory committee to the CRA for projects in the DD redevelopment area. During the presentation, the Developer requested the DRC recommend the Project for consideration at the February 27th CRA Board meeting. Because there was not a quorum of voting members present at the end of the Developer's presentation, the DRC, by consensus, recommended the request for funding be further reviewed by staff and presented to the CRA Board for approval of funding up to the amount requested by the developer.

Staff has further reviewed the funding request in coordination with the Developer and several City departments, and based on that coordination and further analysis, recommends financial assistance of \$1.2 million as further described and conditioned in this agenda item. Staff further recommends the financial assistance be provided through the refund of 75 percent of the annual tax increment generated by the Project until Developer has received the \$1.2 million in grant funds. The 25 percent of

tax increment retained by the CRA would be used to fund other redevelopment projects in the DD redevelopment area. A more detailed review of the Developer request and the staff recommendation is included in the body of this agenda item.

Recommended Action

Option 1 - Approve grant funds through the annual rebate of 75 percent of the tax increment generated by the Project (the 444 College Avenue development) during the remaining term of the Downtown District Community Redevelopment Area not to exceed \$1,234,280, as further described and conditioned in this agenda item. Authorize staff to enter into an agreement with the Developer (CA Student Living), or their designated subsidiary, outlining the terms and conditions of the CRA participation.

Fiscal Impact

As recommended, there is no immediate fiscal impact to the CRA since the grant funds will be provided after the development is completed and added to the tax rolls. Once the project is on the tax rolls and generating tax increment income for the CRA, the CRA would refund 75 percent of the project’s annual tax increment until the developer has received the \$1.2 million in grant funds, provided the reimbursement is completed within the remaining term of the Downtown District Community Redevelopment Area.

Supplemental Material/Issue Analysis

History/Facts & Issues

CA Student Living, the Developer, is proposing to develop 444 College Avenue (the Project), a mixed-use student residential development on approximately 2.6 acres of vacant land between College Avenue, Park Avenue and Macomb Street (Attachment 1). The proposed Project will consist of 219 residential units (a mix of studio; and one, two, three and four-bedroom units), with 583 beds, 11,903 square-feet of retail space, and a 309 space parking garage that will include 38 public/retail parking spaces (Attachment 2). The proposed Project is located in the Downtown District (DD) Community Redevelopment Area, in a section that is often referred to as the College Park District.

Project Background and Staff Recommendation

The initial request for \$2.67 million in financial assistance, as described in the Table 1, below, was provided to CRA staff on January 24, 2014.

Table 1: CA Student Living Request – 444 College Avenue

Item	Funds Requested
Public/Retail Parking – 38 spaces in the parking garage <i>(This item from the request was subsequently removed by the Developer)</i>	\$589,000
Retail – assistance in the build out and design of 11,903 square feet	\$819,280
Sewer, Water and Tap Fees – tap fees, off-site stormwater capacity and improved conveyance	\$333,000
Underground Conversion of Utilities – placement of electric lines by development underground	\$275,000
Screening of Parking Deck	\$250,000
Streetscape Landscaping	\$100,000
Hardscape Setbacks -	\$100,000
Bus Stop – install bus stop in front of development per MMTD Code	\$50,000
Security Measures – gated entrance, security cameras and secure key access	\$150,000

Original Request Total	\$2,666,280
Revised Total	\$2,077,280

Staff scheduled an informational presentation of the Project proposal and the funding request to the DRC at their February 11th meeting. The intent of the presentation was to provide the DRC members with background information on the Project, to provide an opportunity for the DRC members to ask questions of the Developer before the request was formally presented to the DRC at a later date, and for the DRC to provide CRA staff with any direction.

During the presentation to the DRC (Attachment 3), the Developer stated they needed to start construction within 30 to 45 days in order to have the units ready for student occupancy in the summer of 2015. They noted that if they did not begin construction within this timeframe it was likely that the development proposal would fall through, and the properties would be developed as fraternities and sororities, which would not generate any tax increment for the CRA. Because of this timeline, the Developer representative requested the DRC recommend the proposal for consideration at the February 27th CRA Board meeting. By this time, one of the Board members had left due to a prior commitment and another member had to abstain from any voting on the proposed Project because of a potential conflict of interest. As a result, only four members of the DRC could vote on any action related to the proposed 444 College Avenue development. This was not enough for a quorum, so a formal vote on the developer’s request was not possible.

In the discussion that followed the Developer’s request, several DRC members stated their support of the proposed Project noting it would bring needed development to this part of the DD redevelopment area. They recognized the size of the request and the possible impact funding the Project would have on the ability of the CRA to fund other projects, but felt it was a worthwhile project. In the end, because of the lack of a quorum, it was the consensus of the four voting DRC members present to request for funding be further reviewed by staff and presented to the CRA Board for approval of funding up to the \$2.67 million requested by the Developer.

○ *Funding Option 1 – CRA Staff Recommendation*

Since the February 11th DRC meeting, staff has worked on the analysis of the development and proposed funding request with the Developer and several City departments. Based on that coordination and further analysis, staff recommends grant assistance of \$1.2 million (rounded) as listed in Table 2, below, and as further described in this agenda item.

Table 2: CRA Staff Funding Option 1 – 444 College Avenue

Item	Funds Requested
Retail – assistance in the build out and design of 11,903 square feet	\$819,280
Sewer, Water and Tap Fees – tap fees, off-site stormwater capacity and improved conveyance	\$140,000
Underground Conversion of Utilities – placement of electric lines by development underground	\$275,000
Screening of Parking Deck to comply with MMTD standards	\$0
Streetscape Landscaping along the exterior of the building	\$0
Hardscape Setbacks including sidewalks and adjacent areas in the development	\$0
Bus Stop – install bus stop in front of development per MMTD standards	\$0
Security Measures – gated entrance, security cameras and secure key access	\$0
TOTAL	\$1,234,280

Retail – The promotion and development of retail space in the DD redevelopment area is a goal of the DD Community Redevelopment Plan, and is also noted in the recent Downtown Tallahassee Reconnaissance and Strategic Assessment by Live Work Learn Play, Inc. (LWLP). This section of Downtown Tallahassee, College Park, is located immediately east of FSU in

an area that has very limited retail space at this time. The projected cost of the retail build out and design is \$1,333,710, or approximately \$112/square foot. At a cost of approximately \$69/square foot, the level of funds requested is 39 percent of the anticipated construction cost, which is consistent with the support provided to the Deck and Block developments. Staff recommends providing the requested \$819,280 in grant funds.

Sewer, Water and Tap Fees - The funding request includes \$153,000 to purchase capacity in the Elberta Crate Regional Stormwater Facility, \$40,000 to construct six sewer taps, manholes and related expenses, and \$140,000 to upgrade 606' of 24" stormwater conveyance lines to 36" conveyance lines. The stormwater and related impacts are still under review by the City's Growth Management Department. However, initial discussions with Growth Management and Stormwater staff indicates the upgrade to the existing 24" stormwater conveyance lines will help improve stormwater conveyance in this area, not just the development site, which could help promote future development. Because the stormwater capacity and sewer tap expenses would be required of any development in this area, staff does not recommend funding that part of the request. However, because of the potential improvement the upgraded stormwater conveyance lines will have along this section of College Avenue, staff recommends funding the \$140,000 request to increase the size of the stormwater lines from 24" to 36". There may also be an opportunity for the City's Underground Utilities/Stormwater to make other improvements in this area that would address other stormwater conveyance concerns. It is important to note that at this time, Growth Management has not approved the stormwater management proposal submitted by the developer.

Underground Conversion of Utilities – The Developer has requested \$275,000 to assist in placing overhead electric lines, in front of the Project, underground on the south side of College Avenue. The placement of the lines underground (or moved to the south side of the street as overhead lines) is needed to allow development of the Project near where the existing overhead lines are located in a manner that meets OSHA safety standards. The placement of overhead lines underground along College Avenue is also part of a long-term desire to improve the aesthetics along College Avenue from downtown to FSU, although Electric Utilities has advised this would be extremely expensive given the age and location of some of the existing electric service lines. The Project's estimated cost does not include any easement and tree removal/mitigation costs, but does include an allowance for service connections to five customers. Staff recommends funding this request.

Screening of Parking Deck – The Developer has requested \$250,000 in funds to help cover the cost of screening the parking deck. Screening of the parking decks is required in the Multi-Modal Transportation District (MMTD) section of the Land Development Code. Because this is a code requirement, staff does not recommend funding this part of the request.

Streetscape Landscaping – The Developer has requested \$100,000 in funds to cover landscaping expenses. This is a regular part of any development/redevelopment project. Staff does not recommend funding this part of the request.

Hardscape Setbacks - The Developer has requested \$100,000 in funds to cover hardscape (sidewalk and public space) setbacks. Setbacks in this area are required by the Land Development Code, although the proposed setbacks exceed the code requirements. Staff does not recommend funding this part of the request.

Bus Stop – The Developer has requested \$50,000 to help with the installation of a bus stop at the Project. Because this development will have more than 20 dwelling units, the MMTD section of the Land Development Code requires a bus stop be located at or adjacent to the development. Given the level of intensity of development likely needed on this site, any developer will be required to install a bus stop. Staff does not recommend funding this part of the request.

Security Measures – The Developer's request includes \$150,000 towards a series of security measures for the development, including gated residential parking, security cameras and secure key access for residents. CRA staff believes these are expenses that benefit the residents and visitors to the development and should be borne by the developer. Staff does not recommend funding this part of the request.

Staff recommends financial assistance of \$1,234,280 in grant funds in support of the Project. The payment of the grant funds to the Developer will begin once the development is on the tax rolls and generating tax increment income for the CRA, which is projected to begin in FY 2017. At that time, the CRA would refund 75 percent of the annual tax increment generated by the development until Developer has received the \$1.2 million in grant funds. If the redevelopment value of the Project is not sufficient to reimburse the \$1.2 million in grant funds within the remaining term of the DD redevelopment area (June 2034),

the Developer would be limited to the tax increment reimbursement they have received as of that date. The 25 percent of tax increment retained by the CRA would be used to fund other redevelopment projects in the DD redevelopment area.

The developer has also requested that the tax increment payments begin accruing upon execution of a grant agreement between the developer and the CRA, at a 6.0 percent discount rate. This would result in the CRA accruing approximately \$176,000 in interest due before the project is added to the tax rolls, and interest payments of 6.0 percent on the annual outstanding balance from that point forward. Staff does not recommend approval of the developer's request to include and accrue interest payments as part of the tax increment reimbursement.

Comparables: This recommended level of financial assistance is comparable to other major redevelopment projects in the DD redevelopment area, but also reflects the success of earlier redevelopments in the area. Attachment 4 provides an overview of previous projects and the funds provided by the CRA as a percentage of each project's estimated construction costs. An analysis of other projects funded by the CRA shows that similar projects, such as the Catalyst, 601 and Lofts on Gaines received grant funding that ranged from 1.83 percent to 5.00 percent of their estimated construction costs. The recommended funding for the Project (444 College Avenue) will fall between 2.16% and 3.06%, depending upon the project's final construction costs.

Pioneer projects such as College Town and the Deck have received funding up to 13.05%. The CRA Board granted a higher level of funding to these projects because they:

- were the first major projects in a redevelopment area,
- provided a significantly greater amount of retail and entertainment space and/or,
- allowed purchase of fee simple parking spaces for future CRA revenue.

○ *Funding Option 2*

The Developer is proposing some Project elements that exceed basic code requirements. As an alternative to Funding Option 1, the CRA Board could recognize those improvements that exceed basic code requirements for parking deck screening, landscaping and hardscape setbacks by providing additional grant funding. The option presented in Table 3 and the discussion below would increase the level of CRA assistance by \$372,500 to \$1,606,780.

Table 3: CRA Staff Funding Option 2 – 444 College Avenue

Item	Funds Requested
Retail – assistance in the build out and design of 11,903 square feet	\$819,280
Sewer, Water and Tap Fees – tap fees, off-site stormwater capacity and improved conveyance	\$140,000
Underground Conversion of Utilities – placement of electric lines by development underground	\$275,000
Screening of Parking Deck to comply with MMTD standards	\$250,000
Streetscape Landscaping along the exterior of the building	\$90,000
Hardscape Setbacks including sidewalks and adjacent areas in the development	\$32,500
Bus Stop – install bus stop in front of development per MMTD standards	\$0
Security Measures – gated entrance, security cameras and secure key access	\$0
TOTAL	\$1,606,780

Screening of Parking Deck – The Developer has requested \$250,000 in funds to help cover the cost of screening the parking deck. The MMTD section of the Land Development Code requires screening of parking decks in the MMTD. The developer

has estimated the cost to construct screening designed to basic code requirements at \$70,000. This would consist of approximately 4,000 square feet of 42" spandrel glass panels. The Developer's design consists of 17,200 square feet of veneer panels made of block, Alucobond (composite aluminum panels), stone and curtain walls at an estimated cost of \$860,000. This level of screening will require the developer to ventilate the parking deck at an estimated cost of \$70,000. Because the proposed screening exceeds the basic code requirement by an estimated \$790,000, the \$250,000 requested by the Developer is a cost that could reasonable be borne by the CRA.

Streetscape Landscaping – The Developer has requested \$100,000 in funds to cover landscaping expenses. There are no basic code requirements for exterior landscaping, but the Developer has identified approximately \$90,000 in landscape improvements along the exterior of the building that go beyond simply installing grass, and include ornamental shrubs and grasses, ground cover, perennials, irrigation and related landscaping improvements. CRA support of the enhanced landscape improvements of \$90,000 would help improve the downtown pedestrian experience.

Hardscape Setbacks - The Developer has requested \$100,000 in funds to cover hardscape (sidewalk and public space) setbacks. Based on projections provided by the developer, the cost to construction 6'-wide sidewalks that meet the Land Development Code is approximately \$23,520. The developer plans to install an additional 8' width of sidewalk/adjacent area at a cost of approximately \$56,000, this would be a \$32,500 increase over what is required by code. As with the Streetscape Landscaping above, CRA support of the additional hardscape setbacks would help improve the downtown pedestrian experience.

Staff proposes no changes to Bus Stop and Security Measures funding considerations as part of this option discussion.

It is important to note that the CRA staff analysis on both options is based on the financial information provided in Attachments 2 and 3, including estimated Project construction costs of \$40.3 million to \$57.1 million and a first-year estimated taxable value of \$26.0 million.

Estimated Project Financials

The six parcels that comprise the Project have a baseline (2004) taxable value of \$997,376 and a current (2013) taxable value of \$980,505. The Developer has projected the taxable value of the Project at \$26.0 million. At that value, the Project would generate approximately \$195,000 in tax increment for the CRA once the Project is added to the tax rolls. The Leon County Property Appraiser (LCPA) has estimated the post development Project value at \$32.3 million, which would generate approximately \$243,000 in tax increment for the CRA when added to the tax rolls.

For forecasting, staff generally anticipates a 2.0 percent annual increase in a development's taxable value. At this rate, the Project would generate between \$4.2 million (with an initial taxable value of \$26.0 million) and \$5.2 million (with an initial taxable value of \$32.3 million) in tax increment income for the CRA during the remaining term of the DD redevelopment area before any refunds were provided to the Developer. Refunding the recommended \$1.2 million in tax increment to the Developer reduces the tax increment available to the CRA from this Project for use on other DD projects to \$3.0 or \$4.0 million depending on which initial taxable value is used. Please note that the actual taxable value may vary from the above estimates.

The Developer estimates that construction will start in March or April of this year and be complete by the summer of 2015. The Project would be added to the Leon County tax rolls in 2016 and generate tax increment for the CRA in FY 2017 (November 2016). Once the project is on the tax rolls and generating tax increment income for the CRA, the CRA would the refund 75 percent of the development's annual tax increment until developer has received the \$1.2 million in grant funds. Using the LCPA estimated taxable value of \$32.3 million, the CRA would reimburse the developer approximately \$183,000 in FY 2017 tax increment income and retain \$61,000 for investment in other DD redevelopment projects. Using this estimate and an 2.0 percent annual increase in taxable value, it would take approximately nine years (FY 2017 to FY 2025) to provide the Developer with the \$1.6 million in financial assistance recommended by CRA staff.

Recommended Approval and Conditions

As already noted, staff recommends financial assistance of \$1,234,280 in grant funds in support of the Project. The CRA

Board may choose to add an additional \$372,500, raising the total to \$1,606,780. In either case, the payment of the grant funds to the Developer will begin once the development is on the tax rolls and generating tax increment income for the CRA, which is projected to begin in FY 2017. At that time, the CRA would refund 75 percent of the annual tax increment generated by the development until the Developer has received the total funding. If the redevelopment value of the Project is not sufficient to reimburse the allocated amount in grant funds within the remaining term of the DD redevelopment area (June 2034), the Developer would be limited to the tax increment reimbursement they have received as of that date. The 25 percent of tax increment retained by the CRA would be used to fund other redevelopment projects in the DD redevelopment area. In addition to the funding recommendations discussed above, staff recommends the approval of financial assistance for the Project include, at a minimum, the following terms and conditions:

- Developer will be required to enter into an agreement with the CRA with a term of 25 years.
- Developer will receive all required development permits from the City of Tallahassee and start construction within six months of executing an agreement with the CRA.
- No refunds of tax increment will be provided to the Developer until the Project is added to the tax rolls and is generating tax increment.
- No refunds of tax increment will be provided to the Developer unless the Project is completed in substantial compliance as described in the request for CRA funding.
- Any material changes in the proposed Project must be approved in writing by the CRA. A material changes means a change that reduces the number of residential spaces, the number of beds by ten (10) percent, the amount of retail space by five (5) percent, the amount of public parking spaces in the garage by five (5) percent, and any changes to the exterior of the Project.
- Developer shall provide the CRA with a breakdown of the final construction costs of the Project, and will provide documentation detailing the individual expenses of the items funded entirely or in part with CRA funds.
- Developer shall agree to not challenge the post-construction property value assessment of the Project provided the first-year assessment by the Leon County Property Appraiser does not exceed the \$26,000,000 post-development estimate used by the Developer, with commercially reasonable increases in subsequent year's evaluations.

Charitable Contributions

Not Applicable

Options

1. Approve grant funds through the annual rebate of 75 percent of the tax increment generated by the Project (the 444 College Avenue development) during the remaining term of the Downtown District Community Redevelopment Area not to exceed \$1,234,280, as further described and conditioned in this agenda item. Authorize staff to enter into an agreement with the Developer (CA Student Living), or their designated subsidiary, outlining the terms and conditions of the CRA participation.
2. Approve grant funds through the annual rebate of 75 percent of the tax increment generated by the Project (the 444 College Avenue development) during the remaining term of the Downtown District Community Redevelopment Area not to exceed \$1,606,780, as further described and conditioned in this agenda item. Authorize staff to enter into an agreement with the Developer (CA Student Living), or their designated subsidiary, outlining the terms and conditions of the CRA participation.
3. Do not approve any grant funds in support of the proposed Project (the 444 College Avenue development); provide staff with further direction.

Attachments/References

1. Map of Proposed 444 College Avenue Site

BoardDocs® Pro

<https://www.boarddocs.com/fla/talgov/Board.nsf/Private?open&login>

2. CA Student Living 444 College Avenue Funding Request, January 24, 2014
3. CA Student Living 444 College Avenue DRC Presentation Materials, February 11, 2014
4. Summary of CRA Major Development Project Funding, 2005 - 2014

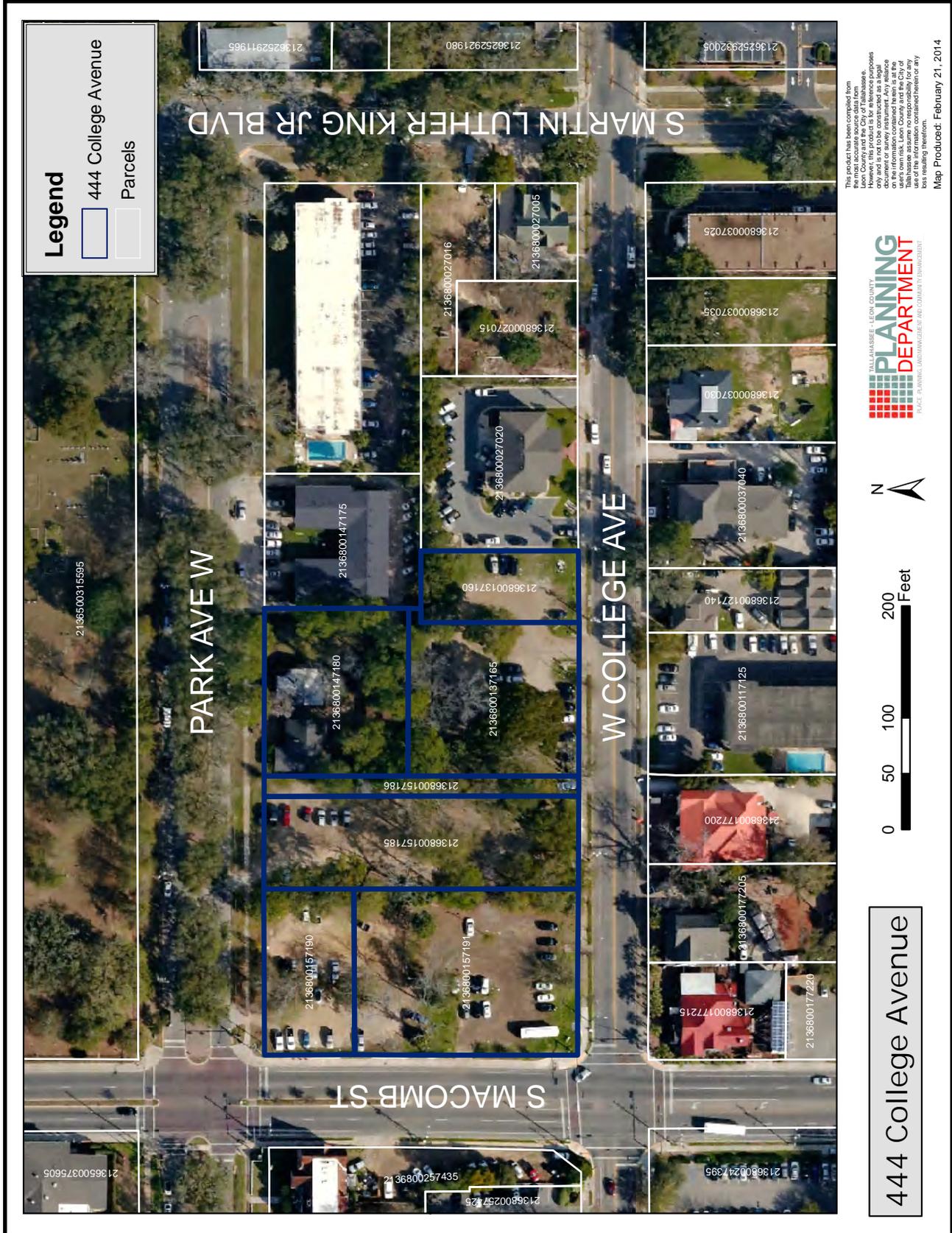
[Attach 1 Map of 444 College Avenue Site.pdf \(226 KB\)](#)

[Attach 2 CA Student Living 444 College Funding Request.pdf \(2,370 KB\)](#)

[Attach 3 CA Student Living 444 College Avenue DRC Presentation Materials.pdf \(628 KB\)](#)

[Attach 4 Summary of CRA Major Development Project Funding.pdf \(705 KB\)](#)

Administrative Content



Legend

- 444 College Avenue
- Parcels



444 College Avenue

This product has been compiled from
aerial photography and other data
provided to the City of Tallahassee.
However, the product is for reference purposes
only and should not be used as a legal
document or survey instrument. Any reliance
on the information contained herein is at the
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loss resulting therefrom.
Map Produced: February 21, 2014



ECONOMIC DEVELOPMENT
IMPACT FUNDING REQUEST
FOR 444 COLLEGE AVE.

MIXED-USE DEVELOPMENT IN
COLLEGE PARK / DOWNTOWN DISTRICT
TALLAHASSEE, FL



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January 2014 | ca-ventures.com/studentliving

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“Student living is becoming one of the apartment industry’s most important niche opportunities.”
- The National Multi-Family Housing Council

EXECUTIVE SUMMARY

01

EXECUTIVE SUMMARY

CA Student Living (CA), the developer, has six separate parcels of land under contract in the College Park / Downtown District of Tallahassee, FL. **The proposed use of these properties is vertically integrated residential and retail mixed-use** in accordance with the Multi-Modal Transportation District (MMTD) and Central Core District (CC) visions and zoning guidelines set forth by the City Of Tallahassee and the CRA.

PROJECT SUMMARY

Units:	219
Beds:	583
Residential And Amenity SF:	301,372
Retail SF:	11,903
Parking SF:	130,551
Total SF:	443,826

The 444 College Avenue Project is located on 2.55 acres within the Multi-Modal Transportation District and the Central Core District. This site is within the Downtown overlay and is bounded by W. College Avenue, S. Macomb Street and W. Park Avenue. The current design plans indicate a 14' building setback from the Macomb Street ROW, a 3' building setback from the Park Avenue ROW and a 16' setback from the College Avenue ROW. The building, as positioned and proposed in terms of height, is in accordance with district guidelines.

We are proposing approximately 11,903 sq ft of retail, 219 residential units and 583 beds.

FINANCIAL SUMMARY

Estimated Stabilized Appraised Value	\$26,013,523
Estimated Stabilized Property Tax	\$517,669
Eligible Costs	\$2,666,280
Funding Proposal Over 19 Years:	\$2,661,240
Cumulative Funding Proceeds	\$4,891,402

The project is currently designed to offer retail space on the first level, fronting College Avenue and Macomb Street. Two levels of parking will be built behind the retail space with five levels of multi-family units above the podium level.

A large courtyard/plaza area is planned facing Macomb Street (+/- 33,000 SF), offering a pool and social gathering space. A second, interior courtyard is at the eastern portion of the project while an entrance lobby and reception area will be provided at Macomb Street near Park Avenue. A secondary residential entrance is located mid-lot along College Avenue.

The residential housing offers a balanced mix of unit types and sizes, creating a variety of living opportunities, unlike many typical developments heavily weighted toward large multi-bed units. The project unit mix and design will satisfy demand for an undergraduate and graduate living space in the rapidly growing College Park and downtown area. **These uses will be vertically integrated into a 7-story building following the MMTD and CC design characteristics and will undergo the additional step of Urban Design Committee review.**

ARCHITECTURAL DESIGN

02

6

ECONOMIC DEVELOPMENT IMPACT FUNDING REQUEST FOR 444 COLLEGE AVE.
MIXED-USE DEVELOPMENT IN COLLEGE PARK / DOWNTOWN DISTRICT

ARCHITECTURAL DESIGN

The 444 College Avenue mixed-use project is designed to fit within the urban context of the area surrounding Florida State University and downtown Tallahassee, responding to its context while also expressive of the uses contained within. Careful attention is given to the separation of public and private uses, massing, and transparency, all of which are evident at the building façade.



Designed as a podium-style building with retail and parking functions at the base levels, the architecture establishes a defined base through the use of traditional masonry and glass storefront materials. The retail component is sized and configured to accommodate the requirement of concealing 50% of the parking. Contributing to the compliance of the transparency requirements of the MMTD ordinance, the glass exterior of the retail component (along with the building entrances) addresses the 60% transparency threshold at primary elevations and 30% transparency at side elevations.

Above the building's podium, an open courtyard is strategically located with a westward exposure toward the FSU campus. This landscaped environment provides an amenity space for residents while offering relief from the perceived mass of the building along the western façade. The building volume is further subdivided by vertical reveals and changes in material color. This expresses the duality of the courtyards contained within and creates a geometric rhythm along the streetscape façade.

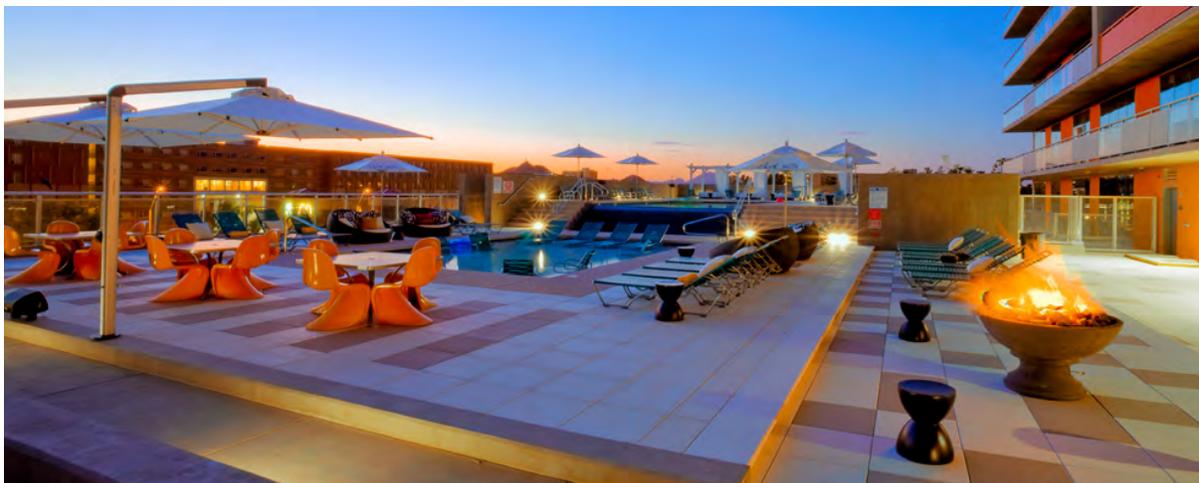
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ECONOMIC DEVELOPMENT IMPACT FUNDING REQUEST FOR 444 COLLEGE AVE.
MIXED-USE DEVELOPMENT IN COLLEGE PARK / DOWNTOWN DISTRICT

ARCHITECTURAL DESIGN

Transparent surfaces at the base highlight the retail frontage and residential entries. Massing, surface treatments, balconies, and window patterns above provide contrast at the residential levels.

Aimed at providing modern, efficient housing with sustainable objectives in mind, 444 College Avenue integrates contextual materials, cutting edge technology and thoughtful aesthetics into a design that is both respectful of the region's existing conditions and mindful of the city's future.



Most importantly, the project will serve as valuable core infill that will immediately activate an under-utilized site and serve as a generator for future improvements in the College Park / Downtown District.

A tax rebate is sought through the CRA incentive program, justifiable through the transformational nature of the project. 444 College Avenue will not only revitalize its immediate area within the district but also serve as a valuable community resource.

ECONOMIC & TAX IMPACT

03

ECONOMIC IMPACT

The Economic Development Council of Tallahassee / Leon County has conducted an impact study of the 444 College Avenue project. Please note the predicted impact below:

College & Macomb	Construction Impact	Permanent Impact
Output	\$74,621,788	\$3,595,747
Employment	596	49
Income	\$26,163,867	\$1,411,045

TAX IMPACT

The assembled parcels are currently owned by the Steiner family and three tax-exempt properties, thereby generating a very small amount of tax revenue. Below is the increase for the property and sales tax upon the stabilization of the 444 College Avenue project.

Tax Authority	Existing Tax Value	Projected Tax Value	Tax Increase
Combined Property Tax	\$13,487	\$ 517,669	\$ 504,182
Sales Tax (Local & State)*	\$ 0.00	\$ 370,480	\$ 370,480
Local Sales Tax (1.5%)	\$ 0.00	\$ 74,096	\$ 74,906
State Sales Tax (6.0%)	\$ 0.00	\$ 296,384	\$ 296,385
Total Tax Value	\$ 13,487	\$ 888,150	\$ 874,663

* Based on average annual retail sales psf of \$415.00

STRATEGIC PRIORITIES

04

STRATEGIC PRIORITIES

The six parcels being developed align with the City of Tallahassee's strategic priorities as follows:



Priority #1: Economic Development – To create and expand economic opportunities by encouraging investment and development, creating and sustaining jobs, increasing the tax base, and improving the quality of life in the community.

- Approximately 75 million construction dollars will be generated into the Tallahassee market throughout the proposed 18 months of construction.
- According to the economic impact study, nearly 600 jobs will be produced from construction alone.
- Upon completion, the newly developed property will create approximately 50 retail, service and professional opportunities.
- The tax base will be dramatically increased as three of the six parcels currently generate no tax revenue.
- The quality of life will be vastly improved by developing vacant and outdated urban structures into a vibrant mixed-use project where residents can live,

Priority #2: Energy resources – To demonstrate leadership in environmental stewardship and sustainable practices.

- The project will be constructed utilizing certain LEED practices.
- Energy Star appliances and energy-saving fixtures and methods will be used in each project.
- The use of both sustainable and locally produced materials is integral in reducing the carbon footprint.
- Two open air courtyards and numerous windows will produce natural light and air circulation.
- Structured parking will allow high density land use and keep parking lot impurities from the storm water runoff system.
- A parking ratio of 0.46 spaces per bed encourages pedestrian mobility and public transportation.
- The retail space will serve as an additional amenity for residential tenants to provide everyday necessities without the inconvenience of using a vehicle.



STRATEGIC PRIORITIES

Priority #3: Financial Viability – To continually review and assess the City’s five year financial and strategic plans to focus on utilities, debt financing, and refining programs to achieve efficiencies.

- Only three of the six parcels are currently generating any tax revenue as the other three are tax-exempt.
- Completion of the project will add these three properties to the tax roll while also substantially increasing the existing parcels taxable value.
- The successes of this project will help promote further development in the College Park / Downtown district, continuing the growth in the City’s tax rolls.

Priority #4: Long Range Planning – To enhance community standards and propose solutions for managing growth and planning for future development.

- The project will support the City’s goal of infill development providing walkable and transit oriented developments.
- 444 College Avenue will meet or exceed the adopted Urban design guidelines for the CC / MMTD district of College Park / Downtown.
- The project will set the precedent for future College Park / Downtown developments by promoting high density use of the land, building closer to the street and planting trees along the sidewalks.

PUBLIC FUNDING REQUEST

05

PUBLIC FUNDING REQUEST

The 444 College Avenue project is designed to be the benchmark for future developments in this key area between Florida State University and downtown Tallahassee.

SUMMARY

Public Parking:	\$589,000
Retail:	\$819,280
Sewer, Water & Tap Fee:	\$333,000
Underground Conversion Of Utilities:	\$275,000
Screening of Parking Deck:	\$250,000
Streetscape Landscaping:	\$100,000
Hardscape Setbacks:	\$100,000
Bus Stop:	\$50,000
Security Measures:	\$150,000
Total:	\$2,666,280

Public Parking: In keeping with Section 10-282.2.d.11.b, the ground floor of the parking structure will be designated spaces for non-residential use. Thirty-eight (38) parking spaces will be reserved for the public in order to allow easy access to the retail tenants. This project will also include on-street parking in accordance with Section 10-284.5.b of the MMTD Code. Public assistance is being requested for the on-street parking element. The CRA can meter the public parking spaces to earn revenue and recoup its investment for the spaces.

Retail: This development project will have approximately 11,903 sq ft of retail. The developer is seeking public assistance for the build out and design upgrades to the retail spaces. The retail space will be in accordance with Section 10-282.5 of the MMTD Code to encourage an 18-hour downtown as well as a primary target market of visitors, college students and office personnel frequenting the area.

Sewer, Water, & Tap Fee: This development project seeks public assistance for the initial cost of the tap fees to tie into the city's utilities along with the initial construction costs of the sewer, water and tap. The City of Tallahassee utility department will receive an increase in revenue from this development project since the current parcels have no utility bill. Also included in this cost is the offsite stormwater capacity and the stormwater conveyance at Jefferson and Macomb St.

Underground Conversion of Utilities: In accordance with Section 10-282.2.d.12.e of the MMTD Code, the developer seeks public assistance for the burial of utility service lines along College Avenue. The burial of the power lines will create a clear view of the Westcott building as well as downtown Tallahassee along College Avenue.

PUBLIC FUNDING REQUEST

Screening of Parking Deck: In accordance with Section 10-281.6 of the MMTD Code, this project's parking structure will require a streetscreen to mask the parking structure from public view. In order to comply with the Code, the developer is requesting funding to assist with the streetscreen construction.

Streetscape Landscaping: The developer is seeking public funding to assist with the landscaping standards set forth in Section 10-281.5 of the MMTD Code. This section requires street trees to be planted along all public sidewalks. Assistance is also being requested for the construction of sidewalks to connect all appropriate areas along College Avenue as well as street lighting in compliance with Section 10-282.2.d.12.a and Section 10-282.2.d.12.d.

Hardscape Setbacks: The site has unusually large setbacks from the curb to the property line. The project will take advantage of these areas in activating the streetscapes. Plaza pavers and other hardscape materials will work in conjunction with landscaping to provide outdoor seating at retail spaces, generous sidewalks and highlighted residential entries.

Bus Stop: In accordance with Section 10-283.4.b.1 of the MMTD Code, the developer is seeking public assistance to establish a bus stop. The MMTD Code requires a development greater than 20 dwelling units or 15,000 sq ft of non-residential uses to provide transit amenities consistent with StarMetro standards. This would necessitate the creation of a bus stop for (or adjacent to) this project. The new bus stop will encourage residents and visitors to utilize public transportation to access this development project as well as the College Park / Downtown District.

Security Measures: The 444 College Avenue project will include security measures to ensure the safety of its residents. These measures include gated residential parking in the parking structure, security cameras and secure key access for residents.

As a result, the developer is seeking public assistance on the above mentioned elements as they are additional requirements to maintain compliance with the MMTD Code.

The City of Tallahassee, Florida State University and the Sales Tax Committee have identified this district as an area that needs to be redeveloped. If publicly assisted, this project will be the catalyst for redevelopment, very similarly to the College Town project and others along Gaines Street and College Town District.

FLOOR PLANS & FINANCIALS

07

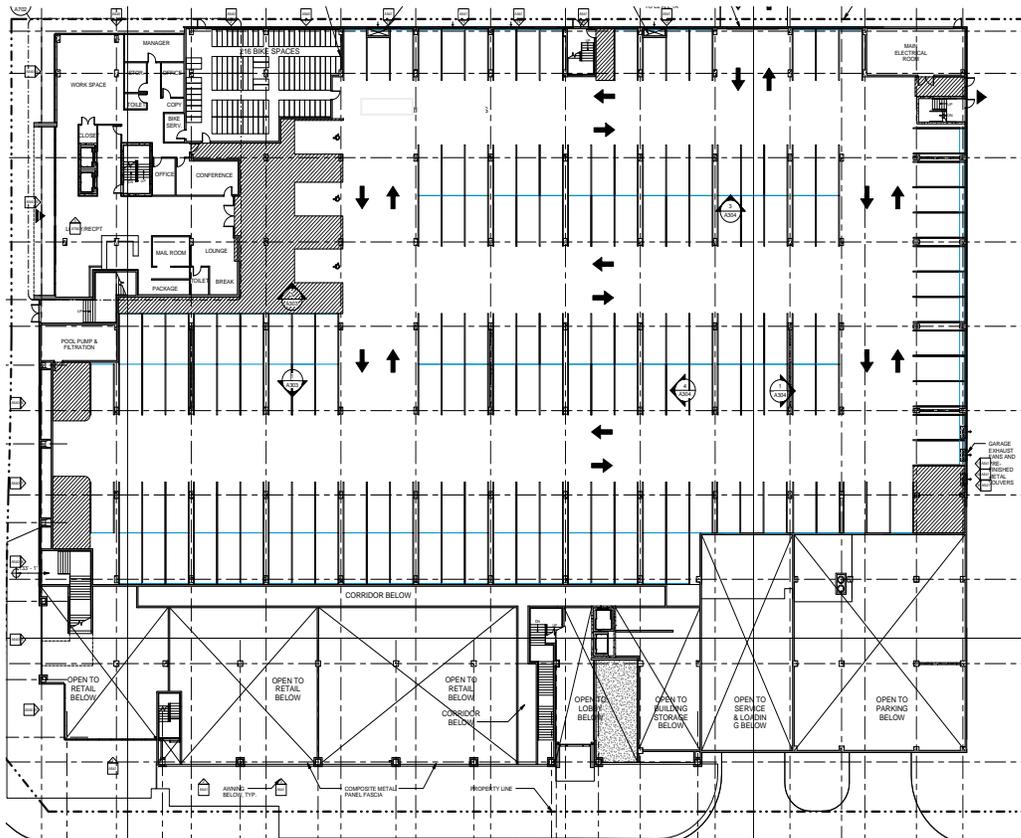
PARKING LEVEL ONE



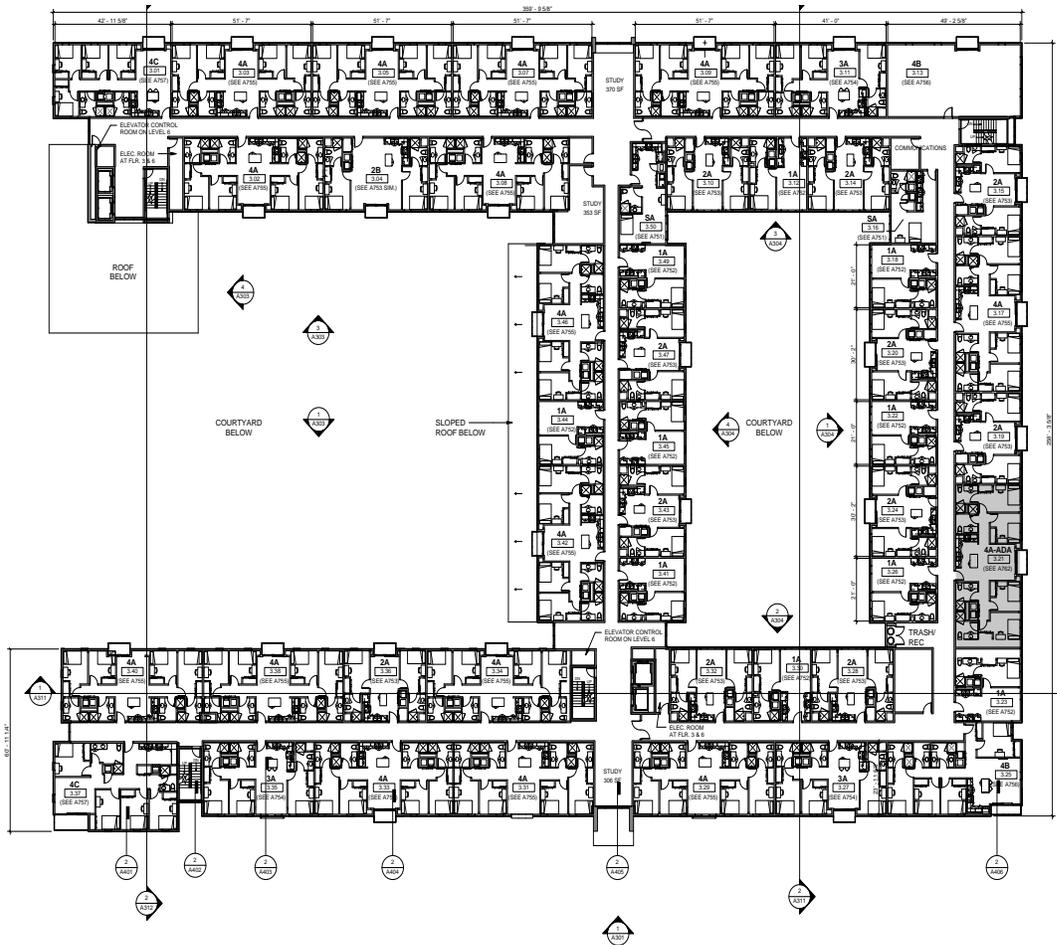
- Retail
- Public Parking
- Bus Stop
- Screening of Parking Deck
- Hardscape Setbacks
- Streetscape Landscaping

Residential Spaces:	271
Retail Spaces:	38
Total Spaces:	309

PARKING LEVEL TWO



TYPICAL RESIDENTIAL FLOOR LEVELS 3 - 7



GAP ANALYSIS

GAP Analysis		W/O CRA	W/ CRA
Projected Project Costs			
Land Costs		4,793,000	4,793,000
Hard Costs		39,800,280	39,800,280
Soft Costs		12,477,415	12,477,415
Total Costs		57,070,695	57,070,695
Requested Funds		-	(2,661,240)
Net Project Costs		57,070,695	54,409,455
Projected Project Sources			
Construction Loan	70%	39,880,000	39,880,000
Equity	30%	17,190,695	17,190,695
Total Sources		57,070,695	57,070,695
Projected Operating Performance			
Residential Revenue	\$889 avg rent	6,012,558	6,012,558
Parking Revenue	\$50 per mo	178,410	178,410
Retail Revenue	\$22 per SF	269,923	269,923
Other Revenue		106,161	106,161
Total Projected Revenue		6,567,052	6,567,052
Less: Operating Expenses		(1,670,921)	(1,670,921)
Less: Real Estate Tax		(517,669)	(517,669)
Less: Required Capital Reserves		(87,450)	(87,450)
Net Operating Income		4,291,012	4,291,012
Less: Non-Operating Expenses		(49,500)	(49,500)
Less: Debt Service (4.0%, 25yr amtz)		(2,552,797)	(2,552,797)
Net Income		1,688,715	1,688,715
Projected Unlevered Return on Cost		7.52%	7.89%
Investor Required Return on Cost		8.00%	8.00%
Deficit		-0.48%	-0.11%

ECONOMIC DEVELOPMENT IMPACT FUNDING REQUEST FOR 444 COLLEGE AVE.
MIXED-USE DEVELOPMENT WITHIN COLLEGE PARK / DOWNTOWN DISTRICT

	Year 0 2015	Year 1 2016	Year 2 2017	Year 3 2018	Year 4 2019	Year 5 2020	Year 6 2021	Year 7 2022	Year 8 2023	Year 9 2024	Year 10 2025	Year 11 2026	Year 12 2027	Year 13 2028	Year 14 2029	Year 15 2030	Year 16 2031	Year 17 2032	Year 18 2033	Year 19 2034	
Projected Stabilized Real Estate Tax		517,669	533,199	549,195	565,671	582,641	600,120	618,124	636,668	655,768	675,441	695,704	716,575	738,072	760,215	783,021	806,512	830,707	855,628	881,297	
Less: Reserve for City, County, MSTU, School, & Water MGMT		(322,923)	(332,611)	(342,589)	(352,867)	(363,453)	(374,357)	(385,587)	(397,155)	(409,070)	(421,342)	(433,982)	(447,002)	(460,412)	(474,224)	(488,451)	(503,104)	(518,197)	(533,743)	(549,755)	
Net Increment Property Tax Available	194,746	200,588	206,606	212,804	219,188	225,764	232,537	239,513	246,898	254,099	261,722	269,574	277,661	285,991	294,570	303,407	312,510	321,865	331,542		
NPV of Incremental Tax Through 2034 - Value to Developer	2,729,318																				
Cumulative Incremental Tax Through 2013 - Value to Developer	4,891,402																				
Discount Rate for NPV	6.00%																				
Projected County Sales Tax																					
Leon County Sales Tax - 1.50% - Assuming \$415/SF Sales		74,096	76,319	78,609	80,967	83,396	85,898	88,475	91,129	93,863	96,679	99,579	102,566	105,643	108,813	112,077	115,439	118,903	122,470	126,144	
Net Increment Sales Tax Available		74,096	76,319	78,609	80,967	83,396	85,898	88,475	91,129	93,863	96,679	99,579	102,566	105,643	108,813	112,077	115,439	118,903	122,470	126,144	

NPV of Incremental Tax Through 2034 - Value to Leon County	1,038,442
Cumulative Incremental Sales Tax Revenue	1,861,064
Discount Rate for NPV	6.00%

ABOUT CA

06

CA STUDENT LIVING

CA acquires, develops, redevelops and manages high-quality residential, hospitality and student-housing properties in targeted university communities. To date, CA has acquired or developed approximately \$2.0 billion and over 11,500 beds of student housing assets. CA entities' fundamental principle is value creation for investors and principals alike, resulting in consistently above-average market returns. When advantageous, CA creates joint venture partnerships with value-add local entities and investors.

We realize financial success for our investors because of our hands-on, ownership approach to each and every project.

KEY STATS

Founder:	Thomas Scott
Year Founded:	2004
Headquarters:	Chicago, IL
# of Employees:	40+
\$ Investment Value:	\$2.0 billion
\$ Raised:	\$700 million in debt and equity
# of Investments:	70+ properties
# of Student Housing Beds:	11,500+ beds
S.F. Developments/Acquisitions:	9.5 million s.f.

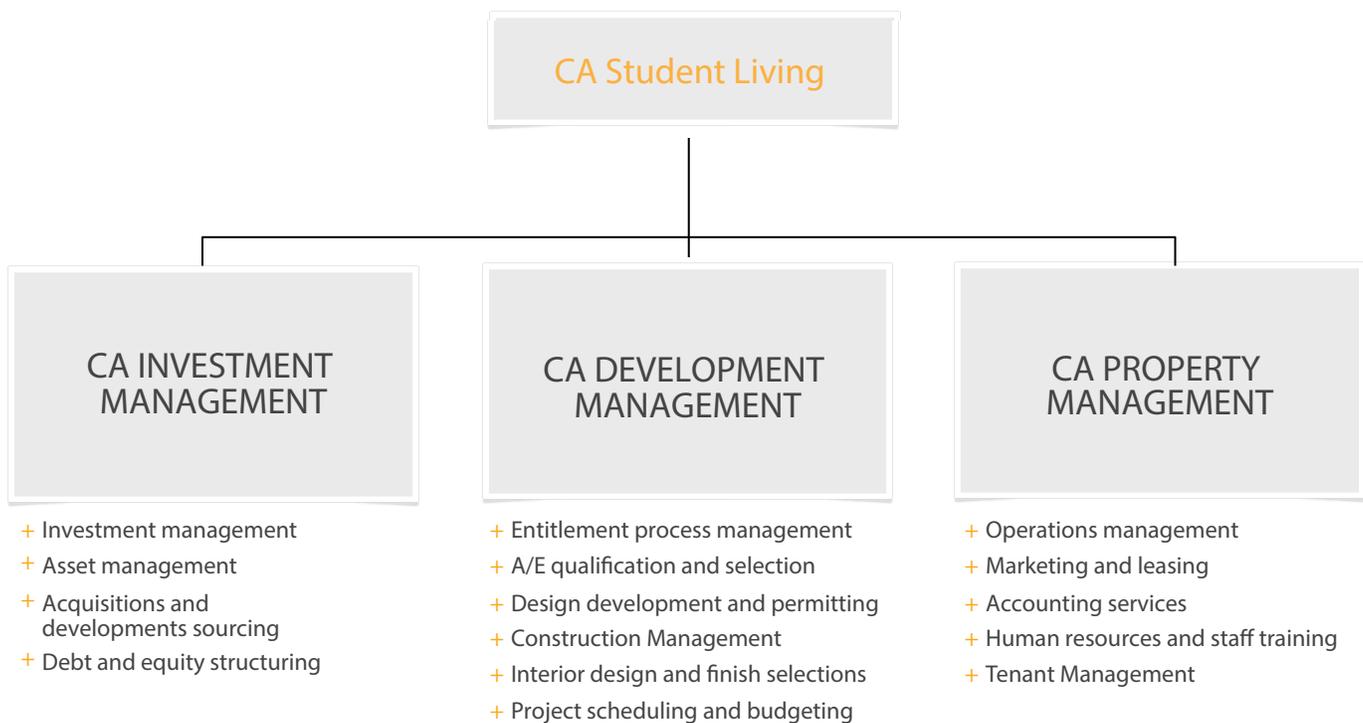
Our market advantages include:

- **Seasoned advisors.** Our team put more than 100 years of collective experience into providing you collaborative, cohesive real estate strategies.
- **Optimal value.** Our ability to identify, structure and execute sound investment opportunities in quality markets maximizes asset and investor value.
- **Proven track record.** Our thorough, strategic market analysis and due diligence creates sound and expeditious decision-making, creative vision, market savvy, and experienced professionals provide unmatched investor loyalty.
- **Speed and accuracy.** Our comprehensive investment expertise, partnerships with leading design and construction firms, and strong local government relationships result in timely and targeted projects.
- **Enviably product.** Our ability to deliver superior, urban, sustainable, technology-centric projects in high-barrier-to-entry locations distinguishes CA Student Living.



COMPANY INFRASTRUCTURE

CA's robust infrastructure marries centralized systems and management expertise with localized operational expertise. CA has a dedicated and skilled management team with significant experience in financing, acquiring, developing and managing. The management team combines comprehensive institutional real estate knowledge with local experience and a proven track record. CA is committed to providing high-quality residential and hospitality environments that exceed expectations of residents, guests, customers and most importantly the community. The ability to target the right opportunities and maximize asset value through a comprehensive property management and leasing plan distinguishes CA from other owners, operators and developers.



CA STUDENT LIVING - RECENT PROJECTS

MIXED-USE AT TEXAS A&M

RISE AT NORTHGATE | COLLEGE STATION, TX | WWW.RISEATNORTHGATE.COM



Project Statistics

Land Size:	42,962 SF
Residential:	173,684 SF
Retail:	16,983 SF
Unit / Bed Mix:	173 Units / 471 Beds
Parking Spaces:	355
University Enrollment:	49,861
Total Project Cost:	\$44 M

Amenities: State-of-the-art Fitness Center, Library & Study Rooms, Recreation Room, Yoga Studio, Roof Top Pool and Hot Tub, Optional Laundry Service, Fire Pit and Grilling Area, Swim-Up Movie Projector

Retail Tenants: CVS and Great Wraps

Project Schedule

Entitlements Complete	02/2012
Land Closing	04/2012
Permit Issuance	05/2012
Construction Start	05/2012
Occupancy	08/2013



MIXED-USE AT UNIVERSITY OF MICHIGAN

LANDMARK | ANN ARBOR, MI

Project Statistics

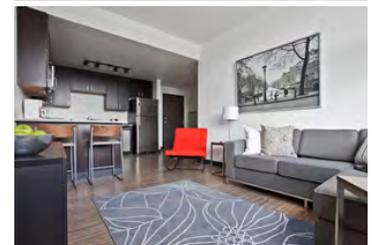
Land Size:	34,583 SF
Residential:	197,422 SF
Retail:	8,446 SF
Unit / Bed Mix:	173 Units / 606 Beds
Parking Spaces:	135
University Enrollment:	41,600
Total Project Cost:	\$72 M

Amenities: Spa-life Fitness Center, Modern Cardio Equipment, Wellness Center, Yoga, Spa, Hot Tub, Members-only Club Room / Cyber Cafe, Business Center with Wi-Fi Study Lounges, BBQ Station, Fire Pit, Hot Tub, Landscaped Elevated Courtyard, Superior In-Unit Finishes

Retail Tenants: 7-Eleven, Tim Horton's, No Thai, and World of Beer

Project Schedule

Entitlements Complete:	09/2010
Land Closing:	01/2011
Permit Issuance:	02/2011
Construction Start:	02/2011
Occupancy:	08/2012



CA STUDENT LIVING - RECENT PROJECTS

MIXED-USE AT PURDUE UNIVERSITY CHAUNCEY SQUARE | WEST LAFAYETTE, IN



Project Statistics

Land Size:	84,864 SF
Residential:	169,360 SF (Combined)
Retail:	11,173 SF (Combined)
Unit / Bed Mix:	158 Units / 386 Beds (Combined)
Parking Spaces:	496
University Enrollment:	39,726
Total Project Cost:	\$20 M (New Development)

Amenities: Fitness Center, Theater Room, Tanning, Club Room with Pool Table, Wood Floors, Stainless Steel Appliances, Granite Countertops, Private Patios, and Washer / Dryers

Retail Tenants: Noodles, Red Mango, Fiesta Mexican Grill, Green House, and Dawson's House Chili

Project Schedule

Entitlements Complete	07/2011
Land Closing	07/2011
Permit Issuance	08/2011
Construction Start	08/2011
Occupancy	08/2012

UNIVERSITY OF ARIZONA LEVEL | TUCSON, AZ | WWW.LEVELTUCSON.COM

Project Statistics

Land Size:	29,539 SF
Residential:	197,422 SF
Unit / Bed Mix:	176 Units / 588 Beds
Parking Spaces:	91
University Enrollment:	39,086
Total Project Cost:	\$49 M

Amenities: State-of-the-art Fitness Center, Roof Top Pool Deck with Hot Tub, Superior In-Unit Finishes, Study Lounge and Business Center

Project Schedule

Entitlements Complete:	12/2011
Land Closing:	03/2012
Permit Issuance:	03/2012
Construction Start:	03/2012
Occupancy:	08/2013





**ECONOMIC DEVELOPMENT
IMPACT FUNDING REQUEST
FOR 444 COLLEGE AVE.**

MIXED-USE DEVELOPMENT IN
COLLEGE PARK / DOWNTOWN DISTRICT
TALLAHASSEE, FL

JJ Smith, Principal
312 994 1882
jjsmith@ca-ventures.com



444 College Ave.

Eligible Cost Exhibit



Summary

College Avenue serves as the premier gateway between Florida State University and Tallahassee’s Historic Downtown. The vista created from hill to hill is one of the more recognizable views in all of Tallahassee.

Investing in the rebuild of College Avenue provides an opportunity to turn existing eyesores into community assets. College Avenue is where we connect Town & Gown. From Wescott fountain, through the heart of Downtown, and all the way to Franklin Boulevard, rebuilding College Avenue is an idea whose time has come.

Eligible Cost	Amount
Public Parking	\$ 589,000
Retail	\$ 819,280
Sewer, Water & Tap Fee	\$ 333,000
Underground Conversion of Utilities	\$ 275,000
Screening of Parking Deck	\$ 250,000
Streetscape Landscaping	\$ 100,000
Hardscape Setbacks	\$ 100,000
Bus Stop	\$ 50,000
Security Measures	\$ 150,000
Total	\$ 2,666,280

Public Parking - \$589,000



 = Public Parking

In keeping with Section 10-282.2.d.11.b, the ground floor of the parking structure will be designated spaces for non-residential use. Thirty-eight (38) parking spaces will be reserved for the public within the parking structure to allow easy access to the retail tenants.

The estimated cost per space is \$15,500 totaling \$589,000. The CRA will own this parking area with the ability to receive income by metering these spaces.

Retail - \$819,280



 = Retail Space

This development project will have approximately 11,903 sq ft of retail. The developer is seeking public assistance for the build out and design upgrades to the retail spaces. The retail space will be in accordance with Section 10-282.5 of the MMTD Code to encourage an 18-hour downtown as well as a primary target market of visitors, college students and office personnel frequenting the area.

Sewer, Water, & Tap Fees - \$333,000

Dear Mr. Steiner,

Poole Engineering and Surveying has provided an initial opinion of cost on the following items;

- | | | |
|----|---|---------------------|
| 1. | Estimated cost for purchase of Stormwater Capacity in the COT/FSU Regional Stormwater facility (Cost of capacity is \$65,685 per acre of impervious times 2.33 acres) | \$153,000.00 |
| 2. | Opinion of cost to upgrade 606' of off-site stormwater pipe to 36" RCP | \$140,000.00 |
| 3. | Opinion of cost to construct (6) 6" sewer taps, including straddle manholes, asphalt patching and overlay | \$40,000.00 |
| | Total | \$333,000.00 |

Please let me know if there are any questions or comments.

Sincerely,



Barry Poole
Executive Vice President
Poole Engineering and Surveying, Inc



Conversion to Underground - \$275,000

“This cost would convert the short section of overhead along College to underground. To do the underground conversion, easements would be required on both sides of Macomb for equipment and guys and would also require service conversions for 5 customers fed from this overhead section. In addition, there is some tree removal and mitigation that would be required. The estimate for this option is \$275,000. This estimate does not include the easement and tree removal/mitigation costs, but does include an allowance for the service conversions.”

Rob McGarrah
General Manager - Electric
City of Tallahassee

Screening of Parking Deck - \$250,000

In accordance with Section 10-281.6 of the MMTD Code, this project's parking structure will require a streetscreen to mask the parking structure from public view. In order to comply with the Code, the developer is requesting funding to assist with the streetscreen construction.





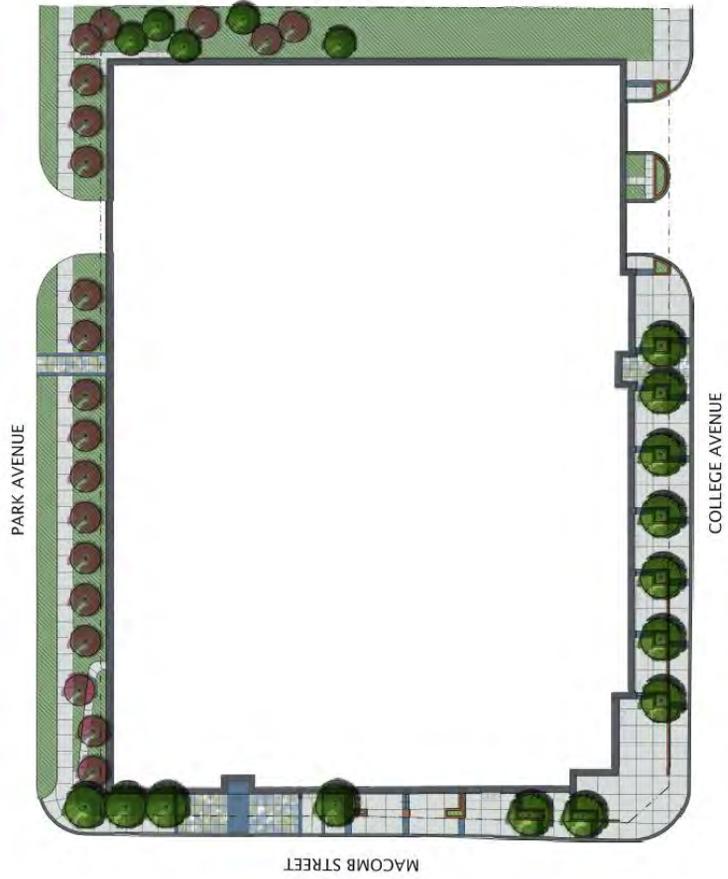
Streetscape Landscaping & Hardscape Setbacks - \$200,000

Subject	Item	Quantity	Unit	Unit Cost	Total	Quantity	Unit	Unit Cost	Total	Grant Total
444 COLLEGE AVENUE										
within R.O.W.										
Site Improvements:										
Hardscape Concrete Paving (4" thick fiber reinforced)										
	Decorative Paving	6400	SF	\$6.00	\$38,400.00					
	Decorative Paving - Banding	881	LF	\$25.00	\$22,275.00					
	Decorative Paving - Banding	420	SF	\$18.50	\$7,770.00					
	Steps - Decorative Paving	118	LFR	\$120.00	\$14,160.00					
	Handrail	105	LF	\$150.00	\$15,750.00					
	Armed/Retained	16	EA	\$3,000.00	\$48,000.00					
	Benches - 4	4	EA	\$2,000.00	\$8,000.00					
	Seals (Bus Shelter)	9	EA	\$1,000.00	\$9,000.00					
	Blue FADS	17	EA	\$1,250.00	\$21,250.00					
	Trash Receptacles	5	EA	\$2,000.00	\$10,000.00					
	Sealers	7	EA	\$2,500.00	\$17,500.00					
Landscaping										
	Shade Trees (4" cal.)	12	EA	\$750.00	\$9,000.00					
	Ornamental Trees	9	EA	\$450.00	\$4,050.00					
	Shrubs (7 gal.) estimator quantity	200	EA	\$40.00	\$8,000.00					
	Ornamental Grasses (5 gal.) estimator quantity	40	EA	\$30.00	\$1,200.00					
	Groundcover (3 gal.) estimator quantity	150	EA	\$15.00	\$2,250.00					
	Perennials (3 gal.) estimator quantity	135	EA	\$30.00	\$4,050.00					
	Topsoil (6" layer/12" planting beds)	323	CY	\$35.00	\$11,305.00					
	Mulch (3" deep)	61	CY	\$35.00	\$2,135.00					
	Irrigation	3702	SF	\$0.40	\$3,480.00					
	1/2" x 3/4" high brick walls	541	LF	\$255.00	\$137,955.00					
	42" high railing	375	LF	\$150.00	\$56,250.00					
Lighting/Electrical										
	Tree Uprights	42	EA	\$400.00	\$16,800.00					
	Street Lights - single incand. w/ pole estimate	0	EA	\$3,200.00	\$0.00					
	Blue Light Emergency Poles	0	EA	\$11,000.00	\$0.00					
\$464,789.50										
within R.O.W.										
		7622	SF	\$6.00	\$45,732.00					
		961	LF	\$25.00	\$24,275.00					
		531	SF	\$18.50	\$9,823.50					
		0	LFR	\$120.00	\$0.00					
		0	LF	\$150.00	\$0.00					
		0	EA	\$3,000.00	\$0.00					
		0	EA	\$2,000.00	\$0.00					
		0	EA	\$1,000.00	\$0.00					
		0	EA	\$1,250.00	\$0.00					
		0	EA	\$2,000.00	\$0.00					
		0	EA	\$2,500.00	\$0.00					
		1	EA	\$750.00	\$750.00					
		16	EA	\$450.00	\$7,200.00					
		188	EA	\$40.00	\$7,520.00					
		24	EA	\$30.00	\$720.00					
		1115	EA	\$15.00	\$16,725.00					
		112	EA	\$20.00	\$2,240.00					
		267	CY	\$35.00	\$9,345.00					
		67	CY	\$35.00	\$2,345.00					
		7181	SF	\$0.40	\$2,872.40					
		0	LF	\$255.00	\$0.00					
		0	LF	\$150.00	\$0.00					
		34	EA	\$400.00	\$13,600.00					
		20	EA	\$3,200.00	\$64,000.00					
		2	EA	\$11,000.00	\$22,000.00					
\$200,000.00										
\$664,807.70										

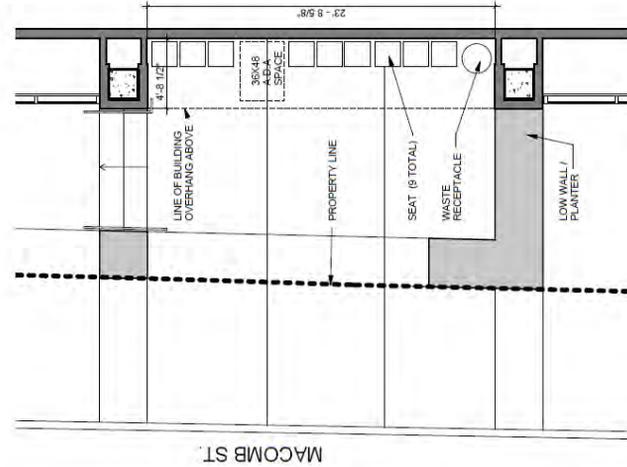
NOTES:

- The above estimate was prepared as part of Conceptual Design Drawings for 444 College Avenue, dated 02/07/2014, by VPI. Estimate is subject to change.
- Estimate for construction do not include consultant fees, sub-contractor professional fees or reimbursables.
- Materials identified in estimate are intended for pricing purposes only. Materials may be substituted as the design develops.
- This estimate does not include any required permitting fees, construction/contract administrator fees, general conditions, or the cost of various bonds that may be required in the construction contract.
- General Conditions are not included. Additional information to be provided by Poole Engineering & Surveying, Inc. as it relates to site-specific design elements - estimate does not include drainage/grading.
- Permits, Insurances and Fee include, but are not limited to: Building Permit, Builder's Risk Insurance, General Liability Insurance, Payment and Performance Bond, and Close Receipt Sales Tax.
- Estimate has been assembled using in-house supplier, cost means data, and preliminary contractor pricing. Contractor pricing may vary as well as adjust suddenly due to unforeseen elements/conditions.

Streetscape Landscaping & Hardscape Setbacks - cont.

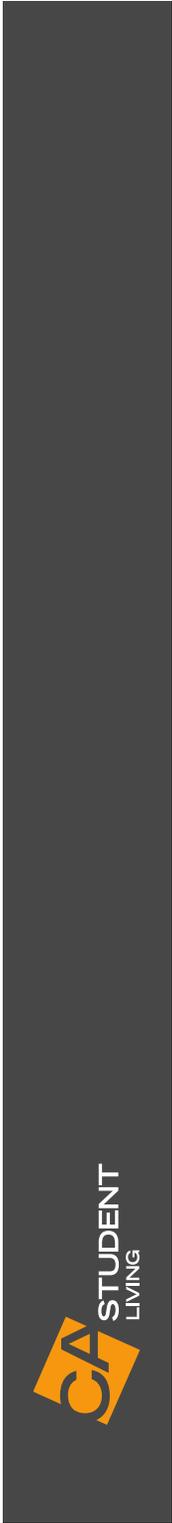


Bus Stop - \$50,000

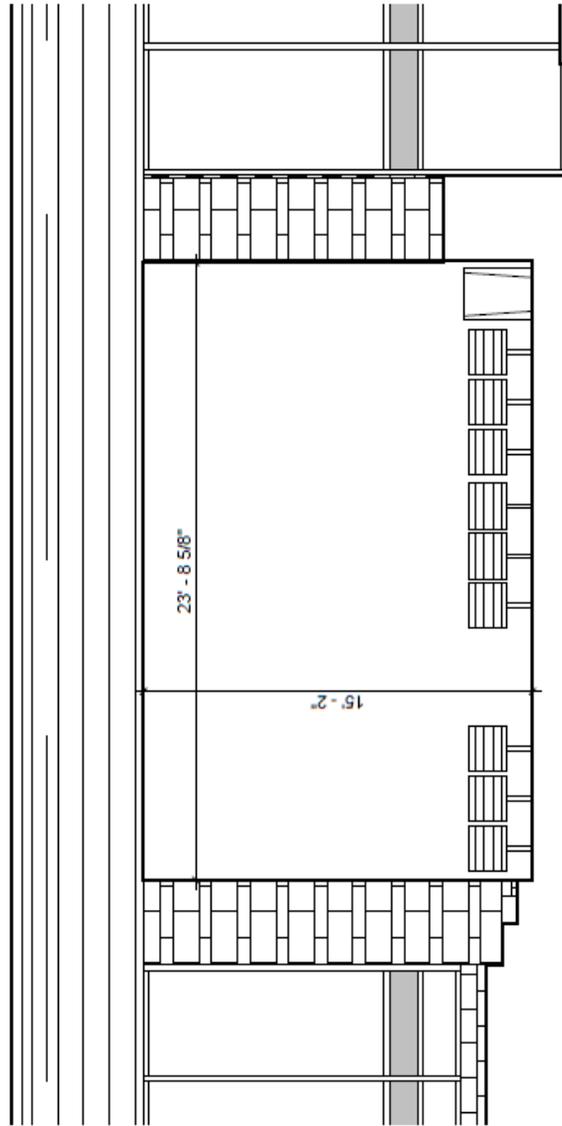


In accordance with Section 10-283.4.b.1 of the MMTD Code, the developer is seeking public assistance to establish a bus stop. The MMTD Code requires a development greater than 20 dwelling units or 15,000 sq ft of non-residential uses to provide transit amenities consistent with StarMetro standards. This would necessitate the creation of a bus stop for (or adjacent to) this project. The new bus stop will encourage residents and visitors to utilize public transportation to access this development project as well as the College Park / Downtown District.

Plan



Bus Stop - cont.



Elevation

Security - \$150,000

The 444 College Ave. project will feature security measures to ensure the safety of its residents. These measures include gated residential parking in the parking structure, security cameras and secure key access for residents.

Cameras will be wired to a central location, security desks and CCTV room and installed at the following locations:

- Every entry to the building:
 - Garage
 - Inside and outside elevators
 - Outside each stairwell
 - At any corners and intermediate hallway points thus covering the entire hallway
- Management office
- Inside and outside each amenity space
- Common terraces
- Pool deck
- Accessible Rooftops
- On parapet walls viewing down on balconies, sidewalks and decks

Summary of CRA Major Development Project Funding 2005-2014

	Project Name	Project Description	Total CRA Funds Committed*	Estimated Construction Costs	CRA Funds as % of Construction Cost	CRA District
2005	Marriott Residence Inn	5,000 SF of Retail Use. City directed urban design features: hotel to the street, parking in the rear, ground floor retail	\$500,000	\$12,000,000	4.10%	DT
2009	Lofts on Gaines	5,200 SF of Retail Use. Construction of mixed-use condominium project located on the west end of Gaines Street	\$300,000 grant, \$405,000 loan	\$6,000,000	5.00%	GFS
2011	Seminole Boosters Inc - College Town	37,272 SF of Retail Use. Construction of a Mixed-use residential development on the south side of Madison Street	\$2,532,000	\$19,400,000	13.05%	DT
	Four Points Sheraton Hotel	Renovation of the Former Round Holiday Inn located on Tennessee Street	\$359,000	\$13,559,000	2.64%	FTSS
2012	North American Properties - Joint Venture District East - The Deck	13,080 SF of Retail Use. Construction of mixed-use student housing developments on the former Salie & Ferguson sites	\$5,600,000 combined investment (By right purchase of parking spaces included in this figure.)	\$32,250,000	10.72%	FTSS
	North American Properties - Joint Venture District West - The Block	13,840 SF of Retail Use. Construction of mixed-use student housing developments on the former Salie & Ferguson sites		\$19,950,000		FTSS
	Chance Catalyst Development	3,650 SF of Retail Use. Construction of mixed-use student housing development	\$911,800	\$26,400,000	3.45%	DT
	601 Copeland - ACC	0 SF of Retail Use. Construction of student housing development	\$395,000	\$21,500,000	1.83%	DT
2014	444 College Ave.	11,903 SF of Retail Use. Construction of mixed-use student housing development	\$1,234,280 (Recommended)	\$57,070,695 to \$40,332,555	2.16% to 3.06%	DT

*Rounded to the nearest thousand. May include commitments to bury powerlines or other infrastructure improvements.



Campus Investors FSU 444 College Ave, LLC
130 E Randolph St. Suite 2100
Chicago, IL 60601
www.ca-ventures.com

CRA Requested Reimbursements: "ONXY" 444 W College Ave, Tallahassee, FL

Item #2 of 5: Tap Fees and Off Site Improvements

Below are the costs associated with the offsite improvements done by CA for the project. The costs represented in the table below and the backup enclosed pertains to the temporary storm water vault that was installed on the adjacent property. This system could have been used as a permanent storm water solution for the project, however the developer managed the offsite improvement in the areas nearby. CA is hoping to recover the CRA allowance amount for the work done in this area.

Table 3. Tap Fees and Off Site Improvements

Item #	Title	CRA Allowance	Final CA Cost	Reimbursement Requested
2	Tap Fees and Off Site Improvements	\$140,000.00	\$145,556	\$140,000.00

Pricing Back Up:

- 2.0 Temporary Storm Water Vault Installation Costs: \$145,556
 - 2.1 Executed Change Order #1 with Contractor for Work
 - 2.2 Breakdown of costs approved and paid for by CA in PCO#004
 - 2.3 ARCO Pay Application #5
 - 2.3.1 Shows the payment of Change Order #1 and PCO#004
 - 2.4 ARCO Sworn Statement
 - 2.4.1 Shows the proof of payment of Pay Application #5

Item #2.1: Executed
Change Order 1

Change Order

Similar to
AIA Document G701

OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

<p>PROJECT: CA FSU 444 College Avenue Tallahassee, FL 32306</p> <p>TO CONTRACTOR: ARCO National Construction Company, Inc. 900 N. Rock Hill Rd. St. Louis, MO 63119</p>	<p>CHANGE ORDER NO: OCO#1</p> <p>DATE: 7/11/2014</p> <p>PROJECT NO: N429-</p> <p>CONTRACT DATE: 4/21/2014</p> <p>CONTRACTOR FOR: General Construction</p>
---	--

The Contract is changed as follows:

CO Item	Description	Amount
1	ARCO to provide temporary off-site storm detention structure in accordance with Poole Engineering revised EMP plans dated 6/16/14 and Owner approved ARCO CPO #3R1 (0 Days).	145,556.00

Total For Change Order OCO#1: 145,556.00

Not valid until signed by the Owner, Architect, and Contractor.

The original Contract Sum was	\$ 41,000,000.00
Net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 41,000,000.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 145,556.00
The new Contract Sum including this Change Order will be	\$ 41,145,556.00

The Contract Time will be unchanged.

ARCHITECT:

SHEPLEY BULFINCH
2 Seaport Lane
Boston, MA 02210

BY: *W.M.C. Fry*
TITLE: Associate
DATE: 8/19/2014

CONTRACTOR:

ARCO National Construction Company, Inc.
900 N. Rock Hill Rd.
St. Louis, MO 63119

BY: *Michael Fry*
TITLE: Project Mgr
DATE: 8.20.14

OWNER:

CI FSU 444 College Ave LLC c/o CA Student
161 North Clark Street, Suite 4900
Chicago, IL 60601

BY: *[Signature]*
TITLE: Principal
DATE: 8/19/14

Item #2.2: PCO #4 Temp
Storm water vault
installation costs



DATE: June 17, 2014
TO: Joe Sugiyama – Campus Acquisitions
Omar Rihani – CA Ventures
FROM: ARCO National Construction Co.
RE: 444 W College Avenue
Tallahassee, FL
ARCO Project No. N-429

Owner Change Order Request #001 (PCO #004)

The pricing and details listed below represent a summary of the costs for a change to the contract. Please review the information accordingly. If this change is approved, please sign and return a copy to the ARCO National Construction Company, Inc. office for record. A response is required on this proposal by no later than 06/20/14 in order to remain valid.

PCO #	Title	Description	Amount
#004	Temporary off-site storm sewer detention.	Furnish and install a temporary off-site storm detention system as detailed on Poole Engineering revised EMT Amendment #1 plans dated 06/16/14. This scope includes only the installation of this system and temporary discharge into an existing curb inlet on College Avenue. If required, the subsequent removal of this system will be by separate PCO proposal. This change will not impact our current construction schedule if we are released to proceed prior to Friday, 06/20/14 – after this date our critical path will be impacted on a day for day basis.	\$145,556.00

Upon approval of this document, ARCO National Construction Co., Inc. will proceed with this work and submit a formal Owner Change Order for execution. If you have any questions regarding this item, please contact me.

Sincerely,

Michael King
Project Manager
mking@arco1.com

Approved DATE

Rejected DATE

Attachments:
COR #001 Detailed Cost Estimate
Subcontractor Quotations

cc: Russell Gall, ARCO National Construction Co., Inc.

ALTERNATES

Alternate 5c - CMP temporary storm sewer detention on Steiner parcel R2 (includes sub pricing).									
DESCRIPTION	QTY	UNIT	Labor	Material	Subcon	LABOR	MATERIAL	SUBCON	TOTAL
						0	0	0	0
Adjus. ARCO pricing to Sub quote	1	LS			(4,955.00)	0	0	(4,955)	(4,955)
purchase, deliver, place & backfill CMP	195	LF			269.00	0	0	52,455	52,455
plug & grout ends	6	EA			1,000.00	0	0	6,000	6,000
22x8x8 boxed ends	2	EA			25,000.00	0	0	50,000	50,000
						0	0	0	0
18" HDPE piping to accommodate temporary conditions	400	LF			60.00	0	0	24,000	24,000
						0	0	0	0
modify trailer steps for temporary access during construction	1	LS			5,000.00	0	0	5,000	5,000
						0	0	0	0
removal of system upon completion of off-site storm	not incl'd	LS			20,000.00	0	0	0	0
						0	0	0	0
SUBTOTAL						0	0	132,500	\$ 132,500
Arco Contingency		%				0	0	0	0
SUBTOTAL									132,500
Insurance	1.08	%							1,431
SUBTOTAL									133,931
Overhead and Profit	8.68	%							11,625
SUBTOTAL									145,556
Commission		%							0
								TOTAL:	\$145,556